



**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION AGENDA

**May 19, 2022**

**BOARD OF EDUCATION**

Donald L. Bridge  
Andrew Cruz  
Christina Gagnier  
James Na  
Joe Schaffer

Esther Kim, Student Representative

**SUPERINTENDENT**

**Norm Enfield, Ed.D.**

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5130 Riverside Drive, Chino, California 91710  
[www.chino.k12.ca.us](http://www.chino.k12.ca.us)

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**Woodcrest Junior High School – Multi-Purpose Room**  
**2725 South Campus, Ontario, CA 91761**  
**Teleconference Location:**  
**101, derb Harbil, Quartier Kasbah - Médina Marrakech**  
**4:25 p.m. – Closed Session • 6:00 p.m. – Regular Meeting**  
**May 19, 2022**

**AGENDA**

- The public are invited to address the Board of Education regarding items listed on the agenda. Comments on an agenda item are 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 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.

Board of Education meetings are live streamed on the District's YouTube channel at [https://www.youtube.com/channel/UCWKinB4PTb\\_uskobmwBF8pw](https://www.youtube.com/channel/UCWKinB4PTb_uskobmwBF8pw).

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 4:25 P.M.**

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

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

- a. Conference with Legal Counsel Anticipated Litigation (Government Code 54954.5(c) and 54956.9 (d)(2) and (e)(1)): One possible case. (Tao Rossini, APC) (15 minutes)
- b. Conference with Legal Counsel Anticipated Litigation (Government Code 54954.5 (c) & 54956.9 (d)(2) & (e)(1)). One possible case. (Chidester, Margaret A. and Associates) (30 minutes)
- c. Student Matter (Education Code 35146, 48918 (c) & (j)): Parent request for student expulsion hearing postponement case 21/22-34. (5 minutes)
- d. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Isabel Brenes, Sandra Chen, Eric Dahlstrom, and Richard Rideout. (20 minutes)
- e. Public Employee Appointment (Government Code 54957): Director, Health Services/Child Development, and Director, Transportation. (10 minutes)
- f. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (15 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

Proceedings of this meeting are recorded.

**I.C. PRESENTATION**

1. Military Salute

**I.D. COMMENTS FROM STUDENT REPRESENTATIVE****I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES****I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA****I.G. CHANGES AND DELETIONS****II. CONSENT**

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

**II.A. ADMINISTRATION****II.A.1. Minutes of the May 5, 2022 Regular Meeting**

Page 7

Recommend the Board of Education approve the minutes of the May 5, 2022 regular meeting.

**II.B. BUSINESS SERVICES****II.B.1. Warrant Register**

Page 15

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

**II.B.2. Fundraising Activities**

Page 16

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

**II.B.3. Donations**

Page 18

Recommend the Board of Education accept the donations.

**II.B.4. Legal Services**

Page 20

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

**II.B.5. 2022/2023 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students**

Page 21

Recommend the Board of Education approve/ratify the 2022/2023 applications to operate fundraising activities and other activities for the benefit of students.

**II.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****II.C.1. Student Expulsion Hearing Postponement Case 21/22-34**

Page 23 Recommend the Board of Education grant an additional postponement for student expulsion hearing case 21/22-34.

**II.C.2. School Sponsored Trips**

Page 24 Recommend the Board of Education approve/ratify the school-sponsored trips for Ayala HS and Chino Hills HS.

**II.C.3. New Course: Coding Connections**

Page 26 Recommend the Board of Education approve the new course Coding Connections.

**II.C.4. New Course: Computer Science Discoveries**

Page 36 Recommend the Board of Education approve the new course Computer Science Discoveries.

**II.C.5. California Department of Education Child Development Agency Annual Report**

Page 41 Recommend the Board of Education approve the California Department of Education Child Development Agency Annual Report.

**II.D. FACILITIES, PLANNING, AND OPERATIONS****II.D.1. Purchase Order Register**

Page 51 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 52 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

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

Page 55 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**II.D.4. Resolution 2021/2022-78, Authorizing the Sale of Portable Classroom Buildings Located at Briggs K-8, Canyon Hills JHS, and Chino HS Pursuant to Education Code Section 17546**

Page 67 Recommend the Board of Education adopt Resolution 2021/2022-78, Authorizing the Sale of Portable Classroom Buildings Located at Briggs K-8, Canyon Hills JHS, and Chino HS Pursuant to Education Code Section 17546.

**II.D.5. Notice of Completion for Bid 21-22-21I, Wickman ES Emergency Electrical Repair**

Page 71 Recommend the Board of Education approve the Notice of Completion for Bid 21-22-21I, Wickman ES Emergency Electrical Repair.

**II.D.6. Change Order and Notice of Completion for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 32-01)**

Page 72

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 32-01).

**II.D.7. Bid 21-22-22F, District Maintenance Flatbed Vehicle**

Page 78

Recommend the Board of Education award Bid 21-22-22F, District Maintenance Flatbed Vehicle to MK Smith Chevrolet.

**II.D.8. Request for Proposals 21-22-17, Nutrition Services—Snacks and Beverages**

Page 79

Recommend the Board of Education award RFP 21-22-17, Nutrition Services—Snacks and Beverages to Gold Star Foods.

**II.D.9. Transportation Bus Pass Fee Increase**

Page 85

Recommend the Board of Education approve the transportation bus pass fee increase of \$20.00 per bus pass to \$280.00 annually, effective for the 2022/2023 school year.

**II.E. HUMAN RESOURCES**

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

Page 86

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

**II.E.2. Revisions to the Job Descriptions for Bus Driver; Dispatcher/Scheduler; Driver Trainer; Instructional Aide/Special Education: and Instructional Aide/Special Education/Severely Handicapped**

Page 93

Recommend the Board of Education approve the revisions to the job descriptions for Bus Driver; Dispatcher/Scheduler; Driver Trainer; Instructional Aide/Special Education: and Instructional Aide/Special Education/Severely Handicapped.

<b>III. INFORMATION</b>
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**III.A. FACILITIES, PLANNING, AND OPERATIONS**

**III.A.1. Results of the Measure G Series 2022C General Obligation Bond Sale and Measure M Series 2012A General Obligation Bond Refunding**

Page 111

Recommend the Board of Education receive for information the results of the Measure G Series 2022C general obligation bond sale and Measure M Series 2012A general obligation bond refunding.

**IV. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**V. ADJOURNMENT**

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education

Date posted: May 13, 2022

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**May 5, 2022**

**MINUTES**

<b>I. OPENING BUSINESS</b>
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**I.A. CALL TO ORDER – 4:30 P.M.**

1. Roll Call

President Gagnier called to order the regular meeting of the Board of Education, Thursday, May 5, 2022, at 4:30 p.m. with Bridge, Na, Schaffer, and Gagnier present in the Board room. Mr. Cruz arrived at 4:47 p.m.

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 Gagnier adjourned to closed session at 4:30 p.m. regarding conference with legal counsel anticipated litigation: one possible case; student discipline matters; conference with labor negotiators: A.C.T. and CSEA; public employee appointment: Coordinator, Equity, Diversity, and Support Systems; and Coordinator, Multi-Tiered Systems of Support for Behavior; and public employee performance evaluation: Superintendent.

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

1. Report Closed Session Action

President Gagnier reconvened the regular meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Na, Schaffer, and Gagnier present.

The Board met in closed session from 4:30 p.m. to 5:28 p.m. regarding conference with legal counsel anticipated litigation: one possible case; student discipline matters; conference with labor negotiators: A.C.T. and CSEA; public employee appointment: Coordinator, Equity, Diversity, and Support Systems; and Coordinator, Multi-Tiered Systems of Support for Behavior; and public employee performance evaluation: Superintendent. By a vote of 4-0 with Bridge, Na, Schaffer, Gagnier voting yes, and Cruz absent during the vote appointed: Eunice Castanos as Coordinator, Multi-Tiered Systems of Support for Behavior, effective May 6, 2022; and Antonia Hunt as Coordinator, Equity, Diversity, and Support Systems, effective May 6, 2022. No further action was taken that required public disclosure.

2. Pledge of Allegiance  
Led by Danny Hernandez.

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

Esther Kim spoke about college bound students; spoke about California Department of Education's Parent Advisory Council application period; spoke about AP testing season; extended a reminder for physical and mental health self-care; and congratulated student Ms. Maya King for being recommended as the 2022/2023 student representative to the Board of Education.

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

Brenda Walker, A.C.T. President, spoke about the upcoming end of the traditional school year, and students waiting to promote; said the Chino Valley Unified School District community can't afford to lose focus, because when focus is lost, students don't get what they deserve; acknowledged Teacher Appreciation Week; spoke about focusing on things that can be done to retain educators in the District; and said many of our teachers, nurses, counselors, and psychologists are weighing their options for next year.

Danny Hernandez, CSEA President, recognized Teacher Appreciation Week, School Nurse Day, Classified Employee Appreciation Week; spoke about getting ready for the end of the school year; and supported the opportunity for staff to hand graduating family members their high school diplomas.

Barbara Bearden, CHAMP President, acknowledged Cinco de Mayo; congratulated newly appointed coordinators for student support and health services; thanked everyone for the work done to support students; said CHAMP members celebrated with Canyon Hills JHS Principal Todd Finkbiner for receiving the Middle School Administrator of the Year Award; gave a reminder to CHAMP members that Friday is the last day to purchase a polo shirt; and announced the next CHAMP meeting scheduled for Friday, May 13 via zoom.



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

The following individuals addressed the Board: Jacob Costa to thank Board members Na and Cruz; Richard Wales regarding the Department of Education complaint; Sonja Shaw regarding special education concerns, bus driver shortage, and SB 866; Virginia Renteria regarding CRT/SEL, sex education, and teaching kids basics; Oscar Avila regarding vaccines; Casandra Sanchez regarding sex education; Nichole Vicario regarding staff being able to give diplomas to family members, and about student services; Tyra Weis regarding school Board unity; and Byron Gonzalez regarding SB 2223.

**I.F. CHANGES AND DELETIONS**

None.

<b>II. ACTION</b>
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President Gagnier asked for and received consensus to bring forward Item II.B.1. on the agenda.

**II.B. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****II.B.1. 2022/2023 Student Member on the Board of Education**

Moved (Na) seconded (Cruz) carried unanimously (5-0) to approve Maya King from Chino HS as the 2022/2023 Student Member on the Board of Education. Student representative vote yes. President Gagnier administered the oath of office.

**II.A. ADMINISTRATION****II.A.1. Request for Determination to Put Item on Agenda**

Trina Tudrick, Sonja Shaw, Amy Davlin Fera, Oscar Avila, Gabee Reyes, Benjamin Maxwell, Tiffany Guerrero, Lourdes Doyle, Michael Altaminaro, and Nichole Vicario spoke in support of placing the item on the agenda; and Jim Gallagher, Agnes Mazur, and Kristi Hirst opposed. Moved (Na) seconded (Cruz) to discuss the item. Moved (Schaffer) seconded (Bridge) motion carried (3-2, Cruz and Na voted no) to deny Board member James Na's request to place an item on the agenda opposing AB 2223, Reproductive Health. Student representative voted yes.

**II.A.2. Resolution 2021/2022-76, Statement in Opposition to Assembly Bill 2223, Reproductive Health**

This item was not heard as item II.A.1., determined the resolution did not fall under the jurisdiction of the Board of Education.

**II.A.3. Resolution 2021/2022-77, Reaffirming Chino Valley Unified School District's Commitment to a Safe and Positive Environment for all Students and Stakeholders**

Richard Wales, Eneida Ramos, and Lynda Ramos addressed the Board. Moved (Bridge) seconded (Gagnier) to discuss the item. Moved (Na) seconded (Bridge) carried unanimously (5-0) to table the item and hold a Board study session to discuss the item and related issues. Student representative voted yes.

**II.C. HUMAN RESOURCES****II.C.1. Resolution 2021/2022-74, Classified School Employee Week/Semana de Empleado Clasificado de Escuela**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to adopt Resolution 2021/2022-74, Classified School Employee Week/Semana de Empleado Clasificado de Escuela. Student representative voted yes.

**II.C.2. Resolution 2021/2022-75, Day of the Teacher/ Día Del Maestro**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to adopt Resolution 2021/2022-75, Day of the Teacher/Día Del Maestro. Student representative voted yes.

**II.C.3. Proclamation for National School Nurse Day on May 11, 2022**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to adopt the proclamation for National School Nurse Day on May 11, 2022. Student representative voted yes.

**II.C.4. Declaration of Need for Fully Qualified Educators for the 2022/2023 School Year**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the Declaration of Need for Fully Qualified Educators for the 2022/2023 school year. Student representative voted yes.

<b>III. CONSENT</b>
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Don Bridge pulled for separate action item III.E.1., and President Gagnier pulled for separate action Item III.C.1. Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the consent items. Student representative voted yes.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the April 21, 2022 Regular Meeting**

Approved the minutes of the April 21, 2022 regular meeting.

**III.B. BUSINESS SERVICES**

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

Approved/ratified the warrant register.

**III.B.2. Fundraising Activities**

Approved/ratified the fundraising activities.

**III.B.3. Donations**

Accepted the donations.

**III.B.4. Legal Services**

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

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

**III.C.1. Student Expulsion Cases 21/22-27 and 21/22-31**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve student expulsion cases 21/22-27 and 21/22-31.

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

Approved/ratified the school-sponsored trips for Eagle Canyon ES, Rhodes ES, Ayala HS, and Don Lugo HS.

**III.C.3. Designation for California Interscholastic Federation Representatives to League for 2022/2023**

Approved the Designation of California Interscholastic Federation Representatives to League for 2022/2023.

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

**III.D.1. Purchase Order Register**

Approved/ratified the purchase order register.

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

Approved/ratified the Agreements for Contractor/Consultant Services.

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

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

**III.D.4. Notice of Completion for CUPCCAA Projects**

Approved the Notice of Completion for CUPCCAA Projects.

**III.D.5. Change Order and Notice of Completion for Bid 20-21-05F, Ayala HS Alterations—Phase 3 (BP 05-01)**

Approved the Change Order and Notice of Completion for Bid 20-21-05F, Ayala HS Alterations—Phase 3 (BP 05-01).

**III.D.6. Change Order and Notice of Completion for Bid 20-21-05F, Ayala HS Alterations—Phase 3 (BP 26-01)**

Approved the Change Order and Notice of Completion for Bid 20-21-05F, Ayala HS Alterations—Phase 3 (BP 26-01).

**III.D.7. Bid 21-22 20F, Dickey ES, Dickson ES, Eagle Canyon ES, Ayala HS, and Chino Hills HS Roofing Project**

Awarded Bid 21-22-20F, Dickey ES, Dickson ES, Eagle Canyon ES, Ayala HS, and Chino Hills HS Roofing Project as follows: Dickey ES and Chino Hills HS to San Marino Roof Co., Inc.; and Eagle Canyon ES and Ayala HS to Letner Roofing Co.

**III.D.8. Request for Proposals 21-22-18, Nutrition Services—Fresh Produce**

Awarded RFP 21-22-18, Nutrition Services—Fresh Produce to Loewy Enterprises dba Sunrise Produce Company.

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

Moved (Na) seconded (Gagnier) carried unanimously (5-0) to approve/ratify the certificated/classified personnel items. Student representative voted yes.

**III.E.2. Rejection of Claim**

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

<b>IV. INFORMATION</b>
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**IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. New Course: Coding Connections**

Received for information the new course Coding Connections.

**IV.A.2. New Course: Computer Science Discoveries**

Received for information the new course Computer Science Discoveries.

**IV.A.3. 2021/2022 First Semester Student Expulsion Report**

Received for information the 2021/2022 First Semester Student Expulsion Report.

**IV.A.4. San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Third Quarterly Report 2021/2022**

Received for information the San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Third Quarterly Report 2021/2022.

<b>V. COMMUNICATIONS</b>
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**BOARD MEMBERS AND SUPERINTENDENT**

Joe Schaffer expressed appreciation to classified employees, teachers, nurses, and employees for what they do for students every day; said the District has some of the best employees, and thanked and congratulated them on their specific day; addressed public comment regarding services for students (associated with IEPs); asked if the District has a policy for staff members/employees passing out certificates or diplomas; addressed public comment regarding specific sex education books in the classroom; thanked student representative Esther Kim for her contributions and acknowledged her term is coming to an end; congratulated Ms. Maya King on her appointment as student representative to the Board; congratulated newly appointed coordinators; and congratulated Canyon Hills JHS Principal Todd Finkbiner on his award.

Don Bridge said he supports a policy where staff can hand out diplomas to their family members; announced retirees and their years of service; announced high school athletic teams playoff game status; congratulated Walnut ES, Levi Dickey ES, Canyon Hills JHS, and Ayala HS for being recognized as 2022 California Pivotal Practice Award recipients; congratulated the Chino Hills HS dance team for placing in several categories in the West Coast Elite Dance Team National competition; and extended Mothers' Day wishes.

Andrew Cruz said he also supports staff handing out graduation diplomas; said Esther Kim is one of the best student representatives the Board has had; said that it is important to balance one's life as college, vocational, or military options are considered; and said that anybody that puts you down is projecting onto themselves.

James Na asked about the possibility of waivers regarding the late start. Superintendent Enfield stated that legal counsel has been consulted and waivers are not possible; asked staff to look into the success of programs regarding a blended model of mild to severe students with other students; acknowledged parents who stand up for their students; spoke about respecting teachers, staff members, and parents; and thanked Ester Kim for her service as student representative.

Superintendent Enfield acknowledged classified employees, teachers, nurses, and certificated employees; acknowledged that this year was a challenging school year with changes associated with pivoting through the pandemic; and said he is proud to work with a great group of staff members across our District day in and day out.

President Gagnier noted that she finds it somewhat problematic that someone was denied the opportunity to give someone that they've provided a great amount of care to the opportunity to present a diploma; said that Chino Valley Chamber of Commerce is hosting a Teen Entrepreneur Fair at Chino Hills HS; said the Taste of Chino Valley is scheduled for May 26 at the Shoppes at Chino Hills; said she believes that the District needs to be competitive on a variety of fronts with all of our employees and what we offer to them including salary and benefits, and specifically, current issues with bus drivers, and that the District needs to brainstorm how it can create a pipeline into that career opportunity for students; thanked Ester Kim for her time as student representative on the Board; and asked that everyone remain respectful to each other during Board meetings.

<b>VI. ADJOURNMENT</b>
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President Gagnier adjourned the regular meeting of the Board of Education at 9:09 p.m.

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Christina Gagnier, President

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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:** May 19, 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**

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**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**

\$4,375,883.82 to all District funding sources.

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** May 19, 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**

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**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**  
**May 19, 2022**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Chaparral ES</u></b>		
PTO	End of Year Event	5/20/22
PTO	Churros on Wheels	5/20/22
PTO	Coffee by Sergio	5/20/22
PTO	Dalia's Popcorn	5/20/22
PTO	Kona Ice	5/20/22
PTO	Salt n Pepper Truck	5/20/22
PTO	Think n Local	5/20/22
<b><u>Rhodes ES</u></b>		
PEP Club	Coupon Books - 6th Grade Camp	5/20/22 - 9/1/22
<b><u>Ayala HS</u></b>		
ASB - Key Club	Pie the Board	5/20/22
ASB - Polynesian Club	Kukui Ribbon Lei Sales	5/24/22
Spirit Boosters	Graduation Concessions	5/24/22
Spirit Boosters	Graduation Flower Sales	5/24/22
Boys' Water Polo Boosters	Aquatic Clinics	6/1/22 - 12/31/22
Boys' Water Polo Boosters	Concessions	6/15/22 - 12/15/22
Band & Color Guard Boosters	Online Pledges	6/1/22 - 5/31/23
<b><u>Chino HS</u></b>		
Cowboy Huddle Boosters	Fireworks Booth	6/30/22 - 7/4/22
<b><u>Don Lugo HS</u></b>		
ASB - Boys' Basketball	Summer Camp	5/31/22 - 6/30/22
Spirit Boosters	Chick-fil-A Dine Outs	6/1/22 - 4/28/23
Band Boosters	Run for Hawaii	6/4/22
Band Boosters	Fireworks Booth	6/30/22 - 7/4/22

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**DATE:** May 19, 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**

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**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:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**May 19, 2022**

<b><u>DEPARTMENT/SITE DONOR</u></b>	<b><u>ITEM DONATED</u></b>	<b><u>APPROXIMATE VALUE</u></b>
<b><u>Chino HS</u></b>		
Adriana Cardenas-Isley	Cash	\$100.00
Adriana Cardenas-Isley	Cash	\$400.00
David Isley	Cash	\$400.00
Sal Cimbolo	Cash	\$460.00
Frank Walworth	Cash	\$1,000.00
<b><u>Don Lugo HS</u></b>		
Greg Allen Gano	Cash	\$14.00
Patricia Gilbert	Cash	\$50.00
Patricia Gilbert & Eugene Beaucage	Cash	\$100.00
Chris Mikity	Roland TD-11 (Electronic Drum Set)	\$750.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 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**

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**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	March	\$576.37	\$171,219.30
Margaret A. Chidester & Associates	-	-	\$140,038.90
Tao Rossini, APC	March	\$625.00	\$121,477.20
Fagen, Friedman & Fulfroft	-	-	-
	<b>Total</b>	\$1,201.37	\$432,735.40

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

**RECOMMENDATION**

It is recommended the Board of Education approve payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; and Tao Rossini, APC.

**FISCAL IMPACT**

\$1,201.37 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:** May 19, 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: 2022/2023 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 2022/2023 applications to operate fundraising activities and other activities for the benefit of students.

**FISCAL IMPACT**

None.

