

**MINUTES**  
**ETIWANDA SCHOOL DISTRICT BOARD OF TRUSTEES**  
**THURSDAY, AUGUST 24, 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, 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:

➤ Tina Gilfry, Rancho Cucamonga Library Foundation, commented on date change of Sneak Peak event to September 28, 2017.

➤ Michele Jacks, Etiwanda Teachers Association (ETA) president, commented on her support of ETA.

**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 regular meeting held July 27, 2017, as presented on a motion by Member Karsch, seconded by Member Long, and carried by a unanimous vote with all members present voting yes.\*

**IV. Instruction**

A. Charlayne Sprague, assistant superintendent of instruction/pupil services updated the Board regarding the Textbook Adoption Plan for the Next Generation Science Standards (NGSS) and History-Social Studies (HSS) framework. A timeline on standards adoption, textbook and materials implementation, and assessment information was shared for each curriculum through 2021. Mrs. Sprague recommended a plan to pilot and adopt NGSS textbook materials prior to the HSS textbook due to the significant changes in academic standards in science. The textbook adoption timeline also provides teachers additional time to become more familiar and adept with new language arts and math textbooks before adopting and implementing additional textbooks in rapid succession. No action was taken.\*

B. Laura Rowland, director of LCAP and communications, shared an update regarding the Plan for Communication and Development of the 2018-2021 Local Control and Accountability Plan (LCAP). She shared a timeline of how stakeholders will be engaged, how information will be collected, and a timeline for the process. The Board took action to approve the Plan for Communication and Development of 2018-2021 Local Control and Accountability Plan (LCAP) on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote, with all members present voting yes.\*

**IV. Instruction (continued)**

C. Beth Freer, director of special education, shared information related to the adoption of a moderate/severe curriculum framework that supports the Common Core state standards to address the academic needs and functional life skill needs of students with moderate/severe disabilities. In reviewing several frameworks, the Committee found that Basic-3 best met the needs of Etiwanda students with moderate/severe disabilities. The program is designed for a student’s entire educational program. It is organized into domains that address all areas of need (functional academics, domestic, community, vocational, recreation, and leisure), and the learning model identifies levels of prompting required. The next steps would be to review assessments, explore curriculum options, pilot curriculum and materials, and develop a moderate/severe student report card. Ms. Freer shared a timeline of how the framework could be implemented and recommended approval of the Basic-3 for students with moderate/severe disabilities. The Board took action to approve the Basic-3 framework on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote, with all members present voting yes.\*

**V. Consent Calendar**

The Board of Trustees approved the Consent Calendar as presented on a motion by Member Long, seconded by Member Cadman, 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 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 July 1, 2017 through July 31, 2017, per the CFD Transactions Board Report.\*
- 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 July 1, 2017 through July 31, 2017.\*
- D. Ratification of the Budget Financial Reports for the period July 1, 2017 through July 31, 2017.\*
- 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: Sharp TV’s, radios, printers and miscellaneous electronics at Etiwanda Intermediate School; salad cart, wheeled bookshelves and custodial cart at Perdew Elementary; computers, printers and a document camera at David W. Long Elementary; various musical instruments at Heritage Intermediate School; computers and miscellaneous electronic equipment at Etiwanda Colony Elementary; projectors and a laptop at District Office.\*
- F. 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 #3), Alpha Décor & Painting, Inc., (Initial Submission), Alpha Décor & Painting, Inc. (Amended Submission).\*
- G. Approval of the following donations:\*

Donated by:	Donation of:	Donated to:
Red Robin	Cash	David W. Long Elementary
David W. Long PTO	Cash	David W. Long Elementary
Etiwanda Colony PTA	Cash	Etiwanda Colony Elementary
Grapeland PTA	Cash	Grapeland Elementary
Simmons Family/United Way	Cash	Grapeland Elementary

