



CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION AGENDA

October 17, 2019

BOARD OF EDUCATION

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

Audrey Ing, Student Representative

—◆—
SUPERINTENDENT

Norm Enfield, Ed.D.

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
5130 Riverside Drive, Chino, CA 91710
4:40 p.m. - Closed Session • 6:00 p.m. - Regular Meeting
October 17, 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 – 4:40 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 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)
- c. Student Discipline Matters (Education Code 35146, 48918 (c) & (j)): Expulsion cases 19/20-07, 19/20-08, 19/20-09, and 19/20-10. (45 minutes)
- d. Public Employee Discipline/Dismissal/Release (Government Code 54957): (20 minutes)
- e. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (5 minutes)

I.B. RECONVENE TO REGULAR OPEN MEETING – 6:00 P.M.

1. Report Closed Session Action
2. Pledge of Allegiance

I.C. STAFF REPORT

1. Positive Behavioral Interventions and Supports

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

The proceedings of this meeting are being recorded.

I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA

I.G. CHANGES AND DELETIONS

II. ACTION

II.A. HUMAN RESOURCES

II.A.1. Public Hearing and Ratification of the Tentative Agreement Between the Chino Valley Unified School District and the California School Employees Association and its Chino Chapter 102 Effective July 1, 2018, through June 30, 2021

Page 7

Recommend the Board of Education:

- a) Conduct a public hearing, and
- b) Ratify the Tentative Agreement between the Chino Valley Unified School District and the California School Employees Association and its Chino Chapter 102 effective July 1, 2018, through June 30, 2021.

Open Hearing _____

Close Hearing _____

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 Regular Meeting of October 3, 2019

Page 23

Recommend the Board of Education approve the minutes of the regular meeting of October 3, 2019.

III.A.2. Appointment to the Richard Gird Educational Hall of Fame Committee

Page 31

Recommend the Board of Education appoint Joe Marcos to the Richard Gird Educational Hall of Fame Committee.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Page 32

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

III.B.2. Fundraising Activities

Page 33

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

III.B.3. Donations

Page 36 Recommend the Board of Education accept the donations.

III.B.4. Legal Services

Page 38 Recommend the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud & Romo.

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

III.C.1. Student Expulsion Cases 19/20-07, 19/20-08, 19/20-09, and 19/20-10

Page 39 Recommend the Board of Education approve student expulsion cases 19/20-07, 19/20-08, 19/20-09, and 19/20-10.

III.C.2. School-Sponsored Trips

Page 40 Recommend the Board of Education approve/ratify the following school-sponsored trips for: Ayala HS and Chino Hills HS.

III.C.3. 2019/2020 School Plan for Student Achievement for Boys Republic HS, Buena Vista HS, and Chino Valley Learning Academy

Page 42 Recommend the Board of Education approve the 2019/2020 School Plan for Student Achievement for Boys Republic HS, Buena Vista HS, and Chino Valley Learning Academy.

III.D. FACILITIES, PLANNING, AND OPERATIONS

III.D.1. Purchase Order Register

Page 43 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 44 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

Page 48 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

III.D.4. Change Order and Notice of Completion for CUPCCAA Bid 18-19-23I, Marshall ES Playground Equipment Installation

Page 50 Recommend the Board of Education approve the Change Order and Notice of Completion for CUPCCAA Bid 18-19-23I, Marshall ES Playground Equipment Installation.

III.D.5. Bid 19-20-16F, Cal Aero K-8 Additional Portables and Lunch Shelter

Page 53 Recommend the Board of Education award Bid 19-20-16F, Cal Aero K-8 Additional Portables and Lunch Shelter to R. Jenson, Co. Inc.

III.D.6. Bid 19-20-18F, Briggs K-8 Science Building—Rebid
Page 55 Recommend the Board of Education award bid 19-20-18F, Briggs K-8 New Science Building—Rebid to the following contractors: BP #2 to Inland Building Construction Co.; BP #4 to Tomahawk Builders, Inc.; BP #5 to Stolo Cabinets, Inc.; BP #6 to Caston Inc.; BP #7 to United Contractors; BP #8 to Letner Roofing Co.; BP #9 to Star Hardware, Inc.; BP #10 to McKernan Inc.; BP #11 to Riccardi Floor Covering; BP # 12 to Cramer Painting, Inc.; BP #13 to RVH Constructors; BP #15 to Continental Plumbing Inc.; BP #16 to Daart Engineering, Co., Inc.; and BP #17 to All Star Air Systems, Inc.

III.D.7. Bid 19-20-19F, Chino Hills HS Administrative Office Reconfiguration
Page 57 Recommend the Board of Education award Bid 19-20-19F, Chino Hills HS Administrative Office Reconfiguration to R. Dependable Construction, Inc.

III.D.8. Change Order for Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project
Page 58 Recommend the Board of Education approve the Change Order for Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project.

III.D.9. Change Orders for Bid 18-19-26F, Ayala HS Alteration HVAC Upgrades—Gym and Kitchen
Page 64 Recommend the Board of Education approve the Change Orders for Bid 18-19-26F, Ayala HS Alteration HVAC Upgrades—Gym and Kitchen.

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.

IV. INFORMATION

IV.A. ADMINISTRATION

IV.A.1. Request by Cathy Osman to Put Item on the Agenda Regarding Technology Pursuant to Bylaw of the Board 9322—Agenda/Meeting Materials
Page 88 Recommend the Board of Education receive for information Cathy Osman’s request to not place smart boards on the walls in kindergarten, first, second, and possibly third grade classrooms.

IV.B. FACILITIES, PLANNING, AND OPERATIONS

- IV.B.1. Annual Report Per Board Policy 3470—Debt Issuance and Management**
Page 91 Recommend the Board of Education receive for information the annual report required per Board Policy 3470—Debt Issuance and Management.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

VI. ADJOURNMENT

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 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: PUBLIC HEARING AND RATIFICATION OF THE TENTATIVE AGREEMENT BETWEEN THE CHINO VALLEY UNIFIED SCHOOL DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHINO CHAPTER 102 EFFECTIVE JULY 1, 2018, THROUGH JUNE 30, 2021

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BACKGROUND

On December 12, 2018, and June 19, 2019, the Chino Valley Unified School District and California School Employees Association and its Chino Chapter 102 reached tentative agreements for the successor to the collective bargaining agreement, effective July 1, 2018, through June 30, 2021. The Association membership approved the tentative agreement on October 8, 2019.

The District has provided the necessary Notice to the Public and there is no fiscal impact to disclose. Additionally, the Board is required to conduct a public hearing in order to receive public input prior to any Board action.

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

RECOMMENDATION

It is recommended the Board of Education:

- a) Conduct a public hearing, and
- b) Ratify the Tentative Agreement between the Chino Valley Unified School District and the California School Employees Association and its Chino Chapter 102 effective July 1, 2018, through June 30, 2021.

FISCAL IMPACT

None.

Date: 12/12/18
Initials: [Handwritten initials]

**TENTATIVE AGREEMENT
BETWEEN
THE CHINO VALLEY UNIFIED SCHOOL DISTRICT
AND
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CHINO CHAPTER 102
2018 SUCCESSOR
DECEMBER 12, 2018**

12.3 PROFESSIONAL GROWTH - TUITION REIMBURSEMENT

The District will maintain a tuition reimbursement program for bargaining unit members so as to enable unit members to achieve professional growth. The following provisions will apply to said program.

12.3.1 The District shall contribute the actual cost up to thirty thousand (\$30,000.00) dollars each school year to reimburse the costs of tuition, mandatory fees, and the costs of books for unit members who take courses at qualifying institutions where such courses are reasonably related to the position held by the unit member or are reasonably related to positions within the District for which the unit member could expect to become qualified. Unit members upon written request shall be eligible for an amount NOT TO EXCEED \$1,000.00 A FISCAL YEAR ~~of \$400 dollars a semester and \$800 dollars a year.~~ The parties agree to negotiate on additional funding for this program in the event the allocation of funds referred to above is expended prior to the end of any given school year.

12.3.2 A Review Committee shall be established consisting of the Director of Human Resources, one other administrator selected by the District, and one classified employee selected by the Association. Said committee shall establish procedures and guidelines for this program, which shall include the following: Reimbursement for tuition, fees, books and such other charges as the committee determines to be reimbursable shall be made upon successful completion of the course or courses. Successful completion means that the employee obtained a grade of "C" or above, or, if the course is a "pass-fail" course that the employee obtained a "pass."

12.3.3 Required Bus Driver Certificate Fee shall be paid by the District.

12.4 Longevity

Effective July 1, 1988, the following longevity rates will be implemented:

- 3% per month upon completion of 10 years of service
- 5% per month upon completion of 15 years of service
- 7% per month upon completion of 20 years of service
- 9% per month upon completion of 25 years of service
- 11% per month upon completion of 30 years of service

Date: 12/12/18
Initials: RL DH

HANDBOOK

Professional Growth - Tuition Reimbursement

The District will maintain a tuition reimbursement program for members of the bargaining unit so as to enable unit members to achieve professional growth. See CSEA Contract Article 12, Section 12.3 and subsections 12.3.1 and 12.3.

Tuition Reimbursement Guidelines

The following are specific guidelines to Tuition Reimbursement pursuant to Article 12.3, available to permanent employees only. (Must have passed probationary period)

FAILURE TO SUBMIT REIMBURSEMENT CLAIMS IN A TIMELY FASHION AFTER COMPLETION MAY RESULT IN PAYMENT BEING DENIED. Claim form must be submitted within one (1) month following THE END OF THE FISCAL YEAR IN WHICH THE COURSE WAS TAKEN ~~completion of course.~~

~~Approved reimbursements will be processed three (3) times per year, i.e., Summer, Fall and Spring semester.~~

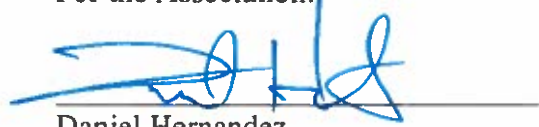
~~Approved reimbursements will be issued in a reasonable time period three (3) times per year, i.e., conclusion of Summer, Fall and Spring semesters.~~

~~Failure to submit reimbursement claims in a timely fashion after completion may result in payment being denied.~~

All reimbursement claims are to be submitted to the Division of Human Resources with a claim form attached and signed by the employee. Please include all receipts for tuition, BOOKS, FEES materials, and evidence of SUCCESSFUL completion OF THE COURSE(S). ~~a copy of report card.~~

This Tentative Agreement is subject to ratification by the CSEA Chino Chapter 102 membership, CSEA Policy 610 requirements and adoption by the Chino Valley Unified School District Board of Education.

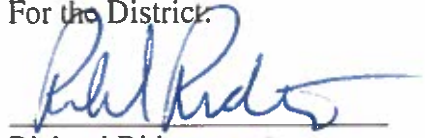
For the Association:



Daniel Hernandez
President, CSEA Chapter 102

12/12/18
Date


For the District:




Richard Rideout
Assistant Superintendent,
Human Resources

12/12/18
Date


Date: D 12/12/18
Initials: DHS/RC


Freddie Arroyo Jr.
1st Vice President, CSEA Chapter 102


12-12-18
Date


Francisco Arce Guerrero
Director, Human Resources


12/12/18
Date


Diego Solis
2nd Vice President, CSEA Chapter 102


12/12/18
Date


Isabel Brenes
Director, Human Resources

12/12/18
Date


Claudetta "Dede" Schons
Secretary, CSEA Chapter 102


12/12/18
Date


Craig Frame
Director, Risk Management
and Human Resources

12-12-18
Date

Terri Basaites
Member, CSEA Chapter 102

Date


Denise Sunderlund
Principal

12/12/18
Date

Monica Landry
CSEA Labor Relations Representative

Date


Jane Sousa
Personnel Technician

12/12/18
Date

12/12/18

RK DA



AUTHORIZATION FOR TRANSFERENCE OF SICK LEAVE

I, _____, hereby authorize the Chino Valley Unified School District to transfer _____ day(s)/hours of my accrued sick leave to the Catastrophic leave program to be made available for utilization by the following employee:

(Name of person to receive catastrophic leave benefit)

It is my understanding that sick leave may only be transferred between employees within the same service, i.e., certificated employees may donate to other certificated employees and classified may donate to other classified employees. I also understand that donated sick leave will be placed in a pool, along with other sick leave donations, and that the Division of Human Resources will conduct a periodic lottery to determine which employee's voluntary sick leave contributions will be transferred to the employee identified above. I also understand that when my sick leave is transferred, this authorization may not be revoked after the fact. Additionally, it is my understanding that any unused sick leave that I authorize for transfer to the person identified above shall remain my entitlement. Note: Do you want this information disclosed to the person who is to receive your sick leave?

_____ Yes

_____ No

SIGNATURE OF PERSON AUTHORIZING TRANSFERENCE

DATE

LAST 4 DIGITS OF SOCIAL SECURITY NUMBER

12/12/18
RK DH

CHINO VALLEY UNIFIED SCHOOL DISTRICT
CHINO, CALIFORNIA

REQUEST TO PARTICIPATE IN CATASTROPHIC LEAVE PROGRAM

I, _____ hereby request to participate in the Chino Valley Unified School District's Catastrophic Leave Program. I have attached written certification (Physician's Report on Employee Health: Catastrophic Leave) of the nature of the illness or injury upon which this request is being made and I understand that employees are eligible to participate for a period of time equivalent to the number of accrued sick days donated. The District shall limit the annual number of days of catastrophic leave that may be donated by an individual to ten (10) days per year, with the exception of members of the immediate family who may donate an unlimited amount of accrued sick leave to a member of the same family. (AR 4261.9)

Furthermore, it is my understanding that I may not be eligible for catastrophic leave until I have exhausted all of my accrued sick leave.

The basis of my request involves the following:

Employee Name

Date

Name of Person Making Application
(If different than employee)

12/12/18
RKR ~~DI~~

MEDICAL CERTIFICATION STATEMENT
(Employee's Own Serious Illness)

Employee Name: _____

Date Condition Began: _____

Date (Expected) End: _____

Relevant Medical Facts:

Explanation of extent to which employee is unable to perform the functions of his/her job:

Signature (Health Care Provider)

Date

Medical Release:

I authorize the release of any medical information necessary to process the above request:

Signature (Patient)

Date

12/12/18
KIK #H

MEDICAL CERTIFICATION STATEMENT
(Illness of Employee's Family Member)

Employee Name: _____

Ill Family Member Name: _____

Date Condition Began: _____

Date (Expected) End: _____

Relevant Medical Facts:

Explanation of extent to which employee is needed to care for the ill spouse, child, or parent:

Signature (Health Care Provider)

Date

Medical Release:

I authorize the release of any medical information necessary to process the above request:

Signature (Patient)

Date

12/12/18
RR ~~HH~~

CHINO VALLEY UNIFIED SCHOOL DISTRICT
CHINO, CALIFORNIA

REQUEST TO PARTICIPATE IN CATASTROPHIC LEAVE PROGRAM

I, _____ hereby request to participate in the Chino Valley Unified School District's Catastrophic Leave Program. I have attached written certification (Physician's Report on Employee Health: Catastrophic Leave) of the nature of the illness or injury upon which this request is being made and I understand that employees are eligible to participate for a period of time equivalent to the number of accrued sick days donated. The District shall limit the annual number of days of catastrophic leave that may be donated by an individual to ten (10) days per year, with the exception of members of the immediate family who may donate an unlimited amount of accrued sick leave to a member of the same family. (AR 4261.9)

Furthermore, it is my understanding that I may not be eligible for catastrophic leave until I have exhausted all of my accrued sick leave.

The basis of my request involves the following:

Employee Name

Date

Name of Person Making Application
(If different than employee)

**TENTATIVE AGREEMENT
BETWEEN
THE CHINO VALLEY UNIFIED SCHOOL DISTRICT
AND
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CHINO CHAPTER 102
2018 SUCCESSOR**

JUNE 19, 2019

ARTICLE 1: RECOGNITION

1.3 A requisition comprised of work assignments for multiple sites that involve outside labor of more than \$10,000 will be given to the Association for review, by the REQUESTING ADMINISTRATOR ~~Director of Maintenance and Operations~~, to ascertain whether bargaining unit employees can perform the work at the individual sites within required time constraints. The requisition shall be returned to the REQUESTING ADMINISTRATOR ~~Director of Maintenance and Operations~~ within four (4) days with the appropriate Association signature. When the parties cannot agree or need further clarification, a third party, the Director of Human Resources, will mediate and provide a resolution within four (4) working days.

ARTICLE 21: NEGOTIATIONS PROCEDURES

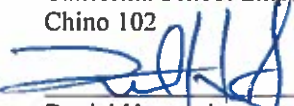
21.4 Reopening of Negotiations

For the 2019-2020 ~~2016-2017~~ and 2020-2021 ~~2017-2018~~ fiscal years, the Association and the District shall reopen negotiations on Wages Section 12.1 and Health and Welfare Benefits Section 12.2. In addition, by mutual agreement, the Association and the District may open additional articles.

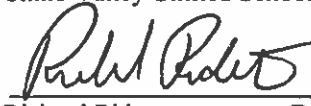
It is agreed and understood that this agreement is subject to all approvals required by CSEA Policy 610 as well as the Chino Valley Unified School District Governing Board approval.

California School Employees Association
Chino 102

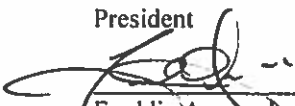
Chino Valley Unified School District



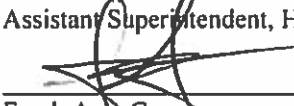
Daniel Hernandez Date
President



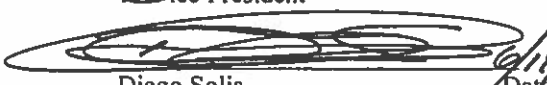
Richard Rideout Date
Assistant Superintendent, Human Resources



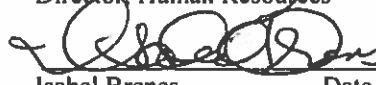
Freddie Arroyo Jr Date
1st Vice President



Frank Arce Guerrero Date
Director, Human Resources



Diego Solis Date
2nd Vice President



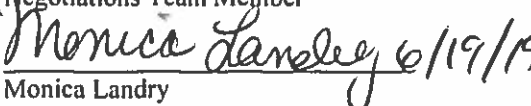
Isabel Brenes Date
Director, Human Resources



Terri Basaites Date
Negotiations Team Member



Jane Sousa Date
Personnel Technician



Monica Landry
Labor Relations Representative

Date: 6/17/19 Initials: HA, PR

**TENTATIVE AGREEMENT
BETWEEN
THE CHINO VALLEY UNIFIED SCHOOL DISTRICT
AND
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CHINO CHAPTER 102
2018 SUCCESSOR**

JUNE 19, 2019

ARTICLE 3: ASSOCIATION RIGHTS

~~3.1.1 During the new employee process, the District shall give a CSEA membership application and membership information packet to all new unit members. The membership information packet and application shall be provided by CSEA. (Note: Moved to 4.1.3)~~

ARTICLE 4: EMPLOYEE RIGHTS

4.1 MEMBERSHIP AND Dues Deductions

4.1.1 The District and the Association recognize the rights of unit members to form, join, or participate in lawful activities of employee organizations and the equal alternative right of employees to refuse to form, join, or participate in employee organizations. Neither party shall exert pressure upon nor discriminate against an employee in the exercise of these alternative rights.