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**May 19, 2022**

**2022/2023 AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES  
AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

**School**

**Organization**

Butterfield Ranch ES

PTA

Ayala HS

Boys' Water Polo Boosters

Don Lugo HS

Spirit Boosters

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** May 19, 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 HEARING POSTPONEMENT CASE 21/22-34**

=====

**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.

Education Code 48918 states the governing board of each school district shall establish rules and regulations governing procedures for the expulsion of pupils. These procedures shall include, but are not necessarily limited to, all of the following: the pupil shall be entitled to a hearing to determine whether the pupil should be expelled. An expulsion hearing shall be held within 30 schooldays after the date the principal or the superintendent of schools determines that the pupil has committed any of the acts enumerated in Section 48900, unless the pupil requests, in writing, that the hearing be postponed. The adopted rules and regulations shall specify that the pupil is entitled to at least one postponement of an expulsion hearing, for a period of not more than 30 calendar days. Any additional postponement may be granted at the discretion of the governing board.

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

**RECOMMENDATION**

It is recommendation the Board of Education grant an additional postponement for student expulsion hearing case 21/22-34.

**FISCAL IMPACT**

None.

NE:LF:SJ:rr

# CHINO VALLEY UNIFIED SCHOOL DISTRICT

## Our Motto:

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

**DATE:** May 19, 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 trips for:

<b>School-Sponsored Trips</b>	<b>Date</b>	<b>Fiscal Impact</b>
Site: Ayala HS Event: Girls Swim Team – California Interscholastic Federation State Swimming Championships Place: Fresno, CA Chaperone: 6 students/2 chaperones	May 12-14, 2022	Cost: \$300.00 per student Funding Source: Athletics
Site: Chino Hills HS Event: Swimming and Diving Team – California Interscholastic Federation State Swimming Championships Place: Fresno, CA Chaperone: 6 students/2 chaperones	May 13-14, 2022	Cost: \$185.00 per student Funding Source: Athletics



Site: Chino Hills HS Event: Track and Field – California Interscholastic Federation State Track and Field Championships Place: Clovis, CA Chaperone: 7 students/4 chaperones	May 26-29, 2022	Cost: \$354.00 per student Funding Source: Athletics
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## **FISCAL IMPACT**

None.

NE:LF:gks

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 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: NEW COURSE: CODING CONNECTIONS**

=====

**BACKGROUND**

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

Coding Connections is a junior high school year long course that is designed for students interested in the Computer Science field. Students will explore the foundational concepts related to coding using the Minecraft Education Platform through direct instruction, video lessons, reading units, practice performance tasks, and performance assessments. The goal of this course is to familiarize students with various computer science principals, with an outcome of the student moving towards applying for the Biomedical Science and Technology Academy at Chino HS. This item was presented to the Board on May 5, 2022, as information.

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the new course Coding Connections.

**FISCAL IMPACT**

None.

NE:GP:JAR:wrg

# Chino Valley Unified School District

## Jr. High School Course Description

A. CONTACTS	
<b>1. School/District Information:</b>	School/District: Chino Valley Unified School District Street Address: 5130 Riverside Dr. Chino, Ca. 91710 Phone: (909) 628-1201 Web Site: chino.k12.ca.us
<b>2. Course Contact:</b>	Teacher Contact: Office of Secondary Curriculum and Instruction Position/Title: Director of Secondary Curriculum and Instruction Site: District Office Phone: (909) 628-1201 X1630
B. COVER PAGE - COURSE ID	
<b>1. Course Title:</b>	Coding Connections
<b>2. Transcript Title/Abbreviation:</b>	Coding Connect
<b>3. Transcript Course Code/Number:</b>	
<b>4. Subject Area/Category:</b>	Computer Science
<b>5. Grade Level(s):</b>	8
<b>6. Length of Course:</b>	One Year
<b>7. Classified as a Career Technical Education Course:</b>	Yes
<b>8. Date of Board Approval:</b>	
<b>9. Course Description:</b> This course is designed for students interested in the computer science field but have limited technical knowledge of Minecraft Education, Minecraft MakeCode, and Python Coding. Students will learn the basics of coding using the Minecraft Education Platform. Students explore the foundational concepts related to coding while also being introduced to the K-12 Computer Science Standards and ISTE Standards. This course includes video lessons, reading units, practice performance tasks, performance assessments, and students will be introduced to different careers in the computer science field. As students perform various tasks in Minecraft Education, they will gain a broad understanding of coding which will allow them to better understand how it is used in their everyday life and help them refine their interest and make vocational choices.	
<b>10. Prerequisites:</b>	None
<b>11. Context for Course:</b> The goal for this course is to introduce students to various computer science principles in preparation to move for Chino High School's Biomedical Science and Technology Academy (BST).	
<b>12. History of Course Development:</b> This course has been designed as the entry level course that will introduce students to various skills within computer science. Students will be utilizing Minecraft Education Edition to work with the different coding techniques specifically focusing on Python Coding. The development of this course was for students to be exposed to coding and computer science so that they would be interested in moving forward to Chino High's BST Academy.	
<b>13. Textbooks (online Curriculum)</b>	<b>No textbooks required.</b>
<b>14. Supplemental Instructional Materials:</b>	<ul style="list-style-type: none"> <li>Microsoft Education instructional materials.</li> <li>Code.org</li> </ul>
C. COURSE CONTENT	
<b>1. Course Purpose:</b> This course is designed for students to be introduced to the basics of computer science and coding that will allow them to move forward with the BST Academy pathway at Chino High School. This course serves as an elective course that will allow students to work with Minecraft: Education Edition while also mastering various concepts when it comes to	

# Chino Valley Unified School District

## Jr. High School Course Description

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coding. Students will receive basic level training that will prepare them for future courses in the BST Academy. This course will prepare them for different courses in the academy, Introduction to Python, Computer Sciences, etc. Students will be able to build a foundation in computer science which will promote their success as they move through the pathway at BST. This course will not only introduce students to coding but they will be exposed to the K12 Computer Science Standards and ISTE standards.

### **2. Course Outline:**

#### **Unit 1 - Introduction**

This unit introduces Minecraft: Education Edition and Microsoft MakeCode. Students will learn about computer programming and change their Minecraft world (like make it rain chickens) all through coding.

Learning Goals:

- Describe computer science and coding and its importance
- Learn to play and maneuver in Minecraft: Education Edition
- Understand block programming in Microsoft MakeCode
- Change your Minecraft world through coding

K12 Computer Science Standards:

- **CPP.L1:6-05** Construct a program as a set of step-by-step instructions to be acted out.
- **CPP.L1:6-06** Implement problem solutions using a block-based visual programming language.

#### **Unit 2 - Events**

In this unit, students will learn about events and event handlers, which are important concepts in computer science and can be found in all programming languages. Students will start with a fun unplugged activity that demonstrates cause and effect, and how events trigger actions in the real world. This unit will provide students an opportunity to get hands-on with MakeCode in Minecraft, and finally, students will challenge themselves to create their own Make Code projects that use events to activate different parts of the program.

Learning Goals:

- Describe the different kinds of coding events
- Understand the importance of events while playing Minecraft
- Understand the importance of events in coding
- Learn about real-life events and how they can affect situations
- Alter the Minecraft landscape through coding with events
- Design an original creative project to change their Minecraft world through coding events

K12 Computer Science Standards:

- **CPP.L1:6-05** Construct a program as a set of step-by-step instructions to be acted out.
- **CPP.L1:6-06** Implement problem solutions using a block-based visual programming language.

#### **Unit 3 - Coordinates**

This unit covers how to move around Minecraft world with respect to the three-coordinate grids represented by (X, Y, Z) coordinates and the difference between relative position and world positions. The unit includes two unplugged activities to demonstrate coordinates and relative vs. world positions in real life. This unit will provide students with a hands-on experience with guided coding activities to create a compass rose, design a tool that allows students to copy and paste entire structures, and herd sheep in the Minecraft world. In the final activity students synthesize their learning with a self-directed, creative MakeCode coding project.

Learning Goals:

- Describe the difference between relative coordinates and absolute coordinates in real life
- Identify your real-world position and calculate the position of a landmark or object relative to your position

# Chino Valley Unified School District

## Jr. High School Course Description

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- Describe the difference between relative player position and absolute world position in Minecraft
- Understand the importance of coordinates in coding while playing Minecraft
- Alter the Minecraft landscape by coding with coordinates
- Design an original creative project to apply your coding skills in new ways

### K12 Computer Science Standards:

- **3A-IC-26** Demonstrate ways a given algorithm applies to problems across disciplines.
- **2-AP-13** Decompose problems and subproblems into parts to facilitate the design, implementation, and review of programs.
- **3B-AP-14** Construct solutions to problems using student-created components, such as procedures, modules and/or objects.
- **CT.L2-12** Use abstraction to decompose a problem into sub problems.
- **CPP.L1:6-05** Construct a program as a set of step-by-step instructions to be acted out.
- **CPP.L1:6-06** Implement problem solutions using a block-based visual programming language.

### Unit 4 - Variables

In this unit, students will explore the concept of a variable, an important way to store information and make programs more flexible and adaptable. This unit will build on what was learned about events in previous units, by using a variable to pass additional information when an event occurs. In this unit, students will be provided with opportunities to write their own program using variables to customize how it runs.

#### Learning Goals:

- Describe the different kinds of coding variables
- Understand the importance of variables while playing Minecraft
- Understand the importance of variables in coding
- Learn about real-life variables and how they can affect situations
- Alter the Minecraft landscape through coding with variables
- Design an original creative project to change their Minecraft world through coding an automated solution with variables

### K12 Computer Science Standards:

- **CL.L2-03** Collaborate with peers, experts, and others using collaborative practices such as pair programming, working in project teams, and participating in group active learning activities.
- **CT.L1:6-01** Understand and use the basic steps in algorithmic problem-solving.
- **CT.L1:6-02** Develop a simple understanding of an algorithm using computer-free exercises.
- **CPP.L1:6-05** Construct a program as a set of step-by-step instructions to be acted out.
- **2-A-5-7** Create variables that represent different types of data and manipulate their values.

### Unit 5 – Conditionals

In this unit, students will explore the concept of conditionals. An important part of programming is telling the computer when to perform a certain task. Conditionals accomplish this by requiring a certain condition or rule to be met before an action is performed. Students will get the opportunity to code activities to create various games that use collaborative design and pair programming techniques to solve a problem players encounter in Minecraft by coding conditionals.

#### Learning Goals:

- Describe the importance of conditionals in coding
- Create IF THEN and IF THEN ELSE conditional statements
- Code with a variety of conditional blocks to automate their agent to find and collect important resources

## Chino Valley Unified School District

### Jr. High School Course Description

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- Evaluate code to identify problems like infinite loops and debug the code with conditionals
- Add a Say Block inside If Then Blocks to help debug problem code
- Work collaboratively to design an original creative project to apply their coding skills in new ways

#### K12 Computer Science Standards:

- **CL.L2-05** Implement problem solutions using a programming language, including looping behavior, conditional statements logic, expressions, variables, and functions.
- **CL.L2-03** Collaborate with peers, experts, and others using collaborative practices such as pair programming, working in project teams, and participating in group active learning activities.
- **CL.L2-04** Exhibit dispositions necessary for collaboration: providing useful feedback, integrating feedback, understanding and accepting multiple perspectives, socialization.
- **CL.L3A-01** Work in a team to design and develop a software artifact.
- **K-12 Computer Science Framework Core Concept:** Control Structures.

#### Unit 6 – Functions

In this unit students will explore the concept of a function. Often in programming, there are tasks or procedures that are used frequently within the same program. Rather than rewrite the lines of code that perform a particular task each time they need it, they can group the set of instructions together as a function. Grouping frequently used instructions as a function makes your code more efficient. Students can write the set of instructions once as a function and from then simply 'call' the function from inside your program whenever they need a task done. Students will then use functions and give the function a name that describes the task it will perform when called, making the code easier to read.

#### Learning Goals:

- Describe the different kinds of coding functions
- Understand the importance of functions while playing Minecraft
- Understand the importance of functions in coding
- Learn about real-life functions and how they can affect situations
- Alter the Minecraft landscape through coding Design an original creative project to change their Minecraft world through coding an automated solution with functions

#### K12 Computer Science Standards:

- **2-AP-13** Decompose problems and subproblems into parts to facilitate the design, implementation, and review of programs.
- **2-AP-14** Create procedures with parameters to organize code and make it easier to reuse.
- **3A-CS-01** Explain how abstractions hide the underlying implementation details of computing systems embedded in everyday objects.
- **3A-AP-13** Create prototypes that use algorithms to solve computational problems by leveraging prior student knowledge and personal interests.

#### Unit 7 – Iteration

In this unit, students will explore the concept if iteration, or ways to make things repeat. Programmers might repeat actions in a program to have a certain effect or might use repetition to accomplish the same task in a small number of steps. Students will get familiar with the concepts through various activities. This unit will provide opportunities to experience guided coding activities to get to know their agent. Students will take the knowledge they have learned with Minecraft and be challenged to incorporate iteration through various tasks.

#### Learning Goals:

- Understand the use of iteration in coding and synonymous terms used by programmers

# Chino Valley Unified School District

## Jr. High School Course Description

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- List examples of iteration in daily life
- Describe the different types of loops in MakeCode
- Use different types of loops to debug and code more efficiently
- Design an original creative project to automate a solution with iteration

### K12 Computer Science Standards:

- **CL.L2-05** Implement problem solutions using a programming language, including looping behavior, conditional statements logic, expressions, variables, and functions.
- **CL.L3A-03** Explain how sequence, selection, iteration, and recursion are building blocks of algorithms.

### Unit 8 – Arrays

In this unit, students will explore the concept of arrays. In computer science, an array is a series of places to store things. Earlier in this course, students learned how to use variables to store information. Arrays store multiple values, and they are accessed from a single object, the array itself. Students will continue the idea of storing information for later use, but for this unit, students will use many values. This unit will allow for students to learn the usefulness of arrays as a collection of related items. Students will learn how to use the array operations to add and get items to arrange and remember.

#### Learning Goals:

- Understand the usefulness of arrays in coding as a collection of related items
- List examples of arrays in real life
- Use the array operations to add and arrange items
- Describe array indexes and elements in MakeCode
- Sort array values with basic sorting algorithms
- Design an original creative project that uses arrays to create a piece of artwork in Minecraft

### K12 Science Standards:

- **3A-DA-09** Translate between different bit representations of real-world phenomena, such as characters, numbers, and images.
- **2-AP-10** Use flowcharts and/or pseudocode to address complex problems as algorithms.
- **2-AP-11** Create clearly named variables that represent different data types and perform operations on their values.
- **2-AP-12** Design and iteratively develop programs that combine control structures, including nested loops and compound conditionals.
- **2-AP-14** Create procedures with parameters to organize code and make it easier to reuse.
- **K-12 Computer Science Framework Core Concept:** Control Structures.
- **CT.L2-12** Use abstraction to decompose a problem into sub problems.
- **CPP.L1:6-05** Construct a program as a set of step-by-step instructions to be acted out.
- **CPP.L1:6-06** Implement problem solutions using a block-based visual programming language.
- **NGSS 3-5-ETS1-2** Generate and compare multiple possible solutions to a problem based on how well each is likely to meet the criteria and constraints of the problem.

### Unit 9 – Artificial Intelligence

In this unit, students will explore the concept of artificial intelligence (AI). The science of crafting programs that mimic, and even surpass human intelligence, is tremendously important. However, there are also some ethical questions, and fears when it comes to artificial intelligence. Students will explore these ideas through various discussions and assignments. Students will be given an opportunity to create an intelligent agent in Minecraft, they will code for their agent to build intelligently and adapt to the Minecraft environment.

# Chino Valley Unified School District

## Jr. High School Course Description

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### Learning Goals:

- Identify factors that distinguish humans from machines
- Recognize that computers model intelligent behavior
- Understand the importance of artificial intelligence and explore some of the ethics and fears relating to artificial intelligence
- Find opportunities to code your agent to behave intelligently in Minecraft
- Design an original creative project to teach your agent to intelligently adapt to the Minecraft environment

### K12 Computer Science Standards:

- **CL.L2-03** Collaborate with peers, experts, and others using collaborative practices such as pair programming, working in project teams, and participating in group active learning activities.
- **CL.L2-04** Exhibit dispositions necessary for collaboration: providing useful feedback, integrating feedback, understanding, and accepting multiple perspectives, socialization.
- **CL.L3A-01** Work in a team to design and develop a software artifact.
- **K-12 Computer Science Framework Core Concept:** Control Structures.
- **CT.L2-12** Use abstraction to decompose a problem into sub problems.
- **CPP.L1:6-05** Construct a program as a set of step-by-step instructions to be acted out.
- **CPP.L1:6-06** Implement problem solutions using a block-based visual programming language.
- **NGSS 3-5-ETS1-2** Generate and compare multiple possible solutions to a problem based on how well each is likely to meet the criteria and constraints of the problem.

### Lesson 10 – Final Project

In this final unit, students will explore the final chapter of MakeCode for Minecraft, students will create a final project that does two things:

1. Show what they know
2. Demonstrate something new

### Learning Goals:

- Design an original creative project to program four tools for a survival backpack to help them in a Minecraft world.
- Demonstrate their learned coding skills and apply them in a new way.
- Validate their approach to the project, including beta testing and analysis of code to debug and problem solve.

### K12 Computer Science Standards:

- This unit and final project is set to incorporate all standards that have been incorporated into this course.

## 3. Key Terms, Key Assignments, and Projects

### Unit 1 – Introduction

Students will be introduced to what computer science is and the various jobs that are available to them in the computer science field. Students will select various careers to see what they would be able to do outside in the real-world by researching careers. Since this unit is an introduction, students will be given simple tasks in Minecraft to ensure they know the tools and keys of Minecraft. Makecode will be introduced to students where they will complete basic coding assignments to provide a foundation before moving forward into the next units.

### Unit 2 – Events

Students will be introduced to events through different assignments and be able to demonstrate their understanding of the learning goals for this unit. There will be 4 major assignments:

- Introduction to events
- Coding with events
- Linking events



# Chino Valley Unified School District

## Jr. High School Course Description

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Project/Assessment:

### Getting creative with events

Students will use their skills at the end of this unit to demonstrate the mastery of events through an end of unit project using multiple handler event blocks to change their Minecraft world.

### **Unit 3 – Coordinates**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of coordinates. The lessons will focus on four main concepts within this unit:

- Introduction to coordinates
- Coding with coordinates
- Automating actions with coordinates

Project/Assessment:

### Get creative with coordinates

Students will use their skills at the end of this unit to demonstrate the mastery by designing an original creative project to apply their coding skills to Alter the Minecraft landscape by coding with coordinates.

### **Unit 4 – Variables**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of variables. The lessons will focus on four main concepts within this unit and students will be given an opportunity to show their mastery of the topic:

- Introduction to variables
- Coding with variables
- Combining variables

Project/Assessment:

### Get creative with variables

Students will use their skills at the end of this unit to Design an original creative project to change their Minecraft world through coding an automated solution with variables.

### **Unit 5 – Conditionals**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of conditionals. The lessons will focus on four main concepts within this unit and students will be given an opportunity to show their mastery of the topic:

- Introduction to conditionals
- Coding with conditionals
- Debug problem code with conditionals

Project/Assessment:

### Get creative with conditionals

Students will use their skills at the end of this unit to demonstrate the mastery of conditionals by collaboratively working to design an original creative project to apply their coding skills in new ways.

### **Unit 6 - Functions**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of functions. The lessons will focus on four main concepts within this unit and students will be given an opportunity to show their mastery of the topic:

- Introduction to functions
- Coding with functions
- Building on functions

# Chino Valley Unified School District

## Jr. High School Course Description

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Project/Assessment:

Get creative with functions

Students will use their skills at the end of this unit to alter the Minecraft landscape through coding by designing an original creative project to change their Minecraft world through coding an automated solution with functions.

### **Unit 7 – Iteration**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of iteration. The lessons will focus on four main concepts within this unit and students will be given an opportunity to show their mastery of the topic:

- Introduction to iteration
- Coding with iteration
- Debugging with iteration

Project/Assessment:

Get creative with iteration

Students will use their skills at the end of this unit to design an original creative project to automate a solution with iteration.

### **Unit 8 – Arrays**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of arrays. The lessons will focus on four main concepts within this unit and students will be given an opportunity to show their mastery of the topic:

- Introduction to arrays
- Coding with arrays
- Building on arrays

Project/Assessment:

Get creative with arrays

Students will use their skills at the end of this unit to design an original creative project that uses arrays to create a piece of artwork in Minecraft.

### **Unit 9 – Artificial Intelligence**

Students will complete assignments for each lesson in this unit to demonstrate their understanding of artificial intelligence. The lessons will focus on two main concepts within this unit and students will be given an opportunity to show their mastery of the topic:

- Introduction to artificial intelligence
- Coding an intelligent agent

Project/Assessment:

Get creative with artificial intelligence

Students will use their skills at the end of this unit to design an original creative project to teach your agent to intelligently adapt to the Minecraft environment.

### **Unit 10 – Final Project**

Students will complete a final project that will allow them to demonstrate their understanding of all the topics that were taught during this course. The project will encompass all major topics and require students to utilize all information learned in this course to complete a final project. Students will also use their skills demonstrate the mastery of all standards by designing an original creative project to program four tools for a survival backpack to help them in a Minecraft world. Students will validate their approach to the project, including beta testing and analysis of code to debug and problem solve. The project will be divided into three parts:

- Introduction to project

## Chino Valley Unified School District

### Jr. High School Course Description

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- Coding the project
- Beta test and finalize the project

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

- This course uses an online curriculum which gives the students access to video lessons and virtual simulator exercises to complete lab projects and assessments.
- Students are expected to complete the virtual labs and practice questions assessments from each unit.
- Each topic will be discussed during class with the students.
- Students will be introduced to vocabulary that will continue to build upon one another in the course.
- Students will complete hands-on projects that reflect the material learned in the online curriculum.

Other strategies would include:

- Direct instruction
- Small group work
- Activity-based instruction
- Collaborative groups
- Modeling
- Group discussions

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

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

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

# CHINO VALLEY UNIFIED SCHOOL DISTRICT

## Our Motto:

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

**DATE:** May 19, 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: NEW COURSE: COMPUTER SCIENCE DISCOVERIES**

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## **BACKGROUND**

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

Computer Science Discoveries is a junior high school, introductory course that will enable students to explore technology and how it can be utilized to solve real world problems while using communication, collaboration, creativity, and critical thinking. It is designed to introduce students to programming and how computers are used to help solve problems, data collection and computer automation.

