



**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION AGENDA

**May 16, 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.

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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**  
**Woodcrest Junior High School**  
**2725 South Campus, Ontario, CA 91761 • Multipurpose Room**  
**4:35 p.m. - Closed Session • 7:00 p.m. - Regular Meeting**  
**May 16, 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 – 4:35 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. Student Readmission Matters (Education Code 35146, 48916 (c)): Cases 17/18-29 and 18/19-17. (10 minutes)
- e. Student Expulsion Matters (Education Code 35146, 48916 (c)): Cases 18/19-24, 18/19-25, and 18/19-29. (45 minutes)
- f. Public Employee Discipline/Dismissal/Release (Government Code 54957): (10 minutes)
- g. 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)
- h. Public Employee Appointment (Government Code 54957: Elementary Principal. (5 minutes)
- i. Public Employee Performance Evaluation (Government Code 54957): Superintendent (30 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

**I.C. PRESENTATION**

1. Military Salute

The proceedings of this meeting are being recorded.

- I.D. COMMENTS FROM STUDENT REPRESENTATIVE
- 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

**II. ACTION**

**II.A. ADMINISTRATION**

**II.A.1. Options to Address Capacity at Cal Aero Preserve Academy K-8**

Page 7

Recommend the Board of Education approve one of the following options to address capacity at Cal Aero Preserve Academy K-8:

**Option A:**

- Temporary boundary changes to Liberty ES, Woodcrest JHS, and Chino HS
- Overflow
- Build a second school

**Option B:**

- Temporary boundary changes to Butterfield Ranch ES, Townsend JHS, and Chino Hills HS
- Overflow
- Build a second school

**Option C:**

- Add more portable classrooms
- Overflow
- Build a second school

**Option D:**

- Overflow
- Build a second school

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

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

**II.B.1. 2019/2020 Student Member on the Board of Education**

Page 9

Recommend the Board of Education approve Audrey Ing from Ayala HS as the 2019/2020 Student Member on the Board of Education and administer the oath of office.

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

**II.C. HUMAN RESOURCES**

**II.C.1. Resolution 2018/2019-39 Classified School Employee Week/Semana de Empleado Clasificado de Escuela**

Page 10

Recommend the Board of Education adopt Resolution 2018/2019-39 Classified School Employee Week/Semana de Empleado Clasificado de Escuela.

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

**III. CONSENT**

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

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the Special Meeting of April 25, 2019, and Regular Meeting of May 2, 2019**

Page 12

Recommend the Board of Education approve the minutes of the special meeting of April 25, 2019, and regular meeting of May 2, 2019.

**III.B. BUSINESS SERVICES**

**III.B.1. Warrant Register**

Page 22

Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

**III.B.2. 2019/2020 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students**

Page 23

Recommend the Board of Education approve/ratify the 2019/2020 applications to operate fundraising activities and other activities for the benefit of students.

**III.B.3. Fundraising Activities**

Page 25

Recommend the Board of Education approve/ratify the fundraising activities.

**III.B.4. Donations**

Page 27

Recommend the Board of Education accept the donations.

**III.B.5. Legal Services**

Page 29

Recommend the Board of Education approve payment for legal services to the law office of The Tao Firm.

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

**III.C.1. Student Readmission Cases 17/18-29 and 18/19-17**

Page 30

Recommend the Board of Education approve student readmission cases 17/18-29 and 18/19-17.

- III.C.2. Student Expulsion Cases 18/19-24, 18/19-25, and 18/19-29**  
Page 31 Recommend the Board of Education approve student expulsion cases 18/19-24, 18/19-25, and 18/19-29.
- III.C.3. School-Sponsored Trips**  
Page 32 Recommend the Board of Education approve/ratify the school-sponsored trips for Rhodes ES, Ayala HS, Chino Hills HS, and Don Lugo HS.
- III.C.4. Advanced Placement English 11 Language and Composition Textbook Adoption**  
Page 34 Recommend the Board of Education approve the instructional material for Advanced Placement English 11 Language and Composition textbook adoption: Bedford/Saint Martin's. The Language of Composition. Renee H Shea, Lawrence Scanlon, Robin Dissin Aufses, Megan Harowitz Pankiewicz. 11<sup>th</sup> Grade. 2018. Replaces: Bedford/St. Martin's. The Bedford Reader. X.J. Kennedy, Dorothy M. Kennedy, Jane E. Aaron, Ellen Kuhl Repetto. 11<sup>th</sup> Grade. 2006; Pearson. Everyday Use-Rhetoric at Work in Reading and Writing AP. Hephzibah Roskelly, David A. Jolliffe. 11<sup>th</sup> Grade. 2005.
- III.C.5. Integrated Mathematics 1 with Computing and Robotics Textbook Adoption**  
Page 36 Recommend the Board of Education approve the instructional material for Integrated Mathematics 1 with Computing and Robotics textbook adoption: UC Davis Center for Integrated Computing and STEM Education (C-STEM). Learning Common Core Mathematics with C/C++ Interpreter CH for Integrated Mathematics 1. Harry H. Cheng. 2016.
- III.C.6. New Course: Advanced Placement Research**  
Page 37 Recommend the Board of Education approve the new course Advanced Placement Research.
- III.C.7. New Course: Integrated Mathematics 1 with Computing and Robotics**  
Page 41 Recommend the Board of Education approve the new course Integrated Mathematics 1 with Computing and Robotics.
- III.D. FACILITIES, PLANNING, AND OPERATIONS**
- III.D.1. Purchase Order Register**  
Page 47 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.
- III.D.2. Agreements for Contractor/Consultant Services**  
Page 48 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.
- III.D.3. Surplus/Obsolete Property**  
Page 52 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**III.D.4. Notice of Completion for CUPCCAA Project**  
Page 60 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Project.

**III.D.5. Resolutions 2018/2019-41 and 2018/2019-42 for Authorization to Utilize Piggyback Contracts**  
Page 61 Recommend the Board of Education adopt Resolutions 2018/2019-41 and 2018/2019-42 for authorization to utilize piggyback contracts.

**III.D.6. Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing**  
Page 67 Recommend the Board of Education award 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing to KemCorp Construction, Inc.

**III.D.7. Subcontractor Substitution for Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing**  
Page 68 Recommend the Board of Education approve the Subcontractor Substitution for Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing.

**III.D.8. Request for Proposals 18-19-37, Relocation (Moving) Services**  
Page 69 Recommend the Board of Education award RFP 18-19-37, Relocation (Moving) Services to Beltmann Relocation Group and Corovan Moving & Storage.

**III.E. HUMAN RESOURCES**

**III.E.1. Certificated/Classified Personnel Items**  
Page 70 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

**III.E.2. Student Teaching and Fieldwork Agreement with Brandman University**  
Page 83 Recommend the Board of Education approve the student teaching and fieldwork agreement with Brandman University.

**IV. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**V. ADJOURNMENT**

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 16, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield Ed.D., Superintendent  
**SUBJECT: OPTIONS TO ADDRESS CAPACITY AT CAL AERO PRESERVE  
ACADEMY K-8**

=====

**BACKGROUND**

At its March 21, 2019 regular meeting, the Board of Education discussed the proposed temporary boundary changes for Cal Aero Preserve Academy K-8 located in the Preserve community. The purpose of the temporary boundary change is to address capacity issues brought about by the increasing residential growth.

At the meeting, the Board requested a study session to further discuss all options to create space for students and balance enrollment in anticipation of future needs before the construction of a new school. As a result, the Board held a study session on April 25, 2019, where staff presented options.

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

**RECOMMENDATION**

It is recommended the Board of Education approve one of the following options to address capacity at Cal Aero Preserve Academy K-8:

**Option A:**

- Temporary boundary changes to Liberty ES, Woodcrest JHS, and Chino HS
- Overflow
- Build a second school

**Option B:**

- Temporary boundary changes to Butterfield Ranch ES, Townsend JHS, and Chino Hills HS
- Overflow
- Build a second school

**Option C:**

- Add more portable classrooms
- Overflow
- Build a second school

**Option D:**

- Overflow
- Build a second school

**FISCAL IMPACT**

Unknown.

NE:pk



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Stephanie Johnson, Director, Student Support Services  
**SUBJECT: 2019/2020 STUDENT MEMBER ON THE BOARD OF EDUCATION**

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**BACKGROUND**

Historically, a student member on the Board of Education has provided constructive student participation at Board meetings. Furthermore, having a student seated on the Board of Education reflects student rights and responsibilities and serves as a vehicle for responsible leadership development. The student member on the Board of Education rotates each school year.

The student member on the Board of Education is administered the oath of office at the Board meeting prior to the end of the current school year and is eligible to be seated as a student board member at the first regular Board meeting in the month of July.

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

**RECOMMENDATION**

It is recommended the Board of Education approve Audrey Ing from Ayala HS for the 2019/2020 Student Member on the Board of Education and administer the oath of office.

**FISCAL IMPACT**

None.

NE:LF:SJ:ss

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** May 16, 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: RESOLUTION 2018/2019-39 CLASSIFIED SCHOOL EMPLOYEE WEEK/SEMANA DE EMPLEADO CLASIFICADO DE ESCUELA**

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**BACKGROUND**

Classified School Employee Week began as a resolution at the California School Employees Association's Annual Conference in 1984. Two years later, it was adopted as California Senate Bill 1552 and decreed to be an official recognition of classified school employees.

When the legislature passed the law, making the third full week of every May Classified School Employee Week/Semana de Empleado Clasificado de Escuela, it brought to light classified workers' many contributions to education in California. The signing of the law was also a testament to the importance of the work being performed by classified employees who help to shape the future for California's children.

The week of May 19-25, 2019, is recognized throughout the State as Classified School Employee Week/Semana de Empleado Clasificado de Escuela. Resolution 2018/2019-39 supports this statewide effort to recognize the contributions of more than 1,000 classified employees in the Chino Valley Unified School District.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2018/2019-39 Classified School Employee Week/Semana de Empleado Clasificado de Escuela.

**FISCAL IMPACT**

None.

NE:RR:FA:IB:mcm

**Chino Valley Unified School District**  
**Resolution 2018/2019-39**  
**Classified School Employee Week/Semana de Empleado Clasificado de Escuela**

**WHEREAS**, the services provided by classified school employees are an essential and integral part of an effective and efficient public school system;

**WHEREAS**, the services provided by classified school employees meet the needs of children and teachers by maintaining a safe, clean, healthy, and positive environment for all students and employees;

**WHEREAS**, the services provided by classified school employees strive to fulfill the District's motto of "Student Achievement, Safe Schools, and Positive School Climate, Humility, Civility, and Service;"

**WHEREAS**, all classified employees regardless of their specific duties and responsibilities are partners in providing the community with educational opportunities for all students.

**NOW, THEREFORE, BE IT RESOLVED** the Chino Valley Unified School District hereby acknowledges and honors the contributions of all classified employees regarding their contributions toward achieving excellence in education in California and in the District, and designates the week of May 19-25, 2019, as Classified School Employee Week/Semana de Empleado Clasificado de Escuela in the Chino Valley Unified School District.

**BE IT FURTHER RESOLVED** the Board of Education calls on the community to join with it in expressing sincere appreciation to our classified employees for a job well done.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 16<sup>th</sup> day of May 2019.

Blair: \_\_\_\_\_  
Cruz: \_\_\_\_\_  
Gagnier: \_\_\_\_\_  
Na: \_\_\_\_\_  
Schaffer: \_\_\_\_\_

I, Norm Enfield, Ed.D., Secretary of the Chino Valley Unified School District Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in the office of said Board.

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Norm Enfield, Ed.D., Superintendent  
Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**SPECIAL MEETING OF THE BOARD OF EDUCATION**  
April 25, 2019

**MINUTES**

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 5:00 P.M.**

1. Roll Call

President Na called to order the special meeting of the Board of Education, Thursday, April 25, 2019, at 5:00 p.m. with Cruz, Gagnier, Schaffer, and Na present. Mrs. Blair arrived at 5:03 p.m.

Administrative Personnel

Norm Enfield, Ed.D., Superintendent

Sandra H. Chen, Associate Superintendent, Business Services

Lea Fellows, Assistant Superintendent, CIIS

Richard Rideout, Assistant Superintendent, Human Resources

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

Grace Park, Ed.D., Associate Superintendent, CIIS (absent)

2. Pledge of Allegiance

Pat Loy led the Pledge of Allegiance.

**I.B. COMMENTS FROM THE AUDIENCE ON ITEMS ON THE AGENDA**

Lissa Fraga addressed the Board.

**II. BOARD STUDY SESSION**

**II.A. OPTIONS TO ADDRESS CAPACITY AT CAL AERO PRESERVE ACADEMY K-8**

Superintendent Enfield reviewed challenges at Cal Aero Preserve Academy K-8 including: capacity, interim measures taken, and proposed solutions. Superintendent Enfield explained the District's overflow process; presented proposed temporary boundary change pros and cons; spoke about additional portable classrooms and projected future capacity; the process, timeline, and cost associated with the building of the second school were presented; and next steps discussed.

**III. ADJOURNMENT**

President Na adjourned the study session of the Board of Education at 6:20 p.m.

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

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

Recorded by: Patricia Kaylor  
Administrative Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**May 2, 2019**

**MINUTES**

<b>I. OPENING BUSINESS</b>
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**I.A. CALL TO ORDER – 5:30 P.M.**

1. Roll Call

President Na called to order the regular meeting of the Board of Education, Thursday, May 2, 2019, at 5:30 p.m. with Cruz, Gagnier, Schaffer, and Na present. Mrs. Blair was absent.

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

President Na adjourned to closed session at 5:30 p.m. regarding conference with legal counsel existing and anticipated litigation; conference with real property negotiators; public employee discipline/dismissal/release; conference with labor negotiators: A.C.T. and CSEA negotiations; and public employee appointment: Director, Risk Management and Human Resources.

**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 Cruz, Gagnier, Schaffer, and Na present. Irene Hernandez-Blair and Alexi Magallanes were absent. The Board met in closed session from 5:30 p.m. to 6:46 p.m. regarding conference with legal counsel existing and anticipated litigation; conference with real property negotiators; public employee discipline/dismissal/release; conference with labor negotiators: A.C.T. and CSEA negotiations; and public employee appointment: Director, Risk Management and Human Resources.

The Board appointed Whitney Fields as Director, Risk Management and Human Resources effective May 28, 2019, by a vote of 4-0, with Cruz, Gagnier, Schaffer, and Na voting yes, Blair absent. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Joe Schaffer led the Pledge of Allegiance.

**I.C PRESENTATION**

1. E.J. Marshall ES

Principal Diana Escalante accompanied students who presented a video regarding their academic work projects.

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

Alexi Magallanes was absent. Jeff Fassbinder, member of the Superintendent’s Student Advisory Council, introduced the final in a series of Spark the Light of Kindness campaign video.

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

Brenda Walker, A.C.T. President, congratulated Whitney Fields; spoke about the last few weeks of the school year; and highlighted school nurses and teachers for their respective national honors.

Danny Hernandez, CSEA President, invited everyone to CSEA’s 1<sup>st</sup> annual scholarship fundraising car show scheduled for May 8 at the Adult School campus; thanked the District for hosting the 8-week Excel class at the Adult School; and acknowledged one of his former teachers.

Tom Mackessy, CHAMP President, spoke about programs available to aspiring administrators within the District.

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

Marc Lucio, city of Chino councilor, announced various city activities including: Planes of Fame Air Show scheduled for the weekend; Chino Bike Day at Ayala Park scheduled for May 11, and a city of Chino strategic planning workshop scheduled for May 3 at the city hall.

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

Claudia Cruz addressed the Board regarding the need for classroom aides at Chino Valley Learning Academy; Jennifer Quinto and Lucina Prieto addressed the Board regarding speech language pathologists; Theresa Cintra Do Prado, Kara D’Amato, Elizabeth De La Cruz, and Sharon Duran addressed the Board

regarding TK/primary grades class sizes; and Michele Fleischer addressed the Board regarding special education classroom concerns.

