

**MINUTES**  
**ETIWANDA SCHOOL DISTRICT BOARD OF TRUSTEES**  
**THURSDAY, APRIL 13, 2017, 6:30 P.M.**  
**ETIWANDA EDUCATION CENTER BOARD ROOM**  
**6061 EAST AVENUE, ETIWANDA, CALIFORNIA 91739**

<b>Members Present:</b> Mrs. Taylor, Mr. Long, Mrs. Cadman, Mr. Garcia, and Mrs. Karsch
<b>Others Present:</b> Dr. Judson, Mrs. Sprague, Mr. Claflin, Mr. Embleton, Mr. Sipos, and Mrs. Freer

**I. Call to Order**

- A. 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 audio taped and asked the audience to join in the Pledge of Allegiance.

**II. Public Comment**

*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.
- B. Comments on non-agenda items:  
➤ None offered.

**III. 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 meeting held ~~April 13,~~ March 9, 2017, as presented on a motion by Member Long, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.\*

**IV. Educational Presentation**

- A. Justin Kooyman, principal of Etiwanda Intermediate School (EIS), provided an educational presentation regarding the variety of programs developed to meet the needs of students during the school day and through after school extensions. EIS is proud to be the only Advanced via Individual Determination (AVID) certified school in the district. The AVID program assists 7<sup>th</sup> and 8<sup>th</sup> grade students with study skills, leadership opportunities, organizational strategies, goal setting, tutorials, a career fair and college readiness. EIS AVID teachers have been trained in supporting students with research-based strategies for academic success. Parent, Mrs. Oviedo, and student, Denise Oviedo, as well as parent, Mrs. Kratzer, and student, Annaiyah Kratzer shared how AVID has helped them to become better students. These students received a participation award and pencil, and took a picture with the Board of trustees.

**V. Instruction**

- A. Charlayne Sprague, assistant superintendent of instruction/pupil services, presented a summary of the California School Dashboard state indicators and reports for the Etiwanda School District. The new state indicators include chronic absenteeism, suspension rate, English learner progress, graduation rate, college and career, English language arts achievement, and mathematics achievement. School performance for state indicators is measured through a combination of current performance (Status) and improvement over time (Change).

**VI. Consent Calendar**

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Long, seconded by Member Cadman, with four yesses from Members Taylor, Long, Cadman, and Garcia, and one abstention by Member Karsch.

- 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 numbers 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, Rancho Etiwanda, Silver Ridge, Coyote Canyon, Henderson, and Victoria Gardens, ratifies the CFD expenditures for the period February 1, 2017 through March 31, 2017, per the CFD Transactions Board Report.\*
- C. Approval of the use of the following outside contractors:
  - 1. Approval of Contract for Consultant Services between Etiwanda School District and Dan Haley of Southland Mega Groove for live music during open house event at Day Creek Intermediate School.\*
  - 2. Approval of Contract for Consultant Services between Etiwanda School District and PATHS Training LLC and LearningSEL LLC for PATHS training workshop Day 2 for elementary teachers at Perdue Elementary School.\*
  - 3. Ratification of Contract for Consultant Services between Etiwanda School District and EBK & Company LLC dba Engineering for Kids for a six week mechanical engineering program for GATE students at Windrows Elementary School.\*
  - 4. Ratification of Contract for Consultant Services between Etiwanda School District and MIJO Entertainment for live music during middle school dances at Summit Intermediate School.\*
  - 5. Ratification of Contract for Consultant Services between Etiwanda School District and School APPTitude for development of mobile school apps for 14 schools, one home school program and one district app.\*
  - 6. Ratification of Contract for Consultant Services between Etiwanda School District and Zebra Entertainment and Events for carnival games during an event at Etiwanda Intermediate School.\*
  - 7. Ratification of Contract for Consultant Services between Etiwanda School District and STAR Education for an inventor’s workshop titled Extraordinary Engineering at Perdue Elementary School.\*
  - 8. Ratification of Contract for Consultant Services between Etiwanda School District and Carl Abajian for hands on marine education at David W. Long Elementary School.\*
  - 9. Ratification of the Agreement for Participation Inside the Outdoors School Program Public Schools 2016-2017 Agreement #90174 between Etiwanda School District and Orange County Superintendent of Schools to be held at West Heritage Elementary.\*
- D. 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: Etiwanda Intermediate – Dell computers; Day Creek Intermediate – copiers, projectors, Hovercams, miscellaneous electronic equipment; Golden Elementary – Dell Optiplex computers, keyboards, printers; Carleton Lightfoot – Dell Latitude Laptops.\*
- E. Approval of the declaration that eight used Etiwanda School District buses are obsolete and will be sold as surplus property: Business department - buses are valued between \$10,000 and \$12,000 each.\*
- F. Approval of the following donations:\*