This course was developed to prepare students for the rigor of the high school computer science courses that will be part of the Biomedical Science and Technology Academy at Chino HS. This is a yearlong course subject area elective. This item was presented to the Board on May 5, 2022, as information.

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

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

## **RECOMMENDATION**

It is recommended the Board of Education approve the new course Computer Science Discoveries.

## **FISCAL IMPACT**

None.

# Chino Valley Unified School District

## Jr. High School Course Description

A. CONTACTS	
<b>1. School/District Information:</b>	School/District: Chino Valley Unified School District Street Address: 5130 Riverside Dr., Chino, CA 91710 Phone: (909) 628-1201 Web Site: chino.k12.ca.us
<b>2. Course Contact:</b>	Teacher Contact: Office of Secondary Curriculum Position/Title: Director of Secondary Curriculum Site: District Office Phone: (909) 628-1201 X1630
B. COVER PAGE - COURSE ID	
<b>1. Course Title:</b>	Computer Science Discoveries
<b>2. Transcript Title/Abbreviation:</b>	CS Discoveries
<b>3. Transcript Course Code/Number:</b>	
<b>4. Subject Area/Category:</b>	Elective
<b>5. Grade Level(s):</b>	7-8
<b>6. Length of Course:</b>	1 year
<b>7. Classified as a Career Technical Education Course:</b>	No
<b>8. Date of Board Approval:</b>	
<b>9. Brief Course Description:</b> An introductory computer science course that enables students to explore technology and how it can be utilized to solve real world problems while using communication, collaboration, creativity, and critical thinking. Students will also learn about computing systems, data, web development and coding. Computer ethics will also be stressed.	
<b>10. Prerequisites:</b>	None
<b>11. Context for Course:</b> This course is designed to introduce students to programming, how computers are used to help solve problems, interactive art, game creation, design, building prototypes, data collection and computer automation. The course will provide opportunities for students to problem solve through puzzles, challenges, and real-world scenarios.	
<b>12. History of Course Development:</b> This course was developed to prepare students for the rigor of the high school computer science courses that will be a part of the Biomedical Science and Technology Academy at Chino High School. This course is designed to introduce students to programming, how computers are used to help solve problems, interactive art, game creation, design, building prototypes, data collection and computer automation. The course will provide opportunities for students to problem solve through puzzles, challenges, and real-world scenarios.	
<b>13. Textbooks:</b>	None
<b>14. Supplemental Instructional Materials:</b>	Code.org
C. COURSE CONTENT	
<b>1. Course Purpose:</b> As an introductory computer science course. This course enables students to explore technology and how it can be utilized to solve real world problems while using communication, collaboration, creativity, and critical thinking. Students will also learn about computing systems, data, web development and coding. This course was developed to prepare students for the rigor of the high school computer science courses. This course is designed to introduce students to skills in computer programming, how computers are used to help solve problems, interactive art, game creation, design, building prototypes, data collection and computer automation.	
<b>2. Course Outline:</b> Unit 1: Problem Solving and Computing Unit 1 is an interactive and collaborative introduction to the field of computer science, as framed within the broader pursuit of solving problems. Students will practice using a problem-solving process to address a series of puzzles,	

# Chino Valley Unified School District

## Jr. High School Course Description

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challenges, and real-world scenarios. Next, students learn how computers input, output, store, and process information to help humans solve problems. The unit concludes with a project in which students design an application that helps solve a problem of their choosing.

### Unit 2: Web Development

In Unit 2, students will learn how to create and share the content on their own web pages. After deciding what content, they want to share with the world, they'll learn how to structure and style their pages using HTML and CSS. Students will also practice valuable programming skills such as debugging, using resources, and teamwork.

### Unit 3: Interactive Animations and Games

In Unit 3, students will build on their coding experience as they program animations, interactive art, and games in Game Lab. The unit starts off with simple shapes and builds up to more sophisticated sprite-based games, using the same programming concepts and the design process computer scientists use daily. In the final project, students will develop a personalized, interactive program.

### Unit 4: The Design Process

Unit 4 introduces the broader social impacts of computing. Through a series of design challenges, students will learn how to better understand the needs of others while developing a solution to a problem. The second half of the unit consists of an iterative team project, during which teams can identify a need that they care about, prototype solutions both on paper and in App Lab, and test solutions with real users to get feedback and drive further iteration.

### Unit 5: Data and Society

Unit 5 is about the importance of data in solving problems and highlights how computers can help in this process. The first chapter explores different systems used to represent information in a computer and the challenges and tradeoffs posed by using them. In the second chapter students will learn how collections of data are used to solve problems, and how computers help to automate the steps of this process. The chapter concludes by considering how the data problem solving process can be applied to an area of their choosing.

### Unit 6: Physical Computing

Unit 6 explores the role of hardware platforms in computing and how different sensors can provide more effective input and output than the traditional keyboard, mouse, and monitor. Using App Lab and Adafruit's Circuit Playground, students will develop programs that utilize the same hardware inputs and outputs that you see in the smart devices, looking at how a simple rough prototype can lead to a finished product. The unit concludes with a design challenge to use the Circuit Playground as the basis for an innovation of their own design.

### Unit 7: AI and Machine Learning

Unit 7 is a hands-on introduction to developing a machine learning model with tabular data. Students explore how computers learn from data to make decisions, then develop machine learning projects around real-world data. The unit culminates in designing a machine learning app to solve a personally relevant problem.

## 3. Key Assignments:

### Unit 1: Problem Solving and Computing

Create an app that solves a real-world problem using input, output, storage, and processing.

- Work with a partner
- Define a real-world problem
- Brainstorm ways an app could be used to help solve that problem
- Identify the inputs / outputs / storage / processing used by your app
- Share your ideas with another group for peer feedback
- Incorporate feedback to create a final version of the app
- Create a poster of your app to share with the class

# Chino Valley Unified School District

## Jr. High School Course Description

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Students will submit:

- Completed Project Guide
- Completed Peer Review
- A poster of your app
- Computer Science Practice Reflection

### Unit 2: Web Development

Students use computing as a form of self-expression as they design and develop basic web pages. Focusing on the tags, keywords, and syntax used to communicate instructions to the computer, students use HTML to structure the content of a web page. They also explore the privacy and intellectual property implications of publishing their work online.

Webpage will show students can:

- Use HTML to structure a site
- Use CSS to style text and layout
- Respect copyright when using images
- Keep your personal information safe
- Write readable code and use good file names
- Computer Science Practice Reflection

### Unit 3: Interactive Animations and Games

Create an interactive greeting card using programming concepts and techniques learned so far.

- Multiple sprites with multiple properties updated in the draw loop
- Program responds to multiple types of user input and uses at least one random number
- Well sequenced and properly separates code in and out of the draw loop
- Multiple conditionals inside the draw loop, at least one of which is triggered by a variable or sprite properly
- Multiple elements are placed on the screen using the coordinate system, and move in different ways
- Multiple variables are used, and their values are updated during the program. At least one variable or property uses the counter pattern
- Computer Science Practice Reflection

### Unit 4: The Design Process

Introduction to the design process as a specific version of the problem-solving process in which empathy for a user's needs is consistently integrated. Students learn strategies for identifying user needs and assessing how well different designs address them. They learn how to develop a paper prototype, how to gather and respond to feedback about a prototype and consider ways different user interfaces do or do not affect the usability of their apps.

Working in teams, students identify a social issue that they care about and design and prototype an app to address that issue. Students explore other roles in software development, such as product management, marketing, design, and testing.

Students submit:

- The project guides
- The screens of your app, which are drawn on notecards and at most you can have 6 screens
- A navigation diagram of your app, showing how your user moves between screens
- A poster showing off your prototype and describing how it works

### Unit 5: Data and Society

Students learn what a representation system needs to be useful, and how computers can represent different types of information using binary systems. For the chapter project, students represent their perfect day in a binary punch card and trade with classmates to decipher. Students explore how data can be used to answer interesting questions and solve problems. Using a modified version of the general Problem-Solving Process, students look at how computers and

# Chino Valley Unified School District

## Jr. High School Course Description

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humans use data differently and the pros and cons of automating problem solving. After learning ways that computers use data in the real world, students choose their own problem and use data to address it.

Students will...

- Work with a partner
- Define a problem that could be addressed by a recommendation
- Identify the data you need and create a survey to collect it
- Interpret the data to find relationships between survey answers
- Create an algorithm to make a prediction based on data
- Test your algorithm
- Present your work to your classmates
- Completed Project Guide
- Completed Peer Review
- Any materials used to present your work
- Computer Science Practice Reflection

### Unit 6: Physical Computing

Designing a computing device that combines hardware and software requires a good deal of preparation. Starting with a clear plan can help you stay organized and identify issues ahead of time. A lot of the work you do here will make it much easier to keep track of what you need to do once you begin creating your device, both the physical and software components.

- Computer Science Practice Reflection

### Unit 7: AI and Machine Learning

In this project you will design an app that uses machine learning to help decide, offer a recommendation, or make a prediction. You will have a choice of real-world datasets to use to help your app make its decision.

Your app will show that you can...

- Train a model to make a prediction
- Create a model card
- Create an app that uses machine learning
- Computer Science Practice Reflection

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

Other strategies would include:

- Direct instruction
- Small group work
- Activity-based instruction
- Collaborative groups
- Modeling
- Group discussions

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

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

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



**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** May 19, 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: CALIFORNIA DEPARTMENT OF EDUCATION CHILD DEVELOPMENT AGENCY ANNUAL REPORT**

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**BACKGROUND**

The Chino Valley Unified School District contracts with the California Department of Education to provide general child care to children of low-income families in the community. To comply with the funding terms and conditions, an Agency Annual Report has been completed for each contract using the Categorical Program Monitoring/Contract Monitoring Review Summary of Findings, the Environment Rating Scale Summary of Findings, and the Desired Results Program Action Plan.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the California Department of Education Child Development Agency Annual Report.

**FISCAL IMPACT**

None.

NE:LF:SJ:gks

## Program Self-Evaluation

Fiscal Year 2021–22

1. **Contractor Legal Name** (Full Spelling of Legal Name only. Acronyms or site names not accepted):

Chino Valley Unified School District

2. **Four-Digit Vendor Number:** 6767

3. **Program Director Name** (As listed in the Child Development Management Information System [CDMIS]):

Sherri Johnson

4. **Program Director Phone Number:** (909) 628-1201

5. **Program Director Email Address:** sherri\_johnson@chino.k12.ca.us


6. **Statement of Completion:**

I certify that an annual plan has been developed and implemented for the Program Self-Evaluation (PSE) that includes the use of the Program Instrument (PI), age appropriate Environment Rating Scales, Desired Results Parent Survey, and the Desired Results Development Profile for the California State Preschool Program (CSPP) contract, per *California Code of Regulations*, Title 5 (5 CCR), Section 18279.

I also certify that all documents required as part of the PSE have been completed and are available for review and/or for submittal upon request.

- The Early Education 21–22 Program Instrument (DOCX), which can be found at <https://www.cde.ca.gov/sp/cd/ci/documents/eed2122.docx>, includes Items 1 through 20 as applicable to your contract type(s).

7. **Signature of Program Director** (As listed in the CDMIS):



8. **Date of Signature:** 5/9/2022

9. **Name and Title of contact person completing the PSE:**

Lupe Macias, Child Development Program Technician

10. **Contact Person Telephone number:** (909) 628-1201

**11. Contact Person Email Address:** guadalupe\_macias@chino.k12.ca.us

**12. Email the signed PSE, all four (4) pages, including additional sheets, together to the PSE email inbox at PSEFY2122@cde.ca.gov using the Fiscal Year (FY) and the contractor's legal name in the subject line (e.g., PSE 21-22 XYZ School District).**

**Note:** All supporting documents required as part of the PSE (see Statement of Completion) are to be kept on site and shall not be included with the submission of the PSE.

## **Summary of Program Self-Evaluation**

### **Fiscal Year 2021–22**

**13. In accordance with the 5 CCR, Section 18279(b)(3), provide an assessment, in narrative format, summarizing the:**

**a. Staff and**

**b. Board member participation, in the PSE proc**

**ANNUAL PROGRAM SELF-EVALUATION PROCESS:** The self-evaluation process for the Chino Valley Unified School District was conducted in several phases. Child Development District and Center staffs collaborated to complete the self-evaluation process over the course of several months. This report is for both CCTR and CSPP contracts.

**PHASE 1:** In July 2021 administrative and center staffs reviewed the 2021-22 Agency Annual Report, ERS Summary of Findings, Desired Results Parent Survey, and Desired Results Program Action Plan. Staffs reviewed the agency Program Goals and Objectives to follow-up on success toward meeting and/or maintaining identified goals. Adjustments were documented, and summary of findings were posted as a tool to remind parents and staffs of agency efforts toward continuous program improvement.

At enrollment intakes, parent orientation meetings, and PAC meetings, information is provided to parents about the Desired Results for Children and Families system and tools we use to measure program quality.

**PHASE 2:** The initial age-appropriate Desired Results Developmental Profile was completed within 60 calendar days of the child's first day of enrollment, and every six months after the initial Desired Results Developmental Profile. All center staffs participated by observing and documenting observations of children's learning and development during their routine center activities. The site supervisors collected and analyzed various evidence, including staffs' anecdotal and observation notes, parent information and observations about their child, pictures taken by staff during routine center activities, and child work samples. The collection of evidence was used to complete the age-appropriate Desired Results Developmental Profile for each child on DRDP Online.org. Child's Development reports were printed, and parent-teacher conferences were held to share the developmental assessment and to establish learning goals for each child. Throughout the year, a variety of DRDP Online.org reports were produced for both individual children and for group of children. The collective reports were utilized to develop the Desired Results

Developmental Profile Summary of Findings Classroom and Family Home (EESD 3900) for each classroom and to develop and implement curriculum and activities that support the learning and development of each child. Follow-up parent-teacher conferences were held six months after the initial parent-teacher conference to share progress toward educational goals, to engage parents in observing their child's growth and development. and to foster parent involvement in learning activities at home that will enhance the child's growth and development. Agency office and administrative staffs formally reviewed input of DRDP ratings on DRDP Online.org beginning September 2018, followed by a site visit to review portfolios. Randomized checks are conducted monthly to ensure completion, timeliness, and continuous progress toward achieving educational goals. Site Supervisors received training on Desired Results Developmental Profile and DRDP Online.org as needed.

In addition to monthly site meetings, center staffs participated in professional development opportunities. Training opportunities offered were CPIN trainings, Child Care Directors' Meetings, California Department of Education, Childcare Education Institute, Fresno City College Cal-Pro-NET Center, West Ed – Desired Results Training and Technical Assistance Project (DRTTAP), CVUSD Certificated Professional Developments, and Pre-K CLASS. Site supervisor attended countywide director meetings, a time for training and networking with other center directors in the county.

PHASE 3: Age-Appropriate Environment Rating Scale was used to assess program quality and capacity for positive developmental outcomes for each enrolled child. We measured health and safety, the quality of children's learning experiences, the quality of interactions with adults and other children, and the quality and variety of materials and learning opportunities available within the environment. We also measured the quality of staff interactions and parent participation. The ERS results were compiled, and program staffs developed a plan of correction for all subscales average score below "5". Ongoing monitoring by agency administrators through routine and random site visits, as well as by the site supervisor at staff meetings, provided problem-solving and reflection time. The ERS Action Steps are routinely referred to for follow-up on and reflection of the plan, to identify progress and to inform decision-making for any adjustments. and to document continuous progress on ERS Summary of Findings (EESD 4002). Agency administrators performed random, unannounced visits to substantiate completion of an ongoing implementation of the steps identified in the action plan. The site supervisor shared the ERS results with center staffs and parents. Results were posted for families to review and they were shared at PAC meetings.

PHASE 4: The Desired Results for Children and Families - Parent Survey was administered in October 2021. The Parent Survey results were collectively summarized, and all site supervisors received the Desired Results Parent Survey Summary Overview. The first planning meeting to develop the Parent Survey

Summary of Findings (EESD 4003) was held September 16, 2021, with monthly, formal and informal, follow-up meetings thereafter. Site supervisors used key findings from the parent survey summary overview to identify trends and target areas for improvement. Site supervisor shared the survey results with center staffs and parents. Results were also posted for families to review and were shared at PAC meetings.

A second Parent Survey was distributed in March 2022, and results were used to compare and reflect on progress towards realizing improvement in the areas identified or address ongoing needs as yet unmet.

Parents are actively encouraged to identify areas for Improvement, and to collaborate on effective solutions with center staffs. A variety of parent meetings including PAC meetings or parent involvement activities were offered to provide program information, policy changes, and community resources or events of interest to families.

PHASE 5: Desired Results Developmental Profile- Summary of Findings Program Action Plan Educational Goal (EESD 4004) was produced by using summarized DRDP Online.org report data at the program level. Lead planner's, center staffs, office staffs and agency administrators, looked for trends or patterns to identify overall strengths and areas needing improvement at the domain level and an educational program goal for children was defined. Lead Planner's actively collaborated to develop and complete attainable action steps using a variety of strategies to achieve the program education goal. Lead Planner's met monthly to develop and implement the Agency DRDP-Summary of Findings Program Action Plan Educational Goal. Ongoing monitoring of the plan was accomplished through random visits by agency administrators and office staffs, and by site supervisor daily monitoring for action plan implementation. Lead Planner and center staff met monthly to reflect on Action Steps submitted FY 2020-2021 where a narrative summarizing the outcome of each Action Steps were monitored and recorded.

The Desired Results for Children and Families system was supported by parent involvement and active participation in PAC meetings where findings were shared, and ideas were exchanged.

The Program Self-Evaluation is provided to Board members and Administration for review, and to gather questions or concerns raised by the Board or Administration members. The final Program Self-Evaluation is then submitted to the Chino Valley Unified School District Board of Education for formal approval at a regularly scheduled Board meeting. The Board of Education will receive the FY 2021-22 Program Self-Evaluation report and Parent Handbook at the April 15, 2021, Board meeting.

**14. In accordance with 5 CCR, Section 18279(b)(4), and 18279(b)(5), provide a summary of the findings for areas that:**

- a. Did not meet standards and**
- b. A list of tasks needed to improve those areas.**

### **Desired Results Parent Survey**

Key findings identify that parent were not satisfied on:

To increase our families satisfaction with the schedule of daily activities of our programs. Staff will:

- Email and send a hard copy of each group lesson plans to families. This will include morning, kindergarten, and afternoon schedules.
- Place a board outside with activities the children have done and activities planned for the week.
- Add more monthly parent involvement activities parents noted in survey for the school year.

### **Environmental Rating Scale**

Key findings gave school-age programs a score of 4 for #9 Schedule and Music and Music was not available due to covid restrictions. Add more language activities.

- School administration gave the program access to a room on campus to separate the younger and older students.
- Kindergarten was given gross motor time on the kindergarten playground from 1:00 – 1:30 pm.
- Child Development Teacher will coordinate with the school librarian for a time we can use the room for story time.
- Music and movement equipment was purchased for indoor and outdoor use.
- Staff will introduce new material for the week to the children and left out for free use.
- Head teacher will give staff CLASS information on how to initiate more in-depth reasoning skills.
- Head teacher and staff will come together and practice ideas of CLASS & ECERS suggestions on how staff can help children think about the how's and whys of learning.

## **Desired Results**

Action steps listed below are some examples of new modifications and changes to promote and/or improve children's development in the following:

### **Self and Social Development**

- Activities will be added twice a month to each lesson plan on impulse control.
- Staff will collaborate during teacher meeting for students who rated at the developing stage to continue the progress for the next level.

### **Number Sense Of Quantity**

- Small group teacher will include age/skills level activities that include counting equal quantity.
- Staff to encourage children to use science center items that promote counting/quantity concept.
- outside playtime count birds flying by, bounces of ball, gathering leaves then counting them out.



**15. In accordance with the 5 CCR, section 18279(b)(4) and 18279(b)(6), provide a summary of the findings for areas that:**

**a. Met standards, and**

**b. Describe the procedures for ongoing monitoring to ensure that those areas continue to meet standards.**

## **Parent Survey**

Question 6, How satisfied are you with these characteristics of your child's program? Section N – Environment

- Continue to arrange the room accordingly to the ERS.
- Staff will continue to meet the needs of each individual child when planning activities.

Question 3, of section B, receiving information: How your child is growing and developing?

- Center will continue with parent/teacher conferences.
- Staff members will speak to parents about any concerns or new milestones child may be having at school upon arrival or departure.
- If parent requests a daily input about their child, staff will either give a written note or speak to parent, according to what parent prefers.
- Children will take home some of their work they did at center.

## **Environmental Rating Scale**

Staff Child Interactions

- Continue to follow the children's needs and adjust the schedule to meet those needs.
- Continue to listen to children attentively and treat children fairly.

Personal Care Routine continues to meet standards

- Staff will log daily times toilets, sinks and tables are sanitized
- A timer will be used when children wash their hands
- At end of day staff member will spray down toys and furnishings with a sanitizing solution
- Staff will continue these practices and any new mandates set forth by CDC
- Licensing requirements for a preschool setting

## **Classroom Action Plans**

9 out of 17 students are at Integrating with friendship

- Continue to provide activities that give students equal opportunities during play.

-Make sure children express their feelings equally and help children understand each other's opinion.

#### Licensing requirements for a preschool setting

- Staff will continue to introduce activities that scaffold children's physical abilities.
- Teachers will engage with children with an activity that focuses on the child's/children's need (ex: playing soccer for kicking)

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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

**DATE:** May 19, 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**

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**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**

\$3,625,707.94 to all District funding sources.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** May 19, 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**

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**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

As indicated.