4.1.2 DISTRICT SHALL DISTRIBUTE CSEA-SUPPLIED MEMBERSHIP APPLICATIONS TO NEW HIRES. DISTRICT SHALL REFER ALL EMPLOYEE QUESTIONS ABOUT CSEA MEMBERSHIP OR DUES OVER TO THE CSEA CHAPTER PRESIDENT AND/OR THE LABOR RELATIONS REPRESENTATIVE. ~~Membership in the Association shall not be compulsory. A unit member has the right to choose, either: to become a member of the Association; or, to pay to the Association a fee for representation services.~~

4.1.3 DURING THE NEW EMPLOYEE PROCESS, THE DISTRICT SHALL GIVE A CSEA MEMBERSHIP APPLICATION AND MEMBERSHIP INFORMATION PACKET TO ALL NEW UNIT MEMBERS. THE MEMBERSHIP INFORMATION PACKET AND APPLICATION SHALL BE PROVIDED BY CSEA. (Note: Moved from 3.1.1)

4.1.4 CSEA SHALL, AS SOON AS REASONABLE, NOTIFY THE DISTRICT OF ANY NEW CSEA MEMBERS OR ANY STATUS CHANGES CONCERNING CURRENT MEMBERS.

4.1.5 THE DISTRICT WILL NOT INTERFERE WITH THE TERMS OF ANY AGREEMENT BETWEEN CSEA AND THE DISTRICT'S EMPLOYEE WITH REGARD TO THE EMPLOYEE'S MEMBERSHIP IN CSEA.

Date: 6/11/19
6/11/18 Initials DA, RK

4.1.6 CSEA SHALL HAVE THE SOLE AND EXCLUSIVE RIGHT TO RECEIVE THE PAYROLL DEDUCTION FOR REGULAR MEMBERSHIP DUES.

4.1.7 THE DISTRICT SHALL DEDUCT DUES IN ACCORDANCE WITH THE CSEA DUES SCHEDULE FROM THE WAGES OF ALL EMPLOYEES WHO ARE MEMBERS OF CSEA.

4.1.8 CSEA SHALL DEFEND AND INDEMNIFY THE DISTRICT FOR ANY CLAIMS ARISING FROM ITS COMPLIANCE WITH THIS ARTICLE FOR ANY CLAIMS MADE BY THE EMPLOYEE FOR DEDUCTIONS MADE IN RELIANCE ON INFORMATION PROVIDED BY CSEA TO THE DISTRICT TO CANCEL OR CHANGE MEMBERSHIP DUES AUTHORIZATION. THE DISTRICT SHALL BE REQUIRED TO, AS SOON AS REASONABLE, NOTIFY CSEA OF ANY CLAIMS MADE BY EMPLOYEES RELATING TO DUES AUTHORIZATION.

~~**4.1.9** 3 The Association shall be provided continuous payroll deductions of membership dues, including the dues of the state organization. The amounts shall be in accordance with the Chapter and State Constitution and Bylaws. The District shall deduct one tenth (1/10) of such dues from the regular salary check of the unit member each month beginning September and continuing for nine (9) months thereafter. Unit Members who sign such authorization after the commencement of the fiscal year shall have payroll deductions on a one tenth (1/10) yearly basis for the remainder of the contract. The Association agrees to furnish any information needed by the District to fulfill the provisions of this Section.~~

~~**4.1.4** The Association is entitled to a change in payroll deductions of its member(s) provided an authorized Association officer submits a written request to the District for such adjustment; and provided further that at least sixty (60) calendar days prior to the change an authorized Association officer shall furnish the District with evidence that the Association provided notification to its members of said change. However, the District shall not be obligated to put into effect any new or changed deductions until the pay period commencing fifteen (15) days after submission.~~

4.2 Representation Fee

~~**4.2.1** California School Employees Association shall have the sole and exclusive right to have membership dues or representation fees deducted from employees in the bargaining unit at the District.~~

~~**4.2.2** Each bargaining unit member covered by this Agreement who fails voluntarily to acquire or maintain membership in California School Employee Association shall, be required as a condition of continued employment, pay to the California School Employees Association a fee in exchange for representation services performed by California School Employees Association.~~

Date: ~~6/19/19~~ ^{6/19/19} Initials ~~DK, RK~~

~~4.2.3 The District shall deduct from the pay of unit members who do not wish to become members of the Association, and shall pay to the Association a monthly representation fee in an amount not to exceed monthly Association membership dues for Association activities related to the representational process as set forth in Appendix D. Said deduction shall not be revoked unless the Association notifies the District that the employee is paying such fees directly to the Association.~~

~~4.2.4 At least thirty days prior to the collection of a representation fee from any unit member pursuant to these provisions, the Association, shall submit a copy of its record of financial transactions per Government Code Section 3546.5 to the District. The parties agree that such annual certification is a condition precedent to the collection by the District of a representation fee from a unit member.~~

~~4.2.5 If a unit member is a member of a religious body whose tenets or teachings include objections to joining or financially supporting unions, such unit members shall not be required to join, maintain membership in, or financially support any union, except that once that bargaining unit member verifies with the Association that he/she holds such beliefs an amount equal to the representation fee which would have been paid will be deducted from the unit member's salary and deposited in a scholarship fund administered by the District. If the District does not have a scholarship fund, the amount deducted shall be deposited by the District in the following charitable organizations exempt from taxation under Section 501 (c) (3) of Title 26 of the Revenue and Taxation Code.~~

- | | |
|---------------------------------------|---|
| a) UNITED WAY | e) AMERICAN LIVER SOCIETY |
| b) RED CROSS | f) AMERICAN HEART ASSOCIATION |
| e) MARCH OF DIMES | g) AMERICAN DIABETES ASSOCIATION |
| d) AMERICAN CANCER SOCIETY | |

~~4.2.6 The Association agrees to indemnify and save the District, its officers, agents, and employees harmless from and against any and all claims, suits, and/or any form of liability that may arise out of or by reason of any action taken by the Board of Education in reliance upon or in compliance with the terms and provisions of this article, including that arising out of errors, clerical and otherwise, in connection with the processing of such deductions, including costs and attorney's fees.~~

~~4.2.7 Nothing contained herein shall prohibit the employee from paying service fees directly to the Association.~~

ARTICLE 13: RECLASSIFICATION

13.1 Reclassification is defined as a position that has a permanent increase of duties and responsibilities which have been assigned by the District and are inconsistent with the current job description of the position.

Date: 6/19/19 Initials DK, RLL
6/19/19

13.1.1 Reclassification Request

A request for reclassification(s) for a unit member(s) may be made by the Association; however, unit members may request reclassification directly to the Human Resources Office. Such requests shall be in writing. Reclassification requests shall be reviewed and completed within a reasonable length of time [not to exceed eighteen (18) months in duration]. UNIT MEMBER(S) WORKING LESS THAN TWELVE (12) MONTHS SHALL HAVE THEIR RECLASSIFICATION REQUEST PLACED ON HOLD FOR THE SUMMER PERIOD.

13.1.1.1 A joint Reclassification Committee (committee), comprised of no more than four (4) members appointed by the Association and no more than four (4) members appointed by the District, shall consider all reclassification requests received. Requests will be reviewed and evaluated by the committee and a recommendation will be made for the Board of Education's consideration. ANY MEMBER OF THE COMMITTEE THAT HAS A CONFLICT OF INTEREST SHALL RECUSE HIS/HERSELF FROM THE PROCESS. AN ALTERNATE MEMBER FROM MANAGEMENT AND/OR CSEA SHALL PARTICIPATE FOR THAT ONE REVIEW.

ARTICLE 17: SAFETY CONDITIONS OF EMPLOYMENT

17.1 A District Safety Committee, comprised of two (2) appointees of the Association and two (2) appointees of the District, shall meet AT LEAST on a ~~regular~~ BI-ANNUAL basis to review any WORK-RELATED safety CONCERNS ~~condition-problems~~ and, if necessary, make written recommendations to the Superintendent OR DESIGNEE regarding such safety conditions. The District Safety Committee shall not stand in place of a ~~Site~~ THE SAFETY Committee AT EACH WORK SITE. The District shall ~~make a conscientious effort to~~ implement and use practices and processes which are recommended by the SUPERINTENDENT OR DESIGNEE ~~District Safety Officer~~ for adequate protection and safety of unit members. (Note: Moved from 17.5)

17.2 The parties to this Agreement ~~are expected to~~ SHALL comply with standards prescribed by applicable state and local laws and regulations affecting unit members' safety.

17.3 Unit members may notify their immediate supervisor concerning unsafe conditions or equipment in the District directly affecting their physical welfare. Their immediate supervisor shall investigate said reported unsafe condition or equipment and advise the unit member of any findings and/or suggested corrective action WITHIN 30 CALENDAR DAYS. During the investigation, the District shall not require the unit member to work in an unsafe condition or operate unsafe equipment.

17.4 There shall be at each work site a Safety Committee, the composition of which shall include one unit member.

Date: 6/19/19 Initials DK, RC
~~6/19/19~~


~~17.5 A District Safety Committee, comprised of two (2) appointees of the Association and two (2) appointees of the District, shall meet on a regular basis to review any safety condition problems and, if necessary, make written recommendations to the Superintendent regarding such safety conditions. The District Safety Committee shall not stand in place of a Site Committee. (Note: Moved to 17.1)~~

17.5 ~~17.6~~ The District shall:


- a) Make a good faith effort to provide a safe and secure work place.
- b) Assure that all unit members are provided time for necessary restroom breaks.
- c) Provide training for those unit members who are required to perform special medical procedures.
- d) Maintain a working environment in which all employees are treated in a professional manner.
- E) ANNUALLY, DISTRICT DEPARTMENT ADMINISTRATORS SHALL PROVIDE TRAINING(S) TO REVIEW EMERGENCY PROCEDURES WITH UNIT MEMBERS.

It is agreed and understood that this agreement is subject to all approvals required by CSEA Policy 610 as well as the Chino Valley Unified School District Governing Board approval.

California School Employees Association
and its Chino Chapter 102

 6/19/19
Date

Daniel Hernandez
President

 6/19/19
Date

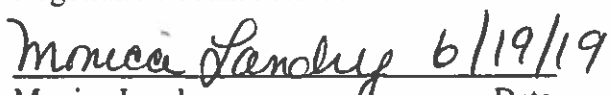
Freddie Arroyo Jr.
1st Vice President

 6/19/19
Date

Diego Solis
2nd Vice President


 6/19/19
Date

Terri Basaites
Negotiation Team Member

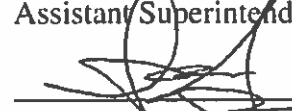
 6/19/19
Date

Monica Landry
Labor Relations Representative

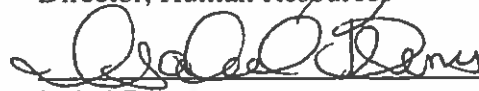
Chino Valley Unified School District

 6/19/19
Date

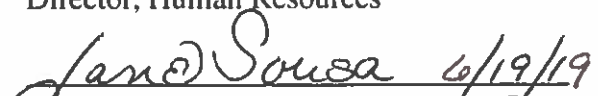
Richard Rideout
Assistant Superintendent, Human Resources

 6/19/19
Date

Francisco Arce Guerrero
Director, Human Resources

 6/19/19
Date

Isabel Brenes
Director, Human Resources

 6/19/19
Date

Jane Sousa
Personnel Technician

6/19/19
Date: 6/19/19 Initials DH, R/R

**TENTATIVE AGREEMENT
BETWEEN
THE CHINO VALLEY UNIFIED SCHOOL DISTRICT
AND
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CHINO CHAPTER 102
2018 SUCCESSOR**

JUNE 19, 2019

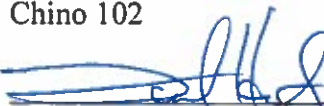
ARTICLE 22: TERM

This Agreement shall remain in full force and effect from July 1, 2018 ~~2015~~, through June 30, 2021 ~~2018~~.


It is agreed and understood that this agreement is subject to all approvals required by CSEA Policy 610 as well as the Chino Valley Unified School District Governing Board approval.

California School Employees Association
Chino 102


Chino Valley Unified School District



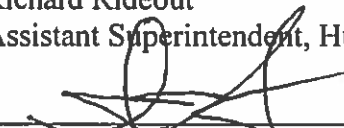
Daniel Hernandez Date
President




Richard Rideout Date
Assistant Superintendent, Human Resources




Freddie Arroyo Jr Date
1st Vice President



Frank Arce Guerrero Date
Director, Human Resources



Terri Basaites Date
Negotiations Team Member



Isabel Brenes Date
Director, Human Resources



Monica Landry Date
Labor Relations Representative



Jane Sousa Date
Personnel Technician

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
October 3, 2019

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:15 P.M.

1. Roll Call

President Na called to order the regular meeting of the Board of Education, Thursday, October 3, 2019, at 5:15 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 5:15 p.m. regarding conference with legal counsel existing and anticipated litigation; a student discipline matter; conference with labor negotiations: A.C.T. and CSEA; and public employee discipline/dismissal/release.

I.B. RECONVENE TO REGULAR OPEN MEETING – 6:00 P.M.

1. Report Closed Session Action

President Na reconvened the regular meeting of the Board of Education at 6:00 p.m. with Cruz, Gagnier, Schaffer, and Na present; Blair absent. The Board met in closed session from 5:15 p.m. to 5:53 p.m. regarding conference with legal counsel existing and anticipated litigation; a student discipline matter; conference with labor negotiations: A.C.T. and CSEA; and public employee discipline/dismissal/release. No action was taken that required public disclosure.

2. Pledge of Allegiance

Sean Snider led the Pledge of Allegiance.

I.C. STAFF REPORT

1. District Technology Plan

Staff provided a report on technology integration frameworks; LCAP goals; and technology access and deployment.

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

Audrey Ing provided a report on attending the CADA conference; said most of the high schools are working on homecoming activities; and announced PINK OUT games at Ayala HS and Chino Hills HS.

Student representative left the meeting at 6:24 p.m.

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Brenda Walker, A.C.T. President, joined by bargaining team members, spoke about the work put into reaching a tentative agreement and said 94% of its members passed the Tentative Agreement; on behalf of unit members, thanked bargaining teams for their efforts; thanked and acknowledged Sandra Chen for providing numbers and thanked Superintendent Enfield for open lines of communication, and the Board; shared the District and A.C.T. have agreed to a co-partnership to send 20 new educators to the California Teachers Association conference in San Diego in December; and introduced elementary teacher Chau Nguyen for her achievements; and spoke about employees making the District successful.

Danny Hernandez, CSEA President, congratulated the A.C.T.; said the CSEA is still working on their negotiations; spoke about relationships; shared that on October 14 through 19 is classified job shadowing; said he attended the Chino HS homecoming parade on September 27; and commended Principal Miller for his interaction with the community.

I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA

Sean Snider thanked the Board for assisting in resolving a matter; Barbara Hale, Lexie Moomaw, and Lynette Lucas addressed the Board regarding the lack of internet services at Sycamore Academy; and Cathy Osman addressed the Board regarding modernization.

I.G. CHANGES AND DELETIONS

The following changes were read into the agenda: Item II.B.3., this item was pulled from the agenda; and Item III.E.1., corrected item B, hourly instruction rate from \$47.77 to \$47.78; and item E corrected hourly instruction rate from \$45.38 to \$45.39. There were no further changes or deletions.

II. ACTION

II.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**II.A.1. Public Hearing Regarding the Sufficiency of Instructional Materials 2019/2020 and Adoption of Resolution 2019/2020-18**

President Na opened the public hearing at 6:41 p.m., there were no speakers, and the hearing was closed at 6:41 p.m. Moved (Gagnier) seconded (Cruz) motion carried (4-0, Blair absent) to adopt Resolution 2019/2020-18.

II.B. HUMAN RESOURCES**II.B.1. Public Hearing and Ratification of the Tentative Agreement Between the Chino Valley Unified School District and the Associated Chino Teachers Effective July 1, 2019, Through June 30, 2022**

President Na opened the public hearing at 6:43 p.m., there were no speakers, and the hearing was closed at 6:43 p.m. Moved (Cruz) seconded (Gagnier) motion carried (4-0, Blair absent) to ratify the Tentative Agreement between the Chino Valley Unified School District and the Associated Chino Teachers effective July 1, 2019, through June 30, 2022.

II.B.2. Approval of Salary Increases for Management and Classified Confidential Employees

Moved (Gagnier) seconded (Cruz) motion carried (4-0, Blair absent) to approve the salary increases for management and classified confidential employees as follows: Provide a 2.5% on-schedule salary increase for the 2019/2020 school year effective July 1, 2019, and a 0.5% off-schedule one-time payment for current employees as of September 4, 2019, based on their 2019/2020 salary schedule; and provide a 2.0% on-schedule salary increase for the 2020/2021 school year effective July 1, 2020; and a 1.0% off-schedule one-time payment to current employees based on their salary schedule as of July 1, 2020.

II.B.3. Addendum to the Employment Contracts for the Superintendent; Associate Superintendents of Business Services, and Curriculum, Instruction, Innovation, and Support; and the Assistant Superintendents of Curriculum, Instruction, Innovation, and Support, Facilities, Planning, and Operations, and Human Resources Divisions

This item was pulled from the agenda.

II.B.4. Compensation Increase for the Board of Education

Moved (Cruz) seconded (Na) motion failed (0-4, Blair absent) to approve a 2.5% compensation increase for the 2019/2020 school year effective October 4, 2019; and a 2% compensation increase for the 2020/2021 school year effective July 1, 2020.

II.B.5. Compensation Increase for Workforce Innovation and Opportunity ACT (WIOA) Students, and AVID Tutors, and Nutrition Services Assistant I Substitutes

Moved (Gagnier) seconded (Schaffer) motion carried (4-0, Blair absent) to approve a compensation increase for Workforce Innovation and Opportunity Act (WIOA) Students, AVID Tutors, and Nutrition Services Assistant I substitutes.

II.B.6. Resolution 2019/2020-17 Week of the School Administrator

Moved (Gagnier) seconded (Cruz) motion carried (4-0, Blair absent) to adopt Resolution 2019/2020-17, Week of the School Administrator.

III. CONSENT

Andrew Cruz pulled for separate action Item III.A.2. Moved (Gagnier) seconded (Schaffer) motion carried (4-0, Blair was absent) to approve the consent items as amended.

