



**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION AGENDA

**October 1, 2020**

## **BOARD OF EDUCATION**

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

Justin Rendon, Student Representative

---

## **SUPERINTENDENT**

**Norm Enfield, Ed.D.**

---

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**5130 Riverside Drive, Chino, CA 91710**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**4:50 p.m. - Closed Session • 6:00 p.m. - Regular Meeting**  
**October 1, 2020**

**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.

**PUBLIC ADVISORY**

The Chino Valley Unified School District Board of Education wishes to provide continuity of government and communication during the current pandemic. Pursuant to the March 17, 2020, Executive Order N-29-20 issued by Governor Newsom, the Board of Education strongly encourages members of the public to practice the guidelines associated with health and safety by limiting person-to-person contact that could spread the COVID-19 virus.

As such, for the public to view a live stream of the October 1 Board meeting, please visit the YouTube channel for Chino Valley Unified School District Board videos @ [https://www.youtube.com/channel/UCWKinB4PTb\\_uskobmwBF8pw](https://www.youtube.com/channel/UCWKinB4PTb_uskobmwBF8pw)

If you would like to address the Board on an agenda item, you are encouraged to submit your comment by email to: [boardsecretary@chino.k12.ca.us](mailto:boardsecretary@chino.k12.ca.us) at the designated time. Email comments should be structured as follows:

- **State agenda item number**
- Name (Voluntary)
- Contact Information (Voluntary)
- Briefly state your written comment, and limit words to approximately 350

To give staff adequate time to process comments for consideration, please email your comments between 12:00 p.m. and 2:00 p.m. on Thursday, October 1, 2020. Comments will be shared via email with the Board of Education prior to the meeting. Only comments received by the designated timeframe on Thursday, October 1 and in accordance with Board Bylaw 9323—Meeting Conduct, will be read into the record.

The proceedings of this meeting are being recorded.

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 4:50 P.M.**

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

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

- a. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Isabel Brenes, Sandra Chen, Eric Dahlstrom, and Richard Rideout. (15 minutes)
- b. Public Employee Discipline/Dismissal/Release (Government Code 54957): (10 minutes)
- c. Public Employee Appointment (Government Code 54957): High School Assistant Principals (10 minutes)
- d. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (35 minutes)

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

- 1. Report Closed Session Action
- 2. Pledge of Allegiance

**I.C. COMMENTS FROM STUDENT REPRESENTATIVE**

**I.D. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

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

**I.F. CHANGES AND DELETIONS**

**II. DISCUSSION**

**II.A. ADMINISTRATION**

**II.A.1. Reopening of Schools for the 2020/2021 School Year**

Page 7

Recommend the Board of Education discuss the framework and timelines associated with reopening Chino Valley Unified School District schools with a blended learning model for the 2020/2021 school year.

**III. ACTION**

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

**III.A.1. Public Hearing Regarding the Sufficiency of Instructional Materials 2020/2021 and Adoption of Resolution 2020/2021-15**

Page 8

Recommend the Board of Education conduct a public hearing regarding the Sufficiency of Instructional Materials 2020/2021 and adopt Resolution 2020/2021-15.

Open Hearing \_\_\_\_\_

Close Hearing \_\_\_\_\_

Motion \_\_\_ Second \_\_\_

Preferential Vote: \_\_\_

Vote: Yes \_\_\_ No \_\_\_

**III.B. HUMAN RESOURCES**

**III.B.1. Resolution 2020/2021-16, Week of the School Administrator**

Page 13

Recommend the Board of Education adopt Resolution 2020/2021-16, Week of the School Administrator.

Motion \_\_\_ Second \_\_\_

Preferential Vote: \_\_\_

Vote: Yes \_\_\_ No \_\_\_

**III.B.2. Compensation Increase for Workforce Innovation and Opportunity Act (WIOA) Students, Playground Supervisors, AVID Tutors, and Nutrition Services Assistant I Substitutes Effective January 1, 2021**

Page 16

Recommend the Board of Education approve a compensation increase for Workforce Innovation and Opportunity Act (WIOA) Students, Playground Supervisors, AVID Tutors, and Nutrition Services Assistant I substitutes effective January 1, 2021.

Motion \_\_\_ Second \_\_\_

Preferential Vote: \_\_\_

Vote: Yes \_\_\_ No \_\_\_

**IV. CONSENT**

Motion \_\_\_ Second \_\_\_

Preferential Vote: \_\_\_

Vote: Yes \_\_\_ No \_\_\_

**IV.A. ADMINISTRATION**

**IV.A.1. Minutes of the September 17, 2020 Regular Meeting**

Page 19

Recommend the Board of Education approve the minutes of the September 17, 2020 regular meeting.

**IV.B. BUSINESS SERVICES**

**IV.B.1. Warrant Register**

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

**IV.B.2. 2020/2021 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students**

Page 26 Recommend the Board of Education approve/ratify the 2020/2021 applications to operate fundraising activities and other activities for the benefit of students.

**IV.B.3. Fundraising Activities**

Page 28 Recommend the Board of Education approve/ratify the fundraising activities.

**IV.B.4. Donations**

Page 31 Recommend the Board of Education accept the donations.

**IV.B.5. Legal Services**

Page 33 Recommend the Board of Education approve payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; and The Tao Firm.

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

**IV.C.1. Proclamation for Red Ribbon Week, October 23-31, 2020**

Page 34 Recommend the Board of Education adopt the proclamation for Red Ribbon Week, October 23-31, 2020.

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

**IV.D.1. Purchase Order Register**

Page 36 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 37 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

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

Page 40 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**IV.D.4. Resolutions 2020/2021-13 and 2020/2021-14 for Authorization to Utilize Piggyback Contracts**

Page 44 Recommend the Board of Education adopt Resolutions 2020/2021-13 and 2020/2021-14 for Authorization to Utilize Piggyback Contracts.

**IV.D.5. Notice of Completion for CUPCCAA Project**  
Page 50 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Project.

**IV.D.6. Reimbursement Agreement for Department of State Architect Inspection Services with Verizon Wireless**  
Page 51 Recommend the Board of Education approve the Reimbursement Agreement for Department of State Architect Inspection Services with Verizon Wireless.

**IV.E. HUMAN RESOURCES**

**IV.E.1. Certificated/Classified Personnel Items**  
Page 58 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

**IV.E.2. Revision of Internship Agreement with Riverside County Office of Education**  
Page 63 Recommend the Board of Education approve the revision of internship agreement with Riverside County Office of Education.

**V. INFORMATION**

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

**V.A.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July Through September 2020**  
Page 71 Recommend the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July through September 2020.

**VI. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**VII. ADJOURNMENT**

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**SUBJECT: REOPENING OF SCHOOLS FOR THE 2020/2021 SCHOOL YEAR**

=====

**BACKGROUND**

California schools have been closed for person-to-person instruction since mid-March 2020 due to the outbreak of the COVID-19 virus. The purpose of the closures was to mitigate, to the extent possible, the transmission of the virus by limiting person-to-person contact. As a result, the distance learning model of instruction was implemented throughout the District.

Decisions for both the continued closure of schools as well as future reopening of schools are dependent upon evidence and data associated with the transmission of the virus and containment of its spread. As such, California adopted a system to track when businesses and schools could reopen. Counties in California were assigned a color tier based on case rate and positivity rate as follows: purple tier-widespread risk; red tier-substantial risk; orange tier-moderate risk; and yellow tier-minimal risk.

In considering the reopening of schools with a blended learning model, counties must be in the “red” tier for two weeks. On September 21, 2020, the County met the criteria for “red” tier, but cannot consider reopening until “red” tier designation is sustained for two weeks.

Timely discussion regarding the framework and timelines associated with reopening are on the forefront of a successful return to person-to-person instruction, and staying there.

**RECOMMENDATION**

It is recommended the Board of Education discuss the framework and timelines associated with reopening Chino Valley Unified School District schools with a blended learning model for the 2020/2021 school year.

**FISCAL IMPACT**

None.

NE:pk

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Luke Hackney, Director, Elementary Curriculum  
Sherri Johnson, Psy.D., Health Services/Child Development  
Julian Rodriguez, Ed.D., Director, Secondary Curriculum  
Troy Ingram, Coordinator, Innovation and Creative Services

**SUBJECT: PUBLIC HEARING REGARDING THE SUFFICIENCY OF INSTRUCTIONAL MATERIALS 2020/2021 AND ADOPTION OF RESOLUTION 2020/2021-15**

=====

**BACKGROUND**

Education Code 60119 states the governing board of a school district shall hold a public hearing at which the board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders.

At this hearing a determination shall be made, through a resolution, as to whether each pupil has sufficient textbooks or instructional materials, or both, to use in class and to take home. These textbooks or instructional materials shall be aligned to the content standards pursuant to Education Code 60605 or 60605.8 in each of the following subjects, that are consistent with the content and cycles of the curriculum framework adopted by the state board in mathematics, science, history-social science, English language arts, including the English language development component of an adopted program, foreign language and health.

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

**RECOMMENDATION**

It is recommended the Board of Education conduct a public hearing regarding the Sufficiency of Instructional Materials 2020/2021 and adopt Resolution 2020/2021-15.

**FISCAL IMPACT**

None.

NE:LF:LH:SJ:JR:TI:rtr



**Chino Valley Unified School District  
Resolution 2020/2021-15  
Sufficiency of Instructional Materials**

**WHEREAS**, the Board of Education of the Chino Valley Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on October 1, 2020, at 6:00 pm, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours;

**WHEREAS**, the Board provided at least 10 days' notice of the public hearing by posting it in at least three public places within the District stating the time, place, and purpose of the hearing;

**WHEREAS**, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing;

**WHEREAS**, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learner, in the Chino Valley Unified School District;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook and/or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the Chino Valley Unified School District, have standards-aligned textbooks or instructional materials from the same adoption cycle;

**WHEREAS**, textbooks or instructional materials were provided to each student, including each English learner, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

**English/Language Arts/English Language Development**

- TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015\*
- K-6 McGraw-Hill School Education; CA Reading Wonders ELA/ELD, 2017
- 7-8 Houghton Mifflin Harcourt; California Collections Student Edition, 2017
- 7-12 Houghton Mifflin; Scholastic: Read 180, 2017
- 9-12 Center for Advancement of Reading, California State University; Expository Reading and Writing Course, Student Reader, Second Edition, 2013
- 9-12 Pearson; My Perspectives English Language Arts, 2017
- 11 Bedford/Saint Martin's; The Language of Composition, 2018

\*Indicates materials were provided in digital format during Distance Learning period.

**Mathematics**

- TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015\*
- K-5 Pearson Scott Foresman; enVision Math, 2015

## **Mathematics (cont.)**

- 6-8 Houghton Mifflin & Harcourt; Big Ideas Math, Course 1, Course 2, and Course 3, 2015
- 8-12 McGraw Hill; Integrated Math I, Integrated Math II, and Integrated Math III, 2012
- 9-12 Carnegie Learning; Geometry, A Common Core Math Program, 2011
- 9-12 Glencoe; Elementary Statistics, 2006
- 9-12 Holt McDougal; Mathematics Explorations in Core Math for Common Core Algebra 2, 2010
- 9-12 Houghton Mifflin & Harcourt; PreCalculus with Limits, 2010
- 9-12 Pearson Prentice Hall; PreCalculus, 2010
- 11-12 South-Western Cengage Learning; Financial Algebra: Advanced Algebra with Financial Applications, 2017
- 10-12 Bedford, Freeman, and Worth; Calculus for the AP Course, 2017
- 11-12 Cengage Learning; Calculus for AP, 2016
- 10-12 Pearson; Stats: Modeling the World, 5<sup>th</sup> Edition, 2019

\*Indicates materials were provided in digital format during Distance Learning period.

## **History/Social Science**

- TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015\*
- K-5 Harcourt School Publishers; Reflections: California Series, 2007
- 6-8 Holt, Rinehart and Winston; Ancient Civilizations, 2006
- 9-12 Pearson; Human Anatomy & Physiology, 2003
- 9-12 Prentice Hall; World History: The Modern World, 2007
- 9-12 Holt, Reinhart and Winston; American Anthem: Modern American History, 2007
- 9-12 Bedford; American's History, 2007
- 9-12 Glencoe/McGraw-Hill; United States Government: Democracy in Action, 2006
- 9-12 Prentice Hall; Economics, Principles in Actions, 2007
- 9-12 Cengage; Western Civilization: Since 1300, Tenth Edition, 2018
- 9-12 Bedford, Freeman and Worth Publishing Group; America's History for the AP Course, Ninth Edition, 2014
- 9-12 BFW/Worth Publishers; Krugman's Economics for AP, Second Edition, 2011
- 12 Cengage Learning; Introduction to Comparative Politics: Political Challenges and Changing Agendas, 2016
- 9-12 UC Davis Center for Integrated Computing and STEM Education (C-STEM); Learning Common Core Mathematics with C/C++ Interpreter Ch for Integrated Mathematics 1, 2016
- 12 Bedford, Freeman, and Worth; American Government: Stories of a Nation; for the AP Course, 2019
- 9-10 Pearson; The Cultural Landscape: An Introduction to Human Geography, 13<sup>th</sup> Edition, 2020

\*Indicates materials were provided in digital format during Distance Learning period.