Donated by:	Item(s)	Donated to:
Karen Halpern	Non-Cash	John L. Golden Elementary
John L. Golden PTA	Cash	John L. Golden Elementary
Simmons Family/United Way	Cash	Grapeland Elementary

\* = Attached

VI. **Consent Calendar (continued)**

Donated by:	Item(s)	Donated to:
Simmons Family/United Way	Cash	Grapeland Elementary
Thomas Tozzi/Judy Montejano	Cash	West Heritage Special Ed. Dept.
Rubio's Costal Grill	Cash	Caryn Elementary
MHR Investments/Yogurtland	Cash	Caryn Elementary
Wahoo's Fish Taco	Cash	Caryn Elementary
Wells Fargo Matching Gift program	Cash	Caryn Elementary
Terra Vista PTA	Cash	Terra Vista Elementary
Friends of Lightfoot PTO	Cash	C.P. Lightfoot Elementary
The Home Depot	Non-Cash	LCAP Community Forum

- G. Approval of the use of the State of California Multiple Award Schedule SIGMAnet, Inc., piggybackable contract #3-15-70-2486F for the purchase of information technology goods and services.\*
- H. Ratification of the Memorandum of Understanding by and between The Office of the San Bernardino County Superintendent of Schools and the Etiwanda School District for district improvements of county classrooms at John L. Golden Elementary.\*
- I. Acknowledgement by the Governing Board of the Etiwanda School District of the receipt of letters of certification from the following outside contractors verifying clearance of their employees: DKC Architects, Inc., Dewey Pest Control, The Meadows Center for Preventing Educational Risk (The University of Texas at Austin), OnPoint (Innovative Learning Environments), Pacific Audiologics, Premier Healthcare Services, and Time & Alarm Systems (TAS).\*
- J. Approval to rescind resolutions 1617-52, 1617-53, 1617-54, and 1617-55 approved at the Board of Trustees of the Etiwanda School District meeting held on March 9, 2017, in view of the fact that CSEBA's benefit rates came in lower than other benefit providers for comparable plans.\*
- K. Approval of the Consultant Agreement between Etiwanda School District and Reynolds Consulting Group, Inc., to provide professional services with respect to mandated costs reimbursement claims outside of the Mandate Block Grant to Etiwanda School District commencing July 1, 2017 through June 30, 2018.\*
- L. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Fence Craft of Upland for work to be performed at Heritage Intermediate School.\*
- M. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Time and Alarm Systems for labor and travel costs for installation of a new amplifier at Golden Elementary School.\*
- N. Ratification of Etiwanda School District Actuarial Study of Retiree Health Liabilities as of July 1, 2016, as prepared by: Total Compensation Systems, Inc.\*
- O. Approval of the Memorandum of Understanding between Azusa Pacific University School of Education and the Etiwanda School District for the School of Education to offer discounted tuition to employees of MOU Partner to provide access to professional preparation through certificate, credential, masters' educational specialists, and doctoral degree programs.\*
- P. Ratification of the Inland Personnel Council Agreement for Special Services between school districts including the County Superintendent of Schools of San Bernardino and the firm of Atkinson, Andelson, Loya, Ruud & Romo to seek and share expert legal services and advice on matters relating to employer-employee relations.\*
- Q. Approval of the revised Student Calendar 2017-2018.\*
- R. Approval of the 2016-2017 Comprehensive School Safety Plans (CSSP) for Heritage Intermediate School.\*
- S. Approval of submission of the Quarterly Uniform Complaint Report Summary to the county office of education for the period of January 1 – March 31, 2017, pursuant to complaints filed as outlined in District Board Policy 1312.31 (Williams Settlement).\*
- T. Approval of revision and/or deletion to the following Board Policies (BP), Administrative Regulations (AR), and/or Exhibits (EX): BP 6153, *School Sponsored Trips* (revision).\*