III.A. ADMINISTRATION

III.A.1. Minutes of the Regular Meeting of September 19, 2019

Approved the minutes of the regular meeting of September 19, 2019.

III.A.2. Resolution 2019/2020-16 Board Compensation for Irene Hernandez-Blair for Missed Meetings of September 19, 2019, and October 3, 2019

Moved (Cruz) seconded (Na) motion carried (4-0, Blair absent) to adopt Resolution 2019/2020-16 Board Compensation for Irene Hernandez-Blair for missed meetings of September 19, 2019, and October 3, 2019.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Approved/ratified the warrant register.

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

Approved/ratified the 2019/2020 applications 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 Margaret A. Chidester & Associates; and The Tao Firm.

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

III.C.1. Student Expulsion Case 19/20-04

Approved student expulsion case 19/20-04.

III.C.2. School-Sponsored Trips

Approved/ratified the following school-sponsored trips for: Rhodes ES, and Ayala HS.

III.C.3. Proclamation for Red Ribbon Week, October 23-31, 2019

Adopted the proclamation for Red Ribbon Week, October 23-31, 2019.

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. Notice of Completion for CUPCCAA Projects

Approved the Notice of Completion for CUPCCAA Projects.

III.D.5. Change Order and Notice of Completion for CUPCCAA Bid 18-19-39I, Butterfield Ranch ES Playground Equipment Installation

Approved the Change Order and Notice of Completion for CUPCCAA Bid 18-19-39I, Butterfield Ranch ES Playground Equipment Installation.

III.D.6. Change Order and Notice of Completion for CUPCCAA Bid 19-20-10I, Sycamore Academy Site Preparation

Approved Change Order and Notice of Completion for CUPCCAA Bid 19-20-10I, Sycamore Academy Site Preparation.

III.D.7. Bid 19-20-18F, Briggs K-8 New Science Building—Rebid

Awarded Bid 19-20-18F, Briggs K-8 New Science Building—Rebid to the following contractors: BP #3 to KCB Towers, Inc.; BP #14 to Valley Pipeline Services, Inc.; and BP #18 to Rancho Pacific Electric Construction, Inc.

- III.D.8. Change Orders for Bid 18-19-08F, Ayala HS New Science Lab Building**
Approved Change Orders for Bid 18-19-08F, Ayala HS New Science Lab Building.
- III.D.9. Change Order for Bid 18-19-13F, Cal Aero K-8 and Ayala HS Fencing**
Approved the Change Order for Bid 18-19-13F, Cal Aero K-8 and Ayala HS Fencing.
- III.D.10. Change Order and Notice of Completion for Bid 18-19-27F, Briggs K-8 New Science Lab Building—Interim Housing (Bid Package 03)**
Approved the Change Order and Notice of Completion for Bid 18-19-27F, Briggs K-8 New Science Lab Building—Interim Housing (Bid Package 03).
- III.D.11. Notice of Completion for Bid 18-19-27F, Briggs K-8 New Science Lab Building—Interim Housing (Bid Package 02)**
Approved the Notice of Completion for Bid 18-19-27F, Briggs K-8 New Science Lab Building—Interim Housing (Bid Package 02).
- III.D.12. Amended License Agreement Between Chino Valley Unified School District and Spectrum Center, Inc. for the Use of Real Property for the 2019/2020 School Year**
Approved the amended license agreement between Chino Valley Unified School District and Spectrum Center, Inc. for the use of real property for the 2019/2020 school year.
- III.E. HUMAN RESOURCES**
- III.E.1. Certificated/Classified Personnel Items**
Approved/ratified the certificated/classified personnel items.
- III.E.2. Student Teaching Agreement with the University of Southern California**
Approved the student teaching agreement with the University of Southern California.
- III.E.3. Internship Agreement with California State University, Fullerton**
Approved the internship agreement with California State University, Fullerton.
- III.E.4. Memorandum of Understanding for the California Agricultural Teachers' Induction Program with Davis Joint Unified School District**
Approved the Memorandum of Understanding for the California Agricultural Teachers' Induction Program with Davis Joint Unified School District.

IV. INFORMATION**IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July Through September 2019**

Received for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July through September 2019.

V. COMMUNICATIONS**BOARD MEMBERS AND SUPERINTENDENT**

Joe Schaffer acknowledged that October 2 is National Custodian day; said that October is Breast Cancer Awareness month; attended Chino Hills' 2019 State of the City Community Fair; attended Rhodes ES awards program on September 24; attended the CVUSD suicide prevention parent forum on September 25; said he participated in a campus walk at Ramona JHS on September 27, as well as attended the Chino HS football game; attended a forum sponsored by assemblyman Freddie Rodriguez; and had nothing to report from Baldy View ROP or Chino Hills Parks and Recreation.

Christina Gagnier said she is having her first community coffee of the school year on October 12; and said the Chino Valley Chamber of Commerce is having its annual business expo at The Shoppes in Chino Hills on October 19.

Andrew Cruz said he attended a special education dance at Don Lugo HS; attended the Chino Hills State of the City Community Fair; participated in the Chino HS homecoming parade; spoke about the Chino Boxing Association and its work with the community; and announced an event at Butterfield Ranch ES.

Superintendent Enfield thanked the negotiating teams for their work on negotiations; thanked the Board for approving salary compensations for CHAMP; and assured CSEA unit members that the District and CSEA are talking and working together to expediate negotiations.

President Na spoke about purpose; acknowledged Don Lugo HS students for attending; said he visited Chino HS and acknowledged a maintenance staff member for the work he does; thanked counselors; said he attended a Chick-fil-A sponsored event at Chino HS regarding servant leadership; and thanked principal John Miller for the work he does.

VI. ADJOURNMENT

President Na adjourned the regular meeting of the Board of Education at 7:01 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: October 17, 2019
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
SUBJECT: APPOINTMENT TO THE RICHARD GIRD EDUCATIONAL HALL OF FAME COMMITTEE

=====

BACKGROUND

The Richard Gird Educational Hall of Fame Bylaws, Article III, Selection Committee, states “The selection committee shall be appointed by the Board of Education...” Therefore, the Committee is recommending community member Joe Marcos.

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

RECOMMENDATION

It is recommended the Board of Education appoint Joe Marcos to the Richard Gird Educational Hall of Fame Committee.

FISCAL IMPACT

None.

NE:pk

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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Humility • Civility • Service

DATE: October 17, 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

\$7,617,645.65 to all District funding sources.

NE:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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Humility • Civility • Service

DATE: October 17, 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
October 17, 2019

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Cattle ES</u>		
PFA	Fall Festival	10/18/19
<u>Dickson ES</u>		
PTA	Monthly Family Fun Nights at Party Kingdom	10/18/19 - 5/29/20
<u>Canyon Hills JHS</u>		
Music Boosters	Community Discount Card Sale	10/18/19 - 10/29/19
Music Boosters	Winter Concert Refreshment Sale	12/11/19
<u>Magnolia JHS</u>		
ASB	Sweatshirt Sale	10/20/19 - 12/1/19
Travel Club	After School Popcorn Sale	10/30/19 - 12/13/19
Travel Club	Game Night Concessions	11/15/19
ASB	Easter Egg Hunt Ticket Sale	4/1/20 - 4/9/20
ASB	After School Snack Sale	5/15/20
<u>Townsend JHS</u>		
PTSA	Ontario Reign Hockey Night	11/15/19
<u>Ayala HS</u>		
BAC Boosters	Dog Haus Family Night Out	10/18/19
Girls Basketball	Banner Sponsorship Sale	10/18/19 - 12/2/19
Girls Basketball	Shoe Donation Drive	10/18/19 - 2/28/20
SADD Club	Chick-fil-A Spirit Day	10/25/19
Boys Basketball	Shoot-A-Thon	10/25/19 - 11/16/19
Boys Basketball	HUDL.com Donation Drive	10/26/19 - 11/30/19
BAC Boosters	Poinsettia Sale	11/1/19 - 11/20/19
BAC Boosters	See's Candy Off Campus Sale	11/15/19 - 12/9/19
Boys Basketball	Alumni Basketball Game	11/16/19
AVID	Chipotle Family Night Out	11/19/19
BAC Boosters	Chick-fil-A Spirit Day	11/19/19
Girls Basketball	JV Tournament Ticket Sale	12/2/19 - 12/6/19
Girls Basketball	Tournaments Snack Bar	12/2/19 - 12/30/19
BAC Boosters	Applebee's Flapjack Breakfast	12/7/19
Boys Basketball	JV Basketball Tournament Entry Fee Sale	12/7/19 - 12/14/19

CHINO VALLEY UNIFIED SCHOOL DISTRICT
October 17, 2019

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Ayala HS</u> (cont.)		
Boys Basketball	JV Basketball Tournament Entry Fee Sale	12/7/19 - 12/14/19
Boys Basketball	JV Basketball Tournament Ticket Sale	12/7/19 - 12/14/19
Boys Basketball	JV Basketball Tournament Concessions	12/7/19 - 12/14/19
Girls Basketball	Varsity Tournament Ticket Sale	12/26/19 - 12/30/19
BAC Boosters	Rose Parade - Sharp Seating	1/1/20
Theatre Arts Boosters	Squeaky Clean Comedy Night Ticket Sale	1/17/20
Boys Basketball	Longo Toyota Customer Service Experience	3/21/20 & 5/9/20
<u>Chino HS</u>		
Girls Tennis Boosters	Serve-A-Thon	10/18/19
Girls Basketball Boosters	Off Campus Car Wash	10/19/19
Boys Soccer Boosters	Car Show	11/9/19
Girls Basketball Boosters	Off Campus Car Wash	11/30/19
BSU Club	Off Campus See's Candy Sale	12/2/19 - 12/6/19
<u>Chino Hills HS</u>		
Spirit Boosters	Wetzel's Pretzels Spirit Days	10/18/19 - 10/23/19
Theatre	Frosty's Pumpkin Patch Haunted Corn Maze	10/18/19 - 10/31/19
Baseball Boosters	Weekly Family Restaurant Nights	10/18/19 - 5/31/20
Baseball Boosters	Applebee's Breakfast	10/19/19
Capture Club	Tastea Spirit Day	10/24/19
Dance Boosters	Off Campus Donut Sale	10/25/19
Spirit Boosters	Car Wash Gift Card Sale	10/25/19 - 10/31/19
Baseball Boosters	Christmas Tree Sale	10/27/19 - 12/7/19
Spirit Boosters	Poinsettia Sale	11/1/19 - 12/1/19
Podcasting Club	Chipotle Family Night Out	11/2/19
Spirit Boosters	California Pizza Kitchen Spirit Day	11/6/19
Operation Smile	Monthly Before School Donut Sale	11/8/19 - 4/17/20
Spirit Boosters	Comedy Night	11/9/19
Dance Boosters	Off Campus Yard Sale	11/16/19
Baseball Boosters	Field Banner Sponsorship Drive	11/25/19 - 1/1/20
Spirit Boosters	Chipotle Family Night Out	12/18/19

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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Humility • Civility • Service

DATE: October 17, 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
October 17, 2019

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>HOPE Program</u>		
Veterans of Foreign Wars	Gift Cards	\$300.00
<u>Country Springs ES</u>		
Donor's Choose.org	2 Chrome Books	\$600.00
<u>Chaparral ES</u>		
Jullian Sy & Juan Sengia	Cash	\$100.00
Ninotskka Castro & Anthony Fusco	Cash	\$880.00
<u>Canyon Hills JHS</u>		
Kings Two Dental	Face Masks & Gloves	\$125.00
<u>Don Lugo HS</u>		
Raul Fernandez Trucking	Cash	\$200.00
Walmart	Student Supplies	\$2,119.00
Dr. Lally, Inc.	Cash	\$5,968.00

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

DATE: October 17, 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	2019/2020 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	August 2019	\$ 8,840.96	\$ 20,551.27
Margaret A. Chidester & Associates	-	-	\$ 65,442.00
The Tao Firm	-	-	\$ 11,675.00
	Total	\$ 8,840.96	\$ 97,668.27

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

RECOMMENDATION

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

FISCAL IMPACT

\$8,840.96 to the General Fund.

NE:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: October 17, 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 19/20-07, 19/20-08, 19/20-09, AND 19/20-10

=====

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 19/20-07, 19/20-08, 19/20-09, and 19/20-10.

FISCAL IMPACT

None.

NE:LF:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: October 17, 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:

School-Sponsored Trips	Date	Fiscal Impact
Site: Ayala HS Event: Bands of America Grand Nationals Competition Place: Indianapolis, IN Chaperone: 214 students/22 chaperones	November 13-17, 2019	Cost: \$1,743.00 per student Funding Source: Parents
Site: Chino Hills HS Event: Distributive Education Clubs of America Fall Leadership Conference Place: Anaheim, CA Chaperone: 10 students/1 chaperone	November 8-10, 2019	Cost: \$213.00 per student Funding Source: Parents

Site: Chino Hills HS Event: Digital Club - New York City Drama and Film Tour Place: New York, NY Chaperone: 25 students/3 chaperones	April 22-26, 2020	Cost: \$1,575.00 per student Funding Source: Parents
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FISCAL IMPACT

None.

NE:LF:rtr

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 2019

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
Yvette Farley, Director, Access and Equity

SUBJECT: **2019/2020 SCHOOL PLAN FOR STUDENT ACHIEVEMENT FOR BOYS REPUBLIC HS, BUENA VISTA HS, AND CHINO VALLEY LEARNING ACADEMY**

=====

BACKGROUND

The California Department of Education requires every public school receiving federal funds to annually develop a School Plan for Student Achievement (SPSA). The plan describes goals and objectives based on each school site's assessment data and describes how funds will be spent to support the goals identified.

Schools that meet Comprehensive Support and Improvement (CSI) eligibility are required to submit the site's SPSA plan to their board for approval prior to November 30, 2019. A SPSA for Boys Republic HS, Buena Vista HS, and Chino Valley Learning Academy is submitted separately based on the federal funds program budget requirements for the 2019/2020 school year. The SPSA for each school site is provided under separate cover.

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

RECOMMENDATION

It is recommended the Board of Education approve the 2019/2020 School Plan for Student Achievement for Boys Republic HS, Buena Vista HS, and Chino Valley Learning Academy.

FISCAL IMPACT

None.

NE:LF:YF:dt

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: October 17, 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

\$ 4,385,950.38 to all District funding sources.

NE:GJS:AGH:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
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DATE: October 17, 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

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
<p>CIIS-1920-143 Freckle Education, Inc. To provide four (4) subject licenses for math, ELA, social studies, and science. Submitted by: Cortez ES Duration of Agreement: October 18, 2019 - June 30, 2020</p>	<p>Contract amount: \$12,132.00 Funding source: Title I</p>
<p>CIIS-1920-149 Center for Oral Health. To provide dental screenings. Submitted by: Health Services Duration of Agreement: August 1, 2019 - June 30, 2020</p>	<p>Contract amount: None Funding source: None</p>
<p>CIIS-1920-150 Thinking Maps, Inc. To provide three (3) day on-site training. Submitted by: Magnolia JHS Duration of Agreement: October 18, 2019 - June 30, 2020</p>	<p>Contract amount: \$6,750.00 Funding source: Title I</p>
<p>CIIS-1920-151 IXL Learning, Inc. To provide licenses for math and ELA for students grades 3-6. Submitted by: Liberty ES Duration of Agreement: October 18, 2019 - June 30, 2020</p>	<p>Contract amount: \$3,850.00 Funding source: Title I</p>
<p>CIIS-1920-152 Parent Institute for Quality Education (PIQE). To provide parent training courses. Submitted by: Ramona JHS Duration of Agreement: January 28, 2020 - March 31, 2020</p>	<p>Contract amount: \$7,500.00 Funding source: Title I</p>
<p>CIIS-1920-153 SHI. To provide one (1) user license for Adobe Photoshop CC. Submitted by: Magnolia JHS Duration of Agreement: October 18, 2019 - October 18, 2020</p>	<p>Contract amount: \$174.00 Funding source: Perkins Grant</p>
<p>CIIS-1920-154 Card Integrators Corp. dba CI Solutions. To provide ID card system software and printer. Submitted by: Alternative Education Center Duration of Agreement: October 25, 2019 - June 30, 2020</p>	<p>Contract amount: \$796.08 Funding source: School Site Budget</p>
<p>CIIS-1920-155 Imagine Learning, Inc. To provide ten (10) licenses for Imagine Language & Literacy/Galileo K-12 integrated assessment. Submitted by: Dickson ES Duration of Agreement: October 31, 2019 - October 31, 2020</p>	<p>Contract amount: \$1,500.00 Funding source: Title I</p>
<p>CIIS-1920-156 City of Chino - PALS Program. To provide Positive Actions for Life Success (PALS) program to Borba ES, Cattle ES, Cortez ES, Dickson ES, Marshall ES, Newman ES, Rhodes ES, Walnut ES, Briggs K-8, and Cal Aero K-8. Submitted by: Health Services Duration of Agreement: October 1, 2019 - June 30, 2022</p>	<p>Contract amount: None Funding source: None</p>
<p>CIIS-1920-157 Project Lead the Way, Inc. To provide Project Lead the Way engineering participation. Submitted by: Don Lugo HS Duration of Agreement: June 1, 2019 - June 30, 2020</p>	<p>Contract amount: \$3,000.00 Funding source: LCAP</p>
<p>CIIS-1920-158 Maribel Colin. To provide twelve (12) The Twelve Powers of Family Business Program workshop sessions. Submitted by: Ramona JHS Duration of Agreement: October 18, 2019 - June 30, 2020</p>	<p>Contract amount: \$1,500.00 Funding source: Title I</p>

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-1920-159 Maribel Colin. To provide twelve (12) The Twelve Powers of Family Business Program workshop sessions. Submitted by: Don Lugo HS Duration of Agreement: October 18, 2019 - June 30, 2020	Contract amount: \$1,500.00 Funding source: Title I
CIIS-1920-160 Parchment, Inc. To provide California Student Data Privacy Act version 2 agreement between CVUSD and Parchment Inc. Submitted by: Technology Duration of Agreement: October 4, 2019 - Ongoing	Contract amount: None Funding source: None
GRANT 19-23939-67678-EZ-6010-8590-36 California Department of Education. To provide funds to support seven (7) After School Education and Safety programs (ASES). Submitted by: Health Services Duration of Agreement: July 1, 2019 - June 30, 2020	Contract amount: \$914,179.04 Funding source: ASES Grant

FACILITIES, PLANNING, AND OPERATIONS	FISCAL IMPACT
F-1920-044 Brian Stratoly dba Aero Environmental Services. To provide District-wide asbestos, indoor air quality, and water testing. Submitted by: Maintenance, Operations, and Construction Duration of Agreement: October 18, 2019 - June 30, 2020	Contract amount: Per rate sheet Funding source: Various
F-1920-045 Neopost USA, Inc. To provide licensing for web tracking system to be used for warehouse receiving and duplication delivery. Submitted by: Warehouse/Purchasing Duration of Agreement: October 18, 2019 - October 17, 2022	Contract amount: \$29,881.43 Funding source: General Fund
F-1920-046 Transfinder. To provide a student transportation management system. Submitted by: Transportation Duration of Agreement: February 28, 2020 - February 27, 2021	Contract amount: \$7,850.00 Funding source: General Fund

