



CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION AGENDA

January 20, 2022

BOARD OF EDUCATION

Donald L. Bridge

Andrew Cruz

Christina Gagnier

James Na

Joe Schaffer

Esther Kim, Student Representative

SUPERINTENDENT

Norm Enfield, Ed.D.

5130 Riverside Drive. Chino. California 91710
www.chino.k12.ca.us

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Don Lugo High School, 13400 Pipeline Avenue, Chino, CA 91710
5:00 p.m. – Closed Session • 6:00 p.m. – Regular Meeting
January 20, 2022

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

Face coverings that cover the mouth and nose are required for fully vaccinated individuals and unvaccinated individuals.

Board of Education meetings will continue to be live streamed on the District's YouTube channel at https://www.youtube.com/channel/UCWKinB4PTb_uskobmwBF8pw.

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:00 P.M.

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

Discussion and possible action (times are approximate):

- a. Student Discipline Matters (Education Code 35146, 48918 (c) & (j)): Expulsion cases 21/22-10 and 21/22-14. (10 minutes)
- b. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Frank Arce, Isabel Brenes, Sandra Chen, and Richard Rideout. (30 minutes)
- c. Public Employee Appointment (Government Code 54957): Elementary School and Junior High School Assistant Principals. (10 minutes)
- d. Public Employee Discipline/Dismissal/Release (Government Code 54957): (10 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

The proceedings of this meeting are being recorded.

- 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. INFORMATION

II.A. ADMINISTRATION

- II.A.1. Revision of Bylaws of the Board 9320—Meetings and Notices**
Page 9 Recommend the Board of Education receive for information the revision of Bylaws of the Board 9320—Meetings and Notices.

II.B. BUSINESS SERVICES

- II.B.1. 2020/2021 Independent Auditor’s Annual Financial Audit Report**
Page 20 Recommend the Board of Education receive for information the 2020/2021 Independent Auditor’s Financial Audit Report.

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

- II.C.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October through December 2021**
Page 21 Recommend the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October through December 2021.

II.D. FACILITIES, PLANNING, AND OPERATIONS

- II.D.1. Measure G Financial/Performance Audit Report**
Page 23 Recommend the Board of Education receive for information the Measure G Financial/Performance Audit Report.

III. ACTION

III.A. ADMINISTRATION

III.A.1. Public Hearing and Adoption of Resolution 2021/2022-53, Approving Adjusted Trustee Area Boundaries

Page 25

Recommend the Board of Education conduct a public hearing; select *updated* by-trustee area map Scenario __; and adopt Resolution 2021/2022-53, Approving Adjusted Trustee Area Boundaries.

- 1) Scenario 1:
Trustee Area No. 3, and No. 4 - November 2022 election
Trustee Area No. 1, No. 2, and No. 5 - November 2024 election
- 2) Scenario 2:
Trustee Area No. 3 and No. 4 - November 2022 election
Trustee Area No. 1, No. 2, and No. 5 - November 2024 election
- 3) Scenario 3:
Trustee Area No. 3 and No. 4 - November 2022 election
Trustee Area No. 1, No. 2, and No. 5 - November 2024 election

Open Hearing _____

Close Hearing _____

Motion ___ Second ___

Preferential Vote: _____

Vote: Yes ___ No ___

III.A.2. Resolution 2021/2022-52, Declaration of a State of Emergency District-Wide Shortage of Classroom Teachers and Staff

Page 28

Board member James Na recommends the Board of Education adopt Resolution 2021/2022-52, Declaration of State of Emergency District Wide Shortage of Classroom Teachers and Staff.

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 December 16, 2021 Organizational Meeting
Page 30 Recommend the Board of Education approve the minutes of the December 16, 2021 organizational meeting.

IV.B. BUSINESS SERVICES

IV.B.1. Warrant Register
Page 40 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

IV.B.2. Fundraising Activities
Page 41 Recommend the Board of Education approve/ratify the fundraising activities.

IV.B.3. Donations
Page 43 Recommend the Board of Education accept the donations.

IV.B.4. Legal Services
Page 46 Recommend the Board of Education approve payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; Margaret A. Chidester & Associates; and Tao Rossini, APC.

IV.B.5. 2021/2022 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students
Page 47 Recommend the Board of Education approve/ratify the 2021/2022 applications to operate fundraising activities and other activities for the benefit of students.

IV.B.6. Signature Authorizations for Chino Valley Unified School District
Page 49 Recommend the Board of Education approve the signature authorizations for Chino Valley Unified School District.

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

IV.C.1. Student Expulsion Cases 21/22-10 and 21/22-14
Page 54 Recommend the Board of Education approve student expulsion cases 21/22-10 and 21/22-14.

IV.C.2. School Sponsored Trips
Page 55 Recommend the Board of Education approve/ratify the following school-sponsored trip for Chino HS.

IV.C.3. Chino Valley Unified School District 2021/2022 School Accountability Report Cards

Page 56

Recommend the Board of Education approve the Chino Valley Unified School District 2021/2022 School Accountability Report Cards.

IV.C.4. Proclamation for National School Counseling Week, February 7-11, 2022

Page 58

Recommend the Board of Education adopt the proclamation for National School Counseling Week, February 7-11, 2022.

IV.C.5. Resolution 2021/2022-54, Recognizing February as Career and Technical Education Month

Page 60

Recommend the Board of Education adopt Resolution 2021/2022-54, Recognizing February as Career and Technical Education Month.

IV.C.6. Continued Funding Application for Child Development Services CSPP and Adoption of Resolution 2021/2022-55

Page 63

Recommend the Board of Education approve the Continued Funding Application for Child Development Services CSPP and adopt Resolution 2021/2022-55.

IV.D. FACILITIES, PLANNING, AND OPERATIONS

IV.D.1. Purchase Order Register

Page 65

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

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

Page 66

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

IV.D.3. Surplus/Obsolete Property

Page 68

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

IV.D.4. Notice of Completion for CUPCCAA Projects

Page 98

Recommend the Board of Education approve the Notice of Completion for CUPCCAA Projects.

IV.D.5. Notice of Completion for CUPCCAA Bid 20-21-11I, Briggs K-8 Waterline Upgrades

Page 100

Recommend the Board of Education approve the Notice of Completion for CUPCCAA Bid 20-21-11I, Briggs K-8 Waterline Upgrades.

IV.D.6. Change Order and Notice of Completion for CUPCCAA Project

Page 102

Recommend the Board of Education approve the Change Order and Notice of Completion for CUPCCAA Project.

IV.D.7. Change Order and Notice of Completion for CUPCCAA Bid 21-22-07I, Classroom Preparation for ViewSonics—Group I

Page 105

Recommend the Board of Education approve the Change Order and Notice of Completion for CUPCCAA Bid 21-22-07I, Classroom Preparation for ViewSonics—Group 1.

IV.D.8. Change Order for Bid 20-21-12F, Safety and Security Group 5—Butterfield Ranch ES, Eagle Canyon ES, Hidden Trails ES, Walnut ES, and Wickman ES

Page 109

Recommend the Board of Education approve the Change Order for Bid 20-21-12F, Safety and Security Group 5—Butterfield Ranch ES, Eagle Canyon ES, Hidden Trails ES, Walnut ES, and Wickman ES.

IV.D.9. Change Order for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 09-01)

Page 114

Recommend the Board of Education approve the Change Order for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 09-01).

IV.D.10. Bid 21-22-12F, Classroom Preparation for ViewSonics Group 2

Page 120

Recommend the Board of Education award Bid 21-22-12F, Classroom Preparation for ViewSonics Group 2 to Tiber Corporation.

IV.D.11. Tender Agreement with Arch Insurance Company and Bogh Engineering, Inc. to Complete the Trade Contract Bid 20-21-09F, Chino HS Reconstruction—Offsite Improvements (Bid Package 1)

Page 122

Recommend the Board of Education approve the Tender Agreement with Arch Insurance Company and Bogh Engineering, Inc. to complete the Trade Contract Bid 20-21-09F, Chino HS Reconstruction—Offsite Improvements (Bid Package 1) previously awarded to terminated contract MVC.

IV.E. HUMAN RESOURCES

IV.E.1. Certificated/Classified Personnel Items

Page 123

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

IV.E.2. New Job Description for Database Administrator

Page 130

Recommend the Board of Education approve the new job description for Database Administrator.

IV.E.3. Student Teaching Agreement with Hope International University

Page 136

Recommend the Board of Education approve the student teaching agreement with Hope International University.

IV.E.4. Student Teaching Agreement with University of Redlands

Page 142

Recommend the Board of Education approve the student teaching agreement with the University of Redlands.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

VI. ADJOURNMENT

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education
Date posted: January 14, 2022

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
SUBJECT: REVISION OF BYLAWS OF THE BOARD 9320—MEETINGS AND NOTICES

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BACKGROUND

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Bylaws of the Board 9320—Meetings and Notices is being updated to clarify that it is discussion among themselves, via technology, of a majority of the governing board regarding an item within the subject matter jurisdiction of the board that can result in a violation of the Brown Act, and that agenda materials are required to be made available for public inspection at the time the materials are distributed to all or a majority of the board when agenda materials relating to an open session of a regular meeting are distributed to the board less than 72 hours before the meeting. The Bylaw is also updated to add a new section "Teleconferencing During a Proclaimed State of Emergency" which reflects new law (AB 361, 2021) that (1) authorizes boards, until January 1, 2024, to conduct board meetings by teleconference, as specified, without meeting certain requirements otherwise required of teleconference meetings when holding a board meeting during a proclaimed state of emergency when state or local officials have imposed or recommend measures to promote social distancing; to determine whether, as a result of an emergency, meeting in person would present imminent risks to the health or safety of attendees; or when it has been determined, as a result of an emergency, that meeting in person would present imminent risks to the health or safety of attendees, (2) includes that the district may, in its discretion, provide a physical location from which the public may attend or comment and, (3) provides that the board may continue to conduct meetings by teleconference during proclaimed states of emergency by a majority vote finding within 30 days after teleconferencing for the first time and every 30 days thereafter that either the state of emergency continues to directly impact the ability of the board to meet safely in person or that state or local officials continue to impose or recommend measures to promote social distancing.

New language is provided in UPPER CASE.

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

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Bylaws of the Board 9320—Meetings and Notices.

FISCAL IMPACT

None.

NE:pk

MEETINGS AND NOTICES

Meetings of the Board of Education are conducted for the purpose of accomplishing District business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's Bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference, to hear, discuss or deliberate, or take action upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, **INCLUDING SOCIAL MEDIA AND OTHER ELECTRONIC COMMUNICATIONS**, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or District official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or District official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1, 54954.2)

Regular Meetings

The Board shall hold one or two regular meeting(s) each month, with the exception of July and August, which have one meeting per month. Regular meetings shall be held at 6:00 p.m. on the first and/or third Thursdays of the month at 5130 Riverside Drive, Chino, unless otherwise posted.

The Board shall adjourn its meetings no later than 9:00 p.m. A meeting may be extended to no later than 9:30 p.m. by Board action.

MEETINGS AND NOTICES (cont.)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the District's website. (Government Code 54954.2)

(cf. 1113 - District and School Websites)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, Assistant Superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

(cf. 2121 - Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice shall be received at least 24 hours before the time of the meeting. The notice also shall be posted on the district's internet website. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at these meetings. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency

MEETINGS AND NOTICES (cont.)

meeting without complying with the 24-hour notice or 24-hour posting requirement for special meetings pursuant to Government Code 54956.

The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. (Government Code 54956.5) In the case of a dire emergency, the Board president shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special meetings to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

MEETINGS AND NOTICES (cont.)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss the Board roles and relationships.

(cf. 2000 - Concepts and Roles)
(cf. 2111 - Superintendent Governance Standards)
(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9400 – Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within District boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of the Board members at any of the following events is not subject to state open meeting laws provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school boards
2. An open, publicized meeting organized by a person or organization other than the District to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion

MEETINGS AND NOTICES (cont.)

6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to disabled persons or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within District boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order, or to attend a judicial or administrative proceeding to which the District is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the District has no meeting facility within its boundaries or if its principal office is located outside the District
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the District over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the District, but located outside the District, provided the meeting is limited to items directly related to that facility

MEETINGS AND NOTICES (cont.)

7. Visit the office of the District's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on non-adversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for superintendent of the District
10. Interview a potential employee from another District

Meetings exempted from the boundary requirements, specified in items # 1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within District boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

MEETINGS AND NOTICES (cont.)

TELECONFERENCING DURING A PROCLAIMED STATE OF EMERGENCY

THE BOARD MAY CONDUCT BOARD MEETINGS BY TELECONFERENCE WITHOUT POSTING AGENDAS AT ALL TELECONFERENCE LOCATIONS, IDENTIFYING TELECONFERENCE LOCATIONS IN MEETING NOTICES AND AGENDAS, ALLOWING PUBLIC ACCESS TO EACH TELECONFERENCE LOCATION, PROVIDING AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD DIRECTLY AT EACH TELECONFERENCE LOCATION, AND ENSURING THAT AT LEAST A QUORUM OF THE BOARD PARTICIPATE FROM LOCATIONS WITHIN DISTRICT BOUNDARIES, DURING A PROCLAIMED STATE OF EMERGENCY PURSUANT TO GOVERNMENT CODE 8625-8629 IN ANY OF THE FOLLOWING CIRCUMSTANCES: (Government Code 54953)

1. STATE OR LOCAL OFFICIALS HAVE IMPOSED OR RECOMMENDED MEASURES TO PROMOTE SOCIAL DISTANCING
2. FOR THE PURPOSE OF DETERMINING, BY MAJORITY VOTE, WHETHER AS THE RESULT OF THE EMERGENCY MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES
3. WHEN IT HAS BEEN DETERMINED, BY MAJORITY VOTE AS DESCRIBED IN ITEM #2 ABOVE, THAT AS A RESULT OF THE EMERGENCY MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES

TO CONDUCT A TELECONFERENCE MEETING FOR THESE PURPOSES THE FOLLOWING REQUIREMENTS SHALL BE SATISFIED: (Government Code 54953)

1. THE NOTICE AND AGENDA SHALL BE GIVEN AND POSTED AS OTHERWISE REQUIRED BY THE BROWN ACT
2. THE NOTICE AND AGENDA OF THE MEETING SHALL SPECIFY THE MEANS BY WHICH MEMBERS OF THE PUBLIC MAY ACCESS THE MEETING AND OFFER PUBLIC COMMENTS, INCLUDING VIA A CALL-IN OR INTERNET-BASED SERVICE OPTION MEMBERS OF THE PUBLIC MAY BE REQUIRED TO REGISTER TO LOG IN TO A MEETING WHEN MAKING PUBLIC COMMENTS THROUGH AN INTERNET WEB SITE OR OTHER ONLINE PLATFORM THAT IS OPERATED BY A THIRD-PARTY AND NOT UNDER THE CONTROL OF THE BOARD
3. MEMBERS OF THE PUBLIC SHALL BE ALLOWED TO ACCESS THE MEETING, AND THE AGENDA SHALL PROVIDE AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD DIRECTLY PURSUANT TO GOVERNMENT CODE 54954.3

MEETINGS AND NOTICES (cont.)

4. MEMBERS OF THE PUBLIC SHALL NOT BE REQUIRED TO SUBMIT PUBLIC COMMENTS IN ADVANCE OF A BOARD MEETING AND SHALL BE PROVIDED AN OPPORTUNITY TO ADDRESS THE BOARD AND OFFER COMMENTS IN REAL TIME
5. PUBLIC COMMENT PERIODS SHALL NOT BE CLOSED UNTIL THE TIMED PUBLIC COMMENT PERIOD, IF SUCH IS OFFERED BY THE BOARD, HAS ELAPSED OR, IF NOT TIMED, UNTIL A REASONABLE AMOUNT OF TIME PER AGENDA ITEM HAS BEEN ALLOWED
6. IF DURING A BOARD MEETING A DISRUPTION OCCURS WHICH PREVENTS THE DISTRICT FROM BROADCASTING THE MEETING TO MEMBERS OF THE PUBLIC OR FOR MEMBERS OF THE PUBLIC TO OFFER PUBLIC COMMENTS, THE BOARD SHALL TAKE NO FURTHER ACTION ON ANY AGENDA ITEM UNTIL PUBLIC ACCESS VIA THE CALL-IN OR INTERNET-BASED SERVICE OPTION TO THE MEETING IS RESTORED

THE DISTRICT MAY, IN ITS DISCRETION, PROVIDE A PHYSICAL LOCATION FROM WHICH THE PUBLIC MAY ATTEND OR COMMENT. (GOVERNMENT CODE 54953) THE BOARD MAY CONTINUE TO CONDUCT MEETINGS BY TELECONFERENCE, AS SPECIFIED ABOVE FOR TELECONFERRING DURING PROCLAIMED STATES OF EMERGENCY, BY A MAJORITY VOTE FINDING WITHIN 30 DAYS AFTER TELECONFERRING FOR THE FIRST TIME, AND EVERY 30 DAYS THEREAFTER, THAT EITHER: (Government Code 54953)

1. THE STATE OF EMERGENCY CONTINUES TO DIRECTLY IMPACT THE ABILITY OF THE BOARD TO MEET SAFELY IN PERSON 2. STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

All Board policies, administrative regulations and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

- 35140 Time and place of meetings
- 35143 Annual organizational meeting, date, and notice
- 35144 Special meeting
- 35145 Public meetings
- 35145.5 Agenda; public participation; regulations
- 35146 Closed sessions in connection with a student
- 35147 Open meeting law exceptions and applications

GOVERNMENT CODE

- 3511.1 Local agency executives
- 11135 State programs and activities; prohibition of discrimination
- 54950-54963 The Ralph M. Brown Act, especially:

MEETINGS AND NOTICES (cont.)

- 54953 Meetings to be open and public; attendance
- 54954 Time and place of regular meetings
- 54954.2 Agenda posting requirements, board actions
- 54956 Special meetings; call; notice
- 54956.5 Emergency meetings

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications for individuals with disabilities

36.303 Auxiliary aids and services for individuals with disabilities

COURT DECISIONS

Garnier v. Poway Unified School District, No. 17-cv-2215-W (JLB), 2019 WL 4736208 (S.D. Cal. September 26, 2019)

Knight First Amendment Institute at Columbia University v. Trump, 928 F.3d 226 (2019)

Wolfe v. City of Fremont, (2006) 144 Cal.App. 4th 54433

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 218 (2005)

84 Ops.Cal.Atty.Gen. 181 (2001)

84 Ops.Cal.Atty.Gen. 30 (2001)

79 Ops.Cal.Atty.Gen. 69 (1996)

78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2019

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

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

Websites:

California School Boards Association: www.csba.org

California School Boards Association, GAMUT Meetings:
www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy

California Attorney General's Office: oag.ca.gov/home

Institute for Local Government: www.ca-ilg.org

League of California Cities: <http://www.cacities.org>

Chino Valley Unified School District

Bylaw adopted: August 17, 1995

Revised: May 20, 1999

Revised: July 15, 1999

Revised: July 17, 2003

Revised: November 6, 2008

Revised: October 20, 2011

Revised: April 5, 2012

Revised: August 15, 2019

Revised: February 4, 2021

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
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 INDEPENDENT AUDITOR’S ANNUAL FINANCIAL AUDIT REPORT

=====

BACKGROUND

Education Code 41020 states the Governing Board of each school district must provide an annual audit of all funds under the jurisdiction and control of the District.

Education Code 41020 further requires that not later than December 15 of each year, a copy of the annual audit report for the prior year be filed with the County Superintendent of Schools, the State Department of Education, and the State Controller’s Office.

By January 31 of each year, the Board of Education must review the annual audit for the prior year at a public meeting. The Annual Audit Report has been provided under separate cover.

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 2020/2021 Independent Auditor’s Annual Financial Audit Report.

FISCAL IMPACT

None.

NE:SHC:LP:lf

Chino Valley Unified School District

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Humility • Civility • Service

DATE: January 20, 2022
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 OCTOBER THROUGH DECEMBER 2021**

=====

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 October through December 2021.

FISCAL IMPACT

None.

NE:LF:gks

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: October 2021 – December 2021

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

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignments	0	0	0
Totals	0	0	0

Submitted by: Lea Fellows

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: MEASURE G FINANCIAL/PERFORMANCE AUDIT REPORT

=====

BACKGROUND

On November 7, 2000, California voters approved Proposition 39, the Smaller Classes, Safer Schools and Financial Accountability Act. Proposition 39 amended portions of the California Constitution to provide for the issuance of general obligation bonds by school districts, community college districts, or county offices of education, "for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of rental property for school facilities", upon approval by 55 percent of the electorate. In addition to reducing the approval threshold from two-thirds to 55 percent, Proposition 39 and the enacting legislation (AB 1908 and AB 2659) requires the following accountability measures as codified in Education Code sections 15278-15282:

1. Requires that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b)(3)(C) of the California Constitution, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.
2. The school district must list the specific school facilities projects to be funded in the ballot measure, and must certify that the governing board has evaluated safety, class size reduction and information technology needs in developing the project list.
3. Requires the school district to appoint a Citizens' Oversight Committee.
4. Requires the school district to conduct an annual independent financial audit and performance audit in accordance with the Government Auditing Standards issued by the comptroller general of the United States of the bond proceeds until all of the proceeds have been expended.

5. Requires the school district to conduct an annual independent performance audit to ensure that the funds have been expended only on the specific projects listed.

The objectives of the financial/performance audit are twofold:

1. Determine whether expenditures charged to the building fund have been made in accordance with the bond project list approved by the voters through the approval of Measure G.
2. Determine whether salary transactions charged to the building fund were in support of Measure G and not for District general administration or operations.

The Board of Education must review the annual audit for the prior year at a public meeting. The Annual Audit Report has been provided under separate cover.

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 Measure G Financial/Performance Audit Report.

FISCAL IMPACT

None.