NE:GJS:AGH:pw

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-2122-179 iDesign Solutions.</b> To provide computer bundle kits for Robotics and Engineering classrooms. Submitted by: Ayala HS Duration of Agreement: April 4, 2022 - April 7, 2024	Contract amount: \$27,044.44  Funding source: General Fund
<b>CIIS-2122-180 Frank Eichelberger III (Get Switched On).</b> To provide professional development to administrators on leadership, personal professional growth, and employee engagement. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: May 20, 2022 - June 30, 2023	Contract amount: \$16,250.00  Funding source: Title II
<b>CIIS-2122-181 Liminex, Inc. dba GoGuardian.</b> To provide student device monitoring while on the District network. Submitted by: Woodcrest JHS Duration of Agreement: April 26, 2022 - March 31, 2027	Contract amount: \$11,100.00  Funding source: Title I
<b>CIIS-2122-182 Hungry Drum, Inc. dba Wonder Workshop, Inc.</b> To provide Robot Dash Tech Center Pack with teacher guide. Submitted by: Cattle ES Duration of Agreement: May 2, 2022 - May 1, 2025	Contract amount: \$4,848.75  Funding source: Title I
<b>CIIS-2122-183 International Institute for Restorative Practices.</b> To provide restorative practices training for CVUSD administrators. Submitted by: Health Services Duration of Agreement: May 20, 2022 - June 30, 2022	Contract amount: \$20,831.00  Funding source: LCAP
<b>CIIS-2122-184 The Imagination Machine.</b> To provide two schoolwide performances based on student submitted creative writing assignments. Submitted by: Liberty ES Duration of Agreement: July 1, 2021 - June 30, 2022	Contract amount: \$1,443.00  Funding source: ESSER
<b>CIIS-2223-003 Aeries Software, Inc. dba Eagle Software.</b> To provide annual renewal for Aeries Analytics. Submitted by: Technology Duration of Agreement: July 1, 2022 - June 30, 2023	Contract amount: \$43,719.86  Funding source: General Fund
<b>CIIS-2223-004 Aeries Software, Inc. dba Eagle Software.</b> To provide annual renewal for software licenses/support subscription and SQL procedure analysis and development. Submitted by: Technology Duration of Agreement: July 1, 2022 - June 30, 2023	Contract amount: \$111,579.52  Funding source: General Fund
<b>CIIS-2223-005 Aeries Software, Inc. dba Eagle Software.</b> To provide annual renewal for Aeries Communications. Submitted by: Technology Duration of Agreement: July 1, 2022 - June 30, 2023	Contract amount: \$134,110.00  Funding source: General Fund
<b>CIIS-2223-006 AVID Center.</b> To provide AVID membership fees for elementary and secondary curriculum. Submitted by: Secondary Curriculum and Instruction Duration of Agreement: July 1, 2022 - June 30, 2023	Contract amount: \$45,916.00  Funding source: LCAP
<b>CIIS-2223-007 Touchmath, LLC.</b> To provide site license for three year digital subscription. Submitted by: Country Springs ES	Contract amount: \$365.00  Funding source: General Fund

Duration of Agreement: July 1, 2022 - June 30, 2025	
<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-2223-008 Thinkmap, Inc. dba Vocabulary.com.</b> To provide site license for one year of student access. Submitted by: Chino Hills HS Duration of Agreement: August 1, 2022 - June 30, 2023	Contract amount: \$13,500.00  Funding source: ESSER

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2122-100 Gonzalez Party &amp; Event Rentals, Inc. dba 909 Jumpers and Party Rentals.</b> To provide set up and take down of inflatables. Submitted by: Chaparral ES Duration of Agreement: May 20, 2022 - June 30, 2025	Contract amount: Per invoice  Funding source: Various
<b>MC-2122-101 Mobile Ed Productions, Inc.</b> To provide on campus Magic of Science assembly. Submitted by: Walnut ES Duration of Agreement: April 26, 2022 - June 30, 2025	Contract amount: Per invoice  Funding source: Various
<b>MC-2122-102 Herff Jones.</b> To provide yearbook services for the 2022/2023 school year. Submitted by: Cal Aero K-8 Duration of Agreement: May 17, 2022 - June 30, 2023	Contract amount: \$4,927.08  Funding source: ASB/USB/PFA/PTA/Boosters
<b>MC-2122-103 Herff Jones.</b> To provide yearbook services for the 2022/2023 school year. Submitted by: Townsend JHS Duration of Agreement: May 17, 2022 - June 30, 2023	Contract amount: \$21,036.89  Funding source: ASB/USB/PFA/PTA/Boosters
<b>MC-2122-104 Eduardo Estevez dba Barney's Ice Cream.</b> To provide catering and food truck services. Submitted by: Country Springs ES Duration of Agreement: May 20, 2022 - June 30, 2025	Contract amount: Per invoice  Funding source: ASB/USB/PFA/PTA/Boosters

<b>APPROVED CONTRACTS TO BE AMENDED</b>	<b>AMENDMENT</b>
<b>CIIS-2122-058 City of Chino.</b> To provide Smoking Prevention, Project Alert, Project Booster, Smokeless Saturday School, Smoking Cessation, and Tobacco Advocacy. Submitted by: Health Services Duration of Agreement: July 1, 2021 - June 30, 2022 Original Agreement Board Approved: June 17, 2021	Contract amount: Increase from \$60,548.18 to \$65,548.18 for additional staff trainings.  Funding source: TUPE Grant
<b>RFP 17-18-10 Herff Jones.</b> To provide yearbook services. Submitted by: Purchasing Duration of Agreement: May 17, 2022 - June 30, 2023 Original Agreement Board Approved: May 17, 2018	Contract amount: \$193,000.00  Extend contract for 5th and final year for Ayala HS and Chino Hills HS. To include Don Lugo HS in 5th year.  Funding source: ASB/USB/PFA/PTA/Boosters

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 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**

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**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**

May 19, 2022

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	48737	Adult School
Computer	Dell	48743	Adult School
Computer	Dell	48730	Adult School
Computer	Dell	48731	Adult School
Computer	Dell	48735	Adult School
Computer	Dell	48720	Adult School
Computer	Dell	48738	Adult School
Computer	Dell	48750	Adult School
Computer	Dell	48721	Adult School
Computer	Dell	48715	Adult School
Computer	Dell	48728	Adult School
Computer	Dell	48727	Adult School
Computer	Dell	48742	Adult School
Computer	Dell	48718	Adult School
Computer	Dell	48732	Adult School
Computer	Dell	48726	Adult School
Computer	Dell	48744	Adult School
Computer	Dell	48741	Adult School
Computer	Dell	48736	Adult School
Computer	Dell	48719	Adult School
Computer	Dell	48717	Adult School
Computer	Dell	48729	Adult School
Computer	Dell	48724	Adult School
Computer	Dell	48722	Adult School
Computer	Dell	48723	Adult School
Computer	Dell	48734	Adult School
Computer	Dell	48739	Adult School
Computer	Dell	48725	Adult School
Computer	Dell	48716	Adult School
Computer	Dell	48350	Adult School
Computer	Dell	48361	Adult School
Computer	Dell	48368	Adult School
Computer	Dell	48367	Adult School
Computer	Dell	48351	Adult School
Computer	Dell	48359	Adult School
Computer	Dell	48362	Adult School
Computer	Dell	48375	Adult School
Computer	Dell	48366	Adult School
Computer	Dell	48372	Adult School



<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Computer	Dell	48371	Adult School
Computer	Dell	48365	Adult School
Computer	Dell	48368	Adult School
Computer	Dell	48373	Adult School
Computer	Dell	48379	Adult School
Computer	Dell	48353	Adult School
Computer	Dell	48360	Adult School
Computer	Dell	48355	Adult School
Computer	Dell	48376	Adult School
Computer	Dell	48363	Adult School
Computer	Dell	48352	Adult School
Computer	Dell	48378	Adult School
Computer	Dell	48358	Adult School
Computer	Dell	48356	Adult School
Computer	Dell	48374	Adult School
Computer	Dell	48377	Adult School
Computer	Dell	48354	Adult School
Computer	Dell	48357	Adult School
Computer	Dell	48370	Adult School
Computer	Dell	48364	Adult School
Computer	Dell	48775	Adult School
Computer	Dell	43878	Adult School
Computer	Dell	51131	Adult School
Computer	Dell	43738	Adult School
Computer	Dell	32477	Adult School
Keyboard		CN-ODJ454-71581-55M	Adult School
Keyboard		CN-04G481-71616-59F	Adult School
Monitor		716223-015-5941	Adult School
Monitor	Dell	CN0524N37426145326	Health Services
Monitor	Dell	CNOFJ44J744456169D	Health Services
Monitor	Dell	CN0524N37426145326	Health Services
Monitor	Dell	CNOFJ44J7446169DAB	Health Services
Monitor	Dell	CNOC730OC716201668	Health Services
Monitor	Dell	CNOFSNDP742611313I	Health Services
Monitor	Dell	PN0524N37426144S737	Health Services
Monitor	Dell	CNOKWI4V742616176C	Health Services
Microwave	Sharp		Health Services
Monitor Stands	Various		Health Services
Monitor Cables	Various		Health Services
Computer	Dell	55222	Special Education
Computer	Dell	41081	Special Education
Computer	Dell	41090	Special Education

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Computer	Dell	41083	Special Education
Chrome Book	Dell	61608	Technology
Chrome Book	Lenovo	108563	Technology
Chrome Book	Lenovo	84663	Technology
Chrome Book	Dell	62246	Technology
Chrome Book	Dell	62079	Technology
Chrome Book	Dell	71638	Technology
Chrome Book	Dell	71004	Technology
Chrome Book	Dell	61199	Technology
Chrome Book	Acer	59951	Technology
Chrome Book	Dell	1p50hm2	Technology
Chrome Book	Dell	62920	Technology
Chrome Book	Lenovo	84832	Technology
Chrome Book	Dell	62114	Technology
Chrome Book	Dell	61953	Technology
Chrome Book	Lenovo	115644	Technology
Chrome Book	Dell	71569	Technology
Chrome Book	Dell	61223	Technology
Chrome Book	Lenovo	106820	Technology
Chrome Book	Dell	61799	Technology
Chrome Book	Dell	61802	Technology
Chrome Book	Lenovo	115423	Technology
Chrome Book	Dell	90066	Technology
Chrome Book	Lenovo	80619	Technology
Chrome Book	Dell	61608	Technology
Chrome Book	Lenovo	108563	Technology
Chrome Book	Lenovo	60617	Technology
Chrome Book	Lenovo	63534	Technology
Chrome Book	Lenovo	68520	Technology
Chrome Book	Lenovo	68960	Technology
Chrome Book	Lenovo	109395	Technology
Chrome Book	Dell	84768	Technology
Chrome Book	Lenovo	71880	Technology
Chrome Book	Lenovo	114700	Technology
Chrome Book	Dell	66404	Technology
Chrome Book	Dell	114668	Technology
Chrome Book	Dell	84451	Technology
Chrome Book	Dell	p206ee75p2n0b	Technology
Chrome Book	Dell	109581	Technology
Chrome Book	Acer	69824	Technology
Chrome Book	Dell	71018	Technology
Chrome Book	Dell	80676	Technology

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Chrome Book	Lenovo	80893	Technology
Chrome Book	Dell	68318	Technology
Chrome Book	Dell	71071	Technology
Chrome Book	Lenovo	68285	Technology
Chrome Book	Dell	68635	Technology
Chrome Book	Dell	69835	Technology
Chrome Book	Lenovo	81540	Technology
Chrome Book	Dell	71042	Technology
Chrome Book	Dell	74636	Technology
Laptop	Dell	58714	Technology
Computer	Dell	41025	Technology
Computer	Dell	41727	Technology
Chrome Book	Lenovo	71732	Technology
Chrome Book	Lenovo	84770	Technology
Chrome Book	Dell	66411	Technology
Chrome Book	Lenovo	84811	Technology
Chrome Book	Lenovo	79896	Technology
Chrome Book	Lenovo	63562	Technology
Chrome Book	Lenovo	109668	Technology
Chrome Book	Lenovo	109843	Technology
Chrome Book	Lenovo	108859	Technology
Chrome Book	Lenovo	82134	Technology
Laptop	Dell	57682	Technology
Chrome Book	Lenovo	115295	Technology
Chrome Book	Dell	71706	Technology
Chrome Book	Lenovo	106875	Technology
Chrome Book	Lenovo	107046	Technology
Chrome Book	Lenovo	80527	Technology
Chrome Book	Lenovo	85046	Technology
Chrome Book	Lenovo	79754	Technology
Chrome Book	Lenovo	110206	Technology
Chrome Book	Lenovo	80669	Technology
Chrome Book	Lenovo	84813	Technology
Chrome Book	Lenovo	69152	Technology
Chrome Book	Lenovo	84924	Technology
Chrome Book	Dell	68377	Technology
Chrome Book	Dell	82537	Technology
Chrome Book	Lenovo	70519	Technology
Chrome Book	Dell	61853	Technology
Chrome Book	Dell	61842	Technology
Chrome Book	Lenovo	114729	Technology
Chrome Book	Lenovo	85070	Technology

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Chrome Book	Lenovo	70882	Technology
Chrome Book	Lenovo	84892	Technology
Chrome Book	Lenovo	73480	Technology
Chrome Book	Lenovo	84528	Technology
Chrome Book	Lenovo	109791	Technology
Chrome Book	Lenovo	84549	Technology
Chrome Book	Dell	68392	Technology
Chrome Book	Lenovo	94413	Technology
Chrome Book	Lenovo	109145	Technology
Chrome Book	Lenovo	109350	Technology
Laptop	Dell	57679	Technology
Laptop	Dell	57691	Technology
Chrome Book	Lenovo	109342	Technology
Chrome Book	Lenovo	84159	Technology
Chrome Book	Lenovo	84423	Technology
Chrome Book	Lenovo	110059	Technology
Chrome Book	Lenovo	78949	Technology
Chrome Book	Lenovo	73451	Technology
Chrome Book	Lenovo	114561	Technology
Chrome Book	Lenovo	84706	Technology
Chrome Book	Dell	88518	Technology
Chrome Book	Dell	81265	Technology
Chrome Book	Lenovo	69418	Technology
Chrome Book	Lenovo	63580	Technology
Chrome Book	Lenovo	110284	Technology
Chrome Book	Lenovo	73600	Technology
Chrome Book	Lenovo	70888	Technology
Chrome Book	Dell	88583	Technology
Chrome Book	Lenovo	p204pvwdp2n0b9505002	Technology
Chrome Book	Lenovo	84514	Technology
Chrome Book	Lenovo	p2081gcm	Technology
Chrome Book	Lenovo	106947	Technology
Chrome Book	Lenovo	60941	Technology
Chrome Book	Lenovo	60946	Technology
Chrome Book	Lenovo	107008	Technology
Chrome Book	Lenovo	79734	Technology
Chrome Book	Lenovo	79745	Technology
Chrome Book	Lenovo	79762	Technology
Chrome Book	Lenovo	73450	Technology
Chrome Book	Lenovo	63559	Technology
Chrome Book	Lenovo	63581	Technology
Laptop	Dell	60347	Technology

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Chrome Book	Lenovo	108606	Technology
Chrome Book	Acer	59964	Technology
Chrome Book	Lenovo	115478	Technology
Chrome Book	Lenovo	84508	Technology
Chrome Book	Lenovo	11548 2	Technology
Chrome Book	Lenovo	79764	Technology
Chrome Book	Lenovo	80347	Technology
Chrome Book	Lenovo	70346	Technology
Chrome Book	Lenovo	109398	Technology
Chrome Book	Lenovo	84720	Technology
Chrome Book	Lenovo	96714	Technology
Chrome Book	Lenovo	115163	Technology
Chrome Book	Lenovo	106970	Technology
Chrome Book	Lenovo	72476	Technology
Chrome Book	Lenovo	62030	Technology
Chrome Book	Dell	62088	Technology
Chrome Book	Dell	71555	Technology
Chrome Book	Dell	62055	Technology
Chrome Book	Dell	66429	Technology
Chrome Book	Dell	72634	Technology
Chrome Book	Dell	71988	Technology
Chrome Book	Dell	71023	Technology
Chrome Book	Dell	71026	Technology
Chrome Book	Dell	72589	Technology
Chrome Book	Dell	71162	Technology
Classroom Microphone	Lightspeed	27491	Butterfield Ranch ES
Classroom Microphone	Lightspeed	27494	Butterfield Ranch ES
Classroom Microphone	Lightspeed		Butterfield Ranch ES
Classroom Microphone	Lightspeed	27501	Butterfield Ranch ES
Projector	Epson	24757	Butterfield Ranch ES
Projector	Epson	38577	Butterfield Ranch ES
Projector	Epson	74314	Butterfield Ranch ES
Computer	Apple	27183	Butterfield Ranch ES
Computer	Apple	27196	Butterfield Ranch ES
Computer	Apple	27200	Butterfield Ranch ES
Computer	Apple	27211	Butterfield Ranch ES
Laptop	Dell	25620	Butterfield Ranch ES
Laptop	Dell	39097	Butterfield Ranch ES
Laptop	Dell	44486	Butterfield Ranch ES
Laptop	Dell	28774	Butterfield Ranch ES
Laptop	Dell	56224	Chaparral ES
Laptop	Dell	54916	Chaparral ES

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Laptop	Dell	90489	Chaparral ES
Laptop	Dell	90486	Chaparral ES
Laptop	Dell	90492	Chaparral ES
Laptop	Dell	90469	Chaparral ES
Laptop	Dell	56216	Chaparral ES
Laptop	Dell	54929	Chaparral ES
Laptop	Dell	54927	Chaparral ES
Laptop	Dell	54920	Chaparral ES
Laptop	Dell	56220	Chaparral ES
Laptop	Dell	54911	Chaparral ES
Laptop	Dell	54938	Chaparral ES
Laptop	Dell	90493	Chaparral ES
Laptop	Dell	90498	Chaparral ES
Laptop	Dell	90477	Chaparral ES
Laptop	Dell	90496	Chaparral ES
Laptop	Dell	56247	Chaparral ES
Laptop	Dell	56227	Chaparral ES
Laptop	Dell	56234	Chaparral ES
Laptop	Dell	54945	Chaparral ES
Laptop	Dell	56242	Chaparral ES
Laptop	Dell	56232	Chaparral ES
Laptop	Dell	54935	Chaparral ES
Laptop	Dell	54919	Chaparral ES
Laptop	Dell	81953	Chaparral ES
Laptop	Dell	83029	Chaparral ES
Laptop	Dell	56246	Chaparral ES
Laptop	Dell	56237	Chaparral ES
Laptop	Dell	56226	Chaparral ES
Laptop	Dell	54942	Chaparral ES
Laptop	Dell	56244	Chaparral ES
Laptop	Dell	56241	Chaparral ES
Laptop	Dell	56253	Chaparral ES
Laptop	Dell	54928	Chaparral ES
Laptop	Dell	56250	Chaparral ES
Laptop	Dell	54908	Chaparral ES
Laptop	Dell	54907	Chaparral ES
Laptop	Dell	54933	Chaparral ES
Laptop	Dell	54936	Chaparral ES
Laptop	Dell	56236	Chaparral ES
Laptop	Dell	56248	Chaparral ES
Laptop	Dell	54926	Chaparral ES
Laptop	Dell	54937	Chaparral ES

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Laptop	Dell	81890	Chaparral ES
Laptop	Dell	81955	Chaparral ES
Laptop	Dell	56243	Chaparral ES
Laptop	Dell	56230	Chaparral ES
Laptop	Dell	56229	Chaparral ES
Laptop	Dell	56219	Chaparral ES
Laptop	Dell	56217	Chaparral ES
Laptop	Dell	56235	Chaparral ES
Laptop	Dell	56252	Chaparral ES
Laptop	Dell	56215	Chaparral ES
Laptop	Dell	56251	Chaparral ES
Laptop	Dell	56240	Chaparral ES
Laptop	Dell	56218	Chaparral ES
Laptop	Dell	56249	Chaparral ES
Laptop	Dell	54910	Chaparral ES
Laptop	Dell	54915	Chaparral ES
Laptop	Dell	54934	Chaparral ES
Laptop	Dell	56231	Chaparral ES
Laptop	Dell	56222	Chaparral ES
Laptop	Dell	56238	Chaparral ES
Laptop	Dell	56221	Chaparral ES
Laptop	Dell	56233	Chaparral ES
Laptop	Dell	56223	Chaparral ES
Laptop	Dell	56245	Chaparral ES
Laptop	Dell	63484	Chaparral ES
Laptop	Dell	63490	Chaparral ES
Chrome Book	Dell	57642	Glenmeade ES
Chrome Book	Dell	57685	Glenmeade ES
Chrome Book	Dell	57651	Glenmeade ES
Chrome Book	Dell	57641	Glenmeade ES
Chrome Book	Dell	57660	Glenmeade ES
Chrome Book	Dell	57664	Glenmeade ES
Chrome Book	Dell	57672	Glenmeade ES
Chrome Book	Dell	57637	Glenmeade ES
Chrome Book	Dell	57653	Glenmeade ES
Chrome Book	Dell	57670	Glenmeade ES
Chrome Book	Dell	57668	Glenmeade ES
Chrome Book	Dell	57648	Glenmeade ES
Chrome Book	Dell	57667	Glenmeade ES
Chrome Book	Dell	57655	Glenmeade ES
Chrome Book	Dell	57644	Glenmeade ES
Chrome Book	Dell	57656	Glenmeade ES