MASTER CONTRACTS	FISCAL IMPACT
MC-1920-034 Carlene Eaton dba Balloons of California. To provide balloon making for school events. Submitted by: Briggs K-8 Duration of Agreement: October 18, 2019 - June 30, 2022	Contract amount: Per rate sheet Funding source: ASB/USB/PFA/PTA/Boosters
MC-1920-035 Robert Castillo dba BMX Freestyle Team LLC. To provide BMX safety and educational assembly. Submitted by: Glenmeade ES/Ramona JHS Duration of Agreement: October 18, 2019 - June 30, 2022	Contract amount: Per rate sheet Funding source: ASB/USB/PFA/PTA/Boosters
MC-1920-036 Natalie McCullah dba Affair Ala Carte. To provide an espresso cart for school events. Submitted by: Wickman ES Duration of Agreement: October 18, 2019 - June 30, 2022	Contract amount: Per rate sheet Funding source: ASB/USB/PFA/PTA/Boosters
MC-1920-037 Level Up GT. To provide mobile gaming truck for school events. Submitted by: Litel ES Duration of Agreement: October 18, 2019 - June 30, 2022	Contract amount: Per rate sheet Funding source: ASB/USB/PFA/PTA/Boosters

APPROVED CONTRACT TO BE AMENDED	AMENDMENT
<p>F-1819-056 Raptor Technologies, LLC. To provide annual access fee for school site Visitor Management System. Submitted by: Purchasing Duration of Agreement: February 1, 2019 - January 31, 2020 Original Agreement Board Approved: March 21, 2019</p>	<p>Increase contract amount from \$17,945.00 to \$18,170.00.</p> <p>Funding source: General Fund</p> <p>Add database activation and one visitor management access fee for Chino Valley Learning Academy, prorated from September 1, 2019, through January 31, 2020</p>

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 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**

October 17, 2019

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	42124	Health Services
Sound Bar	Dell		Health Services
Keyboards (2)	Dell		Health Services
Mice (2)	Dell		Health Services
Receipt Printer	Star	230070704812	Health Services
Misc. Wires	Dell		Health Services
Laptop	Dell	29233	Maintenance
Monitor	View Sonic	PPJOS4900257	Butterfield Ranch ES
Monitor	Dell	CNOCC299641806CK07XA	Butterfield Ranch ES
Monitor	Apple	19494	Butterfield Ranch ES
Monitor	Mac	27211	Butterfield Ranch ES
Keyboard	Dell	CNORH6597357171K07JP	Butterfield Ranch ES
Keyboard	Apple	KY33400QFPA3D	Butterfield Ranch ES
Keyboard	Apple	Ky427024vql3a	Butterfield Ranch ES
Keyboard	Apple	41243	Butterfield Ranch ES
Mouse	Keytronic	0750014670	Butterfield Ranch ES
Mouse	Dell	64009349	Butterfield Ranch ES
Mouse	Dell	OMY897	Butterfield Ranch ES
Mouse	Apple		Butterfield Ranch ES
DVD/VCR	JVC		Butterfield Ranch ES
Printer	Brother		Butterfield Ranch ES
Printer	HP		Butterfield Ranch ES
Student Desks (16)			Butterfield Ranch ES
Bookshelves (2)			Eagle Canyon ES
Round Tables (2)			Eagle Canyon ES
TV	Sharp	A605827704	Eagle Canyon ES
TV	Panasonic	PV-M2023	Eagle Canyon ES
Monitors (17)	Dell		Eagle Canyon ES
Monitor	Acer	9080240524	Eagle Canyon ES
Monitor	MPC	F17255015411	Eagle Canyon ES
Keyboards (20)			Eagle Canyon ES
Headphones/Case			Eagle Canyon ES
Laptop	Dell	30243	Rolling Ridge ES
Cash Register	Casio	0260133	Rolling Ridge ES
Cash Register	Casio	0201934	Rolling Ridge ES
Printer	HP	VNB3FO5847	Rolling Ridge ES
Volleyball Sets (2)			Rolling Ridge ES
Handicap Basketball Set			Rolling Ridge ES
Kiln			Rolling Ridge ES

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: October 17, 2019

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
Martin Silveira, Director, Maintenance and Operations

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR CUPCCAA
BID 18-19-23I, MARSHALL ES PLAYGROUND EQUIPMENT
INSTALLATION**

=====

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:

On February 21, 2019, the Board of Education awarded CUPCCAA Bid 18-19-23I, Marshall ES Playground Equipment Installation to R.E. Schultz Construction, Inc. All contracted work was completed on August 16, 2019. Contract summary is provided below.

CUPCCAA Bid	Project Description	Contractor	Total Contract	Change Order	Total	5% Retention Amount	Funding Source
18-19-23I	Marshall ES Playground Equipment Installation	R.E. Schultz Construction, Inc.	\$154,202.00	\$15,380.00	\$169,582.00	\$8,479.10	25

Documentation indicating satisfactory completion and compliance with specifications and project requirements has been obtained from the following individuals: Alex Rivera, Project Manager; and Martin Silveira, Director, Maintenance and Operations.

Staff recommends approval of the Notice of Completion for this bid. The final retention payment of 5% of the value of work done under this contract shall be made 35 days after the Notice of Completion is recorded with the County Recorder.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for CUPCCAA Bid 18-19-23I, Marshall ES Playground Equipment Installation.

FISCAL IMPACT

\$15,380.00 to Capital Facilities Fund 25.

NE:GJS:MS:pw



Chino Valley Unified School District
Facilities, Planning, and Operations Division

CHANGE ORDER

Date: 4/22/2019 BID/ CUPCAA #: 18-19-23I Change Order #: 1

Project Title: Marshall ES Playground Equipment Installation

Owner: Chino Valley Unified School District DSA Application #: NA DSA File #: NA

Architect: NA Contractor: R.E. Schultz Construction Inc.

The Contractor is hereby authorized to do the following:

Demo and dispose of existing curb to extend pit. Excavate and dispose of 474 SF of grass/sod. Install 78 LF new concrete curbing and 396 SF crushed misc. base 14". Additional 396 SF PIP rubber surface.

Item # 1

Requested By: District Project Manager Increase/Decrease amount: \$15,380.00

Reason: The existing play pit area didn't provide enough fall area to comply with Miracle Play Equipment standards.

Item # 2

Requested By: _____ Increase/Decrease amount: _____

Reason: _____

Item # 3

Requested By: _____ Increase/Decrease amount: _____

Reason: _____

Original contract completion date: _____	Original contract amount: _____	\$154,202.00
Increase/Decrease of days: _____	Increase/Decrease amount: _____	\$15,380.00
New contract completion date: _____	New contract amount: _____	\$169,582.00

Approved by:

NA _____ Signature _____ Date _____
DSA Inspector of Record

NA _____ Signature _____ Date _____
Architect / Engineer

NA _____ Signature _____ Date _____
Construction/Project Manager

NA _____ Signature _____ Date _____
CVUSD Construction Coordinator

Alex Rivera _____ Signature _____ Date 4/24/2019
CVUSD Project Manager

Martin Silveira _____ Signature _____ Date 4/24/19
Director, Maintenance, Operations & Construction

Gregory Strachura _____ Signature _____ Date 4/24/19
Owner (Authorized Agent)

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 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 19-20-16F, CAL AERO K-8 ADDITIONAL PORTABLES AND LUNCH SHELTER

=====

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 19-20-16F, Cal Aero K-8 Additional Portables and Lunch Shelter was published in the Inland Valley Daily Bulletin on August 30, 2019, and September 6, 2019. Bids were opened at 1:00 p.m. on October 2, 2019. The results are as follows:

Contractor	Bid Amount
Mobile Modular Construction Inc.	\$1,000,200.00
*R. Jenson Co. Inc.	\$1,187,000.00
Spec Construction Co. Inc.	\$1,237,300.00
Roadway Engineering and Contracting	\$1,287,400.00
Broughton Construction, Inc.	\$1,356,470.00
Dalke and Sons Construction, Inc.	\$1,366,480.00
JM Builders, Inc.	\$1,376,000.00
General Consolidated Constructors	\$1,379,000.00
Harik Construction	\$1,474,000.00

The basic scope of work for this project includes site work for the installation of ten portable classrooms and the installation of an additional lunch shelter.

*The apparent low bidder, Mobile Modular Construction, Inc., withdrew its bid due to a clerical error discovered by the contractor after the bid opening. Therefore, it is recommended that the bid be awarded to the next low bidder R. Jenson Co. Inc.

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

RECOMMENDATION

It is recommended the Board of Education award Bid 19-20-16F, Cal Aero K-8 Additional Portables and Lunch Shelter to R. Jenson, Co. Inc.

FISCAL IMPACT

\$1,187,000.00 to Capital Facilities Fund 25.

NE:GJS:AGH:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: October 17, 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 19-20-18F, BRIGGS K-8 NEW SCIENCE BUILDING - REBID

=====

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 19-20-18F, Briggs K-8 New Science Building - Rebid was Published in the Inland Valley Daily Bulletin on August 27, 2019, and September 3, 2019. Bids were opened at 1:00 p.m. on September 25, 2019. The results are as follows:

Bid Package	# of Bids Received	Low Bidder	Bid Amount
BP #2 – Structural and Site Concrete	7	Inland Building Construction Co.	\$1,413,000.00
BP #4 – Rough Carpentry/Wood Framing	2	Tomahawk Builders Inc.	\$939,000.00
BP #5 – Architectural & Laboratory Cabinets/Casework	5	Stolo Cabinets, Inc.	\$185,340.00
BP #6 – Metal Framing, Drywall, Plaster, Insulation, & Acoustical Ceilings	3	Caston Inc.	\$658,585.00
BP #7 – Sheet Metal	4	United Contractors	\$226,000.00
BP #8 – Roofing	3	Letner Roofing Co.	\$394,300.00
BP #9 – Doors, Frames, & Hardware	4	Star Hardware, Inc.	\$117,900.00
BP #10 – Glass & Glazing	4	McKernan Inc.	\$272,100.00
BP #11 – Resilient Flooring & Carpeting	3	Riccardi Floor Covering	\$27,500.00

BP #12 – Painting	7	*Cramer Painting, Inc.	\$116,500.00
BP #13 – Specialties, Tile, and General Construction	6	RVH Constructors	\$294,000.00
BP #15 – Plumbing	8	Continental Plumbing Inc.	\$399,225.00
BP #16 – Automatic Fire Sprinklers	4	Daart Engineering Co., Inc.	\$121,300.00
BP #17 – HVAC	12	*All Star Air Systems, Inc.	\$504,000.00

The basic scope of work for this project includes construction of one new single-story classroom building.

*The apparent low bidder for BP #12 Inland Pacific Coatings, Inc., 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 Cramer Painting, Inc.

*The apparent low bidder for BP #17 West-Tech Mechanical, Inc., 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 All Star Air Systems, Inc.

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

RECOMMENDATION

It is recommended the Board of Education award Bid 19-20-18F, Briggs K-8 New Science Building - Rebid to the following contractors: BP #2 to Inland Building Construction Co.; BP #4 to Tomahawk Builders, Inc.; BP #5 to Stolo Cabinets, Inc.; BP #6 to Caston Inc.; BP #7 to United Contractors; BP #8 to Letner Roofing Co.; BP #9 to Star Hardware, Inc.; BP #10 to McKernan Inc.; BP #11 to Riccardi Floor Covering; BP # 12 to Cramer Painting, Inc.; BP #13 to RVH Constructors; BP #15 to Continental Plumbing Inc.; BP #16 to Daart Engineering, Co., Inc.; and BP #17 to All Star Air Systems, Inc.

FISCAL IMPACT

\$5,668,750.00.00 to Building Fund 21.

NE:GJS:AGH:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 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 19-20-19F, CHINO HILLS HS ADMINISTRATIVE OFFICE RECONFIGURATION

=====

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 19-20-19F, Chino Hills HS Administrative Office Reconfiguration was published in the Inland Valley Daily Bulletin on August 30, 2019, and September 6, 2019. Bids were opened at 1:00 p.m. on October 1, 2019. The results are as follows:

Contractor	Bid Amount
R. Dependable Construction, Inc	\$436,000.00
Aid Builders, Inc.	\$511,600.00
Dalke & Sons Construction	\$598,480.00
Harik Construction	\$617,000.00
Horizons Construction Co. International	\$647,000.00
Cornerstone Construction Services	\$713,053.00

The basic scope of work for this project includes relocation of the attendance office closer to the front door to allow better access for parents and better security of the campus.

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

RECOMMENDATION

It is recommended the Board of Education award Bid 19-20-19F, Chino Hills HS Administrative Office Reconfiguration to R. Dependable Construction, Inc.

FISCAL IMPACT

\$436,000.00 to Building Fund 21.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 2019

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID 18-19-10F, CATTLE ES, LITEL ES, AND OAK RIDGE ES ALTERATION PROJECT

=====

BACKGROUND

On December 13, 2018, the Board of Education awarded Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project to the following contractors: Bid Package 02-01, Precision Contracting; Bid Package 03-01, KAR Construction; Bid Package 06-01, Miller Construction; Bid Package 06-02, Stolo Cabinets; Bid Package 07-01, Letner Roofing; Bid Package 08-01, Construction Hardware; Bid Package 09-01, Mirage Builders; Bid Package 09-02, Continental Marble & Tile; Bid Package 09-03, CG Acoustics; Bid Package 09-04, Signature Flooring, Inc.; Bid Package 09-05, AJ Fistes Corp.; Bid Package 10-01, Bogh Engineering, Inc.; Bid Package 11-01, Kitcor Corp.; Bid Package 22-01, Emphyrean Plumbing; Bid Package 23-01, Aire-Masters Air Conditioning; Bid Package 26-01, RDM Electric; and Bid Package 32-01, General Consolidated. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
3	Bid Package 06-01-Rough Carpentry-Miller Construction	\$48,459.00
	Bid Amount:	\$1,362,000.00
	Previously Approved Change Orders:	\$54,319.00
	Revised Total Project Amount:	\$1,464,778.00

The change order results in a net increase of \$48,459.00 to the construction cost and no change in contract time. The revised total project cost, including all change orders, is \$27,364,054.00. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid 18-19-10F, Cattle ES, Litel ES, and Oak Ridge ES Alteration Project.

FISCAL IMPACT

\$48,459.00 to Building Fund 21.

NE:GJS:AGH:pw



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Facilities, Planning and Operations Division

5130 Riverside Drive

Chino, CA 91710

Telephone: 909.628.1202, Ext. 145 Fax: 909.548.6034

CHANGE ORDER

DATE: 9/18/19 BID #: 18-19-10F CHANGE ORDER: 003

PROJECT: Cattle, Oak Ridge & Litel Elementary School – Alterations

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

OWNER: Chino Valley Unified School District

ARCHITECT: WLC Architects, Inc. CONTRACTOR: Miller Construction

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

Litel Elementary School

DSA Application #A04-117036 / DSA File #36-11

ITEM NO. 1:	Description:	CCD#02 Install Additional 2x4 to Existing Ceiling Framing
	Reason:	Added soffit framing to upgrade existing soffit framing members at exterior soffit ceilings so intended plaster finish can remain. (ref: Miller COR#006 & 013)
	Document Ref:	Change Order Request No. L-007 (PCO No. L-018)
	Requested by:	District
	Change in Contract Sum:	\$22,604.00 / ADD
	Time Extension:	0 Calendar days

Cattle Elementary School

DSA Application #A04-117035 / DSA File #36-11

ITEM NO. 1:	Description:	RFI #019 – Building A Replace Plywood Shear Panels for Phase 3
	Reason:	The existing plywood shear panels needed to be removed and now replaced in order to install the necessary backing for the new cabinets and for the installation of the new in-wall electrical conduit and boxes at Building A / Phase 3. This was similar to Building C per RFI #019. (ref: Miller COR#031R1)
	Document Ref:	Change Order Request No. C-007 (PCO No. C-168)

Requested by: District
Change in Contract Sum: \$8,408.00 / ADD
Time Extension: 0 Calendar days

ITEM NO. 2: Description: RFI #065 and 065.3 – Framed Opening for added Mechanical Louver
Reason: Provide framed opening per RFI #065 and #065.3 that was necessary to accommodate the added exhaust fan at Building C for Phase I. (ref: Miller COR#014)
Document Ref: Change Order Request No. C-008 (PCO No. C-034)
Requested by: District
Change in Contract Sum: \$1,916.00 / ADD
Time Extension: 0 Calendar days

ITEM NO. 3: Description: RFI #026 – Mechanical Curb Blocking Attachment
Reason: Additional blocking and hardware was required to fully support the new HVAC units at several locations per RFI #026 response for Building C/Phase I. (ref: Miller COR#004RI)
Document Ref: Change Order Request No. C-008 (PCO No. C-034)
Requested by: District
Change in Contract Sum: \$4,309.00 / ADD
Time Extension: 0 Calendar days

ITEM NO. 4: Description: RFI #134 – New Partition Wall at Lobby Restroom
Reason: New partition wall at lobby restroom was required due to the new curb per RFI #134 response for Building B/Phase 2. (ref: Miller COR#020)
Document Ref: Change Order Request No. C-009 (PCO No. C-086)
Requested by: District
Change in Contract Sum: \$2,080.00 / ADD
Time Extension: 0 Calendar days

ITEM NO. 5: Description: RFI #138 – Revised Framing at Lobby for larger New Mechanical Ductwork
Reason: New revised framing was required in order to accommodate the larger mechanical ductwork at the Lobby per RFI #138 response for Building B/Phase 2. (ref: Miller COR#019)

Document Ref: Change Order Request No. C-009 (PCO No. C-086)
 Requested by: District
 Change in Contract Sum: \$4,670.00 / ADD
 Time Extension: 0 Calendar days

ITEM NO. 6: Description: CCD#3 – Revised Framing for Kindergarten Restroom Door Revisions
 Reason: Kindergarten Restroom layout was revised and corresponding door locations required revised framing per DSA approved CCD#3 for Phase 2. (ref: Miller COR#023)
 Document Ref: Change Order Request No. C-010 (PCO No. C-096)
 Requested by: District
 Change in Contract Sum: \$4,472.00 / ADD
 Time Extension: 0 Calendar days

END OF CHANGE ORDER NO. 003 ITEMS

SCHOOL SITE SUMMARY







School	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Cattle ES	\$628,000.00	\$51,524.00	\$25,855.00	\$705,379.00
Litel ES	\$440,000.00	\$ 1,364.00	\$22,604.00	\$463,968.00
Oak Ridge ES	\$294,000.00	\$ 1,431.00	\$ 0.00	\$295,431.00
Total	\$1,362,000.00	\$54,319.00	\$48,459.00	\$1,464,778.00

CONTRACT SUMMARY

The original contract amount was:	<u>\$1,362,000.00</u>
Net change by previous Change Order:	<u>\$54,319.00</u>
The contract amount will be increased by this Change Order:	<u>\$48,459.00</u>
The new contract amount including this change order will be:	<u>\$1,464,778.00</u>
The original contract completion date:	<u>4/16/20</u>
The contract time will be increased/decreased by days:	<u>0</u>
The date of completion as a result of this Change Order is:	<u>4/16/20</u>

The cumulative adjustment of the Contract Price and the Contract Time for each Change included in this Change Order represents and reflects the entire adjustment of the Contract Price and the Contract Time due Contractor for such items of Changes. The Contract Price adjustment herein for the items included in this Change Order includes without limitation, all costs for labor, materials, services and/or equipment as well as any and all costs arising out of or associated in any manner with impacts, disruptions, interference, delays or hindrances in performing or providing the Changes included in this Change Order. By executing this Change Order, Contractor acknowledges the foregoing and agrees that any rights or claims of Contractor, whether known or unknown, for costs or times associated with providing or performing the Changes included in this Change Order and not specifically reflected and included in this Change Order are waived, relinquished and released by Contractor; in connection with the foregoing, Contractor waives and releases any rights under Civil Code Section 1542 with regard to any unknown costs or additional time associated with the changes included in this Change Order.