**V. Consent Calendar (continued)**

- H. Consideration of the use of the following outside contractors:
1. Ratification of Contract for Consultant Services between Etiwanda School District and John Pellitteri Psychological for training in advanced administration, scoring, and interpretation of continuous performance testing.\*
  2. Ratification of Contract for Consultant Services between Etiwanda School District and Cardinal Environmental Consultants, Inc., for hazardous materials inspection at Windrows Elementary School for the office/library remodel and expansion.\*
  3. Ratification of Contract for Consultant Services between Etiwanda School District and Cardinal Environmental Consultants, Inc., for hazardous materials inspection at Caryn Elementary School for the office/library remodel and expansion.\*
  4. Ratification of Contract for Consultant Services between Etiwanda School District and SmartRise Elevator for monthly elevator service, repairs, and testing at Heritage Intermediate, Day Creek Intermediate, and the District Office.\*
  5. Ratification of Contract for Consultant Services between Etiwanda School District and GBC Services for monitoring panel certification and SCAQMD rule 461 vapor testing at the district warehouse.\*
  6. Ratification of Contract for Consultant Services between Etiwanda School District and Habitat Restoration Sciences for quarterly weed suppression at Heritage Intermediate School.\*
  7. Ratification of Contract for Consultant Services between Etiwanda School District and Habitat Restoration Sciences for bi-yearly vegetation management of the bare lot north of the transportation depot and east of Etiwanda Colony Elementary.\*
  8. Approval of Contract for Consultant Services between Etiwanda School District and Habitat Restoration Sciences for ornamental bed weed control and pre-emergent application at Etiwanda Colony, Grapeland, Perdew, Day Creek Intermediate, District Office and Transportation.\*
  9. Approval of Contract for Consultant Services between Etiwanda School District and Habitat Restoration Sciences for play field fertilizer, pre-emergent and selective herbicide on 15 playfields four times a year.\*
  10. Approval of Contract for Consultant Services between Etiwanda School District and HLI Tree Experts, Inc., for tree trimming district wide for the 2017-18 school year.\*
  11. Ratification of Contract for Consultant Services between Etiwanda School District and Kagan for Kagan Professional Development at Caryn Elementary School.\*
  12. Ratification of Contract for Consultant Services between Etiwanda School District and Studio One for school photographer services for the 2017-18 school year at West Heritage Intermediate.\*
  13. Approval of Contract for Consultant Services between Etiwanda School District and Rachel's Challenge for bullying awareness and prevention program at Heritage Intermediate School.\*
  14. Ratification of Contract for Consultant Services between Etiwanda School District and Rachel's Challenge for bullying awareness and prevention program at Summit Intermediate School.\*
  15. Approval of Amendment #1 to Contract for Consultant Services between Etiwanda School District and West End Family Counseling Services for school based counseling services for the 2017-18 school year increasing the original contract amount from \$152,460 to \$165,165.\*

