

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION  
December 13, 2018**

**MINUTES**

<b>I. OPENING BUSINESS</b>
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**I.A. CALL TO ORDER – 5:05 P.M.**

1. Roll Call

Vice President Na called to order the organizational meeting of the Board of Education, Thursday, December 13, 2018, at 5:05 p.m. with Blair, Cruz, Gagnier, Schaffer, and Na present. Superintendent Enfield administered the oath of office to Christina Gagnier and Joe Schaffer.

Administrative Personnel

Norm Enfield, Ed.D., Superintendent  
Sandra H. Chen, Associate Superintendent, Business Services  
Lea Fellows, Assistant Superintendent, CIIS  
Grace Park, Ed.D., Associate Superintendent, CIIS  
Richard Rideout, Assistant Superintendent, Human Resources  
Gregory J. Stachura, Assistant Supt., Facilities, Planning, & Operations

2. Public Comment on Closed Session Items

None.

3. Closed Session

Vice President Na adjourned to closed session at 5:05 p.m. regarding conference with legal counsel existing and anticipated litigation; conference with real property negotiators; student readmissions; public employee dismissal/discipline/release; and conference with labor negotiators: A.C.T. and CSEA.

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

1. Report Closed Session Action

Vice President Na reconvened the organizational meeting of the Board of Education at 7:00 p.m. with Blair, Cruz, Gagnier, Schaffer, and Na present. The Board met in closed session from 5:15 p.m. to 6:49 p.m. regarding conference with legal counsel existing and anticipated litigation; conference with real property negotiators; student readmissions; public employee dismissal/discipline/release; and conference with labor negotiators: A.C.T. and CSEA.

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The Board gave counsel direction regarding the appeal of CVUSD's denial of the SASCA-CV charter petition that is now pending before the San Bernardino County Board of Education. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Boys Republic HS Principal Carl Hampton led the Pledge of Allegiance.

### **I.C. OATH OF OFFICE FOR BOARD MEMBERS**

Superior Court Judge Mark Peterson administered the oath of office to Christina Gagnier, and Chief Al Jackson, San Bernardino County Community College District Police Department, administered the oath of office to Joe Schaffer.

### **I.D. PRESENTATIONS**

1. Boys Republic HS: Della Robbia Wreath Presentation

Boys Republic HS Principal Carl Hampton, staff, and students presented Della Robbia wreaths and baked goods to the Board of Education.

2. Annual Report: Measure G Citizens' Oversight Committee for the 2017/2018 School Year

Mark Hargrove, Measure G Citizens' Oversight Committee, provided the report.

3. Annual Report: Academic Indicator

Dr. Grace Park and staff provided the Academic Indicator annual report.

### **I.E. ORGANIZATION OF BOARD**

#### **Election of Officers/Representatives**

1.- 3. Moved (Blair) seconded (Cruz) carried unanimously (5-0) to select James Na as President; Irene Hernandez-Blair as Vice President; Andrew Cruz as Clerk, and identified Superintendent Enfield as Secretary to the Board of Education.

4. Election of Board Liaison—City of Chino

Christina Gagnier volunteered to serve as Board liaison to the city of Chino. There were no other volunteers or nominations, and Christina Gagnier was selected.

5. Election of Board Liaison—City of Chino Hills

Irene Hernandez-Blair volunteered to serve as Board liaison to the city of Chino Hills. There were no other volunteers or nominations, and Irene Hernandez-Blair was selected.