APPROVED BY:

 Miller Construction (Contractor)	mark Dorf Vice President Print Name / Title	9-17-19 Date
 DSA Inspector of Record (Team Inspections)	Frank Sand / Inspector	9/19/19 Date
 Construction Manager (CW Driver)	Hung Truong / Project Manager	9/24/19 Date
 CVUSD	Samuel Sousa / Construction Coordinator, Maintenance, Operations & Construction	9.25.19 Date
 Owner (authorized agent)	Greg Stachura / Assistant Superintendent, Facilities, Planning & Operations Department	9/26/19 Date
 WLC Architects Inc. (Architect)	Jim DiCamillo / President Print Name / Title	9.29.19 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 2019

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
Martin Silveira, Director, Maintenance, Operations, and Construction

SUBJECT: CHANGE ORDERS FOR BID 18-19-26F, AYALA HS ALTERATION HVAC UPGRADES – GYM AND KITCHEN

=====

BACKGROUND

On March 7, 2019, the Board of Education awarded Bid 18-19-26F, Ayala HS Alteration HVAC Upgrades – Gym and Kitchen to the following contractors: Bid Package 01, General Construction to RVH Constructors; Bid Package 02, Structural/Misc. Steel to RND Contractors; Bid Package 03, Plumbing/Site Utilities to Continental Plumbing Inc.; Bid Package 04, HVAC to Franklin Mechanical Systems, Inc.; and Bid Package 05, Electrical/Low Voltage to Ryan Electric, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change orders have been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	Bid Package 02-Structural/Misc. Steel-RND Contractors	(\$25,218.01)
	Bid Amount:	\$259,000.00
	Revised Total Project Amount:	\$233,781.99

Change Order	Contractor	Amount
1	Bid Package 04-HVAC-Franklin Mechanical Systems, Inc.	(\$27,100.00)
	Bid Amount:	\$645,500.00
	Revised Total Project Amount:	\$618,400.00

The change orders result in a net decrease of \$52,318.01 to the construction cost and no change in contract time. The revised total project cost, including all change orders, is \$2,540,581.99. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

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

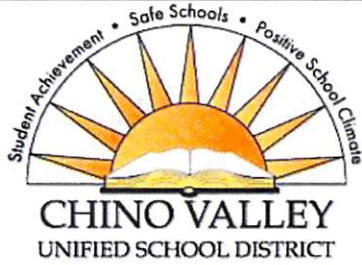
RECOMMENDATION

It is recommended the Board of Education approve the Change Orders for Bid 18-19-26F, Ayala HS Alteration HVAC Upgrades – Gym and Kitchen.

FISCAL IMPACT

(\$52,318.01) to Building Fund 21.

NE:GJS:MS:pw



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Facilities, Planning and Operations Division

5130 Riverside Drive

Chino, CA 91710

Telephone: 909.628.1202, Ext. 1200 Fax: 909.548.6034

CHANGE ORDER

DATE: 9/11/19 BID #: 18-19-26F CHANGE ORDER: 001

PROJECT: Ayala High School Alteration HVAC Upgrades – Gymnasium & Kitchen

DSA APPLICATION #: 04-117632 DSA FILE #: _____

OWNER: Chino Valley Unified School District

ARCHITECT: WLC Architects CONTRACTOR: RND Contractors (BP #02) ✓

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

ITEM NO. 1: Description: CREDIT Demo Existing Steel, new C-Channels and Bent Plates at six (6) Exhaust Fan Locations
Reason: RFI 11 – six (6) adaptive curbs installed to top of existing curbs in lieu of demo of existing steel and adding of new steel
Document Ref: Change Order Request No. 001
Requested by: Balfour Beatty
Change in Contract Sum: <\$14,218.01> / DEDUCT
Time Extension: 0 Calendar days

ITEM NO. 2: Description: CREDIT All Unused Allowances
Reason: Unused amounts of Composite cleanup and unforeseen allowances to be credited back to CVUSD
Document Ref: Change Order Request No. 002
Requested by: Balfour Beatty
Change in Contract Sum: <\$11,000> / DEDUCT
Time Extension: 0 Calendar days

END OF CHANGE ORDER NO. 001 ITEMS

CONTRACT SUMMARY

The original contract amount was:	_____	\$259,000.00 ✓
Previously approved change order amount(s):	_____	\$0.00
The contract amount will be <u>decreased</u> by this Change Order:	_____	<\$25,218.01> ✓
The new contract amount including this change order will be:	_____	\$233,781.99 ✓
The original contract completion date:	_____	08/01/19
The contract time will be increased/decreased by days:	_____	00
The date of completion as a result of this Change Order is:	_____	08/01/19

APPROVED BY:

Jeff Hanson

SignNow e-signature ID: dfc1a56f52...
09/13/2019 20:36:03 UTC

Contractor (RND Contractors)

Jeff Hanson / Sr. Project Manager

Print Name / Title

09/13/2019

Date

LR

SignNow e-signature ID: 69de614ea1...
09/12/2019 18:05:42 UTC

DSA Inspector of Record (Knowland Construction Services)

Ken Burr / DSA Inspector

Print Name / Title

09/12/2019

Date

Mark Mercado

SignNow e-signature ID: 9172adc9f7...
09/12/2019 17:54:13 UTC

Construction Manager (Balfour Beatty)

Mark Mercado / Project Manager

Print Name / Title

09/12/2019

Date

James Costa

SignNow e-signature ID: 8bf164fef3...
09/12/2019 20:32:20 UTC

CVUSD

James Costa / Construction Coordinator,
Maintenance, Operations & Construction

Print Name / Title

09/12/2019

Date

Gregory Stachura

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

Print Name / Title

9/23/19

Date

Owner (authorized agent)

James R DiCamillo

SignNow e-signature ID: ef2c55a9f9...
09/15/2019 23:08:12 UTC

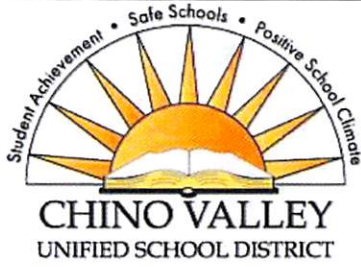
Architect

Jim Dicamillo / President, Architect, AIA LEEP AP

Print Name / Title

09/15/2019

Date



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Facilities, Planning and Operations Division

5130 Riverside Drive

Chino, CA 91710

Telephone: 909.628.1202, Ext. 1200 Fax: 909.548.6034

CHANGE ORDER

DATE: 9/12/19 BID #: 18-19-26F CHANGE ORDER: 001

PROJECT: Ayala High School Alteration HVAC Upgrades – Gymnasium & Kitchen

DSA APPLICATION #: 04-117632 DSA FILE #: _____

OWNER: Chino Valley Unified School District

ARCHITECT: WLC Architects CONTRACTOR: Franklin Mechanical (BP #04)

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

ITEM NO. 1	Description:	CREDIT All Unused Allowances
	Reason:	Unused amounts of Composite cleanup and unforeseen allowances to be credited back to CVUSD
	Document Ref:	Change Order Request No. 001
	Requested by:	Balfour Beatty
	Change in Contract Sum:	<\$27,100> / DEDUCT
	Time Extension:	0 Calendar days

END OF CHANGE ORDER NO. 001 ITEMS

CONTRACT SUMMARY

The original contract amount was:	<u>\$645,500.00</u>
Previously approved change order amount(s):	<u>\$0.00</u>
The contract amount will be <u>decreased</u> by this Change Order:	<u><\$27,100></u> ✓
The new contract amount including this change order will be:	<u>\$618,400.00</u> ✓
The original contract completion date:	<u>08/01/19</u>
The contract time will be increased/decreased by days:	<u>00</u>
The date of completion as a result of this Change Order is:	<u>08/01/19</u>

APPROVED BY:

Joe Horacek

SignNow e-signature ID: 315b7ec0b1...
09/12/2019 22:07:48 UTC

Joe Horacek /Project Manager

09/12/2019

Contractor
(Franklin Mechanical Systems)

Print Name / Title

Date

LR

SignNow e-signature ID: 42dae5e16e...
09/12/2019 21:00:28 UTC

Ken Burr / DSA Inspector

09/12/2019

DSA Inspector of Record
(Knowland Construction Services)

Print Name / Title

Date

Mark Mercado

SignNow e-signature ID: e498e72b14...
09/12/2019 20:29:20 UTC

Mark Mercado / Project Manager

09/12/2019

Construction Manager (Balfour Beatty)

Print Name / Title

Date

James Costa

SignNow e-signature ID: d2ff79115e...
09/12/2019 20:33:21 UTC

James Costa / Construction Coordinator,
Maintenance, Operations & Construction

09/12/2019

CVUSD

Print Name / Title

Date

Gregory Stachura

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

Date

Owner (authorized agent)

Print Name / Title

James R DiCamillo

SignNow e-signature ID: ad16d186f6...
09/12/2019 23:53:07 UTC

Jim Dicamillo / President, Architect, AIA LEEP AP

09/12/2019

Architect

Print Name / Title

Date

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

DATE: October 17, 2019

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

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

NE:RR:FA:IB:mcm

CERTIFICATED PERSONNEL

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

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

MILLER, Laura	ESL Teacher	Adult School	10/18/2019
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LEAVE OF ABSENCE

PARKS, Susan	School Nurse	Health Services	10/08/2019 through 02/08/2020
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APPOINTMENT – EXTRA DUTY

HERNANDEZ, Ana (NBM)	Girls Soccer (B)	Ayala HS	10/18/2019
GONZALEZ, Jorge (NBM)	Baseball (B)	Ayala HS	10/18/2019
JUAREZ, Jorge (NBM)	Baseball (B)	Chino HS	10/18/2019
ZARAGOZA, Zibley (NBM)	Girls Basketball (B)	Chino HS	10/18/2019
GARCIA, Dayna (NBM)	Girls Soccer (B)	Chino Hills HS	10/18/2019
GOW, James (NBM)	Band (B)	Chino Hills HS	10/18/2019

DELETE – EXTRA DUTY

ROGERS, Victor	Volleyball (GF)	Ramona JHS	10/18/2019
		TOTAL:	\$1,816.00

APPOINTMENT – EXTRA DUTY – ACTIVITIES

BADER, Lisa	Jr. High AVID Advisor	Briggs K-8	10/18/2019
BELLOSO, Rodrigo	After School Activity Stipend: Intramural Director	Briggs K-8	10/18/2019
COLLINS, Celia	Activities Director	Briggs K-8	10/18/2019
COLLINS, Celia	Jr. High Renaissance	Briggs K-8	10/18/2019
JONES, Douglas	Band Director	Briggs K-8	10/18/2019
PEASE, Adam	Jr. High Yearbook Advisor	Briggs K-8	10/18/2019
SILVA, Michael	After School Activity Stipend: Intramural Director	Briggs K-8	10/18/2019
FELLOWS, Amber	After School Activity Stipend: STEM Robotics Program	Cal Aero K-8	10/18/2019
NARAMORE, Michele	Jr. High Yearbook Advisor	Cal Aero K-8	10/18/2019
NIEBLAS, Michael	Jr. High Visual Performance Arts Advisor	Cal Aero K-8	10/18/2019
PETTYGROVE, Luke	Jr. High Band Director	Cal Aero K-8	10/18/2019
QUEZADA, Melissa	Jr. High Activities Director/Leadership	Cal Aero K-8	10/18/2019

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>APPOINTMENT – EXTRA DUTY – ACTIVITIES (cont.)</u>			
QUEZADA, Melissa	Jr. High Renaissance	Cal Aero K-8	10/18/2019
BROMLEY, Maureen	Jr. High AVID Advisor	Canyon Hills JHS	10/18/2019
CAREW, Kimberly	Jr. High Yearbook Advisor	Canyon Hills JHS	10/18/2019
MILAN, Torey	Jr. High Activities Director/Leadership	Canyon Hills JHS	10/18/2019
VERA-MINEER, Valerie	Jr. High Renaissance	Canyon Hills JHS	10/18/2019
VERA-MINEER, Valerie	Jr. High Activity Stipend: Student Recog. Breakfast	Canyon Hills JHS	10/18/2019
WILEY, Jeffrey	Jr. High Band Director	Canyon Hills JHS	10/18/2019
JENKINS, Sean	Jr. High Band Director	Magnolia JHS	10/18/2019
JENKINS, Elizabeth (NBM)	Jr. High Color Guard Advisor	Magnolia JHS	10/18/2019
LEWIS, Kerry	Jr. High AVID Advisor	Magnolia JHS	10/18/2019
MITCHELL, Brandi	Jr. High Yearbook Advisor	Magnolia JHS	10/18/2019
ROSSEN, Scott	After School Activity Stipend: Debate Team	Magnolia JHS	10/18/2019
ST. CLAIRE, Tracy	Jr. High Activities Director/ Leadership	Magnolia JHS	10/18/2019
ALBERS, Victoria	Jr. High Yearbook Advisor	Ramona JHS	10/18/2019
ANDINO-GONZALEZ, Maritza	Jr. High Science Fair Advisor	Ramona JHS	10/18/2019
CERVANTES, Kirstie	Jr. High Activities Director/Leadership	Ramona JHS	10/18/2019
CHUNG, Stephanie	Jr. High AVID Advisor	Ramona JHS	10/18/2019
COOPMAN, Katie	Jr. High Activity Stipend: PBIS Coach	Ramona JHS	10/18/2019
DAILEG, Precious	Jr. High Science Fair Advisor	Ramona JHS	10/18/2019
POPOCA, Victor	Jr. High AVID Advisor	Ramona JHS	10/18/2019
YANIK, Stephen	Jr. High Band Director	Ramona JHS	10/18/2019
CARLS, Allison	Jr. High AVID Advisor	Townsend JHS	10/18/2019
EICHMANN, Julie (NBM)	Jr. High Drill Team/Dance Advisor	Townsend JHS	10/18/2019
HALE, Sierra	Jr. High Activity Stipend: Drama Director	Townsend JHS	10/18/2019
MURILLO, Christopher	Jr. High Activities Director/Leadership	Townsend JHS	10/18/2019
NOBLETT, Jodie	Jr. High Yearbook Advisor	Townsend JHS	10/18/2019
ROBB, Anne	Jr. High Band Director	Townsend JHS	10/18/2019
BELL, Pamela	Jr. High Band Director	Woodcrest JHS	10/18/2019
GARRETT, Edana (NBM)	Jr. High Drill Team/Dance Advisor	Woodcrest JHS	10/18/2019
IVEY, Steven	Jr. High Renaissance	Woodcrest JHS	10/18/2019
LINDSEY, Patrick	Jr. High Activities Director/Leadership	Woodcrest JHS	10/18/2019
LISTA, Lisa	Jr. High STEM/STEAM Advisor	Woodcrest JHS	10/18/2019
YURK, Timothy	Jr. High Yearbook Advisor	Woodcrest JHS	10/18/2019
BOREN, Arthur	FBLA/DECCA	Ayala HS	10/18/2019
BARRERAS, Kimberly	Freshman Class Advisor	Ayala HS	10/18/2019
ALLEN, Stephanie	Pep Squad Advisor	Ayala HS	10/18/2019

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>APPOINTMENT – EXTRA DUTY – ACTIVITIES (cont.)</u>			
ARNELL, Derek	Coach/Acad. Comp. Team	Ayala HS	10/18/2019
CLARK, Taylor	Senior Class Advisor	Ayala HS	10/18/2019
CLARK, Taylor	FBLA/DECCA	Ayala HS	10/18/2019
CROSS, Jessica	VICA	Ayala HS	10/18/2019
CROSS, Jessica	Senior Class Advisor	Ayala HS	10/18/2019
MYERS, Paige	Freshman Class Advisor	Ayala HS	10/18/2019
DAVIS, Robert	Choral Director	Ayala HS	10/18/2019
ELLINGTON, Matthew	Audio/Visual Coordinator	Ayala HS	10/18/2019
GARCIA, Lisa	Coach/Acad. Comp. Team	Ayala HS	10/18/2019
GILLESPIE, Stacy (NBM)	Assistant Pep Squad Advisor	Ayala HS	10/18/2019
HOFSTETTER, Christina	Choreographer	Ayala HS	10/18/2019
JOLLY, Mariana	Sophomore Class Advisor	Ayala HS	10/18/2019
JOLLY, Mariana	High School Activity Stipend: Polynesian Club	Ayala HS	10/18/2019
KOENIG, Christy	AVID Advisor	Ayala HS	10/18/2019
MEHAFFIE, Jennifer	FHA/HERO	Ayala HS	10/18/2019
PRISK, Joshua	Drama Director	Ayala HS	10/18/2019
RAMIREZ, Mario (NBM)	Drill Team/Dance Advisor	Ayala HS	10/18/2019
REED Jr., Warren	Athletic Director	Ayala HS	10/18/2019
REEVES, Matthew	Photo Advisor	Ayala HS	10/18/2019
SCHULD, Jeffery	Yearbook Advisor	Ayala HS	10/18/2019
SJOL, Alexis	Sophomore Class Advisor	Ayala HS	10/18/2019
SPELLMAN, Daniel	Junior Class Advisor	Ayala HS	10/18/2019
SYIEM, Esibon	Coach/Acad. Comp. Team	Ayala HS	10/18/2019
TROST, Timothy	Band Director	Ayala HS	10/18/2019
TSE, Eileen	Publications Advisor	Ayala HS	10/18/2019
TSE, Eileen	Coach/Acad. Comp. Team	Ayala HS	10/18/2019
WEISS, Deborah	Activities Director	Ayala HS	10/18/2019
YEH, Wei	Junior Class Advisor	Ayala HS	10/18/2019
BOWDEN, Douglas	Band Director	Chino HS	10/18/2018
BOWDEN, Douglas	Choral Director	Chino HS	10/18/2018
CARDENAS-ISLEY, Adriana	Sophomore Class Advisor	Chino HS	10/18/2019
EDWARDS, Jorge	Audio/Visual Coordinator	Chino HS	10/18/2019
GIBBS, Lucia	Junior Class Advisor	Chino HS	10/18/2019
GONZALES, Sandra	Freshman Class Advisor	Chino HS	10/18/2019
HINKLE, Michael	Athletic Director	Chino HS	10/18/2019
INGLIMA, Heather	Senior Class Advisor	Chino HS	10/18/2019
KUHNS, Richelle (NBM)	Freshman Class Advisor	Chino HS	10/18/2019
KUO, Korina (NBM)	Junior Class Advisor	Chino HS	10/18/2019
LERMA, Breanne	Yearbook Advisor	Chino HS	10/18/2019
NELSON, Lindsay	AVID Advisor	Chino HS	10/18/2019
NORMAN, Jasmine	Activities Director	Chino HS	10/18/2019