## **Science**

- TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015\*
- K-5 Houghton Mifflin Company; Houghton Mifflin California Science, 2007
- 6 Pearson Scott Foresman; Earth Science, 2008
- 7-8 Pearson Prentice Hall; Prentice Hall California Science Explorer, Focus on Earth, Life, and Physical Science, 2008

### **Science (cont.)**

- 9-12 Pearson Prentice Hall; Earth Science, 2006
- 9-12 Pearson Prentice Hall; Biology, 2007
- 9-12 Pearson Prentice Hall; Chemistry, 2007
- 9-12 Glencoe; Physics: Principles and Problems, 2008
- 9-12 Wiley; Environmental Science: Earth as a Living Planet, 2007
- 9-12 McGraw-Hill; Physics: Principles and Problems, California, 2007
- 9-12 Pearson; Campbell Biology, AP Edition, 2011
- 9-12 Pearson; Physics, AP Edition, 2011
- 9-12 Carnegie; Chemistry, AP Edition, 2013

\*Indicates materials were provided in digital format during Distance Learning period.

**WHEREAS**, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes:

### **Foreign Language**

- 9-12 Prentice Hall; Realidades, Book 1 and 2, 2004
- 9-12 Wayside Publishing; Azulejo, 2002
- 9-12 Harcourt School Publishers; Nuevas Vista, Book 1 and 2, 2003
- 9-12 Holt, Rinehart, and Winston; Nuevas Vistas Dos, 2003
- 9-12 Vista Higher Learning; Descubre 3, 2017
- 9-12 Vista Higher Learning; Temas, AP Spanish Language and Culture, 2014
- 9-12 Houghton Mifflin Harcourt; Abriendo Puertas: Ampliando Perspectives, 2013
- 9-12 EMC/Paradigm Publishing; C'est a Toi Book 1, 2, and 3, 2002
- 9-12 Vista Higher Learning; D'accord! 3, 2015
- 9-12 Vista Higher Learning; Themes AP French Language and Culture, 2016
- 9-12 Yale University Press; French in Action, Part 2, 2015
- 9-12 Holt, Reinhart and Winston; Komm Mit! Book 1, 2, and 3, 2003
- 9-12 Spinner Publications; Bom Dia! Book 1 and 2, 2004 and 2007
- 9-12 Joint Publishing; Chinese Made Easy, 2006
- 9-12 EMC Publishing, LLC; Zhen Bang!, Chinese 3, 2013
- 9-12 Cheng and Tsui; Adventures in Japanese 1 and 2, 1998
- 9-12 The Japan Times; Genki: An Integrated Course in Elementary Japanese II, 2011
- 9-12 DawnSignPress; Vista Signing Naturally, Level 2 and 3, 1992 and 2001

### **Health**

- 7 Chino Valley Unified School District, Comprehensive Sexual Health and HIV/AIDS Prevention Education, Department of Health Services, 2019
- 9-12 Glencoe; Glencoe Health, 2009
- 9-12 California Department of Education, California Department of Public Health, Federal Office of Adolescent Health, Positive Prevention PLUS, Sexual Health Education for California Youth, 2015

**WHEREAS**, laboratory science equipment was available for science laboratory classes offered in grades 9-12 inclusive.

**NOW, THEREFORE, BE IT RESOLVED** that for the 2020/2021 school year, the Chino Valley Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the

cycles and content of the curriculum frameworks in all courses required by Education Code 60119.

The Chino Valley Unified School District will audit textbook adoptions annually to ensure that outdated editions of textbooks or textbooks no longer in print are replaced and adopted by the Board of Education.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 1<sup>st</sup> day of October 2020 by the following vote:

|          |       |
|----------|-------|
| Blair    | _____ |
| Cruz     | _____ |
| Gagnier  | _____ |
| Na       | _____ |
| Schaffer | _____ |

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

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
Isabel Brenes, Director, Human Resources  
Eric Dahlstrom, Ed.D., Director, Human Resources

**SUBJECT: RESOLUTION 2020/2021-16, WEEK OF THE SCHOOL ADMINISTRATOR**

=====

**BACKGROUND**

Leadership matters for California’s public school system, and the future of its public education system depends greatly upon the quality of its leadership. To that end, the state of California has declared October 11-17, 2020, as the Week of the School Administrator.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2020/2021-16, Week of the School Administrator.

**FISCAL IMPACT**

None.

NE:RR:IB:ED:mcm

**Chino Valley Unified School District  
Resolution 2020/2021-16  
Week of the School Administrator**

**WHEREAS**, leadership matters for California’s public education system and the more than 6 million students it serves;

**WHEREAS**, school administrators are passionate, lifelong learners who believe in the value of quality public education;

**WHEREAS**, the title “school administrator” is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified education leaders, and the other district employees are considered administrators;

**WHEREAS**, providing quality service for student success is paramount for the profession;

**WHEREAS**, most school administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California’s superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement;

**WHEREAS**, public schools operate with lean management systems. Across the nation, public schools employ fewer managers and supervisors than most public and private sector industries including transportation, food service, manufacturing, utilities, construction, publishing and public administration; and

**WHEREAS**, school leaders depend on a network of support from school communities – fellow administrators, teacher, parents, students, businesses, community members, board trustees, colleges, and universities, community and faith-based organizations, elected officials and district and county staff and resources – to promote ongoing student achievement and school success;

**WHEREAS**, research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state;

**WHEREAS**, the State of California has declared October 11-17, 2020, as the “Week of the School Administrator” in Education Code 44015.1; and

**WHEREAS**, the future of California’s public education system depends upon the quality of its leadership.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Chino Valley Unified School District that all leaders be commended for the contributions they make to successful student achievement.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 1<sup>st</sup> day of October 2020.

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

I, Norm Enfield, Ed.D., Secretary, of the Board of Education of the Chino Valley Unified School District, certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board at a regularly meeting as stated.

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
**SUBJECT: COMPENSATION INCREASE FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) STUDENTS, PLAYGROUND SUPERVISORS, AVID TUTORS, AND NUTRITION SERVICES ASSISTANT I SUBSTITUTES EFFECTIVE JANUARY 1, 2021**

=====

**BACKGROUND**

Effective January 1, 2021, the minimum wage will increase to \$14.00 an hour. The District currently provides an hourly rate of \$13.00 for the Workforce Innovation and Opportunity Act (WIOA) Students, AVID Tutors, and Nutrition Services Assistant I substitutes. Playground Supervisors are provided an hourly rate of \$13.99. To address the increase in minimum wage, attached is a revised proposed salary schedule. The proposed increase will reflect an hourly rate from the lower range of \$13.00 to \$14.00.

New hourly rate is provided in **bold**, while the old hourly rate to be deleted is lined through.

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

**RECOMMENDATION**

It is recommended the Board of Education approve a compensation increase for Workforce Innovation and Opportunity Act (WIOA) Students, Playground Supervisors, AVID Tutors, and Nutrition Services Assistant I substitutes effective January 1, 2021.

**FISCAL IMPACT**

The fiscal impact is unknown at this time due to the fluctuation of student workers, Playground Supervisors, AVID Tutors, and Nutrition Assistant I substitutes.

NE:RR:mcm



**Classified Substitute Salary Schedule**

Effective 01/01/2021

| CLERICAL                                     | RANGE | STEP A  |
|--|-------|---------|
| Account Clerk I                              | 28    | \$18.03 |
| Account Clerk II                             | 32    | \$19.92 |
| Account Clerk III                            | 36    | \$21.97 |
| Account Clerk III/Facilities & Planning      | 37    | \$22.53 |
| Accountant I                                 | 43    | \$26.12 |
| Accountant II                                | 46    | \$28.15 |
| Accountant II/Facilities & Planning          | 46    | \$28.15 |
| Accountant II/Position Control               | 46    | \$28.15 |
| Administrative Secretary I                   | 40    | \$24.27 |
| Administrative Secretary II                  | 48    | \$29.55 |
| Administrative Secretary III                 | 50    | \$31.06 |
| Administrative Secretary IV                  | 52    | \$32.62 |
| Alternative Ed. Work Center Outreach Advisor | 30    | \$18.96 |
| ASB Student Store Clerk                      | 27    | \$17.58 |
| Assessment Technician                        | 40    | \$24.27 |
| Assistant Principal Secretary                | 32    | \$19.92 |
| Attendance Clerk                             | 29    | \$18.48 |
| Behavior Intervention Records Asst.          | 31    | \$19.42 |
| Bilingual (Desig. Lang.) Admin. Secretary I  | 42    | \$25.49 |
| Bilingual Typist Clerk I                     | 28    | \$18.03 |
| Billing Specialist                           | 43    | \$26.12 |
| Career Center Guidance Technician            | 34    | \$20.91 |
| Categorical Programs Technician              | 40    | \$24.27 |
| Child Development Program Clerk II           | 30    | \$18.96 |
| Child Development Program Technician         | 40    | \$24.27 |
| Communications Technician                    | 40    | \$24.27 |
| Counseling Assistant                         | 33    | \$20.40 |
| Credential Technician                        | 44    | \$26.78 |
| District Attendance Aide II                  | 30    | \$18.96 |
| District Attendance Liaison                  | 29    | \$18.48 |
| District Attendance Specialist               | 46    | \$28.15 |
| District Community Attendance Liaison        | 28    | \$18.03 |
| District Media Center Clerk                  | 27    | \$17.58 |
| District Media Center Operations Technician  | 34    | \$20.91 |
| District Media Center Specialist             | 32    | \$19.92 |
| District Postal Specialist                   | 29    | \$18.48 |
| District Purchasing Assistant                | 41    | \$24.87 |
| District Receptionist                        | 27    | \$17.58 |
| District Secretary                           | 32    | \$19.92 |
| District Student Body Finance Technician     | 40    | \$24.27 |
| District Student Records Specialist          | 29    | \$18.48 |
| Elementary Library/Media Center Assistant    | 28    | \$18.03 |
| Family Services Program Specialist           | 50    | \$31.06 |
| Finance Technician                           | 54    | \$34.27 |
| Fringe Benefits Technician                   | 40    | \$24.27 |
| Grant Program Support Spec./Suppl. Funding   | 30    | \$18.96 |
| Health Technician                            | 30    | \$18.96 |
| High School Receptionist                     | 27    | \$17.58 |
| Insurance Claims Examiner                    | 36    | \$21.97 |
| Interfund Control Clerk                      | 38    | \$23.08 |
| Nutrition Eligibility Specialist             | 32    | \$19.92 |
| Nutrition Services Fiscal Technician         | 40    | \$24.27 |
| Payroll Clerk II                             | 32    | \$19.92 |
| Payroll Clerk III                            | 36    | \$21.97 |
| Payroll Technician                           | 40    | \$24.27 |
| Personnel Clerk I                            | 28    | \$18.03 |
| Personnel Clerk II                           | 32    | \$19.92 |
| Personnel Clerk III                          | 36    | \$21.97 |
| Purchasing Clerk II                          | 32    | \$19.92 |
| Purchasing Clerk III                         | 36    | \$21.97 |