\* = Attached

**VII. Business and Legal**

- A. Mr. Clafin, assistant superintendent of business services and Michael Ogburn, California Financial Services shared required information regarding the planned issuance and proposal types of Bond Securities for the District's 2017 Series "A" Bond funding plans and amounts. The plan to access the Measure I funds, will be in a series of four bonds over approximately the next nine years. There was no action taken.\*
- B. The Board of Trustees took action to award the Etiwanda School District Prop 39 HVAC project to KAR Construction (for general construction), Air Maters Air Conditioning (for HVAC), and Ram Co. (for electrical), at West Heritage and Windrows Elementary Schools 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 to approve Resolution 1617-58 to authorize temporary borrowing between funds of the Etiwanda School District, if needed, on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.\*
- D. The Board of Trustees took action to approve the artwork and contract for Consultant Services between Etiwanda School District and Art Specialties (Tim Edmonson) for installation of a weather resistant ball wall signs on the hard courts at Terra Vista Elementary School on a motion by Member Cadman, seconded by Member Garcia, with four yesses by Members Taylor, Long, Cadman and Garcia, and one abstention by Member Karsch.\*
- E. The Board of Trustees took action to approve the artwork and contract for Consultant Services between Etiwanda School District and Art Specialties (Tim Edmonson) for installation of weather resistant Positive Behavioral Interventions & Supports (PBIS) wall signs throughout the campus at Caryn Elementary School, on a motion by Cadman, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- F. President Taylor opened Public Hearing No. 1 pertaining to the collective bargaining agreement with the Etiwanda Teachers Association, and called for comments. No comments were offered and the public hearing was then closed. Assistant Superintendent of Personnel Services, Terry Embleton, shared the proposed revisions to the contract. The Board of Trustees then took action to approve the tentative agreement with the Etiwanda Teachers Association for the July 1, 2016 – June 30, 2019 school years as stated below on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*

**ARTICLE I – Agreement**

- Three year agreement, July 1, 2016 – June 30, 2019.

**ARTICLE V – Association Rights**

- Effective July 1, 2017, add release time for Association President and Elected Officers.

**ARTICLE VII – Grievance Procedure**

- Grammatical change page 2.

**ARTICLE IX – Unit Member Work Hours and Responsibilities**

- Effective July 1, 2017, add 6 additional minimum days to intermediate school annually.

**ARTICLE IX – Unit Member Work Hours and Responsibilities (continued)**

- Effective July 1, 2017, increase the established planning time at elementary school from 40 minutes to 50 minutes, whenever possible.
- Effective July 1, 2017, provide two release days for TK/K teachers for purposes of collaboration and planning.

**ARTICLE XI – Absence and Leave Provisions**

- Add language to meet recent changes in Family Care and Medical Leave (FCML) and Parental Leave laws.

**VII. Business and Legal (continued)****ARTICLE XII – Class Size**

- Effective July 1, 2017, District will provide grades 1<sup>st</sup> – 3<sup>rd</sup>, three hours per week of instructional aide support for classes exceeding 26 students.
- Effective July 1, 2017, District will provide grades 4<sup>th</sup> – 5<sup>th</sup>, three hours per week of instructional aide support for classes exceeding 32 students.
- Effective July 1, 2017, district will provide SDC classes, an additional three hours of instructional aide support when class size exceeds 14 students.

