



**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

# BOARD OF EDUCATION AGENDA

**April 4, 2019**

## **BOARD OF EDUCATION**

James Na, President  
Irene Hernandez-Blair, Vice President  
Andrew Cruz, Clerk  
Christina Gagnier, Member  
Joe Schaffer, Member

Alexi Magallanes, Student Representative



**SUPERINTENDENT**  
Norm Enfield, Ed.D.

---

5130 Riverside Drive. Chino. California 91710  
[www.chino.k12.ca.us](http://www.chino.k12.ca.us)

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**5130 Riverside Drive, Chino, CA 91710**  
**4:50 p.m. - Closed Session • 7:00 p.m. - Regular Meeting**  
**April 4, 2019**

**AGENDA**

- The public is invited to address the Board of Education regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Persons wishing to address the Board are requested to complete and submit to the Administrative Secretary, Board of Education, a "Request to Speak" form available at the entrance to the Board room.
- In compliance with the Americans with Disabilities Act, please contact the Administrative Secretary, Board of Education, if you require modification or accommodation due to a disability.
- Agenda documents that have been distributed to members of the Board of Education less than 72 hours prior to the meeting are available for inspection at the Chino Valley Unified School District Administration Center, 5130 Riverside Drive, Chino, California, during the regular business hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.
- Order of business is approximate and subject to change.

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 4:50 P.M.**

1. Roll Call
2. Public Comment on Closed Session Items
3. Closed Session

**Discussion and possible action (times are approximate):**

- a. Conference with Legal Counsel Existing Litigation (Government Code 54954.5 (c) and 54956.9 (d)(1)): Oxford Preparatory Academy v. Chino Valley Unified School District, et. al. SBC No. CIVDS1710045. (Chidester, Margaret A. & Associates) (5 minutes)
- b. Conference with Real Property Negotiators (Government Code 54956.8): Property: APN #1019-511-06, APN #1019-441-03, APN #1019-441-04 and APN #1019-511-04. Agency negotiator: Terry Tao, Esquire. Under negotiation: Terms and Price. (5 minutes)
- c. Conference with Legal Counsel Anticipated Litigation (Government Code 54954.5(c) and 54956.9 (d)(2) and (e)(1)): One possible case. (Terry Tao, Esquire) (5 minutes)
- d. Public Employee Discipline/Dismissal/Release (Government Code 54957): (5 minutes)
- e. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Frank Arce, Sandra Chen, Lea Fellows, and Richard Rideout. (30 minutes)
- f. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (60 minutes)

**I.B. RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.**

1. Report Closed Session Action
2. Pledge of Allegiance

**I.C. PRESENTATIONS**

1. Hidden Trails ES
2. Teaching and Learning Task Force Committee Update

**I.D. COMMENTS FROM STUDENT REPRESENTATIVE**

The proceedings of this meeting are being recorded.

- I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES
- I.F. COMMENTS FROM COMMUNITY LIAISONS
- I.G. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA
- I.H. CHANGES AND DELETIONS

|                   |
|-------------------|
| <b>II. ACTION</b> |
|-------------------|

**II.A. ADMINISTRATION**

**II.A.1. Committee for the Arts**  
 Page 7 Recommend the Board of Education approve Board member Irene Hernandez-Blair’s request to solicit volunteers with grant writing experience for the Committee for the Arts.

Motion \_\_\_ Second \_\_\_  
 Preferential Vote: \_\_\_  
 Vote: Yes \_\_\_ No \_\_\_

**II.B. BUSINESS SERVICES**

**II.B.1. Chino Hills HS Bingo Fundraiser**  
 Page 8 Recommend the Board of Education approve the Chino Hills HS bingo fundraiser through June 30, 2019.

Motion \_\_\_ Second \_\_\_  
 Preferential Vote: \_\_\_  
 Vote: Yes \_\_\_ No \_\_\_

|                     |
|---------------------|
| <b>III. CONSENT</b> |
|---------------------|

Motion \_\_\_ Second \_\_\_  
 Preferential Vote: \_\_\_  
 Vote: Yes \_\_\_ No \_\_\_

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the Regular Meeting of March 21, 2019**  
 Page 9 Recommend the Board of Education approve the minutes of the regular meeting of March 21, 2019.

**III.B. BUSINESS SERVICES**

**III.B.1. Warrant Register**  
 Page 16 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

**III.B.2. Fundraising Activities**  
 Page 17 Recommend the Board of Education approve/ratify the fundraising activities.

**III.B.3. Donations**

Page 20 Recommend the Board of Education accept the donations.

**III.B.4. Legal Services**

Page 22 Recommend the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud & Romo.

**III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**III.C.1. School-Sponsored Trips**

Page 23 Recommend the Board of Education approve/ratify the school-sponsored trips for Liberty ES, Ayala HS, and Chino Hills HS.

**III.D. FACILITIES, PLANNING, AND OPERATIONS**

**III.D.1. Purchase Order Register**

Page 25 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

**III.D.2. Agreements for Contractor/Consultant Services**

Page 26 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

**III.D.3. Surplus/Obsolete Property**

Page 29 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**III.D.4. CUPCCAA Bid 18-19-30I, Woodcrest JHS Installation of New Single Ply Roofing—Behavioral Intervention Program**

Page 32 Recommend the Board of Education award CUPCCAA Bid 18-19-30I, Woodcrest JHS Installation of New Single Ply Roofing—Behavioral Intervention Program to Best Contracting Services, Inc.

**III.D.5. CUPCCAA Bid 18-19-32I, Chino Hills HS and Don Lugo HS Condensation Line Replacement**

Page 34 Recommend the Board of Education award CUPCCAA Bid 18-19-32I, Chino Hills HS and Don Lugo HS Condensation Line Replacement to Carver Air Conditioning & Heating.

**III.D.6. Rejection of Request for Proposal 18-19-11, Uninterruptible Power Supply Equipment and Authorization to Re-Bid**

Page 35 Recommend the Board of Education reject the bids received for RFP 18-19-11, Uninterruptible Power Supply Equipment and authorize staff to re-bid the project.

**III.D.7. Notice of Completion for CUPCCAA Project**

Page 37 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Project.

**III.D.8. Change Orders for Bid 18-19-06F, Cattle ES, Litel ES, and Oak Ridge ES Modernization Projects—Interim Housing**

Page 38

Recommend the Board of Education approve the change orders for Bid 18-19-06F, Cattle ES, Litel ES, and Oak Ridge ES Modernization Projects—Interim Housing.

**III.D.9. Reimbursement Agreement with Lewis Community Developers Santa Barbara at Chino Hills for Improvements to the Junior Varsity Baseball Field at Chino Hills HS**

Page 48

Recommend the Board of Education approve the Reimbursement Agreement with Lewis Community Developers Santa Barbara at Chino Hills for Improvements to the Junior Varsity Baseball Field at Chino Hills HS.

**III.E. HUMAN RESOURCES**

**III.E.1. Certificated/Classified Personnel Items**

Page 53

Recommend the Board of Education approve/ratify the certificated/classified personnel items.

**III.E.2. Student Internship Agreement with California State University, Dominguez Hills**

Page 58

Recommend the Board of Education approve the student internship agreement with California State University, Dominguez Hills.

|                        |
|------------------------|
| <b>IV. INFORMATION</b> |
|------------------------|

**IV.A. ADMINISTRATION**

**IV.A.1. Revision of Board Bylaw and Exhibit 9323.2 Bylaws of the Board—Actions by the Board**

Page 63

Recommend the Board of Education receive for information the revision of Board Bylaw and Exhibit 9323.2 Bylaws of the Board—Actions by the Board.

**IV.B. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**IV.B.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for January Through March 2019**

Page 73

Recommend the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for January through March 2019.

**V. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**VI. ADJOURNMENT**

Date posted: March 28, 2019

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**SUBJECT: COMMITTEE FOR THE ARTS**

=====

**BACKGROUND**

The Board of Education established the Committee for the Arts on February 7, 2013. The purpose of the Committee was to promote and support the arts as an integral part of learning for all students. Volunteers with grant writing experience were sought for the Committee to research and apply for grants, and make funding recommendations to the Board of Education.

Since the Committee’s inception, volunteer membership has declined from ten members to less than half. The Committee has not met since 2016. In addition, in October 2017, the Committee chairperson resigned leaving only three members.

Board member Irene Hernandez-Blair has requested the District seek volunteers to continue the work of the Committee.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve Board member Irene Hernandez-Blair’s request to solicit volunteers with grant writing experience for the Committee for the Arts.

**FISCAL IMPACT**

Unknown.

NE:pk

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: CHINO HILLS HS BINGO FUNDRAISER**

=====

**BACKGROUND**

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds and Board Policy 1230 Community Relations – School Connected Organizations require that fundraising activities be submitted to the Board of Education for approval.

On March 7, 2019, the Board of Education amended and approved the conditional approval dates for the Chino Hills HS general boosters bingo fundraiser from March 8, 2019, through April 1, 2019. Without further action taken by the Board, the bingo fundraiser would not be able to operate past Sunday, March 31, 2019. At the March 21, 2019 Board meeting, board member Schaffer requested staff bring the item back for consideration.

**RECOMMENDATION**

It is recommended the Board of Education approve the Chino Hills HS bingo fundraiser through June 30, 2019.

**FISCAL IMPACT**

None.

NE:SHC:LP:wc



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**March 21, 2019**

**MINUTES**

|                            |
|----------------------------|
| <b>I. OPENING BUSINESS</b> |
|----------------------------|

**I.A. CALL TO ORDER – 5:30 P.M.**

1. Roll Call

Vice President Blair called to order the regular meeting of the Board of Education, Thursday, March 21, 2019, at 5:30 p.m. with Blair, Gagnier, and Schaffer present. President Na arrived at 5:31 p.m. and Mr. Cruz arrived at 5:33 p.m.

Administrative Personnel

Norm Enfield, Ed.D., Superintendent

Sandra H. Chen, Associate Superintendent, Business Services

Grace Park, Ed.D., Associate Superintendent, CIIS

Lea Fellows, Assistant Superintendent, CIIS

Richard Rideout, Assistant Superintendent, Human Resources

Gregory J. Stachura, Assistant Supt., Facilities, Planning, & Operations

2. Public Comment on Closed Session Items

None.

3. Closed Session

Vice President Blair adjourned to closed session at 5:30 p.m. regarding conference with legal counsel existing and anticipated litigation; conference with real property negotiators; a student readmission; a student admission; public employee discipline/dismissal/release; and conference with labor negotiators: A.C.T. and CSEA negotiations.

**I.B. RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.**

1. Report Closed Session Action

President Na reconvened the regular meeting of the Board of Education at 7:00 p.m. with Blair, Cruz, Gagnier, Schaffer, and Na present. Student representative Alexi Magallanes was present. The Board met in closed session from 5:31 p.m. to 6:35 p.m. regarding conference with legal counsel existing and anticipated litigation; conference with real property negotiators; a student readmission; a student admission; public employee discipline/

dismissal/release; and conference with labor negotiators: A.C.T. and CSEA negotiations. The Board accepted the resignation agreement and general release between the District and certificated employee 7266. Pursuant to the terms of the agreement, employee 7266 will resign effective June 30, 2019, by a unanimous vote of 5-0 with Cruz, Gagnier, Blair, Schaffer, and Na voting yes. No further action was taken that required public disclosure.

2. Pledge of Allegiance  
Randall Lewis led the Pledge of Allegiance.

**I.C PRESENTATIONS**

1. Oak Ridge ES  
Oak Ridge ES students shared stories about Heroes in History.
2. Chino Hills HS Boys Basketball CIF State Champions  
The Board congratulated the Chino Hills HS Boys Basketball CIF State Champions.
3. Annual Update: Progress of LCAP Goal 1  
CIIS staff presented the annual update.

**I.D. COMMENTS FROM STUDENT REPRESENTATIVE**

Alexi Magallanes reported on high school activities throughout the District and extended spring break wishes.

**I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

None.

**I.F. COMMENTS FROM COMMUNITY LIAISONS**

Debra Porada, city of Ontario council member, reported on city community college scholarship opportunities, and city museums and programs.

Art Bennett, city of Chino Hills council member, acknowledged Oak Ridge ES students who performed and Chino Hills HS student athletes; spoke about former Chino Hills council member Bill Krueger's passing; announced several events taking place in March and April; and asked drivers to drive safe during spring break.

Mark Hargrove, city of Chino council member, thanked the District for supporting the March 9 youth track meet at Chino HS; and announced the April 5 Chino Youth Museum Arbor Day event and a spring camp hosted at Monte Vista park.

**I.G. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA**

Kaitlin Mollett; Stephen Huff; Dawn; Tricia Cauley; Lena Houston; Brenda Nunley; Stan Stewart; Keith Parks; Jayne Jones; Susan Kirby; Joy Tyson; James Lani; Cynthia Dickerson; Elizabeth Kirves; and Michael Young addressed the Board regarding the proposed Cal Aero K-8 boundary change; Daniel Ceballos addressed the Board regarding school safety; and Tony Montanez addressed the Board regarding the Alternative Education Center.