| CLERICAL (cont.)                             | RANGE | STEP A                  |
|--|-------|-------------------------|
| Registrar                                    | 32    | \$19.92                 |
| Risk Management Specialist                   | 46    | \$28.15                 |
| School Secretary I                           | 36    | \$21.97                 |
| School Secretary II                          | 38    | \$23.08                 |
| Secondary Library/Media Asst.                | 30    | \$18.96                 |
| Student Personnel Specialist                 | 31    | \$19.42                 |
| Student Body Finance Clerk                   | 31    | \$19.42                 |
| Supplemental Instruction Support Technician  | 34    | \$20.91                 |
| Transportation Technician                    | 40    | \$24.27                 |
| Typist Clerk I                               | 26    | \$17.17                 |
| Typist Clerk II                              | 29    | \$18.48                 |
| WIOA Employment Placement Specialist         | 29    | \$18.48                 |
| Workforce Investment Act Career Technician   | 35    | \$21.44                 |
| INSTRUCTIONAL                                |       |                         |
| Behavior Intervention Aide/Spec. Ed.         | 28    | \$18.03                 |
| Bilingual-Biliterate/Generic                 | 26    | \$17.17                 |
| Bilingual-Biliterate/Spanish                 | 26    | \$17.17                 |
| Bilingual-Portuguese                         | 26    | \$17.17                 |
| Child Care Specialist                        | 30    | \$18.96                 |
| Ged Test Proctor                             | 26    | \$17.17                 |
| IA/Childhood Education                       | 26    | \$17.17                 |
| IA/Computer Assisted Instruction             | 26    | \$17.17                 |
| IA/Curriculum Lab                            | 26    | \$17.17                 |
| IA/Elementary Physical Education             | 26    | \$17.17                 |
| IA/Elementary Grade Level                    | 26    | \$17.17                 |
| IA/Secondary Grade Level                     | 26    | \$17.17                 |
| IA/Severely Handicapped/SH                   | 26    | \$17.17                 |
| IA/Special Education                         | 26    | \$17.17                 |
| IA/Visually Handicapped                      | 26    | \$17.17                 |
| IA/Voc./Special Education                    | 26    | \$17.17                 |
| Interpreter-Deaf/Hard of Hearing             | 58    | \$37.83                 |
| Remedial Reading                             | 26    | \$17.17                 |
| ROP/Auto Body/Paint                          | 26    | \$17.17                 |
| School Community Liaison                     | 28    | \$18.03                 |
| Community Liaison/Bilingual-Spanish          | 28    | \$18.03                 |
| Speech-Language Pathology Assistant          | 30    | \$18.96                 |
| Testing Aide/Biling.-Bilit.                  | 28    | \$18.03                 |
| NUTRITIONAL SERVICES                         |       |                         |
| Central Kitchen Assistant I                  | 18    | \$14.09                 |
| Central Kitchen Assistant II                 | 23    | \$15.95                 |
| Nutrition Eligibility Specialist             | 32    | \$19.92                 |
| Nutrition Services Assistant I               | 16    | *\$13.00 <b>\$14.00</b> |
| Nutrition Services Assistant II              | 18    | \$14.09                 |
| Nutrition Services Manager I                 | 23    | \$15.95                 |
| Nutrition Services Manager II                | 28    | \$18.03                 |
| Nutrition Services Manager III               | 35    | \$21.44                 |
| NS/Roving Mgr./Caterer/Central Kitchen Asst. | 35    | \$21.44                 |
| Nutrition Services Roving Assistant          | 20    | \$14.80                 |
| TECHNICAL                                    |       |                         |
| Athletic Trainer                             | 42    | \$25.49                 |
| Audio Visual/Computer Elec. Technician       | 52    | \$32.62                 |
| Computer Operations Technician I             | 40    | \$24.27                 |
| Computer Operations Technician II            | 46    | \$28.15                 |
| District Videographer                        | 40    | \$24.27                 |
| Duplicating Department Clerk                 | 27    | \$17.58                 |
| Electronics Communication Systems Technician | 51    | \$31.84                 |
| Electronics Display Systems Technician       | 51    | \$31.84                 |
| Electronics Security Systems Technician      | 51    | \$31.84                 |
| Electronics Technician I                     | 39    | \$23.67                 |
| Four-Color Specialist                        | 38    | \$23.08                 |
| Junior Database Administrator                | 51    | \$31.84                 |
| Lead Duplicating Technician                  | 41    | \$24.87                 |

\* = The start rate was adjusted to comply with the requirements of the California Minimum Wage.

**Classified Substitute Salary Schedule**

Effective 01/01/2021

| <b>TECHNICAL (cont.)</b>                      | <b>RANGE</b> | <b>STEP A</b> |
|---|--------------|---------------|
| Lead Electronics Technician                   | 56           | \$36.02       |
| Lead Network Technician                       | 60           | \$39.77       |
| Licensed Vocational Nurse                     | 38           | \$23.08       |
| Public Information Officer                    | 50           | \$31.06       |
| Network Support Technician                    | 46           | \$28.15       |
| Network Technician                            | 56           | \$36.02       |
| Offset Press Operator Spec.                   | 35           | \$21.44       |
| Printer/Publisher Operator                    | 35           | \$21.44       |
| Programmer I                                  | 41           | \$24.87       |
| Programmer Analyst I                          | 51           | \$31.84       |
| Technology/Computer Assistant                 | 32           | \$19.92       |
| Technology Technician                         | 40           | \$24.27       |
| <b>MAINTENANCE/OPERATIONS</b>                 |              |               |
| Custodian I                                   | 29           | \$18.48       |
| Custodian II                                  | 32           | \$19.92       |
| Custodian I/Carpet-Flooring                   | 29           | \$18.48       |
| Custodian II/Carpet-Flooring                  | 32           | \$19.92       |
| Custodian III/Carpet-Flooring                 | 38           | \$23.08       |
| Custodian Specialist                          | 38           | \$23.08       |
| Draftsperson                                  | 41           | \$24.87       |
| Energy/Resource Conservation Tech.            | 39           | \$23.67       |
| Groundswoker I                                | 29           | \$18.48       |
| Groundswoker II                               | 32           | \$19.92       |
| Groundswoker III                              | 36           | \$21.97       |
| Grounds Equipment Operator II                 | 34           | \$20.91       |
| Pesticide Appl./Grounds Equipment Operator II | 36           | \$21.97       |
| Grounds Equipment Operator III                | 40           | \$24.27       |
| Heavy Grounds Equipment Operator II           | 34           | \$20.91       |
| Heavy Grounds Equipment Operator III          | 40           | \$24.27       |
| <b>Maintenance I</b>                          |              |               |
| Carpenter                                     | 35           | \$21.44       |
| Electrician                                   | 35           | \$21.44       |
| Fire System Repair                            | 32           | \$19.92       |
| General Maintenance                           | 32           | \$19.92       |
| Heating/Ventilating Air Cond./Refrigeration   | 38           | \$23.08       |
| Locksmith                                     | 32           | \$19.92       |
| Painter                                       | 32           | \$19.92       |
| Plumber                                       | 38           | \$23.08       |
| Sheet Metal                                   | 32           | \$19.92       |
| Small Engine Repair                           | 32           | \$19.92       |
| Welder  | 32           | \$19.92       |
| <b>Maintenance II</b>                         |              |               |
| Carpenter                                     | 39           | \$23.67       |
| Electrician                                   | 39           | \$23.67       |
| Equipment Repair                              | 36           | \$21.97       |
| Fire System Repair                            | 36           | \$21.97       |
| General Maintenance                           | 36           | \$21.97       |
| Heating/Ventilating Air Cond./Refrigeration   | 42           | \$25.49       |
| Locksmith                                     | 36           | \$21.97       |
| Painter                                       | 36           | \$21.97       |
| Plumber                                       | 42           | \$25.49       |
| Sheet Metal                                   | 36           | \$21.97       |
| Welder  | 36           | \$21.97       |

| <b>MAINTENANCE/OPERATIONS (cont.)</b>       | <b>RANGE</b> | <b>STEP A</b>          |
|---|--------------|------------------------|
| <b>Maintenance III</b>                      |              |                        |
| Carpenter                                   | 43           | \$26.12                |
| Crafts Specialist                           | 40           | \$24.27                |
| Electrician                                 | 46           | \$28.15                |
| Equipment Repair                            | 40           | \$24.27                |
| Fire System Technician                      | 40           | \$24.27                |
| Heating/Ventilating Air Cond./Refrigeration | 46           | \$28.15                |
| Locksmith                                   | 46           | \$28.15                |
| Metal Worker/Welder                         | 46           | \$28.15                |
| Painter                                     | 40           | \$24.27                |
| Plumber                                     | 46           | \$28.15                |
| Sheet Metal                                 | 40           | \$24.27                |
| Small Engine Repair                         | 40           | \$24.27                |
| Welder                                      | 40           | \$24.27                |
| <b>Maintenance Leadworker</b>               |              |                        |
| Carpenter                                   | 46           | \$28.15                |
| Electrician                                 | 46           | \$28.15                |
| Heating/Ventilating Air Cond./Refrigeration | 49           | \$30.29                |
| Painter                                     | 43           | \$26.12                |
| Plumber                                     | 49           | \$30.29                |
| Maintenance Pool Technician                 | 36           | \$21.97                |
| Maintenance Scheduler/Parts Fac.            | 42           | \$25.49                |
| Maintenance Sprinkler Tech. I               | 35           | \$21.44                |
| Maintenance Sprinkler Tech. II              | 39           | \$23.67                |
| Maintenance Sprinkler Tech. III             | 43           | \$26.12                |
| Office Machines Tech. I                     | 32           | \$19.92                |
| Office Machines Tech. II                    | 36           | \$21.97                |
| Office Machines Tech. III                   | 40           | \$24.27                |
| Security Person                             | 34           | \$20.91                |
| Senior Security Officer                     | 36           | \$21.97                |
| Lead Storekeeper/Warehouse Delivery Person  | 39           | \$23.67                |
| Storekeeper                                 | 36           | \$21.97                |
| Maintenance Material/Equipment Facilitator  | 43           | \$26.12                |
| Warehouse and/or Delivery Worker            | 31           | \$19.42                |
| <b>TRANSPORTATION</b>                       |              |                        |
| Automotive Service Person                   | 31           | \$19.42                |
| Bus Driver                                  | 32           | \$19.92                |
| Driver Trainer                              | 35           | \$21.44                |
| Dispatcher/Scheduler                        | 34           | \$20.91                |
| Mechanic I                                  | 35           | \$21.44                |
| Mechanic II                                 | 44           | \$26.78                |
| Mechanic III                                | 46           | \$28.15                |
| Transportation Glazer/Upholster             | 40           | \$24.27                |
| <b>OTHER</b>                                |              |                        |
| AVID Tutor                                  | NA           | \$13.00 <b>\$14.00</b> |
| Playground Supervisor                       | 21A          | \$13.99 <b>\$14.00</b> |
| WOIA Student                                | NA           | \$13.00 <b>\$14.00</b> |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
September 17, 2020

**MINUTES**

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 4:40 P.M.**

1. Roll Call

President Schaffer called to order the regular meeting of the Board of Education, Thursday, September 17, 2020, at 4:47 p.m. with Schaffer present in the Board room; Gagnier present via Zoom; and Hernandez-Blair present telephonically. Mr. Cruz arrived at 4:56 p.m., and Mr. Na arrived at 5:01 p.m. Closed session was not recorded.

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 Schaffer adjourned to closed session at 4:47 p.m. regarding conference with legal counsel anticipated litigation; public employee discipline/dismissal/release; public employee appointment: high school assistant principals; and public employee performance evaluation: Superintendent.

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

1. Report Closed Session Action

President Schaffer reconvened the regular meeting of the Board of Education at 6:00 p.m. with Cruz, Na, and Schaffer present in the Board room, and Gagnier and Hernandez-Blair present via Zoom. The Board met in closed session from 4:47 p.m. to 5:53 p.m. regarding conference with legal counsel anticipated litigation; public employee discipline/dismissal/

release; public employee appointment: high school assistant principals; and public employee performance evaluation: Superintendent. No action was taken that required public disclosure.

2. Pledge of Allegiance

President Schaffer led the Pledge of Allegiance.

**I.C. COMMENTS FROM STUDENT REPRESENTATIVE**

Absent.

**I.D. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

Barbara Bearden, CHAMP President, spoke about upcoming distance and blended learning parent conferences; said school site administrators are working on their single plans for school achievement; and on behalf of the principals, thanked Dr. Enfield for his kind words at the last principals' meeting.

Danny Hernandez, CSEA President, spoke about not being able to attend the last few meetings; spoke about school preparedness in preparation for a return to school; spoke about a District email sent out regarding the Health Advocate/Employee Assistance Program; and asked that all staff remember to wear their masks.

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

Email comments from the following were read into the record: William Thomson regarding COVID-19 transmission and exposure concerns; Lisa Wales regarding recording of distance learning classes; Cynthia Barbosa regarding opening elementary schools for small groups (special education); and Sharon Duran for a Don Lugo HS parent regarding concerns for the use of TED Talks videos for English assignments.

**I.F. CHANGES AND DELETIONS**

The following change was read into the record: Item III.E.1., Certificated/Classified Personnel Items, page 77, under Leave of Absence, Steven Lara, corrected the effective date so that it reads 09/17/20 through 11/01/20.

**II. ACTION**

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

**II.A.1. Learning Continuity and Attendance Plan**

Moved (Na) seconded (Gagnier) carried unanimously (5-0) to adopt the Learning Continuity and Attendance Plan.

**III. CONSENT**

Moved (Na) seconded (Gagnier) carried unanimously (5-0) to approve the consent items, as amended.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the September 3, 2020 Regular Meeting**

To approve the minutes of the September 3, 2020 regular meeting.

**III.B. BUSINESS SERVICES**

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

Approved/ratified the warrant register.

**III.B.2. 2020/2021 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students**

Approved/ratified the 2020/2021 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.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**III.C.1. Memorandum of Understanding Between Baldy View Regional Occupational Program and Chino Valley Unified School District**

Approved the Memorandum of Understanding between Baldy View Regional Occupational Program and Chino Valley Unified School District.