**ARTICLE XVII – Employee Benefits**

- Effective July 1, 2017, The District's maximum annual contribution per full-time eligible unit member toward health and welfare benefit premiums will increase to \$13,800.
- Effective July 1, 2017, District will disperse the pro rata share of any refunds received from insurance providers due to overpayment/excess contribution amongst current unit members that were enrolled members of the associated benefit program during the plan year generating the refund.

**ARTICLE XVIII – Salaries**

- Salary increase of 1.5%, retroactive to July 1, 2016, for unit members who are in the employment of the district at the time of Board approval.
- Effective July 1, 2017, increase the hourly rate for instructional duties to \$40/hour.
- Effective July 1, 2017, increase the annual Site Stipend Allocation to \$3,000 for elementary and intermediate schools.
- A one-time, 2% payment, using the 2016-2017 salary schedule (1.5% salary increase over the 2015-2016 salary schedule), for unit members who are in the employment of the district at the time of Board approval.

**ARTICLE XXVI – Reopener Negotiations and Delivery of Agreement**

- For 2017-2018, each party will have the right to open the Salary Schedule, Article XVII – Employee Benefits, and one additional article (excluding Article XII-Class Size).
  - For 2018-19, each party will have the right to open the Salary Schedule, Article XVII-Employee Benefits, and one additional article (excluding Article XII-Class Size).
5. Doug Claflin, assistant superintendent of business services, shared information regarding budget adjustments relating to the proposed collective bargaining unit agreement and the AB 1200 disclosure of settlement for 2016-17. He stated it has been reviewed by the County and the District can meet its obligations as set forth in the ETA agreement and recommended approval of the AB 1200 form. The Board of Trustees took action to approve the AB 1200 form on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- G. The Board of Trustees took action to approve the Memorandum of Understanding between the Etiwanda School District and the Etiwanda Teachers Association regarding supervision of students outside of classroom instruction time for the 2017-2018 school year on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.\*
- H. The Board of Trustees took action to approve a 1.5% salary increase for eligible unrepresented employees for non-contract certificated and classified management, classified employees, and non-represented certificated employees, who are in the employment of the district at the time of Board approval, retroactive to July 1, 2016, and an increase in the fringe benefit allocation, for eligible employees, to \$13,800 effective July 1, 2017, and a one-time 2% payment (1.5% salary increase over the 2015-2016 salary schedule), for the above listed employees who are in the employment of the district at the time of Board approval on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.\*

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

- I. The Board of Trustees took action to approve a 1.5% salary increase for temporary short-term and substitute classified employees who are not part of the regular classified service, effective April 17, 2017 on a motion by Member Long, seconded by Member Garcia and carried by a unanimous vote with all members present voting yes.\*
- J. The Board of Trustees took action to approve a 1.5% increase for certificated and classified Speech and Language Pathologists effective July 1, 2016, and a one-time, 2% payment, using the 2016-2017 salary schedule (1.5% salary increase over the 2015-2016 salary schedule), for the above listed employees who are in the employment of the district at the time of Board approval on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- K. The Board of Trustees took action to approve the job description for the Director of Local Control and Accountability Plan and Communications on a motion by Member Cadman, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.\*