**I.H. CHANGES AND DELETIONS**

None.

**II. ACTION**

**II.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**II.A.1. Proclamation for National School Nurse Day on May 8, 2019**

Moved (Gagnier) seconded (Cruz) motion carried (4-0, Blair absent) to adopt the proclamation for National School Nurse Day on May 8, 2019.

**II.B. HUMAN RESOURCES**

**II.B.1. Resolution 2018/2019-40 Day of the Teacher/Día del Maestro**

Moved (Gagnier) seconded (Cruz) motion carried (4-0, Blair absent) to adopt Resolution 2018/2019-40 Day of the Teacher/Día del Maestro.

**II.B.2. Declaration of Need for Fully Qualified Educators for the 2019/2020 School Year**

Moved (Cruz) seconded (Gagnier) motion carried (4-0, Blair absent) to approve the Declaration of Need for Fully Qualified Educators for the 2019/2020 school year.

**III. CONSENT**

Moved (Gagnier) seconded (Cruz) motion carried (4-0, Blair absent) to approve the consent items.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the Regular Meeting of April 18, 2019**

Approved the minutes of the regular meeting of April 18, 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 Atkinson, Andelson, Loya, Ruud & Romo; and Margaret A. Chidester & Associates.

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

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

Approved/ratified the school-sponsored trips for Eagle Canyon ES, Hidden Trails ES, Oak Ridge ES, Wickman ES, Canyon Hills JHS, Ayala HS, Chino HS, and Chino Hills HS.

**III.C.2. California Department of Education Child Development Agency Annual Report and Parent Handbook 2019/2020**

Approved the California Department of Education Child Development Agency Annual Report and Parent Handbook 2019/2020.

**III.C.3. Memorandum of Understanding Between California Polytechnic University, Pomona Trio Pre-College Programs and Chino Valley Unified School District**

Approved the Memorandum of Understanding between California Polytechnic University, Pomona TRIO Pre-College Programs and Chino Valley Unified School District.

**III.C.4. Revision of Board Policy 0460 Philosophy, Goals, Objectives, and Comprehensive Plans—Local Control and Accountability Plan**

Approved the revision of Board Policy 0460 Philosophy, Goals, Objectives, and Comprehensive Plans—Local Control and Accountability Plan.

**III.C.5. Revision of Board Policy 5141.21 Students—Administering Medication and Monitoring Health Conditions**

Approved the revision of Board Policy 5141.21 Students—Administering Medication and Monitoring Health Conditions.

**III.C.6. Revision of Board Policy 6162.5 Instruction—Student Assessment**

Approved the revision of Board Policy 6162.5 Instruction—Student Assessment.

**III.C.7. Revision of Board Policy 6170.1 Instruction—Transitional Kindergarten**

Approved the revision of Board Policy 6170.1 Instruction—Transitional Kindergarten.

**III.C.8. Revision of Board Policy 6174 Instruction—Education for English Learners**

Approved the revision of Board Policy 6174 Instruction—Education for English Learners.

**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. Surplus/Obsolete Property**

Declared the District property surplus/obsolete and authorized staff to sell/dispose of said property.

**III.D.4. Bid 18-19-37F, Walnut ES Parking Lot Expansion**

Awarded Bid 18-19-37F, Walnut ES Parking Lot Expansion to TSR Construction.

**III.D.5. CUPCCAA Bid 18-19-38I, Country Springs ES Playground Equipment Installation**

Awarded CUPCCAA Bid 18-19-38I, Country Springs ES Playground Equipment Installation to John Buck dba J2 Builders.

**III.D.6. CUPCCAA Bid 18-19-39I, Butterfield Ranch ES Playground Equipment Installation**

Awarded CUPCCAA Bid 18-19-39I, Butterfield Ranch ES Playground Equipment Installation to John Buck dba J2 Builders.

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

Approved the Notice of Completion for CUPCCAA Projects.

**III.D.8. Notice of Completion for CUPCCAA Bid 18-19-03I, Former El Rancho ES Asphalt and Concrete Repair**

Approved the Notice of Completion for CUPCCAA Bid 18-19-03I, Former El Rancho ES Asphalt and Concrete Repair.

**III.D.9. Change Order and Notice of Completion for CUPCCAA Bid 18-19-18I, Borba ES Playground Equipment Installation**

Approved the Notice of Completion for CUPCCAA Bid 18-19-18I, Borba ES Playground Equipment Installation.

**III.D.10. Change Order and Notice of Completion for Bid 18-19-06F, Cattle ES, Litel ES, and Oak Ridge ES Modernization Projects—Interim Housing**

Approved the change order and Notice of Completion for Bid 18-19-06F, Cattle ES, Litel ES, and Oak Ridge ES Modernization Projects—Interim Housing.

**III.D.11. Change Orders and Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project**

Approved the change orders for Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project.

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

Approved/ratified the certificated/classified personnel items.

**III.E.2. Rejection of Claims**

Rejected the claims and referred them to the District's insurance adjuster.

**IV. INFORMATION****IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Third Quarterly Report 2018/2019**

Received for information the San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Third Quarterly Report 2018/2019.

**IV.A.2. Advanced Placement English 11 Language and Composition Textbook Adoption**

Received for information the instructional material for Advanced Placement English 11 Language and Composition textbook adoption: Bedford/Saint Martin's. *The Language of Composition*. Renee H Shea, Lawrence Scanlon, Robin Dissin Aufses, Megan Harowitz Pankiewicz. 11<sup>th</sup> Grade. 2018. Replaces: Bedford/St. Martin's. *The Bedford Reader*. X.J. Kennedy, Dorothy M. Kennedy, Jane E. Aaron, Ellen Kuhl Repetto. 11<sup>th</sup> Grade. 2006; Pearson. *Everyday Use-Rhetoric at Work in Reading and Writing AP*. Hephzibah Roskelly, David A. Jolliffe. 11<sup>th</sup> Grade. 2005.

**IV.A.3. Integrated Mathematics 1 with Computing and Robotics Textbook Adoption**

Received for information the instructional material for Integrated Mathematics 1 with Computing and Robotics textbook adoption: UC Davis Center for Integrated Computing and STEM Education (C-STEM). *Learning Common Core Mathematics with C/C++ Interpreter CH for Integrated Mathematics 1*. Harry H. Cheng. 2016.

**IV.A.4. New Course: Advanced Placement Research**

Received for information the new course Advanced Placement Research.

**IV.A.5. New Course: Integrated Mathematics 1 with Computing and Robotics**

Received for information the new course Integrated Mathematics 1 with Computing and Robotics.

<b>V. COMMUNICATIONS</b>
--------------------------

**BOARD MEMBERS AND SUPERINTENDENT**

Joe Schaffer thanked Superintendent Enfield for coordinating last week’s study session regarding Cal Aero Preserve Academy K-8 capacity issue; spoke about proclamations recognizing nurses and teachers; attended the Parent Engagement Open House on April 25; and said he attended the Ayala HS band showcase on April 29, was not able to attend the Chino Hills HS showcase, but will attend the Chino HS and Don Lugo HS band showcases.

Christina Gagnier continued her school site visits; said that she is thankful that Chino HS is being rebuilt; said she appreciated the comments teachers made and acknowledged the challenges they face every day; and spoke about the Cal Aero Preserve Academy K-8 capacity issue and encouraged the community to contact her with questions or insight.

Andrew Cruz commented on the special education instructional aide situation and class sizes; acknowledged teachers and nurses for all they do for students; and said being a teacher is very demanding.

President Na addressed the need for special education instructional aides; spoke about speech pathologists and the demanding market for them; spoke about TK and class size concerns expressed during the evening; and said that all employees are united.

Superintendent Enfield acknowledged teachers and nurses for their commitment to students.

**VI. ADJOURNMENT**

President Na adjourned the regular meeting of the Board of Education at 8:20 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:** May 16, 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**

\$5,316,535.48 to all District funding sources.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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: 2019/2020 APPLICATIONS TO OPERATE FUNDRAISING  
ACTIVITIES AND OTHER ACTIVITIES FOR THE BENEFIT OF  
STUDENTS**

=====  
**BACKGROUND**

Administrative Regulation 1230 Community Relations – School Connected Organizations requires that any person or group of people desiring to raise money to benefit a student or students at one or more schools within the District shall request authorization to operate by applying to the Chino Valley Unified School District 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 2019/2020 applications to operate fundraising activities and other activities for the benefit of students.

**FISCAL IMPACT**

None.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**May 16, 2019**

**2019/2020 AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES**  
**AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

<b><u>School</u></b>	<b><u>Organization</u></b>
Litel ES	PTA
Ayala HS	Band & Colorguard Boosters
Ayala HS	Boys Golf Boosters
Ayala HS	Comp Cheer Boosters
Ayala HS	Cross Country Boosters
Ayala HS	Football Boosters
Ayala HS	Girls Golf Boosters
Ayala HS	Spirit Boosters
Ayala HS	Summer Camp Boosters
Ayala HS	Swim Team Boosters
Chino HS	Band & Auxiliary Boosters
Chino HS	Basketball Boosters
Chino HS	Chino Cowboy Huddle
Chino HS	Pep Squad Boosters
Chino HS	Sports Boosters



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**DATE:** May 16, 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**  
**May 16, 2019**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Ayala HS</u></b>		
Cross Country Boosters	Donation Drive	5/17/19 - 5/30/19
Cross Country Boosters	Amazon Smile	5/17/19 - 5/30/19
Cross Country Boosters	Spirit Pack Donations	5/17/19 - 12/1/19
Cross Country Boosters	Woodstone Pizzeria Family Night Out	5/21/19
<b><u>Chino HS</u></b>		
Boys Basketball Boosters	Boys Basketball Summer Camp	5/31/19
Girls Basketball Boosters	Girls Basketball Summer Camp	5/31/19
Cross Country Boosters	Cross Country Summer Camp	5/31/19 - 6/21/19
Band Boosters	Scrip Gift Certificate Sale	6/1/19 - 6/30/19
Chino Cowboy Huddle	Program/Banner Sponsorship Sale	6/1/19 - 6/30/19
Baseball Boosters	Baseball Summer Camp	6/3/19 - 6/6/19
Football Boosters	Football Summer Camp	6/3/19 - 6/30/19
Wrestling Boosters	Wrestling Summer Camp	6/4/19 - 6/30/19
Chino Cowboy Huddle	Madrigal's Family Night	6/17/19
Boys Soccer Boosters	Boys Soccer Summer Camp	6/24/19 - 6/28/19
Girls Soccer Boosters	Girls Soccer Summer Camp	6/24/19 - 6/28/19
Volleyball Boosters	Volleyball Summer Camp	6/24/19 - 6/28/19
<b><u>Chino Hills HS</u></b>		
Girls Soccer	Soccer Camp	6/4/19 - 6/28/19
Cross Country	Summer Camp	6/24/19 - 8/10/19

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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**  
**May 16, 2019**

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<b><u>Alternative Education</u></b>		
Wright & Associates	Classroom Supplies	\$400.00
<b><u>Country Springs ES</u></b>		
Leslie Casillas	Cash	\$40.00
<b><u>Don Lugo HS</u></b>		
Kimberly Cabrera	Cash	\$100.00
Daniel & Kelli Cooper	Cash	\$116.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Our Motto:**  
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**DATE:** May 16, 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	-	-	\$ 148,544.35
Fagen Friedman & Fulfroost LLP	-	-	\$ 11,009.63
Margaret A. Chidester & Associates	-	-	\$ 922,695.19
The Tao Firm	April 2019	\$3,412.50	\$ 40,157.50
	<b>Total</b>	<b>\$3,412.50</b>	<b>\$1,122,406.67</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 The Tao Firm.

**FISCAL IMPACT**

\$3,412.50 to the General Fund.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** May 16, 2019

**TO:** Members, Board of Education

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

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Stephanie Johnson, Director, Student Support Services

**SUBJECT: STUDENT READMISSION CASES 17/18-29 AND 18/19-17**

=====

**BACKGROUND**

Administrative Regulation 5144.1 Students – Suspension and Expulsion/Due Process Readmission after Expulsion state:

- The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference, the student’s rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met.
- School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
- The Superintendent or designee shall transmit his/her recommendation regarding readmission to the Board. The Board shall consider this recommendation, in closed session, if information disclosed would be in violation of Education Code 49073-49079. If a written request for open session is received from the parent/guardian or adult student, it shall be honored.

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

**RECOMMENDATION**

It is recommended the Board of Education approve student readmission cases 17/18-29 and 18/19-17.

**FISCAL IMPACT**

None.

NF:LF:SJ:ss

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 2019  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Stephanie Johnson, Director, Student Support Services  
**SUBJECT: STUDENT EXPULSION CASES 18/19-24, 18/19-25, AND 18/19-29**

=====

**BACKGROUND**

The Board of Education has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student’s presence causes a continuing danger to him/herself or others.

A student may be expelled only by the Board of Education. The Board shall expel, as required by law, any student found to have committed certain offenses listed in Education Code 48915.

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

**RECOMMENDATION**

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 18/19-24, 18/19-25, and 18/19-29.

**FISCAL IMPACT**

None.

NE:LF:SJ:ss

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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: Rhodes ES Event: Sacramento Trip Place: Sacramento, CA Chaperone: 44 students/28 chaperones	May 17, 2019	Cost: \$450.00 per student Funding Source: Parents
Site: Ayala HS Event: United Student Body - National Association of Student Council Conference Place: McDonald, PA Chaperone: 2 students/1 chaperone	June 21-26, 2019	Cost: \$990.00 per student Funding Source: USB



Site: Chino Hills HS Event: Spiritleaders - Universal Dance Association Elite Convention Dance Camp for Varsity Song Place: Palm Desert, CA Chaperone: 17 students/3 chaperones	June 20-23, 2019	Cost: \$250.00 per student Funding Source: Parents and fundraising
Site: Don Lugo HS Event: Associated Student Body - California Association of Directors of Activities Leadership Summer Camp Place: Santa Barbara, CA Chaperone: 10 students/2 chaperones	July 7-10, 2019	Cost: \$560.00 per student Funding Source: ASB

**FISCAL IMPACT**

None.

NE:LF:rtr

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 2019

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Julian A. Rodriguez, Ed.D., Director, Secondary Curriculum and Instruction

**SUBJECT:        **ADVANCED PLACEMENT ENGLISH 11 LANGUAGE AND COMPOSITION TEXTBOOK ADOPTION****

=====

**BACKGROUND**

To provide current standard-aligned instructional materials to the students in the Chino Valley Unified School District, as mandated by the state of California, the program specified below is proposed for adoption.

The selection process for these materials involved representative teachers with a vested interest in the material. The Office of Curriculum and Instruction secured samples and distributed them to teachers and students. The materials were evaluated using the following criteria: quality of match to course and California standards, quality of lesson design, quality of teacher materials, provision for universal access, and overall quality of the materials.

The recommended instructional material was made available for public inspection at the District Samuel R. Burton Professional Development and Media Center from May 6-15, 2019. This agenda item was presented to the Board of Education on May 2, 2019, for information.

This textbook was presented to the Curriculum Council and A.C.T. has been consulted.

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

## **RECOMMENDATION**

It is recommended the Board of Education approve the instructional material for Advanced Placement English 11 Language and Composition textbook adoption: Bedford/Saint Martin's. *The Language of Composition*. Renee H Shea, Lawrence Scanlon, Robin Dissin Aufses, Megan Harowitz Pankiewicz. 11<sup>th</sup> Grade. 2018. Replaces: Bedford/St. Martin's. *The Bedford Reader*. X.J. Kennedy, Dorothy M. Kennedy, Jane E. Aaron, Ellen Kuhl Repetto. 11<sup>th</sup> Grade. 2006; Pearson. *Everyday Use-Rhetoric at Work in Reading and Writing AP*. Hephzibah Roskelly, David A. Jolliffe. 11<sup>th</sup> Grade. 2005.

## **FISCAL IMPACT**

\$158,000.00 to Local Control and Accountability Plan.