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>APPOINTMENT – EXTRA DUTY – ACTIVITIES</u> (cont.)			
NORMAN, Jasmine	Renaissance	Chino HS	10/18/2019
OTTMAN, Peter	Publication Advisor	Chino HS	10/18/2019
PRESCOTT, Renay (NBM)	Pep Squad Advisor	Chino HS	10/18/2019
SMOUSE, Frank	Drama Director	Chino HS	10/18/2019
WILLIAMS, Elizabeth	FBLA-DECCA	Chino HS	10/18/2019
WILLIAMS, Elizabeth	Career Technical Education (CTE)	Chino HS	10/18/2019
ACKER, Jennell	FBLA-DECCA	Chino Hills HS	10/18/2019
BATEMAN, Shelley	Sophomore Class Advisor	Chino Hills HS	10/18/2019
CHIOTTI, Michelle	Activities Director	Chino Hills HS	10/18/2019
CHOI, Jung	AVID Advisor	Chino Hills HS	10/18/2019
CROW, Gregory	Coach of Academic Comp. Team	Chino Hills HS	10/18/2019
DORADO, Margo	Publication Advisor	Chino Hills HS	10/18/2019
FAWCETT, Daniel	Yearbook Advisor	Chino Hills HS	10/18/2019
GUTIERREZ, Tiffany	After School Activity: Aca Deca	Chino Hills HS	10/18/2019
JONES, Brian (NBM)	Pep Squad Advisor	Chino Hills HS	10/18/2019
KRUMBINE, Steve	Band Director	Chino Hills HS	10/18/2019
LINDEMULDER, Craig	Audio Visual Coordinator	Chino Hills HS	10/18/2019
MISAWA, Keane	Coach of Academic Comp. Team	Chino Hills HS	10/18/2019
MYERS, Eric	Freshman Class Advisor	Chino Hills HS	10/18/2019
PROBST, Jonathan (NBM)	Assistant Band Director	Chino Hills HS	10/18/2019
REYES, Albert	Senior Class Advisor	Chino Hills HS	10/18/2019
ROBLEDO, Melissa	Sophomore Class Advisor	Chino Hills HS	10/18/2019
ROLLAND, Michael	Photo Advisor	Chino Hills HS	10/18/2019
ROLLAND, Michael	Junior Class Advisor	Chino Hills HS	10/18/2019
RUPE, Kerry	Drama Director	Chino Hills HS	10/18/2019
RUPE, Kerry	Junior Class Advisor	Chino Hills HS	10/18/2019
RUTHERFORD, Laura	Choral Director	Chino Hills HS	10/18/2019
SABBARA, Samer	Athletic Director	Chino Hills HS	10/18/2019
TERRY, Mykeal	High School Activity: Equipment Manager	Chino Hills HS	10/18/2019
TRIBE, Danielle	Drill Team/Dance Advisor	Chino Hills HS	10/18/2019
ASHLEY, Mary Jane	Agriculture Advisor	Don Lugo HS	10/18/2019
VERY, Casandra	Drill Team/Dance Advisor	Don Lugo HS	10/18/2019
BELLOSO, Rodrigo	Junior Class Advisor	Don Lugo HS	10/18/2019
BERGMANN, Jamie	Freshman Class Advisor	Don Lugo HS	10/18/2019
BERRY, Alyssa	Agriculture Advisor	Don Lugo HS	10/18/2019
CANTOS, Odyssees	Sophomore Class Advisor	Don Lugo HS	10/18/2019
CARCIDO, Anissa (NBM)	Choreographer	Don Lugo HS	10/18/2019
CRISAFI, William	Freshman Class Advisor	Don Lugo HS	10/18/2019
DEMING, Annette	Drama Director	Don Lugo HS	10/18/2019

CERTIFICATED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>APPOINTMENT – EXTRA DUTY – ACTIVITIES</u> (cont.)			
DEMING, Annette	Publications Advisor	Don Lugo HS	10/18/2019
DEMING, Annette	Sophomore Class Advisor	Don Lugo HS	10/18/2019
DOMINGUEZ, Christine H.	VICA	Don Lugo HS	10/18/2019
DONOHOO, James	Athletic Director	Don Lugo HS	10/18/2019
DONOHOO, James	Audio/Visual Coordinator	Don Lugo HS	10/18/2019
GARCIA, Brian	Photo Advisor	Don Lugo HS	10/18/2019
GARCIA, Phillip	After School Activity Stipend: Work Experience	Don Lugo HS	10/18/2019
HENSLEY, Irene (NBM)	Assistant Pep Squad	Don Lugo HS	10/18/2019
LIN, James	Yearbook Advisor	Don Lugo HS	10/18/2019
PARTIDA, Patricia (NBM)	Pep Squad Advisor	Don Lugo HS	10/18/2019
RIGO-WITT, Farrah	Activities Director	Don Lugo HS	10/18/2019
RIGO-WITT, Farrah	Audio/Visual Coordinator	Don Lugo HS	10/18/2019
SALES, Diana	Senior Class Advisor	Don Lugo HS	10/18/2019
SILVA, Maricruz	AVID Advisor	Don Lugo HS	10/18/2019
TELLEZ, Carolyn (NBM)	Drill Team/Dance Advisor	Don Lugo HS	10/18/2019
YANIK, Stephen	Band Director	Don Lugo HS	10/18/2019
YU, Sophie	AVID Advisor	Don Lugo HS	10/18/2019
YU, Sophie	Senior Class Advisor	Don Lugo HS	10/18/2019
TOTAL GF:			\$324,641.00

APPOINTMENT – EXTRA DUTY – DEPARTMENT CHAIR

CRAFT, Jerri Lynn	2-3 Grade Level Chair	Borba ES	10/18/2019
DANIELS, Denise	TK-1 Grade Level Chair	Borba ES	10/18/2019
GRACIA, Valerie	4-6 Grade Level Chair	Borba ES	10/18/2019
BOZIKIS-COCCIA, Tina	K-1 Grade Level Chair	Butterfield Ranch ES	10/18/2019
CISNEROS-ALBA, Melissa	2-3 Grade Level Chair	Butterfield Ranch ES	10/18/2019
CRUM, Gina	4-6 Grade Level Chair	Butterfield Ranch ES	10/18/2019
CURRIE, Karen	4-6 Grade Level Chair	Butterfield Ranch ES	10/18/2019
HERNANDEZ, Noel-Lauren	2-3 Grade Level Chair	Butterfield Ranch ES	10/18/2019
KLINGELBERG, Debra	4-6 Grade Level Chair	Butterfield Ranch ES	10/18/2019
ROMO, Melody	2-3 Grade Level Chair	Butterfield Ranch ES	10/18/2019
SCHAFFER, Georgina	4-6 Grade Level Chair	Butterfield Ranch ES	10/18/2019
WILDER, Elise	K-1 Grade Level Chair	Butterfield Ranch ES	10/18/2019
BURTON, Holly	K-1 Grade Level Chair	Cattle ES	10/18/2019
DIPAULO, Marisol	2-3 Grade Level Chair	Cattle ES	10/18/2019
FREGOZO, Erika	2-3 Grade Level Chair	Cattle ES	10/18/2019
HIPPEN, Denise	4-6 Grade Level Chair	Cattle ES	10/18/2019
SHINTAKU, Mari	2-3 Grade Level Chair	Cattle ES	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

VAN DELL, Julie	K-1 Grade Level Chair	Cattle ES	10/18/2019
VANDESTEEG, Carla	4-6 Grade Level Chair	Cattle ES	10/18/2019
WOODRUFF-YOUNG, Glenda	4-6 Grade Level Chair	Cattle ES	10/18/2019
CLAUSEN, Traci	K-1 Grade Level Chair	Chaparral ES	10/18/2019
FINNERAN-HOFMANN, Susan	4-6 Grade Level Chair	Chaparral ES	10/18/2019
GALLEGOS, Bonni	4-6 Grade Level Chair	Chaparral ES	10/18/2019
NGUYEN, Chau	4-6 Grade Level Chair	Chaparral ES	10/18/2019
TORRES, Jacqueline	2-3 Grade Level Chair	Chaparral ES	10/18/2019
VALENZUELA, Jean	K-1 Grade Level Chair	Chaparral ES	10/18/2019
WADE, Alecia	2-3 Grade Level Chair	Chaparral ES	10/18/2019
BARTEL, Mari	4-6 Grade Level Chair	Cortez ES	10/18/2019
FALLS, Jamie	2-3 Grade Level Chair	Cortez ES	10/18/2019
FELLER, Emily	K-1 Grade Level Chair	Cortez ES	10/18/2019
GOSSETT, Natasha	4-6 Grade Level Chair	Cortez ES	10/18/2019
HAINES, Angela	TK-1 Grade Level Chair	Country Springs ES	10/18/2019
KEUNING, Kristi	4-6 Grade Level Chair	Country Springs ES	10/18/2019
LARUE, Angelina	2-3 Grade Level Chair	Country Springs ES	10/18/2019
MORLEY, Jeannie	2-3 Grade Level Chair	Country Springs ES	10/18/2019
OUNI, Ninamarie	4-6 Grade Level Chair	Country Springs ES	10/18/2019
RICKMAN, Irene	TK-1 Grade Level Chair	Country Springs ES	10/18/2019
SHULER, Laurie	4-6 Grade Level Chair	Country Springs ES	10/18/2019
SMITH, Adrienne	TK-1 Grade Level Chair	Country Springs ES	10/18/2019
ARROYO MENDO, Sabrina	2-3 Grade Level Chair	Dickey ES	10/18/2019
CU, Abigail	4-6 Grade Level Chair	Dickey ES	10/18/2019
CAHILL, Denice	4-6 Grade Level Chair	Dickey ES	10/18/2019
HUBBARD, Amanda	2-3 Grade Level Chair	Dickey ES	10/18/2019
JIMENEZ, Lisa	4-6 Grade Level Chair	Dickey ES	10/18/2019
LUGO, Karen	K-1 Grade Level Chair	Dickey ES	10/18/2019
RAMIREZ, Maryanne	K-1 Grade Level Chair	Dickey ES	10/18/2019
BILOON, Jody	2-3 Grade Level Chair	Dickson ES	10/18/2019
CACERES, Mia	2-3 Grade Level Chair	Dickson ES	10/18/2019
KOSIN, Kathleen	4-6 Grade Level Chair	Dickson ES	10/18/2019
LOPEZ, Leticia	4-6 Grade Level Chair	Dickson ES	10/18/2019
MATTHEWS, Jennifer	4-6 Grade Level Chair	Dickson ES	10/18/2019
NAVARRETE, Hilda	TK-1 Grade Level Chair	Dickson ES	10/18/2019
PRINDIVILLE, Denise	TK-1 Grade Level Chair	Dickson ES	10/18/2019
ARREY, Amanda	4-6 Grade Level Chair	Eagle Canyon ES	10/18/2019
BECKMAN, Hilda	4-6 Grade Level Chair	Eagle Canyon ES	10/18/2019
CRADDUCK, Karen	2-3 Grade Level Chair	Eagle Canyon ES	10/18/2019
DALY, Nanette	2-3 Grade Level Chair	Eagle Canyon ES	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

DEMING, Abigail	TK-1 Grade Level Chair	Eagle Canyon ES	10/18/2019
ROBERTS, Sarah	TK-1 Grade Level Chair	Eagle Canyon ES	10/18/2019
SOLIS, Gina	TK-1 Grade Level Chair	Eagle Canyon ES	10/18/2019
VELEZ-LYNCH, Arcelia	4-6 Grade Level Chair	Eagle Canyon ES	10/18/2019
AGUIRRE, Esther	K-1 Grade Level Chair	Glenmeade ES	10/18/2019
DEVOE, Jami	4-6 Grade Level Chair	Glenmeade ES	10/18/2019
HELLINGS, Heather	2-3 Grade Level Chair	Glenmeade ES	10/18/2019
FULKERSON, Amy	4-6 Grade Level Chair	Hidden Trails ES	10/18/2019
HARRISON, Renee	TK-1 Grade Level Chair	Hidden Trails ES	10/18/2019
HUNT, Miyuki	TK-1 Grade Level Chair	Hidden Trails ES	10/18/2019
WICKER, Tina	4-6 Grade Level Chair	Hidden Trails ES	10/18/2019
ZUBER, LauraLee	2-3 Grade Level Chair	Hidden Trails ES	10/18/2019
BAKER, Janet	K-1 Grade Level Chair	Liberty ES	10/18/2019
BRAZYNETZ, Jacqueline	K-1 Grade Level Chair	Liberty ES	10/18/2019
BUSS, Tracy	2-3 Grade Level Chair	Liberty ES	10/18/2019
COOPER, Sarah	K-1 Grade Level Chair	Liberty ES	10/18/2019
DEGROOT, Elizabeth	2-3 Grade Level Chair	Liberty ES	10/18/2019
DURHAM, Patricia	4-6 Grade Level Chair	Liberty ES	10/18/2019
KESSLER, Kimberly	2-3 Grade Level Chair	Liberty ES	10/18/2019
LABA, Michael	4-6 Grade Level Chair	Liberty ES	10/18/2019
SUMNERS, Curt	4-6 Grade Level Chair	Liberty ES	10/18/2019
WHITE, Sonya	2-3 Grade Level Chair	Liberty ES	10/18/2019
YLLANES, Samantha	K-1 Grade Level Chair	Liberty ES	10/18/2019
ACOSTA, Jeannette	4-6 Grade Level Chair	Litel ES	10/18/2019
CHAMBERLAIN, Colleen	TK-1 Grade Level Chair	Litel ES	10/18/2019
KIM, Johnna	4-6 Grade Level Chair	Litel ES	10/18/2019
PATALANO, Catherine	2-3 Grade Level Chair	Litel ES	10/18/2019
VILLANUEVA, Terri	4-6 Grade Level Chair	Litel ES	10/18/2019
WHIPPO, Karen	TK-1 Grade Level Chair	Litel ES	10/18/2019
WIERSEMA-SANDVIK, Judith	2-3 Grade Level Chair	Litel ES	10/18/2019
AMPUERO, Leslie	4-6 Grade Level Chair	Marshall ES	10/18/2019
DAY, Cindy	2-3 Grade Level Chair	Marshall ES	10/18/2019
DWYER, Lyana	4-6 Grade Level Chair	Marshall ES	10/18/2019
FLORES-CORNEJO, Sindy	4-6 Grade Level Chair	Marshall ES	10/18/2019
GALLEGOS, Elizabeth	TK-1 Grade Level Chair	Marshall ES	10/18/2019
SAENZ-RODRIGUEZ, Patricia	2-3 Grade Level Chair	Marshall ES	10/18/2019
WHITE, Kelcey	TK-1 Grade Level Chair	Marshall ES	10/18/2019
ALLEN, Billie	TK-1 Grade Level Chair	Newman ES	10/18/2019
BLESSARD, Aaren	4-6 Grade Level Chair	Newman ES	10/18/2019
MCGRATH, Amber	2-3 Grade Level Chair	Newman ES	10/18/2019
SCHEETZ, Sarah	4-6 Grade Level Chair	Newman ES	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

WILSON, Lisa	TK-1 Grade Level Chair	Newman ES	10/18/2019
BANKS, Lakesha	4-6 Grade Level Chair	Oak Ridge ES	10/18/2019
CAMACHO, Christina	2-3 Grade Level Chair	Oak Ridge ES	10/18/2019
CHILTON, Patricia	2-3 Grade Level Chair	Oak Ridge ES	10/18/2019
COOPER, Jill	K-1 Grade Level Chair	Oak Ridge ES	10/18/2019
CURTIN, Helen	K-1 Grade Level Chair	Oak Ridge ES	10/18/2019
GASS, Janet	4-6 Grade Level Chair	Oak Ridge ES	10/18/2019
LARSSON, Monica	K-1 Grade Level Chair	Oak Ridge ES	10/18/2019
REZA SETO, Christina	2-3 Grade Level Chair	Oak Ridge ES	10/18/2019
ROMERO, Denise	4-6 Grade Level Chair	Oak Ridge ES	10/18/2019
BERNARD-SANDOVAL, Michelle	K-1 Grade Level Chair	Rhodes ES	10/18/2019
BUTORAC, Christine	K-1 Grade Level Chair	Rhodes ES	10/18/2019
CALAWAY, Joleen	2-3 Grade Level Chair	Rhodes ES	10/18/2019
FORT, Mindy	2-3 Grade Level Chair	Rhodes ES	10/18/2019
UHRICH, Karen	4-6 Grade Level Chair	Rhodes ES	10/18/2019
WALKER, Kimberly	4-6 Grade Level Chair	Rhodes ES	10/18/2019
WENDLING, Michael	4-6 Grade Level Chair	Rhodes ES	10/18/2019
AHN, Susan	TK-1 Grade Level Chair	Rolling Ridge ES	10/18/2019
BEARDEN, Leonor	4-6 Grade Level Chair	Rolling Ridge ES	10/18/2019
COSTELLO, Denise	TK-1 Grade Level Chair	Rolling Ridge ES	10/18/2019
FARMAKIS, Stephanie	4-6 Grade Level Chair	Rolling Ridge ES	10/18/2019
LIU, Angela	2-3 Grade Level Chair	Rolling Ridge ES	10/18/2019
LUGO, Michelle	2-3 Grade Level Chair	Rolling Ridge ES	10/18/2019
RIST, Ashley	4-6 Grade Level Chair	Rolling Ridge ES	10/18/2019
ANDREAS, Christina	2-3 Grade Level Chair	Walnut ES	10/18/2019
DE LA CRUZ, Elizabeth	K-1 Grade Level Chair	Walnut ES	10/18/2019
HOLMES, Audra	4-6 Grade Level Chair	Walnut ES	10/18/2019
HUNTER-BUFFINGTON, Carri	4-6 Grade Level Chair	Walnut ES	10/18/2019
RITCHIE, Lauryi	2-3 Grade Level Chair	Walnut ES	10/18/2019
VALADEZ, Jessica	K-1 Grade Level Chair	Walnut ES	10/18/2019
WIND, Nicole	4-6 Grade Level Chair	Walnut ES	10/18/2019
GRAF, Roseann	4-6 Grade Level Chair	Wickman ES	10/18/2019
HARIRCHI, Maria	K-1 Grade Level Chair	Wickman ES	10/18/2019
IPSON, Michelle	2-3 Grade Level Chair	Wickman ES	10/18/2019
LANE, Cheryl	4-6 Grade Level Chair	Wickman ES	10/18/2019
LUITEN, Jayne	K-1 Grade Level Chair	Wickman ES	10/18/2019
RILEY, Robert	4-6 Grade Level Chair	Wickman ES	10/18/2019
WOGAHN, Kathy	2-3 Grade Level Chair	Wickman ES	10/18/2019
BADER, Lisa	Dept. Chair Voc. Ed./Music/Art	Briggs K-8	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