**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. Resolution 2020/2021-12 Authorizing the Lease of Production Press Equipment and Related Services and Approval of Xerox Financial Services, LLC Equipment Lease and Maintenance Agreement**

Adopted Resolution 2020/2021-12 Authorizing the Lease of Production Press Equipment and Related Services and Approval of Xerox Financial Services, LLC Equipment Lease and Maintenance Agreement.

**III.D.5. Bid 20-21-02F, Chino HS Reconstruction Phase 2—Flooring Rebid**

Awarded Bid 20-21-02F, Chino HS Reconstruction Phase 2—Flooring Rebid to Continental Flooring Inc.

**III.D.6. Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 01)**

Approved the Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 01).

**III.D.7. Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 02)**

Approved the Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 02).

**III.D.8. Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 05)**

Approved the Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 05).

**III.D.9. Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 08)**

Approved the Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 08).

**III.D.10. Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 10)**

Approved the Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 10).

**III.D.11. Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 18)**

Approved the Change Order for Bid 18-19-08F, Ayala HS New Science Lab Building (BP 18).

**III.D.12. Change Order and Notice of Completion for Bid 19-20-19F, Chino Hills HS Administrative Office Reconstruction**

Approved the Change Order and Notice of Completion for Bid 19-20-19F, Chino Hills HS Administrative Office Reconstruction.

**III.D.13. Change Order and Notice of Completion for Bid 19-20-34F, Cattle ES, Magnolia JHS, and Ramona JHS Concrete Alterations**

Approved the Change Order and Notice of Completion for Bid 19-20-34F, Cattle ES, Magnolia JHS, and Ramona JHS Concrete Alterations.

**III.D.14. Notice of Completion for CUPCCAA Projects**

Approved the Notice of Completion for CUPCCAA Projects.

**III.E. HUMAN RESOURCES**

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

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

**III.E.2. Student Teaching Agreement with California Baptist University**

Approved the student teaching agreement with California Baptist University.

**III.E.3. Student Internship Agreement with the University of Phoenix**

Approved the student Internship Agreement with the University of Phoenix.

**IV. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

Andrew Cruz spoke about the reporting of positive COVID-19 cases, what it actually means, and provided a breakdown and questions; read an email received from a parent regarding the effects of COVID-19 on sports activities; spoke about the early objectives and changing narrative regarding the virus; spoke about the effects of wearing masks; and spoke about the future and possibility of a mandated vaccine and contact tracing. Mr. Cruz left the meeting after his comments at 6:20 p.m.

James Na thanked CSEA and teachers for their work on the safety and reopening plan; acknowledged the fears of parents who sent email comments; and said we are waiting for a return to normality.

Irene Hernandez-Blair spoke about the Board member who left after his comments; spoke about what was witnessed in closed session is nothing new and that she endured it for eight years; spoke about notifications regarding staff testing positive, and asked if it was possible that every parent in the community be part of alerts sent to her via text/email regarding staff members who have tested positive.

Christina Gagnier acknowledged email communications that she has received regarding reopening schools and the education of students; noted that she believes we are taking a thoughtful approach so that education can proceed as normal while being cautious; said she appreciates varying opinions and concerns; said that it is important for professional courtesy to be given to Board colleagues while engaging in discourse; and said she would appreciate that Board members sit through comments.

Superintendent Enfield made no comments

President Schaffer offered a well-known quote in response to another Board member's comments.

**V. ADJOURNMENT**

President Schaffer adjourned the regular meeting of the Board of Education at 6:32 p.m.

\_\_\_\_\_  
Joe Schaffer, President

\_\_\_\_\_  
Irene Hernandez-Blair, 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 1, 2020  
**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 designated payment of expenses of the District. 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**

\$9,058,422.77 to all District funding sources.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**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: 2020/2021 APPLICATIONS TO OPERATE FUNDRAISING  
ACTIVITIES AND OTHER ACTIVITIES FOR THE BENEFIT OF  
STUDENTS**

=====

**BACKGROUND**

Administrative Regulation 1230 Community Relations – School Connected Organizations requires that any person or group of people desiring to raise money to benefit a student or students at one or more schools within the District shall request authorization to operate by applying to the Chino Valley Unified School District Board of Education.

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

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the 2020/2021 applications to operate fundraising activities and other activities for the benefit of students.

**FISCAL IMPACT**

None.

NE:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**October 1, 2020**

**2020/2021 AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES  
AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

**School**

Cal Aero K-8

**Organization**

Preserve Flight Crew

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**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. All on-campus fundraising activities are subject to CVUSD reopening guidelines.

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 1, 2020**

| <b><u>SITE/DEPARTMENT</u></b> | <b><u>ACTIVITY/DESCRIPTION</u></b>  | <b><u>DATE</u></b>  |
|-------------------------------|-------------------------------------|---------------------|
| <b><u>Eagle Canyon ES</u></b> |                                     |                     |
| PTA                           | Virtual Book Fair                   | 10/5/20 - 10/18/20  |
| <b><u>Glenmeade ES</u></b>    |                                     |                     |
| PTA                           | Online 100 Mile Club T-Shirt Sale   | 10/2/20 - 5/27/21   |
| PTA                           | Carl's Jr. Spirit Day               | 10/21/20            |
| PTA                           | Online Book Fair                    | 11/2/20 - 11/15/20  |
| PTA                           | Papachino's Spirit Day              | 11/18/20            |
| <b><u>Briggs K-8</u></b>      |                                     |                     |
| PFA                           | Pieology Spirit Day                 | 10/5/20             |
| <b><u>Cal Aero K-8</u></b>    |                                     |                     |
| Preserve Flight Crew          | PTO Membership Drive                | 10/2/20 - 6/30/21   |
| Preserve Flight Crew          | Spirit Wear Sale                    | 10/2/20 - 6/30/21   |
| Preserve Flight Crew          | Dog Haus Spirit Day                 | 10/8/20             |
| <b><u>Magnolia JHS</u></b>    |                                     |                     |
| ASB - General                 | Off Campus Catalog Sale             | 10/6/20 - 10/21/20  |
| ASB - General                 | It's Yogurt Spirit Day              | 10/22/20            |
| PFA                           | Chipotle Family Take-Out Night      | 11/4/20             |
| PFA                           | Mountain Mike's Family Dinner Night | 12/9/20             |
| <b><u>Ayala HS</u></b>        |                                     |                     |
| BAC Boosters                  | Chipotle Family Take-Out Night      | 10/6/20             |
| BAC Boosters                  | Poinsettia Online Sale              | 11/1/20 - 11/30/20  |
| BAC Boosters                  | See's Candy Online Sale             | 11/1/20 - 11/30/20  |
| <b><u>Chino Hills HS</u></b>  |                                     |                     |
| ASB-Girls Basketball          | See's Candy Online Sale             | 10/2/20 - 12/15/20  |
| ASB-Performing Arts           | Off Campus Donut Sale               | 10/4/20 - 10/17/20  |
| Dance Boosters                | Snap! Raise Online Donation Drive   | 10/9/20 - 10/23/20  |
| ASB - Theatre                 | Off Campus Sponsorship/T-Shirt Sale | 10/17/20 - 11/17/20 |
| ASB - Peer Leadership         | Chipotle Family Take-Out Night      | 10/24/20            |
| ASB - Girls Basketball        | Online Donation Drive               | 11/1/20 - 1/30/21   |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**October 1, 2020**

| <b><u>SITE/DEPARTMENT</u></b> | <b><u>ACTIVITY/DESCRIPTION</u></b>   | <b><u>DATE</u></b> |
|-------------------------------|--------------------------------------|--------------------|
| <b><u>Don Lugo HS</u></b>     |                                      |                    |
| Sports Boosters               | Monthly Restaurant Family Nights Out | 10/21/20 - 6/16/21 |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**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 1, 2020**

| <u>DEPARTMENT/SITE<br/>DONOR</u> | <u>ITEM DONATED</u>   | <u>APPROXIMATE<br/>VALUE</u> |
|----------------------------------|-----------------------|------------------------------|
| <b><u>Nutrition Services</u></b> |                       |                              |
| Graduated Students               | Meal Account Balances | \$377.00                     |
| <b><u>Eagle Canyon ES</u></b>    |                       |                              |
| D.C. Concrete Company            | Office Supplies       | \$200.00                     |
| <b><u>Wickman ES</u></b>         |                       |                              |
| Girl Scout Troop 94114           | Bench                 | \$599.00                     |
| <b><u>Don Lugo HS</u></b>        |                       |                              |
| Patricia E. Sturchio Trust       | Cash                  | \$50.00                      |
| Panera, LLC                      | Cash                  | \$53.00                      |
| Patricia Veliz Gilbert           | Cash                  | \$100.00                     |
| Regal Packaging Inc.             | Cash                  | \$100.00                     |
| Kurt Macinnis                    | Cash                  | \$500.00                     |



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

**DATE:** October 1, 2020

**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 | 2020/2021 YEAR-TO-DATE |
|---------------------------------------|--------------|-----------------|------------------------|
| Atkinson, Andelson, Loya, Ruud & Romo | August 2020  | \$15,809.13     | \$ 34,622.55           |
| Margaret A. Chidester & Associates    | -            | -               | \$ 14,625.25           |
| The Tao Firm                          | August 2020  | \$ 87.50        | \$ 14,253.75           |
|                                       | <b>Total</b> | \$15,896.63     | \$ 63,501.55           |

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 offices of Atkinson, Andelson, Loya, Ruud & Romo; and The Tao Firm.

**FISCAL IMPACT**

\$15,896.63 to the General Fund.

NE:SHC:LP:wc

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** October 1, 2020  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
**SUBJECT: PROCLAMATION FOR RED RIBBON WEEK, OCTOBER 23-31, 2020**

=====

**BACKGROUND**

The Chino Valley Unified School District supports Red Ribbon Week and encourages its students and staff to participate in drug prevention education activities, making a visible statement that we are firmly committed to a drug-free and alcohol abuse-free community and lifestyle. The attached proclamation recognizes the District’s support of this campaign that is scheduled for October 23-31, 2020, and the national theme for the 2020 Red Ribbon Week is “Be Happy. Be Brave. Be Drug Free.”

Red Ribbon Week serves as a vehicle for districts, communities, and individuals to take a stand for the hopes and dreams of our children through a commitment to drug prevention education and a personal commitment to live drug-free lives with the ultimate goal being the creation of a drug-free America.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt the proclamation for Red Ribbon Week, October 23-31, 2020.

**FISCAL IMPACT**

None.

NE:LF:rtr

**Chino Valley Unified School District  
Proclamation  
Red Ribbon Week  
October 23-31, 2020**

**WHEREAS**, it is imperative that community members launch visible substance abuse prevention education efforts to reduce the demand for drugs;

**WHEREAS**, supporting the national theme for the 2020 Red Ribbon Week, “Be Happy. Be Brave. Be Drug Free,” will help amplify the campaign’s mission to encourage children, families, and communities to live healthy, happy, drug-free lives and serve as a reminder that we are all empowered with shaping the communities around us through positivity, bravery, and strength;

**WHEREAS**, the Red Ribbon Campaign will be celebrated in every community in America during Red Ribbon Week, October 23-31, 2020; and

**WHEREAS**, business, government, law enforcement, schools, religious institutions, service organizations, youth, senior citizens, military, sports teams, and individuals can demonstrate their commitment to drug-free and alcohol abuse-free, healthy lifestyles by wearing and displaying red ribbons during this campaign.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Education of the Chino Valley Unified School District does hereby support October 23-31, 2020, as Red Ribbon Week, and encourages its students and staff to participate in drug prevention education activities, making a visible statement that we are firmly committed to a drug-free and alcohol abuse-free community and lifestyle.

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**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**

\$9,188,546.27 to all District funding sources.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

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

**SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES**

---

**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

As indicated.