NE:GP:JAR:lar

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 2019

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Julian A. Rodriguez, Ed.D., Director, Secondary Curriculum and Instruction

**SUBJECT: INTEGRATED MATHEMATICS 1 WITH COMPUTING AND ROBOTICS TEXTBOOK ADOPTION**

=====

**BACKGROUND**

To provide current standard-aligned instructional materials to the students in the Chino Valley Unified School District, as mandated by the state of California, the program specified below is proposed for adoption.

The selection process for these materials involved representative teachers with a vested interest in the material. The Office of Curriculum and Instruction secured samples and distributed them to teachers and students. The materials were evaluated using the following criteria: quality of match to course and California standards, quality of lesson design, quality of teacher materials, provision for universal access, and overall quality of the materials. There is no fiscal impact for these textbooks as they were purchased as part of the pilot. This agenda item was presented to the Board of Education on May 2, 2019, for information.

This textbook was presented to the Curriculum Council and A.C.T. has been consulted.

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

**RECOMMENDATION**

It is recommended that the Board of Education approve the instructional material for Integrated Mathematics 1 with Computing and Robotics textbook adoption: UC Davis Center for Integrated Computing and STEM Education (C-STEM). *Learning Common Core Mathematics with C/C++ Interpreter Ch for Integrated Mathematics 1.* Harry H. Cheng. 2016.

**FISCAL IMPACT**

None.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 2019

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support  
Julian A. Rodriguez, Ed.D., Director, Secondary Curriculum and Instruction

**SUBJECT: NEW COURSE: ADVANCED PLACEMENT RESEARCH**

=====

**BACKGROUND**

The Chino Valley Unified School District routinely revises curriculum guides and develops new courses in accordance with State Content Standards, State Frameworks, and student need. Accordingly, the revision and development of curriculum guides are the results of a collaborative effort of teachers in the related academic areas.

Advanced Placement (AP) Research is the second course in the AP Capstone program. Throughout AP Research, students further the skills they learned in AP Seminar by utilizing research methodology to build their inquiry and adhere to academic research practices while gathering, analyzing, and synthesizing their data into findings. Students explore an academic topic or real-world problem then design, plan, and conduct a year-long research-based investigation to address it. The course culminates in a 4,000 to 5,000 word academic paper and oral defense. Currently, the District offers only the first year of the two-year AP Capstone program, AP Seminar. Students require both classes for the opportunity to receive either the AP Capstone certificate or diploma. This agenda item was presented to the Board of Education on May 2, 2019, for information.

This course was presented to the Curriculum Council and A.C.T. has been consulted.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the new course Advanced Placement Research.

**FISCAL IMPACT**

None.

# Chino Valley Unified School District

## High School Course Description

A. CONTACTS	
<b>1. School/District Information:</b>	School/District: Chino Valley Unified School District Street Address: 5130 Riverside Drive, Chino, CA 91710 Phone: (909) 628-1201 Web Site: chino.k12.ca.us
<b>2. Course Contact:</b>	Teacher Contact: Office of Secondary Curriculum Position/Title: Director of Secondary Curriculum Site: District Office Phone: (909) 628-1201 X1630
B. COVER PAGE - COURSE ID	
<b>1. Course Title:</b>	Advanced Placement Research
<b>2. Transcript Title/Abbreviation:</b>	AP Research
<b>3. Transcript Course Code/Number:</b>	
<b>4. Seeking Honors Distinction:</b>	Yes
<b>5. Subject Area/Category:</b>	Elective
<b>6. Grade Level(s):</b>	11-12
<b>7. Unit Value:</b>	5 credits per semester/10 credits total
<b>8. Course Previously Approved by UC:</b>	Yes
<b>9. Classified as a Career Technical Education Course:</b>	No
<b>10. Modeled after an UC-approved course:</b>	Yes
<b>11. Repeatable for Credit:</b>	No
<b>12. Date of Board Approval:</b>	
<b>13. Brief Course Description:</b>	AP Research is the 2 <sup>nd</sup> year of the AP Capstone Diploma Program and will give current AP Seminar students the opportunity to receive the AP Capstone Diploma if they successfully complete the exam for both years with a score of 3 or higher. AP Research allows students to deeply explore an academic topic, problem, or issue of individual interest. Through this exploration, students design, plan, and conduct a year-long research-based investigation to address a research question.
<b>14. Prerequisites:</b>	AP Seminar
<b>15. Context for Course:</b>	AP Capstone is a diploma program that requires students to pass their AP exam in AP Seminar and AP Research with a score of 3 or higher. If students complete the course, meeting the requirements, they will receive an AP Capstone Certificate. If they meet that requirement, while also passing 4 or higher on other subject-matter AP exams, they will receive an AP Capstone Diploma, in addition to their high school diploma.  Currently, the District offers only the first year of the program, AP Seminar, and will need to offer the 2 <sup>nd</sup> year, AP Research next year to offer students the opportunity to receive either the AP Capstone Certificate or Diploma.
<b>16. History of Course Development:</b>	In the AP Research course, students further their skills acquired in the AP Seminar course by understanding research methodology; employing ethical research practices; and accessing, analyzing, and synthesizing information as they address a research question. Students explore their skill development, document their processes, and curate the artifacts of the development of their scholarly work in a portfolio. The course culminates in an academic paper of 4000 to 5000 words (accompanied by a performance or exhibition of product where applicable) and a presentation with an oral defense.
<b>17. Textbooks:</b>	None Required
<b>18. Supplemental Instructional Materials:</b>	Various Scholarly Articles

# Chino Valley Unified School District

## High School Course Description

### C. COURSE CONTENT

#### 1. Course Purpose:

AP Research, the second course in the AP Capstone experience, allows students to deeply explore an academic topic, problem, issue, or idea of individual interest. Students design, plan, and implement a yearlong investigation to address a research question. Through this inquiry, they further the skills they acquired in the AP Seminar course by learning research methodology, employing ethical research practices, and accessing, analyzing, and synthesizing information. Students reflect on their skill development, document their processes, and curate the artifacts of their scholarly work through a process and reflection portfolio. The course culminates in an academic paper of 4,000 to 5,000 words (accompanied by a performance, exhibit, or product where applicable) and a presentation with an oral defense.

#### 2. Course Outline:

Although the topic of each research study will vary, the course requires students to plan and conduct a study or investigation. The course provides opportunities (activities/assignments) for students to:

- Understand principles of discipline-specific research methods (e.g., qualitative, quantitative, mixed).
- Employ appropriate disciplinary research methods to develop, manage, and conduct an in-depth study or investigation in an area of student's own interest, culminating in a 4000 to 5000 word paper (accompanied by an additional piece of scholarly work — where applicable — to be performed or exhibited).
- Present (using appropriate media) and defend the research design, approach, and findings to a panel.
- Document their processes and curate the artifacts of the development of their scholarly work in a portfolio. Students develop and apply discrete skills identified in the learning objectives of the enduring understandings within the following five big ideas: Question and Explore, Understand and Analyze, Evaluate Multiple Perspectives, Synthesize Ideas, Team, Transform, and Transmit.
- Students develop an understanding of ethical research practices and the AP Capstone™ Policy on Plagiarism and Falsification or Fabrication of Information.
- In the classroom and independently (while possibly consulting any expert advisers), students learn and employ research and inquiry methods to develop, manage, and conduct an in-depth investigation of an area of personal interest, culminating in an academic paper of 4,000 to 5,000 words that includes the following elements: › Introduction › Method, Process, or Approach › Results, Product, or Findings › Discussion, Analysis, and/or Evaluation › Conclusion and Future Directions › Bibliography.
- Using a process and reflection portfolio (PREP), students document their inquiry processes, communication with their teachers and any expert advisers as needed, and reflections on their thought processes. Students have regular work-in-progress interviews with their teachers to review their progress and to receive feedback on their scholarly work.
- Students develop and deliver a presentation (using an appropriate medium) and an oral defense to a panel on their research processes, method, and findings.

#### 3. Key Assignments:

##### Academic Paper

- Introduces and contextualizes the research question and initial student assumptions and/or hypotheses.
- Reviews previous work in the field to synthesize information and a range of perspectives related to the research question (e.g., Literature Review).
- Identifies the gap in the current field of knowledge to be addressed.
- Explains and provides justification for the chosen method, process, or approach.
- Presents the findings, evidence, results, or product.
- Interprets the significance of the findings, results, or product; explores connections to original research question.
- Discusses the implications and limitations of the research or creative work.
- Reflects on the process and how this project could impact the field.
- Discusses possible next steps and/or future directions.

# Chino Valley Unified School District

## High School Course Description

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- Provides a complete list of sources cited and consulted in the appropriate disciplinary style.

### Research Presentation: Multimedia Presentation

- Students present the findings of their research papers.
- All students will develop a 15 to 20 minute presentation (using appropriate media) and deliver it to an oral defense panel.
- Students may choose any appropriate format for their presentation, as long as the presentation reflects the depth of their research.
- Prior to the presentation, students whose academic paper was accompanied by an additional piece of scholarly work (e.g., performance, exhibit, product) will arrange for the teacher and panelists to view the scholarly work.

### Oral Defense: Answer Questions

- Students defend their work by answering questions provided by the teacher regarding their process and findings.
- The defense will include three to four questions from a panel consisting of the AP Research teacher and two additional panel members (chosen at the discretion of the AP Research teacher).

### **4. Instructional Methods and/or Strategies:**

- Close Reading
- Process Reflections and Portfolios
- Class Discussions
- Informal and Formal Speeches/Presentations
- Journals
- Annotated Bibliographies
- Online and Offline Research
- Socratic Seminars
- Peer Review of Writing and Presentations

### **5. Assessment Including Methods and/or Tools:**

The evaluation of student progress and evaluation will be based on the following criteria outlined in board policy:

- Assessments: 60-75% of the final grade
- Assignments and class discussions: 25-40% of the final grade



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 16, 2019

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support  
Julian A. Rodriguez, Ed.D., Director, Secondary Curriculum and Instruction

**SUBJECT: NEW COURSE: INTEGRATED MATHEMATICS 1 WITH COMPUTING AND ROBOTICS**

=====

**BACKGROUND**

The Chino Valley Unified School District routinely revises curriculum guides and develops new courses in accordance with State Content Standards, State Frameworks, and student need. Accordingly, the revision and development of curriculum guides are the results of a collaborative effort of teachers in the related academic areas.

Integrated Mathematics 1 with Computing and Robotics prepares high school students for college and career by integrating computing and robotics technologies with mathematics. The course is aligned with Common Core State Standards for Mathematics as well as Career Technical Education standards in the Information and Communications Technology Industry Sector. The course is designed as a concentrator course in the Software and Systems Development career pathway. This item was presented to the Board of Education on May 2, 2019, for information.

This course was presented to the Curriculum Council and A.C.T. has been consulted.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the new course Integrated Mathematics 1 with Computing and Robotics.

**FISCAL IMPACT**

\$1,000.00 annually to the Local Control and Accountability Plan Pathway Fund.

NE:GP:JAR:lar

## Chino Valley Unified School District High School Course Description

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<b>1. School/District Information:</b>	School/District: Chino Valley Unified School District Street Address: 5130 Riverside Dr. Phone: (909) 628-1201 Web Site: chino.k12.ca.us
<b>2. Course Contact:</b>	Teacher Contact: Office of Secondary Curriculum Position/Title: Director of Secondary Curriculum Site: District Office Phone: (909) 628-1201 X1630
B. COVER PAGE - COURSE ID	
<b>1. Course Title:</b>	Integrated Mathematics 1 with Computing and Robotics
<b>2. Transcript Title/Abbreviation:</b>	IM1 CRP
<b>3. Transcript Course Code/Number:</b>	
<b>4. Seeking Honors Distinction:</b>	No
<b>5. Subject Area/Category:</b>	Meets UC/CSU "c" Mathematics requirement
<b>6. Grade Level(s):</b>	9-12
<b>7. Unit Value:</b>	5 credits per semester/ 10 credits total
<b>8. Course Previously Approved by UC:</b>	No
<b>9. Classified as a Career Technical Education Course:</b>	Yes
<b>10. Modeled after an UC-approved course:</b>	Yes
<b>11. Repeatable for Credit:</b>	No
<b>12. Date of Board Approval:</b>	
<b>13. Brief Course Description:</b>	Integrated Mathematics 1 with Computing and Robotics prepares students for both college and career by integrating computing and robotics technologies with mathematics instruction. The course guides students through topics in Integrated Mathematics 1 in Common Core State Standards for Mathematics while simultaneously teaching students programming and computational thinking. The course is aligned with Career Technical Education (CTE) standards in the Information and Communications Technology (ICT) industry sector.
<b>14. Prerequisites:</b>	
<b>15. Context for Course:</b>	Students use programming in C/C++ interpreter Ch, a proprietary cross-platform scripting and language environment to reinforce and extend their knowledge of mathematical concepts by analyzing real life situations, identifying given information, formulating steps that a computer program could calculate to find a solution, analyzing the results for accuracy, and revising/modifying the programming solutions as necessary. Robotics activities allow students to reenact physically derived mathematical problems through robotics technologies, such as RoboBlockly and RoboSim via C-STEM Studio, to visualize situations, associate linear and exponential graphs with physical phenomenon, predict and identify key features of the graphs with robotic systems, and solve robotics problems through mathematical modeling and programming.
<b>16. History of Course Development:</b>	The course was designed to provide students with the skills and knowledge to be successful in successive Integrated Mathematics courses as well as in the Software and Systems Development career pathway.
<b>17. Textbooks:</b>	Cheng, H. H. (2016). <i>Learning Common Core Mathematics with C/C++ Interpreter Ch</i> (2nd ed.). CA: UC Davis C-STEM Center.
<b>18. Supplemental Instructional Materials:</b>	Cheng, H.H. (2016) <i>Learning Computer Programming with Ch for the Absolute Beginner</i> . (6 <sup>th</sup> ed.) CA: UC Davis C-STEM Center.

# Chino Valley Unified School District

## High School Course Description

Cheng, H.H. (2018) *Learning Robot Programming with Linkbot for the Absolute Beginner*. (7<sup>th</sup> ed.) CA: UC Davis C-STEM Center.  
C/C++ Software

### C. COURSE CONTENT

#### 1. Course Purpose:

This course is designed for the California Career and Technical Education Information and Communication Technologies (ICT) sector. This course is aligned to the California Career and Technical Education Standards: Software and Systems Development pathway and is designed to be a concentrator level course.

#### 2. Course Outline:

Unit 1: Introduction to Computing and Robotics/Operations with Real Numbers and Expressions

This unit introduces students to how a computer works and the importance of computing in the 21st century.

- Students will learn the basics of programming and programming language syntax in C/C++ using the C/C++ interpreter Ch.
- Students will evaluate expressions and practice order of operations in a Ch Command Shell.
- Students will write proper programming language syntax to review and practice basic operations with real numbers, order of operations, and manipulating and evaluating variables in simple algebraic equations.
- Students will persevere in solving specific problems with attention to precision, construct variable arguments and critique the reasoning of others, and model with mathematics.
- Students will understand problems that arise in real life context of programming with robotics and find solutions of multi-step problems, choose and interpret the problems with formulas and conceptual understanding, and choose and interpret the scale of measurement.
- Students will apply their knowledge and understanding of basic programming syntax and number sense, expressions and equations to create mathematical models.

Unit 2: Using Functions and Robotics for Math Application

In this unit, students learn function notations and develop the concepts of domain and range.

- Students will explore four types of functions (arithmetic sequence, geometric sequence, linear, and exponential) and interpret them graphically, numerically, symbolically, and verbally.
- Students will interpret arithmetic sequences and geometric sequences as the linear functions and exponential functions.
- Students will work as a development project team to construct programs in Ch that define a function, call the function using correct syntax, and debug it.
- Students will construct graphs of functions using **plot.func2D()** and **plot.expr()** with arguments specific to the graphed function.
- Students will graph linear and exponential function with transformations.
- Students will diagram processes using flowcharts.
- Students will integrate a variety of media into development projects, develop web and online projects, and develop programs that control the motions of robotics using **robot.driveDistance()** and **robot.drivexyToFunc()**.
- Students will practice and improve their writing, reading, listening, and language skills.