NE:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
SUBJECT: **PUBLIC HEARING AND ADOPTION OF RESOLUTION 2021/2022-53,
APPROVING ADJUSTED TRUSTEE AREA BOUNDARIES**

=====

BACKGROUND

The Chino Valley Unified School District Board of Education is engaged in the process of transitioning the method by which governing Board members are elected. At its August 19, 2021 meeting, the Board of Education selected a by-trustee area map and associated election cycle so that registered voters can only vote for one candidate who resides within the same boundary area. Education Code 5019.5 requires school districts that elect by-trustee areas to adjust the trustee area boundaries following each decennial federal census to ensure that the population of each trustee area is proportional. Adjustments have been made pursuant to decennial federal census data.

RECOMMENDATION

It is recommended the Board of Education conduct a public hearing; select *updated* by-trustee area map Scenario _____; and adopt Resolution 2021/2022-53, Approving Adjusted Trustee Area Boundaries.

- 1) Scenario 1:
Trustee Area No. 3, and No. 4 - November 2022 election
Trustee Area No. 1, No. 2, and No. 5 - November 2024 election
- 2) Scenario 2:
Trustee Area No. 3 and No. 4 - November 2022 election
Trustee Area No. 1, No. 2, and No. 5 - November 2024 election
- 3) Scenario 3:
Trustee Area No. 3 and No. 4 - November 2022 election
Trustee Area No. 1, No. 2, and No. 5 - November 2024 election

FISCAL IMPACT

None.

NE:pk

RESOLUTION 2021/2022-53
RESOLUTION OF THE BOARD OF EDUCATION
OF THE CHINO VALLEY UNIFIED SCHOOL DISTRICT
APPROVING ADJUSTED TRUSTEE AREA BOUNDARIES

WHEREAS, The Chino Valley Unified School District (“District”) currently uses a by-trustee area election process to elect its governing board members; and

WHEREAS, Education Code section 5019.5 requires school districts that elect by-trustee area to adjust the trustee area boundaries following each decennial federal census using population figures validated by the Population Research Unit of the Department of Finance; and

WHEREAS, the adjustments shall ensure that the population of each trustee area is proportional pursuant to Education Code section 5019.5(a)(1) or (2); and

WHEREAS, District staff, consultant and legal counsel have prepared three draft adjusted trustee area boundary plans for the District’s consideration that the Board has considered; and

WHEREAS, on December 17, 2021, the Board posted the three proposed trustee area boundary plans on its website for public review and comment; and

WHEREAS, the Board conducted a public hearing on January 20, 2022, to receive public input and comment on the three proposed trustee area boundary plans; and

WHEREAS, the Board has considered all such public input and comment on the three proposed trustee area boundary plans; and

WHEREAS, the Board desires to adopt Scenario ____ for use effective the November, 2022 general election and thereafter until further adjusted by the Board.

NOW THEREFORE, BE IT RESOLVED by the Board of Education of the Chino Valley Unified School District as follows:

1. That the above recitals are true and correct.
2. That the Board hereby adopts Scenario ____.
3. That the Superintendent and/or his designee take all actions necessary to implement the Plan in time for the next governing board member election in November of 2022.

ADOPTED, SIGNED AND APPROVED this 20th day of January 2022.

Christina Gagnier, President of the Board of Education for the
Chino Valley Unified School District

I, James Na, Clerk of the Board of Education of the Chino Valley Unified School District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 20th day of January 2022, and that it was so adopted by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

James Na, Clerk of the Board of Education for the
Chino Valley Unified School District

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: James Na, Clerk of the Board

SUBJECT: RESOLUTION 2021/2022-52, DECLARATION OF A STATE OF EMERGENCY DISTRICT-WIDE SHORTAGE OF CLASSROOM TEACHERS AND STAFF

=====

BACKGROUND

Chino Valley Unified School District serves 26,023 students at 32 school sites. Due to the COVID-19 pandemic situation, the District has great difficulty staffing in-classroom instruction and support positions for all students. COVID-19 mandates have created critical shortages of essential school employees, negatively affecting schools across the state, and the ability of schools to provide a free and appropriate public education.

Board member Na submitted this agenda item in accordance with Board Bylaw 9322—Agenda/Meeting Materials.

RECOMMENDATION

Board member James Na recommends the Board of Education adopt Resolution 2021/2022-52, Declaration of a State of Emergency District-Wide Shortage of Classroom Teachers and Staff.

FISCAL IMPACT

None.

JN:pk

**RESOLUTION 2021/2022-52
DECLARATION OF A STATE OF EMERGENCY
DISTRICT-WIDE SHORTAGE OF CLASSROOM TEACHERS AND STAFF**

WHEREAS, Chino Valley Unified School District serves 26,023 students at 32 school sites in Chino, Chino Hills, and South Ontario; and

WHEREAS, due to COVID-19 pandemic situation, the District has great difficulty in staffing in-classroom instructions and support positions for all students; and

WHEREAS, the District has already increased substitute pay in order to attract and retain teaching and support staff, but is still experiencing a workforce shortage.

NOW, THEREFORE, BE IT RESOLVED, the Board of Education declares that the Chino Valley Unified School District is unable to release its schoolteachers and support staff due to the State's COVID-19 mandates.

APPROVED, PASSED, AND ADOPTED this 20th day of January 2022 at a regular meeting of the Board of Education by the following vote:

Bridge	_____
Cruz	_____
Gagnier	_____
Na	_____
Schaffer	_____

Christina Gagnier, President

James Na, Clerk

CHINO VALLEY UNIFIED SCHOOL DISTRICT
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
December 16, 2021

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:25 P.M.

1. Roll Call

President Schaffer called to order the organizational meeting of the Board of Education, Thursday, December 16, 2021, at 4:25 p.m. with Bridge, Cruz, Gagnier, Na, and Schaffer present in Don Lugo HS's multi-purpose room.

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, and Operations

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Schaffer adjourned to closed session at 4:25 p.m. regarding conference with legal counsel existing litigation; a student readmission matter; conference with labor negotiators: A.C.T. and CSEA; public employee appointment: elementary and junior high school assistant principal, and high school assistant principals; and public employee performance evaluation: Superintendent. For the record, student expulsion case 21/22-07 was deleted from the agenda.

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

1. Report Closed Session Action

President Schaffer reconvened the organizational meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Gagnier, Na, and Schaffer present. The Board met in closed session from 4:25 p.m. to 5:18 p.m. regarding conference with legal counsel existing litigation; a student readmission matter; conference with labor negotiators: A.C.T. and CSEA; public employee appointment: elementary and junior high school assistant

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

principal, and high school assistant principals; and public employee performance evaluation: Superintendent. For the record, student expulsion case 21/22-07 was deleted from the closed session agenda. The Board of Education voted unanimously (5-0) with Bridge, Cruz, Gagnier, Na, and Schaffer voting yes to appoint: Christopher Clark as assistant principal at Butterfield ES, effective January 4, 2022; Patricia Durham as assistant principal at Ayala HS, effective date to be determined; and James Reed as assistant principal at Chino Hills HS, effective January 4, 2022. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Student representative Esther Kim led the Pledge of Allegiance.

I.C. PRESENTATIONS

1. California Voting Rights Act Area Maps

Todd Robins, attorney at Atkinson, Andelson, Loya, Ruud, and Romo, provided an overview of the California Voting Rights Act Area maps.

2. Boys Republic: Della Robbia Wreath Presentation

The Board of Education was presented with the Della Robbia Wreath.

I.D. ORGANIZATION OF BOARD

Election of Officers/Representatives

1. Election of President

James Na nominated Andrew Cruz, and Don Bridge nominated Christina Gagnier as president. There was a roll call vote for Andrew Cruz and the nomination failed (2-3, Cruz and Na yes, and Bridge, Gagnier, and Joe Schaffer no). There was a roll call vote for Christina Gagnier and the nomination passed (3-0-2, Bridge, Gagnier, and Schaffer voted yes, and Cruz and Na abstained). Christina Gagnier was elected as president.

2. Election of Vice President

James Na nominated Andrew Cruz for vice president and there were no other nominations. There was a roll call vote for Andrew Cruz and the nomination passed (5-0, Bridge, Cruz, Gagnier, Na, and Schaffer voted yes). Andrew Cruz was elected as vice president.

3. Election of Clerk

Don Bridge nominated James Na for clerk and there were no other nominations. There was a roll call vote for James Na and the nomination passed (5-0, Bridge, Cruz, Gagnier, Na, and Schaffer voted yes). James Na was elected as clerk.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

Appointment of Superintendent as Secretary to the Board

Moved (Schaffer) seconded (Bridge) carried unanimously (5-0) to appoint Superintendent Enfield as Secretary to the Board by roll call vote with Bridge, Cruz, Gagnier, Na, and Schaffer voting yes.

4. Election of Board Liaison–City of Chino
Christina Gagnier volunteered to serve as Board liaison to the city of Chino. There were no other volunteers or nominations, and Christina Gagnier was selected.
5. Election of the Board Liaison for the City of Chino Hills
Joe Schaffer volunteered to serve as Board liaison to the city of Chino Hills. There were no other volunteers or nominations, and Joe Schaffer was selected.
6. Election of Board Liaison–City of Ontario
James Na volunteered to serve as Board liaison to the city of Ontario. There were no other volunteers or nominations, and James Na was selected.
7. Election of Board Liaison–Chino Valley Independent Fire District
Don Bridge volunteered to serve as Board liaison to the Chino Valley Independent Fire District. There were no other volunteers or nominations, and Don Bridge was selected.
8. Election of Representative–County Committee on School District Organization
James Na volunteered to serve as Board representative to the County Committee on School District Organization. There were no other volunteers or nominations, and James Na was selected.
9. Election of Representative–Chino Hills Parks and Recreation Commission
Joe Schaffer volunteered to serve as Board representative to the Chino Hills Parks and Recreation Commission. There were no other volunteers or nominations, and Joe Schaffer was selected.
10. Election of Two Representatives–Joint Meeting with the City of Chino
Christina Gagnier and Don Bridge volunteered to serve as representatives to the joint meeting with the city of Chino. There were no other volunteers or nominations, and Christina Gagnier and Don Bridge were selected.
11. Election of Two Representatives-Joint Meeting with the City of Chino Hills
James Na and Joe Schaffer volunteered to serve as representatives to the joint meeting with the city of Chino Hills. There were no other volunteers or nominations, and James Na and Joe Schaffer were selected.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

12. Election of Representative– Chino Valley Chamber of Commerce
Christina Gagnier volunteered to serve as representative to the Chamber of the Chino Valley. There were no other volunteers or nominations, and Christina Gagnier was selected.
13. Election of Representative and Alternate–Baldy View Regional Occupational Program Commission for a term to expire in December 2023
Joe Schaffer and Andrew Cruz volunteered to serve as representative and alternate to the Baldy View Regional Occupational Program Commission. There were no other volunteers or nominations. Joe Schaffer and Andrew Cruz were selected as representative and alternate, respectively, to the Baldy View Regional Occupational Program Commission for a term to expire December 2023.

I.E. COMMENTS FROM STUDENT REPRESENTATIVE

Ester Kim congratulated Mrs. Gagnier on becoming president of the Board; extended holiday wishes; spoke about the end of the first semester; recognized the work everyone put into the year; and spoke about student achievements during fall sports.

I.F. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Danny Hernandez, CSEA President, congratulated the 2022 Board of Education officers; wished everyone a merry Christmas/happy holidays, and the best for 2022; thanked Mr. Na for his yearly letter and Christmas calendar; and recognized Blanca Magallanes who retired today with 47 years of service; presented a gift card to Mrs. Magallanes from Board member Cruz on her retirement; presented a certificate of appreciation on behalf of CSEA Chino 102; and Board members commended her for her service.

Brenda Walker, A.C.T. President, congratulated newly selected Board officers and said she looks forward to connecting with them; said unit members have so much for which to be grateful; and extended holiday wishes.

Barbara Bearden, CHAMP President, congratulated newly elected Board officers; spoke about the Make a Smile Child Event; thanked Dr. John Ashby and the COVID support team for brainstorming ways to support administrators; spoke about being able to keep schools open; thanked Emily Loa and Molly Large for representing CHAMP members at school Board members.

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

President Gagnier asked for and received consensus to hear all 24 speakers.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

The following individuals addressed the Board: Cheyanne Jauregui, Camila Aguero Salas, and Jonathan Champion regarding Board member conduct; Jacob Costa regarding freedom from mandates; Bella Avila regarding vaccine mandates; and Casandra Sanchez regarding comments made by student Board representative Ester Kim at the November 18 Board meeting; Parent Advocacy of Chino Valley regarding interactions with the Board; Jim Gallagher congratulated Mrs. Gagnier; Angela Romero regarding impact of mandates; Paul Balais regarding metal detectors at schools; Christine Salazar regarding mandates, exemptions, and vaccine unknowns; Bernadette Mendez regarding mandates and staff rights; Dallas Mangold opposing mandates; Oscar Avila opposing mandates; Samara Sanchez (Casandra Sanchez) regarding comments made by Board member Gagnier and student representative Esther Kim at the November 18 meeting; Bryon Gonzalez opposing mandates; Cindy Foisy opposing mandates; Virginia Renteria opposing mandates; Misty Startup in appreciation of Board members Na and Cruz; Riese Ili regarding Board positions; Kim Lippa regarding student assault and bullying; Elena Lecaro thanking Board members Na and Cruz and asked for support against mandates; Hilda Rodriguez (Casandra Sanchez) regarding saying no to all drugs including the vaccine; Heather Peery (Angela Romero) opposing mask and vaccine mandates; Caity Martinez regarding bias from some Board members and the student representative; and Nicole Vicario regarding mandates and student safety.

I.H. CHANGES AND DELETIONS

The following deletion was read into the record: Item III.D.2. Agreement for Contractor/Consultant Services, CIIS 2122-141, deleted the word “online”.

II. ACTION

II.A. ADMINISTRATION

II.A.1. 2022/2023 Board Meeting Calendar

Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the 2022/2023 Board meeting calendar. Student representative voted yes.

II.A.2. Nominations for California School Boards Association Delegate Assembly

No action was taken due to lack of a motion.

II.A.3. Public Hearing Regarding the District’s Intent to Request a Waiver for By-Trustee Area Elections

President Gagnier opened the public hearing regarding the District’s intent to request a waiver for by-trustee area elections at 8:23 p.m. There were no speakers, and the hearing was closed at 8:23 p.m.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

II.A.4. Resolution 2021/2022-51, Requesting that the San Bernardino County Committee on School District Organization Approve a Waiver of the Election Required by Education Code Section 5020(a)(1)

Moved (Bridge) seconded (Schaffer) motion carried (3-2, Cruz and Na voted no) to adopt resolution 2021/2022-51, Requesting that the San Bernardino County Committee on School District Organization Approve a Waiver of the Election Required by Education Code Section 5020(a)(1). Student representative abstained.

II.B. BUSINESS SERVICES

II.B.1. 2021/2022 First Interim Financial Report

Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the 2021/2022 First Interim Financial Report, and authorized the President of the Board of Education and the Superintendent to sign the positive Certification of Financial Condition for the current and two subsequent fiscal years. Student representative abstained.

II.C. HUMAN RESOURCES

II.C.1. Public Notice and Hearing Regarding the District's Initial Bargaining Proposal to the California School Employees Association, and its Chino Chapter 102, for a Reopener Collective Bargaining Agreement Effective July 1, 2021

President Gagnier opened the public hearing regarding the District's initial bargaining proposal to the California School Employees Association, and its Chino Chapter 102, for a reopener Collective Bargaining Agreement effective July 1, 2021, at 8:26 p.m. There were no speakers, and the hearing was closed at 8:26 p.m.

III. CONSENT

President Gagnier pulled for separate action item III.D.9., and noted for the record that Item III.C.1., was pulled from the agenda. Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the remainder of the consent items, as amended.

III.A. ADMINISTRATION

III.A.1. Minutes of the Regular Meeting of November 18, 2021

Approved the minutes of the regular meeting of November 18, 2021.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Approved/ratified the warrant register.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

III.B.2. 2021/2022 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students

Approved/ratified the 2021/2022 applications to operate fundraising activities and other activities for the benefit of students.

III.B.3. Fundraising Activities

Approved/ratified the fundraising activities.

III.B.4. Donations

Accepted the donations.

III.B.5. Legal Services

Approved payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; Margaret A. Chidester & Associates; and Tao Rossini, APC.

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

III.C.1. Student Expulsion Case 21/22-07

This item was pulled from the agenda.

III.C.2. Student Readmission Case 19/20-11

Approved student readmission case 19/20-11.

III.C.3. School-Sponsored Trips

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

III.C.4. 2021/2022 Single Plan for Student Achievement

Approved the 2021/2022 Single Plan for Student Achievement.

III.C.5. 2022 Supplemental Summer Instruction Program and Special Education Extended School Year

Approved the 2022 Supplemental Summer Instruction Program and Special Education Extended School Year.

III.C.6. Educator Effectiveness Block Grant

Approved the Educator Effectiveness Block Grant.

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, as amended.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

III.D.3. Surplus/Obsolete Property

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

III.D.4. Resolutions 2021/2022-49 and 2021/2022-50 for Authorization to Utilize Piggyback Contracts

Adopted Resolutions 2021/2022-49 and 2021/2022-50 for Authorization to Utilize Piggyback Contracts.

III.D.5. Change Order and Notice of Completion for CUPCCAA Projects

Approved the Change Order and Notice of Completion for CUPCCAA Projects.

III.D.6. Contractor Termination—Bid 20-21-09F, Chino HS Reconstruction—Offsite Improvements (Bid Package 1)

Approved the termination of the contract previously awarded to Moreno Valley Construction dba MVC Enterprises, Inc., for Bid 20-21-09F, Chino HS Reconstruction—Office Improvements (Bid Package 1) due to abandonment of the project.

III.D.7. Subcontractor Substitution for Bid 21-22-03F, Butterfield Ranch ES and Hidden Trails ES—Alterations (BP 23-01) HVAC and Controls

Approved the Subcontractor Substitution for Bid 21-22-03F, Butterfield Ranch Es and Hidden Trails ES—Alterations (BP 23-01) HVAC and Controls.

III.D.8. Bid 21-22-11F, Ayala HS and Chino Hills HS Gym Roofing Project

Awarded Bid 21-22-11F, Ayala HS and Chino Hills HS Gym Roofing Project to AME Builders, Inc.

III.D.9. Request for Proposals No. 21-22-05, HVAC Assessments and Maintenance Services

Moved (Na) seconded (Bridge) motion carried (4-0-1, Gagnier recused herself) to award RFP No. 21-22-05, HVAC Assessments and Maintenance Services to AireMasters Air Conditioning, Johnson Controls, Inc., and PacificWest Energy Solutions, Inc. Student representative abstained.

III.D.10. Revision of Board Policy 3430 Business and Noninstructional Operations—District Investments

Approved the revision of Board Policy 3430 Business and Noninstructional Operations—District Investments.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Approved/ratified the certificated/classified personnel items.

III.E.2. Rejection of Claim

Rejected the claim and referred it to the District's insurance adjuster.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

III.E.3. Student Teaching Agreements with California State University, Long Beach; California State University's CalStateTeach; and Chapman University

Approved the student teaching agreements with California State University, Long Beach; California State University's CalStateTEACH; and Chapman University.

III.E.4. Student Fieldwork Agreement with California State University, Northridge

Approved the student fieldwork agreement with California University State, Northridge.

IV. INFORMATION

IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT

IV.A.1. San Bernardino County Superintendent of Schools Williams Settlement Fiscal Year 2020/2021 Annual Report

Received for information the San Bernardino County Superintendent of Schools Williams Settlement Fiscal Year 2020/2021 Annual Report.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

Joe Schaffer extended congratulations to new Board officers; acknowledged students who attended the meeting and addressed the Board; said he attended the Make a Child Smile event and thanked partnering agencies for making the event possible; recognized Principal Kyle Schuler, staff at Buena Vista HS, and Dr. Julian Rodriguez, Director of Secondary Curriculum, for coordinating students to get from Buena Vista HS to the Baldy View ROP campus to participate in a logistic program; and extended Christmas wishes and happy holiday season.

Don Bridge congratulated CSEA unit member Blanca Magallenes upon her retirement; apologized for not being able to participate in the Chino Christmas parade; shared family news; and extended Christmas wishes, Hanukkah, and holiday season.

Andrew Cruz started his comments by wishing everyone a merry Christmas; spoke about relating to parental concerns; shared a video Dr. Robert Malone regarding the genetic vaccine for COVID-19, and its impact to the immune system; shared other videos regarding the vaccine; spoke about the system under which we are under; and spoke about our future.

Minutes of the Organizational Meeting of the Board of Education December 16, 2021

James Na thanked all the students who spoke at the Board meeting and for sharing their perspectives; thanked Blanca Magallenes for her 47 years of service; acknowledged former Don Lugo HS coach Joe Marcos for attending the meeting; spoke about students being back on campus and student safety; announced that he is placing an action item on the next agenda for a declaration of state of emergency for Chino Valley Unified School District on shortage of classroom teachers and support staff to include a statement that the District is unable to release classroom teachers and support staff from the state's COVID-19 mandates; spoke about unsuccessful efforts to recruit and retain staff at this time; and invited everyone who is viewing the meeting to join the Parent Advocacy Group; said it is important for us to come together for the next generation; and wished everyone a merry Christmas.

Superintendent Enfield wished everyone happy holidays, merry Christmas, and happy New Year's.

President Gagnier said that she takes allegations of assault and sexual assault very seriously; said the Board is the body that adjudicates all disciplinary matters, and she does not want to compromise an investigation; spoke about the parent who addressed the Board on this matter; said this is happening more and more across campuses and needs to be combatted; said she reached out to the Superintendent in the morning to ensure someone reached out to the parent, is ensuring the process is followed, and to look holistically across the District for a solution; and wished everyone a merry Christmas, happy holidays, and joyous new year.

VI. ADJOURNMENT

President Gagnier adjourned the organizational meeting of the Board of Education at 9:00 p.m.