NE:GJS:AGH:pw

| <b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>  | <b>FISCAL IMPACT</b>   |
|--|--|
| <p><b>CIIS-2021-149 Essential Education.</b><br/>           To provide an online GED academy study program.<br/>           Submitted by: Adult School<br/>           Duration of Agreement:<br/>           September 1, 2020 - September 1, 2023</p>   | <p>Contract amount: \$12,960.00<br/><br/>           Funding source: Calworks/CAEP</p>        |
| <p><b>CIIS-2021-150 MobyMax Education, LLC.</b><br/>           To provide annual software license for MobyMax Math.<br/>           Submitted by: Rhodes ES<br/>           Duration of Agreement: August 13, 2020 - August 13, 2021</p>   | <p>Contract amount: \$479.00<br/><br/>           Funding source: School Site Budget</p>      |
| <p><b>CIIS-2021-151 Vernier Software &amp; Technology, LLC.</b><br/>           To provide supplemental virtual lab product for honors and college preparatory science distance, and blended learning courses.<br/>           Submitted by: Secondary Curriculum<br/>           Duration of Agreement: July 1, 2020 - June 30, 2021</p> | <p>Contract amount: \$4,510.00<br/><br/>           Funding source: LCAP</p>                  |
| <p><b>CIIS-2021-152 WeVideo, Inc.</b><br/>           To provide annual software license for WeVideo software.<br/>           Submitted by: Chino Hills HS<br/>           Duration of Agreement: October 2, 2020 - October 2, 2021</p>  | <p>Contract amount: \$1,769.00<br/><br/>           Funding source: Perkins Grant</p>         |
| <p><b>CIIS-2021-153 DigiCert, Inc.</b><br/>           To provide software renewal for DigiCert multi-domain and Wildcard Secure Sockets Layer.<br/>           Submitted by: Technology<br/>           Duration of Agreement:<br/>           November 1, 2020 - November 1, 2022</p>  | <p>Contract amount: \$1,568.00<br/><br/>           Funding source: General Fund</p>          |
| <p><b>CIIS-2021-154 Screencastify, LLC.</b><br/>           To provide annual license subscription for Screencastify Unlimited software.<br/>           Submitted by: Don Lugo HS<br/>           Duration of Agreement: October 2, 2020 - October 2, 2023</p>   | <p>Contract amount: \$1,000.00<br/><br/>           Funding source: Title I</p>               |
| <p><b>CIIS-2021-155 Thinkmap, Inc. dba Vocabulary.com.</b><br/>           To provide annual license subscription for Vocabulary.com software.<br/>           Submitted by: Don Lugo HS<br/>           Duration of Agreement: October 2, 2020 - October 2, 2021</p>   | <p>Contract amount: \$3,000.00<br/><br/>           Funding source: Title I</p>               |
| <p><b>CIIS-2021-156 Houghton Mifflin Harcourt Publishing Co.</b><br/>           To provide three year subscription for Read 180 Universal.<br/>           Submitted by: Boys Republic HS<br/>           Duration of Agreement: October 2, 2020 - October 2, 2023</p>   | <p>Contract amount: \$11,647.00<br/><br/>           Funding source: Basic N &amp; D Fund</p> |
| <p><b>CIIS-2021-157 Zoom Video Communications, Inc.</b><br/>           To provide staff and student access to the Zoom video conferencing platform.<br/>           Submitted by: Technology<br/>           Duration of Agreement:<br/>           September 15, 2020 - September 15, 2021</p>   | <p>Contract amount: \$37,480.00<br/><br/>           Funding source: General Fund</p>         |
| <p><b>GRANT 23397 TUPE Grant California Department of Education.</b><br/>           To provide 2020/2021 Tobacco Use Prevention Education for grades 6 through 12.<br/>           Submitted by: Health Services<br/>           Duration of Agreement: July 1, 2020 - June 30, 2021</p>   | <p>Contract amount: \$264,377.70<br/><br/>           Funding source: TUPE Grant</p>          |

| <b>HUMAN RESOURCES</b>   | <b>FISCAL IMPACT</b>   |
|--|--|
| <p><b>HR-2021-015 SpeakWorks, Inc. dba GoReact.</b><br/>           To provide annual subscription for GoReact software.<br/>           Submitted by: Human Resources<br/>           Duration of Agreement: October 2, 2020 - June 30, 2021</p>     | <p>Contract amount: \$6,498.70<br/><br/>           Funding source: LCAP</p>          |
| <p><b>HR-2021-016 OSTs, Inc.</b><br/>           To provide assistance with CAL OSHA compliance standards and regulation codes.<br/>           Submitted by: Risk Management<br/>           Duration of Agreement: July 1, 2020 - June 30, 2021</p> | <p>Contract amount: \$15,000.00<br/><br/>           Funding source: General Fund</p> |

| <b>APPROVED CONTRACTS TO BE AMENDED</b>   | <b>AMENDMENT</b>  |
|---|---|
| <p><b>CIIS-2021-037 Rubin Education.</b><br/>           To provide software license and learning materials for employability skills and business communication.<br/>           Submitted by: Chino HS<br/>           Duration of Agreement: July 1, 2020 - June 30, 2021<br/>           Original Agreement Board Approved: June 4, 2020</p>   | <p>Contract amount: increase contract from \$950.00 to \$2,260.00 for additional teacher and student licenses.<br/><br/>           Funding source: CTE Pathways</p>   |
| <p><b>CIIS-2021-063 Pediatric Therapy Services, LLC dba The Stepping Stones Group.</b><br/>           To provide speech/language pathology, board certified behavior analyst, psychologists, LVN/school nurse, translation services, and instructional aides.<br/>           Submitted by: Special Education<br/>           Duration of Agreement: July 1, 2020 - June 30, 2021<br/>           Original Agreement Board Approved: July 16, 2020</p> | <p>Contract amount: increase contract from \$350,000.00 to \$650,000.00 for additional instructional aides.<br/><br/>           Funding source: Special Education</p> |
| <p><b>HR-1920-007 Atkinson, Andelson, Loya, Ruud &amp; Romo.</b><br/>           To provide legal services.<br/>           Submitted by: Human Resources<br/>           Duration of Agreement: July 1, 2019 - June 30, 2020<br/>           Original Agreement Board Approved: June 20, 2019</p>  | <p>Extend agreement through August 30, 2020<br/><br/>           Funding source: General Fund</p>  |
| <p><b>HR-2021-014 Atkinson, Andelson, Loya, Ruud &amp; Romo.</b><br/>           To provide legal services.<br/>           Submitted by: Human Resources<br/>           Duration of Agreement: July 1, 2020 - June 30, 2021<br/>           Original Agreement Board Approved: September 3, 2020</p>  | <p>Adjust start date to September 1, 2020<br/><br/>           Funding source: General Fund</p>  |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**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. Items not picked up for public auction may be sold through a private sale, donated to charitable organization or disposed of in the local public dump in accordance with Education Code Section 17546.

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 1, 2020

| <u>DESCRIPTION</u> | <u>MAKE/MODEL</u> | <u>I.D./SERIAL</u>   | <u>DEPT/SITE</u> |
|--------------------|-------------------|----------------------|------------------|
| Mini Refrigerator  | Haier             | F2005660952          | Supts. Office    |
| Monitor            | Dell              | CNOC730G716230551399 | Newman ES        |
| Monitor            | Dell              | CNOC730C71623071644  | Newman ES        |
| Monitor            | Dell              | CNOC730C716205S1572  | Newman ES        |
| Monitor            | Dell              | CNOC730C716205S1582  | Newman ES        |
| Monitor            | Dell              | CNOC730C716205S1593  | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1575 | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1552 | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1443 | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1599 | Newman ES        |
| Monitor            | Dell              | CNOTP22273731795F3VC | Newman ES        |
| Monitor            | Dell              | CNOTP22273731795C2HC | Newman ES        |
| Laptop             | Dell              | 26P1Y91              | Newman ES        |
| Laptop             | Dell              | B8YXF12              | Newman ES        |
| Computer           | Dell              | 120HLN1              | Newman ES        |
| Laptop             | Dell              | 75XXXF12             | Newman ES        |
| Monitor            | Dell              | CNOUH5724663374K1ERS | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1597 | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305SC2RC | Newman ES        |
| Printer            | HP                | 29902                | Newman ES        |
| Printer            | HP                | 4300TN               | Newman ES        |
| Printer            | HP                | 2300N                | Newman ES        |
| Printer            | HP                | M1212NF              | Newman ES        |
| Printer            | HP                | M1212NF              | Newman ES        |
| Printer            | Xerox             | 3124                 | Newman ES        |
| Printer            | HP                | 23009                | Newman ES        |
| Printer            | HP                | VNB3841774           | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1421 | Newman ES        |
| Monitor            | Dell              | CNOC730C7162305S1532 | Newman ES        |
| Monitor            | Dell              | CNOC730C716230SS1546 | Newman ES        |
| Monitor            | Dell              | CNOC730C716239530756 | Newman ES        |
| Computer           | Dell              | 4NNG1NI35413         | Newman ES        |
| Computer           | Dell              | 35381                | Newman ES        |
| Computer           | Dell              | 35385                | Newman ES        |
| Computer           | Dell              | 35386                | Newman ES        |
| Computer           | Dell              | 4069N1               | Newman ES        |
| Computer           | Dell              | 898FTW1              | Newman ES        |
| Computer           | Dell              | 35415                | Newman ES        |

| <u>DESCRIPTION</u> | <u>MAKE/MODEL</u> | <u>I.D./SERIAL</u>   | <u>DEPT/SITE</u> |
|--------------------|-------------------|----------------------|------------------|
| Computer           | Dell              | 41353                | Newman ES        |
| Computer           | Dell              | 35389                | Newman ES        |
| Computer           | Dell              | 35387                | Newman ES        |
| Computer           | Dell              | 35414                | Newman ES        |
| Monitor            | Dell              | CN0C730C716233AJ2947 | Newman ES        |
| Computer           | Dell              | 4NKJLN1              | Newman ES        |
| Monitor            | Dell              | CN0C730C7162305S1416 | Newman ES        |
| Monitor            | Dell              | CN0C730C7162305S1447 | Newman ES        |
| Monitor            | Dell              | CN0C730C716230602223 | Newman ES        |
| Monitor            | Dell              | CNOTP2227373179F94PC | Newman ES        |
| Monitor            | Dell              | CNOUH5724663374K1EUS | Newman ES        |
| Monitor            | Dell              | CN0C730C7162305S1424 | Newman ES        |
| Monitor            | Dell              | CN0C730C7162305S1520 | Newman ES        |
| Computer           | Dell              | 33423                | Newman ES        |
| Computer           | Dell              | 39705                | Newman ES        |
| Computer           | Dell              | 35424                | Newman ES        |
| Computer           | Dell              | 35363                | Newman ES        |
| Computer           | Dell              | 39703                | Newman ES        |
| Laptop             | Dell              | 32017                | Newman ES        |
| Computer           | Dell              | 20963                | Newman ES        |
| Laptop Cart        | 20963             |                      | Newman ES        |
| Laptop Cart        | 20964             |                      | Newman ES        |
| Printer/Cart       | HP                | 20961                | Newman ES        |
| Projector          | Epson             | JXJF75B776L          | Rolling Ridge ES |
| Projector          | Sharp             | 711917250            | Rolling Ridge ES |
| Laptop             | Dell              | 39787                | Rolling Ridge ES |
| Storage Carts (17) |                   |                      | Rolling Ridge ES |
| File Cabinets (12) |                   |                      | Rolling Ridge ES |
| Bookcase           |                   |                      | Rolling Ridge ES |
| Rolling Cart       |                   |                      | Rolling Ridge ES |
| Picnic Tables (24) |                   |                      | Rolling Ridge ES |
| Computer           | Dell              | 33960                | Canyon Hills JHS |
| Computer           | Dell              | 33958                | Canyon Hills JHS |
| Computer           | Dell              | 33951                | Canyon Hills JHS |
| Computer           | Dell              | 33952                | Canyon Hills JHS |
| Computer           | Dell              | 33950                | Canyon Hills JHS |
| Computer           | Dell              | 33957                | Canyon Hills JHS |
| Computer           | Dell              | 33962                | Canyon Hills JHS |
| Computer           | Dell              | 33959                | Canyon Hills JHS |
| Computer           | Dell              | 33966                | Canyon Hills JHS |
| Computer           | Dell              | 22669                | Canyon Hills JHS |
| Computer           | Dell              | 25989                | Canyon Hills JHS |

| <u>DESCRIPTION</u> | <u>MAKE/MODEL</u> | <u>I.D./SERIAL</u>       | <u>DEPT/SITE</u> |
|--------------------|-------------------|--------------------------|------------------|
| Computer           | Dell              | 26451                    | Canyon Hills JHS |
| Computer           | Dell              | 25935                    | Canyon Hills JHS |
| Computer           | Dell              | 25991                    | Canyon Hills JHS |
| Monitor            | Dell              | CN-OTP219-64180-78T-19KA | Canyon Hills JHS |
| Monitor            | Dell              | CN-OTP219-64180-78T-18XA | Canyon Hills JHS |
| Monitor            | Dell              | CN-OTP219-64180-78M-2SSL | Canyon Hills JHS |
| Monitor            | Dell              | CN-OTP219-64180-78M-1TQL | Canyon Hills JHS |
| Tablet             | Dell              | 48951                    | Canyon Hills JHS |
| Laptop             | Dell              | 04815                    | Canyon Hills JHS |
| Computer           | NZXT              | 47160                    | Canyon Hills JHS |
| Laptop             | Apple             | 21411                    | Canyon Hills JHS |
| Computer           | HP                | 53855                    | Canyon Hills JHS |
| Computer           | HP                | 53853                    | Canyon Hills JHS |
| Printer            | Xerox             | 19591                    | Chino Hills HS   |
| Tower              | Dell              | 8Y33QB4DJ346FPH          | Chino Hills HS   |
| Monitor            | Dell              | DC730C716230BH3112       | Chino Hills HS   |
| Keyboard           | Logitech          | MCC44017537              | Chino Hills HS   |

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

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

**SUBJECT: RESOLUTIONS 2020/2021-13 AND 2020/2021-14 FOR AUTHORIZATION TO UTILIZE PIGGYBACK CONTRACTS**

=====

**BACKGROUND**

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

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

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

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

| <b>Resolution</b> | <b>Contract</b>  | <b>Contractor</b>    | <b>Description</b>   | <b>Term</b>          |
|-------------------|--|----------------------|--|----------------------|
| 2020/2021-13      | California Participating Addendum No. 7-15-70-34-003 Under the NASPO ValuePoint Cooperative Purchasing Program, Master Agreement MNWNC-108 by the State of Minnesota | Dell Marketing, L.P. | Computer Equipment Including: Desktops, Laptops, Tablets, Servers, Storage, and Related Peripherals              | 6/15/2011-7/31/2021  |
| 2020/2021-14      | California Participating Addendum No. 7-19-70-46-01 Under the NASPO ValuePoint Master Agreement 140595   | Canon USA, Inc.      | Multifunction Devices, Production Equipment, Single-Function Printers, Large/Wide Format Equipment, and Scanners | 1/30/2020-12/31/2021 |

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolutions 2020/2021-13 and 2020/2021-14 for Authorization to Utilize Piggyback Contracts.