**I.H. CHANGES AND DELETIONS**

None.

|                   |
|-------------------|
| <b>II. ACTION</b> |
|-------------------|

**II.A. FACILITIES, PLANNING, AND OPERATIONS**

**II.A.1. Cal Aero Preserve Academy K-8 Temporary Boundary Change**

Joe Fraga; Kaylie and Lissa Fraga; April Maranan; and Pat Loy addressed the Board on this item. Moved (Blair) seconded (Schaffer) to discuss the item. Moved (Gagnier) seconded (Na) motion carried (4-1, Cruz voted no) to table the item. Student representative voted yes.

**II.B. HUMAN RESOURCES**

**II.B.1. Resolution 2018/2019-35 Notice of Layoff of Certain Classified Staff Pursuant to Education Code 45117 and 45298**

Moved (Gagnier) seconded (Blair) carried unanimously (5-0) to adopt Resolution 2018/2019-35 Notice of Layoff of Certain Classified Staff Pursuant to Education Code 45117 and 45298. Student representative voted yes.

|                     |
|---------------------|
| <b>III. CONSENT</b> |
|---------------------|

Moved (Blair) seconded (Gagnier) carried unanimously (5-0) to approve the consent items. Student representative voted yes.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the Regular Meeting of March 7, 2019**

Approved the minutes of the regular meeting of March 7, 2019.

**III.B. BUSINESS SERVICES****III.B.1. Warrant Register**

Approved/ratified the warrant register.

**III.B.2. Fundraising Activities**

Approved/ratified the fundraising activities.

**III.B.3. Donations**

Accepted the donations.

**III.B.4. Legal Services**

Approved payment for legal services to the law offices of Margaret A. Chidester & Associates and The Tao Firm.

**III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****III.C.1. Student Readmission Case 16/17-08**

Approved student readmission case 16/17-08.

**III.C.2. Student Admission Case 18/19-03A**

Approved student admission case 18/19-03A.

**III.C.3. School-Sponsored Trips**

Approved/ratified the school-sponsored trips for Briggs K-8; Ayala HS; Chino HS; and Don Lugo HS.

**III.C.4. Advanced Placement Mathematics and History Textbook Adoption for Grades 9 Through 12**

Approved the following instructional materials for the Advanced Placement Mathematics and History textbook adoption for grades 9 through 12: a) AP Calculus AB: Bedford, Freeman, Worth. *Calculus for the AP Course*. W.H. Freeman. 10<sup>th</sup>–12<sup>th</sup> Grade. 2017. Replaces: Pearson Prentice Hall. *Calculus: Graphical, Numerical, Algebraic AP Edition*. Ross Finney, Franklin Demana, Bert Waits, Daniel Kennedy. 2007; b) AP Calculus BC: Cengage Learning. *Calculus for AP*. R. Larson, P. Battaglia. 11<sup>th</sup>–12<sup>th</sup> Grade. 2016. Replaces: Pearson Prentice Hall. *Calculus: Graphical, Numerical, Algebraic AP Edition*. Ross Finney, Franklin Demana, Bert Waits, Daniel Kennedy. 2007; c) AP Statistics: Pearson. *Stats: Modeling the World, 5<sup>th</sup> Edition*. David Bock, Paul Velleman, Richard Veaux. 10<sup>th</sup>–12<sup>th</sup> Grade, 2019. Replaces: Pearson. *AP Stats Modeling the World 3<sup>rd</sup> Edition*. David Bock, Paul Velleman, Paul De Veaux. 2010; d) AP Comparative Government and Politics: Cengage Learning. *Introduction to Comparative Politics: Political Challenges and Changing Agendas*. Mark Kesselman, Joel Krieger, William Joseph. 12<sup>th</sup> Grade. 2016. New Course-no replacement; e) AP United States Government and Politics: Bedford, Freeman & Worth. *American Government: Stories of a Nation; for the AP Course*. Scott Abernathy, Karen Waples. 12<sup>th</sup> Grade. 2019. Replaces: Wadsworth Publishing. *American*

*Government: Institutions & Policies.* James Wilson, John Dilulio, Meena Bose. 2013; and f) *AP Human Geography: Pearson. The Cultural Landscape: An Introduction to Human Geography, 13th Edition.* James Rubenstein. 9th-10th Grade. 2020. New Course-no replacement.

**III.C.5. New Course: Emerging English Language Development (ELD)**

Approved the new course Emerging English Language Development (ELD).

**III.C.6. New Course: Expanding English Language Development (ELD) A**

Approved the new course Expanding English Language Development (ELD) A.

**III.C.7. New Course: Expanding English Language Development (ELD) B**

Approved the new course Expanding English Language Development (ELD) B.

**III.C.8. Revision of Board Policy 5145.3 Students—Nondiscrimination/ Harassment of Students**

Approved the revision of Board Policy 5145.3 Students—Nondiscrimination/ Harassment of Students.

**III.C.9. Revision of Board Policy 6020 Instruction—Parent Involvement**

Approved the revision of Board Policy 6020 Instruction—Parent Involvement.

**III.D. FACILITIES, PLANNING, AND OPERATIONS**

**III.D.1. Purchase Order Register**

Approved/ratified the purchase order register.

**III.D.2. Agreements for Contractor/Consultant Services**

Approved/ratified the Agreements for Contractor/Consultant Services.

**III.D.3. CUPCCAA Bid 18-19-31I, Transportation Department Restroom Renovation (Rebid)**

Awarded CUPCCAA Bid 18-19-31I, Transportation Department Restroom Renovation (Rebid) to Angelo Construction.

**III.D.4. Notice of Completion for CUPCCAA Project**

Approved the Notice of Completion for CUPCCAA Project.

**III.D.5. Resolution 2018/2019-34 and 2018/2019-36, Authorization to Utilize Piggyback Contracts**

Adopted Resolution 2018/2019-34 and 2018/2019-36, authorization to utilize piggyback contracts.

**III.D.6. Resolution 2018/2019-37, Approving Participation in the School Facility Program for New Construction and Modernization Funding Subject to the Regulations and Processing Procedures that the State Allocation Board Established for Applications Received Beyond Existing Bond Authority**

Approved Resolution 2018/2019-37, Approving Participation in the School Facility Program for New Construction and Modernization Funding Subject to the Regulations and Processing Procedures that the State Allocation Board Established for Applications Received Beyond Existing Bond Authority.

**III.E. HUMAN RESOURCES**

**III.E.1. Certificated/Classified Personnel Items**

Approved/ratified the certificated/classified personnel items.

**III.E.2. Revision of Board Policy 4119.11, 4219.11, and 4319.11 Personnel—Sexual Harassment**

Approved the revision of Board Policy 4119.11, 4219.11, and 4319.11 Personnel—Sexual Harassment.

**IV. INFORMATION**

**IV.A. FACILITIES, PLANNING, AND OPERATIONS**

**IV.A.1. Revision of Administrative Regulation 3311 Business and Noninstructional Operations—Bids**

Received for information the revision of Administrative Regulation 3311 Business and Noninstructional Operations—Bids.

**V. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

Joe Schaffer thanked Oak Ridge ES students for their presentation on historical figures; congratulated Chino Hills HS for achieving state championship status in basketball; asked Superintendent Enfield to fast track a Board study session regarding the Preserve issue; commented on the Chino Hills HS bingo matter; requested that the bingo (fundraising) item come back at the April 4 meeting; attended an anti-cyberbullying presentation at Chino Hills HS; attended a Baldy View Commission meeting; and attended the Chino Hills Parks and Recreation Commission meeting.

Christina Gagnier said she continued her school site visits; and spoke about collaboration with the Chamber of Commerce regarding career pathways.

Andrew Cruz said he attended a school site special education dance, and the Salute to Public Safety event.

Irene Hernandez-Blair acknowledged the parent who spoke about his son and the handling of a threat made on campus; said she thinks we have become oversensitive when certain things are shared, and gave examples; acknowledged parents and students who attended the meeting to address the Board; spoke about concerns related to Chino Hills HS bingo; and closed by addressing Mr. Montanez regarding the programs/opportunities at the Alternative Education Center.

Superintendent Enfield clarified that Chino Hills HS bingo fundraising is authorized to continue to April 1 and is coming before the Board again on April 4.

President Na asked Dr. Enfield to meet with parent Mr. Ceballos; spoke about Chino Hills HS bingo volunteers; addressed the Preserve school concerns and said we will have a discussion with stakeholders for solutions; and thanked Yvette Farley, Director of Access and Equity, for doing a great job with musical arts.

**VI. ADJOURNMENT**

President Na adjourned the regular meeting of the Board of Education at 9:35 p.m.

\_\_\_\_\_  
James Na, President

\_\_\_\_\_  
Andrew Cruz, Clerk

Recorded by: Patricia Kaylor, Administrative Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: WARRANT REGISTER**

=====

**BACKGROUND**

Education Code 42650 requires the Board to approve and/or ratify all warrants. These payments are made in the form of warrants, and the warrant (check) form is approved by the County Superintendent.

All items listed are within previously budgeted amounts. There is no fiscal impact beyond currently available appropriations.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the warrant register, provided under separate cover.

**FISCAL IMPACT**

\$3,179,101.60 to all District funding sources.

NE:SHC:LP:wc



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: FUNDRAISING ACTIVITIES**

=====

**BACKGROUND**

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds and Board Policy 1230 Community Relations – School Connected Organizations require that fundraising activities be submitted to the Board of Education for approval.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the fundraising activities.

**FISCAL IMPACT**

None.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**April 4, 2019**

| <b><u>SITE/DEPARTMENT</u></b>      | <b><u>ACTIVITY/DESCRIPTION</u></b>  | <b><u>DATE</u></b> |
|------------------------------------|-------------------------------------|--------------------|
| <b><u>Butterfield Ranch ES</u></b> |                                     |                    |
| PTA                                | The Pub Restaurant Family Night Out | 4/10/19            |
| PTA                                | Movie Night Refreshment Sale        | 4/26/19            |
| PTA                                | Family Paint Nights                 | 4/30/19 - 5/1/19   |
| PTA                                | Red Robin Family Night Out          | 5/8/19             |
| <b><u>Country Springs ES</u></b>   |                                     |                    |
| PTA                                | Autism Awareness Bracelet Sale      | 4/16/19 - 4/18/19  |
| <b><u>Glemeade ES</u></b>          |                                     |                    |
| PTA                                | Open House Hot Dog On-A-Stick Sale  | 5/9/19             |
| PTA                                | Open House Cupcake Sale             | 5/9/19             |
| <b><u>Hidden Trails ES</u></b>     |                                     |                    |
| PTA                                | Spring Movie Night Refreshment Sale | 4/26/19            |
| PTA                                | Spring Bookfair                     | 5/13/19 - 5/17/19  |
| PTA                                | Open House/Silent Auction           | 5/15/19            |
| <b><u>Magnolia JHS</u></b>         |                                     |                    |
| ASB                                | Egg Your Teacher Days               | 4/10/19 - 4/17/19  |
| ASB                                | Pieology Family Night Out           | 4/29/19            |
| ASB                                | John's Pizza Trip Ticket Sale       | 4/29/19 - 5/20/19  |
| <b><u>Ayala HS</u></b>             |                                     |                    |
| Cross Country Boosters             | Donation Drive                      | 4/5/19 - 6/30/19   |
| Cross Country Boosters             | Amazon Smile                        | 4/5/19 - 6/30/19   |
| Cross Country Boosters             | Spirit Pack Donation                | 4/5/19 - 6/30/19   |
| Grad Nite 2019                     | Stussy Clothing Sale                | 4/7/19             |
| Cross Country Boosters             | Chick-fil-A Family Night Out        | 4/22/19            |
| Cross Country Boosters             | All Comer's Meet Refreshment Sale   | 5/4/19             |
| BAC Boosters                       | Chick-fil-A Family Night Out        | 5/7/19             |
| BAC Boosters                       | Jr. Color Guard Camp                | 6/10/19 - 6/12/19  |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**April 4, 2019**

| <b><u>SITE/DEPARTMENT</u></b> | <b><u>ACTIVITY/DESCRIPTION</u></b> | <b><u>DATE</u></b> |
|-------------------------------|------------------------------------|--------------------|
| <b><u>Chino HS</u></b>        |                                    |                    |
| Class of 2021                 | Color Run                          | 4/6/19 - 4/13/19   |
| Pep Squad Boosters            | Cheer Clinic/Skills Workshop       | 4/22/19 - 4/26/19  |
| ASB                           | Olive Garden Family Night Out      | 4/27/19            |
| AVID                          | Cookie Dough Sale                  | 5/6/19 - 5/10/19   |
| <b><u>Chino Hills HS</u></b>  |                                    |                    |
| Spirit Boosters               | Cheer Clinic/Skills Workshop       | 4/2/19             |
| Operation Smile Club          | Boba Milk Tea Sale                 | 4/12/19            |
| Christian Club                | Movie Screening Refreshment Sale   | 4/12/19            |
| <b><u>Don Lugo HS</u></b>     |                                    |                    |
| Girls Softball                | Donation Drive                     | 4/5/19 - 5/30/19   |
| Sports Boosters               | Golf Tournament                    | 6/7/19             |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: DONATIONS**

=====

**BACKGROUND**

Board Policy 3290 Business and Noninstructional Operations - Gifts, Grants, and Bequests states the Board of Education may accept any bequest or gift of money or property on behalf of the District. All gifts, grants, and bequests shall become property of the District. Use of the gift shall not be impaired by restrictions or conditions imposed by the donor. Approximate values are determined by the donor.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education accept the donations.