Unit 3: Linear Models and Solving Linear Equations and Inequalities

In this unit, students work on multiple tasks integrating on concepts of mathematics, software development, and robotics.

- Students connect two dimensional lines and systems of linear equations as well as inequalities algebraically and graphically using robots and programming.

# Chino Valley Unified School District

## High School Course Description

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- Students will learn the graph of a linear function is the set of all ordered pair of solutions plotted on a plane as well as the meaning of the solution to a system of two linear equations by using the robot simulation environment RoboBlockly and RoboSim with virtual robots.
- Robots are used to deepen the students' understanding of what a line means and the meaning of two crossing lines in terms of real-life situations. This is reinforced by graphical output of the two programs *recorddistance.ch* and *recorddistanceoffset.ch*.
- Students learn to plot all solutions to any equation in two variables, graph the equations while displaying its data, and run the code to explore what happens when one changes the speed or distance that a robot travels.
- Students will make sense of problems and persevere in solving them, reason abstractly and quantitatively, and attending to precision by focusing on Standards of Mathematical Practice.

### Unit 4: Statistical Data Analysis

In this unit, students learn to reason abstractly and quantitatively to create plots with a title, labels, and specific points using member functions **plot.title()**, **plot.label()**, and **plot.point()**, respectively.

- Students will make use of copying, pasting, and printing the displayed plot.
- Students will informally fit a straight line to a scatter plot and find the trend line for the data.
- Students will summarize, represent and interpret data using single variable statistical measures like mode, mean, median, and standard deviation.
- Students will use simple linear regression and residuals to analyze two-variable data. The data can also be interpreted using statistical models like scatter plots, dot plots, bar graphs, histograms, and Box-and-Whisker plots.

### Unit 5: Congruency and Geometric Transformation

In this unit, students apply previously gained knowledge of software development and robots to the mathematical concepts of congruence, similarity and the four primary geometric transformations of translation, rotation, and reflection by programming a pair of unconnected robots to be simultaneously moved with identical movements, except the second robot is affected by a type of transformation.

- Students will learn how geometric transformations are applied to the movement of objects in a plane through rules that define that motion.
- Students will apply RoboSim with the x and y coordinate system when writing their computer programs in Ch.
- Students expand their computer programs with plotting that visually demonstrate and reinforce the different types of primary geometric transformations and coordinate geometry.
- Students will develop an understanding of rigid motions and similarity as it applies to polygons and transformation after the introduction of the concept of congruency.
- Student will use best programming practices and apply mathematical concepts precisely.
- Students will practice using appropriate tools strategically and attend to precision.

### Unit 6: Coordinate Geometry and Geometric Construction

In this unit, students build depth of knowledge upon their prior understanding of geometry with a Cartesian coordinate system to verify geometric relationships, including properties of special triangles, quadrilaterals, circles, and slopes of parallel and perpendicular lines, as well as areas and perimeters of polygons.

- Students will design computer programs for other geometric shapes including triangles and other polygons, introducing congruence and geometric transformations by noting the robot is pre-imaged and applying the unit shifts from the translated coordinates.
- Students will expand their programming capacity by adding a control and loop structure in programming, continually, building one task after another. This extends into designing three additional computer programs for a triangle with reflection transformations under three circumstances.

# Chino Valley Unified School District

## High School Course Description

- Students will design additional computer programs for other geometric shapes, while taking the original coordinates for the first robot and applying different scale factors to the second robot.
- Students will use coordinates to prove simple geometric theorems algebraically; this includes the slope formula and expressing geometric properties with equations.
- Students will communicate their reasoning, demonstrate conceptual and procedural fluency, find examples of connecting Algebra and Geometry through coordinates in real life contexts by applying the elements of mathematical modeling, and become efficient problem solvers.
- Students will use a compass, straightedge, and protractor to copy a line segment, copy an angle, bisect a segment, construct a perpendicular line, bisect an angle, construct a line parallel to a given line through a point, construct a regular hexagon inscribed in a circle, construct an equilateral triangle, and construct a square.

### 3. Key Assignments:

Unit 1: Students can create a program that successfully makes a robot move along a number line by evaluating positive and negative integers as it relates to measurement of distance. In this task, students are introduced to the functions in Ch by declaring and initializing variables and the basic programming syntax. In order for the robot to move along the number line, students must create a number line with a scale of 1 unit integer = 1 inch. Students then create another conversion for converting distance measurements in inches to robot joint angles. The program should allow input and output functions of passing distance and displaying questions and distance traveled by the robot. The robots move along the number line using the member functions **robot.driveDistance()**, **robot.driveAngle()**, and **robot.driveTime()**.

Unit 2: Students can write a program that directs a robot's motions to be based on distance, time, and different speeds to interpret functions numerically, symbolically, and verbally, Students create a table of inputs and outputs for the distance equals speed multiplied by time function with different speeds. Next, students write a program that uses the function **robot.drivexyToFunc()** to direct the robot's motions with different speeds used and prints a list of distances traveled by the robot.

Unit 3: An object moving at a constant rate is a good example of a linear equation in two variables. Students working in pairs of two run the code *recorddistance.ch*. Students explore what happens when one changes the speed or distance that the robot travels. Then, they record the distance as the robot moves with a time interval of 0.1 second. Once the students have a strong grasp of how the speed and distance affect its graph, students summarize what they learned by writing a short essay.

Unit 4: Students plot points with the x- and y- values given on a chart to determine the relationship between the points and to form a linear equation. Additionally, students need to be in groups of 2-4 with 2 robots per group. Students will create a 4 by 4 grid and place the two robots at teacher-defined (x,y) coordinates. The goal of this activity is to have the robots be aligned in a straight line with a slope of 1 when they finish moving. Students apply their understanding of linear relationships by moving the robots in a straight line.

Unit 5: To enhance students' understanding of a geometric translation, they create a computer program in Ch to make a robot move in the geometric shape of a rectangle. Students test their program first using RoboSim with the x and y coordinate system and visible tracking to illustrate a correct geometric shape. Once students have a correctly working simulation, students then take the original coordinates and apply specific shifts to a second robot. By adjusting the second robot to the translated coordinates, and re-executing the program, students observe both robots creating the exact same rectangle shape, one at the original location, and one at a different location.

Unit 6: Students can create an island on which there are many geometrically shaped buildings blocking a straight path from one end of the island to the opposite end in RoboSim. Teams in the class will design a path that is the

# Chino Valley Unified School District

## High School Course Description

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shortest route to get from one end of the island to the other opposite end. Then, they write a program in Ch which will control a robot to complete the route they designed. Upon completion of this task, they time how long it takes the robot to complete the course. With this benchmark time, other students in the class will compete in designing a path that beats the best time needed to complete the route by a robot.

#### **4. Instructional Methods and/or Strategies:**

- Direct instruction
- Hands on labs
- Project based learning
- Work based learning
- Collaborative environment
- Modeling

#### **5. Assessment Including Methods and/or Tools:**

The evaluation of student progress and evaluation will be based on the following criteria outlined in board policy:

- Assessments: 60-75% of the final grade
- Assignments and class discussions: 25-40% of the final grade

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 16, 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**

\$4,243,955.30 to all District funding sources.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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>
<p><b>CIIS-1819-196 Illuminate Education.</b>            To provide elementary, secondary, and tier 3 assessments.            Submitted by: Assessment and Instructional Technology            Duration of Agreement: May 17, 2019 - June 30, 2020</p>	<p>Contract amount: \$81,600.00            Funding source: Low Performing Block Grant</p>
<p><b>CIIS-1819-197 Insight Financial Services.</b>            To provide IT consignment and remarketing of equipment.            Submitted by: Technology            Duration of Agreement: May 17, 2019 - June 30, 2020</p>	<p>Contract amount: Per rate sheet            Funding source: Various</p>
<p><b>CIIS-1920-024 NCS Pearson Inc.</b>            To provide GATE NNAT3 testing for students.            Submitted by: Elementary Curriculum            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$30,750.00            Funding source: GATE</p>
<p><b>CIIS-1920-025 Turn Around Schools dba No Excuses University.</b>            To provide platform for schools to share ideas and collaborate.            Submitted by: Elementary Curriculum            Duration of Agreement: August 1, 2019 - June 30, 2020</p>	<p>Contract amount: Per rate sheet            Funding source: Various</p>
<p><b>CIIS-1920-026 RUSHWORKS.</b>            To provide Annual System Assurance Program (ASAP) software support.            Submitted by: Technology            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$4,187.00            Funding source: General Fund</p>
<p><b>CIIS-1920-027 Professional Tutors of America.</b>            To provide in-home tutoring support.            Submitted by: Student Support Services            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$20,000.00            Funding source: LCAP</p>
<p><b>CIIS-1920-028 Phung and Associates dba Oxford Tutoring Center.</b>            To provide in-home tutoring support.            Submitted by: Student Support Services            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$7,500.00            Funding source: LCAP</p>
<p><b>CIIS-1920-029 SHI.</b>            To provide Hewlet Packard Enterprise Aruba support.            Submitted by: Technology            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$31,208.80            Funding source: General Fund</p>
<p><b>CIIS-1920-030 SmartStar Solutions, LLC.</b>            To provide in-home tutoring support.            Submitted by: Student Support Services            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$2,500.00            Funding source: LCAP</p>
<p><b>CIIS-1920-031 Committee for Children.</b>            To provide on-line social and emotional curriculum for Multi-tiered School System Behavior intervention counseling.            Submitted by: Health Services            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$15,743.70            Funding source: LCAP</p>
<p><b>CIIS-1920-032 Burlington English Inc.</b>            To provide English language acquisition online interactive courses.            Submitted by: Adult School            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$11,040.00            Funding source: School Site Budget</p>
<p><b>CIIS-1920-033 Gomez &amp; Associates, Inc.</b>            To provide translation and interpreter services.            Submitted by: Student Support Services            Duration of Agreement: July 1, 2019 - June 30, 2020</p>	<p>Contract amount: Per rate sheet            Funding source: LCAP</p>

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-1920-034 University of California Riverside Extension.</b> To provide GATE certification courses for teachers. Submitted by: Elementary Curriculum Duration of Agreement: July 1, 2019 - June 30, 2020	Contract amount: \$16,500.00  Funding source: GATE
<b>CIIS-1920-035 Cambridge International USA Corp.</b> To provide airport transportation for visiting international students. Submitted by: Alternative Education Duration of Agreement: July 1, 2019 - June 30, 2020	Contract amount: Per rate sheet  Funding source: International Program Fund
<b>CIIS-1920-036 Illuminate Education.</b> To provide access to Key Data Systems, Next Generation Science Standards and Inspect Plus. Submitted by: Assessment and Instructional Technology Duration of Agreement: July 1, 2019 - June 30, 2020	Contract amount: \$81,921.50  Funding source: Low Performing Block Grant
<b>CIIS-1920-037 California College Guidance Initiative.</b> To provide electronic format for students grades 8-12 to build college and career folios. Submitted by: Secondary Curriculum Duration of Agreement: July 1, 2019 - June 30, 2020	Contract amount: \$29,212.50  Funding source: LCAP and CTEIG

<b>FACILITIES, PLANNING, AND OPERATIONS</b>	<b>FISCAL IMPACT</b>
<b>F-1819-058 Elite Modular Leasing &amp; Sales Inc.</b> To provide one year lease of eleven portable classrooms for Country Springs ES. Submitted by: Facilities, Planning, and Operations Duration of Agreement: June 15, 2019 - June 14, 2020	Contract amount: \$107,800.00  Funding source: Building Fund 21
<b>F-1819-059 Elite Modular Leasing &amp; Sales Inc.</b> To provide one year lease of eleven portable classrooms for Rolling Ridge ES. Submitted by: Facilities, Planning, and Operations Duration of Agreement: June 15, 2019 - June 14, 2020	Contract amount: \$107,800.00  Funding source: Building Fund 21
<b>F-1819-060 Jamey Clark Inc.</b> To provide District-wide impact attenuation testing of playground fall zones. Submitted by: Maintenance, Operations, and Construction Duration of Agreement: May 17, 2019 - June 30, 2020	Contract amount: Per rate sheet  Funding source: General Fund

<b>SAN BERNARDINO COUNTY</b>	<b>FISCAL IMPACT</b>
<b>SBC-11-510-A-8 San Bernardino County Probation Department.</b> To provide school probation officer program for the 2019/2020 school year. Submitted by: Risk Management Duration of Agreement: July 1, 2019 - June 30, 2020	Contract amount: \$60,826.00  Funding source: General Fund

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-1819-091 Skate Express, Inc.</b> To provide admission, skate rental, arcade, and concessions. Submitted by: Woodcrest JHS Duration of Agreement: May 17, 2019 - June 30, 2022	Contract amount: Per rate sheet  Funding source: ASB/USB/PFA/PTA/Boosters
<b>MC-1819-092 Chino Hills Bowling Inc. dba Chaparral 300.</b> To provide banquet and team party services. Submitted by: Chino HS Duration of Agreement: May 17, 2019 - June 30, 2022	Contract amount: Per rate sheet  Funding source: ASB/USB/PFA/PTA/Boosters

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-1920-001 Murals for Schools, Inc.</b> To provide school murals and artwork. Submitted by: Chino Hills HS Duration of Agreement: July 1, 2019 - June 30, 2022	Contract amount: Per rate sheet  Funding source: ASB/USB/PFA/PTA/Boosters

<b>APPROVED CONTRACTS TO BE AMENDED</b>	<b>AMENDMENT</b>
<b>CIIS-1819-004 Leading Edge Learning Center.</b> To provide in-home tutoring support. Submitted by: Student Support Services Duration of Agreement: July 1, 2018 - June 30, 2019 Original Agreement Board Approved: May 17, 2018	Increase contract amount from \$10,000.00 to \$20,000.00  Funding source: LCAP
<b>CIIS-1819-193 Kool Kids Snow Cones.</b> To provide unlimited snow cones. Submitted by: Hidden Trails ES Duration of Agreement: May 28, 2019 - June 30, 2019 Original Agreement Board Approved: May 2, 2019	Change contract number to MC-1819-087  Change contract amount from \$200.00 to Per rate sheet  Funding source: ASB/USB/PFA/PTA/Boosters  Increase duration of agreement through June 30, 2022
<b>CIIS-1819-194 Vista Sight-N-Sound Productions.</b> To provide photobooth and entertainment. Submitted by: Hidden Trails ES Duration of Agreement: May 28, 2019 - June 30, 2022 Original Agreement Board Approved: May 2, 2019	Change Contract Number to MC-1819-088  Change contract amount from \$335.00 to Per rate sheet  Funding source: Funding source: ASB/USB/PFA/PTA/Boosters
<b>CIIS-1819-195 Stellar Event Services LLC dba Level Up Entertainment.</b> To provide photo booth services. Submitted by: Don Lugo HS Duration of Agreement: May 2, 2019 - June 30, 2022 Original Agreement Board Approved: May 2, 2019	Change Contract Number to MC-1819-089  Contract amount: Per rate sheet  Funding source: Funding source: ASB/USB/PFA/PTA/Boosters
<b>CIIS-1920-023 Paws of Love.</b> To provide interaction with therapy dogs and handlers. Submitted by: Chino HS Duration of Agreement: April 1, 2019 - June 30, 2022 Original Agreement Board Approved: May 2, 2019	Change Contract Number to MC-1819-090  Contract amount: Per rate sheet  Funding source: ASB/USB/PFA/PTA/Boosters
<b>MC-1819-085 Jose Ferri dba Bubblemania and Company.</b> To provide bubble show. Submitted by: Liberty ES Duration of Agreement: May 30, 2019 - June 30, 2021 Original Agreement Board Approved: May 2, 2019	Contract amount: Per rate sheet  Funding source: ASB/USB/PFA/PTA/Boosters  Increase duration of agreement through June 30, 2022
<b>SBC-1819-001 San Bernardino County - Children and Family Services (CFS).</b> To provide access to foster youth education records through the Foster Focus web-based system. Submitted by: Student Support Services Duration of Agreement: July 1, 2018 - June 30, 2019 Original Agreement Board Approved: May 17, 2018	Contract amount: None  Funding source: None  Increase duration of agreement through June 30, 2021