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Chrome Book	Dell	57647	Glenmeade ES
Chrome Book	Dell	57649	Glenmeade ES
Chrome Book	Dell	57645	Glenmeade ES
Chrome Book	Dell	57671	Glenmeade ES
Chrome Book	Dell	57669	Glenmeade ES
Chrome Book	Dell	57650	Glenmeade ES
Chrome Book	Dell	57652	Glenmeade ES
Chrome Book	Dell	57636	Glenmeade ES
Chrome Book	Dell	57654	Glenmeade ES
Chrome Book	Dell	57646	Glenmeade ES
Chrome Book	Dell	57638	Glenmeade ES
Chrome Book	Dell	57640	Glenmeade ES
Chrome Book	Dell	57639	Glenmeade ES
Chrome Book	Dell	57657	Glenmeade ES
Chrome Book	Dell	57663	Glenmeade ES
Chrome Book	Dell	57665	Glenmeade ES
Chrome Book	Dell	57661	Glenmeade ES
Chrome Book	Dell	57659	Glenmeade ES
Chrome Book	Dell	57674	Glenmeade ES
Chrome Book	Dell	57666	Glenmeade ES
Chrome Book	Dell	57643	Glenmeade ES
Chrome Book	Dell	57635	Glenmeade ES
Chrome Book	Dell	57662	Glenmeade ES
Chrome Book	Dell	57673	Glenmeade ES
Chrome Book	Dell	54709	Glenmeade ES
Chrome Book	Dell	54723	Glenmeade ES
Chrome Book	Dell	54722	Glenmeade ES
Chrome Book	Dell	54713	Glenmeade ES
Chrome Book	Dell	54734	Glenmeade ES
Chrome Book	Dell	54724	Glenmeade ES
Chrome Book	Dell	54726	Glenmeade ES
Chrome Book	Dell	54714	Glenmeade ES
Chrome Book	Dell	54705	Glenmeade ES
Chrome Book	Dell	54710	Glenmeade ES
Chrome Book	Dell	54373	Glenmeade ES
Chrome Book	Dell	54707	Glenmeade ES
Chrome Book	Dell	54741	Glenmeade ES
Chrome Book	Dell	54738	Glenmeade ES
Chrome Book	Dell	54711	Glenmeade ES
Chrome Book	Dell	54736	Glenmeade ES
Chrome Book	Dell	54720	Glenmeade ES
Chrome Book	Dell	54727	Glenmeade ES



<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Chrome Book	Dell	54718	Glenmeade ES
Chrome Book	Dell	54719	Glenmeade ES
Chrome Book	Dell	54739	Glenmeade ES
Chrome Book	Dell	54737	Glenmeade ES
Chrome Book	Dell	54729	Glenmeade ES
Chrome Book	Dell	54728	Glenmeade ES
Chrome Book	Dell	54706	Glenmeade ES
Chrome Book	Dell	54712	Glenmeade ES
Chrome Book	Dell	54721	Glenmeade ES
Chrome Book	Dell	54732	Glenmeade ES
Chrome Book	Dell	54743	Glenmeade ES
Chrome Book	Dell	54742	Glenmeade ES
Chrome Book	Dell	54730	Glenmeade ES
Chrome Book	Dell	54740	Glenmeade ES
Chrome Book	Dell	54733	Glenmeade ES
Chrome Book	Dell	54716	Glenmeade ES
Chrome Book	Dell	54717	Glenmeade ES
Chrome Book	Dell	54704	Glenmeade ES
Chrome Book	Dell	54725	Glenmeade ES
Chrome Book	Dell	54715	Glenmeade ES
Chrome Book	Dell	54735	Glenmeade ES
Chrome Book	Dell	54708	Glenmeade ES
Monitor	Dell	44916	Glenmeade ES
Monitor	Dell	42751	Glenmeade ES
Monitor	Dell	44915	Glenmeade ES
Monitor	Dell	44914	Glenmeade ES
Monitor	Dell	45106	Glenmeade ES
Monitors (6)	Dell		Glenmeade ES
Monitor	Apple		Glenmeade ES
Tower	Dell	35695	Glenmeade ES
Tower	Dell	35696	Glenmeade ES
Tower	Dell	35686	Glenmeade ES
Tower	Dell	35687	Glenmeade ES
Tower	Dell	35692	Glenmeade ES
Tower	Dell	3GFXSR1	Glenmeade ES
Tower	Dell	JJ61BY1	Glenmeade ES
Keyboard	Apple	KY6400F53VSA	Glenmeade ES
Keyboard	HP	697737-001	Glenmeade ES
Keyboards (4)	HP	672647-003	Glenmeade ES
Keyboard	Dell	KB212B	Glenmeade ES
Keyboard	Dell	SK-8115	Glenmeade ES
Keyboard	Dell	N-01HF2Y	Glenmeade ES

<b><u>DESCRIPTION</u></b>	<b><u>MAKE/MODEL</u></b>	<b><u>I.D./SERIAL</u></b>	<b><u>DEPT/SITE</u></b>
Keyboard	Dell	N-0194XT	Glenmeade ES
Keyboard	Dell	N-0194XT	Glenmeade ES
Keyboard	Dell	N-046481	Glenmeade ES
Keyboard	Dell	N-194XT	Glenmeade ES
Printer	HP	P1606DN	Glenmeade ES
Printer	HP	1300	Glenmeade ES
Projectors (2)	AverVision	300AFT	Glenmeade ES
Projector	Epson		Glenmeade ES
Pencil Sharpener	Exacto		Glenmeade ES
Hole Punch	ACCO		Glenmeade ES

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: RESOLUTION 2021/2022-78, AUTHORIZING THE SALE OF PORTABLE CLASSROOM BUILDINGS LOCATED AT BRIGGS K-8, CANYON HILLS JHS, AND CHINO HS PURSUANT TO EDUCATION CODE SECTION 17546**

=====

**BACKGROUND**

Education Code Section 17546, authorizes the District to sell for cash by private sale any personal property belonging to the school district that is not required or suitable for school purposes and whose value the governing board finds does not exceed \$2,500.00 each.

District staff is requesting authorization to proceed with the private sale of thirteen (13) portable classroom buildings located at Briggs K-8 (2), Canyon Hills JHS (1), and Chino HS (10). The District cannot continue to use the buildings because they no longer meet current ADA accessibility requirements or valid California Department of State Architect (DSA) approval.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2021/2022-78, Authorizing the Sale of Portable Classroom Buildings Located at Briggs K-8, Canyon Hills JHS, and Chino HS Pursuant to Education Code Section 17546.

**FISCAL IMPACT**

None.

NE:GJS:pw

**Chino Valley Unified School District  
Resolution 2021/2022-78  
Authorizing Sale of Portable Classroom Buildings  
Located at Briggs K-8, Canyon Hills JHS, and Chino HS  
Pursuant to Education Code Section 17546**

**WHEREAS**, the Chino Valley Unified School District ("District") owns thirteen portable classroom buildings currently located at Briggs K-8 (2), Canyon Hills JHS (1) and Chino HS (10); and

**WHEREAS**, the Governing Board of a school district may, pursuant to Education Code section 17546, sell for cash by private sale any personal property belonging to the school district that is not required or suitable for school purposes and whose value the governing board finds does not exceed \$2,500.00 each; and

**WHEREAS**, The District cannot continue to use the buildings because they no longer meet current ADA accessibility requirements or valid California Department of State Architect (DSA) approval; and

**WHEREAS**, the Board of Education (the "Board") has determined that the portable buildings are not required or suitable for school purposes; and

**WHEREAS**, the Board, by unanimous vote, has found that the value of each of the portable buildings does not exceed \$2,500.00 because:

- A. The cost to demolish and dispose of similar portable buildings has been estimated to cost the District in excess of \$8,000.00 each in the past; and
- B. The portable buildings, because they are located on school property, and the cost to relocate them to another school site and refurbish them is greater than the value to a potential buyer; and
- C. The portable buildings are approximately 30 years old; and
- D. District staff has inquired with dealers and resellers of portable buildings regarding the value of the portable buildings and have been told they are worth less than \$2,500.00.

**WHEREAS**, the Board now intends to proceed with the sale of the portable buildings to a member or members of the public in a private sale in accordance with the law.

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

Section 1. That the above recitals are true and correct.

Section 2. The Board hereby declares its intention to, and authorizes, the sale of the portable buildings in accordance with the terms of this Resolution.

Section 3. The following other actions.

- A. The Board, pursuant to Education Code section 17546, delegates the authority to and empowers the District's Superintendent ("Superintendent") or his Designee ("Designee"), to conduct the sale and to transfer the portable buildings in accordance with the terms of this Resolution.
- B. The Superintendent or Designee are each authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.
- C. The Superintendent or Designee shall contact potential buyers of the portable buildings in any reasonable way, at the discretion of the Superintendent or Designee, including advertisement in appropriate publications or websites, and negotiate the price and terms with any private party or private parties interested in the purchase of portable buildings, including a broker or reseller.
- D. The Superintendent or Designee may make the sale to a private party or parties, who, at the discretion of the Superintendent or Designee, offer the most beneficial terms, considering all factors, including, but not limited to: the price offered for the portable buildings; the intended use; the cost to the District of removal and disposal of the portable buildings if not sold; the ability to perform the removal responsibly and safely; whether the offeree has offered to purchase one or all of the portable buildings, and the timing of the portable buildings' removal from their current location.
- E. Removal and relocation of the portable buildings must be performed by an individual or entity that is properly licensed and insured to perform such removal and relocation.
- F. Further details of the sale of the portable buildings consistent with this resolution shall be agreed to in a written agreement or agreements approved by District's legal counsel and signed by the purchaser and the Superintendent or Designee and presented to the Board for approval or ratification.
- G. Pursuant to Education Code section 17547, any money received from the sale of the portable buildings shall be credited to Capital Facilities Fund 25 for future identified projects.

Section 4. This resolution shall be effective as of the date of its adoption.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 19th day of May 2022, by the following vote:

Bridge	_____
Cruz	_____
Na	_____
Schaffer	_____
Gagnier	_____

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

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 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 BID 21-22-21I, WICKMAN ES EMERGENCY ELECTRICAL REPAIR**

=====

**BACKGROUND**

On April 7, 2022, the Board of Education awarded Bid 21-22-21I, Wickman ES Emergency Electrical Repair to RDM Electric Company, Inc. The San Bernardino County Superintendent of Schools approved the emergency request for authorization to award this contract without bidding and advertising on April 26, 2022, which was approved by the Board of Education on April 3, 2022. All contracted work was completed on March 11, 2022. Contract summary is provided below.

Original Bid Amount	Approved Change Orders	Total Contract	5% Retention Amount
\$153,039.00	N/A	\$153,039.00	\$7,651.95

Documentation indicating satisfactory completion and compliance with specification has been obtained from Alex Rivera, 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 Notice of Completion for Bid 21-22-21I, Wickman ES Emergency Electrical Repair.

**FISCAL IMPACT**

None.

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** May 19, 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  
BID 19-20-31F, CANYON HILLS JHS AND TOWNSEND JHS  
ALTERATIONS (BP 32-01)**

### BACKGROUND

On July 16, 2020, the Board of Education awarded Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 32-01) to Roadway Engineering & Contracting, 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
1-Canyon Hills JHS	Roadway Engineering & Contracting, Inc.	(\$49,390.00)
	Bid Amount:	\$540,500.00
	Revised Total Project Amount:	\$491,110.00
	Retention Amount:	\$24,555.50

Change Order	Contractor	Amount
1-Townsend JHS	Roadway Engineering & Contracting, Inc.	(\$53,502.00)
	Bid Amount:	\$451,900.00
	Revised Total Project Amount:	\$398,398.00
	Retention Amount:	\$19,919.90

The change order results in a net decrease of \$102,892.00 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. All contracted work was completed on September 30, 2021.

Documentation indicating satisfactory completion and compliance with specification has been obtained from the following individuals: Kirk Jesse, DSA Inspector; Jim DiCamillo, Architect/Engineer; Hung Truong Construction/Project Manager; and Cesar Portugal, Construction Coordinator.



Staff recommends the 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 Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 32-01).

### **FISCAL IMPACT**

(\$102,892.00) to Building Fund 21.

NE:GJS:pw



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

## CHANGE ORDER

Date: 04/26/2022 BID/ CUPCAA #: 19-20-31F - Change Order #: 001  
 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: Roadway Engineering & Contracting, Inc. (BP 32-01) -


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 - 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

ITEM NO. 2: Description: Canyon Hills Jr. HS - Hydroseed vs Sod Installation

Reason: Credit provided for restoring interim housing with a hydroseed mix in lieu of laying down sod due to peak summer temperatures.

Document Ref: Change Order Request No. C-028 (PCO No. C-275)

Requested by: District

Change in Contract Sum: (\$15,375.00) / DEDUCT 


Time Extension: 0 Calendar Days

ITEM  
NO. 3: Description: Canyon Hills Jr. HS - Reconcile Unused Unforeseen Allowance

Reason: Reconcile Canyon Hills Unused Unforeseen Allowance included in base bid for BP#32-01.

Document Ref: Change Order Request No. C-029 (PCO No. C-351)

Requested by: District

Change in Contract Sum: (\$34,015.00) / DEDUCT 


Time Extension: 0 Calendar Days

ITEM  
NO. 4: Description: Townsend Jr. HS - 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. T-001 (PCO No. T-006)

Requested by: District

Change in Contract Sum: \$0.00 / ADD 


Time Extension: 0 Calendar Days

ITEM  
NO. 5: Description: Townsend Jr. HS - Hydroseed vs Sod Installation

Reason: Credit provided for restoring interim housing with a hydroseed mix in lieu of laying down sod due to peak summer temperatures. .

Document Ref: Change Order Request No. T-031 (PCO No. T-262)

Requested by: District

Change in Contract Sum: (\$15,375.00) / DEDUCT 

Time Extension: 0 Calendar Days

ITEM

NO. 6:

Description:

Townsend Jr. HS - Reconcile Unused Unforeseen Allowance

Reason:

Reconcile unused portion of unforeseen allowance to Townsend Jr. HS after all additional costs have been accounted for and return balance to District.

Document Ref:

Change Order Request No. T-032 (PCO No. T-364)

Requested by:

District

Change in Contract  
Sum:

(\$38,127.00) / DEDUCT

Time Extension:

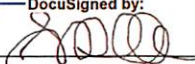
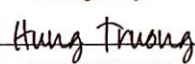
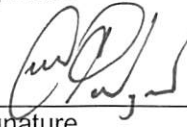

0 Calendar Days

**PROJECT SUMMARY**

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Canyon Hills Jr. HS	\$540,500.00 ✓	\$0.00	(\$49,390.00) ✓	\$491,110.00 -
Townsend Jr. HS	\$451,900.00 ✓	\$0.00	(\$53,502.00) ✓	\$398,398.00 -
<b>Totals:</b>	<b>\$992,400.00 ✓</b>	<b>\$0.00</b>	<b>(\$102,892.00) ✓</b>	<b>\$889,508.00 -</b>

**CONTRACT SUMMARY**The original contract amount was: \$992,400.00 ✓Previously approved change order amount(s): \$0.00The contract amount will be **decreased** by this Change Order: (\$102,892.00) ✓The new contract amount including this change order will be: \$889,508.00 ✓The original contract completion date: 01/14/2022The contract time will be increased/decreased by days: 0 DaysThe date of completion as a result of this Change Order is: 01/14/2022

**APPROVED BY:**

Eric Alvarez President Contractor – Roadway Engineering & Contracting, Inc.	 <small>DocuSigned by:</small> <small>00BF184C8AF54F5...</small> Signature	04/29/2022   12:40 PDT Date
Kirk Jesse Knowland Construction Services DSA Inspector of Record (if applicable)	 <small>DocuSigned by:</small> <small>F32A6F0311EA4FE...</small> Signature	04/29/2022   17:53 PDT Date
Jim DiCamillo PBK-WLC Architects Architect / Engineer (if applicable)	 <small>DocuSigned by:</small> <small>F3FE0739102D48D...</small> Signature	04/29/2022   14:42 PDT Date
Hung Truong CW Driver Inc. Construction Manager / Project Manager	 <small>DocuSigned by:</small> <small>DB919CAC3A0446B...</small> Signature	04/29/2022   17:32 PDT Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Cesar Portugal CVUSD Project Manager	 Signature	5/4/22 Date
Beverly Beemer Director, Planning (if applicable)	 Signature	5/4/2022 Date
Greg Stachura Owner (Authorized Agent)	 Signature	5/4/22 Date

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 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 21-22-22F, DISTRICT MAINTENANCE FLATBED VEHICLE**

=====

**BACKGROUND**

Public Contract Code 20111 requires that contracts for the lease or purchase of equipment, materials, supplies or services, which must be competitively bid if they involve an expenditure of \$99,100 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 21-22-22F, District Maintenance Flatbed Vehicle was published in the Inland Valley Daily Bulletin on April 14, 2022, and April 21, 2022. Bids were submitted at 10:00 a.m. on April 28, 2022. The results are as follows:

<b>Contractor</b>	<b>Bid Amount</b>
MK Smith Chevrolet	\$49,465.76
Winner Chevrolet, Inc.	\$50,785.94

The basic scope of work for this project includes: procurement of a new flatbed vehicle.

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

**RECOMMENDATION**

It is recommended the Board of Education award Bid 21-22-22F, District Maintenance Flatbed Vehicle to MK Smith Chevrolet.

**FISCAL IMPACT**

\$49,465.76 to General Fund 01.

NE:GJS:AGH

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** May 19, 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: REQUEST FOR PROPOSALS 21-22-17, NUTRITION SERVICES - SNACKS AND BEVERAGES**

=====

**BACKGROUND**

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

RFP 21-22-17, Nutrition Services - Snacks and Beverages was published in the Inland Valley Daily Bulletin on March 31, 2022, and April 7, 2022. Proposals were submitted at 10:00 a.m. on April 28, 2022. The only company submitting proposals to be considered was Gold Star Foods.

The basic scope of work for this RFP includes procurement and delivery of snacks and beverages to sites designated within the districts that make up the Pomona Valley Co-Op Purchasing Group.

The criteria used to evaluate the RFP's were cost, 30%; sustainability, 20%; experience and competence, 20%; customer service and references, 25%; and small business and minority, woman, and disabled veteran business enterprise, 5%.

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

**RECOMMENDATION**

It is recommended the Board of Education award RFP 21-22-17, Nutrition Services - Snacks and Beverages to Gold Star Foods.

**FISCAL IMPACT**

2022/2023 Estimated Expenditure \$145,000.00 to Cafeteria Fund.

NE:GJS:AGH:pw

RFP 21-22-17

SUMMARY SHEET				Goldstar			Goldstar Foods		Goldstar Total	
LINE #	DESCRIPTION	CASE SIZE	ANNUAL USAGE	COMMENTS	PRICE	SUB TOTAL				
BEVERAGES										
1	7 UP Diet & Regular	24/12 oz. Cans	65	7UP, 24/12OZ	\$	13.93	\$	905.45	+ CRV	
2	A & W Root Beer	24/12 oz. Cans	50	A&W, 24/12OZ	\$	13.93	\$	696.50	+ CRV	
3	Cactus Cooler	24 - 12 oz	30	CACTUS COOLER, 24/12OZ	\$	13.93	\$	417.90	+ CRV	
4	Coca Cola Soda Items including Sprite & Dr. Pepper	24/12 oz. Cans	50	COCA COLA, 35/12OZ	\$	21.48	\$	1,074.00	+ CRV	
5	Coca Cola Soda Items including Sprite & Dr. Pepper	35/12 oz. Cans	200	COCA COLA, 35/12OZ	\$	21.48	\$	4,296.00	+ CRV	
6	Gatorade, G2 Assorted (Plastic Bottles)	24/12 oz	571	GATORADE, 28/12OZ	\$	19.30	\$	11,020.30	+ CRV	
7	Gatorade, G2 Orange	24/12 oz	25	GATORADE, 24/12OZ	\$	15.41	\$	385.25	+ CRV	
8	Gatorade, G2 Grape	24/12 oz	25	GATORADE, 24/12OZ	\$	15.41	\$	385.25	+ CRV	
9	Gatorade, G2 Glacier Freeze	24/12 oz	100	GATORADE, 24/12OZ	\$	15.41	\$	1,541.00	+ CRV	
10	Gatorade, G2 Fruit Punch	24/12 oz	100	GATORADE, 24/12OZ	\$	15.41	\$	1,541.00	+ CRV	
11	Juice, 100% Apple Juice - Apple & Eve	40/4.23 oz	545	APPLE AND EVE, 40/4.23OZ	\$	9.16	\$	4,992.20		
12	Juice, 100% Fruit Punch	40/4.23 oz	600	APPLE AND EVE, 40/4.23OZ	\$	9.16	\$	5,496.00		
13	Juice, 100% Grape	24/12 oz	100	SNAPPLE, 24/11.5OZ	\$	19.79	\$	1,979.00	+ CRV	
14	Juice, 100% Green Apple	24/12 oz	100	SNAPPLE, 24/11.5OZ	\$	\$19.79	\$	1,979.00	+ CRV	
15	Juice, 100% Orange-Tangarine	40/4.23 oz	200	APPLE AND EVE, 40/4.23OZ	\$	9.16	\$	1,832.00		
16	Juice, 100% Orange-Mango	24/12 oz	100	SNAPPLE, 24/11.5OZ	\$	19.79	\$	1,979.00	+CRV	
17	Juice, 100% Mango Swirl Veg & Fruit	40/4.23 oz	75	SUNCUP, 40/4.23OZ	\$	12.38	\$	928.50		
18	Juice, Capri Sun 100% Assorted Apple, Fruit Dive, Berry	40/6 oz	3180	CAPRI SUN, 40/6OZ	\$	14.09	\$	44,806.20		
19	Juice, Cool Tropics 100% Juice, Rips	60/4oz pouches	925	COOL TROPICS, 60/4OZ	\$	29.09	\$	26,908.25		
20	Fruitables, Gold Rush Juice	40/4.23 oz	900	APPLE AND EVE, 40/4.23OZ	\$	11.66	\$	10,494.00		
21	Fruitables, Plus - Power Punch Juice	36/6.75oz	1350	APPLE AND EVE, 36/6.75OZ	\$	14.05	\$	18,967.50		
22	Fruitables, Apple & Eve, Tropical Twist Juice	36/6.75oz	550	APPLE AND EVE, 36/6.75OZ	\$	14.05	\$	7,727.50		
23	Juice, Naked	8/10oz	1630	NAKED JUICE, 8/10OZ	\$	12.99	\$	21,173.70	+CRV	
24	Juice, Paradise Punch 100% Veg	40/6.75oz	3000	SUNCUP, 40/6.75OZ	\$	14.80	\$	44,400.00		
25	Pepsi Cola Soda Items including diet	36/12 oz Cans	15	PEPSI, 36/12OZ	\$	18.37	\$	275.55	+CRV	
26	Snapple 100% Juice Blends (variety)	24/cs 11.5 oz	102	SNAPPLE, 24/11.5OZ	\$	19.79	\$	2,018.58	+CRV	
27	Switch 100% Misc Flavors	24/8.3 oz	4870	SWITCH, 24/8OZ	\$	16.66	\$	81,134.20	+CRV	
28	Tropicana Orange Juice 100%	24/10 oz.	400	TROPICANA, 24/10OZ	\$	20.45	\$	8,180.00	+CRV	
29	Water - 16.9 oz., Crystal Geyser, Arrowhead, Nestle or equal	24/cs	24359	CRYSTAL GEYSER, 35/16.9OZ	\$	5.48	\$	133,487.32	+CRV	
30	Water - 8 oz.	48/8oz	9110	CRYSTAL GEYSER, 60/8OZ	\$	10.83	\$	98,661.30	+CRV	
CHIPS, CRACKERS,ETC.										
31	Almonds, Island Snacks	12/1oz	30	ISLAND SNACKS, 12/1OZ	\$	10.20	\$	306.00		
32	Apple Crisps (Strawberry) #105260	125/0.34oz	1000	TREE TOP, 125/34OZ	\$	44.15	\$	44,150.00		
33	Beef Stick, Power Snacks, Honey Peppered - Highland Farms	24/1.5 oz	15	HIGHLAND BEEF FARMS, 24/0.5OZ	\$	18.33	\$	274.95		
34	Cashews, Island Snacks	12/1.5oz	30	ISLAND SNACKS, 12/1.25OZ	\$	10.20	\$	306.00		