**FISCAL IMPACT**

Any cost for repairs of donated equipment will be a site expense.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**April 4, 2019**

| <u>DEPARTMENT/SITE<br/>DONOR</u> | <u>ITEM DONATED</u> | <u>APPROXIMATE<br/>VALUE</u> |
|----------------------------------|---------------------|------------------------------|
| <b><u>Glenmeade ES</u></b>       |                     |                              |
| Candice Roman                    | Library Books       | \$1,000.00                   |
| <b><u>Litel ES</u></b>           |                     |                              |
| Natalie Tuboly                   | Cash                | \$290.00                     |
| Robbie Chevront                  | Speakers            | \$1,092.00                   |
| <b><u>Wickman ES</u></b>         |                     |                              |
| Wickman PTO                      | Cash                | \$10,000.00                  |
| <b><u>Briggs K-8</u></b>         |                     |                              |
| Edison International             | Cash                | \$100.00                     |
| <b><u>Cal Aero K-8</u></b>       |                     |                              |
| Preserve Academy Flight Crew     | Cash                | \$1,500.00                   |
| <b><u>Chino HS</u></b>           |                     |                              |
| LD Donor Connection              | Cash                | \$100.00                     |
| Edison International             | Cash                | \$400.00                     |
| Chino High ASB                   | Cash                | \$8,709.00                   |
| <b><u>Don Lugo HS</u></b>        |                     |                              |
| allgoods, LLC                    | Cash                | \$43.00                      |
| Sophie Yu                        | Cash                | \$134.00                     |
| Paul Randazzo                    | Snow Chain Kits     | \$145.00                     |
| Leslie Miller                    | Cash                | \$165.00                     |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Our Motto:**  
 Student Achievement • Safe Schools • Positive School Climate  
 Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
 Liz Pensick, Director, Fiscal Services  
**SUBJECT: LEGAL SERVICES**

=====

**BACKGROUND**

The following law firms provide services to the Chino Valley Unified School District and have submitted their invoices. The current invoice amounts, along with the fiscal year-to-date totals for each individual law firm, are listed below.

| FIRM                                  | MONTH         | INVOICE AMOUNTS   | 2018/2019 YEAR-TO-DATE |
|---------------------------------------|---------------|-------------------|------------------------|
| Atkinson, Andelson, Loya, Ruud & Romo | February 2019 | \$4,927.50        | \$ 133,491.73          |
| Fagen Friedman & Fulfroost LLP        | -             | -                 | \$ 11,009.63           |
| Margaret A. Chidester & Associates    | -             | -                 | \$ 884,404.91          |
| The Tao Firm                          | -             | -                 | \$ 33,157.50           |
|                                       | <b>Total</b>  | <b>\$4,927.50</b> | <b>\$1,062,063.77</b>  |

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud & Romo.

**FISCAL IMPACT**

\$4,927.50 to the General Fund.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
**SUBJECT: SCHOOL-SPONSORED TRIPS**

=====

**BACKGROUND**

The Board of Education recognizes that school-sponsored trips are an important component of a student’s development and supplement and enrich the classroom learning experience. School-sponsored trips may be conducted in connection with the District’s course of study or school related social, educational, cultural, athletic, school band activities, or other extracurricular or cocurricular activities. Resources will be identified and established at the school site to assist economically disadvantaged students in obtaining funding for field trips and, in some cases, student travel. School sponsored trips that require overnight stay or are in excess of 250 miles (one way) require board approval.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the following school-sponsored trips for:

| <b>School-Sponsored Trips</b>  | <b>Date</b>       | <b>Fiscal Impact</b>  |
|--|-------------------|---|
| Site: Liberty ES<br>Event: Arrowhead Ranch Science Camp<br>Place: Lake Arrowhead, CA<br>Chaperone: 90 students/10 chaperones | March 18-21, 2019 | Cost: \$300.00 per student<br>Funding Source: Parents and fundraising       |
| Site: Ayala HS<br>Event: Boys Tennis - Ojai Valley Tennis Tournament<br>Place: Ojai, CA<br>Chaperone: 3 students/1 chaperone | April 24-26, 2019 | Cost: \$100.00 per student<br>Funding Source: Parents, fundraising, and USB |

|   |                   |   |
|---|-------------------|---|
| Site: Ayala HS<br>Event: Band and Color Guard - 2019 Reno Jazz Festival<br>Place: Reno, NV<br>Chaperone: 48 students/6 chaperones   | April 25-28, 2019 | Cost: \$535.00 per student<br>Funding Source: Parents |
| Site: Ayala HS<br>Event: United Student Body Leadership - California Association of Directors of Activities Summer Leadership Camp<br>Place: Santa Barbara, CA<br>Chaperone: 8 students/1 chaperone | July 7-10, 2019   | Cost: \$595.00 per student<br>Funding Source: USB     |
| Site: Chino Hills HS<br>Event: Key Club - 2019 District Convention<br>Place: Ontario, CA<br>Chaperone: 5 students/1 chaperone   | April 12-14, 2019 | Cost: \$340.00 per student<br>Funding Source: Parents |

**FISCAL IMPACT**

None.

NE:LF:rtr



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing

**SUBJECT: PURCHASE ORDER REGISTER**

=====

**BACKGROUND**

Board Policy 3310 Business and Noninstructional Operations – Purchasing requires approval/ratification of purchase orders by the Board of Education. A purchase order is a legal contract between a district and vendor, containing a description of each item listed and/or a statement to the effect that supplies, equipment or services furnished herewith shall be in accordance with specifications and conditions.

Purchase orders represent a commitment of funds. No item on this register will be processed unless within budgeted funds. The actual payment for the services or materials is made with a warrant (check) and reported on the warrant register report.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the purchase order register, provided under separate cover.

**FISCAL IMPACT**

\$8,818,115.49 to all District funding sources.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing  
**SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES**

=====

**BACKGROUND**

All contracts between the District and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. To be valid or to constitute an enforceable obligation against the District, all contracts must be approved and/or ratified by the Board of Education.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

**FISCAL IMPACT**

As indicated.

NE:GJS:AGH:pw

| <b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>   | <b>FISCAL IMPACT</b>  |
|---|---|
| <b>CIIS-1819-178 Big Nerd Software LLC.</b><br>To provide Screencast-O-Matic software licensing for creation and management of videos for education.<br>Submitted by: Assessment and Instructional Technology<br>Duration of Agreement: April 5, 2019 - June 30, 2019                                       | Contract amount: \$36.00<br><br>Funding source: LCAP            |
| <b>CIIS-1819-179 Ruling Our Experiences, Inc. (ROX)</b><br>To provide program fee for ongoing program support to train and certify counselors to deliver a twenty-week empowerment program for girls.<br>Submitted by: Chino HS and Chino Hills HS<br>Duration of Agreement: July 1, 2018 - June 30, 2019   | Contract amount: \$5,500.00<br><br>Funding source: Various      |
| <b>CIIS-1819-180 Chaffey College Workforce Training Institute.</b><br>To provide customer service and job essential skills training for Generation GO! participants.<br>Submitted by: Alternative Education/Workforce Innovation and Opportunity Act<br>Duration of Agreement: June 3, 2019 - June 30, 2019 | Contract amount: \$4,120.00<br><br>Funding source: General Fund |
| <b>CIIS-1819-181 Scientific Learning Corporation.</b><br>To provide web-based language and reading intervention program.<br>Submitted by: Borba ES<br>Duration of Agreement: March 15, 2019 - March 14, 2020  | Contract amount: \$3,298.50<br><br>Funding source: Title I      |
| <b>CIIS-1819-182 VanDyke Software, Inc.</b><br>To provide SecureCRT software license for terminal emulation including three years of updates.<br>Submitted by: Technology<br>Duration of Agreement: March 21, 2019 - March 20, 2022   | Contract amount: \$136.00<br><br>Funding source: General Fund   |

| <b>MASTER CONTRACTS</b>   | <b>FISCAL IMPACT</b>   |
|---|--|
| <b>MC-1819-079 Pacific Island Dancers.</b><br>To provide Polynesian dance show.<br>Submitted by: Chaparral ES<br>Duration of Agreement: April 5, 2019 - June 30, 2021                         | Contract amount: Per rate sheet<br><br>Funding source:<br>ASB/USB/PFA/PTA/Boosters |
| <b>MC-1819-080 Oak Tree Lanes.</b><br>To provide bowling and entertainment.<br>Submitted by: Borba ES<br>Duration of Agreement: April 5, 2019 - June 30, 2021                                 | Contract amount: Per rate sheet<br><br>Funding source:<br>ASB/USB/PFA/PTA/Boosters |
| <b>MC-1819-081 TWS/Interactive Event Productions.</b><br>To provide interactive event planning.<br>Submitted by: Rolling Ridge ES<br>Duration of Agreement: April 5, 2019 - June 30, 2021     | Contract amount: Per rate sheet<br><br>Funding source:<br>ASB/USB/PFA/PTA/Boosters |
| <b>MC-1819-082 Horizon Intertainment, LLC. dba Teen Truth, LLC.</b><br>To provide motivational speaker.<br>Submitted by: Townsend JHS<br>Duration of Agreement: April 5, 2019 - June 30, 2021 | Contract amount: Per rate sheet<br><br>Funding source:<br>ASB/USB/PFA/PTA/Boosters |

| <b>APPROVED CONTRACTS TO BE AMENDED</b>   | <b>AMENDMENT</b>  |
|---|---|
| <b>CIIS-1819-066 City of Chino.</b><br>To provide counseling services for homeless students and unaccompanied youth for the CARE program.<br>Submitted by: Health Services<br>Duration of Agreement: July 1, 2018 - June 30, 2019<br>Original Agreement Board Approved: June 28, 2018 | Increase contract amount from \$20,000.00 to \$25,000.00<br><br>Funding source: Title I |

| APPROVED CONTRACTS TO BE AMENDED   | AMENDMENT  |
|--|--|
| <p><b>CIIS-1819-069 Studentnest Inc. dba Studentnest.com.</b><br/>           To provide math and English language arts tutoring services for the CARE Program.<br/>           Submitted by: Health Services<br/>           Duration of Agreement: July 1, 2018 - June 30, 2019<br/>           Original Agreement Board Approved: June 28, 2018</p>                                   | <p>Increase contract amount from \$75,000.00 to \$85,000.00<br/><br/>           Funding source: LCAP &amp; Title I</p>   |
| <p><b>Resolution 2017/2018-69 CAMSA via Simi Valley Unified School District Agreement A15.151.</b><br/>           To provide Microsoft products and licensing support services.<br/>           Submitted by: Purchasing<br/>           Duration of Agreement:<br/>           December 1, 2014 - December 12, 2018<br/>           Original Resolution Board Approved: May 3, 2018</p> | <p>Extend contract term through December 9, 2019, per Simi Valley Unified School District extension dated October 30, 2018<br/><br/>           Funding source: Various</p> |
| <p><b>Resolution 2017/2018-87 DGS Participating Addendum 7-16-70-37 Amendment No. 2.</b><br/>           To provide the purchase of software, maintenance, and technical support.<br/>           Submitted by: Purchasing<br/>           Duration of Agreement: October 12, 2016 - April 7, 2019<br/>           Original Resolution Board Approved: June 28, 2018</p>                 | <p>Extend contract term through April 7, 2020, per DGS Amendment No. 2, dated March 15, 2019.<br/><br/>           Funding source: Various</p>                              |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations

**SUBJECT: SURPLUS/OBSOLETE PROPERTY**

=====

**BACKGROUND**

The Board of Education recognizes that the District may own personal property which is unusable, obsolete, or no longer needed by the District. The Superintendent or designee shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of Education Code 17545.

Lists of surplus items are emailed to the Facilities/Planning Department to be placed on an upcoming Board agenda. After Board approval, items may be picked up by District warehouse or a liquidation company for public auction. Proceeds of the sale are deposited into the General Fund.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**FISCAL IMPACT**

Increase to the General Fund from proceeds of sale.