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6. Election of Board Liaison–City of Ontario  
Andrew Cruz volunteered to serve as Board liaison to the city of Ontario. There were no other volunteers or nominations, and Andrew Cruz was selected.
7. Election of Board Liaison–Chino Valley Independent Fire District  
Christina Gagnier volunteered to serve as Board liaison to the Chino Valley Independent Fire District. There were no other volunteers or nominations, and Christina Gagnier was selected.
8. Election of Representative–County Committee on School District Organization  
Irene Hernandez-Blair volunteered to serve as Board representative on the County Committee on School District Organization. There were no other volunteers or nominations, and Irene Hernandez-Blair was selected.
9. Election of Representative–Chino Hills Parks and Recreation Commission  
Joe Schaffer volunteered to serve as Board representative on the Chino Hills Parks and Recreation Commission. There were no other volunteers or nominations, and Joe Schaffer was selected.
10. Election of Two Representatives–Joint Meeting with the City of Chino  
Andrew Cruz and Christina Gagnier volunteered to serve as representatives to the joint meeting with the city of Chino. There were no other volunteers or nominations, and Andrew Cruz and Christina Gagnier were selected.
11. Election of Two Representatives–Joint Meeting with the City of Chino Hills  
Andrew Cruz and Irene Hernandez-Blair volunteered to serve as representatives to the joint meeting with the city of Chino Hills. There were no other volunteers or nominations, and Andrew Cruz and Irene Hernandez-Blair were selected.
12. Election of Representative–Chamber of the Chino Valley  
Christina Gagnier volunteered to serve as representative to the Chamber of the Chino Valley. There were no other volunteers or nominations, and Christina Gagnier was selected.
13. Election of Representative and Alternate–Baldy View Regional Occupational Program Commission for a Term to Expire in December 2019  
James Na nominated Joe Schaffer to serve as representative, and himself as alternate, to the Baldy View Regional Occupational Program Commission for a term to expire in December 2019. There were no other volunteers or nominations, and Joe Schaffer was selected as representative, and James Na was selected as alternate.

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### **I.F. BREAK FOR RECEPTION**

President Na called a recess from 8:00 p.m. to 8:23 p.m. for a reception.

### **I.G. COMMENTS FROM STUDENT REPRESENTATIVE**

Absent.

### **I.H. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

Yvette Farley, CHAMP President, welcomed Joe Schaffer and Christina Gagnier to the Board; said CHAMP contributed over \$600.00 to the HOPE center; congratulated Isabel Brenes for her appointment to director of human resources, and Karen Miner as principal of Cal Aero Preserve Academy; said ACSA nominations for administrators of the year are still being accepted; and extended holiday wishes.

### **I.I. COMMENTS FROM COMMUNITY LIAISONS**

Art Bennett, Chino Hills City Council, congratulated Christina Gagnier and Joe Schaffer; announced that Cynthia Moran was selected as mayor of Chino Hills and he was selected as vice mayor at the Chino Hills city council organizational meeting; thanked the school district for what it does; implored residents to drive safely during the holiday season; announced the Chino Hills boat parade; extended Christmas blessings and holiday greetings; thanked God for blessings; and asked that we remember homeless children in the community.

### **I.J. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA**

Peter Attwood addressed the Board regarding the RAPTOR system (personal information disclosure) and the LCAP report related to special education.

### **I.K. CHANGES AND DELETIONS**

The following changes were read into the record: Human Resources, Item III.E.1., Certificated/Classified Personnel Items, under *Change of Assignment* deleted the name Zaine Pimentel; and Facilities, Planning, and Operations, Item III.D.8., Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project, was yellow-sheeted.

<b>II. ACTION</b>
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**II.A. ADMINISTRATION**

**II.A.1. 2019/2020 Board Meeting Calendar**

Moved (Blair) seconded (Cruz) carried unanimously (5-0) to approve the 2019/2020 Board meeting calendar.

**II.A.2. Nominations for CSBA Delegate Assembly**

No action was taken.

**II.B. BUSINESS SERVICES**

**II.B.1. 2018/2019 First Interim Financial Report**

Sandra Chen provided a brief summary of the item. Moved (Blair) seconded (Cruz) carried unanimously (5-0) to approve the 2018/2019 First Interim Financial Report, and authorize the President of the Board of Education and the Superintendent to sign the Positive Certification of Financial Condition for the current and two subsequent fiscal years.

**II.C. HUMAN RESOURCES**

**II.C.1. Public Notice and Hearing Regarding the District's Initial Bargaining Proposal to the Associated Chino Teachers for a Successor Collective Bargaining Agreement Effective July 1, 2019**

President Na gave public notice and opened the public hearing regarding the District's initial bargaining proposal to the Associated Chino Teachers for a successor Collective Bargaining Agreement effective July 1, 2019, at 8:43 p.m. Peter Attwood addressed the Board, and the public hearing was closed at 8:44 p.m.

<b>III. CONSENT</b>
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Joe Schaffer pulled for separate action item III.A.1., Moved (Blair) seconded (Gagnier) carried unanimously (5-0) to approve the remainder of consent items, as amended.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the Regular Meeting of November 15, 2018**

Moved (Blair) seconded (Gagnier) motion carried (4-0-1, Schaffer abstained) to approve the minutes of the regular meeting of November 15, 2018.

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### **III.B. BUSINESS SERVICES**

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

Approved/ratified the warrant register.