COLLINS, Celia	Dept. Chair Voc. Ed./Music/Art	Briggs K-8	10/18/2019
FORDYCE, Jennifer	4-6 Grade Level Chair	Briggs K-8	10/18/2019
GEORGE, David	Dept. Chair Soc. Science	Briggs K-8	10/18/2019
ENCARNACION, Danielle	Dept. Chair Science	Briggs K-8	10/18/2019
PEASE, Adam	Dept. Chair Math	Briggs K-8	10/18/2019
LOWE, Katherine	Dept. Chair English/Read/LA	Briggs K-8	10/18/2019
RICHARDSON, Bradley	Dept. Chair P.E.	Briggs K-8	10/18/2019
SCRUGHAM, Corine	4-6 Grade Level Chair	Briggs K-8	10/18/2019
SPORMAN, Mary Jean	Dept. Chair Special Ed.	Briggs K-8	10/18/2019
TROUT, Lynda	2-3 Grade Level Chair	Briggs K-8	10/18/2019
TRUJILLO, Veronika	2-3 Grade Level Chair	Briggs K-8	10/18/2019
ZORRILLA, Linda	TK-1 Grade Level Chair	Briggs K-8	10/18/2019
ADAMS, Christopher	Dept. Chair Voc. Ed/Music/Art	Cal Aero K-8	10/18/2019
BOYLE, Kristina	4-6 Grade Level Chair	Cal Aero K-8	10/18/2019
BUNSELMEIER, James	Dept. Chair P.E.	Cal Aero K-8	10/18/2019
BURTON, Michelle	Dept. Chair P.E.	Cal Aero K-8	10/18/2019
CEBALLOS, Marcus	Dept. Chair Social Science	Cal Aero K-8	10/18/2019
DONALD, Ashley	Dept. Chair English/Read/LA	Cal Aero K-8	10/18/2019
FELLOWS, Amber	Dept. Chair Science	Cal Aero K-8	10/18/2019
FELLOWS, Jeremiah	4-6 Grade Level Chair	Cal Aero K-8	10/18/2019
MARSH, Nicole	2-3 Grade Level Chair	Cal Aero K-8	10/18/2019
NOVICK, Jennifer	2-3 Grade Level Chair	Cal Aero K-8	10/18/2019
PAEZ, Amanda	4-6 Grade Level Chair	Cal Aero K-8	10/18/2019
PATRICK, Kylee	2-3 Grade Level Chair	Cal Aero K-8	10/18/2019
POPE, Jamie	K-1 Grade Level Chair	Cal Aero K-8	10/18/2019
PROULX, Lesley	Dept. Chair Special Ed.	Cal Aero K-8	10/18/2019
QUEZADA, Melissa	Dept. Chair Social Science	Cal Aero K-8	10/18/2019
REYES, Colleen	Dept. Chair Special Ed.	Cal Aero K-8	10/18/2019
RIVERA, Sherri	2-3 Grade Level Chair	Cal Aero K-8	10/18/2019
RODRIGUEZ, Quynh	Dept. Chair Math	Cal Aero K-8	10/18/2019
SCHIRO, Kaleigh	4-6 Grade Level Chair	Cal Aero K-8	10/18/2019
SCHWAB, Katelyn	K-1 Grade Level Chair	Cal Aero K-8	10/18/2019
STITT, Songhee	Dept. Chair Special Ed.	Cal Aero K-8	10/18/2019
WEBSTER, Cheri	4-6 Grade Level Chair	Cal Aero K-8	10/18/2019
BEENER, Carol	Dept. Chair Voc. Ed./Music/Art	Canyon Hills JHS	10/18/2019
BROMLEY, Maureen	Dept. Chair P.E.	Canyon Hills JHS	10/18/2019
BUCK, Michelle	Dept. Chair Math	Canyon Hills JHS	10/18/2019
HEACOCK, Jacqueline	Dept. Chair Science	Canyon Hills JHS	10/18/2019
KNIGHT, Kristen	Dept. Chair Special Ed.	Canyon Hills JHS	10/18/2019
ROSENZWEIG, Debra	Dept. Chair Soc. Science	Canyon Hills JHS	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

BARTOLO GARCIA, Monica	Dept. Chair Math	Magnolia JHS	10/18/2019
LARNED, Kelly	Dept. Chair Science	Magnolia JHS	10/18/2019
SCHAUER, Tina	Dept. Chair Special Ed.	Magnolia JHS	10/18/2019
SPICER, Scott	Dept. Chair P.E.	Magnolia JHS	10/18/2019
ST. CLAIRE, Tracy	Dept. Chair English/Read/LA	Magnolia JHS	10/18/2019
STANFIELD, Julie	Dept. Chair Social Science	Magnolia JHS	10/18/2019
VALDEZ, Maria	Dept. Chair Voc. Ed/Music/Art	Magnolia JHS	10/18/2019
ANDINO-GONZALEZ, Maritza	Dept. Chair Science	Ramona JHS	10/18/2019
BALARA, Phillip	Dept. Chair P.E.	Ramona JHS	10/18/2019
GUILLEMET, John	Dept. Chair Science	Ramona JHS	10/18/2019
ITAGAKI, Shirl	Dept. Chair Math	Ramona JHS	10/18/2019
LAIRD, Shae	Dept. Chair Special Ed.	Ramona JHS	10/18/2019
RODGERS, Eric	Dept. Chair Soc. Science	Ramona JHS	10/18/2019
SMITH, Allyson	Dept. Chair English/Read/LA	Ramona JHS	10/18/2019
VAZQUEZ, Alberto	Dept. Chair Math	Ramona JHS	10/18/2019
DYER, Mark	Dept. Chair P.E.	Townsend JHS	10/18/2019
FAUCHER, April	Dept. Chair Voc. Ed./Music/Art	Townsend JHS	10/18/2019
KUKLINSKI, Kamila	Dept. Chair English/Read/LA	Townsend JHS	10/18/2019
MURILLO, Christopher	Dept. Chair Math	Townsend JHS	10/18/2019
NOBLETT, Jodie	Dept. Chair Social Science	Townsend JHS	10/18/2019
QUIJANO, Susan	Dept. Chair Science	Townsend JHS	10/18/2019
ROMAN, Mary	Dept. Chair Special Ed.	Townsend JHS	10/18/2019
DREW, Scot	Dept. Chair P.E.	Woodcrest JHS	10/18/2019
GREGORY, Nikki	Dept. Chair Special Ed.	Woodcrest JHS	10/18/2019
IVEY, Steven	Dept. Chair Social Science	Woodcrest JHS	10/18/2019
LINDSEY, Patrick	Dept. Chair Science	Woodcrest JHS	10/18/2019
QUIJANO, Jennifer	Dept. Chair Math	Woodcrest JHS	10/18/2019
WAGNER, Sarah	Dept. Chair English/Read/LA	Woodcrest JHS	10/18/2019
YURK, Timothy	Dept. Chair Voc. Ed/Music/Art	Woodcrest JHS	10/18/2019
MOORE, Teressa	Dept. Chair Virtual High	Alternative Ed.	10/18/2019
STREMIS, Marcela	Dept. Chair Ind. Study	Alternative Ed.	10/18/2019
ALLEN, Jeffrey	Dept. Chair Soc. Science	Ayala HS	10/18/2019
BELL, Ryan	Dept. Chair Counseling	Ayala HS	10/18/2019
CAPPS, Ronald	Dept. Chair P.E.	Ayala HS	10/18/2019
CLARK, Taylor	Dept. Chair Soc. Science	Ayala HS	10/18/2019
CROSS, Jessica	Dept. Chair English	Ayala HS	10/18/2019
DAVIS, Robert	Dept. Chair Per. Arts	Ayala HS	10/18/2019
EUBANKS, Yi	Dept. Chair Special Ed.	Ayala HS	10/18/2019
FAN, Zhijing	Dept. Chair ESL	Ayala HS	10/18/2019
FRAZER, Steven	Dept. Chair Science	Ayala HS	10/18/2019
GALINDO, Jennifer	Dept. Chair Special Ed.	Ayala HS	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

HARMON, Jane	Dept. Chair Foreign Lang.	Ayala HS	10/18/2019
HARRISON, Brielle	Dept. Chair Math	Ayala HS	10/18/2019
HOFSTETTER, Christina	Dept. Chair Per. Arts	Ayala HS	10/18/2019
KOENIG, Christy	Dept. Chair SWAS	Ayala HS	10/18/2019
MCKEE, Randi	Dept. Chair Special Ed.	Ayala HS	10/18/2019
MEHAFFIE, Jennifer	Dept. Chair Home Econ.	Ayala HS	10/18/2019
OJINAGA, Paulette	Dept. Chair P.E.	Ayala HS	10/18/2019
PITTMAN, Anthony	Dept. Chair Com. Science	Ayala HS	10/18/2019
ROBLETO, Sergio	Dept. Chair Art	Ayala HS	10/18/2019
SPELLMAN, Daniel	Dept. Chair Art	Ayala HS	10/18/2019
STEVENS, Deborah	Dept. Chair Science	Ayala HS	10/18/2019
SYIEM, Esibon	Dept. Chair Com. Science	Ayala HS	10/18/2019
CHRISTENSEN, Niel	Dept. Chair English/Soc Studies	Boys Republic	10/18/2019
GALINDO, Daniel	Dept. Chair Math/Science	Boys Republic	10/18/2019
WOODS, Kristen	Dept. Chair P.E./Voc. Ed./Special Education	Boys Republic	10/18/2019
GAMBOA-PIZANO, Myra	Dept. Chair Elect. Classes	Buena Vista HS	10/18/2019
KELLY, Erica	Dept. Chair Core Classes	Buena Vista HS	10/18/2019
AMBROSIA, Felicia	Dept. Chair P.E.	Chino HS	10/18/2019
BARTMAN, Wendy	Dept. Chair English	Chino HS	10/18/2019
BRITTEN, Kevin	Dept. Chair Science	Chino HS	10/18/2019
BUTLER, Deborah	Dept. Chair Special Ed.	Chino HS	10/18/2019
CAHILL, Daniel	Dept. Chair Performing Arts	Chino HS	10/18/2019
FLORES, Elvira	Dept. Chair Foreign Language	Chino HS	10/18/2019
GIBBS, Lucia	Dept. Chair Counseling	Chino HS	10/18/2019
LEGAZCUE, Monique	Dept. Chair English	Chino HS	10/18/2019
RAYA, Joseph	Dept. Chair Math	Chino HS	10/18/2019
SCHUMANN, Donald	Dept. Chair Social Science	Chino HS	10/18/2019
WILLIAMS, Elizabeth	Dept. Chair Home Economics	Chino HS	10/18/2019
ACKER, Jennell	Dept. Chair Home Economics	Chino Hills HS	10/18/2019
BAHENA, Delia	Dept. Chair Foreign Language	Chino Hills HS	10/18/2019
BATEMEN, Shelley	Dept. Chair Counseling	Chino Hills HS	10/18/2019
BENTON, Megan	Dept. Chair P.E.	Chino Hills HS	10/18/2019
BONNEMA, Michelle	Dept. Chair ESL	Chino Hills HS	10/18/2019
LINDEMULDER, Charlene	Dept. Chair English	Chino Hills HS	10/18/2019
LINDEMULDER, Craig	Dept. Chair Computer Science	Chino Hills HS	10/18/2019
MARNIEN, Michael	Dept. Chair Special Ed.	Chino Hills HS	10/18/2019
MEYERS, Eric	Dept. Chair Social Science	Chino Hills HS	10/18/2019
ROGERS, Cayce	Dept. Chair Social Science	Chino Hills HS	10/18/2019
RUTHERFORD, Laura	Dept. Chair Performing Arts	Chino Hills HS	10/18/2019
SCHEMPP, Michele	Dept. Chair Math	Chino Hills HS	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

STOW, Paula	Dept. Chair Science	Chino Hills HS	10/18/2019
SWANLUND-CREEL, Jan	Dept. Chair Art	Chino Hills HS	10/18/2019
VAN SCHAIK, Kathleen	Dept. Chair English	Chino Hills HS	10/18/2019
CANTOS, Odyssees	Dept. Chair Science	Don Lugo HS	10/18/2019
CORTES, Jacqueline	Dept. Chair Special Ed.	Don Lugo HS	10/18/2019
CURETON, Ashley	Dept. Chair Agriculture	Don Lugo HS	10/18/2019
DELEON, Steven	Dept. Chair Counseling	Don Lugo HS	10/18/2019
DOMINGUEZ, Christine H.	Dept. Chair English	Don Lugo HS	10/18/2019
HIGHSTREET, Eric	Dept. Chair Soc. Science	Don Lugo HS	10/18/2019
LIN, James	Dept. Chair Com. Science	Don Lugo HS	10/18/2019
MILLER, Angelin	Dept. Chair Per. Arts	Don Lugo HS	10/18/2019
NELSON, Kenya	Dept. Chair Science	Don Lugo HS	10/18/2019
ROBINSON, David	Dept. Chair Math	Don Lugo HS	10/18/2019
ROBLES, Daniel	Dept. Chair P.E.	Don Lugo HS	10/18/2019
SALES, Diana	Dept. Chair Foreign Lang.	Don Lugo HS	10/18/2019
PRIETO, Lucina	Dept. Chair Special Ed. SLP	Special Education	10/18/2019
THOMPSON, Lisa	Dept. Chair Special Ed. APE	Special Education	10/18/2019

TOTAL GF:	\$391,099.08
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APPOINTMENT – EXTRA DUTY – ELEMENTARY STIPENDS

GRACIA, Valerie	Green Team Coordinator	Borba ES	10/18/2019
MCCORMICK, Kimberly	SSA Coordinator	Borba ES	10/18/2019
POLITE, Kimberly	Leadership Track Advisor	Butterfield ES	10/18/2019
SCHLERF, Laura	Accelerated Reader Advisor	Butterfield ES	10/18/2019
CHUNG, Liana	ASB	Cattle ES	10/18/2019
OSUNA, Jena	ASB	Cattle ES	10/18/2019
REYES, Ashley	Debate	Cattle ES	10/18/2019
REYES, Brianda	ASB	Cattle ES	10/18/2019
CLAUSEN, Traci	Webmaster	Chaparral ES	10/18/2019
DAVIS, Jason	Science Fair	Chaparral ES	10/18/2019
ESTRADA, Michaela	Safe School Ambassadors	Chaparral ES	10/18/2019
NGUYEN, Chau	Safe School Ambassadors	Chaparral ES	10/18/2019
GOSSETT, Natasha	Yearbook Coordinator	Cortez ES	10/18/2019
MOSS, Rochelle	Science Coordinator	Cortez ES	10/18/2019
HALL, Jennifer	Student Council	Country Springs ES	10/18/2019
HENSLEY, Kassondra	Debate Club	Country Springs ES	10/18/2019
HUSAIN, Sukaina	Debate Club	Country Springs ES	10/18/2019
MACKLIFF, Carly	Student Council	Country Springs ES	10/18/2019
MACKLIFF, Carly	Kids Run the O.C.	Country Springs ES	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

MARIN, Jennifer	Student Council	Country Springs ES	10/18/2019
MORLEY, Jeannie	Kids Run the O.C.	Country Springs ES	10/18/2019
OSMAN, Catherine	Student Council	Country Springs ES	10/18/2019
HUBBARD, Amanda	Talent Show Coordinator	Dickey ES	10/18/2019
WHITE, Justin	Talent Show Coordinator	Dickey ES	10/18/2019
CURTIS, Windy	Student Council Co-Lead	Dickson ES	10/18/2019
GUZMAN, Rosemarie	Student Council Lead	Dickson ES	10/18/2019
KERTESZ, Kathryn	PBIS Coach	Dickson ES	10/18/2019
ARREY, Amanda	Debate Coordinator	Eagle Canyon ES	10/18/2019
BENNETT, Russell	Math Olympiad Coach	Eagle Canyon ES	10/18/2019
DEMING, Abigail	Math Olympiad Coach	Eagle Canyon ES	10/18/2019
GRAHAM, Cynthia	Science Fair Coordinator & Student Council	Glenmeade ES	10/18/2019
LUND, Michele	Talent Show/Field Day	Glenmeade ES	10/18/2019
BODEN, Richard	Debate Coordinator	Hidden Trails ES	10/18/2019
HUNT, Miyuki	Science Olympiad/Oratoracle Comp.	Hidden Trails ES	10/18/2019
BAKER, Janet	Parent Academy	Liberty ES	10/18/2019
LABA, Michael	Technology Assistant	Liberty ES	10/18/2019
KIM, Johnna	LEXIA Coordinator	Litel ES	10/18/2019
LINES, David	Parking Lot Duty	Litel ES	10/18/2019
JOHNSON, Traci	GATE Coordinator	Marshall ES	10/18/2019
YI, Jennifer	Art Coordinator	Marshall ES	10/18/2019
ALLEN, Billie	Yearbook Coordinator	Newman ES	10/18/2019
GUZMAN, Diana	Yearbook Coordinator	Newman ES	10/18/2019
MORENO, Tracy	Yearbook Coordinator	Newman ES	10/18/2019
WILSON, Lisa	Yearbook Coordinator	Newman ES	10/18/2019
BANKS, Lakesha	Student Council	Oak Ridge ES	10/18/2019
HSING, Jade	Safe School Ambassador	Oak Ridge ES	10/18/2019
DAN, Richard	Running Club Advisor	Rhodes ES	10/18/2019
ROSSEN, Scott	Debate Team Advisor	Rhodes ES	10/18/2019
GONZALES, Denise	Special Education Department Chairperson	Rolling Ridge ES	10/18/2019
MCKINNEY, Natalie	Science Olympiad/Debate Coordinator	Rolling Ridge ES	10/18/2019
MARTI, Joann	PBIS Coordinator/Coach	Walnut ES	10/18/2019
WIND, Nicole	Science Fair Coordinator	Walnut ES	10/18/2019
ANDERSON, Aleissa	RSP Instructional Leadership	Wickman ES	10/18/2019
SOUTHARD, Kelly	Intervention Data	Wickman ES	10/18/2019
GILBERT-MCKELLIP, Laurie	Running Club	Briggs K-8	10/18/2019
TROUT, Lynda	Running Club	Briggs K-8	10/18/2019
MARSH, Nicole	PBIS	Cal Aero K-8	10/18/2019

CERTIFICATED PERSONNEL (cont.)

