

MINUTES
ETIWANDA SCHOOL DISTRICT BOARD OF TRUSTEES
THURSDAY, JULY 27, 2017, 6:30 P.M.
ETIWANDA EDUCATION CENTER BOARD ROOM
6061 EAST AVENUE, ETIWANDA, CALIFORNIA 91739

Members Present: Mrs. Taylor, Mr. Long, Mrs. Cadman, Mr. Garcia, and Mrs. Karsch
Others Present: Dr. Judson, Mr. Claflin, Mr. Embleton, Mrs. Sprague, Mr. Sipos, Ms. Freer, and Mrs. Rowland

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 her 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:
➤ Teresa Akahoshi of the Rancho Cucamonga Library Foundation invited the Board of Trustees, Cabinet Members and Principals to the Educators' Sneak Peek of the new 2nd floor space at the Rancho Cucamonga Biane Library.
➤ Felix Rojas, parent, commented on an interdistrict transfer for his child.

III. Review/Adopt Agenda and Minutes

- A. The Board of Trustees adopted the agenda as presented on a motion by Member Garcia, 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 June 22, 2017, as presented on a motion by Member Cadman, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.*

IV. Public Hearings

- A. President Taylor initiated Public Hearing No. 1, regarding the proposed energy conservation service contract with PFMG Solar, LLC, for the implementation of an Energy Services Agreement for the development of energy conservation facilities in accordance with California Government Code Sections 4217.10 through 4217.18, the cost of which to District is anticipated to be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the agreement.
1. President Taylor opened the public hearing.
 2. President Taylor called for public comments and none were offered.
 3. President Taylor closed public comment.
 4. After public comment was closed, Mr. Claflin, assistant superintendent of business services, shared that Resolution 1718-17 is an exemption for the CEQA requirement for the installations and is routine because of the nature of the solar panels being placed and that there is no requirement to go through the CEQA process. Mr. Claflin recommended approval of Resolution No. 1718-17 of the Governing Board of the Etiwanda School District regarding the California Environmental Quality Act (CEQA) exemption for energy conservation facilities project, adopting certain exemptions from the CEQA pertaining to the solar photovoltaic energy plant project proposed to be built and owned by PFMG Solar, LLC, on District property for the generation of electrical energy to be sold

IV. Public Hearings (continued)

- to the District on a motion by Member Karsch, seconded by Member Garcia, and carried by unanimous vote with all members present voting yes.*
5. Mr. Claflin, assistant superintendent of business services, recommended approval of Resolution 1718-18, explaining this resolution is the actual power purchase energy conservation services agreement for energy conservation services with PFMG Solar, LLC, which will in turn become Constellation, pursuant to government code section 4217.10-18, making certain findings required, therefore, and authorizing related actions with the three changes given to the Board. These changes include page 14 of 53, section 3.5, indicating "Provider shall notify Host of any shading that requires attention," Construction Conditions – Part of Exhibit B, included changes to the design ledger for Falcon Ridge Elementary School, and lastly, the power purchase agreement is dated February 9, 2017, but should actually be July 27, 2017. The Board of Trustees took action to approve Resolution 1718-18 with the noted changes on a motion by Member Cadman, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.*
- B. President Taylor opened Public Hearing No. 2, to adopt a resolution of intent to operate a continuous school program at one or more schools for the 2018-2019 school year, and asked for any comments from the public. None were offered and in the absence of any additional written or verbal comments, the public hearing was closed. Mr. Claflin, assistant superintendent of business services, shared information regarding Resolution No. 1718-01, Intention to Operate a Continuous School Program, and that the Board usually elects annually to reserve the option to operate a multi-track, year-round education program should it become necessary. He also stated that this annual routine item is necessary for unforeseen circumstances, including, but not limited to fire or other natural disaster, that could result in one or more school facilities becoming unusable during the specified school year and recommended approval. The Board took action to adopt Resolution 1718-01, on a motion by Member Cadman, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.*

V. Recognition

- A. Beth Freer, director of special education, recognized the Community Advisory Committee (CAC) representatives for the Etiwanda School District, who are Donna Mawhorter, assistant principal at Solorio Elementary and Leann Stepp, parent, for their support and commitment to the committee over the last several years. Ms. Freer presented an appreciation certificate to Mrs. Mawhorter and had a picture taken with the Board of Trustees. Mrs. Stepp could not attend and will be given her appreciation certificate at a later date.