**FISCAL IMPACT**

Unknown.

NE:GJS:AGH:pw

**Chino Valley Unified School District  
Resolution 2020/2021-13  
Authorization to Utilize the California Participating Addendum No. 7-15-70-34-003  
Under the NASPO ValuePoint Cooperative Purchasing Program, Master  
Agreement MNWNC-108 by the State of Minnesota With Dell Marketing, L.P.  
to Purchase Computer Equipment Including: Desktops, Laptops, Tablets,  
Servers, Storage, and Related Peripherals  
Through the Piggyback Contract**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure computer equipment including: desktops, laptops, tablets, servers, storage, and related peripherals for the District;

**WHEREAS**, California Participating Addendum currently has a piggyback contract, No. 7-15-70-34-003 under the NASPO ValuePoint Cooperative Purchasing Program Master Agreement MNWNC-108 by the State of Minnesota, in accordance with Public Contract Code 20118 with Dell Marketing, L.P., that contains the materials, supplies, equipment and/or other personal property the District currently requires;

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

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

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of computer equipment including: desktops, laptops, tablets, servers, storage, and related peripherals through the piggyback contract procured by the California Participating Addendum No. 7-15-70-34-003 Under the NASPO ValuePoint Cooperative Purchasing Program, Master Agreement MNWNC-108 by the State of Minnesota

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

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

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of computer equipment including: desktops, laptops, tablets, servers, storage, and related peripherals through the piggyback contract originally procured by the California Participating Addendum No. 7-15-70-34-003 Under the NASPO ValuePoint Cooperative Purchasing Program, Master Agreement MNWNC-108 by the State of Minnesota is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of computer equipment including: desktops, laptops, tablets, servers, storage, and related peripherals in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the California Participating Addendum No. 7-15-70-34-003 Under the NASPO ValuePoint Cooperative Purchasing Program, Master Agreement MNWNC-108 by the State of Minnesota.

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

Section 5. Effective Date. This resolution shall be effective as of June 15, 2011, for the term ending July 31, 2021.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 1st day of October 2020 by the following vote:

|          |       |
|----------|-------|
| Blair    | _____ |
| Cruz     | _____ |
| Gagnier  | _____ |
| Na       | _____ |
| Schaffer | _____ |

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

---

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

**Chino Valley Unified School District  
Resolution 2020/2021-14**

**Authorization to Utilize the California Participating Addendum No. 7-19-70-46-01  
Under the NASPO ValuePoint Master Agreement 140595 With Canon USA, Inc.  
to Purchase Multifunction Devices, Production Equipment, Single-Function  
Printers, Large/Wide Format Equipment, and Scanners  
Through the Piggyback Contract**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure multifunction devices, production equipment, single-function printers, large/wide format equipment, and scanners for the District;

**WHEREAS**, California Participating Addendum currently has a piggyback contract, No. 7-19-70-46-01 Under the NASPO ValuePoint Master Agreement 140595, in accordance with Public Contract Code 20118 with Canon USA, Inc., that contains the materials, supplies, equipment and/or other personal property the District currently requires;

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

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

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of multifunction devices, production equipment, single-function printers, large/wide format equipment, and scanners through the piggyback contract procured by the California Participating Addendum No. 7-19-70-46-01 Under the NASPO ValuePoint Master Agreement 140595.

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

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

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of multifunction devices, production equipment, single-function printers, large/wide format equipment, and scanners through the piggyback contract originally procured by the California Participating Addendum No. 7-19-70-46-01 Under the NASPO ValuePoint Master Agreement 140595 is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.



Section 3. Authorization. The Board hereby authorizes the acquisition of multifunction devices, production equipment, single-function printers, large/wide format equipment, and scanners in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the California Participating Addendum No. 7-19-70-46-01 Under the NASPO ValuePoint Master Agreement 140595.

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

Section 5. Effective Date. This resolution shall be effective as of January 30, 2020, for the term ending December 31, 2021.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 1st day of October 2020 by the following vote:

|          |       |
|----------|-------|
| Blair    | _____ |
| Cruz     | _____ |
| Gagnier  | _____ |
| Na       | _____ |
| Schaffer | _____ |

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

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

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

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

=====

**BACKGROUND**

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

| <b>CUPCCAA Project</b> | <b>Project Description</b>       | <b>Contractor</b>                   | <b>Original Quotation</b> | <b>Change Order</b> | <b>Total</b> | <b>Funding Source</b> |
|------------------------|----------------------------------|-------------------------------------|---------------------------|---------------------|--------------|-----------------------|
| CC2021-01              | Ramona JHS Back Stop Replacement | Valley Cities/<br>Gonzales<br>Fence | \$54,093.00               | N/A                 | \$54,093.00  | 25                    |

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Valley Cities/Gonzales Fence, Contractor; Jonathan Campbell, Project Manager; and Martin Silveira, Director, Maintenance, Operations, and Construction.

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$54,093.00 to RDA Fund 25.

NE:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
**SUBJECT: REIMBURSEMENT AGREEMENT FOR DEPARTMENT OF STATE ARCHITECT INSPECTION SERVICES WITH VERIZON WIRELESS**

=====  
**BACKGROUND**

On February 15, 2005, the Board of Education approved a land lease agreement with Verizon Wireless to construct and install stadium lighting at Chino Hills HS in exchange for the installation of six (6) cellular antennas on one stadium light standard. Per the agreement, all changes, modifications and improvements to the cellular tower/antenna array must be approved by the California Department of State Architect (DSA).

Verizon Wireless is proposing changes to the cellular tower/antenna array which require DSA approval. As part of the approval process, a DSA inspector is required to inspect and certify that the changes are per the DSA approved plans and specifications. The District will be providing the DSA inspector through its Board approved inspection services provider, TYR Inspections, and Verizon Wireless will reimburse the District for these costs through the reimbursement agreement.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Reimbursement Agreement for Department of State Architect Inspection Services with Verizon Wireless.

**FISCAL IMPACT**

None.

NE:GJS:pw

## AGREEMENT FOR ADVANCE OF FUNDS

(Reimbursement Agreement for Inspector Services)

This Agreement for Advance of Funds (the "Agreement") is entered into as of \_\_\_\_\_, 2020 (the "Effective Date") by and between the Chino Valley Unified School District (the "District") and Los Angeles SMSA Limited Partnership d/b/a Verizon Wireless ("Verizon"). District and Verizon may be referred to in this Agreement collectively as the "Parties."

### WITNESSETH

**WHEREAS**, the District awarded a Land Lease Agreement to Verizon on February 15, 2005 to construct, maintain and operate on the leased premises at Chino Hills High School, located at 16150 Pomona Rincon Road, Chino Hills, CA 91709 (the "Premises") certain communications facilities to be used for mobile/wireless communications services; and

**WHEREAS**, the Department of General Services, Division of the State Architect ("DSA") is requiring that certain inspections be performed to achieve close-out and certification of the equipment modifications, consistent with the plans and specifications approved by DSA and as more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference (the "Work");

**WHEREAS**, consistent with Education Code section 17311, District has entered into a contract for competent, adequate, and continuous inspection during the construction of the Work ("Inspection Services") with TYR Inspection Services, a firm satisfactory to the District and to DSA (the "IOR"); and

**WHEREAS**, the District has agreed to advance the cost for the Inspection Services and Verizon has agreed to reimburse District for such costs per Exhibit "B" attached hereto and incorporated herein;

**NOW, THEREFORE**, in consideration of the above recitals and the terms and conditions set forth hereinafter, the Parties agree as follows:

1. The District agrees to advance the costs incurred by the IOR for the Inspection Services related to the Work.

2. Verizon agrees to reimburse the District for the costs advanced by the District to compensate the IOR for the Inspection Services upon receipt of District's monthly invoice, supported by the IOR's detailed invoice of work performed. Verizon shall pay all such invoices within 30 business days from the date of receipt of each such invoice payable to the District at the following address:

Chino Valley Unified School District  
5130 Riverside Drive  
Chino, California 91710-4130  
Attn: Gregory Stachura

3. The Parties agree that the IOR's compensation for the Inspection Services shall not exceed Five Thousand Seven Hundred Dollars (\$5,700.00), unless such amount is increased with the mutual written consent of the Parties.

4. The term of this Agreement shall commence as of the Effective Date and shall continue until the Work has been completed and the IOR has complied with all applicable requirements of DSA Procedure: Project Certification Process (PR 13-02), or successor DSA Procedure.

5. Neither party may assign its rights or obligations under this Agreement to another party.

6. This Agreement may only be amended in writing by mutual consent of the Parties.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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

Name: Gregory J. Stachura

Title: Assistant Superintendent

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

**Los Angeles SMSA Limited Partnership, a California limited partnership d/b/a Verizon Wireless  
By AirTouch Cellular Inc., Its General Partner**

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

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

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

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

## EXHIBIT "A"

### VERIZON WIRELESS SCOPE OF WORK

# PROJECT DESCRIPTION

THIS PROJECT CONSISTS OF A MODIFICATIONS TO AN EXISTING VERIZON WIRELESS ANTENNA FACILITY, MODIFICATIONS INCLUDE:

- REMOVAL OF (6) PANEL ANTENNAS AND INSTALLATION OF (6) (N) PANEL ANTENNAS MOUNTED ON THE EXISTING MONOPOLE.
- REMOVAL OF (3) RRUS 12 MOUNTED ON THE EXISTING MONOPOLE.
- INSTALLATION OF (1) T-ARM MOUNTED ON THE EXISTING MONOPOLE.
- RELOCATION OF (2) EXISTING POWER/FIBER DEMARCATION BOX; (1) TO (N) H-FRAME IN EQUIPMENT AREA AND (1) TO (N) T-ARM MOUNTED ON THE EXISTING MONOPOLE.
- INSTALLATION OF (2) POWER/FIBER DEMARCATION BOXES; (1) MOUNTED TO THE NEW T-ARM AND (1) WITHIN THE (E) EQUIPMENT AREA.
- INSTALLATION OF (3) IN-BAND COMBINERS MOUNTED ON THE EXISTING MONOPOLE.
- INSTALLATION OF (3) RRUS 4449 MOUNTED ON THE EXISTING MONOPOLE.
- INSTALLATION OF (3) RRUS 8843 MOUNTED ON THE EXISTING MONOPOLE.
- INSTALLATION OF (1) (N) 12x24 HYBRIFLEX CABLE

ORIGINAL DSA APPLICATION NUMBER 04-106411

## Exhibit "B"

### PROJECT AUTHORIZATION FOR INSPECTION SERVICES

#### PROJECT AUTHORIZATION NO. TYR 20-21-02

**Date:** August 13, 2020

This Project Authorization is issued to the Consultant Services Master Agreement No. F-1819-015 for professional services by and between **CHINO VALLEY UNIFIED SCHOOL DISTRICT (CLIENT)** and **TYR I.O.R. SERVICES (CONSULTANT)**, and when fully executed, is considered as an integral part of said Agreement subject to all the provisions and conditions thereof.

The Client does hereby authorize the CONSULTANT to provide professional services on the following project:

1. **PROJECT NAME AND LOCATION:**

Chino Hills High School Verizon Telecom Facility Project  
DSA No. 04-118691

2. **SERVICES:**

General Inspection for the project as defined in Title 24. This project is being considered for full-time inspection for the term of the project as needed for the continuing inspection of the project.

3. **COMPENSATION:**

Part time Project: \$95 hourly / 15 working days  
**Total Compensation: \$5,700.00**

If an increase of hours or days is necessary, this notification must be provided to the District in writing and the increase must be approved by the District.