**V. Consent Calendar (continued)**

16. Ratification of Amendment #1 to Contract for Consultant Services between Etiwanda School District and Commercial Protective Services, Inc., for security guard services during the construction of Falcon Ridge Elementary to extend original contract from April 2017 through August 4, 2017.\*
  17. Approval of confirmation letter to Contract for Consultant Services between Etiwanda School District and AMN Healthcare, Inc., for language, speech, and hearing consultants with new term of agreement of August 28, 2017 to May 26, 2018.\*
  18. Ratification of Contract for Consultant Services between Etiwanda School District and Intergrated Pest Control for pest control in the basement of Etiwanda Intermediate.\*
  19. Approval of Contract for Consultant Services between Etiwanda School District and EBK & Co. DBA Engineering For Kids for after school STEM program at Perdew Elementary.\*
  20. Ratification of Contract for Consultant Services between Etiwanda School District and Alvarez & Associates, CPTED, Inc., for consultation for security camera placement at 3 sites (Day Creek Intermediate, Etiwanda Intermediate and Summit Intermediate).\*
- I. Consideration of the use of the following outside contractors for services under \$45,000:
1. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Southern California Landscape for removal of shrubs at Etiwanda Intermediate School.\*
  2. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Baugh Painting for painting and painting related repairs at various school sites.\*
  3. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Quality Teleservices, Inc., for reinstallation of Valcom system and additional cabling adding to classrooms H1 and H2 at Terra Vista Elementary School.\*
  4. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Quality Teleservices, Inc., for Grapeland Elementary School CSR project.\*
  5. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Paul C. Miller Construction for shelving installation at Falcon Ridge Elementary School.\*
  6. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Paul C. Miller Construction for Room 2C home school conversion at Falcon Ridge Elementary School.\*
  7. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Owen Electric, Inc., for installation of push button and door chimes for after hour classrooms at Grapeland Elementary School.\*
  8. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Quality Teleservices, Inc., for raceway and data cable removal along with projector screen relocation at David W. Long Elementary School.\*
  9. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Quality Teleservices, Inc., for installation of a wall mount data cabinet at Caryn Elementary School.\*
  10. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and GBC, Inc., for veeder-root overflow alarm installation at the Etiwanda School District warehouse.\*

V. Consent Calendar (continued)

11. Approval of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and BSN Sports, LLC, for bleacher upgrades to motorized system at Heritage Intermediate School.\*
  12. Approval of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and BSN Sports, LLC, for bleacher upgrades to motorized system at Summit Intermediate School.\*
  13. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Inland Valley Stairs, Inc., for rebuilding wheeled removable steps and refinishing the stage at Windrows Elementary School.\*
  14. Ratification of Proposal and Field Contract for Services under \$45,000 between Etiwanda School District and Paul C. Miller Construction for replacement of flooring at Day Creek Intermediate and a new door at Etiwanda Colony.\*
- J. Consideration to accept the following agreements/contracts:
1. Ratification of Master Clinical Field Experience Agreement between Etiwanda School District and California Baptist University CBU speech language pathology clinical field experience.\*
  2. Ratification of Pupil Transportation Services Agreement between Etiwanda School District and Central School District for transportation services provided to selected students in the Central School District within the WESELPA Region.\*
  3. Ratification of Pupil Transportation Services Agreement between Etiwanda School District and Cucamonga School District for transportation services provided to selected students in the Cucamonga School District within the WESELPA Region.\*
  4. Ratification of Nursing Services Agreement between Etiwanda School District and Maxim Healthcare Services, Inc., for the services of private agency licensed vocational nurses (LVNs).\*
  5. Ratification of Nursing Services Agreement between Etiwanda School District and Allied Professional Nursing Care for the services of private agency licensed vocational nurses (LVNs).\*
  6. Ratification of Non-Standard Installation Payment Agreement between Etiwanda School District and Spectrum Enterprise for installation of Spectrum Business Services at Falcon Ridge Elementary School.\*
  7. Approval of Agreement for Participation "Inside the Outdoors" School Program Public Schools 2017-2018 between Etiwanda School District and Orange County Department of Education for Traveling Scientist program at Falcon Ridge Elementary.\*
  8. Approval of the use of Los Rios Community College District Bid# 14018 and its extension through August 24, 2018, for the purchase of furniture and related services.\*
  9. Ratification of Pub Construction change order #180963 to Bid 16/14 #14 for carpet and wall base at Terra Vista Elementary. Original contract price was \$361,291.67; contact price will increase by \$34,923.56 to the new contract price including the change order of \$396,215.23, for additional carpet installation.\*
  10. Approval of Escrow Agreement for Deposits in Lieu of Retention for K.A.R. Construction, Inc., for Caryn Elementary School toilet building addition.\*
  11. Approval of Escrow Agreement for Security Deposits in Lieu of Retention for Dan Worley Plumbing, Inc., for Caryn Elementary School toilet building addition.\*
  12. Ratification of C&M Painters change order #1 to Bid 16/17-12 for exterior re-painting at John L. Golden Elementary. Original contract price was \$87,000.00; contact price will increase by \$8,700.00 to the new contract price including the change order of \$95,700.00, for re-masking and re-painting of all fascia boards.\*