VI. Instruction

- A. Ms. Freer, director of special education, presented an update about the Special Education program. Ms. Freer shared information about the staffing, classroom locations, special education student numbers, and additional support that is being provided to students. She also shared progress made toward the past year's goals and plans to assist special education students and school sites in the coming year.*
- B. Laura Rowland, Director of LCAP and Communications, presented information regarding the 2017-2018 Parent Survey. Mrs. Rowland shared that previously the parent survey served as a successful tool to gather stakeholder input; however it was primarily focused on school climate. The new LCAP guidelines require a Local Education Agency (LEA) to develop a local metric that is aligned to the eight state priorities and the district's LCAP goals and actions. In an effort to do this, questions on the 2017-18 parent survey have been updated, revised and newly developed. The parent survey window will run from August 4-31, 2017. All parents will have access to take the survey at Back to School Night events. The District and school site administration will publicize for all other parents to complete the survey on the district website by August 31, 2017. Survey results will be available November 2017. The Board of Trustees took action to approve the 2017-18 Parent Survey on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.*

VII. Consent Calendar

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Karsch, seconded by Member Long, 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. 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 June 1, 2017 through June 30, 2017.*
- C. Ratification of the EDJOIN Service Agreement between EDJOIN and the Etiwanda School District. The term of the agreement is for the 2017-2018 school year.*
- D. Approval of the Myers-Stevens & Toohey & Co., Inc., Voluntary Student Accident Insurance program agreement for the 2017-2018 fiscal year.*
- E. The Governing Board, acting as the legislative body for Community Facilities District (CFD) 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 June 1, 2017 through June 30, 2017 per the CFD Transactions Board Report.*
- F. Ratification of the Budget Financial Reports for the period June 1, 2017 through June 30, 2017.*
- G. Approval of the use of the following outside contractors:
 - 1. Ratification of Contract for Consultant Services between Etiwanda School District and Paper Recycling and Shredding for twice a month shredding service for the 17/18 school year.*
 - 2. Approval of Contract for Consultant Services between Etiwanda School District and West End Family Counseling Services for enhanced school based counseling services at Etiwanda Intermediate School.*
 - 3. Approval of Contract for Consultant Services between Etiwanda School District and West End Family Counseling services for enhanced school based counseling services at Heritage Intermediate School.*
 - 4. Ratification of Contract for Consultant Services between Etiwanda School District and Gerald J. Hime to serve as Section 504 Hearing Officer.*
 - 5. Ratification of Contract for Consultant Services between Etiwanda School District and Communicaid, Inc., for translation and interpretation of meetings and documents from English into a requested language.*
 - 6. Approval of Contract for Consultant Services between Etiwanda School District and Autism Behavior Consultant for behavior intervention and direct therapy.*
 - 7. Ratification of Contract for Consultant Services between Etiwanda School District and Houghton Mifflin Harcourt for CogAT form 6 testing and scoring service for GATE.*
 - 8. Approval of Contract for Consultant Services between Etiwanda School District and Kagan Professional Development for professional development workshops.*
 - 9. Ratification of Contract for Consultant Services between Etiwanda School District and John R. Byerly, Inc., for soils investigation report at Terra Vista Elementary.*
 - 10. Approval of Contract for Consultant Services between Etiwanda School District and Fuel Education LLC, for a comprehensive K-8 program for use by EASE.*
 - 11. Ratification of Amendment #1 a one month contract extension of Contract for Consultant Services between Etiwanda School District and American Logistics Co. (ALC), for professional transportation service.*
 - 12. Ratification of Contract for Consultant Services between Etiwanda School District and Aeries for Aeries basic overview and mass scheduling mechanics training.*
 - 13. Ratification of Contract for Consultant Services between Etiwanda School District and Creative Brain/Music Star for music lessons during Child Care Summer Camp.*
 - 14. Approval of Contract for Consultant Services between Etiwanda School District and Heinemann for guided reading staff training at West Heritage Elementary.*