Christina Gagnier, President

James Na, 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: January 20, 2022
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

\$11,516,761.68 to all District funding sources.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
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:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 20, 2022

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Butterfield ES</u>		
PTA	Valentine Grams	2/1/22 - 2/11/22
PTA	Think n Local	2/11/22 - 2/25/22
<u>Dickey ES</u>		
PTO	Baskin Robbins Monthly Family Days	2/7/22 - 5/22/22
PTO	Valentine Grams	2/7/22 - 2/14/22
PTO	World's Finest Chocolate	3/7/22 - 3/25/22
PTO	Jog-A-Thon	4/4/22 - 4/22/22
PTO	Angels Baseball Ticket Sales	6/1/22 - 6/8/22
<u>Hidden Trails ES</u>		
PTA	Think n Local	4/5/22 - 4/26/22
<u>Canyon Hills JHS</u>		
ASB - General	Valentine Grams	2/3/22 - 2/14/22
ASB - General & Renaissance	Angels Baseball Ticket Sales	4/11/22
<u>Magnolia JHS</u>		
ASB - General	World's Finest Chocolate	1/24/22 - 3/4/22
PFA	Little Caesars Pizza Kits	2/1/22 - 3/4/22
<u>Ayala HS</u>		
Track & Field Boosters	Phone Blast	1/24/22 - 5/15/22
ASB - Bulldog Times	Times x 7 Leaves	3/18/22
ASB - Athletics	Mattress Sales	4/9/22 - 4/10/22
<u>Chino HS</u>		
Sports Boosters	Red Robin Spirit Night	1/21/22
Sports Boosters	Troy's Burgers Family Night	1/25/22
Sports Boosters	Raising Cane's Family Night	1/26/22
<u>Chino Hills HS</u>		
Baseball Boosters	Email Blast	1/21/22 - 5/14/22
2022 Grad Night Boosters	Grad Night Ticket Sales	1/21/22 - 5/31/22

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
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:if

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 20, 2022

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>HOPE Program/Care Closet</u>		
Sadie Lee & Project Unity	In-N-Out Gift Cards	\$40.00
Special Education Department	Various Gift Cards	\$130.00
Karen Kao	Various Gift Cards	\$165.00
Ben Montgomery, City of Chino Hills	Various Gift Cards	\$200.00
Terri Trembly	Various Gift Cards	\$200.00
Veterans of Foreign Wars, Post 11546	Various Gift Cards	\$600.00
Released Time Christian Education	Various Gift Cards	\$5,000.00
<u>Superintendent's Office</u>		
The Lewis Family Foundation	Cash	\$500.00
<u>Country Springs ES</u>		
Leslie & Carlos Casillas	Cash	\$100.00
<u>Glenmeade ES</u>		
Wen Zhang Carter	Hand Sanitizer	\$1,748.00
<u>Canyon Hills JHS</u>		
Euna Choi & Jae Lee	Cash	\$15.00
Jessie Apan	Cash	\$15.00
Xuezhao Luo & Jie Wang	Cash	\$15.00
Robert & Debra Rosenzweig	Cash	\$20.00
Adalyn Apan	Cash	\$25.00
Jae Yeon Lee & Euna Choi	Cash	\$25.00
Kristin Mc Connell	Cash	\$35.00
Kenneth & Jenny Lyn	Cash	\$50.00
Teri Arteaga	Cash	\$50.00
Jaime & Jennifer Dimapasok	Cash	\$55.00
Jazelyn Pablo	Cash	\$70.00
Joann Kuo-Wang	Cash	\$70.00
Timothy & Shannon Ballou	Cash	\$70.00
Joshua & Laura Dalton	Cash	\$75.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 20, 2022

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
Kristine Reyes	Cash	\$80.00
Mod Design Build Inc.	Cash	\$80.00
Henry & Hueylu Kuo	Cash	\$100.00
Traci Franco	Cash	\$110.00
AngelaLin & Joey Mo	Cash	\$200.00
Aristotle & Charlotte Bondoc	Cash	\$200.00
Clifton Hsu & Chia-Hui Lee	Cash	\$200.00
Hongmei You	Cash	\$200.00
Joe Tseng & Ting-Yu Shih	Cash	\$200.00
Keng Chung Chen & Hsuan-Hua Liu	Cash	\$200.00
Mark & Viara Agars	Cash	\$200.00
Rodrigo & Sylvia Rivas	Cash	\$200.00
Welford & Tina Lee Wong	Cash	\$200.00
Xiaomin Yao	Cash	\$200.00
Bingbing Zhao	Cash	\$400.00
May Evangelista	Cash	\$400.00
Yu-Ying Chao & Yu-Min Lin	Cash	\$400.00
Dianne & Thomas Gire	Cash	\$500.00
 <u>Chino HS</u>		
Team Lally, Inc.	Cash	\$3,600.00
 <u>Don Luigo HS</u>		
Stephanie & Jae Kim	Cash	\$20.00
Brian & Terri Bailey Living Trust	Cash	\$75.00
Kenneth & Deborah Malouf	Cash	\$100.00
Michael & Mary Ragland Living Trust	Cash	\$100.00
Regal Packaging, Inc.	Cash	\$100.00
Hearts & Heroes	Cash	\$300.00
Drain Town Rooter	Cash	\$500.00
Thriveley, LLC	Cash	\$500.00

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

DATE: January 20, 2022

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	MONTHS	INVOICE AMOUNTS	2021/2022 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	November	\$11,736.23	\$ 65,451.54
Margaret A. Chidester & Associates	November	\$40,104.75	\$ 99,906.65
Tao Rossini, APC	November	\$23,338.75	\$ 62,189.45
Fagen, Friedman & Fulfroost	-	-	-
	Total	\$75,179.73	\$227,547.64

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; Margaret A. Chidester & Associates; and Tao Rossini, APC.

FISCAL IMPACT

\$75,179.73 to the General Fund.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
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: 2021/2022 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 2021/2022 applications to operate fundraising activities and other activities for the benefit of students.

FISCAL IMPACT

None.

NE:SHC:LP:if

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 20, 2022

**2021/2022 AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES
AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

School

Organization

Chino Hills HS

2022 Grad Night Boosters

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
SUBJECT: SIGNATURE AUTHORIZATIONS FOR CHINO VALLEY UNIFIED SCHOOL DISTRICT

=====

BACKGROUND

Signature authorization items are routinely brought to the Board for approval based on changes in the organization. Signature authorization allows employees and Board members to perform designated functions in the course of their assigned duties. Approval of the list authorizes designated employees and Board members specific signature authority.

This updated signature list removes signature authorization for Joe Schaffer, President, Board of Education; Donald L. Bridge, Clerk, Board of Education; and adds signature authorization for Christina Gagnier, President, Board of Education; and James Na, Clerk, 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 the signature authorizations for Chino Valley Unified School District.

FISCAL IMPACT

None.

NE:SHC:if

**CHINO VALLEY UNIFIED SCHOOL DISTRICT
 AUTHORIZED SIGNATURE LIST
 January 20, 2022**

In accordance with provisions of legal codes for the State of California, the Board of Education of the Chino Valley Unified School District hereby delegates authority to sign documents on their behalf, subject to the conditions noted below.

No contract signed pursuant to this delegation shall be valid until such approval has been granted by the governing body of this school district. The duration of this delegation shall extend until revoked or amended.

DOCUMENTS	NAMES
Certificated Notice of Employment**	Norm Enfield Richard Rideout Eric Dahlstrom Isabel Brenes
Classified Notice of Employment**	Norm Enfield Richard Rideout Eric Dahlstrom Isabel Brenes
Notice of Intent Not to Re-Employ	Norm Enfield Richard Rideout Eric Dahlstrom Isabel Brenes
Notice of Employment – Youth Work Experience**	Norm Enfield Lea Fellows Grace Park Luke Hackney Julian Rodriguez
Temporary Teaching Credentials and Credential Applications	Norm Enfield Richard Rideout Eric Dahlstrom Isabel Brenes
Statements of Need	Norm Enfield Richard Rideout Eric Dahlstrom Isabel Brenes
Inter District and Intra District Attendance Agreements	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Richard Rideout Stephanie Johnson
Claim of Plaintiff Statements	Norm Enfield Sandra H. Chen Richard Rideout Greg Stachura Whitney Fields

DOCUMENTS	NAMES
Small Claims Court Representatives**	Norm Enfield Sandra H. Chen Richard Rideout Eric Dahlstrom Isabel Brenes Whitney Fields
Forms/Report/Claims for Workers' Compensation Risk Management	Norm Enfield Sandra H. Chen Richard Rideout Eric Dahlstrom Isabel Brenes Whitney Fields
Payroll Orders	Norm Enfield Sandra H. Chen Liz Pensick Lisandra Maldonado
Payroll Connected District Orders	Norm Enfield Sandra H. Chen Liz Pensick Lisandra Maldonado
Custodian of Revolving Cash Fund for the General Fund*	Norm Enfield Sandra H. Chen (custodian) Liz Pensick Richard Rideout Greg Stachura Lisandra Maldonado
District Orders for Employee Mileage Reimbursement and Transportation Reports	Norm Enfield Sandra H. Chen Liz Pensick
Purchase Orders**	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Richard Rideout Greg Stachura Anna G. Hamilton Liz Pensick Lisandra Maldonado
All Other Special Projects Applications and Report Documents	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Richard Rideout Greg Stachura Beverly Beemer Liz Pensick

DOCUMENTS	NAMES
Special Projects Funding Applications, Funding Certifications	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Greg Stachura Beverly Beemer
Miscellaneous Receipts Checking Account*	Norm Enfield Sandra H. Chen Liz Pensick Lisandra Maldonado
Forms, Reports, Checks for Nutrition Service Cafeteria Account*	Sandra H. Chen Liz Pensick Lisandra Maldonado Javier Quirarte
Briggs Fundamental Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Buena Vista HS Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Cal Aero Preserve Academy Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Canyon Hills JHS Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Magnolia JHS Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Ramona JHS Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Townsend JHS Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado

DOCUMENTS	NAMES
Woodcrest JHS Associated Student Body*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Elementary Student Bodies*	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Liz Pensick Lisandra Maldonado
Travel Advances	Norm Enfield Sandra H. Chen
Housing Construction Impact Reports	Norm Enfield Sandra H. Chen Greg Stachura Beverly Beemer
District Orders, Contracts and in Lieu of Transportation Payments**	Norm Enfield Sandra H. Chen Lea Fellows Grace Park Richard Rideout Greg Stachura Anna G. Hamilton Liz Pensick
Approval of the Release of Commercial Warrants as Payments to Vendors**	Norm Enfield Sandra H. Chen Greg Stachura Beverly Beemer Liz Pensick Lisandra Maldonado
Bank Documents	Sandra H. Chen Liz Pensick
Electronic Signature Key Authorization	Sandra H. Chen Anna G. Hamilton Liz Pensick Lisandra Maldonado
Budget and Expenditure Transfers or Adjustments**	Norm Enfield Sandra H. Chen Greg Stachura Beverly Beemer Liz Pensick
Necessary School Facilities Program Documents (State Allocation Board)	Norm Enfield Sandra H. Chen Greg Stachura Beverly Beemer
Certification of Board of Education Minutes	Norm Enfield Christina Gagnier (President) *** Joe Schaffer (President) James Na (Clerk)*** Donald L. Bridge (Clerk)

- * Requires more than one signature
- ** Requires separate Board action
- *** Name added

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: STUDENT EXPULSION CASES 21/22-10 AND 21/22-14

=====

BACKGROUND

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

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

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

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

RECOMMENDATION

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 21/22-10 and 21/22-14.

FISCAL IMPACT

None.

NE:LF:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
SUBJECT: SCHOOL-SPONSORED TRIPS

=====

BACKGROUND

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

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

RECOMMENDATION

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

School-Sponsored Trip	Date	Fiscal Impact
Site: Chino HS Event: AVID College Trip Place: San Diego, CA Chaperone: 30 students/4 chaperones	March 10-11, 2022	Cost: \$360.00 per student Funding Source: Parents

FISCAL IMPACT

None.

NE:LF:gks

Chino Valley Unified School
District Our Motto:
Student Achievement • Safe Schools • Positive School
Climate Humility • Civility • Service

DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
SUBJECT: CHINO VALLEY UNIFIED SCHOOL DISTRICT 2021/2022 SCHOOL ACCOUNTABILITY REPORT CARDS

=====

BACKGROUND

Every school in California is required by state law to publish a School Accountability Report Card (SARC), by February 1 of each year. The SARC contains information about the condition and performance of each California public school. Additionally, data reported in the Local Control and Accountability Plan is to be consistent with data reported in the SARC.

The SARC generally begins with a profile that provides background information about the school and its students. The profile summarizes the school's mission, goals, and accomplishments. State law requires that the SARC contains all of the following:

- Demographics
- School safety and climate for learning information
- Facilities inspection results
- Academic data
- Class size
- Teacher and staff information
- Curriculum and instruction descriptions
- Postsecondary preparation information
- Fiscal and expenditure data
- Types of services

State law encourages schools to make a concerted effort to notify parents of the purpose of the SARC. Specifically, schools are required to notify all parents about the availability of the SARC and instructions about how the SARC can be obtained both through the internet and on paper. It is also required that if a sufficient number of the school's enrolled students speak a single primary language other than English, state law requires that the SARC be made available to parents in the appropriate language. The SARC for each school site is provided under separate cover.

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

RECOMMENDATION

It is recommended the Board of Education approve the Chino Valley Unified School District 2021/2022 School Accountability Report Cards.

FISCAL IMPACT

None.

NE:LF:gks

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: PROCLAMATION FOR NATIONAL SCHOOL COUNSELING WEEK, FEBRUARY 7-11, 2022

=====

BACKGROUND

National School Counseling Week, sponsored by the American School Counselor Association, will be celebrated from February 7-11, 2022 to focus public attention on the unique contribution professional school counselors provide within U.S. school systems. National School Counseling Week highlights the tremendous impact school counselors have in helping students achieve school success and plan for a career.

This special week provides recognition for school counselors who implement comprehensive school counseling programs.

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 National School Counseling Week, February 7-11, 2022.

FISCAL IMPACT

None.

NE:GP:JAR:wrg

**Chino Valley Unified School District
Proclamation
National School Counseling Week
February 7-11, 2022**

WHEREAS, school counselors are employed in public and private schools to help students reach their full potential;

WHEREAS, school counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development;

WHEREAS, school counselors help parents focus on ways to further the educational, personal, and social growth of their children;

WHEREAS, school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves;

WHEREAS, school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

WHEREAS, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school.

NOW, THEREFORE, BE IT RESOLVED the Board of Education of the Chino Valley Unified School District does hereby proclaim February 7-11, 2022, as National School Counseling Week.

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: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: RESOLUTION 2021/2022-54, RECOGNIZING FEBRUARY AS CAREER AND TECHNICAL EDUCATION MONTH

=====

BACKGROUND

Career and Technical Education (CTE) is a program of study that involves a multiyear sequence of courses that integrates core academic with technical and occupational knowledge. Skills attained from this program will empower students to choose a meaningful and sustainable career by providing a pathway to postsecondary education and careers.

Career and Technical Education Month is a public awareness campaign that takes place each February to celebrate the value of CTE and the achievements and accomplishments of CTE programs across the country.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2021/2022-54, Recognizing February as Career and Technical Education Month.

FISCAL IMPACT

None.

NE:GP:JAR:wrg

**Chino Valley Unified School District
Resolution 2021/2022-54
Recognizing February as
Career and Technical Education Month**

WHEREAS, the month of February has been designated Career and Technical Education Month by the Association for Career and Technical Education; and

WHEREAS, career and technical education helps students form career goals and provides them with pathways, and opportunities to gain the academic, technical and employability skills necessary for true “Career Readiness”; and

WHEREAS, leaders from business and industry nationwide report increasing challenges related to addressing the skills gap and connecting qualified professionals with available careers in critical and growing CTE-related fields, including healthcare, energy, advanced manufacturing and information technology; and

WHEREAS, career and technical education students experience meaningful, real-world problem solving and applications, emerging technologies, and opportunities to interface with experts through business and industry partnerships; and

WHEREAS, career and technical education is part of the backbone of workforce and economic development, fostering productivity in business and industry and contributes to America’s leadership in the globally competitive marketplace; and

WHEREAS, career and technical education prepares students for fulfilling careers by offering integrated programs of study that link secondary and postsecondary education and lead to the attainment of industry-recognized credentials; and

WHEREAS, career and technical education offers individuals lifelong opportunities to learn new skills, which provide them with career choices and advancement opportunities; and

WHEREAS, cooperative efforts between career and technical educators, business, and industry stimulate growth and vitality in the local economy; and

WHEREAS, CTE programs of Chino Valley Unified School District offers rigor, relevance, and relationships that engage students in career path preparation and options for employment, industry recognized credentials and post-secondary education;

NOW, THEREFORE, BE IT RESOLVED the Board hereby finds, determines, and declares February 2022 as Career and Technical Education Month and urges residents to become familiar with the services and benefits offered by career and technical education programs.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 20th day of January 2022 by the following vote:

Bridge:	_____
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: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
Sherri Johnson, Psy.D., Director, Health Services/Child Development
SUBJECT: CONTINUED FUNDING APPLICATION FOR CHILD DEVELOPMENT SERVICES CSPP AND ADOPTION OF RESOLUTION 2021/2022-55

=====

BACKGROUND

The Local Agreement for Child Development Services represents the annual contract with the California Department of Education to provide state-subsidized preschool child care to low income families in the Chino Valley Unified School District. These services have been provided in the Chino Valley Unified School District since 1969.

The California Department of Education (CDE) is requiring the Continued Funding Application for the California State Preschool Program (CSPP) to receive Board approval for the 2022/2023 school year.

The program award CSPP will provide funding for the California State Preschool Program. This program is located at the Chino Children’s Center.

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

RECOMMENDATION

It is recommended the Board of Education approve the Continued Funding Application for Child Development Services CSPP and adopt Resolution 2021/2022-55.

FISCAL IMPACT

The fiscal impact is unknown at present.

NE:LF:SJ:gks

Chino Valley Unified School District
RESOLUTION 2021/2022-55

This resolution must be adopted in order to certify the approval of the Board of Education of the Chino Valley Unified School District to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the personnel designated herein to sign contract documents for fiscal year 2022/2023, the Continued Funding Application, and all related contract documents.

RESOLUTION

BE IT RESOLVED that the Board of Education of Chino Valley Unified School District authorizes approval of the Continued Funding Application for CSPP for fiscal year 2022/2023 and that the person(s) who are listed below are authorized to sign the transaction for the Board of Education.

NAME	TITLE	SIGNATURE
<u>Norm Enfield, Ed.D.</u>	<u>Superintendent</u>	_____
<u>Lea Fellows</u>	<u>Assistant Superintendent</u>	_____

PASSED AND ADOPTED this 20th day of January 2022 by the Board of Education of Chino Valley Unified School District of San Bernardino County, California.

I, James Na, Clerk of the Board of Education of Chino Valley Unified School District, of San Bernardino County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

James Na, Clerk

Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

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

\$2,966,895.77 to all District funding sources.

NE:GJS:AGH:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

As indicated.