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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  
May 16, 2019**

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Printer	HP	23748	Risk Management
Printer	HP	23747	Risk Management
Computer	Dell	30225	Special Education
Keyboard	Microsoft	9079400335652	Special Education
Keyboard	Microsoft	7687602135978	Special Education
Access Switches (163)	Aruba S2500 48P		Technology
Access Switches (53)	Aruba S2500 24P		Technology
Indoor Antennas (17)	Aruba AP ANT 35A		Technology
Adjustable Mounts (64)	Aruba APANTMNT3		Technology
Access Points (784)	Aruba AP220MNTW2		Technology
Copper Cables (51)	Aruba DACSFP10GE1M		Technology
Transceivers (11)	Aruba SFP LX		Technology
Transceivers (82)	Aruba SFP SX		Technology
Access Points (2)	Aruba IAP-205-US		Technology
PoE Injectors (7)	Aruba		Technology
Rack Mount Kit	Aruba APANT17/18/92		Technology
Indoor/Outdoor Antenna	Aruba AP-ANT-17		Technology
Notebook	Dell		Hidden Trails ES
Projector	Epson	25804	Rhodes ES
Projector	Epson	26849	Rhodes ES
Projector	3M		Rhodes ES
Printer	Xerox	18068	Rhodes ES
Computer	Mac	31-01	Briggs K-8
Computer	Mac	27-01	Briggs K-8
Computer	Mac	27-02	Briggs K-8
Conference Tables			Magnolia JHS
Click Board	Eno	39567	Magnolia JHS
Click Board	Eno	34086	Magnolia JHS
Click Board	Eno	39515	Magnolia JHS
Click Board	Eno		Magnolia JHS
Click Board	Eno	34006	Magnolia JHS
Push Cart	Luxor		Magnolia JHS
TV Mount			Magnolia JHS
TV Stand			Magnolia JHS
TV Stand			Magnolia JHS
Metal Push Cart			Magnolia JHS
Book Case			Magnolia JHS
Teacher Desk	McDowell & Craig	A07054	Magnolia JHS

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer Table			Magnolia JHS
Filing Cabinet		A11116	Magnolia JHS
Computer	Dell	41004	Ramona JHS
Computer	Dell	33062	Ramona JHS
Computer	Dell	39315	Ramona JHS
Computer	Dell	33077	Ramona JHS
Computer	Dell	33069	Ramona JHS
Computer	Dell	33063	Ramona JHS
Computer	Dell	33066	Ramona JHS
Computer	Dell	34354	Ramona JHS
Projector	Epson	27725	Ramona JHS
Projector	Epson	27723	Ramona JHS
Projector	Epson	27046	Ramona JHS
Projector	Epson	30060	Ramona JHS
Printer	Xerox		Ramona JHS
Printer	Xerox		Ramona JHS
Printer	Xerox		Ramona JHS
Printer	Xerox		Ramona JHS
Printer	Xerox		Ramona JHS
Printer	HP		Ramona JHS
Printer	HP	35960	Ramona JHS
Printer	HP	60521	Ramona JHS
Computer	Dell	33043	Ramona JHS
Computer	Apple	25711	Ramona JHS
Computer	Dell	26724	Ramona JHS
Computer	Del		Ramona JHS
Computer	Dell		Ramona JHS
Computer	Dell	22840	Ramona JHS
Cabinet – 4 drawers			Ramona JHS
Chairs (10)			Ramona JHS
Tables (2)			Ramona JHS
Student Desks (7)			Ramona JHS
Rolling bookshelves (2)			Ramona JHS
Student desks (15)			Ramona JHS
Rectangle Tables (4)			Ramona JHS
Kidney Table			Ramona JHS
Round Table			Ramona JHS
File Cabinets (4)			Ramona JHS
Weight Bench			Ramona JHS
Teacher Desk			Ramona JHS
Book Shelves (3)			Ramona JHS
Wood Table			Ramona JHS

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Wood Entertainment			Ramona JHS
Computer Cart			Ramona JHS
Chairs with Wheels (7)			Ramona JHS
Student Chairs (3)			Ramona JHS
Director's Chair			Ramona JHS
Cabinet – 2 Drawer			Ramona JHS
Black Chair			Ramona JHS
Round Tables (5)			Ramona JHS
Kidney Table			Ramona JHS
Carousel Desks (16)			Ramona JHS
Metal Carts (3)			Ramona JHS
Wooden Table			Ramona JHS
Wooden Bookshelf			Ramona JHS
File Cabinet – 2 Drawer			Ramona JHS
Chairs with Wheels (2)			Ramona JHS
Student Double Desk			Ramona JHS
Carousel Desks (7)			Ramona JHS
Round Tables (6)			Ramona JHS
Filing Cabinets (2)			Ramona JHS
Student Chairs (5)			Ramona JHS
Fan			Ramona JHS
Maps			Ramona JHS
Printer	HP	CNHC64KOGJ	Buena Vista HS
Extension Cord		8121-Q740-1006	Buena Vista HS
Extension Cord		OS120P	Buena Vista HS
LCD Projector	Epson H382A	P94F141682L	Buena Vista HS
Hard Drive	Dell	4Y6BZL1	Buena Vista HS
Printer	HP	CNHC63RODF	Buena Vista HS
Monitor	Dell	CNOKC03112963SSUOSIX	Buena Vista HS
Monitor	Dell	CNOKC03112963SA70V90	Buena Vista HS
Monitor	Dell	CNOKC031129635B21Q38	Buena Vista HS
Benches (2)			Buena Vista HS
Monitor	Dell	CVOFP816742618203765	Don Lugo HS
Keyboard	Mac	10505001206	Don Lugo HS
Keyboard	Logitech	MCC44703767	Don Lugo HS
Keyboard	Dell	CN046481716164300010A	Don Lugo HS
Monitor	Dell	CNOC730C716231759179	Don Lugo HS
Keyboard	Dell	CN04648171664AAOMY7	Don Lugo HS
Keyboard	Dell	CN04648171616443041	Don Lugo HS
Tower	Dell	25816	Don Lugo HS
Tower	Dell	28771	Don Lugo HS
Tower	Custom Built 501	24067	Don Lugo HS

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Tower	Custom Built 501	28793	Don Lugo HS
Tower	Custom Built 501	24423	Don Lugo HS
Tower	Custom Built	24052	Don Lugo HS
Tower	HP		Don Lugo HS
Tower	Custom Built	24067	Don Lugo HS
Tower	Custom Built	28769	Don Lugo HS
Tower	Pentium III		Don Lugo HS
Tower	Custom Built 501	2407	Don Lugo HS
Tower	Custom Built 501	24048	Don Lugo HS
Tower	Custom Built 501	28772	Don Lugo HS
Tower	Dell		Don Lugo HS
Tower	Custom Built 501	28770	Don Lugo HS
Tower	Custom Built 501	28754	Don Lugo HS
Monitor	Apple		Don Lugo HS
Tower	Custom Built 501	24050	Don Lugo HS
Tower	Custom Built 501	28767	Don Lugo HS
Tower	Dell		Don Lugo HS
Monitor	Dell	CN06FXN47444S312ABV5	Don Lugo HS
Monitor	HP	CNN549OT19	Don Lugo HS
Monitor	HP	CNK6320BF8	Don Lugo HS
Monitor	Dell	CNOCFXN4744453120165	Don Lugo HS
Monitor	Dell	CNOFP816426182D345	Don Lugo HS
Tower		0171369030945	Don Lugo HS
Projection Screen	Da Lite	DK-AL-975-02	Don Lugo HS
Monitor	Apple	214199	Don Lugo HS
Monitor	Dell	110830H0102000	Don Lugo HS
Monitor	Dell	CNOFP816742618203H	Don Lugo HS
TV	Panasonic	C03712	Don Lugo HS
Microwave	GE		Don Lugo HS
Monitor	Apple	10729	Don Lugo HS
Monitor	Dell	CNOC730C716231759188	Don Lugo HS
Monitor	Dell	SNOGFXN474445312A8HS	Don Lugo HS
DVD/VHS	Sonic	16150	Don Lugo HS
Tower			Don Lugo HS
Monitor	View Sonic	QC2073608132	Don Lugo HS
TV	RCA		Don Lugo HS
TV	Panasonic	MC42940434	Don Lugo HS
TV	Panasonic	68AA11117	Don Lugo HS
Printer	HP	CNBSF62668	Don Lugo HS
Monitor	Dell	CNOC730C716231759177	Don Lugo HS
Monitor	Dell		Don Lugo HS
Turntable	Califone	JE-23609	Don Lugo HS



<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Speaker	Califone		Don Lugo HS
Monitor	Apple	18982	Don Lugo HS
Stereo	Califone	A21145	Don Lugo HS
Mega Vox Pro		901369	Don Lugo HS
Monitor	Dell		Don Lugo HS
Video Camera	Panasonic	C02049	Don Lugo HS
Walkie Talkies (3)	Kenwood		Don Lugo HS
Laser Jet	HP		Don Lugo HS
Printer	Xerox	VEE113933	Don Lugo HS
Overhead Projector	3M	18078369	Don Lugo HS
Monitor	Dell	CNOKC0311296359N06TO	Don Lugo HS
Monitor	View Sonic	QBW064820560	Don Lugo HS
Monitor	Dell	CN-008254 -72201	Don Lugo HS
Monitor	Dell		Don Lugo HS
Monitor	View Sonic	AIX032630183	Don Lugo HS
Monitor	Dell		Don Lugo HS
Printer	HP	CNNBD14459	Don Lugo HS
Clock			Don Lugo HS
Monitor	HP	CNK5220M2N	Don Lugo HS
Printer	HP	12692	Don Lugo HS
Monitor	Dell	7257987547	Don Lugo HS
VHS		LOSA52664	Don Lugo HS
Monitor	Bena		Don Lugo HS
Tower	Compaq	PX787AA-ABA	Don Lugo HS
Monitor	View Era		Don Lugo HS
Monitor	View Sonic	QD0065008623	Don Lugo HS
Printer	HP	CNHCSC2127	Don Lugo HS
Tower	HP	3CR136036T	Don Lugo HS
Monitor	HP	CNT136B81	Don Lugo HS
Tower	Dell	5LAXB1	Don Lugo HS
Tower	Dell	66C3KC1	Don Lugo HS
Tower	Dell	3CR13603RA	Don Lugo HS
Tower	Dell	419VN81	Don Lugo HS
Printer	HP	08855	Don Lugo HS
Monitor	View Sonic	37294	Don Lugo HS
Monitor	View Sonic	AS02604839	Don Lugo HS
Tower	Dell	29200	Don Lugo HS
TV	Magnavox		Don Lugo HS
Monitor	Dell	P0329/55215	Don Lugo HS
Monitor	Dell		Don Lugo HS
Speakers (2)	Sony		Don Lugo HS
Monitor	ASUS		Don Lugo HS

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Tower	HP		Don Lugo HS
Tower	Dell	27845	Don Lugo HS
Monitor	View Sonic	PPJOS3400998	Don Lugo HS
Printer	Xerox		Don Lugo HS
Tape Recorder	Box VOR		Don Lugo HS
Computer	View Sonic	A31050342915	Don Lugo HS
Monitor		23948	Don Lugo HS
TV	Zenith	13912	Don Lugo HS
ROX-32	DYMO	92266330209	Don Lugo HS
Monitor	NA	76361820	Don Lugo HS
Dell	Dell Laptop	42699562073	Don Lugo HS
Tower	Dell	30348	Don Lugo HS
Fax Machine	RAM	08198	Don Lugo HS
CD/RW	RW	10847	Don Lugo HS
TV	Zenith	13915	Don Lugo HS
Arturo/MB	MB	0070	Don Lugo HS
Mita/Box			Don Lugo HS
Tower	Dell		Don Lugo HS
Tower	E/tower	QCFA20230800	Don Lugo HS
Tower	HP		Don Lugo HS
Tower			Don Lugo HS
Printer	Epson	NAKP025066	Don Lugo HS
Fan	HP		Don Lugo HS
Tower	HP		Don Lugo HS
Tower	Dell	196CGD1	Don Lugo HS
TV	Sharp	32211	Don Lugo HS
TV	JVC	13939251	Don Lugo HS
Lamp	Leviton		Don Lugo HS
Lamp	Strand	10147	Don Lugo HS
Lamp	Strand	10132	Don Lugo HS
Monitor	View Sonic	GB W064820459	Don Lugo HS
Lamp	Strand	9198	Don Lugo HS
Lamp	Strand	10143	Don Lugo HS
Lamp	Strand	9232	Don Lugo HS
Speaker			Don Lugo HS
Auto Pach	District		Don Lugo HS
Tower			Don Lugo HS
Tower			Don Lugo HS
DVR	Sonic	SLVRIOOO	Don Lugo HS
Lamp	Strand	0055	Don Lugo HS
Lamp	Strand	0079	Don Lugo HS
Monitor	MGC	GRFAC01658970	Don Lugo HS

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Printer Xerox	Phaser 3600	Z9191	Don Lugo HS
TV		A9502212	Don Lugo HS
Monitor			Don Lugo HS
TV	Zenith		Don Lugo HS
TV	Mitsubishi	130105961	Don Lugo HS
EuroKack	Mitsubishi	103106961	Don Lugo HS
Fax	JVC		Don Lugo HS
Camera	RCA	948231601	Don Lugo HS
Speaker	Computer		Don Lugo HS
Monitor	Dell		Don Lugo HS
Fax	Fellowes		Don Lugo HS

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 16, 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>
CC2019-39	Eagle Canyon ES Rain Gutter Installation and Materials	Western Sheet Metals Inc.	\$23,620.40	N/A	\$23,620.40	14

Documentation indicating satisfactory completion and compliance with specifications has been obtained from school site administrator; Alex Rivera, Project Manager; and Martin Silveira, Director, Maintenance, Operations, and Construction.

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**

\$23,620.40 to Deferred Maintenance Fund 14.

NE:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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: RESOLUTIONS 2018/2019-41 AND 2018/2019-42 FOR AUTHORIZATION TO UTILIZE PIGGYBACK CONTRACTS**

=====

**BACKGROUND**

Public Contract Code (PCC) 20111 requires school district governing boards to competitively bid and award any contracts involving an expenditure of more than \$86,000.00 to the lowest responsible bidder.

Notwithstanding PCC 20111, PCC 20118 and Administrative Regulation 3311 state that without advertising for bids and upon a determination that it is in the best interest of the District, the Board may authorize District staff by contract, lease, requisition, or purchase order of another public corporation or agency, to lease data-processing equipment, or to purchase materials, supplies, equipment, automotive vehicles, tractors and other personal property for the District in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor (piggyback).

Alternatively, if there is an existing contract between a public corporation or agency and a vendor for the lease or purchase of personal property, the District may authorize the lease or purchase of personal property directly to the vendor under the same terms that are available to the public corporation or agency under the contract.

Staff requests approval of the following resolutions to provide authorization for the District to participate by piggyback in contracts as itemized below:

<b>Resolution</b>	<b>Contract</b>	<b>Contractor</b>	<b>Description</b>	<b>Term</b>
2018/2019-41	Newport Mesa Unified School District #104-18	Office Depot	Office, School Supplies, and Equipment	3/28/2019-3/27/2020

<b>Resolution</b>	<b>Contract</b>	<b>Contractor</b>	<b>Description</b>	<b>Term</b>
2018/2019-42	California Participating Addendum 3-16-70-0697M	DI Technology Group, Inc. dba Data Impressions	Cisco, Dell, Hewlett Packard (HPE), and Microsoft Computers	10/17/2016-8/31/2021

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolutions 2018/2019-41 and 2018/2019-42 for authorization to utilize piggyback contracts.