#### **III.B.2. 2018/2019 Application to Operate Fundraising Activities and Other Activities for the Benefits of Students**

Approved/ratified the 2018/2019 application to operate fundraising activities and other activities for the benefit of students.

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

Approved/ratified the fundraising activities.

#### **III.B.4. Donations**

Accepted the donations.

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

Approved payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; Fagen Friedman & Fulfroost LLP; Margaret A. Chidester & Associates; and The Tao Firm.

#### **III.B.6. Signature Authorizations for Chino Valley Unified School District**

Approved the signature authorizations for Chino Valley Unified School District.

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

#### **III.C.1. Student Readmission Cases 16/17-28 and 17/18-05**

Approved student readmission cases 16/17-28 and 17/18-05.

#### **III.C.2. School-Sponsored Trips**

Approved/ratified the school-sponsored trips for Ayala HS and Chino Hills HS.

#### **III.C.3. 2019 Supplemental Summer Instruction Program and Special Education Extended School Year**

Approved the 2019 Supplemental Summer Instruction Program and Special Education Extended School Year.

#### **III.C.4. Career Technical Education/Carl D. Perkins Advisory Committee**

Approved the Career Technical Education/Carl D. Perkins Advisory Committee as follows: Jennell Acker, Teacher, Chino Hills HS (Hospitality & Tourism); Alyssa Berry, Teacher, Don Lugo HS (Agriculture); Yvette Bookout, Computer Operations Support Technician, CVUSD; Michael Collins, Teacher, Ayala HS (Architectural Engineering); Scott Eckersall, Engineer, Eckersall LLC; Brian Engstrom, Teacher, Don Lugo HS (Engineering); Fe Rama, Engineer, City of Chino Hills; Mike Rolland, Teacher, Chino Hills HS (Digital Design);

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Lorraine Vara, Teacher, Chino HS (Law & Justice); and Elizabeth Williams, Teacher, Chino HS. (Culinary)

### **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. Change Order and Notice of Completion for CUPCCAA Projects**

Approved the change order and Notice of Completion for CUPCCAA Projects.

#### **III.D.5. Change Orders and Notice of Completion for Bid 17-18-18F, Ayala HS Portable Classroom Relocation**

Approved the change orders and Notice of Completion for Bid 17-18-18F, Ayala HS Portable Classroom Relocation.

#### **III.D.6. Resolution 2018/2019-24, for Authorization to Utilize a Piggyback Contract**

Adopted Resolution 2018/2019-24, for authorization to utilize a piggyback contract.

#### **III.D.7. Bid 18-19-09F, Free Standing Satellite Food Service Stations**

Awarded Bid 18-19-09F, Free Standing Satellite Food Service Stations to On Premise Products, Inc. dba ServeSmart K-12 Products.

#### **III.D.8. Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project**

Awarded Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES, Alteration Project to: BP 02-01 Precision Contracting; BP 03-01 KAR Construction; BP 05-01 RND Contractors; BP 06-01 Miller Construction; BP 06-02 Stolo Cabinets; BP 07-01 Letner Roofing; BP 08-01 Construction Hardware; BP 09-01 Mirage Builders; BP 09-02 Continental Marble & Tile; BP 09-03 CG Acoustics; BP 09-04 Signature Flooring; BP 09-05 AJ Fistes Corp.; BP 10-01 RVH Constructors, Inc.; BP 11-01 Kitcor Corp.; BP 22-01 Empyrean Plumbing; BP 23-01 Aire-Masters Air Conditioning; BP 26-01 RDM Electric; and BP 32-01 General Consolidated, as amended.

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**III.D.9. Bid 18-19-12F, Ayala HS Safety and Security (Keyless Access, Security Camera and Door/Hardware Replacement)**

Awarded Bid 18-19-12F, Ayala HS Safety and Security (Keyless Access, Security Camera, and Door/Hardware Replacement), to RIS Electric Contractors Inc.

**III.D.10. Bid 18-19-13F, Cal Aero K-8 and Ayala HS Fencing**

Awarded Bid 18-19-13F, Cal Aero K-8 and Ayala HS Fencing, to FenceCorp. Inc.

**III.D.11. CUPCAA Bid 18-19-18I, Borba ES Playground Equipment Installation**

Awarded CUPCAA Bid 18-19-18I, Borba ES Playground Equipment Installation, to J2 Builders.