CHINO VALLEY UNIFIED SCHOOL DISTRICT

RFP 21-22-17

LINE #	DESCRIPTION	CASE SIZE	ANNUAL USAGE	COMMENTS	PRICE	SUB TOTAL
35	Chex Mix, Assorted, (Honey Nut, Straw Yogurt, Traditional)	60/1.75 oz.	458	GENERAL MILLS, 60/1.03OZ	\$25.55 - Strw Yogurt \$26.88 - HNY NUT & TRAD	\$ 11,701.90
36	Chex Mix, Simply Cheddar	60/1.25 oz	200	GENERAL MILLS, 60/0.92OZ	\$	\$ 5,110.00
37	Chex Mix, Simply Chocolate Caramel	60 - 1.03 oz	100	GENERAL MILLS, 60/0.92OZ	\$	\$ 2,555.00
38	Chips, Assorted, Frito Lay SS bags RF RANCH DORITOS WG	72 ct	2215	DORITOS, 72/1OZ	\$	\$ 65,586.15
39	Chips, Assorted, Frito Lay SS RF Variety	72/ct	150	CHEETOS 72/ 7OZ, DORIOTS 72/1OZ	\$29.61 \$30.05 - Doritos RF White Ched	\$ 4,441.50
40	Chips, BBQ Eagle Popped Crisp	60/cs	3	MFG DISCONTINUED	\$	\$ -
41	Chips, Cheetos Oven Baked WG Crunchy	104/.875OZ	510	CHEETOS, 104/.875OZ	\$	\$ 21,807.60
42	Chips, Cheetos Oven Baked Flamin WG Crunchy	104/.875OZ	4175	CHEETOS, 104/.875OZ	\$	\$ 178,523.00
43	Chips, Doritos Flamas WG RF	72/1.0 OZ	5970	DORITOS, 72/1OZ	\$	\$ 176,771.70
44	Chips, Doritos Nacho Cheese WG RF	72/1 oz	2000	DORITOS, 72/1OZ	\$	\$ 59,220.00
45	Chips, Doritos TOP N GO Nacho	44/1.4OZ	1100	DORITOS, 44/1.4OZ	\$	\$ 30,272.00
46	Chips, Cheetos Baked WG	104/cs	3786	CHEETOS, 104/.875OZ	\$	\$ 161,889.36
47	Chips, Cheetos Crunchy Baked	64 - 1.5 oz	97	CHEETOS, 64/1.5OZ	\$	\$ 4,034.23
48	Chips, Cheetos Flamin Hot Baked WG	104/cs	3154	CHEETOS, 104/.875OZ	\$	\$ 134,865.04
49	Chips, Cheetos Flamin Hot Puffs RF	72 - .7 oz	210	CHEETOS, 72/.7OZ	\$	\$ 6,218.10
50	Chips, Fantastix Chili Cheese	104/1 oz	130	CHEETOS, 104/1OZ	\$	\$ 5,558.80
51	Chips, Fantastix Hot WG	104/cs	2137	CHEETOS, 104/1OZ	\$	\$ 91,378.12
52	Chips, LSS Baked BBQ, SC&O, BBQ, Baked	64/1.125 or 1.5 oz	570	LAYS, 64/1.125OZ	\$	\$ 22,401.00
53	Chips, Frito Lay Mix Sun Chip Garden Salsa, French Onion, Cheddar, Original	104/.875 oz	1600	SUN CHIPS, 104/1OZ	\$	\$ 68,416.00
54	Chips, Munchie Snacks	104/cs	200	QUAKER, 104/.875OZ	\$	\$ 8,552.00
55	Chips, Frito Lay Reduced Fat Doritos (Sweet Chili, Ranch, Nacho, Cheetos, Puff)	72 - 1 oz	6211	DORITOS, 72/1OZ	\$	\$ 183,907.71
56	Chips, La Tapatia Triangle Tortilla Bulk WG	12Lb	85	MFG DISCONTINUED	\$	\$ -
57	Chips, La Tapatia Round Tortilla WG, Ind Wrap	120/1.5oz	160	MFG DISCONTINUED	\$	\$ -
58	Chips, La Vencedora Tortilla Chips bulk	6 - 2#	570	LA VENCEDORA, 6/2LB	\$	\$ 12,545.70
59	Chips, La Vencedora Tortilla chips or equal	150/2 oz	2650	LA VENCEDORA, 150/2OZ	\$	\$ 108,199.50
60	Chips, Lays BBQ, Baked	60/cs	1866	LAYS, 60/.875OZ	\$	\$ 46,052.88
61	Chips, Lays Potato NSLP	120/1.75	116	LAYS, 120/0.5OZ	\$	\$ 2,403.52
62	Chips, Lays Potato, Baked	60/.875 oz	2540	LAYS, 60/.875OZ	\$	\$ 62,687.20
63	Chips, Lays Sour Cream and Onion, Baked	60/cs	2072	LAYS, 60/.875OZ	\$	\$ 51,136.96
64	Chips, Ruffles Cheddar SC	60/.8 oz	15	RUFFLES, 60/.8OZ	\$	\$ 370.20
65	Chips, Tostitos Scoops Oven Baked	72 - .875 oz	625	TOSTITOS, 72/.875OZ	\$	\$ 18,506.25
66	Chips, Tostitos TOP N GO RF	44/1.4OZ	450	TOSTITOS, 44/1.4OZ	\$	\$ 12,384.00
67	Corn Nuts - Indiv Wrapped, Original/BBQ	144/cs	125	KRAFT HEINZ FOODS CO, 144/1.4OZ	\$	\$ 8,710.00
68	Cracker, All Sport Bites, Vanilla WG	150/1oz	1000	MJM MARKETING, 150/1OZ	\$	\$ 38,120.00
69	Cracker, Belly Bear Honey Graham WL/Grn (J&J)	200/1oz	220	J & J SNACK FOODS, 200/1OZ	\$	\$ 8,294.00
70	Cracker, Belly Bear WG Chocolate	200/cs	620	J & J SNACK FOODS, 200/1OZ	\$	\$ 23,374.00
71	Cracker, Belly Bear WG Cinnamon	200 - 1 oz	150	J & J SNACK FOODS, 200/1OZ	\$	\$ 5,655.00
72	Cracker, Bug Bite, Keebler	210 - 1 oz	200	KEEBLER, 210/1OZ	\$	\$ 11,610.00
73	Cracker, Cheez-Its WG	175/1.75 oz	2101	KELLOGGS, 175/1.75OZ	\$	\$ 86,792.31
74	Cracker, Cinnamon Graham Gripsz	150/cs 2/pk	150	KELLOGGS, 150/.9OZ	\$	\$ 6,156.00

4/29/2023

Prepared by: Anna G Hamilton, Purchasing Director

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

RFP 21-22-17

LINE #	DESCRIPTION	CASE SIZE	ANNUAL USAGE	COMMENTS	PRICE	SUB TOTAL
75	Cracker, Cinnamon Heart 51%WG	200/1OZ	75	SMART FOODS, 200/1OZ	\$ 52.49	\$ 3,936.75
76	Cracker, Giant Goldfish Chocolate	300/.9 oz	110	MFG DISCONTINUED	\$ -	\$ -
77	Cracker, Giant Goldfish Cinnamon WG	300/.9OZ	100	PEPPERIDGE FARM, 300/.9OZ	\$ 60.48	\$ 6,048.00
78	Cracker, Goldfish Rainbow Pepp Farm Whole Grain	300/.75	150	PEPPERIDGE FARM, 300/.75OZ	\$ 71.38	\$ 10,707.00
79	Cracker, Goldfish WG- Cheese, Pepp Farm	300/.75 oz	1035	PEPPERIDGE FARM, 300/.75OZ	\$ 71.38	\$ 73,878.30
80	Cracker, Graham Plain Keebler	150 - 3pk	990	KEEBLER, 150/3PK	\$ 24.99	\$ 24,740.10
81	Cracker, Belly Bear WG Choc Graham (J&J)	200 - 1 oz	450	J & J SNACK FOODS, 200/1OZ	\$ 37.70	\$ 16,965.00
82	Cracker, Dots Vanilla WG Graham Crackers (J&J)	200 - 1 oz	125	MFG DISCONTINUED	\$ -	\$ -
83	Cracker, Jungle Whole Grain (J&J)	200/.9 oz	1795	J & J SNACK FOODS, 200/1OZ	\$ 37.70	\$ 67,671.50
84	Cracker, Keebler Elf Graham (#81004)	150/cs 2/pk	320	KEEBLER TIGER BITES 150/1OZ	\$ 37.91	\$ 12,131.20
85	Cracker, Keebler Gripz Chocolate Chip	150/cs 2/pk	600	KELLOGGS, 150/.95OZ	\$ 41.04	\$ 24,624.00
86	Cracker, Keebler Saltine	500/2pk	125	KEEBLER, 500/2PK	\$ 20.58	\$ 2,572.50
87	Cracker, Chocolate Bear Grahams (MJM)	300/ 1oz 2pk	693	MJM MARKETING, 300/1OZ	\$ 57.63	\$ 39,937.59
88	Cracker, Presidents WG IW	120/1OZ	200	DICK AND JANE, 120/1OZ	\$ 34.58	\$ 6,916.00
89	Cracker, ScoobyDoo Cinn Keebler	210 - 1 oz	1250	KEEBLER, 210/1OZ	\$ 58.33	\$ 72,912.50
90	Crackers - Sunrise Bites - 2 grain WG (MJM)	100ct/2 oz	640	MJM MARKETING, 100/2OZ	\$ 43.05	\$ 27,552.00
91	Crackers- Bites (All flavors) 1 Grain WG (MJM)	150ct/1oz	3650	MJM MARKETING, 150/1OZ	\$38.12 - Vanilla \$38.95 - Maple	\$ 139,138.00
92	Crackers- Savory Bites (All flavors) 1 Grain (MJM)	155/22 grm	816	MJM MARKETING, 155/1OZ	\$36.16-Wheat \$43.48 - Pizza & Herb	\$ 29,506.56
93	Crackers, Ritz	300/2pk	40	RITZ, 300/2CT	\$ 34.62	\$ 1,384.80
94	Craisins, Ocean Spray	200/ 1.6 oz	110	OCEAN SPRAY, 200/1.16OZ	\$ 61.11	\$ 6,722.10
95	Craisins Ocean Spray Watermelon	200/ 1.6 oz	250	OCEAN SPRAY, 200/1.16OZ	\$ 61.11	\$ 15,277.50
96	Dick & Jane: Smart Crackers - English & Spanish SC8803	120/cs	556	DICK AND JANE, 120/1OZ	\$ 34.58	\$ 19,226.48
97	Dick & Jane: Smart Crackers - States & Capitols SC8801	120/cs	306	DICK AND JANE, 120/1OZ	\$ 34.58	\$ 10,581.48
98	Fruit Rope, Cliff Z, Fruit Punch & Strawberry	12/18ct	5	MFG DISCONTINUED	\$ -	\$ -
99	Fruit Snacks, Welch's Assorted Flavors	144/1.5 oz	40	WELCH'S, 144/1.55OZ	\$ 65.58	\$ 2,623.20
100	Go Bonzo, Chick Peas, Spicy or Assorted	250/.75oz	500	GO BONZOS, 250/0.75OZ	\$ 100.48	\$ 50,240.00
101	Go Bonzo Chickpeas - Asst flavors	125/1.5oz	50	GO BONZOS, 125/1.5OZ	\$ 70.97	\$ 3,548.50
102	Grahams - Keebler: Any shape (Frozen, Jurassic Park, etc.)	210/1.09 oz	500	KELLOGGS, 210/1OZ	\$ 58.33	\$ 29,165.00
103	Grahams - MJM WG (Strawberry/Vanilla) 1 Grain	300 ct/2 pk/ 1 oz	175	MJM MARKETING, 300/1OZ	\$ 57.63	\$ 10,085.25
104	Grahams - MJM WG (Berry/Vanilla) 1 Grain	300 ct/2 pk/ 1 oz	200	MJM MARKETING, 300/1OZ	\$ 57.63	\$ 11,526.00
105	Grahams - MJM WG (variety of flavors) 1 Grain	150 ct/3 pk/ 1 oz	169	MJM MARKETING, 150/3PK	\$26.45 - Honey \$28.33 - Cinnamon	\$ 4,470.05
106	Grahams - MJM WG Maple Waffle Grahams	300 ct/2 pk/ 1 oz	123	MJM MARKETING, 300/1OZ	\$ 57.63	\$ 7,088.49
107	Hummus, Fiesta Chili Lime Dippers - Truitt Family Foods	96/2.9 OZ	100	MFG DISCONTINUED	\$ -	\$ -
108	Jack Link, Beef Jerky - All Flavors	48/.9 oz	25	JACK LINKS, 48/0.85OZ	\$ 75.33	\$ 1,883.25
109	Jack Links, White Meat Chicken Tender Bites	48/1 oz	1000	JACK LINKS, 48/1OZ	\$ 42.66	\$ 42,660.00
110	Kids Mix, Quaker	104/.875 oz	150	QUAKER, 104/.875OZ	\$ 42.76	\$ 6,414.00
111	Peanuts, Chile - Island Snacks	12/3.5oz	50	ISLAND SNACKS, 12/3OZ	\$ 10.20	\$ 510.00
112	Peanuts, Planters, Honey Roasted	144/cs	60	PLANTERS, 144/1OZ	\$ 46.87	\$ 2,812.20
113	Peanuts, Planters, Salted	144/cs	30	PLANTERS, 144/1OZ	\$ 46.87	\$ 1,406.10
114	Pickle Chips	1 Gallon	100	MRS KLEIN PICKLE, 4/1 GAL	\$ 28.12	\$ 2,812.00

4/29/2023

Prepared by: Anna G Hamilton, Purchasing Director

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

RFP 21-22-17

LINE #	DESCRIPTION	CASE SIZE	ANNUAL USAGE	COMMENTS	PRICE	SUB TOTAL
115	Pirates Booty White Cheddar Puffs	24 - .75 oz	507	PIRATE BOOTY, 72/.75OZ	\$ 44.04	\$ 22,328.28
116	Pop Chips	24/.8oz	504	POP CHIPS/SONORA MILLS, 24/.7OZ	\$ 17.99	\$ 9,086.96
117	Popcorn, Indiana Kettlecorn	48/1 oz	192	INDIANA, 48/1OZ	\$ 36.80	\$ 7,065.60
118	Pretzel, Pepperidge Farm Goldfish WG	300 - .75	575	PEPPERIDGE FARM, 300/.75OZ	\$ 57.45	\$ 33,033.75
119	Pretzels, Frito Lay Heartzels WG	104 - .7 oz	1162	ROLD GOLD, 104/.70OZ	\$ 42.76	\$ 49,687.12
120	Raisels, All Flavors	200/cs 1.5 oz	1052	NATIONAL RAISIN CO., 200/1.66OZ, ALL FLV BUT WATERMELON	\$ 91.66	\$ 96,426.32
121	Raisels, Fiesta Chili Limon Pineapple	200/1.66 oz	880	NATIONAL RAISIN CO., 200/1.66OZ	\$ 91.66	\$ 80,660.80
122	Raisels, Fruit Splash	200/1.66 oz	100	NATIONAL RAISIN CO., 200/1.66OZ	\$ 91.66	\$ 9,166.00
123	Raisels, Lemon	200/1.66 oz	100	NATIONAL RAISIN CO., 200/1.66OZ	\$ 91.66	\$ 9,166.00
124	Raisels, Orange	200/1.66 oz	100	NATIONAL RAISIN CO., 200/1.66OZ	\$ 91.66	\$ 9,166.00
125	Raisels, Watermelon Shock	200/1.66 oz	100	NATIONAL RAISIN CO., 200/1.66OZ	\$ 95.83	\$ 9,583.00
126	Rice Krispies Treats Mini-WG - Kelloggs	600/.42oz	235	KELLOGGS, 600/.42OZ	\$ 124.99	\$ 29,372.65
127	Rice Krispies Treats Kelloggs WG	4/20 ct	1182	KELLOGGS, 80/1.41OZ	\$ 43.33	\$ 51,216.06
128	Snak King - Cheesy Cheese Puffs	200/.78 oz	50	MFG DISCONTINUED	\$ -	\$ -
129	Sunflower Kernals - Roasted and Lightly salted , SunOpta (110050)	150/ 1 oz.	2163	SUNOPTA, 150/1OZ	\$ 43.73	\$ 94,587.99
130	Sunflower Kernals, Honey Roasted - Azar (7220020)	150/1oz	15	AZAR NUT COMPANY, 150/1OZ	\$ 36.80	\$ 552.00
131	Sunflower Kernals Oil Rstd LT Salt - Azar (7220010)	150/1oz	400	AZAR NUT COMPANY, 150/1OZ	\$ 34.86	\$ 13,944.00
132	Sunflower Kernals, Azar Blazing Hot	150/1oz	525	SUNOPTA, 150/1.2OZ	\$ 51.86	\$ 27,226.50
133	Sunflower Kernals, Azar Spicy Lime	150/1 oz	40	AZAR NUT COMPANY, 150/1OZ	\$ 43.05	\$ 1,722.00
BREAKFAST ITEMS						
134	Benefit Brfst Bar Ban/Choc IW	48/2.5OZ	1475	J & J SNACK FOODS, 48/2.5OZ	\$ 23.95	\$ 35,326.25
135	Benefit Brfst Bar Chocolate Chip WG	48/2.5OZ	1500	J & J SNACK FOODS, 48/2.5OZ	\$ 26.38	\$ 39,570.00
136	Benefit Brfst Bar French Toast	48/2.5OZ	1130	J & J SNACK FOODS, 48/2.5OZ	\$ 23.95	\$ 27,063.50
137	Benefit Brfst Bar Oat/Choc IW	48/2.5OZ	1275	J & J SNACK FOODS, 48/2.5OZ	\$ 23.95	\$ 30,536.25
138	Cereal Bar - General Mills (All Flavors)	96/cs	500	GENERAL MILLS, 96/1.42OZ	\$ 37.94	\$ 18,970.00
139	Cereal Bar - Kelloggs ( All flavors)	96/cs	275	MFG DISCONTINUED	\$ -	\$ -
140	GM NV Granola Oat N Honey Bulk	4/50 oz bag	260	NATURE VALLEY, 4/50OZ	\$ 64.45	\$ 16,757.00
141	Granola Bars - Assorted, 1.6 oz., Nature's Valley or equal	6/28/cs	50	NATURE VALLEY, 168/1.5OZ	\$ 78.61	\$ 3,930.50
142	Granola Bars - Quaker Chewy Low Fat Choc Chip	96/cs	95	QUAKER, 12/8CT	\$ 36.31	\$ 3,449.45
143	Granola Bars - Quaker Chewy RS PB Choc Chip	96/cs	25	QUAKER, 12/8CT	\$ 36.31	\$ 907.75
144	Granola Pkts IW (Fieldstone 9788)	144/1 oz	200	FIELDSTONE, 144/1OZ	\$ 61.40	\$ 12,280.00
145	Granola, Cholate, IW (Rockinola)	250/1 oz	150	ROCKIN'OLA, 250/1OZ	\$ 104.91	\$ 15,736.50
146	Kelloggs Jumpstarts	44/cs	300	KELLOGGS, 44/5.97OZ	\$ 50.90	\$ 15,270.00
147	Krave S'mores Cereal Pouch-Kelloggs	96/1 oz	300	MFG DISCONTINUED	\$ -	\$ -
148	NutriGrain Bar (variety)	96/1.55 oz	550	KELLOGGS, 96/1.55OZ	\$ 39.99	\$ 21,994.50
149	Original Granola Cereal, Fieldstone	100/2.0 oz	490	MFG DISCONTINUED	\$ -	\$ -
150	Pop-Tarts, Assorted WG	72/2pks	1694	KELLOGGS, 72/3.53OZ	\$ 42.30	\$ 71,656.20
151	Pop-Tarts Strawberry Frstd 2CT WG IW	72/3.5 oz	500	KELLOGGS, 72/3.53OZ	\$ 42.30	\$ 21,150.00
152	Pop-Tarts Blueberry Frstd 2CT WG IW	72/3.5 oz	500	KELLOGGS, 72/3.53OZ	\$ 42.30	\$ 21,150.00
153	PopTarts, Frstd Strbry & Brwn Sgr "Singles"	12/10ct	1300	KELLOGGS, 120/1.76OZ	\$ 49.33	\$ 64,129.00

4/29/2023

Prepared by: Anna G Hamilton, Purchasing Director

CHINO VALLEY UNIFIED SCHOOL DISTRICT

RFP 21-22-17

LINE #	DESCRIPTION	CASE SIZE	ANNUAL USAGE	COMMENTS	PRICE	SUB TOTAL
154	Quaker Instant Oatmeal Baked Apple Brown Sugar	24 - 1.9 oz	180	QUAKER, 24/1.51OZ	\$ 33.26	\$ 5,986.80
155	Quaker Snack Bar - Chwy Smores or variety	12-8 ct	400	QUAKER, 12/8CT	\$ 36.31	\$ 14,524.00
156	Sunrise Bites	150/ 1 oz	60	MJM MARKETING, 150/1OZ	\$ 38.95	\$ 2,337.00
157	Tropical Mix, Island Snacks	12/3.25oz	20	ISLAND SNACKS, 12/3.25OZ	\$ 10.20	\$ 204.00
	<b>COOKIES, BROWNIES, ETC.</b>					
158	Bean Dipz Cup, Original 3 oz (Zee Zee's A5700)	120/3oz	750	ZEE ZEES, 120/3OZ	\$ 82.52	\$ 61,890.00
159	Chortle Chocolate	100/1 oz	100	CHORTLES, 100/1OZ	\$ 43.05	\$ 4,305.00
160	Cookies, RF Chocolate Chip WG IW - Buena Vista	200/1.0 OZ	200	BUENA VISTA, 120/1.5OZ	\$ 51.38	\$ 10,276.00
161	Strawberry Delights IW	128/1.41OZ	120	MFG DISCONTINUED	\$ -	\$ -
					Estimated Usage	\$ 4,193,970.26

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** May 19, 2022

**TO:** Members, Board of Education

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

**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning,  
and Operations  
Vance Stearns, Director, Transportation

**SUBJECT: TRANSPORTATION BUS PASS FEE INCREASE**

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**BACKGROUND**

On February 27, 2003, the Board of Education approved the fee supplemented, home-to-school transportation program. Since that time, the transportation bus pass fee has been increased four times to adjust for inflation and increased transportation costs. The current fee is \$260.00.