NE:GJS:AGH:pw

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-2122-144 TestOut Corporation. To provide annual site license to TestOut Office Pro Limited software. Submitted by: Chino HS Duration of Agreement: January 4, 2022 - June 1, 2022	Contract amount: \$1,500.00 Funding source: CTE Pathway
CIIS-2122-145 International Student Tours, Inc. To provide bus transportation for college campus tours. Submitted by: Chino HS Duration of Agreement: January 30, 2022 - June 1, 2022	Contract amount: \$3,500.00 Funding source: Title I

FACILITIES, PLANNING, AND OPERATIONS	FISCAL IMPACT
F-2122-043 Colbi Technologies, Inc. To provide Pre-qualification services for construction contractors. Submitted by: Purchasing Duration of Agreement: January 1, 2022 - December 31, 2022	Contract amount: \$40,250.00 Funding source: Building Fund 21
F-2122-044 PacificWest Energy Solutions, Inc. To provide HVAC assessments, documentation, and reporting for preparation and submission of CVUSD's CalSHAPE application for funding. Submitted by: Purchasing Duration of Agreement: December 20, 2021 - December 31, 2022	Contract amount: \$25,000.00 Funding source: ESSER

SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS	FISCAL IMPACT
SBCSS Best Net. To provide BEST NET E-Rate services. Submitted by: Purchasing/Technology Duration of Agreement: December 3, 2021 - June 30, 2027	Contract amount: None Funding source: None

MASTER CONTRACTS	FISCAL IMPACT
MC-2122-072 Papachinos Grill and Greens. To provide catering and banquet services. Submitted by: Chino HS Duration of Agreement: January 21, 2022 - January 1, 2026	Contract amount: Per rate sheet Funding source: Various
MC-2122-073 SportSoft, Inc. To provide equipment inventory management single user license. Submitted by: Ayala HS Duration of Agreement: November 8, 2021 - November 7, 2024	Contract amount: Per rate sheet Funding source: Various

APPROVED CONTRACT TO BE AMENDED	AMENDMENT
HR-2122-016 San Bernardino County. To provide COVID-19 testing at Adult School. Submitted by: Human Resources Duration of Agreement: September 16, 2021 - June 30, 2022 Original Agreement Board Approved: September 16, 2021.	Extend facilities usage through June 30, 2022

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: January 20, 2022
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**
January 20, 2022