**III.D.12. Chino Unified School District Capital Facilities Corporation—Designation of New Trustees**

Designated Christina Gagnier and Joe Schaffer to serve as trustees on the Board of the Chino Unified School District Capital Facilities Corporation.

**III.D.13. Chino Unified School District Land Acquisition Corporation—Designation of New Directors**

Designated Christina Gagnier and Joe Schaffer to serve as directors on the Board of the Chino Unified School District Land Acquisition Corporation.

**III.E. HUMAN RESOURCES**

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

Approved/ratified the certificated/classified personnel items, as amended.

**III.E.2. Student Teaching Agreement with Loyola Marymount University**

Approved the student teaching agreement with Loyola Marymount University.

**IV. INFORMATION**

**IV.A. ADMINISTRATION**

**IV.A.1. Revision of Bylaws of the Board 9110—Terms of Office**

Received for information the revision of Bylaws of the Board 9110—Terms of Office.



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

**IV.B.1. San Bernardino County Superintendent of Schools Williams Report of Findings Decile 1-3 Schools for Borba ES, Chino HS, Dickson ES, Marshall ES, Ramona JHS, and Walnut ES**

Received for information the San Bernardino County Superintendent of Schools Williams Report of Findings Decile 1-3 schools for Borba ES, Chino HS, Dickson ES, Marshall ES, Ramona JHS, and Walnut ES.

**IV.B.2. San Bernardino County Superintendent of Schools Williams Settlement Fiscal Year 2017/2018 Annual Report**

Received for information the San Bernardino County Superintendent of Schools Williams Settlement Fiscal Year 2017/2018 Annual Report.

**IV.B.3. New Course: Career Essentials**

Received for information the new course Career Essentials.

**IV.B.4. New Course: Emerging English Language Development (ELD)**

Received for information the new course Emerging English Language Development (ELD).

**IV.B.5. New Course: Expanding English Language Development (ELD) A**

Received for information the new course Expanding English Language Development (ELD) A.

**IV.B.6. New Course: Expanding English Language Development (ELD) B**

Received for information the new course Expanding English Language Development (ELD) B.

**IV.B.7. New Course: Humanities**

Received for information the new course Humanities.

**IV.B.8. New Course: Math Foundations**

Received for information the new course Math Foundations.

**IV.B.9. New Course: Personal Finance**

Received for information the new course Personal Finance.

**IV.B.10. New Course: Sociology**

Received for information the new course Sociology.

**IV.B.11. Revision of English 9 CP Course**

Received for information the revision of the English 9 CP course.

**IV.B.12. Revision of English 10 CP Course**

Received for information the revision of the English 10 CP course.

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### **IV.B.13. Revision of English 11 CP Course**

Received for information the revision of the English 11 CP course.

### **IV.B.14. Revision of English 12 CP Course**

Received for information the revision of the English 12 CP course.

## **V. COMMUNICATIONS**

### **BOARD MEMBERS AND SUPERINTENDENT**

Joe Schaffer thanked everyone who attended the meeting; attended Litel ES's Night of Giving; thanked Superintendent Enfield for joining him at the CSBA conference in San Francisco; and wished everyone a merry Christmas.

Christina Gagnier thanked everyone for attending the meeting; said she is humbled to serve the community; said she is committed to putting students first and being accessible to everyone and wants to hear the concerns from everyone who is part of the student community; and extended holiday greetings.

Andrew Cruz attended events that brought the community together; attended Litel ES's Night of Giving; attended the Make a Child Smile event and acted as a bus captain; attended the Chino parade; participated in the 7<sup>th</sup> Annual Chino Valley YMCA Reindeer Romp 5K run and took first in his division; announced the Run for Russ K5 scheduled for February 2, 2019; announced the DairyAire 5k/10k fun run scheduled for March 2, 2019; announced the Chino Neighborhood House community event scheduled for December 21; announced the Vex Robotics event this Saturday at Ayala HS; and extended Christmas wishes.

Irene Hernandez-Blair congratulated Joe Schaffer and Christina Gagnier; spoke about the LCAP presentation; said mental health support services with courses such as peer counseling is needed; spoke about comments made several years ago by David Speak, Cal Poly Pomona Professor of Political Science regarding Chino Valley Unified School District's passing of a resolution; requested of Superintendent Enfield and President Na that there be a discussion to end pursuing the prayer lawsuit; asked for action agenda items to rescind the resolution that supported Proposition 8 many years ago and the resolution that opposed AB1266; and extended holiday well wishes.