NE:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS/OBSOLETE PROPERTY**

April 4, 2019

| <u>DESCRIPTION</u>    | <u>MAKE/MODEL</u> | <u>I.D./SERIAL</u>   | <u>DEPT/SITE</u> |
|-----------------------|-------------------|----------------------|------------------|
| Printer               | Xerox             | 6128MFP              | Transportation   |
| DPF Cleaner           | Donaldson         | CYQ176-1             | Transportation   |
| Bus Seats (2 Pallets) | Bluebird/Thomas   |                      | Transportation   |
| Computer              | Dell              | 54Y8T91              | Chaparral ES     |
| Monitor               | Dell              | CN0CC6397287263626JL | Chaparral ES     |
| Keyboard              | Dell              | CN0J4628716166311AT2 | Chaparral ES     |
| Mouse                 | Dell              | HCP60400374          | Chaparral ES     |
| Printer               | HP 1200           | 14261                | Chino HS         |
| DVD Player            | Desay             | 2430837              | Chino HS         |
| PC                    | Dell              | 32909                | Chino HS         |
| PC                    | Dell              | 40040                | Chino HS         |
| PC                    | Dell              | 31022                | Chino HS         |
| Monitor               | Dell              | 5002                 | Chino HS         |
| Monitor               | Dell              | 078F                 | Chino HS         |
| Monitor               | Dell              | RAPQ                 | Chino HS         |
| Graphing Calculator   | TI                | X301414              | Chino HS         |
| Graphing Calculator   | TI                | x54721               | Chino HS         |
| Graphing Calculator   | TI                | X3209                | Chino HS         |
| Graphing Calculator   | TI                | X2141                | Chino HS         |
| Graphing Calculator   | TI                | X2130                | Chino HS         |
| Graphing Calculator   | TI                | X713029              | Chino HS         |
| Graphing Calculator   | TI                | X54603               | Chino HS         |
| Graphing Calculator   | TI                | X307420              | Chino HS         |
| Printer               | HP                | 08519                | Chino HS         |
| Projector             | Epson             | 15896                | Chino HS         |
| Speakers              | Harmon            |                      | Chino HS         |
| Laptop                | Surface Pro       | 56424                | Chino HS         |
| Rolling Laptop Bag    |                   |                      | Chino HS         |
| Keyboards (2)         |                   |                      | Chino HS         |
| Mouse                 | Dell              |                      | Chino HS         |
| Printer               | Canon             | MX860                | Chino HS         |
| Printer               | HP 4600           | 54662                | Chino HS         |
| Printer               | LJ 402            | Q4935                | Chino HS         |
| Projector             | Epson             | 27100                | Chino Hills HS   |
| Projector             | Epson             | 20719                | Chino Hills HS   |
| Projector             | Epson             | 20721                | Chino Hills HS   |
| Projector             | Epson             | 38510                | Chino Hills HS   |
| Projector             | Epson             | 29158                | Chino Hills HS   |

| <u>DESCRIPTION</u> | <u>MAKE/MODEL</u> | <u>I.D./SERIAL</u> | <u>DEPT/SITE</u> |
|--------------------|-------------------|--------------------|------------------|
| Projector          | Epson             | 29413              | Chino Hills HS   |
| Projector          | Epson             | 29124              | Chino Hills HS   |
| Projector          | Epson             | 26543              | Chino Hills HS   |
| Projector          | Epson             | 29120              | Chino Hills HS   |
| Projector          | Epson             | 29155              | Chino Hills HS   |
| Scan Kit           | Shar Pat          | IMYDW011101701499  | Chino Hills HS   |
| Scan Kit           | Shar Pat          | IMYDW011101701874  | Chino Hills HS   |
| Aver Media         | Aver Vision       | 38933              | Chino Hills HS   |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing

**SUBJECT: CUPCCAA BID 18-19-30I, WOODCREST JHS INSTALLATION OF NEW SINGLE PLY ROOFING – BEHAVIORAL INTERVENTION PROGRAM**

=====

**BACKGROUND**

Pursuant to Public Contract Code 22032(b) public projects in the amount of \$200,000.00 or less can be use informal bidding procedures as defined by the Uniform Public Construction Cost Accounting Act.

A Notice to Contractors Calling for Bids for CUPCCAA Bid 18-19-30I, Woodcrest JHS Installation of New Single Ply Roofing – Behavioral Intervention Program was emailed on February 27, 2019, to contractors currently listed on the 2019 list of qualified contractors. Bids were opened at 1:00 p.m. on March 20, 2019. The results are as follows:

| <b>Contractor</b>                | <b>Bid Amount</b> |
|----------------------------------|-------------------|
| Best Contracting Services, Inc.  | \$99,848.00       |
| Bligh Pacific                    | \$105,170.00      |
| Commercial Roofing Systems, Inc. | \$107,100.00      |
| Letner Roofing Co.               | \$114,700.00      |
| San Marino Roof Co., Inc.        | \$131,648.00      |

The basic scope of work for this project includes installation of a complete mechanically attached single ply membrane roofing system in buildings P1, P2, P3, and portable restrooms adjacent to P2.

Approval of this item supports the goals identified within the District’s Strategic Plan.



## **RECOMMENDATION**

It is recommended the Board of Education award CUPCAA Bid 18-19-30I, Woodcrest JHS Installation of New Single Ply Roofing – Behavioral Intervention Program to Best Contracting Services, Inc.

## **FISCAL IMPACT**

\$99,848.00 to General Fund 01.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing  
**SUBJECT: CUPCCAA BID 18-19-32I, CHINO HILLS HS AND DON LUGO HS CONDENSATION LINE REPLACEMENT**

=====  
**BACKGROUND**

Pursuant to Public Contract Code 22032(b) public projects in the amount of \$200,000.00 or less can use informal bidding procedures as defined by the Uniform Public Construction Cost Accounting Act.

A Notice to Contractors Calling for Bids for CUPCCAA Bid 18-19-32I, Chino Hills HS and Don Lugo HS Condensation Line Replacement was emailed on March 4, 2019, to contractors currently listed on the 2019 list of qualified contractors. Bids were opened at 1:00 p.m. on March 19, 2019. The results are as follows:

| <b>Contractor</b>                 | <b>Bid Amount</b> |
|-----------------------------------|-------------------|
| Carver Air Conditioning & Heating | \$61,250.00       |

The basic scope of work for this project includes replacement of copper HVAC condensation lines at two (2) sites, Chino Hills HS and Don Lugo HS.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education award CUPCCAA Bid 18-19-32I, Chino Hills HS and Don Lugo HS Condensation Line Replacement to Carver Air Conditioning & Heating.

**FISCAL IMPACT**

\$61,250.00 to General Fund 01.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing

**SUBJECT: REJECTION OF REQUEST FOR PROPOSAL 18-19-11, UNINTERRUPTIBLE POWER SUPPLY EQUIPMENT AND AUTHORIZATION TO RE-BID**

=====

**BACKGROUND**

Public Contract Code 20118.1 requires that contracts for the acquisition, procurement, or maintenance of technology equipment, software, and related materials exceeding the bid limit be legally advertised and awarded to one of the three (3) lowest responsible bidders, who shall have such surety as the Board requires.

A Notice Requesting Proposals for RFP 18-19-11, Uninterruptible Power Supply Equipment was published in the Inland Valley Daily Bulletin on January 22, 2019, and January 29, 2019. Bids were received at 1:00 p.m. on February 19, 2019. The results are as follows:

| <b>CONTRACTOR</b>     | <b>RFP</b>   | <b>SCORE</b> |
|-----------------------|--------------|--------------|
| AAA Network Solutions | \$259,700.18 | 100%         |
| Cybertek              | \$265,047.70 | 98%          |
| NetXperts             | \$268,983.75 | 97%          |
| Vector                | \$321,919.82 | 81%          |
| Gigakom               | \$331,516.49 | 78%          |
| Nic Partners          | \$362,333.37 | 72%          |
| Schneider             | \$360,830.19 | 61%          |

Upon receipt of the proposals, staff reviewed all documents and determined that the proposals did not meet the needs of the District. Staff requests rejection of all proposals and authorization to re-bid.

Approval of this item supports the goals identified within the District’s Strategic Plan.

## **RECOMMENDATION**

It is recommended the Board of Education reject the bids received for RFP 18-19-11, Uninterruptible Power Supply Equipment and authorize staff to re-bid the project.

## **FISCAL IMPACT**

None.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations

**SUBJECT: NOTICE OF COMPLETION FOR CUPCCAA PROJECT**

=====

**BACKGROUND**

On May 9, 2013, the Board of Education adopted Resolution 2012/2013-71, Adoption of California Uniform Public Construction Cost Accounting Act (CUPCCAA). Per Public Contract Code 22030, the adoption of CUPCCAA allows the use of alternate bidding procedures for projects under \$175,000.00, while still ensuring the District receives the lowest pricing possible from responsible vendors and contractors. Utilizing CUPCCAA, the District has completed the project listed below.

| <b>CUPCCAA Project</b> | <b>Project Description</b>                                       | <b>Contractor</b> | <b>Original Quotation</b> | <b>Change Order</b> | <b>Total</b> | <b>Funding Source</b> |
|------------------------|--|-------------------|---------------------------|---------------------|--------------|-----------------------|
| CC2019-32              | Woodcrest JHS Behavioral Intervention Program Office Renovations | J2 Builders       | \$39,980.00               | N/A                 | \$39,980.00  | 01                    |

Documentation indicating satisfactory completion and compliance with specifications has been obtained from: Anne Ingulsrud, Director, Special Education; Alex Rivera, Project Manager; and Greg Stachura, Assistant Superintendent, Facilities, Planning, and Operations.

Staff recommends approval of the Notice of Completion for this project.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the Notice of Completion for CUPCCAA Project.

**FISCAL IMPACT**

\$39,980.00 to General Fund 01.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing

**SUBJECT: CHANGE ORDERS FOR BID 18-19-06F, CATTLE ES, LITEL ES, AND OAK RIDGE ES MODERNIZATION PROJECTS – INTERIM HOUSING**

=====

**BACKGROUND**

On September 20, 2018, the Board of Education awarded Bid 18-19-06F, Cattle ES, Litel ES, and Oak Ridge ES Modernization Project – Interim Housing to the following contractors: Bid Package 01, Elite Earthworks & Engineering, dba GK Backlund; Bid Package 02, Rancho Pacific Electric Inc.; and Bid Package 03, RVH Constructors, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change orders have been reviewed and recommended for approval by District staff.

| <b>Change Order</b> | <b>Contractor</b>   | <b>Amount</b> |
|---------------------|---|---------------|
| N/A                 | Bid Package 01-Demo, Site Clearing, Grading, Paving, and Fencing-Elite Earthworks & Engineering dba GK Backlund | None          |
|                     | Bid Amount:   | \$452,870.00  |
|                     | Revised Total Project Amount:   | \$452,870.00  |

| <b>Change Order</b> | <b>Contractor</b>  | <b>Amount</b> |
|---------------------|--|---------------|
| 1                   | Bid Package 02-Site Electrical, Low Voltage, and Fire Alarm-Rancho Pacific Electric Inc. | (\$24,790.00) |
|                     | Bid Amount:  | \$998,700.00  |
|                     | Revised Total Project Amount:  | \$973,910.00  |

| <b>Change Order</b> | <b>Contractor</b>  | <b>Amount</b> |
|---------------------|--|---------------|
| 1                   | Bid Package 03-Demo, Drywall, Ceiling, Flooring, Signage, Doors/Hardware, Misc. Steel, and Toilet Accessories-RVH Constructors, Inc. | (\$67,860.00) |
|                     | Bid Amount:  | \$341,000.00  |
|                     | Revised Total Project Amount:  | \$273,140.00  |

The change orders result in a net decrease of \$92,650.00 to the construction cost and no change in contract time. The revised total project cost, including all change orders, is \$1,699,920.00. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Approval of this item supports the goals identified within the District's Strategic Plan.

### **RECOMMENDATION**

It is recommended the Board of Education approve the change orders for Bid 18-19-06F, Cattle ES, Litel ES, and Oak Ridge ES Modernization Projects – Interim Housing.

### **FISCAL IMPACT**

(\$92,650.00) to Measure G Fund 21.

NE:GJS:AGH:pw



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

Facilities, Planning and Operations Division

5130 Riverside Drive

Chino, CA 91710

Telephone: 909.628.1202, Ext. 145 Fax: 909.548.6034

**CHANGE ORDER**

DATE: 03/08/19 BID #: 18-19-06F CHANGE ORDER: 001

PROJECT: Cattle, Oak Ridge & Litel Elementary School Modernization Projects – Interim Housing

DSA APPLICATION #: See below DSA FILE #: See below

OWNER: Chino Valley Unified School District

ARCHITECT: WLC Architects, Inc. CONTRACTOR: Rancho Pacific Electric Inc.