**Start Date:** ~~August 17, 2020~~  
To be determined

**End Date:** ~~September 1, 2020~~  
**To be determined, but no more than  
15 working days after start date**

This Project Authorization is hereby approved by the Client and the CONSULTANT having executed said Authorization on the dates listed below.

**TYR I.O.R. Services**

**Chino Valley Unified School District**

\_\_\_\_\_  
Signature

\_\_\_\_\_

\_\_\_\_\_  
Print Name & Title

Gregory J. Stachura  
Assistant Superintendent  
Facilities, Planning, and Operations

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



#102040



**I.O.R. Services**  
I/O & Construction Inspection

July 28, 2020

Chino Valley Unified School District  
5130 Riverside Drive  
Chino, CA 91710  
Attn: Alex Rivera, Supervisor, Maintenance, Operations & Construction

**REFERENCE: ESTIMATED COST PROPOSAL FOR IOR SERVICES FOR CHINO VALLEY UNIFIED SCHOOL DISTRICT CHINO HILLS HIGH SCHOOL VERIZON TELECOM FACILITY PROJECT, DSA No. 04-118691**

Dear Mr. Rivera,

TYR, Inc. is honored to submit a proposal to Chino Valley Unified School District for project inspection services for the above-named project.

**COST ESTIMATE**

This estimated cost proposal is based upon an anticipated project start date of August 3, 2020 and an estimated project duration of fifteen (15) working days. For a part-time Project Inspector with an hourly rate of \$95.00, the estimated cost of inspection services for this project is \$5,700.00. (Please note that this estimate excludes overtime, off hours, and legal holidays. Any work exceeding 8 hours on a full day, Saturday, Sunday, and any national recognized holiday will be billed as 1.5x the regular rate. These rates may be subject to an annual increase. A four-hour daily minimum applies.)

If there is any additional information you may need, please do not hesitate to call.

Best regards,

Youssef Sobhi  
President and Senior Inspector

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
Isabel Brenes, Director, Human Resources  
Eric Dahlstrom, Ed.D., 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:IB:ED:mcm

**CERTIFICATED PERSONNEL**

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

**CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2020/2021 SCHOOL YEAR**

|                 |                          |                   |            |
|-----------------|--------------------------|-------------------|------------|
| MACKESSY, Linda | Assistant Principal – HS | Ayala HS          | 08/27/2020 |
| CAZARES, Steven | Program Specialist       | Special Education | 08/21/2020 |

**CERTIFICATED PERSONNEL FOR THE 2020/2021 SCHOOL YEAR****RESIGNATION**

|                    |                           |                  |            |
|--------------------|---------------------------|------------------|------------|
| IOSSIF, Italia     | Special Education Teacher | Canyon Hills JHS | 10/02/2020 |
| CONTRERAS, Carmina | School Nurse              | Health Services  | 09/30/2020 |

**RETIREMENT**

|   |                   |          |            |
|---|-------------------|----------|------------|
| WENDLING, Jacqueline<br>(28 Years of Service) | Chemistry Teacher | Chino HS | 09/12/2020 |
|---|-------------------|----------|------------|

**APPOINTMENT - EXTRA DUTY**

|                               |                      |                |            |
|-------------------------------|----------------------|----------------|------------|
| WILSON, Zachary (NBM)         | Band (B)             | Townsend JHS   | 10/02/2020 |
| DONNELL, Toney (NBM)          | Boys Basketball (B)  | Ayala HS       | 10/02/2020 |
| KURATOR, Thomas (NBM)         | Band (B)             | Ayala HS       | 10/02/2020 |
| WEIHERT, Jeffrey (NBM)        | Volleyball (GF)      | Ayala HS       | 10/02/2020 |
| DUARTE, Tass (NBM)            | Band (B)             | Chino Hills HS | 10/02/2020 |
| JOINER, Simone (NBM)          | Girls Volleyball (B) | Chino Hills HS | 10/02/2020 |
| MENDEZ, Gustavo (NBM)         | Football (B)         | Chino Hills HS | 10/02/2020 |
| MOORE, Jermaine (NBM)         | Football (B)         | Chino Hills HS | 10/02/2020 |
| WILSON, Zachary (NBM)         | Band (B)             | Chino Hills HS | 10/02/2020 |
| DUARTE, Tass (NBM)            | Band (B)             | Don Lugo HS    | 10/02/2020 |
| LOPEZ MIRAMONTES, Brian (NBM) | Dance (B)            | Don Lugo HS    | 10/02/2020 |
| ZAMORA, Nestor (NBM)          | Baseball (B)         | Don Lugo HS    | 10/02/2020 |

|        |            |
|--------|------------|
| TOTAL: | \$3,428.00 |
|--------|------------|

**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2020, THROUGH JUNE 30, 2021**

|                     |                   |                  |
|---------------------|-------------------|------------------|
| AHMAD, Sadia        | ANDERSON, Johanne | BAYONA, Aaron    |
| HARDENBURG, Jessica | HERRERA, Eric     | HO, Calista      |
| HURST, Taylor       | JACHMANN, Alison  | JEWETT, Michelle |
| JOHSZ, Elizabeth    | JONES, Anne       | KAKUSKA, Emily   |
| KAMANSKY, Krista    | KUHN, Candace     | LAMB, Taylor     |
| LIZARDI, Jonathan   | LINDEMULDER, John | MOYA, Maria      |
| NGUYEN, Amanda      | OVERTON, Ryan     | PETERSEN, David  |

**CERTIFICATED PERSONNEL** (cont.)

**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2020, THROUGH JUNE 30, 2021** (cont.)

PHELAN, Brian  
RIOS, Alejandro  
STEVENS, Corinne  
ZHAO, Joanna

PROBST, Jonathan  
STANGELAND, Dennis  
TORRES, Marilyn

RASMUSSEN, Ryan  
STANGELAND, Sarah  
WORREL, Andrea

**CLASSIFIED PERSONNEL**

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

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

|                    |                                       |             |     |
|--------------------|---------------------------------------|-------------|-----|
| PAREDES, Maria     | IA/Bilingual-Biliterate - Spanish (C) | Don Lugo HS | TBD |
| ROBINSON, Jonathan | Network Support Technician (GF)       | Technology  | TBD |

**LEAVE OF ABSENCE**

|                       |                                     |           |                                     |
|-----------------------|-------------------------------------|-----------|-------------------------------------|
| LESURE, Toinyetta     | Nutrition Services Assistant I (NS) | Cortez ES | 09/28/2020<br>through<br>01/20/2021 |
| BUENO, Xochitl        | Custodian I (GF)                    | Newman ES | 10/03/2020<br>through<br>12/01/2020 |
| DEL ROSARIO, Michelle | Custodian I (GF)                    | Ayala HS  | 09/04/2020<br>through<br>10/24/2020 |

**RELEASE OF EMPLOYEE WITHOUT PREJUDICE**

|                 |  |  |            |
|-----------------|--|--|------------|
| Employee #26637 |  |  | 08/29/2020 |
|-----------------|--|--|------------|

**RELEASE OF PROBATIONARY EMPLOYEE WITHOUT PREJUDICE**

|                 |  |  |            |
|-----------------|--|--|------------|
| Employee #27828 |  |  | 09/18/2020 |
|-----------------|--|--|------------|

**RESIGNATION**

|                   |   |                             |            |
|-------------------|---|-----------------------------|------------|
| CABRERA, Lorena   | Attendance Clerk (GF)   | Townsend JHS                | 10/16/2020 |
| PRECIADO, Jessica | IA/Special Education (SELPA/GF)   | Ayala HS                    | 10/02/2020 |
| PADILLA, Luis     | District Attendance Liaison (GF)<br>and District Attendance Liaison<br>(GF) | Student Support<br>Services | 10/02/2020 |

**RETIREMENT**

|   |                         |              |            |
|---|-------------------------|--------------|------------|
| ZELEYA, Frederick<br>(8 Years of Service) | Custodian I (GF)        | Cal Aero K-8 | 01/01/2021 |
| GELET, Vicki<br>(28 Years of Service)     | School Secretary I (GF) | Townsend JHS | 10/31/2020 |

## CLASSIFIED PERSONNEL

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

### APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2020, THROUGH JUNE 30, 2021

MARTIN, Jayme

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
Isabel Brenes, Director, Human Resources  
Eric Dahlstrom, Ed.D., Director, Human Resources

**SUBJECT: REVISION OF INTERNSHIP AGREEMENT WITH RIVERSIDE COUNTY OFFICE OF EDUCATION**

=====

**BACKGROUND**

Interns provide a high quality of learning, support, and practical classroom experience for professionals in training. On August 20, 2020, the Board approved an Education Specialist Internship agreement with Riverside County Office of Education. The agreement has since been revised by the County to extend the duration.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the revision of internship agreement with Riverside County Office of Education.

**FISCAL IMPACT**

None.

NE:RR:IB:ED:mcm

**RIVERSIDE COUNTY SUPERINTENDENT OF SCHOOLS**  
**3939 Thirteenth Street**  
**Riverside, California 92502**

**MEMORANDUM OF UNDERSTANDING FOR EDUCATION SPECIALIST DISTRICT INTERN PROGRAM**  
**Center for Teacher Innovation**

This three (3) year Memorandum of Understanding (MOU) is entered into by and between the **Riverside County Superintendent of Schools**, hereinafter referred to as “SUPERINTENDENT,” and **Chino Valley Unified School District**, hereinafter referred to as “EMPLOYING AGENCY”, each being a “Party” and collectively “Parties”.

**RECITALS**

SUPERINTENDENT sponsors a Commission on Teacher Credentialing (CTC) accredited program for the Education Specialist District Intern program and is authorized to recommend preliminary credentials for program completers. The Center for Teacher Innovation (CTI) is SUPERINTENDENT’S facilitator of its District Intern program.

**NARRATIVE**

The purpose of this MOU is to establish a formal working relationship between the Parties to this MOU and to set forth the operative conditions, which will govern this partnership. SUPERINTENDENT and EMPLOYING AGENCY will form a partnership in providing and coordinating services as part of the Center for Teacher Innovation Education Specialist Intern Program, hereafter referred to as RCSS Intern Program.

The RCSS Intern Program is a District Intern Program. Interns earn full-time salaries as the teacher of record in their own classroom while pursuing their Preliminary Education Specialist Credential with an authorization in mild/moderate or moderate/severe disabilities. The RCSS Intern Program is designed to prepare Interns to teach and provide services to students from kindergarten through age 22.

The credential program offered by SUPERINTENDENT extends over two years of coursework and practicum. Interns will be provided with monthly support until the completion of their Preliminary Education Specialist credential program.

Autism Spectrum Disorders (ASD) content is included in the RCSS Intern Program for both mild/moderate and moderate/severe specialty areas. The preliminary credential authorizes the holder to provide autism instructional services to students within the specialty area(s) of their credential. The ASD authorization appears as a separate authorization on the Education Specialist Credential.

The RCSS Intern Program also includes content for teaching English learners. This authorizes the credential holder to provide instruction for English language development and specially designed academic instruction in English within the subject area and grade level authorization of the Education Specialist Teaching Credential.

Upon completion of the program, RCSS program Interns are eligible for an Education Specialist preliminary teaching credential issued by the California Commission on Teacher Credentialing.