**V. Consent Calendar (continued)**

- 13. Ratification of C&M Painters change order #1 to Bid 16/17-12 for exterior re-painting at Cecilia L. Solorio Elementary. Original contract price was \$87,000.00; contact price will increase by \$7,800.00 to the new contract price including the change order of \$94,800.00, for re-masking and re-painting of all fascia boards.\*
- K. Approval to reclassify the listed documents from Class 2 (optional) to Class 3 (disposable) and to destroy these same records. These are records worthy of temporary preservation but not classified as Class 1 (permanent records).\*

Documents	Recommended Retention	Dates of Records	Destroy After Date
Child Care Contracts	5 years	2012-13 School Year	7/1/2017

- L. Approval of the Notice of Completion for the following projects: DIR Project ID 181522, exterior painting at Solorio Elementary, Golden Elementary, and David W. Long Elementary for contractors C&M Painters, Inc., and Alpha Décor & Painting, Inc.\*
- M. Approval of the amended job description Health Service Technician.\*

**VI. Business and Legal**

- A. Superintendent Judson introduced Mr. Ferchaw, partner with Cooperative Strategies, and Todd Robbins, attorney with AARLL, to assist the Board with questions and information regarding reviewing and possibly approving draft Trustee Area Map scenarios as presented or to add any new maps for public feedback at community meetings in September 2017. Mr. Ferchaw, introduced four (4) map options for the Board to consider that meet the criteria as discussed. After discussion, the Board took action to request development of an additional map per the criteria discussed, and to review all five maps again at the Board meeting on September 14, 2017, on a motion by Member Karsch, seconded by Member Cadman, and carried by a unanimous vote, with all members present voting yes.\*
- B. The Board of Trustees took action to approve and ratify the Variable Term Waiver for Kamran Rahim, Adaptive Physical Education Teacher, grades PreK-8, for the 2017-2018 school year, Adaptive PE Waiver (EC 44252(b) effective July 24, 2017 through May 24, 2018, as presented on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.\*
- C. Mike Higgins, facilities project manager, presented information for discussion regarding Measure I - Library and Office Renovations at Windrows Elementary and Caryn Elementary Schools. Mr. Higgins shared the proposed site and elevation plans and the new amenities that could be offered for these two sites.\*
- D. Doug Claflin, assistant superintendent of business services, shared information related to the Etiwanda School District Bid for Playground Modernization Groups 1-4. Group 1 was removed from consideration due to possible request to withdraw a bid by a contractor due to a clerical error. For Group 2, Mr. Claflin recommended approval of this bid to go to the apparent low bidder: Milon Construction for general construction, for Group 3, recommended approval of this bid to go to the apparent low bidder: K.A.R. Construction for general construction, and for Group 4, recommended approval of this bid to go to the apparent low bidder: K.A.R. Construction for general construction, pending all bonds and insurances are submitted. References have been checked. The Board took action to approve the bids as presented for Groups 2, 3 and 4, on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.\*