The Contractor is hereby authorized to make the following changes to your construction contract when this change order has been approved by the undersigned parties:

**Cattle Elementary School**

DSA Application #A04-117637

|             |                         |  |
|-------------|-------------------------|--|
| ITEM NO. 1: | Description:            | BP-02 Cattle Unused Unforeseen Allowance Reconciliation                      |
|             | Reason:                 | Reconcile unused unforeseen allowance value to be credited back to District. |
|             | Document Ref:           | Change Order Request No. C-003 (PCO No. C-014)                               |
|             | Requested by:           | District   |
|             | Change in Contract Sum: | <\$9,629.00> / DEDUCT  |
|             | Time Extension:         | 0 Calendar days  |

**Litel Elementary School**

DSA Application #A04-117723

|             |                         |  |
|-------------|-------------------------|--|
| ITEM NO. 1: | Description:            | BP-02 Litel Unused Unforeseen Allowance Reconciliation                       |
|             | Reason:                 | Reconcile unused unforeseen allowance value to be credited back to District. |
|             | Document Ref:           | Change Order Request No. L-005 (PCO No. L-017)                               |
|             | Requested by:           | District   |
|             | Change in Contract Sum: | <\$2,495.00> / DEDUCT  |
|             | Time Extension:         | 0 Calendar days  |



**Oak Ridge Elementary School**  
 DSA Application # A04-117748

ITEM NO. 1: Description: BP-02 Oak Ridge Unused Unforeseen Allowance Reconciliation  
 Reason: Reconcile unused unforeseen allowance value to be credited back to District.  
 Document Ref: Change Order Request No. O-005 (PCO No. O-014)  
 Requested by: District  
 Change in Contract Sum: <\$12,666.00> / DEDUCT  
 Time Extension: 0 Calendar days

\*END OF CHANGE ORDER NO. 001 ITEMS\*

---

**SCHOOL SITE SUMMARY**

---

| School       | Original Contract Amount | Previous Change Orders | This Change Order          | Revised Amount      |
|--------------|--------------------------|------------------------|----------------------------|---------------------|
| Cattle ES    | \$473,500.00             | \$0.00                 | <\$ 9,629.00>              | \$463,871.00        |
| Litel ES     | \$256,200.00             | \$0.00                 | <\$ 2,495.00>              | \$253,705.00        |
| Oak Ridge ES | \$269,000.00             | \$0.00                 | <\$12,666.00>              | \$256,334.00        |
| <b>Total</b> | <b>\$998,700.00</b>      | <b>\$0.00</b>          | <b>&lt;\$24,790.00&gt;</b> | <b>\$973,910.00</b> |

---

**CONTRACT SUMMARY**

---

The original contract amount was: \$998,700.00  
 The contract amount will be decreased by this Change Order: <\$24,790.00>  
 The new contract amount including this change order will be: 973,910.00  
 The original contract completion date: 11/16/18  
 The contract time will be increased/decreased by days: 0  
 The date of completion as a result of this Change Order is: 11/16/18

---

This Change Order is a full and final compromise settlement of any and all known and unknown claims by the Contractor against the Owner, and the Project. This Change Order represents and reflects the entire adjustment of the Contract Price and the Contract Time due Contractor, including but not limited to, disputed, undisputed and doubtful claims. Payment by Owner of the amount agreed under this Change Order shall constitute a full and complete accord and satisfaction of all such claims and shall constitute payment in full of all such claims and a full release and discharge of Owner, and their respective officers, directors, agents, sureties and employees from any and

all further liability in connection with the subject project and contract. Contractor expressly waives any and all rights under California Civil Code Section 1542 which provide as follows: "A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor."

**APPROVED BY:**



Rancho Pacific Electric Inc. (Contractor)

Stephen Robinson, President

Print Name / Title

3-15-19

Date



DSA Inspector of Record (Team Inspections)

Glenn Gonzalez / Inspector FRANK H SPANO

3-20-2019

Date



Construction Manager (CW Driver)

Hung Truong / Project Manager

3/20/19

Date



CVUSD

Samuel Sousa / Construction Coordinator,  
Maintenance, Operations & Construction

3/21/18

Date



Owner (authorized agent)

Greg Stachura / Assistant Superintendent, Facilities,  
Planning & Operations Department

3/21/19

Date



WLC Architects Inc. (Architect)

Jim DiCamillo / President

3.21.19

Print Name / Title

Date



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
 Facilities, Planning and Operations Division  
 5130 Riverside Drive  
 Chino, CA 91710  
 Telephone: 909.628.1202, Ext. 145 Fax: 909.548.6034

**CHANGE ORDER**

DATE: 03/08/19 BID #: 18-19-06F CHANGE ORDER: 001  
 PROJECT: Cattle, Oak Ridge & Litel Elementary School Modernization Projects – Interim Housing  
 DSA APPLICATION #: See below DSA FILE #: See below  
 OWNER: Chino Valley Unified School District  
 ARCHITECT: WLC Architects, Inc. CONTRACTOR: RVH Constructors, Inc.

*BID # 3*

The Contractor is hereby authorized to make the following changes to your construction contract when this change order has been approved by the undersigned parties:

**Cattle Elementary School**

DSA Application #A04-117637

ITEM NO. 1: Description: Eliminated Bid Scope – Signage & Toilet Accessories at Restroom  
 Reason: Eliminate Interim Housing phase scope of work that is already included in Alteration phase.  
 Document Ref: Change Order Request No. C-001 (PCO No. C-003)  
 Requested by: District  
 Change in Contract Sum: <\$1,586.00> / DEDUCT  
 Time Extension: 0 Calendar days

ITEM NO. 2: Description: BP-03 Cattle Unused Unforeseen Allowance Reconciliation  
 Reason: Reconcile unused unforeseen allowance value to be credited back to District.  
 Document Ref: Change Order Request No. C-002 (PCO No. C-013)  
 Requested by: District  
 Change in Contract Sum: <\$2,541.00> / DEDUCT  
 Time Extension: 0 Calendar days

**Litel Elementary School**  
DSA Application #A04-117723

- ITEM NO. 1: Description: CCD#01 & RFI#006 – Portable Ramp & Railing Revisions  
Reason: Revisions to interim housing portable ramps and railing due to revised portable layout.  
Document Ref: Change Order Request No. L-001 (PCO No. L-003)  
Requested by: District  
Change in Contract Sum: \$6,328.00 / ADD  
Time Extension: 0 Calendar days
- ITEM NO. 2: Description: Eliminated Bid Scope – Demo, Toilet Partitions/Accessories, Plumbing, Signage, Steel Gates, Door Hardware & Ceramic Tile  
Reason: Eliminate Interim Housing phase scope of work that is already included in Alteration phase.  
Document Ref: Change Order Request No. L-002 (PCO No. L-004)  
Requested by: District  
Change in Contract Sum: <\$40,518.00> / DEDUCT  
Time Extension: 0 Calendar days
- ITEM NO. 3: Description: New Door Opening for Temporary Food Servicing  
Reason: Added new door opening with door frame, door & hardware to facility temporary food servicing.  
Document Ref: Change Order Request No. L-003 (PCO No. L-010)  
Requested by: District  
Change in Contract Sum: \$5,330.00 / ADD  
Time Extension: 0 Calendar days
- ITEM NO. 4: Description: BP-03 Litel Unused Unforeseen Allowance Reconciliation  
Reason: Reconcile unused unforeseen allowance value to be credited back to District.  
Document Ref: Change Order Request No. L-004 (PCO No. L-016)  
Requested by: District  
Change in Contract Sum: <\$2,199.00> / DEDUCT  
Time Extension: 0 Calendar days

**Oak Ridge Elementary School**  
DSA Application # A04-117748

- ITEM NO. 1: Description: Eliminated Bid Scope – Demo, Toilet Partitions/Accessories, Plumbing, Signage, Steel Gates, Door Hardware & Ceramic Tile
- Reason: Eliminate Interim Housing phase scope of work that is already included in Alteration phase.
- Document Ref: Change Order Request No. O-001 (PCO No. O-001)
- Requested by: District
- Change in Contract Sum: <\$40,665.00> / DEDUCT
- Time Extension: 0 Calendar days
- 
- ITEM NO. 2: Description: New Door Opening for Temporary Food Servicing
- Reason: Added new door opening with door frame, door & hardware to facility temporary food servicing.
- Document Ref: Change Order Request No. O-002 (PCO No. O-007)
- Requested by: District
- Change in Contract Sum: \$5,842.00 / ADD
- Time Extension: 0 Calendar days
- 
- ITEM NO. 3: Description: CCD#001 & RFI#004 – New Asphalt Walkway at Existing Swale
- Reason: New AC walkway at existing draining swale in ADA path of travel.
- Document Ref: Change Order Request No. O-003 (PCO No. O-010)
- Requested by: District
- Change in Contract Sum: \$4,189.00 / ADD
- Time Extension: 0 Calendar days
- 
- ITEM NO. 4: Description: BP-03 Oak Ridge Unused Unforeseen Allowance Reconciliation
- Reason: Reconcile unused unforeseen allowance value to be credited back to District.
- Document Ref: Change Order Request No. O-004 (PCO No. O-013)
- Requested by: District
- Change in Contract Sum: <\$2,040.00> / DEDUCT
- Time Extension: 0 Calendar days

**SCHOOL SITE SUMMARY**

| School       | Original Contract Amount | Previous Change Orders | This Change Order          | Revised Amount      |
|--------------|--------------------------|------------------------|----------------------------|---------------------|
| Cattle ES    | \$ 60,000.00             | \$0.00                 | <\$ 4,127.00>              | \$ 55,873.00        |
| Litel ES     | \$169,000.00             | \$0.00                 | <\$31,059.00>              | \$137,941.00        |
| Oak Ridge ES | \$112,000.00             | \$0.00                 | <\$32,674.00>              | \$ 79,326.00        |
| <b>Total</b> | <b>\$341,000.00</b>      | <b>\$0.00</b>          | <b>&lt;\$67,860.00&gt;</b> | <b>\$273,140.00</b> |

**CONTRACT SUMMARY**

The original contract amount was: \$341,000.00  
 The contract amount will be increased/decreased by this Change Order: <\$67,860.00>  
 The new contract amount including this change order will be: \$273,140.00  
 The original contract completion date: 11/16/18  
 The contract time will be increased/decreased by days: 0  
 The date of completion as a result of this Change Order is: 11/16/18

This Change Order is a full and final compromise settlement of any and all known and unknown claims by the Contractor against the Owner, and the Project. This Change Order represents and reflects the entire adjustment of the Contract Price and the Contract Time due Contractor, including but not limited to, disputed, undisputed and doubtful claims. Payment by Owner of the amount agreed under this Change Order shall constitute a full and complete accord and satisfaction of all such claims and shall constitute payment in full of all such claims and a full release and discharge of Owner, and their respective officers, directors, agents, sureties and employees from any and all further liability in connection with the subject project and contract. Contractor expressly waives any and all rights under California Civil Code Section 1542 which provide as follows: "A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor."

**APPROVED BY:**

Blak Va Hensf  
 RVH Constructors, Inc. (Contractor)

Blake Van Mensbergen / President  
 Print Name / Title

3/14/19  
 Date

[Signature]  
 DSA Inspector of Record (Team Inspections)

GIENM GONZALES / Inspector

FRANK H SANJO  
3-20-2019  
 Date

[Signature]

Hung Truong / Project Manager

3/20/19

Construction Manager (CW Driver)

CVUSD

Owner (authorized agent)

WLC Architects Inc. (Architect)

Samuel Sousa / Construction Coordinator,  
Maintenance, Operations & Construction

Greg Stachura / Assistant Superintendent, Facilities,  
Planning & Operations Department

Jim DiCamillo / President  
Print Name / Title

Date

3/20/19

Date

3/21/19

Date

3.21.19

Date

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
**SUBJECT: REIMBURSEMENT AGREEMENT WITH LEWIS COMMUNITY DEVELOPERS SANTA BARBARA AT CHINO HILLS FOR IMPROVEMENTS TO THE JUNIOR VARSITY BASEBALL FIELD AT CHINO HILLS HS**

=====

**BACKGROUND**

On August 18, 2016, the Board of Education approved a license agreement with Lewis Community Developers (LCD) to access and make improvements to the development known as Santa Barbara at Chino Hills on the northwest side of Chino Hills HS. This work is now complete, and LCD has requested the District make improvements to the junior varsity baseball field by installing foul ball netting along the first base side of the field, which is directly adjacent to the LCD development.

District staff has obtained pricing for the installation of the improvements in the amount of \$31,475.00 and LCD has issued a check to the District in this same amount.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the Reimbursement Agreement with Lewis Community Developers Santa Barbara at Chino Hills for Improvements to the Junior Varsity Baseball Field at Chino Hills HS.

**FISCAL IMPACT**

None.