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VII. Consent Calendar (continued)

- 15. Approval of Contract for Consultant Services between Etiwanda School District and Suzanne Johns of Johns & Patrick for district wide PBiS training.*
- 16. Approval of Contract for Consultant Services between Etiwanda School District and Jacquelin Patrick of Johns & Patrick for district wide PBiS training.*
- 17. Approval of Contract for Consultant Services between Etiwanda School District and Pacific Audiologics for student vision and hearing screening services.*
- 18. Ratification of the contract for consultant services by and between Etiwanda School District and Monjares & Wisemeyer Group for the 2017-2018.*
- H. 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: Special Education Dept. – Fusion keyboards: Instruction Dept. – computer.*
- 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. (Amendment #2), RAM-CO, Inc. (Electrical contractors) *
- J. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Paul C. Miller Construction for wood truss repairs in the Etiwanda School District Warehouse.*
- K. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and ABC Resource, Inc., for layout and painting of onsite pavement markings in the kindergarten area at Grapeland Elementary.*
- L. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Encono Fence, Inc., for a fabricated gate at Grapeland Elementary.*
- M. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Time & Alarm Systems for installation of security cameras and salient video management software, etc., at Falcon Ridge Elementary.*
- N. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Paul C. Miller Construction for shelving installation at David W. Long Elementary.*
- O. Approval of Professional Services Agreement by and between KeyAnalytics and Etiwanda School District for KeyAnalytics Operation Support Services for facilities financial management and reporting.*
- P. Approval of revision and/or deletion to the following Board Policies (BP), Administrative Regulations (AR), and/or exhibits (EX):*

BP 410	<i>Nondiscrimination In District Programs and Activities</i>	Revise
BP 1312.3	<i>Uniform Complaint Procedures</i>	Revise
EX 1312.3	<i>Uniform Complaint Procedures</i>	Revise
BP 1340	<i>Access to District Records</i>	Revise
BP 3515	<i>Campus Security</i>	Revise
AR 3580	<i>District Records</i>	Revise
BP 4312.1	<i>Contracts</i>	Revise
BP 5111	<i>Admission</i>	Revise
AR 5117	<i>Interdistrict Attendance</i>	Revise
AR 5141.4	<i>Child Abuse Reporting Procedures</i>	Revise
BP 7214	<i>General Obligation Bonds</i>	Revise
BP 9240	<i>Board Development</i>	Revise
BP 9270	<i>Conflict of Interest</i>	Revise
BP 9323	<i>Meeting Conduct</i>	Revise
EX 9323.2	<i>Board Bylaws</i>	Revise

- Q. Approval of update to custodians / designees for scrip / gift cards used for district purchases in order to benefit the Etiwanda School District libraries and use of the scrip / gift cards for the designated purposes.*

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VII. Consent Calendar (continued)

- R. 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:*

Account	Additions or Existing Signers	Deletions
Summit Intermediate 999603	Kristin Ledesma, Principal Jeff Ludovico, Asst. Principal Kellie Beitler, Asst. Principal	Benjamin Nakamura
Day Creek Intermediate 255910	Amy Raymond, Asst. Principal Nichole Kelley, Asst. Principal	Alicia Lyon Jonathan Carson
Heritage Intermediate 185760	Jonathan Carson, Principal	Laura Rowland
West Heritage Elementary 185510	Ben Lautenslager, Principal Amada Baugh, Teacher Lisa Richter, Teaching VP	Susan Todd