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Round Table			Adult School
Rectangular Table			Adult School
Blue Chairs (4)			Adult School
Computer	Dell	5YHPHH2	Technology
Computer	Dell	5YKRHH2	Technology
Computer	Dell	5YJRHH2	Technology
Computer	Dell	5Y9QHH2	Technology
Computer	Dell	5YDQHH2	Technology
Computer	Dell	5YLNHH2	Technology
Computer	Dell	5YCLHH2	Technology
Computer	Dell	5YLLHH2	Technology
Computer	Dell	5YHMHH2	Technology
Computer	Dell	5Y7NHH2	Technology
Computer	Dell	5Y7QHH2	Technology
Computer	Dell	5YDMHH2	Technology
Computer	Dell	5YMMHH2	Technology
Computer	Dell	5YDPHH2	Technology
Computer	Dell	5YDNHH2	Technology
Computer	Dell	5YLPHH2	Technology
Computer	Dell	CC550M2	Technology
Computer	Dell	5YLQHH2	Technology
Computer	HP	MXL71636DP	Technology
Computer	HP	MXL71636CV	Technology
Computer	HP	MXL71636D2	Technology
Computer	HP	MXL71636DV	Technology
Computer	HP	MXL71636F0	Technology
Computer	HP	MXL71636DW	Technology
Computer	HP	MXL71636FB	Technology
Computer	HP	MXL71636F4	Technology
Computer	HP	MXL71636DQ	Technology
Computer	HP	MXL71636CY	Technology
Computer	HP	MXL71636D5	Technology
Computer	HP	MXL71636F9	Technology
Computer	HP	MXL71636DH	Technology
Computer	HP	MXL71636F6	Technology
Computer	HP	MXL71613WN	Technology
Computer	Dell	CC650M2	Technology
Computer	Dell	CC640M2	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	CC550M2	Technology
Computer	Dell	CC610M2	Technology
Computer	Dell	0KXGVD	Technology
Computer	Dell	40967	Technology
Computer	Dell	39092	Technology
Computer	Dell	39088	Technology
Computer	Dell	40413	Technology
Computer	Dell	39093	Technology
Computer	Dell	39094	Technology
Computer	Dell	6RMT4S1	Technology
Computer	Dell	C41G4M1	Technology
Computer	Dell	JYJM7M1	Technology
Computer	Dell	3XH3PJ1	Technology
Computer	Dell	BG3HVL1	Technology
Computer	Dell	5620ML1	Technology
Computer	Dell	HD1NVK1	Technology
Computer	Dell	56Z01L1	Technology
Computer	Dell	DMXLVK1	Technology
Computer	Dell	5THJXG1	Technology
Computer	Dell	9095XL1	Technology
Computer	Dell	65730	Technology
Computer	Dell	53945	Technology
Computer	Dell	60264	Technology
Computer	Dell	60270	Technology
Computer	Dell	57472	Technology
Computer	Dell	57463	Technology
Computer	Dell	9m54xf2	Technology
Computer	Dell	57481	Technology
Computer	Dell	57450	Technology
Computer	Dell	57458	Technology
Computer	Dell	57460	Technology
Computer	Dell	57465	Technology
Computer	Dell	57467	Technology
Computer	Dell	57470	Technology
Computer	Dell	57466	Technology
Computer	Dell	57478	Technology
Computer	Dell	57469	Technology
Computer	Dell	57451	Technology
Computer	Dell	57459	Technology
Computer	Dell	57461	Technology
Computer	Dell	57468	Technology
Computer	Dell	57449	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	57471	Technology
Computer	Dell	57475	Technology
Computer	Dell	57455	Technology
Computer	Dell	57482	Technology
Computer	Dell	57447	Technology
Computer	Dell	57474	Technology
Computer	Dell	57448	Technology
Computer	Dell	57473	Technology
Computer	Dell	57483	Technology
Computer	Dell	57479	Technology
Computer	Dell	56954	Technology
Computer	Dell	57446	Technology
Computer	Dell	57453	Technology
Computer	Dell	57462	Technology
Computer	Dell	57444	Technology
Computer	Dell	57445	Technology
Computer	Dell	57456	Technology
Computer	Dell	57480	Technology
Computer	Dell	57476	Technology
Computer	Dell	19wvtt2	Technology
Computer	Dell	58190	Technology
Computer	Dell	58188	Technology
Computer	Dell	58189	Technology
Computer	Dell	58196	Technology
Computer	Dell	58198	Technology
Computer	Dell	58187	Technology
Computer	Dell	58194	Technology
Computer	Dell	58200	Technology
Computer	Dell	58192	Technology
Computer	Dell	58191	Technology
Computer	Dell	58197	Technology
Computer	Dell	58195	Technology
Computer	Dell	58199	Technology
Computer	Dell	58186	Technology
Computer	Dell	49956	Technology
Computer	Dell	49674	Technology
Computer	Dell	49755	Technology
Computer	Dell	49859	Technology
Computer	Dell	48089	Technology
Computer	Dell	48020	Technology
Computer	Dell	49691	Technology
Computer	Dell	49699	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	50016	Technology
Computer	Dell	49743	Technology
Computer	Dell	50014	Technology
Computer	Dell	7clwm32	Technology
Computer	Dell	44663	Technology
Computer	Dell	4hyqp32	Technology
Computer	Dell	1b5vl32	Technology
Computer	Dell	77sbm32	Technology
Computer	Dell	hkltl32	Technology
Computer	Dell	5c5vl32	Technology
Computer	Dell	4hyqp32	Technology
Computer	Dell	43210	Technology
Computer	Dell	d7wym32	Technology
Computer	Dell	45333	Technology
Computer	Dell	31410	Technology
Computer	Dell	31409	Technology
Computer	Dell	1p21n32	Technology
Computer	Dell	1cjl32	Technology
Computer	Dell	45472	Technology
Computer	Dell	56201	Technology
Computer	Dell	31408	Technology
Computer	Dell	31411	Technology
Computer	Dell	31413	Technology
Computer	Dell	31412	Technology
Computer	Dell	55820	Technology
Computer	Dell	56208	Technology
Computer	Dell	56209	Technology
Computer	Dell	56207	Technology
Computer	Dell	56206	Technology
Computer	Dell	56205	Technology
Computer	Dell	55823	Technology
Computer	Dell	56203	Technology
Computer	Dell	56947	Technology
Think Pad	Lenovo	59803	Technology
Think Pad	Lenovo	59807	Technology
Think Pad	Lenovo	59806	Technology
Computer	Dell	5RDC8M1	Technology
Computer	Dell	32749	Technology
Computer	Dell	HYMXQQ1	Technology
Computer	Dell	3LMXQQ1	Technology
Computer	Dell	39700	Technology
Computer	Dell	32760	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Surface	Microsoft	47299	Technology
Surface	Microsoft	57315	Technology
Surface	Microsoft	47300	Technology
Surface	Microsoft	47301	Technology
Surface	Microsoft	51352	Technology
Surface	Microsoft	51390	Technology
Surface	Microsoft	51386	Technology
Surface	Microsoft	47313	Technology
Surface	Microsoft	47360	Technology
Surface	Microsoft	47361	Technology
Surface	Microsoft	47302	Technology
Surface	Microsoft	47359	Technology
Surface	Microsoft	47621	Technology
Surface	Microsoft	47305	Technology
Surface	Microsoft	47312	Technology
Surface	Microsoft	47308	Technology
Surface	Microsoft	47307	Technology
iPad	Apple	40869	Technology
iPad	Apple	40878	Technology
MacBook	Apple	27559	Technology
MacBook	Apple	24653	Technology
PowerBook	Apple	21409	Technology
Computer	Dell	44858	Technology
Chromebook	Acer	64378	Technology
Chromebook	Lenovo	64380	Technology
Chromebook	Lenovo	93706	Technology
Chromebook	Lenovo	106292	Technology
Chromebook	Lenovo	93711	Technology
Chromebook	Lenovo	93702	Technology
Chromebook	Lenovo	93703	Technology
Chromebook	Lenovo	93701	Technology
Chromebook	Lenovo	93709	Technology
Chromebook	Lenovo	93704	Technology
Chromebook	Lenovo	93705	Technology
Chromebook	Lenovo	93700	Technology
Chromebook	Lenovo	93708	Technology
Chromebook	Lenovo	106169	Technology
Chromebook	Lenovo	106171	Technology
Chromebook	Lenovo	106176	Technology
Chromebook	Lenovo	106175	Technology
Chromebook	Lenovo	106168	Technology
Chromebook	Lenovo	106165	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Chromebook	Lenovo	106172	Technology
Chromebook	Lenovo	106173	Technology
Chromebook	Lenovo	106174	Technology
Computer	Dell	PF2RKGPJ	Technology
Computer	Dell	52866	Technology
Computer	Dell	52877	Technology
Computer	Dell	52784	Technology
Computer	Dell	52885	Technology
Computer	Dell	52881	Technology
Computer	Dell	52915	Technology
Computer	Dell	52884	Technology
Computer	Dell	52844	Technology
Computer	Dell	52724	Technology
Computer	Dell	52895	Technology
Computer	Dell	52880	Technology
Computer	Dell	52892	Technology
Computer	Dell	52785	Technology
Computer	Dell	52722	Technology
Computer	Dell	52896	Technology
Computer	Dell	52905	Technology
Computer	Dell	52900	Technology
Computer	Dell	52790	Technology
Computer	Dell	52774	Technology
Computer	Dell	52783	Technology
Computer	Dell	52793	Technology
Computer	Dell	52874	Technology
Computer	Dell	52865	Technology
Computer	Dell	52851	Technology
Computer	Dell	52875	Technology
Computer	Dell	52843	Technology
Computer	Dell	52894	Technology
Computer	Dell	53991	Technology
Computer	Dell	52910	Technology
Computer	Dell	52848	Technology
Computer	Dell	52873	Technology
Computer	Dell	52871	Technology
Computer	Dell	53972	Technology
Computer	Dell	53983	Technology
Computer	Dell	52868	Technology
Computer	Dell	52838	Technology
Computer	Dell	52849	Technology
Computer	Dell	52879	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	50586	Technology
Computer	Dell	52882	Technology
Computer	Dell	52887	Technology
Computer	Dell	52917	Technology
Computer	Dell	52846	Technology
Computer	Dell	52842	Technology
Computer	Dell	50569	Technology
Computer	Dell	50570	Technology
Computer	Dell	50587	Technology
Computer	Dell	52897	Technology
Computer	Dell	52827	Technology
Computer	Dell	52833	Technology
Computer	Dell	52869	Technology
Computer	Dell	50577	Technology
Computer	Dell	52888	Technology
Computer	Dell	50566	Technology
Computer	Dell	50582	Technology
Computer	Dell	52828	Technology
Computer	Dell	50581	Technology
Computer	Dell	52835	Technology
Computer	Dell	50580	Technology
Computer	Dell	50590	Technology
Computer	Dell	52862	Technology
Computer	Dell	52891	Technology
Computer	Dell	52912	Technology
Computer	Dell	52824	Technology
Computer	Dell	52907	Technology
Computer	Dell	57x9b82	Technology
Computer	Dell	50571	Technology
Computer	Dell	52918	Technology
Computer	Dell	52839	Technology
Computer	Dell	52883	Technology
Computer	Dell	52889	Technology
Computer	Dell	52725	Technology
Computer	Dell	jwmtc82	Technology
Computer	Dell	52893	Technology
Computer	Dell	52720	Technology
Computer	Dell	52898	Technology
Computer	Dell	52908	Technology
Computer	Dell	52902	Technology
Computer	Dell	51532	Technology
Computer	Dell	51608	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	51578	Technology
Computer	Dell	51611	Technology
Computer	Dell	50573	Technology
Computer	Dell	50591	Technology
Computer	Dell	50565	Technology
Computer	Dell	52832	Technology
Computer	Dell	52913	Technology
Computer	Dell	52909	Technology
Computer	Dell	50594	Technology
Computer	Dell	50574	Technology
Computer	Dell	50576	Technology
Computer	Dell	50584	Technology
Computer	Dell	52845	Technology
Computer	Dell	50592	Technology
Computer	Dell	50593	Technology
Computer	Dell	50578	Technology
Computer	Dell	50568	Technology
Computer	Dell	52872	Technology
Computer	Dell	52830	Technology
Computer	Dell	52829	Technology
Computer	Dell	52856	Technology
Computer	Dell	52836	Technology
Computer	Dell	50579	Technology
Computer	Dell	52786	Technology
Computer	Dell	52804	Technology
Computer	Dell	51507	Technology
Computer	Dell	52899	Technology
Computer	Dell	51582	Technology
Computer	Dell	51605	Technology
Computer	Dell	52858	Technology
Computer	Dell	52878	Technology
Computer	Dell	52903	Technology
Computer	Dell	52903	Technology
Computer	Dell	52901	Technology
Computer	Dell	52761	Technology
Computer	Dell	52837	Technology
Computer	Dell	52841	Technology
Computer	Dell	52890	Technology
Computer	Dell	54905	Technology
Computer	Dell	53981	Technology
Computer	Dell	53994	Technology
Computer	Dell	50575	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	52834	Technology
Computer	Dell	52794	Technology
Computer	Dell	52758	Technology
Computer	Dell	51580	Technology
Computer	Dell	51601	Technology
Computer	Dell	51575	Technology
Computer	Dell	53995	Technology
Computer	Dell	53970	Technology
Computer	Dell	52886	Technology
Computer	Dell	52876	Technology
Computer	Dell	52855	Technology
Computer	Dell	51616	Technology
Computer	Dell	51590	Technology
Computer	Dell	51603	Technology
Computer	Dell	51562	Technology
Computer	Dell	51491	Technology
Computer	Dell	51607	Technology
Computer	Dell	51612	Technology
Computer	Dell	51524	Technology
Computer	Dell	51547	Technology
Computer	Dell	51483	Technology
Computer	Dell	51555	Technology
Computer	Dell	51597	Technology
Computer	Dell	51618	Technology
Computer	Dell	51587	Technology
Computer	Dell	52831	Technology
Computer	Dell	52914	Technology
Computer	Dell	52911	Technology
Computer	Dell	52904	Technology
Computer	Dell	52919	Technology
Computer	Dell	52823	Technology
Computer	Dell	52840	Technology
Computer	Dell	52852	Technology
Computer	Dell	50583	Technology
Computer	Dell	52847	Technology
Computer	Dell	52860	Technology
Computer	Dell	50588	Technology
Computer	Dell	52857	Technology
Computer	Dell	50572	Technology
Computer	Dell	53974	Technology
Computer	Dell	52850	Technology
Computer	Dell	51591	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	52789	Technology
Computer	Dell	51610	Technology
Computer	Dell	51596	Technology
Computer	Dell	52861	Technology
Computer	Dell	51600	Technology
Computer	Dell	51570	Technology
Computer	Dell	51622	Technology
Computer	Dell	51572	Technology
Computer	Dell	51548	Technology
Computer	Dell	51540	Technology
Computer	Dell	52870	Technology
Computer	Dell	51556	Technology
Computer	Dell	51564	Technology
Computer	Dell	51515	Technology
Computer	Dell	52864	Technology
Computer	Dell	50567	Technology
Computer	Dell	50585	Technology
Computer	Dell	47948	Technology
Computer	Dell	52854	Technology
Computer	Dell	52859	Technology
Computer	Dell	52797	Technology
Computer	Dell	52802	Technology
Computer	Dell	52768	Technology
Computer	Dell	52791	Technology
Computer	Dell	52754	Technology
Computer	Dell	52740	Technology
Computer	Dell	52867	Technology
Computer	Dell	52906	Technology
Computer	Dell	52863	Technology
Computer	Dell	g5ntc82	Technology
Computer	Dell	47965	Technology
Computer	Dell	47952	Technology
Computer	Dell	47953	Technology
Computer	Dell	d0ntc82	Technology
Computer	Dell	51848	Technology
Computer	Dell	51849	Technology
Computer	Dell	51847	Technology
Computer	Dell	50182	Technology
Computer	Dell	50150	Technology
Computer	Dell	50138	Technology
Computer	Dell	50155	Technology
Computer	Dell	55978	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	55981	Technology
Computer	Dell	55951	Technology
Computer	Dell	55976	Technology
Computer	Dell	55983	Technology
Computer	Dell	55963	Technology
Computer	Dell	55987	Technology
Computer	Dell	53698	Technology
Computer	Dell	55957	Technology
Computer	Dell	55953	Technology
Computer	Dell	55974	Technology
Computer	Dell	53716	Technology
Computer	Dell	53680	Technology
Computer	Dell	53709	Technology
Computer	Dell	53700	Technology
Computer	Dell	55934	Technology
Computer	Dell	51871	Technology
Computer	Dell	51874	Technology
Computer	Dell	51853	Technology
Computer	Dell	51885	Technology
Computer	Dell	51868	Technology
Computer	Dell	55913	Technology
Computer	Dell	55910	Technology
Computer	Dell	55919	Technology
Computer	Dell	51862	Technology
Computer	Dell	51854	Technology
Computer	Dell	51884	Technology
Computer	Dell	51880	Technology
Computer	Dell	51863	Technology
Computer	Dell	51870	Technology
Computer	Dell	55933	Technology
Computer	Dell	55942	Technology
Computer	Dell	55938	Technology
Computer	Dell	51930	Technology
Computer	Dell	51958	Technology
Computer	Dell	51963	Technology
Computer	Dell	53366	Technology
Computer	Dell	53693	Technology
Computer	Dell	53694	Technology
Computer	Dell	53681	Technology
Computer	Dell	53294	Technology
Computer	Dell	53303	Technology
Computer	Dell	53237	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	53285	Technology
Computer	Dell	53276	Technology
Computer	Dell	53319	Technology
Computer	Dell	53321	Technology
Computer	Dell	53387	Technology
Computer	Dell	53378	Technology
Computer	Dell	55931	Technology
Computer	Dell	51109	Technology
Computer	Dell	55915	Technology
Computer	Dell	55925	Technology
Computer	Dell	55518	Technology
Computer	Dell	55511	Technology
Computer	Dell	53375	Technology
Computer	Dell	53687	Technology
Computer	Dell	53383	Technology
Computer	Dell	53275	Technology
Computer	Dell	53266	Technology
Computer	Dell	51858	Technology
Computer	Dell	53284	Technology
Computer	Dell	53711	Technology
Computer	Dell	53712	Technology
Computer	Dell	53697	Technology
Computer	Dell	53678	Technology
Computer	Dell	53311	Technology
Computer	Dell	53699	Technology
Computer	Dell	54580	Technology
Computer	Dell	53356	Technology
Computer	Dell	53293	Technology
Computer	Dell	53686	Technology
Computer	Dell	55529	Technology
Computer	Dell	51962	Technology
Computer	Dell	51931	Technology
Computer	Dell	53248	Technology
Computer	Dell	53374	Technology
Computer	Dell	55969	Technology
Computer	Dell	55960	Technology
Computer	Dell	55955	Technology
Computer	Dell	55980	Technology
Computer	Dell	55961	Technology
Computer	Dell	53703	Technology
Computer	Dell	53328	Technology
Computer	Dell	55959	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	51960	Technology
Computer	Dell	51956	Technology
Computer	Dell	51942	Technology
Computer	Dell	51934	Technology
Computer	Dell	55977	Technology
Computer	Dell	51943	Technology
Computer	Dell	53320	Technology
Computer	Dell	55524	Technology
Computer	Dell	53710	Technology
Computer	Dell	53337	Technology
Computer	Dell	55985	Technology
Computer	Dell	50132	Technology
Computer	Dell	55916	Technology
Computer	Dell	50166	Technology
Computer	Dell	50160	Technology
Computer	Dell	50149	Technology
Computer	Dell	54487	Technology
Computer	Dell	50215	Technology
Computer	Dell	50204	Technology
Computer	Dell	53365	Technology
Computer	Dell	53338	Technology
Computer	Dell	53347	Technology
Computer	Dell	53329	Technology
Computer	Dell	51882	Technology
Computer	Dell	51869	Technology
Computer	Dell	51872	Technology
Computer	Dell	51881	Technology
Computer	Dell	51877	Technology
Computer	Dell	51860	Technology
Computer	Dell	51876	Technology
Computer	Dell	51873	Technology
Computer	Dell	51861	Technology
Computer	Dell	51878	Technology
Computer	Dell	51851	Technology
Computer	Dell	55924	Technology
Computer	Dell	55922	Technology
Computer	Dell	55929	Technology
Computer	Dell	55940	Technology
Computer	Dell	50178	Technology
Computer	Dell	51950	Technology
Computer	Dell	51935	Technology
Computer	Dell	51953	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	50165	Technology
Computer	Dell	50163	Technology
Computer	Dell	50177	Technology
Computer	Dell	50180	Technology
Computer	Dell	55982	Technology
Computer	Dell	55965	Technology
Computer	Dell	55958	Technology
Computer	Dell	55967	Technology
Computer	Dell	51941	Technology
Computer	Dell	51932	Technology
Computer	Dell	50176	Technology
Computer	Dell	55954	Technology
Computer	Dell	55952	Technology
Computer	Dell	50169	Technology
Computer	Dell	50164	Technology
Computer	Dell	50136	Technology
Computer	Dell	50140	Technology
Computer	Dell	50156	Technology
Computer	Dell	51946	Technology
Computer	Dell	50174	Technology
Computer	Dell	50171	Technology
Computer	Dell	51867	Technology
Computer	Dell	51928	Technology
Computer	Dell	51949	Technology
Computer	Dell	51855	Technology
Computer	Dell	51864	Technology
Computer	Dell	51852	Technology
Computer	Dell	51866	Technology
Computer	Dell	51875	Technology
Computer	Dell	50159	Technology
Computer	Dell	54551	Technology
Computer	Dell	51846	Technology
Computer	Dell	51859	Technology
Computer	Dell	50157	Technology
Computer	Dell	50161	Technology
Computer	Dell	50152	Technology
Computer	Dell	51106	Technology
Computer	Dell	51948	Technology
Computer	Dell	51927	Technology
Computer	Dell	51929	Technology
Computer	Dell	50184	Technology
Computer	Dell	51938	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	51952	Technology
Computer	Dell	51940	Technology
Computer	Dell	51961	Technology
Computer	Dell	51947	Technology
Computer	Dell	51951	Technology
Computer	Dell	53696	Technology
Computer	Dell	53714	Technology
Computer	Dell	53677	Technology
Computer	Dell	55937	Technology
Computer	Dell	55928	Technology
Computer	Dell	53231	Technology
Computer	Dell	55527	Technology
Computer	Dell	55499	Technology
Computer	Dell	55515	Technology
Computer	Dell	55512	Technology
Computer	Dell	55533	Technology
Computer	Dell	55947	Technology
Computer	Dell	55943	Technology
Computer	Dell	55945	Technology
Computer	Dell	53348	Technology
Computer	Dell	53357	Technology
Computer	Dell	53339	Technology
Computer	Dell	53684	Technology
Computer	Dell	53692	Technology
Computer	Dell	53682	Technology
Computer	Dell	53688	Technology
Computer	Dell	53690	Technology
Computer	Dell	53713	Technology
Computer	Dell	d6dg0c2	Technology
Computer	Dell	53689	Technology
Computer	Dell	53267	Technology
Computer	Dell	53258	Technology
Computer	Dell	53249	Technology
Computer	Dell	53312	Technology
Computer	Dell	53701	Technology
Computer	Dell	55507	Technology
Computer	Dell	55537	Technology
Computer	Dell	55528	Technology
Computer	Dell	53238	Technology
Computer	Dell	55531	Technology
Computer	Dell	55535	Technology
Computer	Dell	53230	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	53302	Technology
Computer	Dell	53257	Technology
Computer	Dell	51954	Technology
Computer	Dell	51937	Technology
Computer	Dell	51936	Technology
Computer	Dell	51857	Technology
Computer	Dell	51865	Technology
Computer	Dell	51955	Technology
Computer	Dell	51933	Technology
Computer	Dell	51856	Technology
Computer	Dell	50158	Technology
Computer	Dell	50188	Technology
Computer	Dell	50172	Technology
Computer	Dell	50181	Technology
Computer	Dell	50137	Technology
Computer	Dell	50185	Technology
Computer	Dell	50134	Technology
Computer	Dell	50167	Technology
Computer	Dell	50168	Technology
Computer	Dell	50135	Technology
Computer	Dell	51965	Technology
Computer	Dell	50189	Technology
Computer	Dell	50154	Technology
Computer	Dell	51964	Technology
Computer	Dell	51945	Technology
Computer	Dell	51926	Technology
Computer	Dell	51957	Technology
Server	Apple	hx8v982	Technology
Server	Apple	29406	Technology
Computer	Dell	cwq3d82	Technology
Computer	Dell	41696	Technology
Computer	Dell	3y8v982	Technology
Computer	Dell	9rp3d82	Technology
Computer	Dell	hqp3d82	Technology
Computer	Dell	bqp3d82	Technology
Computer	Dell	5vq3d82	Technology
Computer	Dell	7119dz1	Technology
Laptop	Lenovo	60206	Technology
Laptop	Lenovo	60205	Technology
Laptop	Lenovo	60197	Technology
Laptop	Lenovo	60207	Technology
Laptop	Lenovo	60199	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Lenovo	60194	Technology
Laptop	Lenovo	60213	Technology
Laptop	Lenovo	60202	Technology
Laptop	Lenovo	60212	Technology
Laptop	Lenovo	60210	Technology
Laptop	Lenovo	60220	Technology
Laptop	Lenovo	60215	Technology
Laptop	Lenovo	60216	Technology
Laptop	Lenovo	60204	Technology
Laptop	Lenovo	60214	Technology
Laptop	Lenovo	60203	Technology
Laptop	Lenovo	60227	Technology
Laptop	Lenovo	60222	Technology
Laptop	Lenovo	60211	Technology
Laptop	Lenovo	60228	Technology
Laptop	Lenovo	60219	Technology
Laptop	Lenovo	60233	Technology
Laptop	Lenovo	60230	Technology
Laptop	Lenovo	60218	Technology
Laptop	Lenovo	60196	Technology
Laptop	Lenovo	60232	Technology
Laptop	Lenovo	60221	Technology
Laptop	Lenovo	60190	Technology
Laptop	Lenovo	60191	Technology
Laptop	Lenovo	60201	Technology
Laptop	Lenovo	60195	Technology
Laptop	Lenovo	60217	Technology
Laptop	Lenovo	60192	Technology
Laptop	Lenovo	60229	Technology
Laptop	Lenovo	60200	Technology
Laptop	Lenovo	60198	Technology
Laptop	Lenovo	60193	Technology
Laptop	Lenovo	60231	Technology
Laptop	Lenovo	60189	Technology
Laptop	Lenovo	60224	Technology
Laptop	Lenovo	60226	Technology
Laptop	Lenovo	60223	Technology
Laptop	Lenovo	1S20HUS00000LR0AVUTH	Technology
Laptop	Lenovo	1S20HUS00000LR0AVV4H	Technology
Computer	Dell	57513	Technology
Computer	Dell	57535	Technology
Computer	Dell	57524	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	57531	Technology
Computer	Dell	57536	Technology
Computer	Dell	57537	Technology
Computer	Dell	57539	Technology
Computer	Dell	57518	Technology
Computer	Dell	57538	Technology
Computer	Dell	57534	Technology
Computer	Dell	57528	Technology
Computer	Dell	57530	Technology
Computer	Dell	57525	Technology
Computer	Dell	57457	Technology
Computer	Dell	57509	Technology
Computer	Dell	57523	Technology
Computer	Dell	57511	Technology
Computer	Dell	57526	Technology
Computer	Dell	57542	Technology
Computer	Dell	57516	Technology
Computer	Dell	53342	Technology
Computer	Dell	53364	Technology
Computer	Dell	50227	Technology
Computer	Dell	53369	Technology
Computer	Dell	50229	Technology
Computer	Dell	50230	Technology
Computer	Dell	50231	Technology
Computer	Dell	50233	Technology
Computer	Dell	50208	Technology
Computer	Dell	53264	Technology
Computer	Dell	53336	Technology
Computer	Dell	50235	Technology
Computer	Dell	50223	Technology
Computer	Dell	50226	Technology
Computer	Dell	50211	Technology
Computer	Dell	50214	Technology
Computer	Dell	53297	Technology
Computer	Dell	52036	Technology
Computer	Dell	53355	Technology
Computer	Dell	50236	Technology
Computer	Dell	50199	Technology
Computer	Dell	50220	Technology
Computer	Dell	53315	Technology
Computer	Dell	50232	Technology
Computer	Dell	53385	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	53243	Technology
Computer	Dell	53270	Technology
Computer	Dell	53234	Technology
Computer	Dell	53346	Technology
Computer	Dell	53324	Technology
Computer	Dell	53279	Technology
Computer	Dell	50205	Technology
Computer	Dell	50202	Technology
Computer	Dell	50228	Technology
Computer	Dell	50217	Technology
Computer	Dell	53351	Technology
Computer	Dell	53333	Technology
Computer	Dell	53386	Technology
Computer	Dell	56062	Technology
Computer	Dell	56053	Technology
Computer	Dell	56076	Technology
Computer	Dell	56090	Technology
Computer	Dell	56089	Technology
Computer	Dell	56077	Technology
Computer	Dell	56082	Technology
Computer	Dell	56068	Technology
Computer	Dell	50238	Technology
Computer	Dell	56074	Technology
Computer	Dell	55890	Technology
Computer	Dell	55888	Technology
Computer	Dell	56069	Technology
Computer	Dell	56073	Technology
Computer	Dell	56067	Technology
Computer	Dell	56058	Technology
Computer	Dell	56059	Technology
Computer	Dell	56054	Technology
Computer	Dell	56081	Technology
Computer	Dell	56080	Technology
Computer	Dell	56085	Technology
Computer	Dell	56065	Technology
Computer	Dell	49860	Technology
Computer	Dell	49833	Technology
Computer	Dell	437ng22	Technology
Computer	Dell	49834	Technology
Computer	Dell	49765	Technology
Computer	Dell	49784	Technology
Computer	Dell	50072	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	49771	Technology
Computer	Dell	50018	Technology
Computer	Dell	49855	Technology
Computer	Dell	49741	Technology
Computer	Dell	50001	Technology
Computer	Dell	50040	Technology
Computer	Dell	49750	Technology
Computer	Dell	50030	Technology
Computer	Dell	48012	Technology
Computer	Dell	50085	Technology
Computer	Dell	48029	Technology
Computer	Dell	48013	Technology
Computer	Dell	48018	Technology
Computer	Dell	50032	Technology
Laptop	Dell	51585	Technology
Laptop	Dell	47958	Technology
Laptop	Dell	51577	Technology
Laptop	Dell	51552	Technology
Laptop	Dell	51541	Technology
Laptop	Dell	51549	Technology
Laptop	Dell	51569	Technology
Laptop	Dell	51588	Technology
Laptop	Dell	51504	Technology
Laptop	Dell	51545	Technology
Laptop	Dell	51518	Technology
Laptop	Dell	51586	Technology
Laptop	Dell	51557	Technology
Laptop	Dell	51514	Technology
Laptop	Dell	51486	Technology
Laptop	Dell	51494	Technology
Laptop	Dell	51525	Technology
Laptop	Dell	51573	Technology
Laptop	Dell	51537	Technology
Laptop	Dell	51502	Technology
Laptop	Dell	51527	Technology
Laptop	Dell	51519	Technology
Laptop	Dell	51565	Technology
Laptop	Dell	51510	Technology
Laptop	Dell	51529	Technology
Laptop	Dell	51521	Technology
Laptop	Dell	51568	Technology
Laptop	Dell	51517	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	51535	Technology
Laptop	Dell	51512	Technology
Laptop	Dell	51550	Technology
Laptop	Dell	51551	Technology
Laptop	Dell	51506	Technology
Laptop	Dell	51543	Technology
Laptop	Dell	64536	Technology
Laptop	Dell	64531	Technology
Laptop	Dell	64523	Technology
Laptop	Dell	64819	Technology
Laptop	Dell	64530	Technology
Laptop	Dell	53031	Technology
Laptop	Dell	53032	Technology
Laptop	Dell	55986	Technology
Laptop	Dell	55962	Technology
Laptop	Dell	53241	Technology
Laptop	Dell	52977	Technology
Laptop	Dell	53327	Technology
Laptop	Dell	53335	Technology
Laptop	Dell	50259	Technology
Laptop	Dell	53273	Technology
Laptop	Dell	53252	Technology
Laptop	Dell	53255	Technology
Laptop	Dell	53306	Technology
Laptop	Dell	53288	Technology
Laptop	Dell	53363	Technology
Laptop	Dell	53098	Technology
Laptop	Dell	53263	Technology
Laptop	Dell	52963	Technology
Laptop	Dell	53095	Technology
Laptop	Dell	53317	Technology
Laptop	Dell	53106	Technology
Laptop	Dell	52960	Technology
Laptop	Dell	53345	Technology
Laptop	Dell	53068	Technology
Laptop	Dell	53041	Technology
Laptop	Dell	53281	Technology
Laptop	Dell	53071	Technology
Laptop	Dell	53062	Technology
Laptop	Dell	55882	Technology
Laptop	Dell	53050	Technology
Laptop	Dell	52996	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	55864	Technology
Laptop	Dell	52999	Technology
Laptop	Dell	53008	Technology
Laptop	Dell	53308	Technology
Laptop	Dell	53380	Technology
Laptop	Dell	53272	Technology
Laptop	Dell	53299	Technology
Laptop	Dell	52959	Technology
Laptop	Dell	53318	Technology
Laptop	Dell	53045	Technology
Laptop	Dell	52990	Technology
Laptop	Dell	50247	Technology
Laptop	Dell	53300	Technology
Laptop	Dell	53246	Technology
Laptop	Dell	55889	Technology
Laptop	Dell	55886	Technology
Laptop	Dell	50286	Technology
Laptop	Dell	50285	Technology
Laptop	Dell	50269	Technology
Laptop	Dell	53372	Technology
Laptop	Dell	50266	Technology
Laptop	Dell	50275	Technology
Laptop	Dell	53282	Technology
Laptop	Dell	50287	Technology
Laptop	Dell	52962	Technology
Laptop	Dell	52971	Technology
Laptop	Dell	53038	Technology
Laptop	Dell	53353	Technology
Laptop	Dell	55971	Technology
Laptop	Dell	55956	Technology
Laptop	Dell	55968	Technology
Laptop	Dell	55950	Technology
Laptop	Dell	55975	Technology
Laptop	Dell	53245	Technology
Laptop	Dell	52986	Technology
Laptop	Dell	53072	Technology
Laptop	Dell	53063	Technology
Laptop	Dell	52985	Technology
Laptop	Dell	55858	Technology
Laptop	Dell	53354	Technology
Laptop	Dell	53021	Technology
Laptop	Dell	53044	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	55972	Technology
Laptop	Dell	55861	Technology
Laptop	Dell	53090	Technology
Laptop	Dell	52958	Technology
Laptop	Dell	52976	Technology
Laptop	Dell	53003	Technology
Laptop	Dell	55872	Technology
Laptop	Dell	53012	Technology
Laptop	Dell	52949	Technology
Laptop	Dell	52994	Technology
Laptop	Dell	50292	Technology
Laptop	Dell	50297	Technology
Laptop	Dell	53027	Technology
Laptop	Dell	53036	Technology
Laptop	Dell	53054	Technology
Laptop	Dell	55984	Technology
Laptop	Dell	55979	Technology
Laptop	Dell	53029	Technology
Laptop	Dell	55964	Technology
Laptop	Dell	55970	Technology
Laptop	Dell	55966	Technology
Laptop	Dell	50273	Technology
Laptop	Dell	53059	Technology
Laptop	Dell	53080	Technology
Laptop	Dell	55948	Technology
Laptop	Dell	52980	Technology
Laptop	Dell	52989	Technology
Laptop	Dell	53086	Technology
Laptop	Dell	53104	Technology
Laptop	Dell	52978	Technology
Laptop	Dell	53077	Technology
Laptop	Dell	53014	Technology
Laptop	Dell	50268	Technology
Laptop	Dell	50250	Technology
Laptop	Dell	53076	Technology
Laptop	Dell	53067	Technology
Laptop	Dell	50283	Technology
Laptop	Dell	52995	Technology
Laptop	Dell	53058	Technology
Laptop	Dell	52953	Technology
Laptop	Dell	52998	Technology
Laptop	Dell	53022	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	53075	Technology
Laptop	Dell	53030	Technology
Laptop	Dell	52955	Technology
Laptop	Dell	52983	Technology
Laptop	Dell	50242	Technology
Laptop	Dell	52979	Technology
Laptop	Dell	52964	Technology
Laptop	Dell	53049	Technology
Laptop	Dell	53004	Technology
Laptop	Dell	53013	Technology
Laptop	Dell	53061	Technology
Laptop	Dell	53019	Technology
Laptop	Dell	53007	Technology
Laptop	Dell	53009	Technology
Laptop	Dell	52992	Technology
Laptop	Dell	52948	Technology
Laptop	Dell	53099	Technology
Laptop	Dell	55877	Technology
Laptop	Dell	53056	Technology
Laptop	Dell	53000	Technology
Laptop	Dell	53583	Technology
Laptop	Dell	53580	Technology
Laptop	Dell	53581	Technology
Laptop	Dell	52228	Technology
Laptop	Dell	52227	Technology
Laptop	Dell	52231	Technology
Laptop	Dell	52232	Technology
Laptop	Dell	52236	Technology
Laptop	Dell	52233	Technology
Laptop	Dell	53100	Technology
Laptop	Dell	53101	Technology
Laptop	Dell	53048	Technology
Laptop	Dell	52991	Technology
Laptop	Dell	50288	Technology
Laptop	Dell	50278	Technology
Laptop	Dell	50289	Technology
Laptop	Dell	50281	Technology
Laptop	Dell	50274	Technology
Laptop	Dell	55862	Technology
Laptop	Dell	50282	Technology
Laptop	Dell	53020	Technology
Laptop	Dell	53070	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	55869	Technology
Laptop	Dell	52973	Technology
Laptop	Dell	55859	Technology
Laptop	Dell	55883	Technology
Laptop	Dell	55860	Technology
Laptop	Dell	55876	Technology
Laptop	Dell	55865	Technology
Laptop	Dell	55887	Technology
Laptop	Dell	53105	Technology
Laptop	Dell	53084	Technology
Laptop	Dell	53064	Technology
Laptop	Dell	53093	Technology
Laptop	Dell	50291	Technology
Laptop	Dell	54581	Technology
Laptop	Dell	53011	Technology
Laptop	Dell	53079	Technology
Laptop	Dell	53039	Technology
Laptop	Dell	53102	Technology
Laptop	Dell	53051	Technology
Laptop	Dell	50276	Technology
Laptop	Dell	50244	Technology
Laptop	Dell	50245	Technology
Laptop	Dell	50240	Technology
Laptop	Dell	50261	Technology
Laptop	Dell	53028	Technology
Laptop	Dell	50252	Technology
Laptop	Dell	53010	Technology
Laptop	Dell	55880	Technology
Laptop	Dell	52947	Technology
Laptop	Dell	52956	Technology
Laptop	Dell	53097	Technology
Laptop	Dell	52968	Technology
Laptop	Dell	53556	Technology
Laptop	Dell	53558	Technology
Laptop	Dell	53566	Technology
Laptop	Dell	52234	Technology
Laptop	Dell	52230	Technology
Laptop	Dell	52235	Technology
Laptop	Dell	55870	Technology
Laptop	Dell	53006	Technology
Laptop	Dell	53092	Technology
Laptop	Dell	50280	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	53082	Technology
Laptop	Dell	53055	Technology
Laptop	Dell	53052	Technology
Laptop	Dell	53065	Technology
Laptop	Dell	53069	Technology
Laptop	Dell	53001	Technology
Laptop	Dell	53326	Technology
Laptop	Dell	50254	Technology
Laptop	Dell	55866	Technology
Laptop	Dell	53371	Technology
Laptop	Dell	50253	Technology
Laptop	Dell	55875	Technology
Laptop	Dell	50264	Technology
Laptop	Dell	53043	Technology
Laptop	Dell	55873	Technology
Laptop	Dell	53088	Technology
Laptop	Dell	53073	Technology
Laptop	Dell	50270	Technology
Laptop	Dell	55874	Technology
Laptop	Dell	50255	Technology
Laptop	Dell	50248	Technology
Laptop	Dell	50296	Technology
Laptop	Dell	50251	Technology
Laptop	Dell	50257	Technology
Laptop	Dell	55879	Technology
Laptop	Dell	50265	Technology
Laptop	Dell	52954	Technology
Laptop	Dell	53254	Technology
Laptop	Dell	53362	Technology
Laptop	Dell	52997	Technology
Laptop	Dell	53033	Technology
Laptop	Dell	53024	Technology
Laptop	Dell	53382	Technology
Laptop	Dell	53360	Technology
Laptop	Dell	53309	Technology
Laptop	Dell	50262	Technology
Laptop	Dell	53035	Technology
Laptop	Dell	53026	Technology
Laptop	Dell	52981	Technology
Laptop	Dell	53247	Technology
Laptop	Dell	53240	Technology
Laptop	Dell	50263	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	52972	Technology
Laptop	Dell	53094	Technology
Laptop	Dell	53291	Technology
Laptop	Dell	53381	Technology
Laptop	Dell	52974	Technology
Laptop	Dell	55881	Technology
Laptop	Dell	50279	Technology
Laptop	Dell	50239	Technology
Laptop	Dell	55867	Technology
Laptop	Dell	53091	Technology
Laptop	Dell	53096	Technology
Laptop	Dell	50249	Technology
Laptop	Dell	50277	Technology
Laptop	Dell	52965	Technology
Laptop	Dell	53040	Technology
Laptop	Dell	50271	Technology
Laptop	Dell	50267	Technology
Laptop	Dell	52970	Technology
Laptop	Dell	53060	Technology
Laptop	Dell	53074	Technology
Laptop	Dell	55856	Technology
Laptop	Dell	55871	Technology
Laptop	Dell	55855	Technology
Laptop	Dell	55868	Technology
Laptop	Dell	3rbjwf2	Technology
Laptop	Dell	3nrw0f2	Technology
Laptop	Dell	57532	Technology
Laptop	Dell	1xrrd82	Technology
Laptop	Dell	55885	Technology
Laptop	Dell	53373	Technology
Laptop	Dell	52982	Technology
Laptop	Dell	55949	Technology
Laptop	Dell	55973	Technology
Laptop	Dell	52950	Technology
Laptop	Dell	50290	Technology
Laptop	Dell	52966	Technology
Laptop	Dell	53042	Technology
Laptop	Dell	52951	Technology
Laptop	Dell	53078	Technology
Laptop	Dell	52961	Technology
Laptop	Dell	53083	Technology
Laptop	Dell	52988	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	52969	Technology
Laptop	Dell	53005	Technology
Laptop	Dell	53017	Technology
Laptop	Dell	53053	Technology
Laptop	Dell	53085	Technology
Laptop	Dell	52993	Technology
Laptop	Dell	53103	Technology
Laptop	Dell	53015	Technology
Laptop	Dell	50246	Technology
Laptop	Dell	50284	Technology
Laptop	Dell	53023	Technology
Laptop	Dell	55878	Technology
Laptop	Dell	53046	Technology
Laptop	Dell	53087	Technology
Laptop	Dell	53025	Technology
Laptop	Dell	50260	Technology
Laptop	Dell	50298	Technology
Laptop	Dell	53002	Technology
Pro Book	HP	5CG7291VYW	Technology
Pro Book	HP	5CG7291RY0	Technology
Pro Book	HP	5CG7291RJ2	Technology
Pro Book	HP	5CG7291TB3	Technology
Pro Book	HP	5CG7291S1T	Technology
Pro Book	HP	5CG7291VT6	Technology
Pro Book	HP	5CG7291VQ7	Technology
Pro Book	HP	5CG7291VWL	Technology
Pro Book	HP	5CG7291T1H	Technology
Pro Book	HP	5CG7291RZQ	Technology
Pro Book	HP	5CG7291RRN	Technology
Pro Book	HP	5CG7291SZ4	Technology
Pro Book	HP	5CG7291RNV	Technology
Pro Book	HP	5CG7291SV2	Technology
Pro Book	HP	5CG7291RMM	Technology
Pro Book	HP	5CG7291SV8	Technology
Pro Book	HP	5CG7291RDJ	Technology
Pro Book	HP	5CG7291RZZ	Technology
Pro Book	HP	5CG7291SQ6	Technology
Pro Book	HP	5CG7291T5S	Technology
Pro Book	HP	5CG7291RQ2	Technology
Pro Book	HP	5CG7291RQZ	Technology
Pro Book	HP	5CG7291S0L	Technology
Pro Book	HP	5CG7291V4B	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Pro Book	HP	5CG7291STH	Technology
Pro Book	HP	5CG7291RN7	Technology
Pro Book	HP	5CG7291V2C	Technology
Pro Book	HP	5CG7291T3Y	Technology
Pro Book	HP	5CG7291V66	Technology
Pro Book	HP	5CG7291RWM	Technology
Pro Book	HP	5CG7291SD5	Technology
Pro Book	HP	5CG7291T6V	Technology
Pro Book	HP	5CG7291T0X	Technology
Pro Book	HP	5CG7291RGM	Technology
Pro Book	HP	5CG7291RHQ	Technology
Pro Book	HP	5CG7291RH4	Technology
Pro Book	HP	5CG7291RM1	Technology
Pro Book	HP	5CG7284B4N	Technology
Pro Book	HP	5CG7291VPJ	Technology
Pro Book	HP	5CG7291VX2	Technology
Pro Book	HP	5CG7291SGW	Technology
Pro Book	HP	5CG7291TFM	Technology
Pro Book	HP	5CG7291V7K	Technology
Pro Book	HP	5CG7291V4N	Technology
Pro Book	HP	5CG7291TBG	Technology
Pro Book	HP	58940	Technology
Laptop	Dell	47991	Technology
Laptop	Dell	47993	Technology
Laptop	Dell	47941	Technology
Laptop	Dell	47985	Technology
Laptop	Dell	48124	Technology
Laptop	Dell	48118	Technology
iPad	Apple	43002	Technology
iPad	Apple	39804	Technology
iPad	Apple	37260	Technology
iPad	Apple	43810	Technology
iPad	Apple	43820	Technology
iPad	Apple	43805	Technology

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

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 PROJECTS

=====

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 projects listed below.