NE:GJS:pw



## REIMBURSEMENT AGREEMENT

THIS REIMBURSEMENT AGREEMENT (this "**Agreement**") is dated April \_\_\_\_, 2019 (the "**Effective Date**"), and is made by and between Chino Valley Unified School District, ("**CVUSD**"), and LCD Santa Barbara at Chino Hills, LLC, a Delaware limited liability company ("**LCD**"), with reference to the following facts:

### RECITALS

- A. CVUSD is the owner and operator of the Chino Hills High School (the "**School**"), located at 16150 Pomona Rincon Road in the City of Chino Hills, San Bernardino County ("**County**"), California (the "**School Property**").
- B. LCD owns and has developed the land located adjacent to the School Property (the "**LCD Property**").
- C. LCD has requested and CVUSD has agreed to build certain "Improvements" on the School Property in accordance with the terms and conditions contained herein.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, CVUSD and LCD hereby agree as follows:

- 1. Construction of the Improvements. Concurrently herewith, LCD has delivered to CVUSD a check in the amount of Thirty One Thousand Four Hundred Seventy-Five and no/100 Dollars (\$31,475.00). Within fourteen (14) calendar days following the Effective Date, CVUSD agrees to commence construction of certain improvements to the baseball field as specified on Exhibit A, attached hereto and incorporated herein by this reference (the "**Improvements**"). Upon commencement of construction, CVUSD agrees to diligently pursue the construction of the Improvements to completion.
- 2. Notices. No notice, consent, approval or other communication provided for herein or given in connection herewith shall be validly given, made, delivered or served unless it is in writing and delivered personally, sent by overnight courier, or sent by registered or certified United States mail, postage prepaid, with return receipt requested, to:

CVUSD at:

Chino Valley Unified School District  
5130 Riverside Drive  
Chino, CA 91710-4130  
Attention: Gregory J. Stachura  
Assistant Superintendent, Facilities, Planning & Operations Department

LCD at:

Lewis Management Corp.  
Attention: Spencer Bogner  
P. O. Box 670  
Upland, CA 91785-0670  
1156 N. Mountain Avenue  
Upland, California 91786

3. Interpretation. The captions of the Paragraphs and Sections of this Agreement are for convenience only and shall not govern or influence the interpretation hereof. This Agreement is the result of negotiations between the parties and, accordingly, shall not be construed for or against either party regardless of which party drafted this Agreement or any portion thereof.
4. Successors and Assigns. All of the provisions hereof shall inure to the benefit of and be binding upon the personal representatives, heirs, successors and assigns of CVUSD and LCD for the periods expressly set forth in this Agreement.
5. No Partnership / No Third Party Beneficiary. The parties do not intend to, and nothing contained in this Agreement shall, create any partnership, joint venture, agency, or other arrangement between or among CVUSD and LCD. No term or provision of this Agreement is intended to, or shall, be for the benefit of any person, firm, corporation or other entity not a party hereto (including, without limitation, any broker), and no such party shall have any right or cause of action hereunder.
6. Entire Agreement. This Agreement and the documents and instruments expressly contemplated herein to be executed in connection herewith, constitute the entire agreement between the parties pertaining to the License and all prior agreements, representations and understandings of the parties, oral or written, related to the License are hereby superseded and merged herein. No change or addition is to be made to this Agreement except by a written agreement executed by all of the parties.
7. Further Documents. LCD and CVUSD shall execute and deliver all such documents and perform all such acts as reasonably requested by the other party from time to time to carry out the matters contemplated by this Agreement.
8. Time of the Essence. Time is of the essence of this Agreement.
9. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
10. Counterparts. This Agreement shall be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.
11. Attorneys' Fees. In the event of any action or proceeding brought by either Party against the other under this Agreement, inclusive of all appeals of any such actions or proceedings, the prevailing Party shall be entitled to recover, as determined by the Court, reasonable costs and expenses, including, without limitation, attorneys' fees, expert witness fees, and court costs, incurred for prosecution, defense, consultation, or advice in such action or proceeding.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the date first above written.

**CVUSD**

Chino Valley Unified School District

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: Authorized Agent

**LCD**

LCD SANTA BARBARA AT CHINO HILLS, LLC,  
a Delaware limited liability company

By: LEWIS MANAGEMENT CORP.,  
a Delaware corporation - Its Sole Manager

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: Authorized Agent

EXHIBIT LIST

Exhibit A - Description of Improvements

## EXHIBIT A

### DESCRIPTION OF THE IMPROVEMENTS

EXTEND 10' UPWARD THE EXISTING BACKSTOP WITH POST EXTENSIONS AND NETTING TO A TOTAL HEIGHT OF 35'.

ALSO INCLUDES SETTING TWO NEW POSTS ON 1ST BASELINE TO EXTEND THE BACKSTOP WING PANEL 120' AT AN ELEVATION OF 35' TALL.

TOP OF NEW NETTING PANELS AND BACKSTOP EXTENSIONS TO BE ATTACHED WITH NEW STEEL CABLE WITH BOTTOM OF NETTING ON BASELINE TO BE START AT 10' ABOVE GRADE & ATTACH WITH CABLE.

INCLUDES PROVIDING / INSTALLING TWO REMOVABLE POST PADS FOR THE BASELINE POSTS.

#### MATERIALS:

NETTING BARRIER AND BACKSTOP TO EXTEND TO A HEIGHT OF 35' AND BE SUPPORTED BY TWO NEW 6" GALVANIZED STEEL POSTS, AND SEVEN NEW EXTENDED POSTS.

STEEL CABLING TO BE STRETCHED ACROSS THE TOP OF POSTS FOR TOP NET ATTACHMENT.

ALL NET PANELS TO BE FABRICATED USING #36 UV TREATED KNOTTED NYLON NETTING CUT ON THE SQUARE AND HAVING ROPE PERIMETER REINFORCEMENT.

POST PADS TO BE 6" THICK FOAM, 6' TALL, AND WITH VELCRO CLOSURE FOR REMOVAL AND STORAGE.

#### INSTALLATION SPECIFICATIONS:

SET TWO POSTS IN CONCRETE FOOTINGS ALONG THE 1ST BASELINE.

DISPOSE OF EXCAVATED SOIL ON SITE.

WELD EXTENSIONS TO SEVEN BACKSTOP POSTS.

STRETCH CABLING ALONG POSTS AND GUY CABLE AS NEEDED.

INSTALL ALL NETTING USING HEAVY DUTY GALVANIZED HOG RINGS

INSTALL POST PADS ON THE TWO NEW SUPPORT POSTS.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Our Motto:**  
Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
Frank Arce, Director, Human Resources  
Isabel Brenes, Director, Human Resources

**SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS**

=====

**BACKGROUND**

Board approval of personnel transactions is required by Board Bylaw 9324 Bylaws of the Board - Minutes and Recordings and Education Code 35163. Included are new hires based on need, which includes replacements, growth, and/or class size reduction.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the certificated/classified personnel items.

**FISCAL IMPACT**

All personnel assignments are within the approved staffing ratio for the appropriate school year budget.

NE:RR:FA:IB:mcm

**CERTIFICATED PERSONNEL**

| <b><u>NAME</u></b> | <b><u>POSITION</u></b>    | <b><u>LOCATION</u></b> | <b><u>EFFECTIVE DATE</u></b> |
|--------------------|---------------------------|------------------------|------------------------------|
| REED, Maci         | Social Science Teacher    | Ramona JHS             | 04/05/2019                   |
| FLORES, Bryan      | Special Education Teacher | Chino HS               | 04/05/2019                   |
| DYKES, Lindsay     | School Psychologist       | Special Education      | 04/05/2019                   |

**HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2018/2019 SCHOOL YEAR****LEAVE OF ABSENCE 2018/2019**

|                   |                   |                 |                                     |
|-------------------|-------------------|-----------------|-------------------------------------|
| BERNHARD, Dorothy | School Nurse 100% | Health Services | 03/14/2019<br>through<br>06/30/2019 |
|-------------------|-------------------|-----------------|-------------------------------------|

**RETIREMENT**

|  |   |                  |            |
|--|---|------------------|------------|
| JONES, Janet<br>(18 years of service)      | Intervention Teacher                      | Dickson ES       | 06/01/2019 |
| BARRETT, Anthony<br>(20 years of service)  | Elementary Teacher                        | Eagle Canyon ES  | 06/01/2019 |
| DWYER, Martin<br>(20 years of service)     | Elementary Teacher on<br>Leave of Absence | Marshall ES      | 07/01/2019 |
| ROBINSON, Richard<br>(23 years of service) | Math Teacher                              | Canyon Hills JHS | 06/01/2019 |
| OPPLIGER, Nancy<br>(15 years of service)   | Special Education Teacher                 | Don Lugo HS      | 06/01/2019 |

**PLACED ON THE 39-MONTH LIST**

|             |                           |          |            |
|-------------|---------------------------|----------|------------|
| PYE, Steven | Special Education Teacher | Ayala HS | 03/15/2019 |
|-------------|---------------------------|----------|------------|

**APPOINTMENT - EXTRA DUTY**

|                        |               |                |            |
|------------------------|---------------|----------------|------------|
| MONTOYA, Carlos (NBM)  | Football (B)  | Chino HS       | 04/15/2019 |
| BUSCH, Phillip (NBM)   | Football (B)  | Chino Hills HS | 04/15/2019 |
| CALLES, Scott (NBM)    | Football (B)  | Chino Hills HS | 04/15/2019 |
| CHAVEZ, Henry (NBM)    | Football (B)  | Chino Hills HS | 04/15/2019 |
| DUFFY, Kody (NBM)      | Football (B)  | Chino Hills HS | 04/15/2019 |
| ESPINOSA, Jose (NBM)   | Football (B)  | Chino Hills HS | 04/15/2019 |
| FIMBRES, Jacob (NBM)   | Football (B)  | Chino Hills HS | 04/15/2019 |
| FORD, Walter           | Badminton (B) | Chino Hills HS | 04/15/2019 |
| JOHNSON, Keland (NBM)  | Football (B)  | Chino Hills HS | 04/15/2019 |
| LEBEOUF, Brian (NBM)   | Football (B)  | Chino Hills HS | 04/15/2019 |
| LOZA, Trevin (NBM)     | Football (B)  | Chino Hills HS | 04/15/2019 |
| MARQUEZ, Ronald (NBM)  | Football (B)  | Chino Hills HS | 04/15/2019 |
| PATUANO, Matthew (NBM) | Football (B)  | Chino Hills HS | 04/15/2019 |

**CERTIFICATED PERSONNEL** (cont.)

| <b><u>NAME</u></b>     | <b><u>POSITION</u></b> | <b><u>LOCATION</u></b> | <b><u>EFFECTIVE DATE</u></b> |
|------------------------|------------------------|------------------------|------------------------------|
| REINA, Gerald (NBM)    | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| ROY, Alejandro (NBM)   | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| SANFORD, Michael (NBM) | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| SAVAGE, Scott (NBM)    | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| STEVENS, Christopher   | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| TERRY, Mykeal          | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| ZENZOLA, Anthony (NBM) | Football (B)           | Chino Hills HS         | 04/15/2019                   |
| GANO, Greg             | Softball (B)           | Don Lugo HS            | 04/15/2019                   |
| KIM, Jae (NBM)         | Tennis (B)             | Don Lugo HS            | 04/15/2019                   |
| ROBLES, Daniel         | Softball (B)           | Don Lugo HS            | 04/15/2019                   |

**CERTIFICATED PERSONNEL FOR THE 2019/2020 SCHOOL YEAR****LEAVE OF ABSENCE 2019/2020**

|                   |                              |                   |           |
|-------------------|------------------------------|-------------------|-----------|
| PARKS, Susan      | School Nurse 8%              | Health Services   | 2018/2020 |
| CARR, Emily       | Speech/Lang. Path.<br>27.64% | Special Education | 2019/2020 |
| RIDEOUT, Katasha  | Sch. Psychologist 40%        | Special Education | 2019/2020 |
| SANDERS, Dannette | Sch. Psychologist 20%        | Special Education | 2019/2020 |

**LEAVE OF ABSENCE – JOB SHARES – 2019/2020**

|                          |                          |              |           |
|--------------------------|--------------------------|--------------|-----------|
| CINTRA DO PRADO, Theresa | Transitional Kinder. 40% | Chaparral ES | 2019/2020 |
| SOMERVILLE, Carol        | Transitional Kinder. 60% | Chaparral ES | 2019/2020 |

**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2018, THROUGH JUNE 30, 2019**

|                    |                   |                 |
|--------------------|-------------------|-----------------|
| BAGWELL, Brianne   | BEARDEN, Kristina | GONZALES, Grace |
| HAYHURST, Kourtney | HOLLINS, Pamela   | HONG, Sylvia    |
| HUNTER, Nichole    | HYUN, Alex        | JOLINE, Daniel  |
| MORENO, Maricela   | SCHLERF, Jennifer |                 |

**CLASSIFIED PERSONNEL**

| <b><u>NAME</u></b> | <b><u>POSITION</u></b> | <b><u>LOCATION</u></b> | <b><u>EFFECTIVE DATE</u></b> |
|--------------------|------------------------|------------------------|------------------------------|
|--------------------|------------------------|------------------------|------------------------------|

**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED MANAGEMENT SALARY SCHEDULE**

**APPOINTMENT**

|                     |   |                 |            |
|---------------------|---|-----------------|------------|
| HERRERA LOPEZ, Aura | McKinney-Vento Grant Program<br>Manager (HEG) | Health Services | 08/05/2019 |
|---------------------|---|-----------------|------------|

**LEAVE OF ABSENCE – 2019/2020**

|            |                            |                   |           |
|------------|----------------------------|-------------------|-----------|
| CHEN, Lina | Occupational Therapist–50% | Special Education | 2019-2020 |
|------------|----------------------------|-------------------|-----------|