**VII. Superintendent's Presentation**

- A. Superintendent Judson reported on the beginning of school for the 2017-2018 school year. Superintendent Judson stated it was a very successful start of the school year and shared the following information:
- Student enrollment as of August 24<sup>th</sup> was 14,104 in grades TK-8<sup>th</sup>, 305 enrolled in CLOUDS, and 1,901 enrolled in Childcare;
  - Staffing for classified totaled 899 employees and certificated totaled 794 employees;
  - The Teacher Academy occurred before school started this year, which allowed for training of regular education and special education staff for the new year;
  - The Welcome Back Breakfast was a kick off for the year with President Taylor's speech along with a big thank you to the Maintenance and Operations Department as well as the Child Nutrition staff for a great breakfast;
  - Seventeen school sites have already completed their Back to School Night and the remaining one site will be going on next week;
  - 7,941 parent surveys have been completed as of August 24<sup>th</sup>;
  - Falcon Ridge Elementary school had a successful opening;
  - Many activities were planned for the Solar Eclipse event that took place;
  - There were many parent engagement activities already going on such as: Watch Dog Dads, Engagement Nights, and a Technology Night as well as Rachel's Challenge;
  - The theme this year is: Learning is our Superpower!, with many superhero activities and clever ideas going on in the classroom and at staff meetings; and
  - Reminded the Board of how the "Etiwanda Way" is an important part of our philosophy supporting teamwork and working together as a family.
- B. Superintendent Judson presented information on the 2017-2018 Strategic Priorities and Strategic Priorities Implementation. The district administrator responsible for each Strategic Priority provided their plan for implementation of their items as noted, including dates for Board reports and updates. The Board then took action to approve the implementation of the 2017-18 Strategic Priorities as presented on a motion by Member Cadman, seconded by Member Karsch, and carried by a unanimous vote, with all members present voting yes.\*
- C. After discussion, the Board approved the suggested revisions to the Board Governance Goals and no changes were made to the Protocols for the 2017-2018 school year. The Board took action to approve the Board Governance Goals and Protocols for 2017-2018, on a motion by Member Long, seconded by Member Cadman, and carried by a unanimous vote with all members present voting yes.\*
- D. Superintendent Judson shared information related to nominations for CSBA Directors-at-Large African American and American Indian and asked if the Board would like to make a nomination for these positions. No nominations were offered, therefore, there was no action taken.\*
- E. Superintendent Judson Reported:
- Thanked Childcare for the success of this summer's Camp Cool program.
  - Reminded the Board of the "Flip the Switch" solar ceremony on September 14<sup>th</sup> at 5:00 p.m. on the Summit Intermediate School field.
  - Reminded the board of the upcoming Site Visits on August 30<sup>th</sup>.

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

- None offered.

**IX. Closed Session**

- A. Liability Claims (Government Code 54956.95):  
 Claimant(s) B.H.;  
 Agency claimed against: Etiwanda School District

**IX. Closed Session (continued)**

- B. Conference with Legal Counsel – Existing Litigation  
(Government Code 54956.9(d)(1)).  
Case Number 02-1718  
Case Number 03-1718
- C. Public Employee Discipline/Dismissal/Release  
(Government Code 54957)

**X. Reconvene into Open Session**


The Board of Trustees reconvened into Open Session at 9:51 p.m. The following actions were reported from Closed Session:

- A. The Board of Trustees took action in Closed Session to reject the claim filed by B.H.; Etiwanda School District claim number 1718-01 on a motion by Member Cadman, seconded by Member Long, and carried by a unanimous vote, with all members present voting yes.
- B. The Board of Trustees took action in Closed Session to approve a settlement agreement for case number 02-1718 on a motion by Member Long, seconded by Member Cadman, and carried by a vote of four (4) Ayes, by Members Long, Cadman, Karsch, and Taylor, and one (1) No by Member Garcia.
- C. The Board of Trustees took action in Closed Session to approve a settlement agreement for case number 03-1718 on a motion by Member Long, seconded by Member Karsch, and carried by a unanimous vote, with all members present voting yes.
- D. The Board of Trustees took action in Closed Session to approve a resignation and settlement agreement with a certificated employee on a motion by Member Cadman, seconded by Member Long, and carried by a unanimous vote, with all members present voting yes.

**XI. Adjournment**

President Taylor adjourned the meeting at 9:52 p.m. on a motion by Member Karsch, seconded by Member Garcia, and carried by a unanimous vote with all members present voting yes.

*The next meeting will be held on Thursday, September 14, 2017.*




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Respectfully Submitted




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Adopted