**VIII. Superintendent's Presentation**

- A. The Board of Trustees took action to cancel the June 8, 2017, regular Board meeting, therefore, only having one June Board meeting on June 22, 2017, on a motion by Member Cadman, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- B. The Board of Trustees discussed tentative dates for regular Board meetings for the 2017-2018 school year and will take action to approve dates at the next regular Board meeting on April 27, 2017.\*
- C. The Board of Trustees discussed the provisional appointment process for recent Board vacancy and did not recommend any changes to the current process.\*
- D. After discussion and review, the Board took action to adopt Resolution No. 1617-59 of the Board of Trustees of the Etiwanda School District recognizing May 10, 2017, as *California Day of the Teacher* on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- E. After discussion and review, the Board took action to adopt Resolution No. 1617-60 of the Board of Trustees of the Etiwanda School District recognizing May 10, 2017, as *National School Nurse Day* on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- F. After discussion and review, the Board took action to adopt Resolution No. 1617-61 of the Board of Trustees of the Etiwanda School District recognizing the week of May 21-27, 2017, as *Classified School Employee Week* on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*
- G. After discussion, the Board of Trustees took action to adopt Resolution 1617-62, regarding support of the Vision2Read initiative in implementing Footsteps2Brilliance on a motion by Member Karsch, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.\*
- H. Superintendent Judson reported the following:
  - Thanked Windrows Elementary for the board room decorations displaying character education, art, science, and projects.
  - Thanked Charlayne Sprague for all her work on the LCAP forums noting there were over 200 people in attendance at the last forum of this year at Heritage Intermediate.
  - Updated the Board regarding the Solar project and that we now have an approved solution for attaching the panels starting on April 17, 2017.
  - Invited Board members to join Falcon Ridge Elementary Principal, Alicia Lyon, and staff to come and get "the scoop" on Falcon Ridge Elementary at Etiwanda Colony's MPR on April 18<sup>th</sup> at 6:00 p.m.
  - Reminded the Board of the upcoming Employee Recognition Day on May 5<sup>th</sup>, beginning at the district office and continuing to all school sites, and ending at Day Creek Intermediate for a reception at 3:15 p.m. in the MPR.

**VIII. Superintendent's Presentation (continued)**

- SANDABS Legislative Night is coming up on May 12, 2017, at Embassy Suites, in Ontario, CA.

**IX. BOARD/STAFF COMMENTS OR SUGGESTED ITEMS FOR DISCUSSION AT UPCOMING MEETINGS**

**X. CLOSED SESSION**

- A. Conference with legal counsel – Anticipated litigation.  
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: one case
- B. Conference with legal counsel – Existing litigation.  
(Government Code 54956.9(d)(1))  
Case Number 07-1617
- C. Liability Claims (Government Code 54956.95):  
Claimant(s): C.J.; Agency claimed against: Etiwanda School District.
- D. Liability Claims (Government Code 54956.95):  
Claimant(s): Kristina Gomez; Agency claimed against: Etiwanda School District.

**XI. RECONVENE INTO OPEN SESSION**

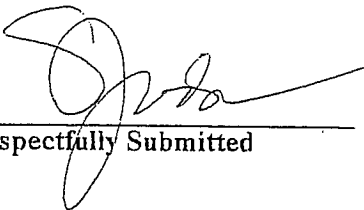
The Board of Trustees reconvened into Open Session at 9:25 p.m. The following action was reported from Closed Session:

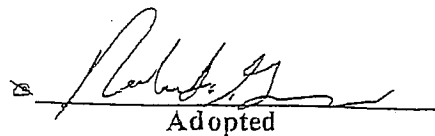
- B. The Board of Trustees took action in closed session to approve a settlement agreement for case number 07-1617, on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote, with all members present voting yes.
- C. The Board of Trustees took action in closed session to reject the claim filed by C.J.; Etiwanda School District, claim number 1617-03, on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.
- D. The Board of Trustees took action in closed session to accept the claim filed by Kristina Gomez, Etiwanda School District claim number 1617-04, on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote with all member s present voting yet.

**XII. Adjournment**

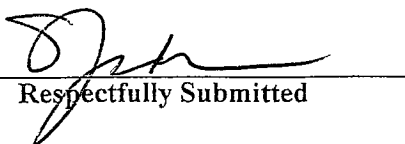
The meeting was adjourned at 9:29 p.m., on a motion made by Member Karsch, seconded by Member Long, and carried by unanimous vote with all members present voting yes.

*The next regular board meeting will be held on Thursday, April 27, 2017, 6:30 p.m.*

  
 \_\_\_\_\_  
 Respectfully Submitted

  
 \_\_\_\_\_  
 Adopted

Item III. B., amended on May 11, 2017:

  
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 Respectfully Submitted

  
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 Adopted

\* = Attached