In order to help offset rising fuel and other transportation-related costs, staff recommends increasing the transportation bus pass fee by \$20.00 per bus pass to \$280.00.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the transportation bus pass fee increase of \$20.00 per bus pass to \$280.00 annually, effective for the 2022/2023 school year.

**FISCAL IMPACT**

Estimated \$12,000.00 reduction to the General Fund encroachment in the 2022/2023 school year.

NE:GJS:VS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** May 19, 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**

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**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

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

NE:RR:IB:ED:mcm

**CERTIFICATED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2021/2022 SCHOOL YEAR****RETIREMENT**

THOMAS, Paula (33 years of service)	Principal – ES	Rolling Ridge ES	07/01/2022
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**CERTIFICATED PERSONNEL FOR THE 2021/2022 SCHOOL YEAR****RETIREMENT**

DAY, Cindy (25 years of service)	Elementary Teacher	Marshall ES	07/01/2022
ZORRILLA, Linda (22 years of service)	Elementary Teacher	Briggs K-8	06/30/2022

**RESIGNATION**

GAYNOR-PEREZ, Jennifer	Elementary Teacher	Glenmeade ES	05/01/2022
SCHULTZ, Russell	Social Science Teacher	Canyon Hills JHS	05/27/2022
SORIA, Jessica	Science Teacher	Townsend JHS	05/27/2022

**PLACED ON THE 39 MONTH REHIRE LIST**

ROLLAND, Michael	English Teacher	Chino Hills HS	04/30/2022
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**AMENDMENT TO START DATE ON THE MAY 5, 2022 AGENDA**

HACHEY, Rose	Special Education Teacher	Cortez ES/Rhodes ES	05/09/2022
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**AMENDMENT TO RESIGNATION DATE ON THE MARCH 3, 2022 AGENDA**

BACANI, Marlene	School Nurse	Health Services	05/16/2022
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**APPOINTMENT - EXTRA DUTY**

MORGAN, Mark (NBM)	Football (B)	Chino Hills HS	05/05/2022
THIGPEN Jr., William	Track & Field (B)	Don Lugo HS	04/28/2022

**DELETE – EXTRA DUTY – DEPARTMENT CHAIR**

LISTA, Lisa	Jr. High STEM/STEAM Advisor	Woodcrest JHS	02/01/2022
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**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR**

LINDSEY Jr. Patrick	Jr. High STEM/STEAM Advisor	Woodcrest JHS	02/02/2022
TOTAL:			\$639.36

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

BUENCONSEJO, Tina	CHAMBERLAIN, Paula	CULLIMORE, Allissa
DALY, Nanette	ELKESS, Jasmine	GALLAWAY, Chelsea
MENDEZ, Diana	PULLIAM, Cesaria	RODRIGUEZ, Jenny
VAN STEENWYK, Trina	VELA, Regina	WOGAHN, William



**CLASSIFIED PERSONNEL**

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

GRANADOS, Andrea	Behavior Intervention Associate (C)	Special Education	05/20/2022
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**RESIGNATION**

BAROLDY, Shelly Nicole	Behavioral Health Counselor (C)	Health Services	06/30/2022
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**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE****APPOINTMENT**

HALL, Cindy	Playground Supervisor (GF)	Borba ES	05/17/2022
OROSCO, Jessica	Administrative Secretary I (GF)	Access & Equity	05/20/2022
PHOMMALY, Andy	Payroll Technician (GF)	Business Services	05/24/2022
LOPEZ, Ericka	Bus Driver (GF)	Transportation	05/17/2022
MARTINEZ, Teresa	Bus Driver (GF)	Transportation	05/20/2022
PALOMARES ALONSO, Araceli	Bus Driver (GF)	Transportation	07/01/2022

**PROMOTION**

SILVEIRA, Olliver	FROM: Custodian II (GF) 8 hrs./261 contract days TO: Groundworker II (GF) 8 hrs./261 contract days	Alternative Education  Maintenance	05/20/2022
GLICK, Brian	FROM: Grounds Equipment Operator III (GF) 8 hrs./261 contract days TO: Heavy Grounds Equipment Operator III (GF) 8 hrs./261 contract days	Maintenance  Maintenance	05/16/2022
HOWARD, Kimberly	FROM: Nutrition Services Assistant I (NS) 2 hrs./181 work days TO: IA/Elementary Grade Level (GF) 3.5 hrs./180 work days	Nutrition Services  Cattle ES	08/08/2022

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**ASSIGNMENT CHANGE**

DEDMAN, Melissa	FROM: Playground Supervisor (GF) 1.5 hrs./180 work days and Playground Supervisor (GF) 0.75 hrs./180 work days TO: IA/Special Education/SH (SELPA/GF) 6 hrs./181 work days	Newman ES  Newman ES  Newman ES	05/09/2022
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**CORRECTION TO THE EFFECTIVE DATE ON THE MAY 5, 2022 AGENDA FOR ASSIGNMENT CHANGE**

BROWN, Kimberly	Custodian I (GF)	Butterfield Ranch ES	05/02/2022
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**ADDITIONAL ASSIGNMENT**

VELEZ, Sonya	IA/Elementary Grade Level (GF)	Glenmeade ES	08/08/2022
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**APPOINTMENT - SUPPLEMENTAL INSTRUCTION - SUMMER SCHOOL**

ERMER, Carrie	Nutrition Services Manager I (NS)	Chaparral ES	06/06/2022
GUTIERREZ, Gabriel D	Custodian I (SS)	Chaparral ES	06/06/2022
MILLS, Austin	Custodian I (SS)	Ayala HS	06/02/2022
CONTRERAS, Lisa	Licensed Vocational Nurse (SS)	Health Services	06/01/2022
DIAZ, Ashley	Licensed Vocational Nurse (SS)	Health Services	06/01/2022
ORTIZ, Marissa	Licensed Vocational Nurse (SS)	Health Services	06/01/2022
VAZ, Jill	Nutrition Services Assistant I (NS)	Monte Vista Park	06/06/2022
EVANS, Luann	IA/Physical Education (SS)	Special Education	06/01/2022
FISK, Tanya	IA/Physical Education (SS)	Special Education	06/01/2022
ANCHONDO, Lori	IA/Special Education/SH (SS)	Special Education	06/01/2022
ARENAS, Tatiana	IA/Special Education/SH (SS)	Special Education	06/01/2022
AVILA, Veronica	IA/Special Education/SH (SS)	Special Education	06/01/2022
BALLESTEROS, Venus	IA/Special Education/SH (SS)	Special Education	06/01/2022
BAYONA, Karen	IA/Special Education/SH (SS)	Special Education	06/01/2022
BENNETT, Maria	IA/Special Education/SH (SS)	Special Education	06/01/2022
CARRUTHERS, Michelle	IA/Special Education/SH (SS)	Special Education	06/01/2022
CHAMBERS, Carrie	IA/Special Education/SH (SS)	Special Education	06/01/2022
CHOO, Kyu	IA/Special Education/SH (SS)	Special Education	06/01/2022
CHUONG, Colleen	IA/Special Education/SH (SS)	Special Education	06/01/2022
CHUONG, Laureen	IA/Special Education/SH (SS)	Special Education	06/01/2022
DROOG, Lisa	IA/Special Education/SH (SS)	Special Education	06/01/2022
EDWARDS, Cynthia	IA/Special Education/SH (SS)	Special Education	06/01/2022
ETTER, Jenny	IA/Special Education (SS)	Special Education	06/01/2022
FOLEY, Christopher	IA/Special Education (SS)	Special Education	06/01/2022

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT - SUPPLEMENTAL INSTRUCTION - SUMMER SCHOOL</u></b>			
GINES, Stacie	IA/Special Education/SH (ss)	Special Education	06/01/2022
GONZALEZ, Nicole	IA/Special Education/SH (ss)	Special Education	06/01/2022
HARRIS, Dylan	IA/Special Education/SH (ss)	Special Education	06/01/2022
HOLENDOR, Ambar	IA/Special Education/SH (ss)	Special Education	06/01/2022
HORTA BARSAMIAN, Sandra	IA/Special Education/SH (ss)	Special Education	06/01/2022
JEPEWAY, Gwen	IA/Special Education/SH (ss)	Special Education	06/01/2022
KENDRENA, Sandra	IA/Special Education (ss)	Special Education	06/01/2022
MACIAS, Alba	IA/Special Education (ss)	Special Education	06/01/2022
MARCUCCI, Deborah	IA/Special Education (ss)	Special Education	06/01/2022
MARTINEZ, Joanna	IA/Special Education/SH (ss)	Special Education	06/01/2022
MEDINA, Clarissa	IA/Special Education (ss)	Special Education	06/01/2022
MEDRANO, Jasmine	IA/Special Education/SH (ss)	Special Education	06/01/2022
PACHECO, Erica	IA/Special Education (ss)	Special Education	06/01/2022
PARTIDA, Liliana	IA/Special Education (ss)	Special Education	06/01/2022
RAMIREZ, Melissa	IA/Special Education/SH (ss)	Special Education	06/01/2022
RODRIGUEZ, Arlene	IA/Special Education/SH (ss)	Special Education	06/01/2022
RODRIGUEZ, Maria L.	IA/Special Education/SH (ss)	Special Education	06/01/2022
RODRIGUEZ, Veronica	IA/Special Education/SH (ss)	Special Education	06/01/2022
SILVA-BAZULTO, Vicki	IA/Special Education/SH (ss)	Special Education	06/01/2022
SORIANO, Silvia	IA/Special Education (ss)	Special Education	06/01/2022
TURLEY, Colleen	IA/Special Education/SH (ss)	Special Education	06/01/2022
VIZARRO, Janell	IA/Special Education/SH (ss)	Special Education	06/01/2022
WASI, Ameena	IA/Special Education (ss)	Special Education	06/01/2022
WILLIAMS, Susan	IA/Special Education/SH (ss)	Special Education	06/01/2022
YANEZ, Claudia	IA/Special Education/SH (ss)	Special Education	06/01/2022

**LEAVE OF ABSENCE**

BUTRISS, Sue	High School Receptionist (GF)	Ayala HS	05/06/2022 through 05/16/2022
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**PLACED ON 39 MONTH RE-EMPLOYMENT LIST**

RODRIGUEZ, Carlos	Custodian I (GF)	Ayala HS	05/04/2022
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**RESIGNATION**

HAHM, Wendy	Playground Supervisor (GF)	Rolling Ridge ES	05/31/2022
SERNA, Denise	Playground Supervisor (GF)	Magnolia JHS	05/31/2022
GONZALEZ CONTRERAS, Brandon	Network Support Technician (GF)	Technology	05/20/2022

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**RETIREMENT**

BUSCH, Renee (18 Years of Service)	IA/Special Education (SELPA/GF)	Rolling Ridge ES	06/01/2022
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**APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2021, THROUGH JUNE 30, 2022**

BACA, Anthony	CORNELIUS, Renee	GRANDA, Kimberly
JAJIEH, Laura B.	LOPEZ, Ericka	NAVARRO, Maria S.
QUIROZ, Robert S.	TALAMERA, Marlene	

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

## **CHINO VALLEY UNIFIED SCHOOL DISTRICT**

### **Our Motto:**

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

**DATE:** May 19, 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: REVISIONS TO THE JOB DESCRIPTIONS FOR BUS DRIVER;  
DISPATCHER/SCHEDULER; DRIVER TRAINER; INSTRUCTIONAL  
AIDE/SPECIAL EDUCATION; AND INSTRUCTIONAL  
AIDE/SPECIAL EDUCATION/SEVERELY HANDICAPPED**

=====

### **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.

On April 11, 2022, CSEA and the District consulted and finalized the revisions of the job descriptions. New language is provided in UPPER CASE while old language to be deleted is lined through.

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

### **RECOMMENDATION**

It is recommended the Board of Education approve the revisions to the job descriptions for Bus Driver; Dispatcher/Scheduler; Driver Trainer; Instructional Aide/Special Education; and Instructional Aide/Special Education/Severely Handicapped.

### **FISCAL IMPACT**

Salary and benefits of \$177,804.00 to the general fund for the positions of Bus Driver; Dispatcher/Scheduler; Driver Trainer. Salary and benefits of \$388,811.00 to the Special Education Fund for the positions of Instructional Aide/Special Education; and Instructional Aide/Special Education/Severely Handicapped.

**BUS DRIVER****DEFINITION**

Under general supervision, operates a school bus over designated routes within established time schedules; transports students to and from school and on special event trips; performs daily and weekly safety inspections; submits daily reports, and performs related duties as required.

**DISTINGUISHING CHARACTERISTICS**

Positions in this class are characterized by the responsibility to safely and efficiently drive a school bus over designated routes for the purpose of transporting school children and to perform specific manual and recordkeeping tasks relating to the operation of a school bus.

**OCCUPATIONAL GROUP**

Classified (Transportation)

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

1. Drive a school bus or transportation vehicle over assigned routes in accordance with an established time schedule; transports ~~children~~ STUDENTS to and from school ~~including those with special needs~~; loads and unloads students safely at designated stops and on ~~study~~ ALL trips; stops traffic and escorts ~~children~~ STUDENTS across streets, when necessary. **(E)**
2. KNOWLEDGE OF LOADING AND UNLOADING WHEELCHAIRS. **(E)**
- ~~2.~~ 3. Transports students and teachers on field trips to various locations, choosing the best route and adhering to scheduled departure and arrival times. **(E)**
- ~~3.~~ 4. Adheres to District policies and procedures regarding student discipline procedures and public contact with parents and community members. **(E)**
- ~~4.~~ 5. Performs daily and weekly safety inspections, reporting on general condition of bus, including problems or equipment malfunctions; washes, sweeps, mops, and polishes the school bus. **(E)**
- ~~5.~~ 6. Prepares daily reports on student loads, mileage, type of trip and standby time. **(E)**
- ~~6.~~ 7. Provides vacation and temporary relief as required.

## **MINIMUM REQUIREMENTS**

### **Knowledge of:**

- Safe AND DEFENSIVE driving practices;
- Basic First Aid;
- Basic safety requirements of school bus operations; AND
- Provisions of the California Motor Vehicle Code, the Education Code and Title 13, California Administrative Code, applicable to the transportation of students.

### **Ability to:**

- Drive a school bus and other automotive equipment safely and efficiently;
- MAINTAIN A SAFE DRIVING RECORD;
- Maintain appropriate student behavior on a school bus;
- Follow oral and written directions;
- Learn the proper methods of bus safety inspections and maintenance;
- Handle situations with tact and diplomacy;
- Establish and maintain effective working relationships; AND
- Do daily vehicle inspections electronically.

## **EDUCATION**

EQUIVALENT TO COMPLETION OF THE TWELFTH GRADE. ~~Completion of formal or informal education sufficient to assure the ability to read and write and successfully perform the tasks listed in the job description.~~

## **EXPERIENCE**

One year of experience in the operation of a SCHOOL bus or heavy motor vehicle, or completion of a school bus driver training program.

## **WORKING CONDITIONS**

- SCHOOL BUS DRIVING AND TRAINING ENVIRONMENT;
- SUBJECT TO DRIVING IN VARIOUS ROAD AND WEATHER CONDITIONS;  
AND
- NOISE.

## **PHYSICAL ABILITIES**

- BENDING AT WAIST;
- DEXTERITY OF HANDS AND FINGERS TO OPERATE EQUIPMENT;
- HEARING AND SPEAKING TO EXCHANGE INFORMATION AND PROVIDE TRAINING; AND
- SEEING TO OPERATE VEHICLES AND TO OBSERVE TRAINEES.

## **HAZARDS**

- EXPOSURE TO DRIVING A SCHOOL BUS DURING ADVERSE WEATHER AND TRAFFIC CONDITIONS;
- EXPOSURE OR CONTACT WITH BODILY FLUIDS; AND
- EXHAUST FUMES.

## **LICENSE REQUIREMENTS**

Possession of a valid Class # B WITH PASSENGER ENDORSEMENT, California Motor Vehicle Operator's License; possession of a VALID school bus driver certificate issued by the California Highway Patrol; VALID standard First Aid certificate OR PASS EXAM GIVEN BY CALIFORNIA HIGHWAY PATROL. SUBJECT TO RANDOM DRUG TESTING. MUST BE ENROLLED IN FMCSA DRUG AND ALCOHOL CLEARING HOUSE. AIRBRAKE ENDORSEMENT REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT.

INCUMBENTS ARE REQUIRED TO PASS A DEPARTMENT OF TRANSPORTATION BIENNIAL PHYSICAL EXAMINATION UPON ACCEPTANCE OF DISTRICT'S OFFER OF EMPLOYMENT. NEW HIRES MAY BE REQUIRED TO COMPLETE A BASELINE PHYSICAL EXAMINATION AND COMPLETE A DRUG AND ALCOHOL PRE-EMPLOYMENT SCREENING.

## **INSURANCE REQUIREMENTS**

Must be able to be insured, and continue to be insurable by the District's liability insurance carrier.

Board Approved: 04/10/70  
REVISED:



**DISPATCHER/SCHEDULER****DEFINITION**

Under general ~~direction~~ SUPERVISION, plan, organize and schedule school bus routes; assigns bus drivers to designated routes and to athletic and field trips; monitors school bus operations via two-way radio contact.

**DISTINGUISHING CHARACTERISTICS**

~~This is a single P position~~ S IN THIS class ARE characterized by the responsibility to plan and develop bus routes for the District's ~~pupil~~ STUDENT transportation program. The position is also responsible for assignment of drivers and school buses and maintaining two-way radio contact with all assigned drivers.

**OCCUPATIONAL GROUP**

Classified (TRANSPORTATION)

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

1. Plans bus routes and schedules, evaluating traffic conditions, ~~pupil~~ STUDENT loads and other pertinent factors; makes changes in bus routes to obtain maximum utilization of equipment and manpower. **(E)**
2. KNOWLEDGE OF LOADING AND UNLOADING WHEELCHAIRS. **(E)**
3. DRIVES A SCHOOL BUS ON AN AS NEEDED BASIS. **(E)**
2. 4. Schedules and assigns drivers to athletic and field trips, coordinating these with regular assignments to make an equitable distribution of overtime and over contract hours; arranges for substitute drivers. **(E)**
3. 5. Maintains two-way radio contact with all drivers and responds to emergency situations regarding discipline problems, bus breakdowns, accidents and traffic hazards; informs law enforcement officials of accidents or other matters requiring their attention. **(E)**
4. 6. Receives and responds to calls from parents, staff and others not requiring action by the manager; checks driver's time sheets, mileage reports and ~~pupil~~ STUDENT loads for accuracy and completeness.
5. 7. Schedules and routes buses for the District's Special Education transportation needs. **(E)**

6. 8. Maintains required records for mileage, student count, and costs for all field and athletic trips. **(E)**
7. 9. Calculates monthly costs incurred by schools for extra-curricular activities requiring school bus transportation and submits billing to the Finance Office. **(E)**
8. 10. Provides vacation and temporary relief as required. **(E)**
9. 11. Performs related duties as required. **(E)**

## **MINIMUM REQUIREMENTS**

### **Knowledge of:**

- Principles, practices and methods of scheduling and dispatching a mid-size school transportation fleet;
- School bus transportation procedures and safe bus driving practices , all laws and regulations relating to the operation of school buses and the transportation of students in the State of California; AND
- Methods and procedures of recordkeeping for required reports.

### **Ability to:**

- Under supervision, plan safe and efficient bus routes and schedules;
- Establish and maintain effective and cooperative relationships with those contacted during the course of work;
- Keep clear and accurate records, and operate a 10-key calculator with reasonable speed;
- Exercise good judgment in a variety of situations requiring immediate decisions; AND
- Properly operate a two-way radio base station.