**FISCAL IMPACT**

Unknown.

NE:GJS:AGH:pw

**Chino Valley Unified School District  
Resolution 2018/2019-41  
Authorization to Utilize the Newport Mesa Unified School District  
Contract 104-18 With Office Depot  
to Purchase Office, School Supplies, and Equipment  
Through the Piggyback Contract**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure office, school supplies, and equipment for the District;

**WHEREAS**, Newport Mesa Unified School District currently has a piggyback contract, 104-18, in accordance with Public Contract Code 20118 with Office Depot, Inc. that contains the materials, supplies, equipment and/or other personal property the District currently requires;

**WHEREAS**, the board of education of a school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order of any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases from a vendor;

**WHEREAS**, the board of education of a school district is required to make a determination that a purchase and/or lease through a public corporation or agency is in the best interests of the district to take advantage of this exception; and

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of office, school supplies, and equipment through the piggyback contract procured by the Newport Mesa Unified School District Contract 104-18.

**NOW, THEREFORE, BE IT RESOLVED** the Board hereby finds, determines, and declares as follows:

Section 1. Determination re: Recitals. All of the recitals set forth above are true and correct.

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of office, school supplies, and equipment through the piggyback contract originally procured by the Newport Mesa Unified School District Contract 104-18 is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of office, school supplies, and equipment in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the Newport Mesa Unified School District 104-18.

Section 4. Other Actions. The Superintendent or his designee are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, and lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.

Section 5. Effective Date. This resolution shall be effective as of March 28, 2019, for the term ending March 27, 2020.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 16th day of May 2019 by the following vote:

Blair	_____
Cruz	_____
Gagnier	_____
Na	_____
Schaffer	_____

I, Norm Enfield, Ed.D., Secretary of the Chino Valley Unified School District Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in the office of said Board.

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Norm Enfield, Ed.D., Superintendent  
Secretary, Board of Education



**Chino Valley Unified School District  
Resolution 2018/2019-42  
Authorization to Utilize the California Multiple Awards Schedule (CMAS)  
Contract 3-16-70-0697M  
With DI Technology Group, Inc. dba Data Impressions  
to Purchase Cisco, Dell, Hewlett Packard (HPE), and Microsoft Computers  
Through the Piggyback Contract**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure Cisco, Dell, Hewlett Packard (HPE), and Microsoft Computers for the District;

**WHEREAS**, CMAS currently has a piggyback contract, Contract 3-16-70-0697M, in accordance with Public Contract Code 20118 with DI Technology Group, Inc. dba Data Impressions that contains the materials, supplies, equipment and/or other personal property the District currently requires;

**WHEREAS**, the board of education of a school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order of any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases from a vendor;

**WHEREAS**, the board of education of a school district is required to make a determination that a purchase and/or lease through a public corporation or agency is in the best interests of the district to take advantage of this exception; and

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of Cisco, Dell, Hewlett Packard (HPE), and Microsoft Computers through the piggyback contract procured by the CMAS Contract 3-16-70-0697M.

**NOW, THEREFORE, BE IT RESOLVED** the Board hereby finds, determines, and declares as follows:

Section 1. Determination re: Recitals. All of the recitals set forth above are true and correct.

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of Cisco, Dell, Hewlett Packard (HPE), and Microsoft Computers through the piggyback contract originally procured by the CMAS Contract 3-16-70-0697M is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of Cisco, Dell, Hewlett Packard (HPE), and Microsoft Computers in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the CMAS Contract 3-16-70-0697M.

Section 4. Other Actions. The Superintendent or his designee are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, and lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.

Section 5. Effective Date. This resolution shall be effective as of October 17, 2016, for the term ending August 31, 2021.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 16th day of May 2019 by the following vote:

Blair	_____
Cruz	_____
Gagnier	_____
Na	_____
Schaffer	_____

I, Norm Enfield, Ed.D., Secretary of the Chino Valley Unified School District Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in the office of said Board.

---

Norm Enfield, Ed.D., Superintendent  
Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 16, 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: BID 18-19-40F, COUNTRY SPRINGS ES AND ROLLING RIDGE ES INTERIM HOUSING**

=====

**BACKGROUND**

Public Contract Code 20111 requires that contracts for public works exceeding \$15,000.00 be legally advertised and awarded to the lowest responsible bidder, who shall have such surety as the Board requires.

A Notice to Contractors Calling for Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing was Published in the Inland Valley Daily Bulletin on April 2, 2019, and April 9, 2019. Bids were opened at 1:00 p.m. on April 30, 2019. The results are as follows:

<b>Contractor</b>	<b>Bid Amount</b>
KemCorp Construction, Inc.	\$1,994,000.00
Fast Track Construction Corporation	\$2,195,700.00
Hamel Contracting Inc.	\$2,561,591.00
General Consolidated Constructors, Inc.	\$2,998,000.00

The basic scope of work for this project includes site preparation, electrical, low voltage, fire alarm, and audio-visual systems for temporary portable classrooms. Temporary site electrical to provide power for portable classrooms. Asphalt paving and portable classrooms egress.

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

**RECOMMENDATION**

It is recommended the Board of Education award Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing to KemCorp Construction, Inc.

**FISCAL IMPACT**

\$1,994,000.00 to Building Fund 21.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 16, 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: SUBCONTRACTOR SUBSTITUTION FOR BID 18-19-40F, COUNTRY SPRINGS ES AND ROLLING RIDGE ES INTERIM HOUSING**

=====

**BACKGROUND**

On May 16, 2019, the Board of Education approved the award of Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing to KemCorp Construction, Inc. This contractor has requested a subcontractor substitution of Access Electric, Inc., the subcontractor responsible for the electrical and low voltage portion of the bid package.

This substitution was requested because Access Electric, Inc. was inadvertently listed by KemCorp Construction, Inc. as the electrical subcontractor on this project. Access Electric, Inc. has agreed to the substitution of subcontractors and subsequently submitted a Letter of Withdrawal to the District.

KemCorp Construction, Inc. will be using RDM Electric, Inc., to complete the electrical and low voltage scope of work on the project at no additional cost to the District.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Subcontractor Substitution for Bid 18-19-40F, Country Springs ES and Rolling Ridge ES Interim Housing.

**FISCAL IMPACT**

None.

NE:GJS:AGH:pw

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**DATE:** May 16, 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: REQUEST FOR PROPOSALS 18-19-37, RELOCATON (MOVING) SERVICES**

=====

**BACKGROUND**

The Request for Proposals (RFP) process requires vendors to submit proposals within a framework created to fit the District’s unique needs. The District is able to customize the services to be purchased on its specific needs, receive better responses, screen vendors more effectively, and ultimately receive a better product or solution for less money.

RFP 18-19-37, Relocation (Moving) Services was published in the Inland Valley Daily Bulletin on March 29, 2019, and April 5, 2019. Proposals were opened at 10:00 a.m. on April 15, 2019. The companies submitting proposals to be considered were Beltmann Relocation Group and Corovan Moving & Storage.

The basic scope of work for this RFP includes relocation (moving) services: furnishing of equipment, supplies, and crews as required by the District for the physical relocation of offices, workstations, and classrooms within the District.

The criteria used to evaluate the RFP’s were: price, 50%; prior experience, 30%; local contacts/team, 10%; and responsiveness to company experience, background, and financial health, 10%.

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

**RECOMMENDATION**

It is recommended the Board of Education award RFP 18-19-37, Relocation (Moving) Services to Beltmann Relocation Group and Corovan Moving & Storage.

**FISCAL IMPACT**

As needed/per rate sheet to Building Fund 21.

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**DATE:** May 16, 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**

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**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>
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**CERTIFICATED PERSONNEL FOR THE 2018/2019 SCHOOL YEAR**

**RETIREMENTS**

NIEBLAS, Lorraine (30 years of service)	Elementary Teacher	Cattle ES	06/01/2019
EDWARDS, Gladys (28 years of service)	Assistant Principal-JHS	Canyon Hills JHS	06/13/2019

**RESIGNATIONS**

DANIELS, Shana	Elementary Teacher	Cattle ES	05/31/2019
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**CLOSING OF OFFICIAL RECORDS**

SELTZER, Michael	Special Education Teacher	Chino HS	04/15/2019
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**CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2019/2020 SCHOOL YEAR**

**CHANGE IN ASSIGNMENT FOR THE 2019/2020 SCHOOL YEAR**

CORDERO, Ibis	FROM: Assistant Principal - ES TO: Teacher on Assignment	Newman ES Access & Equity	07/01/2019
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**APPOINTMENT – SUMMER SCHOOL ADMINISTRATORS**

FROMDAHL, Julie	Principal	Buena Vista HS	06/26/2019
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**APPOINTMENT – SUMMER SCHOOL TEACHERS**

REYES, Albert	Art Fundamentals	Don Lugo HS	06/07/2019
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**APPOINTMENT – SUMMER SCHOOL TEACHERS – EXTENDED SCHOOL YEAR**

LOPEZ, Monica	M/S 9 <sup>th</sup> – 12 <sup>th</sup> Grade	Ayala HS	06/07/2019
IOSSIF, Italia	M/M 7 <sup>th</sup> – 8 <sup>th</sup> Grade	Don Lugo HS	06/05/2019

**APPOINTMENT – EXTRA DUTY**

ALLEN, Jeffrey	Track & Field (B)	Ayala HS	05/17/2019
AMELUXEN, John	Softball (B)	Ayala HS	05/17/2019
ANTON, Racquel (NBM)	Water Polo (B)	Ayala HS	05/17/2019
BECKHART, Peter (NBM)	Band (B)	Ayala HS	05/17/2019

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**APPOINTMENT – EXTRA DUTY** (cont.)

BHATT, Sameer	Boys Basketball (B)	Ayala HS	05/17/2019
BLUTO, Tristan (NBM)	Band (B)	Ayala HS	05/17/2019
BRIGGS, Gary (NBM)	Band (B)	Ayala HS	05/17/2019
BUI, Victor (NBM)	Band (B)	Ayala HS	05/17/2019
CAMPBELL, Amy	Softball (B)	Ayala HS	05/17/2019
CAPPS, Ronald	Golf (B)	Ayala HS	05/17/2019
CARRASCO, Zachary (NBM)	Band (B)	Ayala HS	05/17/2019
CROOK, Keila (NBM)	Band (B)	Ayala HS	05/17/2019
DELEON, Kiana (NBM)	Girls Soccer (B)	Ayala HS	05/17/2019
DIMARCO, Tonino (NBM)	Cross Country (B)	Ayala HS	05/17/2019
DIMARCO, Tonino (NBM)	Track & Field (B)	Ayala HS	05/17/2019
DONOVAN, Kenny	Golf (B)	Ayala HS	05/17/2019
DURAN, Elliott (NBM)	Band (B)	Ayala HS	05/17/2019
ENRIQUEZ, Jennifer	Track & Field (B)	Ayala HS	05/17/2019
FLORES, Bryan	Boys Basketball (B)	Ayala HS	05/17/2019
GANCZ, Gerardo	Boys Basketball (B)	Ayala HS	05/17/2019
GIBO, Paige (NBM)	Swim (B)	Ayala HS	05/17/2019
GOMEZ, Noe (NBM)	Band (B)	Ayala HS	05/17/2019
GONZALEZ, Jesus (NBM)	Girls Soccer (B)	Ayala HS	05/17/2019
GRACIA III, Arthur	Football (B)	Ayala HS	05/17/2019
GRACIA III, Arthur	Baseball (B)	Ayala HS	05/17/2019
HARO Jr., Ruben (NBM)	Girls Basketball (B)	Ayala HS	05/17/2019
HARRIS, Brian (NBM)	Girls Basketball (B)	Ayala HS	05/17/2019
HERNANDEZ, Matthew (NBM)	Band (B)	Ayala HS	05/17/2019
IBARRA, Jasmine (NBM)	Band (B)	Ayala HS	05/17/2019
JACKSON, Norman (NBM)	Band (B)	Ayala HS	05/17/2019
JAGERMAN, Jonathan (NBM)	Band (B)	Ayala HS	05/17/2019
JUAREZ, Jorge (NBM)	Baseball (B)	Ayala HS	05/17/2019
KEVAL, Vikash (NBM)	Boys Basketball (B)	Ayala HS	05/17/2019
KLEIBACKER, Christian	Track & Field (B)	Ayala HS	05/17/2019
KUHN, Dylan	Baseball (B)	Ayala HS	05/17/2019
LEACH, Jonathan (NBM)	Baseball (B)	Ayala HS	05/17/2019
LIBBY, Gary	Baseball (B)	Ayala HS	05/17/2019
LONG, Eric	Boys Soccer (B)	Ayala HS	05/17/2019
LOPEZ, Erik (NBM)	Wrestling (B)	Ayala HS	05/17/2019
LUNCZ, Pamela	Swim (B)	Ayala HS	05/17/2019
MARCEAU, Paul	Swim (B)	Ayala HS	05/17/2019
MARIN, Oscar (NBM)	Boys Soccer (B)	Ayala HS	05/17/2019
MCGUIRE, Bradley	Baseball (B)	Ayala HS	05/17/2019
MCLAURIN, Ernest (NBM)	Band (B)	Ayala HS	05/17/2019
NGUYEN, Jimmy (NBM)	Band (B)	Ayala HS	05/17/2019



**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**APPOINTMENT – EXTRA DUTY** (cont.)

NGUYEN, Vincent (NBM)	Tennis (B)	Ayala HS	05/17/2019
OJINAGA, Paulette	Tennis (B)	Ayala HS	05/17/2019
ORDONEZ, Andrew (NBM)	Band (B)	Ayala HS	05/17/2019
PARKS, Ryan (NBM)	Football (B)	Ayala HS	05/17/2019
PARKS, Ryan (NBM)	Track & Field (B)	Ayala HS	05/17/2019
PATINO, Marc	Baseball (B)	Ayala HS	05/17/2019
PEZZOLLA, Amber	Water Polo (B)	Ayala HS	05/17/2019
RAMIREZ, Brandi (NBM)	Band (B)	Ayala HS	05/17/2019
RAMIREZ, Mario (NBM)	Band (B)	Ayala HS	05/17/2019
REEVES, Matthew	Cheer (B)	Ayala HS	05/17/2019
SAIZ, Manuel	Football (B)	Ayala HS	05/17/2019
SAIZ, Manuel	Track & Field (B)	Ayala HS	05/17/2019
SCHUSTER, Chet (NBM)	Swim (B)	Ayala HS	05/17/2019
SJOL, Adam	Swim (B)	Ayala HS	05/17/2019
SMITH, Cambria (NBM)	Girls Soccer (B)	Ayala HS	05/17/2019
STAYKOVA, Krasimira (NBM)	Band (B)	Ayala HS	05/17/2019
STRONG, Frank (NBM)	Football (B)	Ayala HS	05/17/2019
THOMSON, Catherine (NBM)	Cheer (B)	Ayala HS	05/17/2019
ULLMANN, Matthew	Cross Country (B)	Ayala HS	05/17/2019
ULLMANN, Matthew	Track & Field (B)	Ayala HS	05/17/2019
URENA, Luis	Football (B)	Ayala HS	05/17/2019
URENA, Luis	Boys Soccer (B)	Ayala HS	05/17/2019
VAN DERPOEL, Darren (NBM)	Band (B)	Ayala HS	05/17/2019
VOGT, Christopher	Baseball (B)	Ayala HS	05/17/2019
WICKS, Jonathan (NBM)	Band (B)	Ayala HS	05/17/2019
WILCOX, Eric (NBM)	Band (B)	Ayala HS	05/17/2019
YOUNG, Wayne (NBM)	Softball (B)	Ayala HS	05/17/2019
ZARATE, Abby (NBM)	Band (B)	Ayala HS	05/17/2019
ANA, James (NBM)	Band (B)	Chino HS	05/17/2019
ANGULO, Alex	Wrestling (B)	Chino HS	05/17/2019
AYALA, Perla (NBM)	Band (B)	Chino HS	05/17/2019
BEAUDION, Joseph (NBM)	Football (B)	Chino HS	05/17/2019
BOUNDS, Kaci (NBM)	Band (B)	Chino HS	05/17/2019
BRANSKE, Garrett (NBM)	Baseball (B)	Chino HS	05/17/2019
BRITTEN, Kevin	Track & Field (B)	Chino HS	05/17/2019
CARPENTER, Justin (NBM)	Band (B)	Chino HS	05/17/2019
CASTANEDA, Hannah (NBM)	Tennis (B)	Chino HS	05/17/2019
CASTANEDA, Saray (NBM)	Girls Soccer (B)	Chino HS	05/17/2019
CHAVEZ, John (NBM)	Football (B)	Chino HS	05/17/2019
COLINCO, Clyde	Golf (B)	Chino HS	05/17/2019
COLTON, Danny (NBM)	Track & Field (B)	Chino HS	05/17/2019

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**APPOINTMENT – EXTRA DUTY** (cont.)