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source
CC2022-21	Newman ES Planter Wall Repairs	Innovation Kurbs Landscape Designs, Inc.	\$17,400.00	N/A	\$17,400.00	01
CC2022-25	Eagle Canyon ES Electrical Repairs for Existing Marquee	RDM Electric Company, Inc.	\$34,623.00	N/A	\$34,623.00	01

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Jonathan Campbell, Supervisor; Alex Rivera, Supervisor; and Martin Silveira, Director, Maintenance and Operations.

Staff recommends approval of the Notice of Completion for these projects.

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 Projects.

FISCAL IMPACT

\$52,023.00 to General Fund 01.

NE:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

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 BID 20-21-11I, BRIGGS K-8 WATERLINE UPGRADES

=====

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 projects listed below:

On April 15, 2021, the Board of Education awarded CUPCCAA Bid 20-21-11I, Briggs K-8 Waterline Upgrades to Gentry General Engineering, Inc. All contracted work was completed on October 20, 2021. Contract summary is provided below.

CUPCCAA Bid	Project Description	Contractor	Total Contract	Change Order	Total	5% Retention Amount	Funding Source
20-21-11I	Briggs K-8 Waterline Upgrades	Gentry General Engineering, Inc.	\$198,420.00	\$14,783.54	\$213,203.54	\$10,660.18	21

Documentation indicating satisfactory completion and compliance with specifications and project requirements has been obtained from the following individuals: Brenton Gentry, Gentry General Engineering, Inc.; James DiCamillo, Architect/Engineer; Sam Sousa, Construction Coordinator/Project Manager; and Martin Silveira, Director, Maintenance and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Notice of Completion for CUPCCAA Bid 20-21-11I, Briggs K-8 Waterline Upgrades.

FISCAL IMPACT

None.

NE:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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Student Achievement • Safe Schools • Positive School Climate
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DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER AND 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.

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source
CC2022-01	District Wide Irrigation RME Cellular I-Card Upgrade for Sprinkler Controllers	SiteOne Landscape Supply, LLC	\$24,401.94	(\$43.75)	\$24,358.19	01

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Jonathan Campbell, Supervisor; and Martin Silveira, Director, Maintenance, and Operations.

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

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

RECOMMENDATION

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

FISCAL IMPACT

\$24,358.19 to General Fund 01.



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

CHANGE ORDER

Date: December 9, 2021 BID/ CUPCAA #: CC2022-01 Change Order #: 01
Project Title: District Wide Irrigation Rain Master Eagle (RME) Cellular I-Card Upgrade for Sprinkler Controllers
Owner: Chino Valley Unified School District DSA Application #: NA DSA File #: _____
Architect: NA Contractor: SiteOne Landscape Supply LLC

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

ITEM NO. 1: Description: Deduction in project total cost due to incorrect charges.
Reason: Contractor notified District that original quote reflected the wrong tax amount.
Document Ref: Quote #5002975 and Quote #5432386
Requested by: SiteOne Landscape & Chino Valley USD
Change in Contract Sum: (\$43.75)
Time Extension: 0 days

ITEM NO. 2: Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension:

ITEM NO. 3: Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension:

ITEM NO. 4: Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR CUPCCAA BID 21-22-071, CLASSROOM PREPARATION FOR VIEWSONICS – GROUP 1

=====

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 projects listed below:

On September 16, 2021 the Board of Education awarded CUPCCAA Bid 21-22-071, Classroom Preparation for ViewSonics – Group1 to D3 Development Group. All contracted work was completed on November 24, 2021. Contract summary is provided below.

CUPCCAA Bid	Project Description	Contractor	Total Contract	Change Order	Total	5% Retention Amount	Funding Source
21-22-071	Classroom Preparation for ViewSonics – Group 1	D3 Development Group	\$142,900.00	(\$45,000.00)	\$97,900.00	\$4,895.00	ELO

Documentation indicating satisfactory completion and compliance with specifications and project requirements has been obtained from the following individuals: Andrew Black, Director, Technology; Carlos Camarena, Supervisor; and Martin Silveira, Director, Maintenance and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for CUPCCAA Bid 21-22-071, Classroom Preparation for ViewSonics – Group 1.

FISCAL IMPACT

\$97,900.00 to ELO

NE:GJS:pw



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

CHANGE ORDER

Date: December 9, 2021 BID/ CUPCAA #: 21-22-071 Change Order #: 01
Project Title: Classroom Preparation for ViewSonics – Group 1
Owner: Chino Valley Unified School District DSA Application #: NA DSA File #: _____
Architect: NA Contractor: D3 Development Group

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

ITEM NO. 1: Description: Removal of allowance.
Reason: Project did not require the use of the allowance.
Document Ref: NA
Requested by: Chino Valley USD
Change in Contract Sum: (\$45,000.00)
Time Extension: 0 days

ITEM NO. 2: Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension:

ITEM NO. 3: Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension:

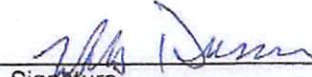
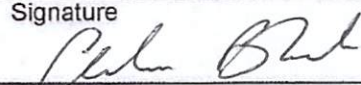
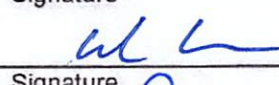
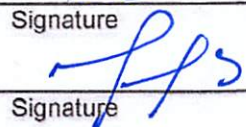
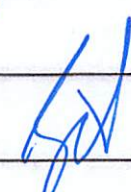
ITEM NO. 4: Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension:

CONTRACT SUMMARY

The original contract amount was: _____ \$142,900.00
 Previously approved change order amount(s): _____ \$0.00
 The contract amount will be increased/decreased by this Change Order: _____ (\$45,000.00)
 The new contract amount including this change order will be: _____ \$97,900.00

The original contract completion date: _____ XX/XX/XXXX
 The contract time will be increased/decreased by days: _____ XX days
 The date of completion as a result of this Change Order is: _____ XX/XX/XXXX

APPROVED BY:

Jeffrey Dunn Contractor (D3 Development)	 Signature	12/9/21 Date
NA DSA Inspector of Record (if applicable)	Signature	Date
NA Architect / Engineer (if applicable)	Signature	Date
NA Construction / Project Manager	Signature	Date
NA Authorized Department Head (if applicable)	Signature	Date
Andrew Black Director, Technology (if applicable)	 Signature	12/16/21 Date
Carlos Camarena CVUSD Project Manager	 Signature	12/16/21 Date
Martin Silveira Director, Maintenance & Operations (if applicable)	 Signature	12/16/21 Date
Director, Planning (if applicable)	Signature	Date
Greg Stachura Owner (Authorized Agent)	 Signature	12/16/21 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID 20-21-12F, SAFETY AND SECURITY GROUP 5 – BUTTERFIELD RANCH ES, EAGLE CANYON ES, HIDDEN TRAILS ES, WALNUT ES, AND WICKMAN ES

=====

BACKGROUND

On April 15, 2021, the Board of Education awarded Bid 20-21-12F, Safety and Security Group 5 – Butterfield Ranch ES, Eagle Canyon ES, Hidden Trails ES, Walnut ES, and Wickman ES to R.I.S. Electrical Contractors. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
2-Butterfield Ranch ES	R.I.S. Electrical Contractors	\$10,501.84
	Previous Change Orders	(\$25,229.00)
	Bid Amount:	\$931,000.00
	Revised Total Project Amount:	\$916,272.84

Change Order	Contractor	Amount
2-Eagle Canyon ES	R.I.S. Electrical Contractors	\$20,685.82
	Previous Change Orders	(\$13,251.00)
	Bid Amount:	\$985,000.00
	Revised Total Project Amount:	\$992,434.82

Change Order	Contractor	Amount
2-Hidden Trails ES	R.I.S. Electrical Contractors	\$10,796.82
	Previous Change Orders	(\$20,261.00)
	Bid Amount:	\$862,000.00
	Revised Total Project Amount:	\$852,535.82

Change Order	Contractor	Amount
2-Walnut ES	R.I.S. Electrical Contractors	\$0
	Previous Change Orders	(\$12,966.00)
	Bid Amount:	\$654,000.00
	Revised Total Project Amount:	\$641,034.00

Change Order	Contractor	Amount
2-Wickman ES	R.I.S. Electrical Contractors	\$0
	Previous Change Orders	(\$15,944.00)
	Bid Amount:	\$610,000.00
	Revised Total Project Amount:	\$594,056.00

The change order results in a net increase of \$41,984.48 to the construction cost and a 90 day extension in contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid 20-21-12F, Safety and Security Group 5 – Butterfield Ranch ES, Eagle Canyon ES, Hidden Trails ES, Walnut ES, and Wickman ES.

FISCAL IMPACT

\$41,984.48 to Building Fund 21.

NE:GJS:pw



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

bdo10027

CHANGE ORDER

Date: December 13, 2021 BID/ CUPCAA #: 20-21-12F Change Order #: 2
Project Title: Safety and Security (Group 5)
Owner: Chino Valley Unified School District DSA Application #: N/A DSA File #: N/A
Architect: PBK-WLC Architects Contractor: R.I.S. Electric

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

ITEM NO. 1: Description: Butterfield Ranch ES
Reason: Miscellaneous Door and hardware revisions
Document Ref: PCO Log: PCO 14
Requested by: District
Change in Contract Sum: \$10,501.84
Time Extension: 30 Days

ITEM NO. 2: Description: Eagle Canyon ES
Reason: Miscellaneous Door and hardware revisions
Document Ref: PCO Log: PCO 13, and 14
Requested by: District
Change in Contract Sum: \$20,685.82
Time Extension: 30 Days

ITEM NO. 3: Description: Hidden Trails ES
Reason: Miscellaneous Door and hardware revisions
Document Ref: PCO Log: PCO 14
Requested by: District
Change in Contract Sum: \$10,796.82
Time Extension: 30 Days

ITEM NO. 4: Description: Walnut Avenue ES
Reason: N/A
Document Ref: None
Requested by: District
Change in Contract Sum: (\$0.00)
Time Extension: Zero Days

P/O 041521

ITEM NO. 5: Description: Wickman ES
Reason: N/A
Document Ref: None
Requested by: District
Change in Contract Sum: (\$0.00)
Time Extension: Zero Days

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Butterfield Ranch ES	\$931,000.00	(\$25,229.00)	\$10,501.84	\$916,272.84
Eagle Canyon ES	\$985,000.00	(\$13,251.00)	\$20,685.82	\$992,434.82
Hidden Trail ES	\$862,000.00	(\$20,261.00)	\$10,796.82	\$852,535.82
Walnut Avenue ES	\$654,000.00	(\$12,966.00)	(\$0.00)	\$641,034.00
Wickman ES	\$610,000.00	(\$15,944.00)	(\$0.00)	\$594,056.00
Totals:	\$4,042,000.00	(\$87,651.00)	\$41,984.48	\$3,996,333.48

CONTRACT SUMMARY

The original contract amount was: \$4,042,000.00
Previously approved change order amount(s): (87,651.00)
The contract amount will be **increased/decreased** by this Change Order: \$41,984.48
The new contract amount including this change order will be: \$3,996,333.48

The original contract completion date: 09/08/2021
The contract time will be **increased/decreased** by days: 90 Days
The date of completion as a result of this Change Order is: 03/02/2022

PPROVED BY:

IS Electric Inc.
Contractor


Signature

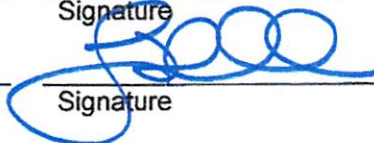
12/14/21
Date

SA Inspector of Record (if applicable)

Signature

Date

BK-WLC Architects
Architect / Engineer (if applicable)


Signature

12/15/21
Date

Construction/Project Manager

Signature

Date

Authorized Department Head (if applicable)

Signature

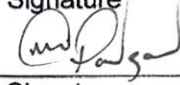
Date

Director, Technology (if applicable)

Signature

Date

Desar A. Portugal
USD Project Manager


Signature

12/15/21
Date

Director, Maintenance, Operations & Construction (if applicable)

Signature

Date

Mrs. Beverly Beemer
Director, Planning (if applicable)


Signature

12/15/2021
Date

Mr. Greg Stachura
Owner (Authorized Agent)


Signature

12/15/21
Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID 19-20-31F, CANYON HILLS JHS AND TOWNSEND JHS ALTERATIONS (BP 09-01)

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BACKGROUND

On July 16, 2020, the Board of Education awarded Bid 19-20-31F, Canyon Hills JHS and Townsend JHS (BP 09-01) to Caston, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
2-Canyon Hills JHS	Caston, Inc.	(\$27,163.00)
	Bid Amount:	\$1,397,585.00
	Revised Total Project Amount:	\$1,370,422.00

Change Order	Contractor	Amount
2-Townsend JHS	Caston, Inc.	(\$26,754.00)
	Bid Amount:	\$1,538,000.00
	Revised Total Project Amount:	\$1,511,246.00

Change order #1 results in no change to the construction cost or contract time; only rephrases building construction within contract time. Change order #2 results in a net decrease of \$53,917.00 to the construction cost and no change in contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 09-01).

FISCAL IMPACT

(\$53,917.00) to Building Fund 21.



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Facilities, Planning and Operations Division

5130 Riverside Drive

Chino, CA 91710

Telephone: 909.628.1202, Ext. 145 Fax: 909.548.6034

CHANGE ORDER

DATE: 9/16/20 (revised) BID #: 19-20-31F CHANGE ORDER: 001

PROJECT: Canyon Hills & Townsend Junior High School Modernization Projects – Alterations

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

OWNER: Chino Valley Unified School District

ARCHITECT: WLC Architects, Inc.

BID PACKAGE: BP#09-01 CONTRACTOR: Caston, Inc.

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

Canyon Hills Jr. High School

DSA Application #A04-117236 / DSA File #36-11

ITEM NO. 1:	Description:	Phase 2 - Building A, B & Site Work Schedule Resequencing
	Reason:	Resequencing of Building A Specialty Classrooms, Building B Lockers Rooms/Classrooms and Concrete & Fencing Sitework to Phase 2 of Construction Schedule as noted on Canyon Hills JHS Project Schedule dated 8/21/20 and Phasing Plan dated 8/21/20.
	Document Ref:	Change Order Request No. C-001 (PCO No. C-006)
	Requested by:	District
	Change in Contract Sum:	\$0.00 / ADD
	Time Extension:	0 Calendar days

Townsend Jr. High School

DSA Application #A04-117235 / DSA File #36-11

ITEM NO. 1:	Description:	Phase 2 - Building A, B & Site Work Schedule Resequencing
	Reason:	Resequencing of Building A Specialty Classrooms, Building B Lockers Rooms/Classrooms and Concrete & Fencing Sitework to Phase 2 of Construction Schedule as noted on Townsend JHS Project Schedule dated 8/21/20 and Phasing Plan dated 8/21/20.
	Document Ref:	Change Order Request No. T-001 (PCO No. T-006)

B/S 09.16.20

Requested by: District
 Change in Contract Sum: \$0.00 / ADD
 Time Extension: 0 Calendar days

END OF CHANGE ORDER NO. 001 ITEMS

SCHOOL SITE SUMMARY

School	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Canyon Hills JHS	\$1,397,585.00	\$0.00	\$0.00	\$1,397,585.00
Townsend JHS	\$1,538,000.00	\$0.00	\$0.00	\$1,538,000.00
Total	\$2,935,585.00	\$0.00	\$0.00	\$2,935,585.00

CONTRACT SUMMARY

The original contract amount was: \$2,935,585.00
 Net previous change order amount(s): \$0.00
 The contract amount will be increased/decreased by this Change Order: \$0.00
 The new contract amount including this change order will be: \$2,935,585.00
 The original contract completion date: 01/14/22
 The contract time will be increased/decreased by days: 0
 The date of completion as a result of this Change Order is: 01/14/22

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

APPROVED BY:

DocuSigned by:
Jeremy Malstrom
Caston, Inc. (Contractor)

Jeremy Malstrom Project Estimator
Print Name / Title

09/16/2020 | 10:48 PDT
Date

DocuSigned by:
Jim DiCamillo
WLC Architects Inc. (Architect)

Jim DiCamillo / President
Print Name / Title

09/16/2020 | 10:49 PDT
Date

DocuSigned by:
Kirk Jesse
DSA Inspector of Record

Kirk Jesse / Inspector of Record
Print Name / Title

09/16/2020 | 12:51 PDT
Date

DocuSigned by:
Hung Truong
Construction Manager (CW Driver)

Hung Truong / Senior Project Manager
Print Name / Title

09/16/2020 | 13:08 PDT
Date

[Signature]
CVUSD Construction Coordinator

Cesar Portugal / Construction Coordinator,
Maintenance, Operations & Construction
Print Name / Title

1/3/22
Date

[Signature]
CVUSD Director, M.O.C.

Beverly Baer *Planning*
~~Martin Silveira~~ / Director of Maintenance, Operations
and Construction
Print Name / Title

1/4/2022
Date

[Signature]
CVUSD (authorized agent)

Greg Stachura / Assistant Superintendent, Facilities,
Planning & Operations Department
Print Name / Title

1/4/22
Date





Chino Valley Unified School District **DEC 27 2021**
 Facilities, Planning, and Operations Division

CHANGE ORDER

Date: 12/20/2021 BID/ CUPCCAA #: 19-20-31F Change Order #: 002
 Project Title: Canyon Hills & Townsend Junior High School Modernization Projects – Alterations
 Owner: Chino Valley Unified School District DSA Application #: #A04-117236 / #A04-117235 DSA File #: #36-11
 Architect: PBK-WLC Architects Contractor: Caston Inc. (BP 09-01)

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

ITEM NO. 1: Description: Canyon Hills Jr. HS – BP 09-01 Reconcile Unforeseen Conditions Allowance
 Reason: Reconcile Unused Unforeseen Conditions Allowance for BP 09-01.
 Document Ref: Change Order Request No. C-016 (PCO No. C-333)
 Requested by: District
 Change in Contract Sum: (\$27,163.00) / DEDUCT 
 Time Extension: 0 Calendar Days

ITEM NO. 2: Description: Townsend Jr. HS -BP 09-01 Reconcile Unforeseen Conditions Allowance
 Reason: Reconcile Unused Unforeseen Conditions Allowance for BP 09-01.
 Document Ref: Change Order Request No. T-017 (PCO No. T-339)
 Requested by: District
 Change in Contract Sum: (\$26,754.00) / DEDUCT 
 Time Extension: 0 Calendar Days

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Canyon Hills Jr. HS	\$1,397,585.00	\$0.00	(\$27,163.00)	\$1,370,422.00
Townsend Jr. HS	\$1,538,000.00	\$0.00	(\$26,754.00)	\$1,511,246.00
Totals:	\$2,935,585.00	\$0.00	(\$53,917.00)	\$2,881,668.00

CONTRACT SUMMARY

The original contract amount was: \$2,935,585.00
 Previously approved change order amount(s): \$0.00
 The contract amount will be **decreased** by this Change Order: (\$53,917.00)
 The new contract amount including this change order will be: \$2,881,668.00

The original contract completion date: 01/14/2022
 The contract time will be increased/decreased by days: 0 Days
 The date of completion as a result of this Change Order is: 01/14/2022

APPROVED BY:

Greg Malachowski	DocuSigned by:  3264F9EB225144F...	12/22/2021 09:31 PST
Contractor – Caston Inc.	Signature	Date
Kirk Jesse Knowland Construction Services	DocuSigned by:  F32A6F0311EA4FE...	12/22/2021 10:04 PST
DSA Inspector of Record (if applicable)	Signature	Date
Jim DiCamillo PBK-WLC Architects	DocuSigned by:  896FFF2E3A634DB...	12/22/2021 09:20 PST
Architect / Engineer (if applicable)	Signature	Date
Hung Truong CW Driver Inc.	DocuSigned by:  DB919CAC3A0446B...	12/22/2021 09:56 PST
Construction Manager / Project Manager	Signature	Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Cesar Portugal CVUSD Project Manager	 Signature	1/3/22
Martin Silveira Director, Maintenance, Operations & Construction (if applicable)	Signature	Date
Beverly Beemer Director, Planning (if applicable)	 Signature	1/4/2022
Greg Stachura Owner (Authorized Agent)	Signature	1/4/22

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: BID 21-22-12F, CLASSROOM PREPARATION FOR VIEWSONICS GROUP 2

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BACKGROUND

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

A Notice to Contractors Calling for Bid 21-22-12F, Classroom Preparation for ViewSonics Group 2 was published in the Inland Valley Daily Bulletin on November 26, and December 3, 2021. Bids were submitted at 1:00 p.m. and opened at 1:30 p.m. on December 15, 2021. The results are as follows:

Contractor	Bid Amount
Tiber Corporation	\$139,000.00
DC Integrate, Inc.	\$224,000.00
SAS Construction	\$249,900.00
CG Acoustics, Inc.	\$269,825.00
D3 Development Group	\$279,000.00
Burner Construction Corp. dba Burner Power Solutions	\$312,432.00
Patriot Contracting & Engineering	\$331,800.00
Plyco Corporation	\$349,000.00
Dalke & Sons Construction, Inc.	\$367,480.00
RT Contractor Corp.	\$489,000.00

The basic scope of work for this project includes: preparation of classrooms for the installation of ViewSonics at Butterfield Ranch ES, Hidden Trails ES, and Ayala HS.