- S. Ratification of Special Tax increase by 3.70% (based on the Consumer Price Index for the period from May 1, 2016 to May 1, 2017). The Special Tax increased from \$3,232.17 to \$3,351.76 effective from July 1, 2017 through June 30, 2018.*
- T. Ratification of Etiwanda School District Lit Fiber License Form License No. 2017-02A between the Etiwanda School District and Sunesys, LLC, for High Speed Data Fiber Optic Network.*
- U. Ratification of Inter-district Attendance Agreement between Etiwanda School District and Duarte Unified School District.*
- V. Ratification of bid extension of Merit Oil Company RFP #AGENCY17-PURC-2378 for gasoline and diesel fuel supplies until June 14, 2022, per the terms and conditions of the contract.*
- W. Approval of annual update of mileage and cell phone stipends effective July 1, 2017.*
- X. Approval of 1718-02, 1718-03, 1718-04, 1718-05, 1718-06, 1718-07, 1718-08, 1718-09, 1718-10, 1718-11, 1718-12, 1718-13, 1718-14, 1718-15, and 1718-16 of the Board of Trustees of the Etiwanda School District acting as the legislative body of the community facilities districts (CFD) authorizing the levy of special taxes CFD No. 1, CFD No. 3, CFD No. 4, CFD No. 5, CFD No. 6, CFD No. 7, CFD No. 8, CFD No. 9, CFD No. 10, Coyote Canyon Public Facilities CFD 2004-1 Improvement Area 1, Coyote Canyon Public Facilities CFD 2004-1 Improvement Area 2, Henderson Creek Public Facilities CFD 2004-2, Rancho Etiwanda Public Facilities CFD No. 1, Silver Ridge Public Facilities CFD 2001-1, and Victoria Gardens Public Facilities Community Facilities District No. 2007-1 respectively.*
- Y. Approval of San Bernardino County Collector-Controller/Treasurer/Tax Collector Agreement for Collection of Special Taxes, Fees, and Assessments Fiscal Year 2017-18.*
- Z. Approval to reclassify the listed documents from Class 1 (permanent) to Class 3 (disposal). These are records that have been scanned and will be retained in electronic format. The hard copies of these Class 1 (permanent) records will be retained for the legal period of time as per Article 2, Section 16023 through 16028, of Article 5, California Administration Code:*

Dates of Records	Record Title	Required Hard Copy Retention	Destroy Date
2016-2017	Inactive Special Education Confidential Files	4 years	7/1/2021

- AA. Approval of Vavrinek, Trine, Day & Co., District financial audit and Measure I Bond audit engagement letters for the year ending June 30, 2017.*
- BB. Ratification of transportation services addendum number one to extend the contract between Visser Bus Services and the Etiwanda School District for the 2017/18 school year.*
- CC. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and QTI, for audio equipment installation at Carleton P. Lightfoot Elementary.*
- DD. Ratification of Individual Service Plans for non-public school placements and related services for the 2017-2018 school year.*

* = Attachment

VII. Consent Calendar (continued)

EE. Approval of classification of various records as Class 3 (disposable) for the 2013-14 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	2013-14	August 1, 2017

FF. Approval to destroy Minutes of Board for the 2012-2013 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	** If Imaged ** Hard Copy Retention – Media Retention
1	Minutes-Board	Permanent	July 2012 – June 2013	4 years - permanent

GG. Approval of submission of the Quarterly Uniform Complaint Report Summary to the county office of education for the period of April 1, 2017-June 30, 2017, pursuant to complaints filed as outlined in District Board Policy 1312.31 (Williams Settlement).*

HH. Approval of the 2017-18 SANDABS Membership #17/18-0175 for the District membership in the San Bernardino County District Advocates for Better Schools (SANDABS), effective July 1, 2017 to June 30, 2018.*

II. Approval of authorization for the superintendent to approve payment of memberships and affiliations including, but not limited to, the following professional organizations: ACSA, CSBA, AASA, CASBO, ASCD, CASH, SBCSBA, CAG, NALEO, and WEAC for the 2017-18 school year.*

JJ. Approval of authorization for the superintendent to approve prepayment of registration per diem allowances and other necessary expenses for attendees of ACSA, CSBA, AASA, NSBA conferences, and other professional workshops through June 30, 2018.*

KK. Annual review of Board Policy 5116.1: *Intradistrict Open Enrollment*, with no changes pursuant to Education Code section 35160.5.*

LL. Annual review of Board Policy 6145, *Extracurricular and Co-curricular Activities*, with no changes pursuant to Education Code section 35160.5.*

VIII. Business and Legal

A. After discussion, the Board of Trustees took action to award Bid#16/17-15 related to Unarmed Security Patrol Services Closed Campus Security on all elementary campuses during evenings and weekends to Power Security Group, on a motion by Member Long, seconded by Member Cadman and carried by a unanimous vote with all members present voting yes.*