CONDE, Alejandra (NBM)	Band (B)	Chino HS	05/17/2019
CRAWFORD, Kendall (NBM)	Band (B)	Chino HS	05/17/2019
CROCKEM, Ronald (NBM)	Track & Field (B)	Chino HS	05/17/2019
DAVIS, Jonathan	Girls Basketball (B)	Chino HS	05/17/2019
DELEON, Andrew (NBM)	Football (B)	Chino HS	05/17/2019
DIAZ III, Jorge (NBM)	Girls Soccer (B)	Chino HS	05/17/2019
DINKEL, Brian (NBM)	Band (B)	Chino HS	05/17/2019
FERNANDEZ, Amber (NBM)	Softball (B)	Chino HS	05/17/2019
GAMBOA, Alysia (NBM)	Girls Basketball (B)	Chino HS	05/17/2019
GEORGE, Miles (NBM)	Football (B)	Chino HS	05/17/2019
GLEESON, Megan (NBM)	Cross Country (B)	Chino HS	05/17/2019
GLEESON, Megan (NBM)	Track & Field (B)	Chino HS	05/17/2019
GODINHO, Brooke (NBM)	Water Polo (B)	Chino HS	05/17/2019
GODINHO, Brooke (NBM)	Swim (B)	Chino HS	05/17/2019
GONZALEZ, Jorge (NBM)	Baseball (B)	Chino HS	05/17/2019
GUERRERO, Brianna (NBM)	Band (B)	Chino HS	05/17/2019
HERMAN, Steven (NBM)	Band (B)	Chino HS	05/17/2019
HINKLE, Michael	Tennis (B)	Chino HS	05/17/2019
HUTSON, Lauren (NBM)	Band (B)	Chino HS	05/17/2019
KEYS, Kennette (NBM)	Band (B)	Chino HS	05/17/2019
LAROSA, Joseph (NBM)	Football (B)	Chino HS	05/17/2019
LAROSA, Vince (NBM)	Football (B)	Chino HS	05/17/2019
LEDESMA, Matthew (NBM)	Wrestling (B)	Chino HS	05/17/2019
LEON, Adam (NBM)	Water Polo (B)	Chino HS	05/17/2019
LOBO Jr., Frank (NBM)	Baseball (B)	Chino HS	05/17/2019
LOBO, Frank (NBM)	Baseball (B)	Chino HS	05/17/2019
LYNCH, LaKecia (NBM)	Track & Field (B)	Chino HS	05/17/2019
MACHUCA, Fabian (NBM)	Boys Soccer (B)	Chino HS	05/17/2019
MONTOYA, Carlos (NBM)	Football (B)	Chino HS	05/17/2019
MURILLO, Daniel (NBM)	Football (B)	Chino HS	05/17/2019
MURILLO, Daniel (NBM)	Track & Field (B)	Chino HS	05/17/2019
NGUYEN, Jimmy (NBM)	Band (B)	Chino HS	05/17/2019
OCHOA, Daniella (NBM)	Softball (B)	Chino HS	05/17/2019
OVALLE, Manuel (NBM)	Boys Soccer (B)	Chino HS	05/17/2019
PARRELL, Jessica (NBM)	Track & Field (B)	Chino HS	05/17/2019
PEREZ, Evan (NBM)	Band (B)	Chino HS	05/17/2019
PHELAN, Brian (NBM)	Football (B)	Chino HS	05/17/2019
PRATT, Joshua (NBM)	Tennis (B)	Chino HS	05/17/2019
PITCHFORD, Julianne (NBM)	Band (B)	Chino HS	05/17/2019
ROBINSON, Cory (NBM)	Band (B)	Chino HS	05/17/2019
ROSALEZ, Victor (NBM)	Boys Soccer (B)	Chino HS	05/17/2019

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT – EXTRA DUTY</u></b> (cont.)			
SANDERS, Branden (NBM)	Boys Basketball (B)	Chino HS	05/17/2019
SANSUR, Jorge (NBM)	Football (B)	Chino HS	05/17/2019
STARICKA, Damian	Girls Basketball (B)	Chino HS	05/17/2019
STWERTNIK, Demi (NBM)	Girls Soccer (B)	Chino HS	05/17/2019
SURINA, John (NBM)	Baseball (B)	Chino HS	05/17/2019
SURINA, Michael	Baseball (B)	Chino HS	05/17/2019
SURINA, Patrick (NBM)	Golf (B)	Chino HS	05/17/2019
SURINA, Patrick (NBM)	Girls Basketball (B)	Chino HS	05/17/2019
TELLO III, Tom (NBM)	Football (B)	Chino HS	05/17/2019
TORRES, Peter (NBM)	Cross Country (B)	Chino HS	05/17/2019
TORRES, Peter (NBM)	Track & Field (B)	Chino HS	05/17/2019
URIAS, Samuel (NBM)	Boys Soccer (B)	Chino HS	05/17/2019
WUERTZ, Sarah (NBM)	Swim (B)	Chino HS	05/17/2019
WUERTZ, Sarah (NBM)	Water Polo (B)	Chino HS	05/17/2019
YEWMAN, Aaron (NBM)	Band (B)	Chino HS	05/17/2019
YOUNG, Devan (NBM)	Wrestling (B)	Chino HS	05/17/2019
ZURILGEN, Ashlynn (NBM)	Softball (B)	Chino HS	05/17/2019
AGUILAR, Jianna (NBM)	Athletic Trainer (B)	Chino Hills HS	05/17/2019
BALL, Amanda (NBM)	Girls Soccer (B)	Chino Hills HS	05/17/2019
BARCENAS, Ruben (NBM)	Boys Basketball (B)	Chino Hills HS	05/17/2019
BARCENAS, Ruben (NBM)	Softball (B)	Chino Hills HS	05/17/2019
BUSCH, Phillip (NBM)	Football (B)	Chino Hills HS	05/17/2019
CABADO, Kenneth (NBM)	Boys Basketball (B)	Chino Hills HS	05/17/2019
CALLES, Scott (NBM)	Football (B)	Chino Hills HS	05/17/2019
CARDENAS CASILLAS, Luis (NBM)	Band (B)	Chino Hills HS	05/17/2019
DELOYE, Amber (NBM)	Swim (B)	Chino Hills HS	05/17/2019
DUARTE, Tass (NBM)	Band (B)	Chino Hills HS	05/17/2019
ESPINOSA, Jose	Baseball (B)	Chino Hills HS	05/17/2019
ESPINOSA, Jose	Football (B)	Chino Hills HS	05/17/2019
FRANKLIN, Daniel	Baseball (B)	Chino Hills HS	05/17/2019
FULLERTON, Keith	Baseball (B)	Chino Hills HS	05/17/2019
GOMEZ III, Juventino (NBM)	Wrestling (B)	Chino Hills HS	05/17/2019
GONZALEZ, Brandon (NBM)	Softball (B)	Chino Hills HS	05/17/2019
GRANT, Donald	Boys Basketball (B)	Chino Hills HS	05/17/2019
HARTMAN, Chadd (NBM)	Band (B)	Chino Hills HS	05/17/2019
HAYASHIDA, Kiana (NBM)	Volleyball (B)	Chino Hills HS	05/17/2019
HOENISCH, Brad (NBM)	Softball (B)	Chino Hills HS	05/17/2019
IVES, Merrick (NBM)	Girls Soccer (B)	Chino Hills HS	05/17/2019
JOHNSON, Keland (NBM)	Football (B)	Chino Hills HS	05/17/2019
JONES, Brian (NBM)	Cheer (B)	Chino Hills HS	05/17/2019
KENT, Shannon (NBM)	Girls Soccer (B)	Chino Hills HS	05/17/2019

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT – EXTRA DUTY</u></b> (cont.)			
LATIMORE, Dennis	Boys Basketball (B)	Chino Hills HS	05/17/2019
LAVIGNE, Jordin (NBM)	Cheer (B)	Chino Hills HS	05/17/2019
LEBEOUF, Brian (NBM)	Football (B)	Chino Hills HS	05/17/2019
LONG, Debra (NBM)	Wrestling (B)	Chino Hills HS	05/17/2019
LOPEZ, Garret (NBM)	Band (B)	Chino Hills HS	05/17/2019
LOZA, Trevin (NBM)	Football (B)	Chino Hills HS	05/17/2019
MAIZLAND, Marrissa (NBM)	Cheer (B)	Chino Hills HS	05/17/2019
MAPES, John (NBM)	Band (B)	Chino Hills HS	05/17/2019
MISAWA, Keane	Golf (B)	Chino Hills HS	05/17/2019
NAQUIN, Taylor (NBM)	Cheer (B)	Chino Hills HS	05/17/2019
PALMER, Robert	Baseball (B)	Chino Hills HS	05/17/2019
PATUANO, Matthew (NBM)	Football (B)	Chino Hills HS	05/17/2019
PERREAULT, Brian (NBM)	Boys Soccer (B)	Chino Hills HS	05/17/2019
PLASCENCIA, Andy	Girls Soccer (B)	Chino Hills HS	05/17/2019
PLASCENCIA, Emmanuel (NBM)	Girls Soccer (B)	Chino Hills HS	05/17/2019
PLAYER, Scott (NBM)	Swim (B)	Chino Hills HS	05/17/2019
REINA, Gerald (NBM)	Football (B)	Chino Hills HS	05/17/2019
RICO, Jessica (NBM)	Band (B)	Chino Hills HS	05/17/2019
RILEY, Jeremy (NBM)	Band (B)	Chino Hills HS	05/17/2019
RIVAS, Brisa	Tennis (B)	Chino Hills HS	05/17/2019
RUSSELL, Cory (NBM)	Swim (B)	Chino Hills HS	05/17/2019
RUSSELL, Cory (NBM)	Water Polo (B)	Chino Hills HS	05/17/2019
SANFORD, Michael ((NBM)	Football (B)	Chino Hills HS	05/17/2019
SANTOS, Remencito (NBM)	Boys Basketball (B)	Chino Hills HS	05/17/2019
SARAVIA, Ervin (NBM)	Tennis (B)	Chino Hills HS	05/17/2019
SAVAGE, Erik (NBM)	Football (B)	Chino Hills HS	05/17/2019
SETT, Wai (NBM)	Boys Basketball (B)	Chino Hills HS	05/17/2019
SIMS, Marcus (NBM)	Baseball (B)	Chino Hills HS	05/17/2019
SIMS, Melvin (NBM)	Boys Basketball (B)	Chino Hills HS	05/17/2019
STANFORD, Ronald	Swim (B)	Chino Hills HS	05/17/2019
STEVENS, Christopher	Football (B)	Chino Hills HS	05/17/2019
TERRY, Mykeal	Boys Soccer (B)	Chino Hills HS	05/17/2019
TERRY, Mykeal	Baseball (B)	Chino Hills HS	05/17/2019
TERRY, Mykeal	Football (B)	Chino Hills HS	05/17/2019
URBINA Jr., Erick (NBM)	Band (B)	Chino Hills HS	05/17/2019
VARELA, Allen (NBM)	Baseball (B)	Chino Hills HS	05/17/2019
VASQUEZ Jr., George (NBM)	Football (B)	Chino Hills HS	05/17/2019
ZHUANG, Jimmy (NBM)	Girls Basketball (B)	Chino Hills HS	05/17/2019
ASHFORD, Mark (NBM)	Football (B)	Don Lugo HS	05/17/2019
FINCH, Richard	Football (B)	Don Lugo HS	05/17/2019
GANO, Greg	Football (B)	Don Lugo HS	05/17/2019

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT – EXTRA DUTY</u></b> (cont.)			
HERNANDEZ, Carlos (NBM)	Football (B)	Don Lugo HS	05/17/2019
KIM, Jae (NBM)	Football (B)	Don Lugo HS	05/17/2019
MEZA, Hope (NBM)	Girls Tennis (B)	Don Lugo HS	05/17/2019
PANATTONI, Jody (NBM)	Football (B)	Don Lugo HS	05/17/2019
ROBLES, Daniel	Football (B)	Don Lugo HS	05/17/2019
ROY, Alex (NBM)	Football (B)	Don Lugo HS	05/17/2019
ASHFORD, Mark (NBM)	Baseball (B)	Don Lugo HS	05/17/2019
AYALA, Joshua (NBM)	Wrestling (B)	Don Lugo HS	05/17/2019
BARAJAS, Enrique (NBM)	Water Polo (B)	Don Lugo HS	05/17/2019
BARAJAS, Yuleisi (NBM)	Water Polo (B)	Don Lugo HS	05/17/2019
BAYLON, Cherry (NBM)	Volleyball (B)	Don Lugo HS	05/17/2019
BELLOSO, Rodrigo	Girls Basketball (B)	Don Lugo HS	05/17/2019
BOYER, Francisco (NBM)	Boys Basketball (B)	Don Lugo HS	05/17/2019
BOYER, Francisco (NBM)	Softball (B)	Don Lugo HS	05/17/2019
BUSCH, Nikki	Golf (B)	Don Lugo HS	05/17/2019
CANTOS, Odyssees	Track & Field (B)	Don Lugo HS	05/17/2019
CELESTINO, Lisbet (NBM)	Water Polo (B)	Don Lugo HS	05/17/2019
CELESTINO, Lisbet (NBM)	Swim (B)	Don Lugo HS	05/17/2019
CELESTINO, Raquel (NBM)	Water Polo (B)	Don Lugo HS	05/17/2019
CELESTINO, Raquel (NBM)	Swim (B)	Don Lugo HS	05/17/2019
CRAWFORD, Timothy (NBM)	Track & Field (B)	Don Lugo HS	05/17/2019
DELEON, Joe (NBM)	Boys Basketball (B)	Don Lugo HS	05/17/2019
DELEON, Steven	Boys Basketball (B)	Don Lugo HS	05/17/2019
FAVELA, Serena (NBM)	Volleyball (B)	Don Lugo HS	05/17/2019
FINCH, Richard	Baseball (B)	Don Lugo HS	05/17/2019
GANO, Greg	Softball (B)	Don Lugo HS	05/17/2019
GONZALES, Michael (NBM)	Football (B)	Don Lugo HS	05/17/2019
GUTIERREZ, Mark (NBM)	Wrestling (B)	Don Lugo HS	05/17/2019
HERNANDEZ, Carlos (NBM)	Softball (B)	Don Lugo HS	05/17/2019
HERNANDEZ, Carlos (NBM)	Wrestling (B)	Don Lugo HS	05/17/2019
HIGHSTREET, Eric	Baseball (B)	Don Lugo HS	05/17/2019
JENSEN, Gage (NBM)	Girls Soccer (B)	Don Lugo HS	05/17/2019
JUAREZ CEBALLOS, Marcos (NBM)	Boys Soccer (B)	Don Lugo HS	05/17/2019
KIM, Jae (NBM)	Tennis (B)	Don Lugo HS	05/17/2019
KUSHKAKI, Ehssanullah (NBM)	Boys Soccer (B)	Don Lugo HS	05/17/2019
LEPP, Marcus (NBM)	Football (B)	Don Lugo HS	05/17/2019
LIZER, Toby	Water Polo (B)	Don Lugo HS	05/17/2019
LIZER, Toby	Swim (B)	Don Lugo HS	05/17/2019
ORDONEZ, Reggie (NBM)	Band (B)	Don Lugo HS	05/17/2019
PINEDA, Alana (NBM)	Band (B)	Don Lugo HS	05/17/2019
POLITE, Coby	Cross Country (B)	Don Lugo HS	05/17/2019