**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE**

**APPOINTMENT**

|                     |  |                    |            |
|---------------------|--|--------------------|------------|
| RUSSELL, Adriene    | Nutrition Services Assistant I (NS)            | Cortez ES          | 04/05/2019 |
| BANKS, Lisette      | IA/Special Ed./SH (SELPA/GF)                   | Country Springs ES | 04/08/2019 |
| DE MARTINO, Kristen | Playground Supervisor (GF)                     | Hidden Trails ES   | 04/05/2019 |
| JOHNSON, Brittney   | Groundswoker I (GF)                            | Maintenance        | 04/05/2019 |
| CRONE, Aaron        | IA/Elementary Physical<br>Education (SELPA/GF) | Special Education  | 04/05/2019 |

**PROMOTION**

|                |   |  |            |
|----------------|---|--|------------|
| SEXTON, Jeanne | FROM: Attendance Clerk (GF)<br>8 hrs./195 work days<br>TO: Secondary Library/Media<br>Center Assistant (GF)<br>8 hrs./191 work days | Canyon Hills JHS<br><br>Canyon Hills JHS | 04/05/2019 |
|----------------|---|--|------------|

|                    |   |                              |            |
|--------------------|---|------------------------------|------------|
| GUTIERREZ, Gabriel | FROM: Custodian I (GF)<br>8 hrs./261 contract days<br>TO: Custodian II (GF)<br>8 hrs./261 contract days | Chino HS<br><br>Glenmeade ES | 04/05/2019 |
|--------------------|---|------------------------------|------------|

**INCREASE HOURS/DAYS**

|                 |   |                            |            |
|-----------------|---|----------------------------|------------|
| PARRA, Michelle | FROM: Child Care Specialist<br>(CDF)<br>3 hrs./180 work days<br>TO: Child Care Specialist (CDF)<br>8 hrs./180 work days | Rhodes FC<br><br>Rhodes FC | 04/05/2019 |
|-----------------|---|----------------------------|------------|



**CLASSIFIED PERSONNEL** (cont.)

| <b><u>NAME</u></b> | <b><u>POSITION</u></b> | <b><u>LOCATION</u></b> | <b><u>EFFECTIVE DATE</u></b> |
|--------------------|------------------------|------------------------|------------------------------|
|--------------------|------------------------|------------------------|------------------------------|

**RELEASE OF PROBATIONARY EMPLOYEE WITHOUT PREJUDICE**

|                 |  |  |            |
|-----------------|--|--|------------|
| Employee #26174 |  |  | 03/15/2019 |
|-----------------|--|--|------------|

**RESIGNATION**

|               |                          |                |            |
|---------------|--------------------------|----------------|------------|
| ROJAS, Joseph | Custodian I (GF)         | Ayala HS       | 03/25/2019 |
| FLORES, Bryan | IA/Special Ed (SELPA/GF) | Chino Hills HS | 04/04/2019 |

**RETIREMENT**

|  |                              |                |            |
|--|------------------------------|----------------|------------|
| AYERS, Jacqueline<br>(26 Years of Service) | IA/Special Ed./SH (SELPA/GF) | Walnut ES      | 06/01/2019 |
| NUNEZ, Rosa<br>(1 Year of Service)         | Bus Driver (GF)              | Transportation | 03/11/2019 |

**APPOINTMENT OF SHORT TERM EMPLOYEES EFFECTIVE APRIL 1, 2019, THROUGH JUNE 30, 2019**

|                |        |                |
|----------------|--------|----------------|
| RAZZAK, Fatima | IA/504 | Cortez ES      |
| CRUZ, Dora     | IA/504 | Buena Vista HS |

**APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2018, THROUGH JUNE 30, 2019**

|                    |                |                  |
|--------------------|----------------|------------------|
| CHAMBERS, Danielle | GONZALEZ, Juan | PADILLA, Melissa |
|--------------------|----------------|------------------|

|  |  |
|--|--|
| (504) = Federal Law for Individuals with Handicaps | (HEG) = Homeless Children Ed Grant               |
| (ACE) = Ace Driving School                         | (MM) = Measure M – Fund 21                       |
| (ADLTCALW) = Adult Cal Works                       | (MAA) = Medi-Cal Administrative Activities       |
| (ABG) = Adult Education Block Grant                | (MCB) = Medi-Cal Billing Option                  |
| (ASB) = Associated Student Body                    | (MH) = Mental Health – Special Ed.               |
| (ASF) = Adult School Funded                        | (NBM) = Non-Bargaining Member                    |
| (ATE) = Alternative to Expulsion                   | (ND) = Neglected and Delinquent                  |
| (B) = Booster Club                                 | (NS) = Nutrition Services Budget                 |
| (BTSA) = Beginning Teacher Support & Assessment    | (OPPR) = Opportunity Program                     |
| (C) = Categorically Funded                         | (PFA) = Parent Faculty Association               |
| (CAHSEE) = California High School Exit Exam        | (R) = Restricted                                 |
| (CC) = Children’s Center (Marshall)                | (ROP) = Regional Occupation Program              |
| (CDF) = Child Development Fund                     | (SAT) = Saturday School                          |
| (CSR) = Class Size Reduction                       | (SB813) = Medi-Cal Admin. Activities Entity Fund |
| (CVLA) = Chino Valley Learning Academy             | (SELPA) = Special Education Local Plan Area      |
| (CWY) = Cal Works Youth                            | (SOAR) = Students on a Rise                      |
| (E-rate) = Discount Reimbursements for Telecom.    | (SPEC) = Spectrum Schools                        |
| (ESLC) = ESL/Citizenship – Adult Education         | (SS) = Summer School                             |
| (FRC) = Family Resource Center - TYKES             | (SWAS) = School within a School                  |
| (G) = Grant Funded                                 | (VA) = Virtual Academy                           |
| (GF) = General Fund                                | (WIA) = Workforce Investment Act                 |
| (HBE) = Home Base Education                        |  |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Ed.D., Superintendent

**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
Frank Arce, Director, Human Resources  
Isabel Brenes, Director, Human Resources

**SUBJECT: STUDENT INTERNSHIP AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS**

=====

**BACKGROUND**

Student Interns provide a high quality of learning, support, and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish a student internship agreement with California State University, Dominguez Hills.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the student internship agreement with California State University, Dominguez Hills.

**FISCAL IMPACT**

None.

NE:RR:FA:IB:mcm



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

## College of Education

### Division of Graduate Education School Counselor Intern Agreement

This Agreement ("Agreement") is between the Trustees of the California State University on behalf of California State University, Dominguez Hills ("University") and Chino Valley Unified School District ("School District").

The TERM of the Agreement shall be effective **April 5, 2019** and shall remain in effect through **March 31, 2021**.

In consideration of the mutual promises set forth below, the University and School District ("parties") agree as follows:

1. The School District shall supervise University graduate students ("**Intern**") enrolled in the School Counseling curricula as Intern Counselors. Such Internships will be under the direct supervision and instruction of such employees of the School District, as the School District and the University through their duly authorized representatives may agree upon. University support personnel will assist District staff in providing appropriate supervision. (See State of California Website regarding Pupil Personnel Services Credentials: <http://www.ctc.ca.gov/credentials/CREDS/pupil-personnel-svcs.html>.)

"**Internship**" as used herein and elsewhere in this agreement means the direct assumption of duties and functions of a School Counselor on a regular basis.

Compensation to the School District or the District Supervisor for providing direct supervision for the school counseling intern will not be provided by the State University. The School Counseling Intern program requires school counseling fieldwork experience to fulfill the credentialing requirements set forth by the California Commission on Teacher Credentialing.

Therefore, the University and the School District recognize the mutual benefit of placing Interns in the District's schools, where pupils are able to benefit from the school counseling service provided by the Intern, and the Intern is able to benefit by the supervision and fieldwork experiences provided by the Direct Supervisor.

2. Admission to the State University/District Internship will require at minimum:
  - A. Passing the California Basics Educational Skill Test (CBEST).
  - B. A valid Certificate of Clearance issued by the California Commission on Teacher Credentialing.
  - C. A Bachelor's degree.
  - D. Baccalaureate grade point average of at least a 3.0 in the last 60 units.
  - E. Good academic standing in the CSUDH School Counseling Program.

3. During the course of the Internship program, the Intern will complete the approved University Internship Program.
  - A. It is intended that this Internship program encompass a period of at least one semester. The duration of the Internship will be determined prior by the District and the State University for each intern.
  - B. The School District and University will cooperatively develop and implement a support system for each intern.
  - C. The intern will be provided experience and practice in the school and classroom.
  - D. The district will provide the intern with a direct supervisor who is a PPS credentialed employee of the District.
  - E. Interns will be required hold a Certificate of Clearance by the CTC and provide proof of a negative TB test within the last 3 years.

#### 4. General Provisions

- A. This Agreement will become effective as of the date last written below and continue for a period of 5 years unless terminated by either party after giving the other party 30 days written notice of the intent to terminate. If the School District terminates this Agreement, it will permit any student working at the School District at the time of termination to complete his/her work. At the 5 year termination date the agreement can be renewed once it has been reviewed, updated as applicable and executed by the appropriate parties.
- B. The School District and the University agree to indemnify, defend and hold harmless each other from any and all liability for any personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligence or willful misconduct of their respective officers, employees, agents or volunteers in the performance of this Agreement. This paragraph will survive expiration or termination of this Agreement.
- C. Each party agrees to maintain, and upon request shall furnish proof thereof, in the form of a certificate of insurance within 30 days of the effective date of this Agreement:
  - Commercial General Liability with a \$1,000,000 and \$1,000,000 Aggregate per occurrence, with the University's insurance to be primary and non-contributory.
  - Professional Liability \$1,000,000 Errors & Omissions
  - Worker's Compensation/Employer's Liability indicating "statutory" limits, \$1,000,000.
  - Sexual Abuse or Molestation, \$3,000,000.

Each party agrees to name the other as additional insured and provide a 30-day notice of intent to cancel, non-renew, or make material change in coverage.

- D. The School District and the University will meet upon request or as necessary to resolve any potential conflicts and to facilitate a mutually beneficial experience for all involved.
- E. The School District may dismiss a student if the student violates its standards, mission or goals. The School District will document its rationale for terminating a student and provide the University with a copy of the rationale upon request.
- F. Students participating in a learning activity at the School District are not officers, employees, agents or volunteers of the University or the School District.
- G. Nothing contained in this Agreement confers on either party the right to use the other party's name without prior written permission, or constitutes an endorsement of any commercial product or service by the University.
- H. This Agreement may not be altered unless both parties agree in writing. The parties agree to follow all applicable federal, state and local laws and regulations, including but not limited to laws prohibiting discrimination and harassment.
- I. Any notices required by this Agreement will be deemed to have been duly given if communicated to the following individuals:

**UNIVERSITY:**

California State University, Dominguez Hills  
Procurement and Contracts  
1000 E. Victoria Street  
Carson, CA 90747

**SCHOOL DISTRICT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN WITNESS WHEREOF, this Agreement has been executed by the parties as of the date last written below.

**CALIFORNIA STATE UNIVERSITY,  
DOMINGUEZ HILLS**

**SCHOOL DISTRICT:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved to form:

By: \_\_\_\_\_

Name: Dr. Adrieon Mancillas

Title: Program Coordinator, School Counseling

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: Dr. John Davis

Title: Dean, College of Education

Date: \_\_\_\_\_

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**SUBJECT: REVISION OF BOARD BYLAW AND EXHIBIT 9323.2 BYLAWS OF THE BOARD—ACTIONS BY THE BOARD**

=====

**BACKGROUND**

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Bylaw and Exhibit 9323.2 Bylaws of the Board—Actions by the Board are being revised to reference the timelines by which a civil action may be filed to determine the applicability of the Brown Act to past board actions, and to clarify the circumstances under which a Board action cannot be invalidated.

Exhibit 9323.2 is updated to consolidate several items related to siting a community day school on an existing school site, adds Board action to respond to an emergency facilities condition without giving notice for bids (requiring two-thirds vote for three-member boards, or four-fifths vote for five-member and seven-member boards), and reflects new law (AB 2249), which amends the threshold requirements for public works projects bid pursuant to the Uniform Public Construction Cost Accounting Act Section on "Actions Requiring a Unanimous Vote of the Board" updated to further explain the ability to authorize the use of day labor or force account and/or waive the competitive bid process when the board determines that an emergency exists.

New language is provided in UPPER CASE while old language to be deleted is ~~lined through~~ and financial changes in **bold**.

Consideration of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education receive for information the revision of Board Bylaw and Exhibit 9323.2 Bylaws of the Board—Actions by the Board.

**FISCAL IMPACT**

None.