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

PANDURO, Iliana	Robotics	Cal Aero K-8	10/18/2019
		TOTAL GF:	\$18,304.01

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

BURNS, Jr., Michael	HINO, Melissa
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CLASSIFIED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED MANAGEMENT SALARY SCHEDULE

APPOINTMENT

TAYLOR, Victoria	Behavior Intervention Specialist (SELPA/GF)	Special Education	10/21/2019
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE

APPOINTMENT

DELGADILLO, Daniel	Typist Clerk II (GF)	Eagle Canyon ES	10/21/2019
VAUGHT, Julie	Nutrition Services Assistant I (NS)	Newman ES	10/18/2019
LUCAS, Melanie	IA/Special Education (SELPA/GF)	Briggs K-8	10/18/2019
KING, Brandon	Playground Supervisor (GF)	Townsend JHS	10/18/2019
GARCIA, Itzel	IA/Bilingual-Biliterate Spanish (ABG)	Adult School	10/18/2019

PROMOTION

FELIX, Trinida	FROM: Nutrition Services Assistant II (NS) 3 hrs./181 work days TO: Nutrition Services Roving Assistant (NS) 3 hrs./181 work days	Ayala HS Nutrition Services	10/18/2019
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CHANGE OF ASSIGNMENT

LIVELY, Danielle	FROM: Playground Supervisor (GF) 1.5 hrs./180 work days TO: IA/Special Education/SH (SELPA/GF) 5 hrs./181 work days	Chaparral ES Special Education	10/24/2019
BALLARD, Diana	FROM: Playground Supervisor (GF) 1.5 hrs./180 work days TO: Elementary Library/Media Center Assistant (GF/C) 4.13 hrs./177 work days	Newman ES Newman ES	10/18/2019

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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CHANGE OF ASSIGNMENT (cont.)

VARNER, Kimberly	FROM: Maintenance III-Locksmith (GF) 8 hrs./261 contract days	Maintenance	10/18/2019
	TO: Typist Clerk II (GF) 8 hrs./261 contract days	Maintenance	

PERSONAL LEAVE OF ABSENCE

LUTH, Stephanie	Central Kitchen Assistant I (NS)	Magnolia JHS	09/10/2019 through 01/10/2020
OLIVARES, Anastacia	Bus Driver (GF)	Transportation	11/04/2019 through 11/08/2019

DEMOTION OF PROBATIONARY EMPLOYEE WITHOUT PREJUDICE

Employee #25965			09/30/2019
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PLACED ON 39 MONTH RE-EMPLOYMENT LIST

ALMAZAN, Dawn	IA/Special Education/SH (SELPA/GF)	Country Springs ES	09/27/2019
MARES, Christie	IA/Special Education (SELPA/GF)	Country Springs ES	09/27/2019

RESIGNATION

BACON, Cassie	IA/Special Education (SELPA/GF)	Don Lugo HS	10/11/2019
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RETIREMENT

COUNTS, Marlene (16 Years of Service)	IA/Special Education (SELPA/GF)	Hidden Trails ES	11/23/2019
ARRIOLA, Maria (34 Years of Service)	IA/Special Education (SELPA/GF)	Ayala HS	10/10/2019

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

BARILONE, Felicia TICE, Noemi	BUSTO, Giovana ZAMORA, Amanda	PATE, Shelia	
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(504)	= Federal Law for Individuals with Handicaps
(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
(CDF)	= Child Development Fund
(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
(MAA)	= Medi-Cal Administrative Activities
(MG)	= Measure G – Fund 21
(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: October 17, 2019
TO: Members, Board of Education
FROM: Cathy Osman, Teacher
SUBJECT: REQUEST BY CATHY OSMAN TO PUT ITEM ON THE AGENDA REGARDING TECHNOLOGY PURSUANT TO BYLAW OF THE BOARD 9322—AGENDA/MEETING MATERIALS

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BACKGROUND

Board Bylaw 9322 Agenda/Meeting Materials states in part, “Any Board member or *member of the public* may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting.... The Board president and Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board.”

On September 11, 2019, Cathy Osman, teacher, requested an item be placed on the agenda regarding technology in the classroom and provided rationale supporting her position.

RECOMMENDATION

It is recommended the Board of Education receive for information Cathy Osman’s request to not place smart boards on the walls in kindergarten, first, second, and possibly third grade classrooms.

FISCAL IMPACT

None.

pk

A Proposal

Whereas too much screen time causes children to have trouble focusing in school, trouble creating or following a plotline, and trouble understanding oral directions or information,

Whereas too much screen time causes children to have damaged brains with thinning of the frontal cortex and missing synapses,

Schools should not be glorifying and emphasizing these devices.

Whereas the American Pediatric Society recommends no screen time before the age of two because children should develop language skills from a human face to understand emotion, nuance and empathy,

Whereas research has found that for adults “you are how you read” with those who read mostly on-line missing emotion, nuance, and empathy.

(Maryanne Wolf -Reader, Come Home)

Schools should keep on-line lessons out of the early grades where children are still developing language skills and learning to read.

Whereas many older students suffer from emotional trauma, and safety and learning difficulties due to screen addictions,

Whereas most adults are so tied to their cellphones that they accept “Big Brother” monitoring, that they sleep with their cellphones, and that they need digital detox. (“Seven Steps to a Digital Detox...”, NEA Today, Spring, 2018)

Whereas cellphone addiction is in the psychoanalytic “Blue Book” next
to alcohol and drug addiction,

Whereas most computer and cellphone moguls place their own children
at schools with little or no screen emphasis,

Schools should be a cultural force to help with keeping technology in balance and
letting students have a basis with print before cell phones and
computers exert pressure.

PROPOSAL – Our school district should exert leadership and not place “smart
boards” on the walls in kindergarten, first, second, and possibly third
grade classrooms.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: October 17, 2019

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
Gregory J. Stachura, Assistant Superintendent, Facilities, Planning,
and Operations

**SUBJECT: ANNUAL REPORT PURSUANT TO BOARD POLICY 3470 - DEBT
ISSUANCE AND MANAGEMENT**

=====

BACKGROUND

Senate Bill 1029, which went into effect in 2017, requires local California governmental agencies to establish local debt policies and reporting requirements. In compliance with this legislation, the Board of Education adopted Board Policy 3470 Debt Issuance and Management. Per Board Policy 3470, “the Superintendent or designee shall annually report to the Board regarding debts issued by the District, including information on actual and projected tax rates, an analysis of bonding capacity, credit agency ratings on the District's bonds, market update and refunding opportunities, new development for California bond financings, and the District's compliance with post-issuance requirements.”

The following debt issuance and management report was prepared by the District's consultant Keygent Advisors, LLC.

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

RECOMMENDATION

It is recommended that the Board of Education receive for information the annual report required pursuant to Board Policy 3470 - Debt Issuance and Management.

FISCAL IMPACT

None.

NE:SC:GJS:pw

BOARD COMMUNICATION

To: Chino Valley Unified School District Board of Education

From: Keygent LLC

Date: June 13, 2019

RE: Annual Report per Board Debt Issuance & Management Policy 3470

The purpose of this Board communication is to provide the annual report required under Board Policy 3470 (Debt Issuance and Management). The policy states the following:

“The Superintendent or designee shall annually report to the Board regarding debts issued by the District, including information on actual and projected tax rates, an analysis of bonding capacity, ratings on the District's bonds, market update and refunding opportunities, new development for California bond financings, and the District's compliance with post-issuance requirements.”

Debts Issued by the District

The District has the following debt outstanding:

General Obligation Bonds				
Issuance	Issuance Date	Maturity Date	Issuance Amount	Principal Outstanding June 1, 2019
General Obligation Refunding Bonds 2002 Election, 2011 Series A	7/13/2011	8/1/2026	\$ 33,510,000	\$ 21,340,000
General Obligation Refunding Bonds 2002 Election, 2012 Series A	9/27/2012	8/1/2027	27,130,000	22,170,000
2014 General Obligation Refunding Bonds	8/7/2014	8/1/2030	22,425,000	22,325,000
General Obligation Bonds Election of 2016, Series 2017A	5/11/2017	8/1/2055	208,000,000	198,595,000
2017 General Obligation Refunding Bonds	5/11/2017	8/1/2031	54,555,000	54,555,000
Total			\$ 345,620,000	\$ 318,985,000

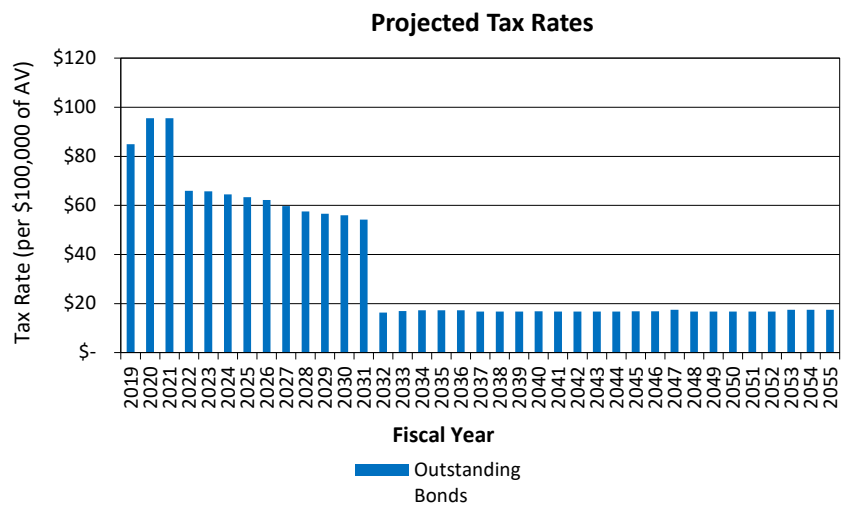
Certificates of Participation				
Issuance	Issuance Date	Maturity Date	Issuance Amount	Principal Outstanding June 1, 2019
Refunding Certificates of Participation 2005 Series A	8/24/2005	9/1/2022	\$ 23,280,000	\$ 5,125,000
Certificates of Participation (Refunding Project) 2010 Series A	6/29/2010	9/1/2020	12,235,000	2,580,000
Total			\$ 35,515,000	\$ 7,705,000

Actual & Projected Tax Rates

The District’s bond tax rate for the 2018-19 fiscal year was 0.0849% or \$84.90 per \$100,000 of assessed valuation.

The District’s projected tax rates are shown below. They are based on the following assumptions:

- Annual assessed value growth:
 - o 2019-20: 3.00%
 - o 2020-21: 4.00%
 - o Thereafter: 4.50%
- 8% secured and unsecured tax delinquency per San Bernardino County Auditor-Controller
- No supplemental tax collections (which typically lower the annual tax rate)



Bonding Capacity

Bonding capacity is a statutory limit on the amount of general obligation bonds that can be issued at any given time. The District is also limited by the amount of bond authorization approved by voters. Bonding capacity is based on:

- Current assessed value multiplied by 2.50% statutory debt limit factor
- Less: outstanding general obligation bonds

Estimated Current Bonding Capacity ⁽¹⁾

2018-19 Total AV	\$ 27,772,817,643
Statutory Debt Limit Factor	x 2.50%
Bonding Capacity	694,320,441
Outstanding General Obligation Bonds	(318,985,000)
Available Bonding Capacity	\$ 375,335,441

⁽¹⁾ Subject to confirmation by the County Auditor-Controller.

District Credit Ratings

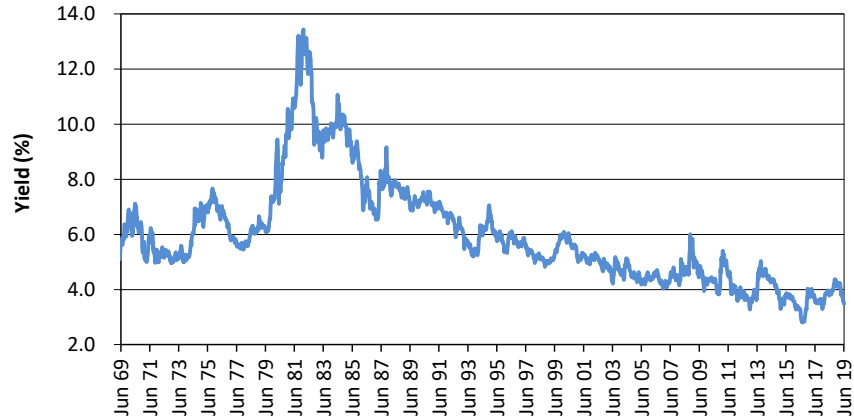
The three major credit rating agencies are Moody’s, Standard & Poor’s, and Fitch. Districts are rated on (1) local economy/tax base (30% of rating), (2) district finances (30%), (3) district debt/pension obligations (20%) and (4) district management (20%). Based on that information, districts are assigned a rating in accordance with the respective rating scale. The District’s current ratings are ‘Aa2’ from Moody’s and ‘AA-’ from Standard & Poor’s. The District does not have a Fitch rating.

	Moody’s	Standard & Poor’s	Fitch	Rating Description
Investment grade	Aaa	AAA	AAA	Prime
	Aa1	AA+	AA+	High grade
	Aa2	AA	AA	
	Aa3	AA-	AA-	
	A1	A+	A+	Upper medium grade
	A2	A	A	
	A3	A-	A-	
	Baa1	BBB+	BBB+	Lower medium grade
	Baa2	BBB	BBB	
	Baa3	BBB-	BBB-	
Non-investment grade	Ba1	BB+	BB+	Speculative
	Ba2	BB	BB	
	Ba3	BB-	BB-	
	B1	B+	B+	Highly speculative
	B2	B	B	
	B3	B-	B-	
	Caa1 & below	CCC+ & below	CCC & below	Extremely speculative/ Default

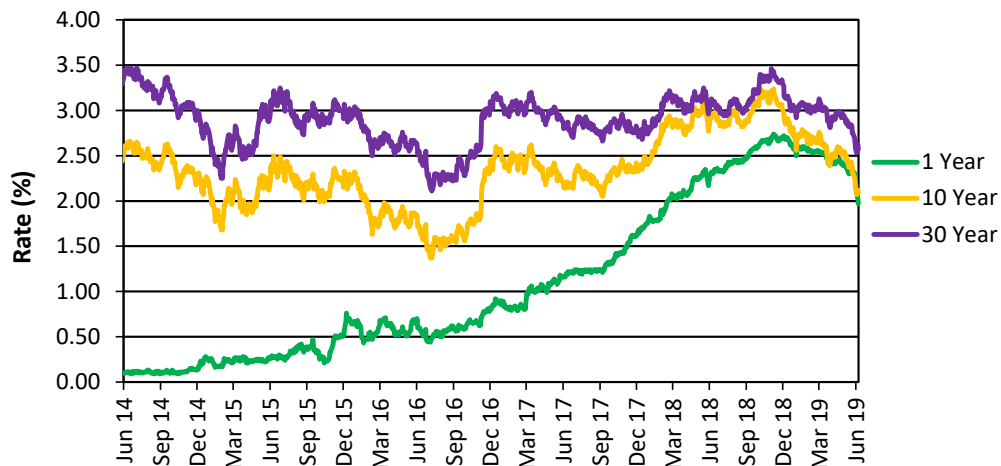
Market Update

Long-term municipal bond interest rates have experienced significant volatility, but still remain near historic lows. Rates have recently experienced a decline as a result of economic uncertainty on a national and global level. Short-term interest rates, however, have spiked as a result of Federal Reserve policies. The charts below demonstrate these two points.

**Bond Buyer General Obligation Bond Index ⁽¹⁾
(50-Year History)**



Treasury Rates (June 2014 - Present) ⁽²⁾



Refunding Opportunities

A forward refinancing of the District's General Obligation Refunding Bonds 2002 Election, 2011 Series A could potentially produce approximately \$930,000 in debt service savings or 6% present value savings ⁽³⁾. The District's estimated present value savings are currently above the industry benchmark of 3%. The refinancing opportunity will continue to be monitored.

⁽¹⁾ Index reflects average yield to maturity of 20 general obligation bonds with 20-year maturities rated 'Aa2' by Moody's Investors Service and 'AA' by Standard and Poor's. Source: The Bond Buyer & Bloomberg.

⁽²⁾ Source: U.S. Department of the Treasury.

⁽³⁾ Reflects Keygent's opinion of current interest rates considering similar financings recently sold by California K-14 districts and the District's current ratings. Subject to market fluctuations until Refunding Bonds are sold. Includes all estimated financing costs.

New Developments for California Bond Financings

Tax Cuts and Jobs Act

The tax bill from November 2017 continues to impact issuers of California municipal bonds. Most notably, the removal of tax-exempt advanced refundings has had major implications on debt issuances:

- Bonds that otherwise may have been economical to refinance in prior years are now ineligible to be refinanced until their redemption dates (or “call” dates)
 - o Fewer refinancings are being completed as a result
 - o Some districts are issuing refinancings on a taxable basis, which comes at a higher cost (and therefore lower savings to taxpayers)
- Most bonds include a call date at some point in the future
 - o Historically, a 10-year par call was the market standard
 - o As a result of the tax bill, many districts are issuing bonds with 6-, 7-, 8-, and 9-year call provisions in order to allow future refinancings at an earlier date
- Advanced refundings historically comprised ~20-25% of the supply of municipal bonds
 - o Municipal bond supply has therefore been lower than prior years

New Legislation/Requirements

The Municipal Securities Rulemaking Board (“MSRB”) recently announced amendments to Rule 15c2-12 as it relates to continuing disclosure. The amendments went into effect on February 27, 2019 and include two new material events for new bonds which require filings on emma.msrb.org within 10 business days of occurrence. These two new requirements are as follows:

- Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and
- Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

District’s Compliance with Post-Issuance Requirements

The District has monitored its compliance with post-issuance requirements, including:

- Assign responsible personnel of the District to monitor and ensure compliance with the restrictions contained in each issuance’s tax certificate
- Provide adequate training to responsible District personnel to monitor compliance
- Establish adequate record retention and calendaring mechanisms internally to ensure that the District will be able to establish post issuance compliance
- Maintain records detailing the investment and expenditures of financing proceeds
- Seek expert advice regarding compliance with the arbitrage rebate and yield restriction provisions
- Carefully monitor and calendar the dates by which financing proceeds should be expended to comply with yield restriction and rebate exceptions and the dates rebate must be paid, if applicable
- Monitor use and retain contracts related to the use of the projects financed by the issuances throughout the term of the financings
- Regularly consult with bond counsel and other District advisors regarding any issues that arise regarding post issuance compliance