Superintendent Enfield congratulated Joe Schaffer and Christina Gagnier; and extended holiday well wishes.

President Na said he received a recent communication from a former student who now resides in Alaska, and said it is good to hear that students still remember CVUSD; extended Christmas wishes to everyone; said it is time to give thanks for what we have and time to share love and compassion; and closed by saying education starts at home with caring parents.

**VI. ADJOURNMENT**

President Na adjourned the organizational meeting of the Board of Education at 8:57 p.m.

  
James Na, President

  
Andrew Clerk, 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:** December 13, 2018

**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 18-19-10F, CATTLE ES, LITEL ES, AND OAK RIDGE ES, ALTERATION PROJECT**

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**BACKGROUND**

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

A Notice to Contractors Calling for Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES, Alteration Project was Published in the Inland Valley Daily Bulletin on October 9, 2018, and October 16, 2018. Bids were opened at 1:00 p.m. on November 15, 2018, for bid packages BP 02-01, BP 03-01, ~~BP 05-01~~, BP 06-01, BP 07-01, BP 08-01, BP 09-03, BP 09-04, BP 11-01, BP 22-01, BP 23-01, BP 26-01, and BP 32-01. Bids were opened at 10:00 a.m. on November 20, 2018, for bid packages BP 06-02, BP 09-01, BP 09-02, BP 09-05, and BP 10-01. The results are as follows:

<b>Bid Package</b>	<b># of Bids Received</b>	<b>Low Bidder</b>	<b>Bid Amount</b>
BP 02-01 – Demo, Asbestos & Lead Abatement	4	Precision Contracting	\$1,776,800.00
BP 03-01 – Concrete & Reinforcing Steel (Structural & Site)	3	KAR Construction	\$ 619,000.00
<del>BP 05-01 – Miscellaneous Metals &amp; Steel</del>	<del>2</del>	<del>RND Contractors</del>	<del>\$ 985,000.00</del>
BP 06-01 – Rough Carpentry	3	Miller Construction	\$1,362,000.00
BP 06-02 – Finish Carpentry & Casework	2	Stolo Cabinets	\$1,061,990.00

<b>Bid Package</b>	<b># of Bids Received</b>	<b>Low Bidder</b>	<b>Bid Amount</b>
BP 07-01 – Built-up Roofing & Sheet Metal	3	Letner Roofing	\$1,940,950.00
BP 08-01 – Doors, Frames & Hardware	3	Construction Hardware	\$ 908,400.00
BP 09-01 – Drywall, Plaster & Insulation	1	Mirage Builders	\$1,976,100.00
BP 09-02 – Tile	3	Continental Marble & Tile	\$ 410,039.00
BP 09-03 – Acoustical Wall & Ceiling System	4	CG Acoustics	\$ 402,241.00
BP 09-04 – Flooring	2	Signature Flooring	\$ 498,800.00
BP 09-05 – Painting & Wallcovering	7	AJ Fistes Corp	\$ 294,650.00
BP 10-01 – Miscellaneous Specialties	7	<del>RVH Constructors, Inc.</del> Bogh Engineering Inc.	<del>\$1,775,000.00</del> \$1,552,000.00
BP 11-01 – Food Service Equipment	3	Kitcor Corp	\$ 335,260.00
BP 22-01 – Plumbing	6	Empyrean Plumbing	\$1,613,316.00
BP 23-01 – HVAC & Controls	8	Aire-Masters Conditioning	Air \$2,512,500.00
BP 26-01 – Electrical & Low Voltage	3	RDM Electric	\$7,876,000.00
BP 32-01 – Irrigation, Landscaping, Chain Link Fencing/Gates & Asphalt Paving	1	General Consolidated	\$ 562,188.00

The basic scope of work for this project includes: Alterations to existing buildings at Cattle ES, Litel ES, and Oak Ridge ES including electrical, plumbing, HVAC, interior surfaces, existing Fire/Life/Safety systems and security.

The apparent low bidder for BP 11-01 TriMark Design, withdrew its bid due to a clerical error discovered by the contractor after bid opening. Therefore, it is recommended that the bid be awarded to the next low bidder Kitcor Corp.

The apparent low bidder for BP 23-01 RAN Enterprises, withdrew its bid due to a mathematical error discovered by the contractor after bid opening. Therefore, it is recommended that the bid be awarded to the next low bidder Aire-Masters Air Conditioning.

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

Fiscal Impact: \$25,702,234.00 Fund 21