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT – EXTRA DUTY</u></b> (cont.)			
POLITE, Coby	Track & Field (B)	Don Lugo HS	05/17/2019
REITER III, Francis (NBM)	Track & Field (B)	Don Lugo HS	05/17/2019
ROBLEDO, Gorge (NBM)	Wrestling (B)	Don Lugo HS	05/17/2019
ROBLES, Daniel	Softball (B)	Don Lugo HS	05/17/2019
ROY, Alex (NBM)	Track & Field (B)	Don Lugo HS	05/17/2019
SINGLETON, Carlyle (NBM)	Girls Basketball (B)	Don Lugo HS	05/17/2019
SWIFT, Micah	Track & Field (B)	Don Lugo HS	05/17/2019
SWIFT, Micah	Boys Soccer (B)	Don Lugo HS	05/17/2019
VALENZUELA, Joseph (NBM)	Band (B)	Don Lugo HS	05/17/2019
VERASTEGUI, Christopher (NBM)	Band (B)	Don Lugo HS	05/17/2019
WALTZ, Dean (NBM)	Boys Basketball (B)	Don Lugo HS	05/17/2019
WALTZ, Dean (NBM)	Girls Basketball (B)	Don Lugo HS	05/17/2019
WALTZ, Eric (NBM)	Boys Basketball (B)	Don Lugo HS	05/17/2019
WALTZ, Eric (NBM)	Girls Basketball (B)	Don Lugo HS	05/17/2019
ZAMORA, Nestor (NBM)	Baseball (B)	Don Lugo HS	05/17/2019

**APPOINTMENT - EXTRA DUTY - ACTIVITIES**

KEUROGHELIAN, Shant	Assistant Band Director	Ayala HS	05/17/2019
		TOTAL:	\$ 282.00

**CLASSIFIED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**CLASSIFIED MANAGEMENT SALARY SCHEDULE**

**RESIGNATION**

AULD-WRIGHT, Kelly	Occupational Therapist (SELPA/GF)	Special Education	06/30/2019
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**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE**

**APPOINTMENT**

CORTEZ, Blanca	Custodian I (GF)	Newman ES	05/17/2019
GALAZ, Elvira	Health Technician (GF)	Walnut ES	05/17/2019
MANGOLD, Misty	Central Kitchen Assistant I (NS)	Magnolia JHS	05/17/2019
SORIANO, Micaela	Typist Clerk II (GF)	Chino Hills HS	05/28/2019
LAMAS, Gabriela	Account Clerk III (GF)	Business Services	05/17/2019
TABING, Allan	Junior Database Administrator (GF)	Technology	05/28/2019

**PROMOTION**

BILLINGS, Lisa	FROM: IA/Special Education (SELPA/GF) 5 hrs./181 work days	Ayala HS	05/17/2019
	TO: Typist Clerk II (GF) 8 hrs./201 work days	Ayala HS	
ALLBRIGHT, Michelle	FROM: Counseling Assistant (GF) 8 hrs./205 work days TO: Administrative Secretary I CSEA (GF) 8 hrs./261 contract days	Alternative Education Assessment & Instructional Technology	05/17/2019
DOMINGUEZ, Irene	FROM: IA/Computer Assisted Instruction (SELPA/GF) 6 hrs./181 work days	Special Education	05/17/2019
	TO: Typist Clerk II (SELPA/GF) 8 hrs./261 contract days	Special Education	

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT - SUPPLEMENTAL INSTRUCTION - SUMMER SCHOOL</u></b>			
VALADEZ, Christian	Custodian I (SS)	Newman ES	06/06/2019
CONTRERAS, Lisa	Licensed Vocational Nurse (SS)	Walnut	06/06/2019
NIXON, Angie	School Secretary I (SS)	Ayala HS	06/05/2019
RIOS, Martha	Nutrition Services Assistant I (SS)	Ayala HS	06/06/2019
GARCIA, Marcial	Security Person (SS)	Chino Hills HS	06/10/2019
GONZALEZ, Martha	Secondary Library/Media Center Assistant (SS)	Chino Hills HS	05/20/2019
PARKER, Maria	High School Receptionist (SS)	Chino Hills HS	06/07/2019
SCHMIDT, Destoni	Playground Supervisor (SS)	Don Lugo HS	06/06/2019
LEON, Belen	Nutrition Services Assistant I (SS)	Nutrition Services	06/10/2019
AVILA, Veronica	IA/Special Ed./SH (SS)	Special Education	06/06/2019
BABEY, Jessica	IA/Special Ed. (SS)	Special Education	06/07/2019
BYRNE, Sherie	IA/Special Ed. (SS)	Special Education	06/06/2019
CARRUTHERS, Michelle	IA/Special Ed./SH (SS)	Special Education	06/06/2019
JEPEWAY, Gwen	IA/Special Ed./SH (SS)	Special Education	06/06/2019
LARA BECERRA, Michelle	IA/Special Ed./SH (SS)	Special Education	06/06/2019
LOPEZ, Elizabeth	IA/Special Ed./SH (SS)	Special Education	06/11/2019
MIER, Sylvia	IA/Special Ed. (SS)	Special Education	06/06/2019
SISSUNG, Alissa	IA/Special Ed./SH (SS)	Special Education	06/07/2019

**RELEASE OF PROBATIONARY EMPLOYEE WITHOUT PREJUDICE**

Employee #26613			05/01/2019
Employee #27292			05/02/2019

**RESIGNATION**

HUNT, Brandy	IA/Special Education/SH (SELPA/GF)	Chaparral ES	04/19/2019
LIAO, Ja-Hwei	IA/Biling.-Bilit. Mandarin (ABG)	Adult School	05/23/2019
FIERRO, Cherryle	Bus Driver (GF)	Transportation	05/02/2019

**RETIREMENT**

MICKELSON, Ruth (15 Years of Service)	Elementary Library/Media Center Assistant	Borba ES	06/28/2019
LEE, Dineen (18 Years of Service)	Typist Clerk II (GF)	Eagle Canyon ES	06/19/2019



**CLASSIFIED PERSONNEL** (cont.)

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

BLOM, Heather	IA/Special Education/SH	Briggs K-8
AMOS, Catherine	IA/Special Education/SH	Country Springs ES

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

SMITH, Dwayne

**APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2019, THROUGH JUNE 30, 2020**

ALEXANDRESCU, Mary	BALLESTEROS, Venus	BARR, Natalie
BARRAGAN, Gabriela	BAYONA, Karen	BETANCOURT, Caroline
BOTELLO, Jessica	BURKEY, Lisa	CANSECO, Hilda
CORTEZ, Jeannie	CUMMINS, Elidia	DAMICO, Sandra
DELLA MARNA, Eric	DORADO, Adrian	DRUMMOND, Pamela
ESPARZA BARROSO, Wendy	ESSLINGER, Samantha	EVANS, Justin
FREUDE, Amy	GALLEGOS, Erik	GINES, Stacie
GUTIERREZ, Lacey	GUTIERREZ, Ryan	HAMILTON, Bernice
HERRERA, Lucy	HILL, Kimberly	HOLIDAY, Joy
HORN, Sheila	HOUDETSANAKIS, Andrea	IASPARRO, Lesa
KLUCK, Kathleen	LONDON, Bonny	LONGEROT-MARTINI, Deborah
MCCOOL, Bonnie	MEDRANO, Jasmine	MISSERI, Monica
MONROY, Andrew	MOORE, JoAnna	MUNOZ, Yizel
NAKASAKI, Nadine	NOETZEL, Xochitl	ORTEGA, Victoria
PAPPAS, Beatrice	PEREZ, Naomi	RAMOS, Erica
RODRIGUEZ, Adrian	ROMERO, Ramona	SCHARTAU, Karen
SCHWARTZMEYER, Nanette	SILVA, Rayleen	SIN, Carol
SMITH, Dwayne	SONGCO, Margarita	SOTO, Beatrice
SOUSA, Vitalina	THEDFORD, Christine	ULTRERAS, Kristy
VAKA, Nancy	VILLARREAL, Cynthia	VIS, Cathy
WHITAKER, Kimberly	WILSON, Dyana	YAMAS-ALONZO, Andrea

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 16, 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 TEACHING AND FIELDWORK AGREEMENT WITH  
BRANDMAN UNIVERSITY**

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**BACKGROUND**

Student teachers 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 teaching and fieldwork agreement with Brandman University.

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 teaching and fieldwork agreement with Brandman University.

**FISCAL IMPACT**

None.

NE:RR:FA:IB:mcm



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## SUPERVISED FIELDWORK AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Chino Valley Unified School District Campus.

<b>TEACHER EDUCATION</b>	<input checked="" type="checkbox"/>	<b>SCHOOL PSYCHOLOGY</b>	<input checked="" type="checkbox"/>
<b>SCHOOL COUNSELING</b>	<input checked="" type="checkbox"/>	<b>EDUCATION ADMINISTRATION</b>	<input checked="" type="checkbox"/>

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Chino Valley Unified School District, hereinafter called "FIELDWORK SITE."

### I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of finger print clearance.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

### II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- B. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.
- C. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

- D. To provide for emergency health care of the student in case of accident at the expense of the student.
- E. To provide all participating students with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- F. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- G. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE'S supervision of UNIVERSITY students.

### **III. THE PARTIES MUTUALLY AGREE**

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of a student, the FIELDWORK SITE shall consult with the UNIVERSITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or student teaching assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reasons why the FIELDWORK SITE desires to have the student withdrawn.
- C. Neither party shall discriminate in the assignment of students on the basis of race, color, disability, sex, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents, employees, or students.
- E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its agencies and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the UNIVERSITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.
- F. The parties agree that the students are considered learners who are fulfilling specific requirements for field experiences as part of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, students are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training.

The parties mutually agree each shall provide and maintain the following minimum insurance or self-insurance acceptable to both parties: Upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement.

**General Liability:**

- A. Commercial General Liability with a \$1,000,000, and \$1,000,000 Aggregate per occurrence for Bodily Injury, Personal and Advertising Injury and Property Damage.
- B. University's insurance to be primary and non-contributory.
- C. 30-day notice of intent to cancel, non-renew, or make material change in coverage.
- D. Chino Valley Unified School District and CSRM JPA to be named as "Additional Insured."
- E. Executed Indemnity and Hold Harmless Agreement or substantial similar provisions should be included in the contract.

**Professional Liability:**

- A. \$1,000,000 Errors & Omissions Insurance or Professional Liability.
- B. 30-day notice of intent to cancel, non-renew or make material change in coverage.
- C. Executed Indemnity and Hold Harmless Agreement or substantial similar provisions should be included in the contract.
- D. "Additional Insured" is not required.

**Workers' Compensation/Employer's Liability:**

- A. Certificate of Insurance indicating "statutory" limits.
- B. 30-day notice of intent to cancel, non-renew, or make material change in coverage.
- C. Employer's Liability, \$1,000,000.

**Sexual Abuse or Molestation:**

- A. \$3,000,000 Sexual Abuse Injury Limit of Insurance.
- B. All other requirements as provided under "General Liability (b through e)" above.

- G. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- H. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- I. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

**FIELDWORK SITE CONTACT INFORMATION:**

Chino Valley Unified School District  
5130 Riverside Drive  
Chino, CA 91710  
Attn: Jeannette Walsh, Administrative Assistant  
Human Resources  
Tel: (909) 628-1202 Ext. 1113

**UNIVERSITY CONTACT INFORMATION:**

Brandman University  
16355 Laguna Canyon Road  
Irvine, CA 92618  
Attn: School of Education, Dean  
Fax: (800) 775-0128

- J. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.

- K. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- L. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- M. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

**IV. TERM AND TERMINATION OF AGREEMENT**

- A. THE TERM of this Agreement shall be effective May 17, 2019 and shall continue in full force and effect through May 17, 2022. This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

**SIGNATURES:**

FIELDWORK SITE:      Signature: \_\_\_\_\_  
    Name: \_\_\_\_\_  
    Title: \_\_\_\_\_  
    Date: \_\_\_\_\_

UNIVERSITY:              Signature: \_\_\_\_\_  
    Name:      Phillip L. Doolittle  
    Title:      Executive Vice Chancellor of Finance and  
                 Administration and Chief Financial Officer  
    Date: \_\_\_\_\_

Appendix A  
Payment for Master Teachers for Teacher Education Fieldwork Only

**I. SPECIAL PROVISIONS – RATES and PAYMENTS**

- (a) \$ 250 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Multiple and Single Subject Credential candidates.
- (b) \$ 250 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Education Specialist Instruction Credential (Special Education) candidates.

METHOD OF PAYMENT: Stipend is to be paid directly to the DISTRICT.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in student teaching and has been at the assignment for a minimum of two weeks, DISTRICT shall receive payment for one assignment on account of each student as though there had been no termination of the assignment. Said payment is to exceed no more than six (6) units per session of terminated assignment.

Within thirty (30) days following the close of each session or academic session of the UNIVERSITY, the DISTRICT shall submit an invoice and I-9 form as provided and signed to them by the UNIVERSITY, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session. This process may be altered according to individual districts procedures as to the manner in which the invoicing will proceed so long as the parties mutually agree to such alteration in advance.



## Appendix B

### Specific Supervision Requirements for Each Program

#### **Teacher Education Fieldwork:**

- A. "Field Experience" as used herein and elsewhere in this agreement means active participation in the duties and function of classroom under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the field experience is provided, and have completed a minimum of three years successful teaching experience.
- B. The UNIVERSITY'S Teacher Education Policy provides that student teachers without emergency or substitute permits may not be asked by the school districts to serve and be paid for substitute teaching as, under California law, student teachers are not certificated personnel and as they require full-time supervision. Those holding substitute or emergency permits may substitute for their master teacher only (a maximum of four (4) days only): when s/he is ill; when it is determined by the principal that this is in the best interest of the students in the classroom as well as the candidate; after the first four weeks of the first assignment; and/or when the candidate is paid.
- C. "Session of Student Teaching," for Multiple Subject and Single Subject Credential candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- D. "Session of Student Teaching," for Education Specialist Instruction Credential (Special Education) candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- E. An assignment of a Multiple Subject and Single Subject Credential candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a two eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- F. An assignment of an Education Specialist Instruction Credential (Special Education) candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a single eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- G. The assignment of a UNIVERSITY student to field experiences and student teaching at FIELDWORK SITE shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper FIELDWORK SITE officials the assignment papers or other documents provided by the UNIVERSITY effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

### **School Counseling Fieldwork:**

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
  - a. Personal and career assessments
  - b. Personal counseling experience in either an individual or group context
  - c. Experience in School-based programs serving parents and family members
  - d. Observing classroom instruction
  - e. Attending district and school based meetings
  - f. Mapping school-based community resources
  - g. The candidate is to perform, under supervision, the functions of school counselors in school counseling domains.
  - h. Participating in professional development activities.
  - i. Participating in individual or group supervision.
  - j. Learning about and using technology and information systems.
  - k. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including, (a) elementary, middle school or junior high, and (b) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

### **Specific Supervision Requirements School Psychology Fieldwork:**

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.
- C. Provide experiences with a variety of educational programs.
- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:
  - a. Data based decision making: Assessing and reevaluating individual pupils and their programs.

- b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
  - c. Developing, implementing and evaluating academic and behavioral interventions.
  - d. Providing counseling and other mental health interventions.
  - e. Home, school, community collaboration: working with parents and community members.
  - f. Learning about, helping develop, or evaluating policy, practices and programs.
  - g. Participating in professional development activities.
  - h. Participating in individual or group supervision.
  - i. Learning about and using technology and information systems.
  - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in School Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluations of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

**School Administration:**

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- C. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.