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

RECOMMENDATION

It is recommended the Board of Education award Bid 21-22-12F, Classroom Preparation for ViewSonics Group 2 to Tiber Corporation.

FISCAL IMPACT

\$139,000.00 to Expanded Learning Opportunities Fund 01.

NE:GJS:AGH:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: January 20, 2022

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: TENDER AGREEMENT WITH ARCH INSURANCE COMPANY
AND BOGH ENGINEERING, INC. TO COMPLETE THE TRADE
CONTRACT BID 20-21-09F, CHINO HS RECONSTRUCTION –
OFFSITE IMPROVEMENTS (BID PACKAGE 1)**

=====

BACKGROUND

On December 16, 2021, the Board of Education terminated Moreno Valley Construction's (MVC) Trade Contract Bid 20-21-09F, Chino HS Reconstruction – Offsite Improvements (Bid Package 1) for default. Subsequently the District has demanded the Surety to MVC, Arch Insurance Company, complete the project for the contract balance of \$1,670,000.00

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

RECOMMENDATION

It is recommended the Board of Education approve the Tender Agreement with Arch Insurance Company and Bogh Engineering, Inc. to complete the Trade Contract Bid 20-21-09F, Chino HS Reconstruction – Offsite Improvements (Bid Package 1) previously awarded to terminated contractor MVC.

FISCAL IMPACT

\$1,670,000.00 to Building, Fund 21.

NE:GJS:AGH:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Richard Rideout, Assistant Superintendent, Human Resources
Isabel Brenes Ed.D., 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>
<u>HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED MANAGEMENT SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2021/2022 SCHOOL YEAR</u>			

BARTHOLIO, Craig	Program Specialist	Special Education	01/21/2022
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RESIGNATION

BOYD, Rhea	Assistant Principal-ES	Liberty ES	12/03/2021
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2021/2022 SCHOOL YEAR**APPOINTMENT**

ALEJOS, Angelo	Child Development Teacher	Health Services	01/10/2022
CABRERA, Charmia	Intervention Counselor K-12	Health Services	01/24/2022
CORONA, Anakari	Intervention Counselor K-12	Health Services	01/10/2022
GARCIA, Linda	Intervention Counselor K-12	Health Services	01/10/2022

RETIREMENT

MILSAP, Mark (25 years of service)	Math Teacher	Briggs K-8	05/28/2022
OLAVER, David (6 years of service)	Math Teacher	Boys Republic HS	07/01/2022

REVISION TO EFFECTIVE HIRE DATE FROM THE DECEMBER 16, 2021 AGENDA

CLARK, Christopher	Assistant Principal-ES	Butterfield Ranch ES	01/07/2022
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RESIGNATION

ENRIQUEZ, Jennifer	Science Teacher	Ayala HS	01/17/2022
INGRASSIA, Richard	Special Education Teacher	Ayala HS	12/31/2021

APPOINTMENT - EXTRA DUTY

SANDINO, Stephanie	Track (GF)	Townsend JHS	12/14/2021
BLACKWOOD, Kymon (NBM)	Boys Basketball (GF)	Ayala HS	12/09/2021
KOENIG, Christy	Girls Soccer (B)	Ayala HS	12/09/2021
ORTIZ, Gabriel (NBM)	Girls Soccer (GF)	Ayala HS	01/04/2022
QUEZADA, Laila (NBM)	Track & Field (B)	Ayala HS	12/15/2021
RAMIREZ, Rudy (NBM)	Boys Basketball (B)	Ayala HS	12/17/2021

CERTIFICATED PERSONNEL (cont.)

APPOINTMENT - EXTRA DUTY (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
PEASE, Adam	Girls Soccer (GF)	Chino HS	12/10/2021
BARAJAS, Yuleisi (NBM)	Girls Water Polo (B)	Don Lugo HS	12/24/2021
FERNANDEZ, Armando (NBM)	Boys Volleyball (B)	Don Lugo HS	12/13/2021
JERRY, Cole (NBM)	Baseball (B)	Don Lugo HS	12/08/2021
JERRY, Cole (NBM)	Girls Water Polo (B)	Don Lugo HS	12/08/2021
		TOTAL:	\$8,295.00

APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2021, THROUGH JUNE 30, 2022

BLACKWOOD, Kymon	BOWIE, Christine	ECKLER, Jeremy
GIRIDHARA, Githapriya	GORDON, Rebecca	MALEY, Michael
MITCHELL, Susan	PARKER, Dejah	RIOS, Lauren
ROSEREN, Vanessa	VIGIL, Monica	

CLASSIFIED PERSONNEL

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

HART, Shiloh	After School Grant Funded Manager (AASP)	Health Services	01/21/2022
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE**APPOINTMENT**

WASI, Ameena	IA/Special Education (SELPA/GF)	Borba ES	01/10/2022
SHUE, Nicole	IA/Elementary Grade Level (C)	Chaparral ES	01/24/2022
JANECEK, Inez	Playground Supervisor (GF)	Eagle Canyon ES	01/12/2022
CRUZ, Stephanie	Playground Supervisor (GF)	Liberty ES	01/10/2022
APPEL-DICKERSON, Taylor	IA/Special Education/SH (SELPA/GF)	Marshall ES	01/18/2022
TABAREZ, Christina	Playground Supervisor (GF)	Rhodes ES	01/18/2022
CHAVEZ, Maria	Playground Supervisor (GF)	Magnolia JHS	01/10/2022
CHAVEZ, Maria	Playground Supervisor (GF)	Magnolia JHS	01/10/2022
ROJO, Yadira	Bilingual Typist Clerk I (C)	Magnolia JHS	01/11/2022
GEETER, Joshua	Custodian I (GF)	Townsend JHS	12/20/2021
SHEBBY, Crystal	Custodian I (GF)	Townsend JHS	12/20/2021
ROJAS, Eduardo	Custodian I (GF)	Adult School	01/04/2022
LEWIS, Andrew	Maintenance III-Equipment Repair (GF)	Maintenance	01/10/2022
ELIZARRARAS, Oscar	Security Person (GF)	Risk Management	01/21/2022
ROMERO, Kerbyn	Security Person (GF)	Risk Management	01/21/2022
RODRIGUEZ SOLARES, Cesar	Bus Driver (GF)	Transportation	01/10/2022

PROMOTION

FELIX, Trinida	FROM: Nutrition Services Assistant II (NS) 3 hrs./181 work days and Nutrition Services Roving Assistant (NS) 3 hrs./181 work days TO: Nutrition Services Manager I (NS) 6 hrs./183 work days	Chino HS Nutrition Services Cortez ES	01/10/2022
OPTEBEKE, Curtis	FROM: Custodian I (GF) 8 hrs./261 contract days TO: Custodian II (GF) 8 hrs./261 contract days	Marshall ES Cal Aero K-8	01/04/2022

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>PROMOTION</u> (cont.)			
BENTO, Francisco	FROM: Custodian I (GF) 8 hrs./261 contract days TO: Custodian II (GF) 8 hrs./261 contract days	Ramona JHS Ayala HS	01/04/2022
QUEVEDO, Lizette	FROM: Central Kitchen Assistant I (NS) 6.5 hrs./181 work days TO: Typist Clerk II (GF) 8 hrs./201 work days	Townsend JHS Oak Ridge ES	01/10/2022
RAMIREZ, Evelia	FROM: IA/Special Ed./SH (SELPA/GF) 6 hrs./181 work days TO: Typist Clerk II (GF) 8 hrs./201 work days	Townsend JHS Walnut ES	01/10/2022
SORIANO, Micaela	FROM: Typist Clerk II (GF) 8 hrs./201 work days TO: Counseling Assistant (GF) 8 hrs./213 work days	Chino Hills HS Chino Hills HS	01/10/2022
CHU, Betty	FROM: IA/Bilingual-Biliterate (C) 8 hrs./180 work days TO: Bilingual Typist Clerk I (C) 8 hrs./208 work days	Adult School Adult School	01/05/2022
VASQUEZ, Trinidad	FROM: Groundswoker I (GF) 8 hrs./261 contract days TO: Groundswoker II (GF) 8 hrs./261 contract days	Maintenance Maintenance	01/10/2022

CHANGE IN ASSIGNMENT

ANDERSON, Emily	FROM: Playground Supervisor (GF) 2.25 hrs./180 work days and Playground Supervisor (GF) .75 hrs./180 work days TO: IA/Elementary Grade Level (C) 5 hrs./181 work days	Briggs K-8 Chaparral ES	01/18/2022
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CLASSIFIED PERSONNEL (cont.)

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

LEOLEON, Jenifer	FROM: Central Kitchen Assistant I (NS) 3 hrs./181 work days TO: Central Kitchen Assistant I (NS) 6.5 hrs./181 work days	Woodcrest JHS Woodcrest JHS	01/21/2022
GALVAN, Mike	FROM: Custodian I (GF) 8 hrs./261 contract days TO: Groundsworker I (GF) 8 hrs./261 contract days	Chino HS Maintenance	01/04/2022

ADDITIONAL ASSIGNMENT

MENDOZA, Nickole	Playground Supervisor (GF)	Liberty ES	01/10/2022
AHOLA, Kimberly	Playground Supervisor (GF)	Litel ES	01/10/2022

INCREASE IN HOURS

CONRARDY, Victoria	FROM: IA/Special Ed./SH (SELPA/GF) 5 hrs./181 work days TO: IA/Special Ed./SH (SELPA/GF) 6 hrs./181 work days	Newman ES Newman ES	01/04/2022
LEWIS, Ryan	FROM: IA/Special Ed./SH (SELPA/GF) 5 hrs./181 work days TO: : IA/Special Ed./SH (SELPA/GF) 6 hrs./181 work days	Newman ES Newman ES	01/04/2022
PIZANO, Nicolle	FROM: IA/Special Ed./SH (SELPA/GF) 5 hrs./181 work days TO: : IA/Special Ed./SH (SELPA/GF) 6 hrs./181 work days	Rolling Ridge ES Rolling Ridge ES	01/04/2022
FROYA, Brenda	FROM: School Community Liaison (C/GF) 6 hrs./180 contract days TO: School Community Liaison (C/GF) 8 hrs./180 contract days	Access & Equity Access & Equity	01/18/2022

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>LEAVE OF ABSENCE</u>			
MISSERI, Monica	IA/Special Education (SELPA/GF)	Magnolia JHS	12/17/2021 through 05/26/2022
BERRY, Saida	Bilingual Typist Clerk I (C)	Assessment	01/04/2022 through 01/31/2022
MELO, Jennifer	Behavior Intervention Aide (SELPA/GF)	Special Education	01/24/2022 through 05/13/2022

PLACED ON 39 MONTH RE-EMPLOYMENT LIST

FLORES-BABEY, Carrie	School Secretary II (GF)	Ayala HS	11/22/2021
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RELEASE OF EMPLOYEE WITHOUT PREJUDICE

Employee 27568			12/10/2021
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RETIREMENT

HORNE, Wendy (17 Years of Service)	IA/Special Education/SH (SELPA/GF)	Ayala HS	01/31/2022
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APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2021, THROUGH JUNE 30, 2022

MARQUEZ, Sabrina

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Richard Rideout, Assistant Superintendent, Human Resources
Isabel Brenes, Ed.D., Director, Human Resources
Eric Dahlstrom, Ed.D., Director, Human Resources
SUBJECT: NEW JOB DESCRIPTION FOR DATABASE ADMINISTRATOR

=====

BACKGROUND

Job descriptions are a statement of duties, qualifications, and responsibilities associated with a particular job. It is a matter of standard practice to modify and/or create job descriptions as new positions become necessary, jobs evolve, and responsibilities and duties change. Additionally, changes in organizational structure, student needs, and other factors require the revision of existing positions to support the District’s mission of increased student achievement.

New language is provided in UPPER CASE.

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

RECOMMENDATION

It is recommended the Board of Education approve the new job description for Database Administrator.

FISCAL IMPACT

Salary and benefits of \$140,344.00 to the General Fund.

NE:RR:IB:ED:mcm

CHINO VALLEY UNIFIED SCHOOL DISTRICT
Position Description

TITLE: DATABASE ADMINISTRATOR

REPORTS: DIRECTOR, TECHNOLOGY

DEPARTMENT: TECHNOLOGY

CLASSIFICATION: CLASSIFIED
MANAGEMENT

FLSA: EXEMPT

WORK YEAR: 226

ISSUED:

SALARY: RANGE 26B

BASIC FUNCTION:

UNDER DIRECTION OF THE DIRECTOR OF TECHNOLOGY, PERFORM A VARIETY OF SPECIALIZED DUTIES IN THE INSTALLATION, CONFIGURATION, MAINTENANCE, SUPPORT, AND DOCUMENTATION OF DISTRICT'S DATABASE DRIVEN APPLICATIONS. MONITOR AND MAINTAIN DATABASE SERVERS, CLIENT APPLICATIONS, WEB SERVERS, AND WEB APPLICATIONS. PERFORM SECURITY AUDITING AND MAINTAIN SECURITY PERMISSIONS ON DATABASES AND APPLICATIONS. GENERATE REPORTS USING REPORTING TOOLS. PROVIDE ASSISTANCE TO DISTRICT PERSONNEL CONCERNING STUDENT INFORMATION, OPERATIONS, AND MALFUNCTIONS AND ASSIST IN OTHER IT RELATED FUNCTIONS; SUPPORT THE SUBMISSION AND MAINTENANCE OF DATA FOR STATE AND FEDERAL MANDATED REPORTS.

REPRESENTATIVE DUTIES:

INCUMBENTS MAY PERFORM ANY COMBINATION OF THE ESSENTIAL FUNCTIONS SHOWN BELOW. THIS POSITION DESCRIPTION IS NOT INTENDED TO BE AN EXHAUSTIVE LIST OF ALL DUTIES, KNOWLEDGE, OR ABILITIES ASSOCIATED WITH THIS CLASSIFICATION, BUT IS INTENDED TO ACCURATELY REFLECT THE PRINCIPAL JOB ELEMENTS.

E = ESSENTIAL FUNCTIONS

UTILIZES SQL-BASED TOOLS TO BUILD COMPLEX, HIGHLY FOCUSED QUERIES, STORED PROCEDURES, VIEWS, PIVOT TABLES, ETC., ENABLES USERS TO SORT DATA AND GENERATES REPORTS IN BOTH ELECTRONIC AND PRINTED FORMATS. (E)

INSTALLS, MAINTAINS, AND ADMINISTERS CURRENT AND FUTURE VERSIONS OF MICROSOFT SQL SERVER, OR OTHER DATABASE MANAGEMENT SYSTEMS USED BY THE DISTRICT. (E)

DESIGNS, BUILDS, MAINTAINS, AND PUBLISHES REPORTS REQUIRED BY SCHOOLS, DEPARTMENTS, COUNTY, STATE, AND FEDERAL AGENCIES USING INDUSTRY STANDARD REPORTING TOOLS. (E)

DESIGNS, BUILDS, MAINTAINS, AND PUBLISHES DATA EXTRACTS REQUIRED BY SCHOOLS, DEPARTMENTS, COUNTY, STATE, AND FEDERAL AGENCIES. (E)

UTILIZES EXPERTISE IN DATABASE, WEB TECHNOLOGY AND ASSOCIATED INFRASTRUCTURE TO RESOLVE USER APPLICATION AND DATA PROBLEMS. PROVIDES END-USER SUPPORT, DOCUMENTATION, AND TRAINING AS REQUIRED. (E)

MAKES RECOMMENDATIONS, DEVELOPS PROCESSES, AND IMPLEMENTS OTHER PROCEDURES THAT WILL GUARANTEE DATA QUALITY AND INTEGRITY. (E)

AUDITS, MODIFIES, AND AMENDS DATA IN SYSTEMS USING SQL COMMANDS, HAND-EDITING, BULK IMPORT, OR APPLICATIONS. COORDINATES DATA CLEANSING, DATA MAPPING, AND DATA CONVERSION FOR DISTRICT SOFTWARE SYSTEMS INCLUDING CODING QUERIES AND SCRIPTS TO MOVE DATA BETWEEN DISPARATE SYSTEMS. (E)

SCHEDULES AND PERFORMS DATABASE AND WEB SERVER UPDATES AND BACKUPS USING SERVER MANAGEMENT TOOLS OR BACK UP SOFTWARE; CONFIGURES AND MONITORS DATABASE REPLICATION, DATABASE MIRRORING AND LOGS SHIPPING ON DATABASE SERVERS AT LOCAL AND REMOTE SITES. (E)

ANALYZES DATABASE AND WEB SERVER PERFORMANCE AND RESOURCE USAGE AND MAKE RECOMMENDATIONS OR IMPLEMENTS OTHER MECHANISMS THAT WILL IMPROVE PERFORMANCE, RELIABILITY, SECURITY, AND AVAILABILITY. (E)

DESIGNS DATABASE SECURITY ACCESS PROCESSES. (E)

COORDINATES WITH USERS, SOFTWARE VENDORS, AND DISTRICT STAFF TO TROUBLESHOOT SOFTWARE AND HARDWARE PROBLEMS AND IMPLEMENTS NEW VERSIONS OR FEATURES. (E)

ATTENDS VARIOUS MEETINGS AND TRAINING SESSIONS AS REQUIRED.

ASSISTS WITH PROFESSIONAL LEARNING SESSIONS, AS REQUIRED.

MAINTAINS CURRENT KNOWLEDGE OF INDUSTRY TRENDS.

OTHER RELATED DUTIES AS ASSIGNED.

MINIMUM REQUIREMENTS:

EDUCATION, EXPERIENCE, LICENSES, AND OTHER REQUIREMENTS:

ANY COMBINATION OF EDUCATION AND EXPERIENCE EQUIVALENT TO: BACHELOR'S DEGREE IN INFORMATION SYSTEMS, COMPUTER SCIENCE, OR RELATED FIELD, AND THREE YEARS' EXPERIENCE SCRIPTING QUERIES USING T-SQL, INCLUDING EXPERIENCE WITH REPORTING SERVICES SUCH AS MICROSOFT QUERY REPORTING SERVICE, AND TRAINING AND/OR EXPERIENCE IN PROJECT MANAGEMENT, WEB TECHNOLOGY, DEVELOPMENT TOOLS, AND MICROCOMPUTER RELATIONAL DATABASE MANAGEMENT SYSTEMS. EXPERIENCE WITH AERIES STUDENT INFORMATION SYSTEM IS HIGHLY DESIRABLE. EXPERIENCE IN A K-12 ENVIRONMENT IS HIGHLY DESIRABLE.

EMPLOYMENT ELIGIBILITY THAT MAY INCLUDE FINGERPRINTS, HEALTH (TB), AND/OR OTHER EMPLOYMENT CLEARANCE. MUST HAVE VALID CALIFORNIA DRIVER'S LICENSE AND AUTOMOBILE AVAILABLE FOR USE. MUST BE WILLING TO ATTEND EVENING, NIGHT, AND WEEKEND MEETINGS.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- CLIENT/SERVER, RELATIONAL DATABASE, AND WEB DATA WAREHOUSE. MICROSOFT SERVER 2012 R2 AND LATER;
- SQL LANGUAGE, STORED PROCEDURES, TRIGGERS, USER-DEFINED FUNCTIONS, AND VIEWS;
- PHYSICAL AND LOGICAL DATABASE DESIGN AND INSTALLATION;
- DATABASE SECURITY INCLUDING ACCESS CONTROL, BACKUP, AND RECOVERY TECHNIQUES;
- DATABASE SYSTEM PERFORMANCE AND TUNING;
- INFORMATION TRANSFER, SHARING AND COMMUNICATIONS AMONG DIFFERING COMPUTER SYSTEMS;
- PRINCIPLES AND TECHNIQUES OF DATABASE ADMINISTRATION AND PROGRAMMING;
- DEVELOPMENT OF PLANS FOR THE CONVERSION OF EXISTING SYSTEMS TO DATABASE SYSTEMS;
- PRINCIPLES AND PROCESSES FOR PROVIDING CUSTOMER AND PERSONAL SERVICES. THIS INCLUDES MEETING QUALITY STANDARDS FOR SERVICES AND EVALUATION OF CUSTOMER SATISFACTION;
- PRINCIPLES AND TECHNIQUES OF SYSTEMS ANALYSIS;
- METHODS FOR EFFECTIVE ORAL AND WRITTEN COMMUNICATION SKILLS;
- STUDENT INFORMATION SYSTEMS (AERIES PREFERRED);
- SYSTEMS ANALYSIS PRINCIPLES AND PRACTICES;
- ENTERPRISE LEVEL DATABASE PRINCIPLES; MICROSOFT STRUCTURED QUERY LANGUAGE (SQL) DATABASE DESIGN PRINCIPLES; SQL DATABASE MANAGEMENT PRINCIPLES; CODE RELEASES AND THEIR IMPACT IN VARIOUS ENVIRONMENTS;
- STUDENT DATA PRIVACY LAWS AND REGULATIONS; AND
- MICROSOFT VISUAL STUDIO.