**AGREEMENTS**

1. **TERM:** The term of this MOU shall be from **July 1, 2020**, through **June 30, 2023** for a total of three (3) school years. Either Party may discontinue this MOU by giving written notice eight (8) months in advance of the final date of this partnership. ***This MOU applies only to those interns who have joined the program starting July 1, 2020.***
2. **ELIGIBILITY:** Interns are teachers who have been hired by an EMPLOYING AGENCY and possess an Intern Credential issued by the California Commission on Teacher Credentialing. The RCSS District Intern Program may, for good cause, refuse a placement if it does not meet RCSS District Intern Program standard requirements and/or terminate the assignment of any Intern assigned to a placement that does not meet the program standard requirements.
3. **SERVICES:**

**EMPLOYING AGENCY agrees to:**

- A. At the time of hiring an Intern teacher, EMPLOYING AGENCY will carefully select and assign a highly qualified and exemplary experienced teacher as a Site Mentor to perform as an exceptional professional role model for each EMPLOYING AGENCY’S Intern enrolled in the RCSS Intern Program, who will meet the following criteria:

| <b>Possess:</b>     | <b>Description:</b>  |
|---------------------|--|
|                     | Clear or Life credential in the same area as the Intern’s Credential   |
|                     | English Learner Authorization  |
|                     | A minimum of three (3) years of exemplary teaching experience within an accredited (K-12) California school for students |
|                     | Relevant knowledge of the context and culture of their assigned Intern(s)  |
|                     | Experience with teacher development and adult learning theory  |
| <b>Demonstrate:</b> | <b>Description:</b>  |
|                     | Expert instructional practice as verified through administrative evaluation  |
|                     | Resourcefulness in meeting beginning teacher needs   |
|                     | A commitment to professional learning  |
|                     | Student-centered approach to professional practice   |
|                     | Instructional strategies for differentiation and equity relative to diversity and student achievement                    |
|                     | Willingness to complete ten (10) hours of initial training regarding the roles and responsibilities of Site Mentors      |

- B. Determine the terms of employment for the Site Mentor and any additional personnel. It is at the discretion of EMPLOYING AGENCY to determine if the Site Mentor and any additional personnel receive compensation and, if so, compensation is the responsibility of EMPLOYING AGENCY.
- C. To meet the CTC and 5 CCR 80033 requirement of 144 hours of required support and supervision per year, EMPLOYING AGENCY will ensure that the Intern receives a minimum

- of 70-80 hours of support (approximately 2-3 hours per week) with the Site Mentor and any additional personnel (if appropriate) per year. Support may include, but is not limited to, weekly course planning of curriculum and assessments, coaching in the classroom, and problem-solving regarding student matters. For additional ideas for support, see CTC Professional Services Committee ("PSA") 13-06 Appendix B. The Intern will be responsible for documenting hours received from the Site Mentor on the Support and Supervision Log provided by the RCSS Intern Program.
- D. For Interns who do not already have an English Learner Authorization from a current California credential or a passing score on the California Teacher of English Learners (CTEL) exam, EMPLOYING AGENCY will ensure the Intern receives an additional 20 hours of the required 45 hours per year related to working with English learners.
1. The Site Mentor and any additional personnel should be immediately available to assist the Intern with planning lessons that are appropriately designed and differentiated for English learners, including assessing language needs and progress, and supporting making content instruction accessible for English learners, e.g., through in-classroom modeling and coaching as needed.
  2. EMPLOYING AGENCY will ensure there is protected time for the Site Mentor and any additional personnel to work with the Intern within the school day and school week.
  3. Terms of employment for the Site Mentor, including the evaluation process of the site support/mentor, will be clearly delineated.
- E. Provide evaluation data as requested by CTC and the RCSS Intern Program, including survey completion, demographic and/or retention information.
- F. Assign a representative (e.g. assistant superintendent or site principal) to act as a contact person with the RCSS Intern Program.
- G. Provide access to the Intern's site administrator or evaluator for consultation with program personnel
- H. Provide professional development activities for the Intern including grade level meetings, in-service activities, and faculty meetings for approximately 1.5 hour per week. These activities will be delineated on the Support and Supervision log provided by the RCSS Intern Program.
- I. Release the RCSS Intern Program Intern teachers to participate in two (2) half-days of professional development observations.
- J. Apply all RCSS Intern Program units earned for the advancement of the Intern on EMPLOYING AGENCY's salary schedule when the preliminary credential is granted per Ed Code.
- K. Make every effort to assign Interns to classrooms appropriate to their novice status avoiding, whenever possible, combination classrooms, secondary assignments with multiple preps, teaching assignments at multiple sites, and multiple adjunct duties.
- L. Ensure Interns maintain a full-time teaching assignment with access to "the full range of service delivery options, including general education". EMPLOYING AGENCY will contact the RCSS Intern Program if any changes are made to the Intern's teaching assignment and/or schedule.

- M. Ensure the Interns’ setting allows for the use of video observation for fieldwork and/or coursework assignment components.
- N. Ensure that Interns are able to attend mandatory Intern program classes/ events, including allowing for travel time to arrive for class sessions on time.
- O. Provide Interns with an EMPLOYING AGENCY orientation.
- P. Develop a Professional Development Plan for each Intern in consultation with the RCSS Intern Program.
- Q. Ensure that Interns do not displace certificated employees.
- R. Evaluate the Intern on an annual basis.
- S. Notify the RCSS Intern Program immediately of any cause of misconduct, dissatisfaction with, or any other difficulties in the work performance of the Intern. EMPLOYING AGENCY will notify the RCSS Intern Program if the Intern is no longer employed by EMPLOYING AGENCY.

**SUPERINTENDENT agrees to:**

- A. Provide RCSS Intern Program staff who will advise and support the Intern to complete the Intern Program in two years.
- B. Provide administration, management, and coordination of the Intern Program as approved by CCTC.
- C. Provide training to administrators to acquaint them with the RCSS Intern Program goals, requirements for participation, and administrator responsibilities.
- D. Provide RCSS Intern Program staff who shall carefully select and assign a highly qualified and exemplary experienced teacher as a Practicum Supervisor. SUPERINTENDENT will allocate additional personnel if needed to provide on-site support for the Intern. The assigned Practicum Supervisor will perform as an exceptional professional role model for each EMPLOYING AGENCY’S Intern enrolled in the RCOE Intern Program, and will meet the following criteria:

| <b>Possess:</b>     | <b>Description:</b>  |
|---------------------|--|
|                     | Clear or Life credential in the same area as the Intern’s credential   |
|                     | English Learner Authorization  |
|                     | A minimum of three (3) years of exemplary teaching experience within an accredited (K-12) California school for students |
|                     | Relevant knowledge of the context and culture of their assigned Intern(s)  |
|                     | Experience with teacher development and adult learning theory  |
| <b>Demonstrate:</b> | <b>Description:</b>  |

|  |  |
|--|--|
|  | Ability to model best teaching practices   |
|  | Knowledge of new teacher development   |
|  | Effective interpersonal and communication skills   |
|  | Student-centered approach to professional practice   |
|  | Instructional strategies for differentiation and equity relative to diversity and student achievement  |
|  | Knowledge of the state-adopted academic content standards and performance levels for students, state-adopted curriculum frameworks, and the Teacher Performance Expectations |

1. Provide appropriate orientation and training for the Practicum Supervisor and additional personnel, including, but not limited to, characteristics of coaching, time and frequency of visitations, and process for documenting observations and evaluation of the Intern.
  2. Ensure that the Intern receives a minimum of 84-94 hours of support from the Practicum Supervisor and additional personnel per year. Support may include, but is not limited to, weekly course planning of curriculum and assessments, coaching within the classroom, and problem-solving regarding student matters. The Intern will be responsible for documenting hours received from the RCOE Intern Program, e.g., Practicum Supervisor and additional personnel.
  3. For Interns who do not already have English Learner Authorization from a California credential or passing score on the CTEL exam, SUPERINTENDENT will ensure the Intern receives an additional 25 hours of in-classroom coaching specific to the needs of English learners from the Practicum Supervisor and additional personnel.
- E. Require RCSS Intern Program to submit the “RCSS Intern Credential” application at the recommendation of SUPERINTENDENT and provide assistance and support with credentialing issues.
- F. Be responsible for establishing effective and ongoing communication with EMPLOYING AGENCY and RCSS Intern Program personnel (e.g., Practicum Supervisor, Site Mentor Teacher, Intern Coordinator) as appropriate to ensure a successful teaching experience for the Intern.
- G. Be responsible for providing the Intern with procedures to document and monitor the CTC required hours of mentoring and support from the employer and the RCOE Intern Program.
- H. Provide all CTC required coursework for the Preliminary Credential.
- I. Coordinate and provide developing teacher Practicum Supervision (approximately 18 observations year one and 12 observations year two).
- J. Coordinate administrative committee meetings to provide an ongoing system of program development and evaluation that leads to substantive program improvements in teacher development associated with the CTC requirements.
- K. Maintain records of the RCSS Intern Program enrolled Intern teachers, provide advisement and feedback to the participant as to their progress.

**It is further agreed to as follows:**

4. **QUALIFICATIONS:** EMPLOYING AGENCY and all of EMPLOYING AGENCY'S employees or agents shall secure and maintain in force such licenses and permits that are required by law and/or employer, in connection with the furnishing of materials, supplies, or services herein listed.
5. **MATERIALS:** Any and all products developed by SUPERINTENDENT'S RCSS Intern Programs are the exclusive property of SUPERINTENDENT. SUPERINTENDENT and SUPERINTENDENT'S District Intern Programs reserve the right to adapt and adopt materials developed by SUPERINTENDENT'S Intern Programs for dissemination purposes. Usage and revision of this material by EMPLOYING AGENCY requires prior written approval from SUPERINTENDENT.
6. **INDEPENDENT CONTRACTOR:** It is agreed that EMPLOYING AGENCY or any employee or agent of EMPLOYING AGENCY is acting as an independent contractor and not as an agent or employee of SUPERINTENDENT.
7. **WORKERS' COMPENSATION:** EMPLOYING AGENCY certifies that it is aware of the laws of the state of California requiring the employer to be insured against liability for Workers' Compensation and shall comply with such laws during the term of this contract.
8. **FINGERPRINTING:** Education Code section 45125.1 and 45125.2 requires EMPLOYING AGENCY to certify that its employees and employees of EMPLOYING AGENCY who may have contact with pupils have not been convicted of serious or violent felonies as defined by statute. Compliance with these conditions and with the fingerprinting requirements, is a condition of this contract, and SUPERINTENDENT reserves the right to terminate the contract at any time for noncompliance.
9. **OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA):** EMPLOYING AGENCY hereby certifies awareness of the Occupational Safety and Health Administration (OSHA) standards and codes as set forth by the U.S. Department of Labor, and the derivative Cal/OSHA standards, laws and regulations relating thereto, and verifies that all performance under this MOU shall be in compliance therewith.
10. **ASSIGNMENT OF CONTRACT:** Neither this MOU nor any duties or obligations under this MOU may be assigned by EMPLOYING AGENCY without the prior written consent of SUPERINTENDENT.
11. **MUTUAL HOLD HARMLESS:** The Parties hereto, and each of them, do hereby mutually agreed to indemnify, defend, save and hold harmless each other, and their respective officers, agents and employees, of and from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys' fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this MOU by such indemnifying Party, or its officers, agents, and employees.
12. **NON-DISCRIMINATION:** EMPLOYING AGENCY shall not illegally discriminate against any individual, including, without limitation, with respect to the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender (including sexual orientation, gender identity, gender expression, pregnancy, childbirth, breastfeeding, and pregnancy-related medical conditions), political belief or affiliation (not union related), military or veteran status, genetic information, or any other characteristic protected under applicable federal, state, or local laws.

Harassment, retaliation, intimidation and bullying is also prohibited. EMPLOYING AGENCY shall comply with any and all applicable state, federal and other laws that prohibit discrimination, including, without limitation, Title IV, Title VI and Title VII of the Civil Rights Act, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination in Employment Act.

- 13. **NOTICES:** All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective Parties at the addresses set forth below. Each notice shall be deemed to have been given or served only upon actual receipt by the addressee, and notices may be delivered by one of the following methods: (i) registered or certified United States Mail, postage prepaid by sender and return receipt requested; (ii) FedEx, U.P.S. or other reliable private delivery service, delivery charge paid by sender and signature on delivery receipt required; or (iii) personal delivery, delivery charge paid by sender and signature on delivery receipt required.

**SUPERINTENDENT:**  
**Riverside County Superintendent of Schools**  
**School of Education**  
**3939 Thirteenth Street**  
**Riverside, CA 92501-0868**

**EMPLOYING AGENCY:**  
**Chino Valley Unified School District**  
**5130 Riverside Drive**  
**Chino, CA 91710**

- 14. **AMENDMENT:** This MOU may be amended only by the mutual written consent of the Parties hereto, except that SUPERINTENDENT may unilaterally amend the contract to accomplish the below-listed changes:
  - a. Administrative changes that do not affect the contractual rights of the Parties.
  - b. Changes as required by law.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU on the day and year first above-written.

**Riverside County Superintendent of Schools**

**Chino Valley Unified School District**

Signed \_\_\_\_\_  
Authorized Signature

Signed \_\_\_\_\_  
Authorized Signature

Tiffany Hill, Director I  
Intern & Recruitment, School of Education  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

Date \_\_\_\_\_

Date \_\_\_\_\_

District Contact: Richard Rideout  
Title: Assistant Superintendent  
Email: [richard\\_rideout@chino.k12.ca.us](mailto:richard_rideout@chino.k12.ca.us)

Secondary District Contact: Melissa Martinez  
Title: Administrative Secretary to the Assistant Superintendent, Human Resources  
Email: [melissa\\_martinez@chino.k12.ca.us](mailto:melissa_martinez@chino.k12.ca.us)

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** October 1, 2020

**TO:** Members, Board of Education

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

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT: WILLIAMS SETTLEMENT LEGISLATION QUARTERLY UNIFORM COMPLAINT REPORT SUMMARY FOR JULY THROUGH SEPTEMBER 2020**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

It is recommended the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July through September 2020.

**FISCAL IMPACT**

None.

NE:LF:rtr

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

District Name: Chino Valley Unified School District

Quarter covered by this report: July 2020 – September 2020

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

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

Submitted by: Lea Fellows

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