B. After discussion, the Board of Trustees took action to award Bid#16/17-16 related to Unarmed Security Patrol Services Closed Campus Security on all middle school campuses during evenings and weekends to Absolute International Security, on a motion by Member Long, seconded by Member Cadman and carried by a unanimous vote with all members present voting yes.*

C. After discussion, the Board of Trustees took action to award bid for New Toilet Building at Caryn Elementary School Job # 1706 to PCM Construction, on a motion by Member Karsch, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.*

D. After discussion, the Board of Trustees took action to approve the All City Management Services, Inc., (ACMS) crossing guard program proposal for crossing guards for Windrows Elementary and temporary crossing guards for Falcon Ridge Elementary on a motion by Member Cadman, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.*

* = Attachment

VIII. Business and Legal (continued)

- E. The Board of Trustees took action to approve a contract with SchoolMessenger for web site content management system and custom mobile app creation and the associated hosting of both products on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.*
- F. The Board of Trustees took action to adopt the following new Board Policies (BP), and Administrative Regulations (AR), on a motion by Member Cadman, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.*

BP 5141.52	<i>Suicide Prevention</i>	New
AR 5141.52	<i>Suicide Prevention</i>	New
BP 5145.7	<i>Sexual Harassment</i>	New
AR 5145.7	<i>Sexual Harassment</i>	New
BP 9012	<i>Board Member Electronic Communication</i>	New

IX. Superintendent’s Presentation

- A. After discussion, the Board of Trustees took action to change to regular board meeting dates from the 14th to the 13th in December 2017, from the 18th to the 17th in January 2018 and from the 14th to the 11th in June 2018, on a motion made by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.
- B. The Board of Trustees participated in a cooperative learning structure to discuss the 2016-2017 Board Governance goals and protocols and to do a self-evaluation. After discussion and suggestions for revision for the 2017-18 goals, the Board of Trustees took no action. The Board will revisit this item at the next Board meeting.*

Board Member Cadman left the board room at 8:00 p.m. and returned to the board room at 8:03 p.m.

- C. Superintendent Judson Reported:
 - The teacher academy was a great success for teachers new to the district and teachers in the induction program. The theme is: Learning is our Superpower.
 - One of Laura Rowland’s new duties is taking care of Tweeting for the district and she is doing a great job posting to Twitter and Facebook.
 - The Welcome Back Breakfast will be August 3rd and the Board is scheduled to arrive between 7:00-7:15 a.m. for greeting employees.
 - Back-to-School Night schedules have been provided and for the Board to let Jeannie know if they planned on attending.
 - A flyer regarding an Effective Boardmanship event in September was provided to the Board regarding the Brown Act.
 - The “Flip the Switch” ceremony has been tentatively set for September 14, 2017, at 5:00 p.m., before the board meeting at a location near the district.

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

- None offered.

XI. Closed Session

The Board of Trustees adjourned to Closed Session at 8:10 p.m. for the following items:

- A. Public Employee Discipline/Dismissal/Release.
(Government Code 54957)
- B. Conference with Legal Counsel – Existing litigation.
(Government Code 54956.9(d)(1))
Case Number 01-1718
- C. Public Employee Performance Evaluation: Superintendent
(Government Code 54957)

* = Attachment

XII. Reconvene into Open Session

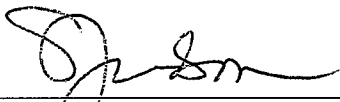
The Board of Trustees reconvened into Open Session at 10:04 p.m. The following actions were reported from Closed Session:

- A. The Board of Trustees took action in Closed Session to approve the settlement agreement for Case Number 01-1718 on a motion by Member Cadman, seconded by Member Long, and carried with the vote of four Ayes by Members Cadman, Long, Karsch, and Taylor, and a No vote from Member Garcia.
- B. The Board of Trustees took action in Closed Session to approve the Superintendent's Evaluation on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote, with all members present voting yes.

XIII. Adjournment

President Taylor adjourned the meeting at 10:06 p.m. on a motion by Member Long, seconded by Member Karsch, and carried by a unanimous vote with all members present voting yes.

The next meeting will be held on Thursday, August 24, 2017.



Respectfully Submitted



Adopted