ABILITY TO:

- WORK CONFIDENTIALLY WITH DISCRETION;
- COMMUNICATE EFFECTIVELY BOTH ORALLY AND IN WRITING;
- UNDERSTAND AND CARRY OUT ORAL AND WRITTEN DIRECTIONS WITH MINIMAL SUPERVISION;
- WORK INDEPENDENTLY WITH LITTLE DIRECTION;
- ESTABLISH AND MAINTAIN COOPERATIVE AND EFFECTIVE WORKING RELATIONSHIPS;
- USE TACT, PATIENCE, AND DIPLOMACY IN DEALING WITH OTHERS;
- PLAN AND LAY-OUT WORK INCLUDING ACCURATELY ESTIMATING TIME AND MATERIALS;
- PERFORM DUTIES EFFECTIVELY WITH MANY DEMANDS ON TIME AND CONSTANT INTERRUPTIONS;

- LEARN AND ADAPT TO CHANGING TECHNOLOGIES AND JOB RESPONSIBILITIES;
- ANALYTICALLY AND LOGICALLY EVALUATE COMPLEX TECHNICAL INFORMATION, ISSUES, OR PROBLEMS TO GENERATE SOLUTIONS;
- DETECT ERRORS IN SOFTWARE SYSTEMS, DATA EXTRACTS, REPORTS, OR EQUIPMENT OPERATION;
- IMPLEMENT COMPUTER SYSTEMS FOR INPUTTING, RETRIEVING, AND REPORTING DATA;
- ANALYZE AND ASSESS OPERATIONAL SYSTEMS AND PROCESSES, MAKE RECOMMENDATIONS TO ENHANCE PROGRAM FUNCTION AND ACTIVITIES;
- COMMUNICATE TECHNICAL INFORMATION CLEARLY TO USERS/CLIENTS. PREPARE CLEAR, COMPLETE AND ACCURATE REPORTS;
- MEET SCHEDULES AND TIMELINES;
- ESTABLISH AND MAINTAIN COOPERATIVE AND EFFECTIVE WORKING RELATIONSHIPS WITH OTHERS;
- UTILIZE A VARIETY OF TECHNICAL AND NON-TECHNICAL RESOURCES TO ACHIEVE DIRECTIVES, GOALS AND OBJECTIVES;
- WORK EFFICIENTLY ON MULTIPLE TASKS AND PROJECTS SIMULTANEOUSLY;
- DEMONSTRATE BEHAVIOR THAT IS PROFESSIONAL AND RESPONSIBLE;
- BE MOTIVATED TO PRODUCE HIGH QUALITY WORK PRODUCT. WORK EFFECTIVELY IN STRESSFUL SITUATIONS; AND
- MAINTAIN A WORK PACE APPROPRIATE TO A GIVEN WORKLOAD.

WORKING CONDITIONS:

ENVIRONMENT:

- OFFICE ENVIRONMENT EXPERIENCING FREQUENT INTERRUPTIONS;
- MEETING INFLEXIBLE DEADLINES;
- REQUIRES CONCENTRATION AND ATTENTION TO DETAIL;
- OCCASIONAL DEALING WITH DISTRAUGHT OR DIFFICULT INDIVIDUALS; AND
- OCCASIONAL DRIVING.

PHYSICAL ABILITIES:

- SITTING FOR PROLONGED PERIODS;
- EXPOSURE TO VISUAL DISPLAY TERMINAL FOR PROLONGED PERIODS;
- DEXTERITY OF HANDS AND FINGERS, PRECISION REQUIRED IN THE OPERATION OF A COMPUTER AND PERIPHERAL DEVICES; AND STANDARD OFFICE EQUIPMENT;
- MENTAL ACUITY TO COLLECT AND INTERPRET DATA, EVALUATE, REASON, DEFINE PROBLEMS, ESTABLISH FACTS, AND DRAW VALID CONCLUSIONS;
- BENDING, TWISTING, STOOPING AND REACHING;
- HEARING AND SPEAKING TO EXCHANGE INFORMATION IN PERSON AND ON THE TELEPHONE; AND
- LIFTING, CARRYING, PUSHING/PULLING OBJECTS WEIGHING UP TO 15 POUNDS.

HAZARDS:

- COMMON WORKPLACE SAFETY SITUATIONS;
- EXTENDED VIEWING OF COMPUTER MONITOR;
- WORKING AROUND AND WITH OFFICE EQUIPMENT HAVING MOVING PARTS;
- REPETITIVE HAND MOVEMENTS;
- MAY BE EXPOSED TO CONTACT WITH UNCOOPERATIVE OR ABUSIVE INDIVIDUALS; AND
- NOISE FROM EQUIPMENT OPERATION.

I HAVE READ THE ABOVE POSITION DESCRIPTION AND FULLY UNDERSTAND THE REQUIREMENTS SET FORTH THEREIN. I HEREBY ACCEPT THE POSITION OF DATABASE ADMINISTRATOR AND AGREE TO ABIDE BY THE REQUIREMENTS AND DUTIES SET FORTH. I WILL PERFORM ALL DUTIES AND RESPONSIBILITIES TO THE BEST OF MY ABILITY.

(SIGNATURE OF EMPLOYEE)

(DATE)

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE CHINO VALLEY UNIFIED SCHOOL DISTRICT WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES, AND ENCOURAGES BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH THE DIVISION OF HUMAN RESOURCES.

BOARD APPROVED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: STUDENT TEACHING AGREEMENT WITH HOPE
INTERNATIONAL UNIVERSITY**

=====

BACKGROUND

Student teachers provide a high quality of learning, support, and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish student teaching agreement with Hope International University.

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

RECOMMENDATION

It is recommended the Board of Education approve the student teaching agreement with Hope International University.

FISCAL IMPACT

None.

NE:RR:IB:ED:mcm

**Hope International University
of Fullerton, California**

AGREEMENT

THIS AGREEMENT entered into this 21st day January 2022, by and between Hope International University of Fullerton, California, hereinafter called the University, and

Chino Valley Unified School District

hereinafter called the District:

WITNESSETH

WHEREAS, pursuant to the provisions of Section 11006 of the Education Code, the governing board of any school district is authorized to enter into agreements with a state college, the University of California, or any other university or college accredited by the State Board of Education as a teacher education institution, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of such institutions; and

Chino Valley Unified School District

WHEREAS, any such agreement may provide for the payment in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between parties hereto that the payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District;

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I.

The district shall provide teaching experience through practice teaching in schools and classes of the District in terms of a defined unit of time for students of the university possessing valid preliminary certificates and assigned by the University to practice teaching in schools or classes of the District, and under the direct supervision and

instruction of such employees of the District, as the University through their duly authorized representative may agree upon.

If either the District or the University concludes that a particular assignment is not beneficial to the elementary or secondary school class(es) involved, and/or the cooperating teaching, and/or the student teacher, that assignment may be terminated. If the District and the University mutually agree, another assignment within the District may be pursued.

“Practice teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes in which the practice teaching is provided.

Employees supervising practice teaching (a) shall have completed a minimum of three (3) years of satisfactory teaching in the subject(s) of the classes in which the practice teaching is to occur, and in teaching the age groups(s) represented in the class(es) in which practice teaching is to occur; and (b) shall have been recommended by the District for supervising practice teachers by virtue of exemplary teaching performance, knowledge of current trends in teaching of the subject(s) taught in classes in which practice teaching is to occur, and knowledge of the student population represented in the class(es) in which practice teaching is to occur; the master teacher will document the completion of 10 hours of training in areas required by CTC. The placement will actively use the CA Standards and be a technology rich learning environment.

Each placement will have the access to focus students in the classroom for the student teacher to complete their Teaching Performance Assessments: an IEP, 504 or GATE student; an EL learner; a student from an underserved education group or group that needs to be served differently.

II.

The University will pay the District according to the following schedule:

- A. For each candidate who spends a semester at a school, the school will receive \$100 for working with the candidate (For each half semester the school will receive \$50.)
- B. For each candidate who student teaches for four (4) for five (5) weeks, the supervising master teacher will receive \$100.
- C. For each candidate who student teaches for eight (8) to ten (10) weeks, the supervising master teacher will receive \$150.
- D. For each candidate who student teaches for up to (12) weeks, the supervising master teacher will receive \$200.

“Unit of practice teaching” as used herein and elsewhere in this agreement shall mean the specified period of time assigned in the District to qualify for the practice teaching

requirement by the University. It is understood that in each instance a unit must fall within the semester or school year calendar adopted by the District.

The number of units of practice teaching to be provided for each student of the University assigned to practice teaching under this agreement shall be determined by the University.

III.

An assignment of a student of the University to practice teaching in schools or classes of the District ordinarily shall be for approximately four (4), five (5), eight (8), ten (10) or twelve (12) weeks.

The assignment of a student of the University to practice teaching in the District shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given him or her by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

A student of the University will provide verification and proof of a Certificate of Clearance issued by the State, a TB test and a current CPR/First Aid card.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the quarter units of practice teaching provided the student by the District.

IV.

Within a reasonable time following the close of each quarter of the University, the District shall submit an invoice, to the University for payment at the rate provided herein, for practice teaching provided by the District under and in accordance with this agreement during said quarter. The District shall attach to the invoice a certificate, executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching an amount not less than the amount on the invoice. The University will pay the amount of such invoice from monies made available for such purpose by or pursuant to the laws of the State.

V.

The term of this agreement shall commence on the 1st day of January, 2022 and shall be ongoing until June 30, 2025.

VI.

The University or District may terminate the agreement date by giving at least thirty (30) days prior written notice.

VII.

Notwithstanding any other provisions of this agreement, details such as maximum number of students, the defined unit of time, or the distribution of assignments of said students to training levels, shall be arranged for by and between the University and the District; it being understood that the District shall not be obligated to accept assignments of training students beyond the ability of the District, within their established training programs, to effectively provide services pursuant to this agreement; and further, that the University shall not be obligated to pay the District for services in any amount in excess of that provided for under the terms of this agreement.

VIII.

Each of the parties to this agreement agrees to indemnify, defend, and save harmless the officers, agents, and employees of the other from any and all claims and losses accruing or resulting in connection with the performance of this agreement, and from any and all claims and losses accruing and resulting to any person, firm or corporation who may be injured or damaged by the actions arising directly out of the work to be performed pursuant to this agreement.

If any legal action is necessary to enforce the terms of this agreement or to settle a dispute concerning this agreement, the prevailing party shall be entitled to reasonable attorney's fees and court costs in addition to any other relief to which the party may be entitled to the extent awarded by the court.

I. General Liability:

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

II. Professional Liability:

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

III. Workers' Compensation/Employer's Liability:

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

IV. Sexual Abuse or Molestation:

A. \$3,000,000 Sexual Abuse Injury Limit of Insurance.

B. All other requirements as provided under "General Liability (b through e)" above.

IX.

All workers' compensation insurance shall be at the cost of the University, and all premiums will be paid by the University.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed by there duly authorized offices the day and year first herein before written.

Chino Valley Unified School District

By: _____

Title: _____

HOPE INTERNATIONAL UNIVERSITY

By: _____

Dr. Doug Domene
Dean, College of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 20, 2022

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: STUDENT INTERNSHIP AGREEMENT WITH UNIVERSITY OF REDLANDS

=====

BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education approve the student internship agreement with the University of Redlands.

FISCAL IMPACT

None.

NE:RR:IB:ED:mcm

INTERNSHIP PROGRAM MEMORANDUM OF UNDERSTANDING

1 July 2021 TO 30 June 2023

by and between

University of Redlands

and

Chino Valley Unified School District

- **Multiple Subject Internship Credential**
- **Single Subject Internship Credential**
- **Education Specialist Internship Credential**

This agreement is entered into by and between **CHINO VALLEY UNIFIED SCHOOL DISTRICT** (hereinafter called the “District”), and the **UNIVERSITY OF REDLANDS** (hereinafter called the “University”).

An Internship Credential authorizes the same service at the same level as the Preliminary Credential with some exceptions. The Internship Credential is only valid in one Chino Valley Unified School District or consortium under the preconditions established by State law (see Appendix A).

For this reason, interns must have a contract before a credential can be issued. Each intern candidate is to work under the direct and continuing supervision of a University of Redlands Supervisor and District On-Site Teacher who provides general support at the classroom level of the cooperating school. Also, the Internship Credential shall be issued initially for a two-year period and may be renewed by the Commission. (Education Code Section 44455). For renewals, please see Education Code Section 44456.

A. General Provisions

1. The UNIVERSITY agrees and verifies that:

- i. Each Intern Teacher shall have met the requirements for enrollment in its Credential Programs.
- ii. Each Intern Teacher shall have completed the minimum number of pre-service hours of University Credential Program course work, as required by the California Commission on Teacher Credentialing (CCTC) for issuance of the Intern Credential.
- iii. Each Intern Teacher shall apply for the Internship Credential through the School of Education at the University of Redlands upon successful completion of the School of Education Internship application process and verification of employment from the Chino Valley Unified School District.

2. The DISTRICT agrees and verifies that:

- i. The intern assumes full teaching responsibility for their classroom from the first day of the teaching assignment as a paid employee of the District for at

least **one academic year**, subject to the District's personnel policies and State law(s).

- ii. The intern will attend department and district faculty meetings and parent-teacher conferences when appropriate.
- iii. The intern is expected to attend all school and district in-service training sessions whenever possible. The intern will also attend assigned District and School orientations that occur prior to the start of the school. If there is a conflict between University and District training, University meetings shall take priority during the Internship period.

B. Support and Supervision Requirements

Pursuant to California Education Code §44321, the supervision and support of interns is the responsibility of both the Commission-approved teacher preparation program and the employer. The Commission requires that each approved intern program must have a signed Memorandum of Understanding (MOU) outlining the respective responsibilities of the program and of the employer.

The UNIVERSITY and DISTRICT together shall provide a minimum of 144 hours of support/mentoring and supervision to each intern teacher per school year including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies. The minimum support, mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to four hours times the number of instructional weeks remaining in the school year. A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.

1. The UNIVERSITY shall select supervisors that have current knowledge in their subject matter area; understand the context of public schooling; ability to model best professional practices in teaching and learning, scholarship and service; knowledge about diverse abilities, cultural, language, ethnic and gender diversity; and understanding of academic standards, frameworks, and accountability systems that drive the curriculum of public schools.
2. The UNIVERSITY shall provide supervision and ongoing support for a minimum of 72 hours per school year. University supervisors will conduct classroom observations a minimum of 18 times each term that include pre and post observation discussions. Supervisors will maintain weekly contact with the intern to provide support related to planning, curriculum, and instruction in addition to problem solving regarding students.
3. The DISTRICT shall select on-site support teachers (mentors) who meet the following qualifications:

- (1) valid corresponding Clear or Life credential,
- (2) three years successful teaching experience, and
- (3) the English Learner (EL) Authorization (if responsible for providing specified EL support).

If the mentor does not hold an EL Authorization, the district must identify an individual who does have a valid EL authorization and who is immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed.

4. The DISTRICT shall provide supervision and ongoing support for a minimum of 72 hours per school year with a minimum of two hours of support/mentoring and supervision per week. The on-site support teacher's role is to provide support specifically addressing issues in the intern's classroom.
5. The UNIVERSITY shall provide orientation and training for the district on-site support teachers and university supervisors.
6. The University Supervisor and on-site support teacher shall meet together regularly with the intern to ensure the intern is following the California Teaching Performance Expectations.
7. The UNIVERSITY shall monitor the completion of university and employer-provided support/mentoring to ensure that interns teachers are receiving the minimum 144 hours of mentoring via forms submitted by the interns, supervisors and signed by the on-site support teacher.
8. The District Mentor, on-site support teacher and site administrator shall participate in surveys that provide feedback to the university regarding the internship experience.

THE PARTIES ADDITIONALLY, MUTUALLY AGREE AS FOLLOWS:

- A. The UNIVERSITY agrees to indemnify, hold harmless, and at the DISTRICT's request, defend the DISTRICT, its agents and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the DISTRICT because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents or employees.
- B. The DISTRICT agrees to indemnify, hold harmless, and at the University's request, defend the UNIVERSITY, its agents and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the University because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with the Agreement, and due or claimed to be due to the negligence of the DISTRICT, its agents or employees.

- C. Each party shall maintain all insurance coverages (e.g., Workers' Compensation insurance) necessary to comply with federal, state, or local requirements. Additionally, the parties agree to maintain general liability insurance coverage in amounts not less than One Million Dollars (\$1,000,000) per occurrence, Five Million Dollars (\$5,000,000) in the aggregate. Each party agrees to provide the other party, upon written request, with a certificate of insurance evidencing the required insurance coverage during the duration of this Agreement.
- D. Sexual Abuse & Molestation / Misconduct Liability (if potentially will be the only adult with students) \$1M per claim / \$2M aggregate
- E. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise, or partnership between the parties and neither party shall so hold itself out as anything other than an independent contractor. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- F. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.

FIELDWORK SITE CONTACT INFORMATION:

Chino Valley Unified School District
 5130 Riverside Drive
 Chino, CA 91710
 Teresa Shockley
 teresa_shockley@chino.k12.ca.us

UNIVERSITY CONTACT INFORMATION:

University of Redlands
 1200 E. Colton Ave.
 Redlands, CA 92373-0999
 ATTN: Taylor Wong, Administrative Assistant
 909-748-8912
 Yessenia Yorgesén, Associate Director
 909-748-8812

The term of the Agreement shall be from is **1 July 2021 to 30 June 2023.**

CHINO VALLEY UNIFIED SCHOOL DISTRICT

BY _____ **Date** _____

Signator _____

Signator Title _____

UNIVERSITY OF REDLANDS

BY _____ **Date** _____

Kathy Ogren, Ph.D.

Provost and Chief Academic Officer

APPENDIX A

Preconditions Established for Internship Programs

For initial program accreditation and continuing accreditation by the Committee on Accreditation, participating districts and universities must adhere to the following requirements of state law or Commission policy.

- A. Bachelor's Degree Requirement.** Candidates admitted to internship programs must hold baccalaureate degrees or higher from a regionally accredited institution of higher education. Reference: Education Code §§44325, 44326, 44453.
- B. Subject Matter Requirement.** Each multiple subject, single subject and education specialist intern admitted into the program has passed the Commission-approved subject matter examinations(s) for the subject area(s) in which the Intern is authorized to teach. Reference: Education Code § 44325(c) (3).
- C. Pre-Service Requirement.**
 - a. Each Multiple and Single Subject Internship program must include a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in general pedagogy including classroom management and planning, reading/language arts, subject specific pedagogy, human development, and teaching English Learners.
 - b. Each Education Specialist Internship program includes a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in pedagogy including classroom management and planning, reading/language arts, specialty specific pedagogy, human development, and teaching English Learners.
- D. Professional Development Plan.** The employing district has developed and implemented a Professional Development Plan for interns in consultation with a Commission-approved program of teacher preparation. The plan shall include all of the following:
 - a. Provisions for an annual evaluation of the intern.
 - b. A description of the courses to be completed by the intern, if any, and a plan for the completion of preservice or other clinical training, if any, including student teaching.
 - c. Additional instruction during the first semester of service, for interns teaching in kindergarten or grades 1 to 6 inclusive, in child development and teaching methods, and special education programs for pupils with mild and moderate disabilities.
 - d. Instruction, during the first year of service, for interns teaching children in bilingual classes in the culture and methods of teaching bilingual children, and instruction in the etiology and methods of teaching children with mild and moderate disabilities.

E. Supervision of Interns.

- a. In all internship programs, the participating institutions shall provide supervision of all interns.
- b. University Intern Programs only: No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person. If the intern salary is reduced, no more than eight interns may be advised by one district support person. Reference: Education Code § 44462. Institutions will describe the procedures used in assigning supervisors and, where applicable, the system used to pay for supervision.

F. Assignment and Authorization. To receive program approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential. Reference: Education Code § 44454. The institution stipulates that the interns' services meet the instructional or service needs of the participating district(s). Reference: Education Code § 44458.

G. Participating Districts. Participating districts are public Chino Valley Unified School Districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential(s) involved. Reference: Education Code §§ 44321 and 44452.

H. Early Program Completion Option. Each intern program must make available to candidates who qualify for the option the opportunity to choose an early program completion option, culminating in a five year preliminary teaching credential. This option must be made available to interns who meet the following requirements:

- a. Pass a written assessment adopted by the commission that assesses knowledge of teaching foundations as well as all of the following:
 - Human development as it relates to teaching and learning aligned with the state content and performance standards for K-12 students
 - Techniques to address learning differences, including working with students with special needs
 - Techniques to address working with English learners to provide access to the curriculum
 - Reading instruction in accordance with state standards
 - Assessment of student progress based on the state content and performance standards
 - Classroom management techniques
 - Methods of teaching the subject fields
- b. Pass the teaching performance assessment. This assessment may be taken only one time by an intern participating in the early completion option.

- c. Pass the Reading Instruction Competence Assessment (RICA) (Multiple Subject Credential and Education Specialist candidates only).
- d. Meet the requirements for teacher fitness.

An intern who chooses the early completion option but is not successful in passing the assessment may complete his or her full internship program. (Reference: Education Code § 44468).

- I. **Length of Validity of the Intern Certificate.** Each intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate disabilities. Reference: Education Code § 44325 (b).
- J. **Non-Displacement of Certificated Employees.** The institution and participating districts must certify that interns do not displace certificated employees in participating districts.
- K. **Justification of Internship Program.** When an institution submits a program for initial or continuing accreditation, the institution must explain why the internship is being implemented. Programs that are developed to meet employment shortages must include a statement from the participating district(s) about the availability of qualified certificated persons holding the credential. The exclusive representative of certificated employees in the credential area (when applicable) is encouraged to submit a written statement to the Committee on Accreditation agreeing or disagreeing with the justification that is submitted.
- L. **Bilingual Language Proficiency.** Each intern who is authorized to teach in bilingual classrooms has passed the language proficiency subtest of the Commission-approved assessment program leading to the Bilingual, Crosscultural, Language and Academic Development (BCLAD) Certificate. Reference: Education Code Section 44325 (c).