NE:pk

Bylaws of the Board

**ACTIONS BY THE BOARD**

The Board of Education shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

(cf. 9000 - Role of the Board)  
(cf. 9005 - Governance Standards)  
(cf. 9012 - Board Member Electronic Communications)  
(cf. 9200 - Limits of Board Member Authority)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the members to make a positive or negative decision
3. A vote by a majority of the Board members when sitting as the Board upon a motion, proposal, resolution, order, or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

(cf. 9324 - Minutes and Recordings)

**ACTION ON NON-AGENDA ITEMS**

After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code 54954.2)

1. When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5
2. When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the District's attention after the agenda was posted
3. When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier



## **ACTIONS BY THE BOARD (cont.)**

(cf. 9320 - Meetings and Notices)  
(cf. 9322 - Agenda/Meeting Materials)

### **Challenging Board Actions**

~~The district attorney's office or any interested person may file an action in court to stop or prevent the Board's violation or threats of violations of the Brown Act, to determine the applicability of the Brown Act to ongoing or future threatened board actions, to determine the validity, under California or federal law, of any Board rule or action to penalize any of its members or otherwise discourage the member's expression, or to compel the Board to audio record its closed sessions because of its violation of any applicable Government Code provision. (Government Code 54960)~~

THE DISTRICT ATTORNEY'S OFFICE OR ANY INTERESTED PERSON MAY FILE AN ACTION IN COURT FOR THE PURPOSE OF: (Government Code 54960, 54960.2)

1. STOPPING OR PREVENTING THE BOARD'S VIOLATION OR THREATENED VIOLATION OF THE BROWN ACT
2. DETERMINING THE APPLICABILITY OF THE BROWN ACT TO ONGOING OR FUTURE THREATENED BOARD ACTIONS
3. DETERMINING THE APPLICABILITY OF THE BROWN ACT TO A PAST ACTION OF THE BOARD THAT IS NOT SPECIFIED IN GOVERNMENT CODE 54960.1, PROVIDED THAT:
  - A. WITHIN NINE MONTHS OF THE ALLEGED VIOLATION, A CEASE AND DESIST LETTER IS SUBMITTED TO THE BOARD, CLEARLY DESCRIBING THE PAST BOARD ACTION AND THE NATURE OF THE ALLEGED VIOLATION.
  - B. THE TIME FOR THE BOARD TO RESPOND HAS EXPIRED AND THE BOARD HAS NOT PROVIDED AN UNCONDITIONAL COMMITMENT TO CEASE AND DESIST FROM AND NOT REPEAT THE PAST ACTION ALLEGED TO HAVE VIOLATED THE BROWN ACT.
  - C. THE ACTION IS BROUGHT WITHIN THE TIME REQUIRED BY GOVERNMENT CODE 54960.2.
4. DETERMINING THE VALIDITY, UNDER STATE OR FEDERAL LAW, OF ANY BOARD RULE OR ACTION WHICH PENALIZES ANY OF ITS MEMBERS OR OTHERWISE DISCOURAGES THEIR EXPRESSION
5. COMPELLING THE BOARD TO AUDIO RECORD ITS CLOSED SESSIONS BECAUSE OF A COURT'S FINDING OF THE BOARD'S VIOLATION OF ANY APPLICABLE GOVERNMENT CODE PROVISION

**ACTIONS BY THE BOARD** (cont.)

The district attorney or any interested person may present a demand that the Board cure and correct a Board action which he/she alleges is in violation of law regarding any of the following: (Government Code 54960.1)

1. Open Meeting and Teleconferencing (Government Code 54953)
2. Agenda Posting (Government Code 54954.2)
3. Closed Session Item Descriptions (Government Code 54954.5)
4. New or Increased Tax Assessments (Government Code 54954.6)
5. Special Meetings (Government Code 54956)
6. Emergency Meetings (Government Code 54956.5)

PRIOR TO BRINGING ANY ACTION TO NULLIFY A BOARD ACTION, THE DISTRICT ATTORNEY OR ANY OTHER INTERESTED PERSON SHALL PRESENT A ~~Any~~ demand to "cure and correct" ~~an~~ THE alleged violation. THE DEMAND shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session, but in violation of Government Code 54954.2 (Agenda Posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action.

~~In addition, the district attorney's office or any interested party may file an action in court to determine the applicability of the Brown Act to any past Board action not specified in Government Code 54960.1, if the following conditions are met: (Government Code 54960.2)~~

- ~~1. Within nine months of the alleged violation, a cease and desist letter is submitted to the Board, clearly describing the past Board action and the nature of the alleged violation.~~

**ACTIONS BY THE BOARD (cont.)**

- ~~2. The time for the Board to respond has expired and the Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.~~

**Legal Reference:**

EDUCATION CODE

15266 School construction bonds  
17466 Declaration of intent to sell or lease real property  
17481 Lease of property with residence for nondistrict purposes  
17510-17512 Leasing for production of gas, resolution requiring unanimous vote  
17546 Private sale of personal property  
17556-17561 Dedication of real property  
35140-35149 Meetings  
35160-35178.4 Powers and duties  
48660-48661 Community day schools, establishment and restrictions

CODE OF CIVIL PROCEDURE

425.16 Special motion to strike in connection with a public issue  
1245.240 Eminent domain vote requirements  
1245.245 Eminent domain, resolution adopting different use

GOVERNMENT CODE

53090-53097.5 Regulation of local agencies by counties and cities  
53724 Parcel tax resolution requirements  
53790-53792 Exceeding the budget  
53820-53833 Temporary borrowing  
53850-53858 Temporary borrowing  
54950-54963 The Ralph M. Brown Act, especially:  
54952.6 Action taken, definition  
54953 Meetings to be open and public; attendance; prohibition against secret ballots  
54960-54960.5 Actions to prevent violations  
65352.2 Coordination with planning agency

PUBLIC CONTRACT CODE

3400 Bid specifications  
20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder  
20113 Emergencies, award of contracts without bids  
20114 Repairs, maintenance, and improvements to district facilities by day labor or force account  
22034 Uniform Public Construction Cost Accounting Act informal bidding ordinance  
22035 Repair or replacement of facilities in case of emergency  
22050 Emergency contracting procedures

COURT DECISIONS

Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors (2003) 112 Cal.App.4th 1313  
McKee v. Orange Unified School District (2003) 110 Cal.App.4th 1310  
Bell v. Vista Unified School District (2002) 82 Cal.App.4th 672  
Boyle v. City of Redondo Beach (1999) 70 Cal.App.4th 1109

**Management Resources:**

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

**ACTIONS BY THE BOARD (cont.)**

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act 2nd Edition, rev. July 2010

WEBSITES

California School Boards Association: [www.csba.org](http://www.csba.org)

Institute for Local Government: [www.ca-ilg.org](http://www.ca-ilg.org)

Office of the Attorney General: [www.oag.ca.gov](http://www.oag.ca.gov)

**Chino Valley Unified School District**

Bylaw adopted: August 17, 1995

Revised: July 17, 2003

Revised: September 8, 2011

Revised: March 21, 2013

REVISED:

## **ACTIONS BY THE BOARD**

### **Actions Requiring a Super Majority Vote**

Actions requiring a two-thirds vote of the Board:

1. Resolution declaring THE BOARD OF EDUCATION'S intention to sell or lease real property (Education Code 17466)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

2. Resolution declaring THE BOARD OF EDUCATION'S intent of ~~Board of Education~~ to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)

3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)

4. Lease, for up to three months, of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)

5. Request for temporary borrowing OF FUNDS NEEDED FOR IMMEDIATE REQUIREMENTS OF THE DISTRICT pursuant to ~~Government Code 53820-53833~~, to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)

6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)

(cf. 7131 - Relations with Local Agencies)

(cf. 7150 - Site Selection and Development)

(cf. 7160 - Charter School Facilities)

7. When the District is organized to serve only grades K-8, ~~and seeks~~ ACTION to establish a community day school for any of grades K-8 (Education Code 48660)

(cf. 6185 - Community Day School)

8. When the District IS ORGANIZED TO SERVE ONLY GRADES K-8, has an average daily attendance (ADA) of 2,500 or less, OR DESIRES TO OPERATE A COMMUNITY DAY SCHOOL TO SERVE ANY OF GRADES K-6 (AND NO HIGHER GRADES) AND seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

**ACTIONS BY THE BOARD (cont.)**

~~9. When the District is organized to serve only grades K-8 and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)~~

~~10. When the District desires to operate a community day school to serve grades K-6 (and no higher grades) on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)~~

449. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the District (Education Code 15266)

(cf. 7214 - General Obligation Bonds)

4210. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf. 7213 - School Facilities Improvement Districts)

4311. Resolution to place a parcel tax on the ballot (government Code 53724)

4412. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

**Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:**

1. Determination that there is a need to take immediate action and that the need for action came to the District's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)

2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

**ACTIONS BY THE BOARD (cont.)****Actions Requiring a Four-Fifths Vote of the Board:**

1. Expenditure and transfer of necessary funds and use of District property or personnel to meet a national or local emergency created by war, military, naval or air attack or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)

(cf. 3110 - Transfer of Funds)

2. Resolution for District borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the District's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing. (Government Code 53822, 53824)
3. Resolution for District borrowing, between July 15 and August 30, of up to 25 percent of the estimated income and revenue to be received by the District during that fiscal year from apportionments based on ADA for the preceding year. (Government Code 53823-53824)
4. Declaration of an emergency in order to authorize the District to include a particular brand name or product in a bid specification. (Public Contract Code 3400)

(cf. 3311 - Bids)

5. WHEN THE DISTRICT HAS A FIVE-MEMBER OR SEVEN-MEMBER BOARD, ACTION TO RESPOND TO AN EMERGENCY FACILITIES CONDITION WITHOUT GIVING NOTICE FOR BIDS TO LET CONTRACTS, INCLUDING THE REPAIR OR REPLACEMENT OF DISTRICT FACILITIES, THE TAKING OF ANY OTHER ACTION THAT IS DIRECTLY RELATED TO AND IMMEDIATELY REQUIRED BY THAT EMERGENCY, THE PROCUREMENT OF THE NECESSARY EQUIPMENT, SERVICES, AND SUPPLIES FOR THOSE PURPOSES, THE DELEGATION OF AUTHORITY TO THE SUPERINTENDENT OR DESIGNEE TO TAKE SUCH ACTION, AND THE DETERMINATION DURING A REGULAR BOARD MEETING OF THE NEED TO CONTINUE THE ACTION (Public Contract Code 22035, 22050)

- 5 6. Resolution to award a contract for a public works project at ~~\$187,500~~ **\$212,500** or less to the lowest responsible bidder, when the District is using the informal process authorized under the Uniform Public Construction Cost Accounting Act for projects of ~~\$175,000~~ **\$200,000** or less, all bids received are in excess of ~~\$175,000~~ **\$200,000** and the Board determines that the District's costs estimate was reasonable. (Public Contract Code 22034)

(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)

**ACTIONS BY THE BOARD (cont.)**

**Actions Requiring a Unanimous Vote of the Board:**

1. Resolution authorizing and prescribing the terms of a ~~community lease~~ DISTRICT PROPERTY for extraction AND TAKING of gas NOT ASSOCIATED WITH OIL. (Education Code 17510-17511)
2. AUTHORIZATION OF THE USE OF DAY LABOR OR FORCE ACCOUNT, OR ~~Waiver~~ waiver of the competitive bid process pursuant to Public Contract Code 20111, when the Board determines that an emergency exists REQUIRING THE REPAIR, ALTERATION, WORK, OR IMPROVEMENT TO ANY FACILITY TO PERMIT THE CONTINUANCE OF EXISTING CLASSES OR TO AVOID DANGER TO LIFE OR PROPERTY, and upon approval of the County Superintendent of Schools. (Public Contract Code 20113)

**Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:**

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property ~~in the local dump~~ or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

**Chino Valley Unified School District**

Revised: August 17, 1995

Revised: July 17, 2003

Revised: September 8, 2011

Revised: March 21, 2013

Revised: September 1, 2016

Revised: December 15, 2016

REVISED:



**Chino Valley Unified School District**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** April 4, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
**SUBJECT:** **WILLIAMS SETTLEMENT LEGISLATION QUARTERLY UNIFORM COMPLAINT REPORT SUMMARY FOR JANUARY THROUGH MARCH 2019**

=====

**BACKGROUND**

In accordance with the Williams settlement legislation, Education Code 35186 states that the Superintendent or designee shall report summarized data on the nature and resolution of all Williams related complaints to the Board of Education and the San Bernardino County Superintendent of Schools on a quarterly basis. Williams related complaints are complaints specific to 1) insufficiency of instructional materials, 2) unsafe facilities, or 3) teacher vacancy or misassignment. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled board meeting.

Consideration of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for January through March 2019.

**FISCAL IMPACT**

None.

NE:LF:rttr

**Williams Settlement Legislation**  
**Quarterly Uniform Complaint Report Summary**  
*For submission to school district governing board and county office of education*

District Name: Chino Valley Unified School District

Quarter covered by this report: January 2019 – March 2019

Please fill in the following table. Enter 0 in any cell that does not apply.

|   | <b>Number of complaints received in quarter</b> | <b>Number of complaints resolved</b> | <b>Number of complaints unresolved</b> |
|---|---|--------------------------------------|--|
| <b>Instructional Materials</b>            | 0   | 0                                    | 0                                      |
| <b>Facilities</b>                         | 0   | 0                                    | 0                                      |
| <b>Teacher Vacancy and Misassignments</b> | 0   | 0                                    | 0                                      |
| <b>Totals</b>                             | 0   | 0                                    | 0                                      |

Submitted by: Lea Fellows

Title: Assistant Superintendent, Curriculum, Instruction, Innovation, and Support