## **EDUCATION**

Equivalent to the completion of the twelfth grade. ~~or completion of formal or informal education sufficient to assure the ability to read and write, and successfully perform tasks listed in the job description.~~

## **EXPERIENCE**

Three years of experience as a bus driver in a school district, including some responsibility for planning and scheduling routes.

## **WORKING CONDITIONS**

- SCHOOL BUS DRIVING AND TRAINING ENVIRONMENT;
- SUBJECT TO DRIVING IN VARIOUS ROAD AND WEATHER CONDITIONS; AND
- NOISE.

## **PHYSICAL ABILITIES**

- BENDING AT WAIST;
- DEXTERITY OF HANDS AND FINGERS TO OPERATE EQUIPMENT;
- HEARING AND SPEAKING TO EXCHANGE INFORMATION AND PROVIDE TRAINING; AND
- SEEING TO OPERATE VEHICLES AND TO OBSERVE TRAINEES.

## **HAZARDS**

- EXPOSURE TO DRIVING A SCHOOL BUS DURING ADVERSE WEATHER AND TRAFFIC CONDITIONS;
- EXPOSURE OR CONTACT WITH BODILY FLUIDS; AND
- EXHAUST FUMES.

## **LICENSE REQUIREMENTS**

~~Maintains a clear and valid California Driver's License to meet District requirements for using pool vehicles in checking bus stops. Possession of a California School Bus Driver's Certificate, current medical certificate, and a School Bus Instructor's Certificate is desirable.~~

POSSESSION OF A VALID CLASS B WITH PASSENGER ENDORSEMENT, CALIFORNIA MOTOR VEHICLE OPERATOR'S LICENSE; POSSESSION OF A VALID SCHOOL BUS DRIVER CERTIFICATE ISSUED BY THE CALIFORNIA HIGHWAY PATROL; VALID STANDARD FIRST AID CERTIFICATE OR PASS EXAM GIVEN BY CALIFORNIA HIGHWAY PATROL. SUBJECT TO RANDOM DRUG TESTING. MUST BE ENROLLED IN FMCSA DRUG AND ALCOHOL CLEARING HOUSE. AIRBRAKE ENDORSEMENT REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT.

INCUMBENTS ARE REQUIRED TO PASS A DEPARTMENT OF TRANSPORTATION BIENNIAL PHYSICAL EXAMINATION UPON ACCEPTANCE OF DISTRICT'S OFFER OF EMPLOYMENT. NEW HIRES MAY BE REQUIRED TO COMPLETE A BASELINE PHYSICAL EXAMINATION AND COMPLETE A DRUG AND ALCOHOL PRE-EMPLOYMENT SCREENING.

## **INSURANCE REQUIREMENT**

Must have ability to obtain and maintain insurability status under the District's Vehicle Insurance Policy.

Revised: 07/24/84  
Revised: 04/21/88  
Revised: 05/19/88  
REVISED:

**DRIVER TRAINER****DEFINITION**

Under general supervision, plans and provides bus driver training and retraining programs including classroom and behind-the-wheel instruction; conducts safety and first aid in-service training; plans and coordinates bus evacuation drills for school students; drives a bus as assigned.

**DISTINGUISHING CHARACTERISTICS**

~~This is a single position~~ S IN THIS class ARE characterized by the responsibility to organize and conduct a variety of training activities within the Transportation Department as required by law and regulation. Classroom instruction, behind-the-wheel training, and continuous review of drivers' skills are designed to provide the District with skillful and safety conscious bus drivers.

This class is distinguished from the class of Bus Driver in that the primary function of positions in the latter class is to drive a school bus with no responsibility to review the work of others.

**OCCUPATIONAL GROUP**

Classified (Transportation)

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

1. Assists in screening all bus driver applicants; develops and presents classroom and on-the-road training to new drivers on all aspects of proper bus operation; coordinates this activity with the California Highway Patrol and Transportation/Vehicle Equipment Manager. **(E)**
2. KNOWLEDGE OF LOADING AND UNLOADING WHEELCHAIRS. **(E)**
2. 3. Advises and assists drivers in obtaining and renewing licenses and permits; provides instruction to fulfill licensing requirements including first aid training. **(E)**
3. 4. Regularly evaluates drivers to assess driving skills; qualifies drivers for out-of-town field trips; conducts safety programs related to school bus operations. **(E)**
4. 5. Develops and presents classroom training to school students on safe and appropriate conduct while riding school buses; plans bus evacuation procedures and coordinates evacuation drills for students. **(E)**

- ~~5.~~ 6. Assists in determining placement of safe bus stops; assists in investigation of school bus accidents as to cause and recommends preventative measures; responds to emergency situations as directed, including accidents, traffic hazards, and student discipline problems. **(E)**
- ~~6.~~ 7. Maintains a variety of records required by State law. **(E)**
- ~~7.~~ 8. Drives a school bus on an as needed basis. **(E)**
- ~~8.~~ 9. Provides vacation and temporary relief as required.
- ~~9.~~ 10. Performs other related duties as assigned.

**(E)** = Essential Functions

### **MINIMUM REQUIREMENTS**

#### **Knowledge of:**

- Principles, practices, and methods of school bus driver training and retraining;
- School bus transportation procedures and safe bus driving practices; AND
- State rules and regulations applicable to the operation of school buses and transporting students.

#### **Ability to:**

- Speak well before groups and use appropriate English;
- Organize and effectively present bus driver training programs and materials;
- Organize and effectively present safety and drill procedures to students at all grade levels;
- Motivate others toward proper learning;
- Review and objectively evaluate the work of others;
- Operate a school bus safely and in conformance with applicable State laws;
- Exercise good judgment in a variety of situations;
- Establish and maintain cooperative working relationships with patrons, school administrators, fellow employees, and supervisors;
- Work with accuracy and a minimum of supervision; AND
- Work irregular hours in the performance of job duties.

### **EXPERIENCE**

Five years of bus driving experience or similar transportation assignment.

## **EDUCATION**

Equivalent to the completion of the twelfth grade. Graduate of California State Department of Education Driver Instructor Academy. ~~College level training in Supervision, Human Relations, Public Speaking, Traffic/Transportation Engineering are desirable.~~

## **WORKING CONDITIONS**

- School bus driving and training environment;
- Subject to driving in various road and weather conditions; AND
- Noise.

## **PHYSICAL ABILITIES**

- Bending at waist;
- Dexterity of hands and fingers to operate equipment;
- Hearing and speaking to exchange information and provide training; AND
- Seeing to operate vehicles and to observe trainees.

## **HAZARDS**

- Exposure to driving a school bus during adverse weather and traffic conditions;
- EXPOSURE OR CONTACT WITH BODILY FLUIDS; AND
- Exhaust fumes.

## **LICENSE REQUIREMENT**

~~A valid California Commercial Driver's License, Class B with Passenger Endorsement; California School Bus Driver's Certificate with 0 restrictions, current Medical Card and First Aid card; Certification by State Department of Education as a School Bus Driver Trainer. POSSESSION OF A VALID CLASS # B WITH PASSENGER ENDORSEMENT, CALIFORNIA MOTOR VEHICLE OPERATOR'S LICENSE; POSSESSION OF A VALID SCHOOL BUS DRIVER CERTIFICATE ISSUED BY THE CALIFORNIA HIGHWAY PATROL; VALID STANDARD FIRST AID CERTIFICATE OR PASS EXAM GIVEN BY CALIFORNIA HIGHWAY PATROL. SUBJECT TO RANDOM DRUG TESTING. MUST BE ENROLLED IN FMCSA DRUG AND ALCOHOL CLEARING HOUSE. AIRBRAKE ENDORSEMENT REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT.~~

INCUMBENTS ARE REQUIRED TO PASS A DEPARTMENT OF TRANSPORTATION BIENNIAL PHYSICAL EXAMINATION UPON ACCEPTANCE OF DISTRICT'S OFFER OF EMPLOYMENT. NEW HIRES MAY BE REQUIRED TO COMPLETE A BASELINE PHYSICAL EXAMINATION AND COMPLETE A DRUG AND ALCOHOL PRE-EMPLOYMENT SCREENING.

## **SPECIAL REQUIREMENT**

Must have the ability to obtain and maintain insurability status under the District's Vehicle Insurance Policy.

Approved: 06/05/79  
Revised: 06/19/97  
REVISED:

**PARAPROFESSIONAL I - INSTRUCTIONAL AIDE/SPECIAL EDUCATION****DEFINITION**

Under general supervision, assists a certificated teacher in the instruction of ~~Special Education~~ students WITH MILD/MODERATE DISABILITIES by directing prescribed learning activities for individuals or small groups; performs a wide variety of ~~outline-clerical~~ tasks in support of the instructional program and performs related duties as required.

**DISTINGUISHING CHARACTERISTICS**

Positions in this class are characterized by the responsibility to ~~help~~ ASSIST students WITH MILD/MODERATE DISABILITIES ~~who have a physical and/or learning disability~~ IN attaining success in an educational program. Positions may be assigned to work with students AT ALL LEVELS. ~~Positions are distinguished from other classes of Instructional Aides in that they work with Special Education students. Primary responsibilities are in the realm of instructional assistance with clerical support provided to relieve the teacher of clerical detail.~~

**OCCUPATIONAL GROUP**

Classified (Instructional)

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

4. ~~Provides individual and small group learning activities to reinforce the instruction and development program defined by the teacher; activities may include reading to students, explaining words and meanings, demonstrating arithmetic problem solving, assisting in prescribed exercises, therapy, or other remedial instruction. (E)~~
- 2 1. ~~Assists in maintaining a supportive learning environment by improving students' physical coordination and/or learning skills, listening to children read, assisting in music and art projects, directing learning games, selecting appropriate reading and resource material for students and monitoring their usage. PROVIDES SUPPORT TO INDIVIDUAL AND SMALL GROUP LEARNING ACTIVITIES TO REINFORCE AND SUPPORT THE INSTRUCTION. ASSIST IN DEVELOPMENT OF PROGRAMS PROVIDING CORE AND OTHER REMEDIAL INSTRUCTION, AS DEFINED BY THE TEACHER. (E)~~
- 3 2. ~~Assists in developing and preparing instructional materials such as lesson plans, teaching aids, charts and bulletin boards;. Confers with teachers to identify learning needs and evaluate progress of students;. Maintains a neat, orderly, and attractive SAFE learning environment. (E)~~
- 4-3. ~~ASSISTS WITH THE SupervISIONes OF students during THE SCHOOL DAY IN THE classroom, activities ON CAMPUS, AND on field trips. and on the school grounds; Provides guidance TO and ensures students learn and adhere to safety and health~~



~~standards.; assists students with personal care activities; directs students into appropriate social behavior through the use of various intervention techniques. (E)~~

- 5 4. ~~ASSISTS IN~~ ~~Records attendance and grades, keeps~~ ~~SING~~ a variety of simple records INCLUDING STUDENT PROGRESS MONITORING DATA AND STUDENT OBSERVATIONAL DATA FOR THE TEACHER'S RECORDS AND/OR TO COMMUNICATE WITH PARENTS. ~~administers and scores tests; Operates audio-visual and duplicating~~ STANDARD TECHNOLOGICAL AND OFFICE equipment.; Distributes and maintains an inventory of classroom materials.; ~~attends parent conferences and in-service training as required. (E)~~
5. MAY PROVIDE POSITIVE BEHAVIOR INTERVENTION SUPPORT TO STUDENTS IN THE SCHOOL ENVIRONMENT AND SUPPORTING THE TEACHER'S BEHAVIORAL EXPECTATIONS. (E)
6. Provides vacation and temporary relief as required AND OTHER RELATED DUTIES AS ASSIGNED.

### **MINIMUM REQUIREMENTS**

#### **Good knowledge of:**

- Practical methods used in tutoring, monitoring, and ~~controlling~~ MANAGING students;
- English LANGUAGE usage including grammar, vocabulary, and spelling;
- Basic ~~arithmetic~~ MATHEMATICAL concepts and calculations;
- ~~Simple~~ Record keeping and filing;. AND
- PROFESSIONAL LEARNING COMMUNITIES AND CORE CURRICULUM.

#### **Ability to:**

- Learn and apply the methods and procedures to be followed in instructional care situations involving ~~Special Education~~ students;
- Maintain confidentiality of ~~pupil~~ STUDENT records and school reports;
- Demonstrate an understanding, patient~~CE~~, and A receptive attitude toward students;:-
- RECEIVE RELEVANT TRAINING BASED ON NEEDS;:-
- LIFT UP TO 50 POUNDS; AND
- PERFORM ROUTINE CLERICAL TASKS.

### **EXPERIENCE**

One year of paid or volunteer experience working with students AT ANY LEVEL. ~~K through 12, preferably those with physical and/or learning disabilities.~~

### **EDUCATION**

Equivalent to completion of the twelfth grade. May substitute successful completion of ~~30~~ 24 semester units of college course work in ~~Child Development, Education, Psychology, or a related field~~ for the required experience.

## **WORKING CONDITONS**

- CLASSROOM ENVIRONMENT; INDOOR AND OUTDOOR;
- SUBJECT TO FREQUENT LIFTING, STOOPING BENDING AND STANDING FOR LONG PERIODS OF TIME; AND
- MAY BE EXPOSED TO ODORS.

## **HAZARDS**

- WORKING IN A NOISY ENVIRONMENT;
- EXPOSURE OR CONTACT WITH BODILY FLUIDS; AND
- CONTACT WITH CLEANING AGENTS AND CHEMICALS.

Approved: 04/24/79  
Revised: 10/20/94  
REVISED:

**PARAPROFESSIONAL II - ~~INSTRUCTIONAL AIDE/SEVERELY HANDICAPPED~~  
SPECIAL EDUCATION**

**DEFINITION**

Under general supervision, assists a certificated teacher in the instruction of ~~severely handicapped Special Education~~ students WITH MODERATE/SEVERE DISABILITIES by directing prescribed learning activities for individuals or small groups; performs a wide variety of routine ~~clerical~~ tasks in support of the instructional program and performs related duties as required.

**DISTINGUISHING CHARACTERISTICS**

Positions in this class are characterized by the responsibility to ~~help~~ ASSIST students WITH ~~who have a physical and/or learning~~ SIGNIFICANT disabilities, AS DEFINED IN INDIVIDUALIZED EDUCATIONAL PROGRAM (IEP) SUCH AS ORTHOPEDIC IMPAIRMENTS, VISUAL IMPAIRMENTS, DEAF/HARD OF HEARING, INTELLECTUAL DISABILITY, AND MULTIPLE DISABILITIES attain success in an educational program. Positions may be assigned to work with students PRE-SCHOOL ~~K~~ through 12 AGE 22.

Positions are distinguished from other classes of ~~instructional aides~~ PARAPROFESSIONALS in that they work ~~only~~ PRIMARILY with ~~severely handicapped Special Education~~ students WITH SIGNIFICANT DISABILITIES; primary responsibilities are in the realm of instructional assistance, AND PROVIDING INDIVIDUALIZED STUDENT SUPPORT. ~~with clerical support provided to relieve the teacher of clerical detail.~~ The major program emphasis is on the ~~adequate~~ development of self-help, SOCIAL and/or community based critical skills.

**OCCUPATIONAL GROUP**

Classified (INSTRUCTIONAL)

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

1. Assists ~~the teacher~~ with self-care activities such as: toileting, CHANGING DIAPERS, face and hand washing, manipulation of clothing, feeding, ADMINISTER FIRST AID AND PERFORM MEDICAL ACTIVITIES ACCORDING TO ESTABLISHED POLICIES, GUIDELINES, AND PROCEDURES, AS NEEDED. **(E)**
2. Supports the teacher's instruction in helping the ~~children~~ STUDENTS to recognize and avoid hazards and assists with supervision during the work day. **(E)**
3. Provides individual and small group learning activities to reinforce the instruction and development program defined by the teacher, ASSISTS IN MAINTAINING A SUPPORTIVE LEARNING ENVIRONMENT BY IMPROVING STUDENT'S PHYSICAL COORDINATION AND/OR LEARNING SKILLS, activities may include LISTENING TO

STUDENTS READ AND reading to students, explaining words and meanings, demonstrating arithmetic problem solving, ASSISTING IN MUSIC AND ART PROJECTS, DIRECTING LEARNING GAMES, SELECTING APPROPRIATE READING AND RESOURCE MATERIALS FOR STUDENTS AND MONITORING THEIR USAGE, and assisting in prescribed exercises, therapy or other remedial instruction. **(E)**

~~4. Assists in maintaining a supportive learning environment by improving students' physical coordination and/or learning skills, listening to children STUDENTS read, assisting in music and art projects, directing learning games, selecting appropriate reading and resource materials for students and monitoring their usage. **(E)**~~

4. 5. Assists in developing and preparing instructional materials such as lesson plans, teaching aids, charts and bulletin boards; confers with teachers to identify learning needs and evaluate progress of students; maintaining a neat, orderly and attractive SAFE learning environment. **(E)**

5. 6. Supervises students during classroom activities, on field trips, COMMUNITY-BASED INSTRUCTION, and on the school grounds; provides guidance and ensures students learn and adhere to safety and health standards; assists students with personal care activities; directs students into appropriate social behavior through the use of various intervention techniques. **(E)**

6. 7. ASSISTS IN ~~records attendance and grades,~~ keepsING a variety of simple records/STUDENT OBSERVATIONAL DATA; ~~administers and scores tests,~~ operates audio-visual and duplicating equipment; distributes and maintains an inventory of classroom materials.; ~~attends parent conferences and in-service training as required.~~ **(E)**

8. PROVIDES INSTRUCTION AND ASSISTANCE TO STUDENTS IN SOCIAL, SELF-HELP, VOCATIONAL, AND COMMUNITY SKILLS. **(E)**

9. DEESCALATING AND MANAGING COMBATIVE, VIOLENT, INAPPROPRIATE AND/OR AGGRESSIVE BEHAVIOR. **(E)**

10. MAY OPERATE VARIOUS MEDICAL, EXERCISE, THERAPEUTIC, AND INSTRUCTIONAL DEVICES, SUCH AS STUDENTS' COMMUNICATION DEVICES AND ADAPTIONS TO COMPUTERS AS ASSIGNED.

11. ASSIST STUDENTS TO AND FROM AND/OR ON AND OFF BUSES. PUSH WHEELCHAIRS AND LIFT STUDENTS AS NEEDED.

8. 12. Provides vacation and temporary relief as required.

## **MINIMUM REQUIREMENTS**

### **Good knowledge of:**

- Practical methods using tutoring, monitoring and controlling MANAGING students;
- English usage including grammar, vocabulary and spelling;
- Basic arithmetic concepts and calculations;
- ~~Simple~~ Recordkeeping and filing; AND
- ~~Concern for handicapped children and their welfare.~~ STUDENT DISABILITIES, CHALLENGES, AND SPECIFIC NEEDS OF STUDENTS WITH MEDICAL, BEHAVIORAL, AND SOCIAL/EMOTIONAL NEEDS.

### **Ability to:**

- Pass the District paid physical examination;
- Learn and apply the methods and procedures to be followed in instructional care situations involving ~~Special Education~~ students;
- RECEIVE RELEVANT TRAINING BASED ON STUDENT NEEDS.
- Perform ~~simple~~ clerical tasks and operate standard office machines;
- Maintain confidentiality of pupil records and school reports;
- Demonstrate an understanding, ~~patient~~ PATIENCE, and receptive attitude toward students; AND
- Lift 50 pounds.

## **EXPERIENCE**

One year of paid or volunteer experience working with students PRESCHOOL ~~K~~ through 12 AGE 22, preferably those with physical and/or learning disabilities. ~~Observation in a classroom serving severely handicapped pupils. (Arrangements for visitation can be made at applicant's request.)~~ MAY SUBSTITUTE SUCCESSFUL COMPLETION OF 30 SEMESTER UNITS OF COLLEGE COURSEWORK IN CHILD DEVELOPMENT, EDUCATION, PSYCHOLOGY OR A RELATED FIELD FOR THE REQUIRED EXPERIENCE.

## **EDUCATION**

Equivalent to completion of the twelfth grade. ~~May substitute successful completion of 30 semester units of college coursework in Child Development, Education, Psychology or a related field for the required experience.~~

## **WORKING CONDITIONS**

- ~~COMPLEX~~ CLASSROOM ENVIRONMENT; INDOOR AND OUTDOOR;
- SUBJECT TO FREQUENT LIFTING, STOOPING, BENDING AND STANDING FOR LONG PERIODS OF TIME; AND
- MAY BE EXPOSED TO ODORS.

## **HAZARDS**

- WORKING IN A NOISY ENVIRONMENT;
- EXPOSURE OR CONTACT WITH BODILY FLUIDS; AND
- CONTACT WITH CLEANING AGENTS AND CHEMICALS.

## **ADDITIONAL REQUIREMENTS**

MUST HAVE AND MAINTAIN A VALID FIRST AID CERTIFICATION. TRAINING OF CRISIS PREVENTION INTERVENTION (CPI) OR SIMILAR TRAINING, AND APPLIED BEHAVIOR ANALYSIS (ABA) TRAINING OR SIMILAR TRAINING MAY BE REQUIRED AND PROVIDED BY THE DISTRICT.

Approved: 08/03/89  
REVISED:

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

**DATE:** May 19, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: RESULTS OF THE MEASURE G SERIES 2022C GENERAL OBLIGATION BOND SALE AND MEASURE M SERIES 2012A GENERAL OBLIGATION BOND REFUNDING**

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**BACKGROUND**

On February 17, 2022, the Board of Education authorized the third issuance and sale of the District's Measure G Series 2022C General Obligation Bonds and the refunding (refinancing) of the Measure M Series 2012A General Obligation Bonds.

On April 5, 2022, the bond sales took place and on April 27, 2022, the District "closed" the Measure G Series 2022C transaction and issued the Bonds in the aggregate principal amount of \$140,499,866.75. As a result of the bond sale, and in a very volatile bond market, the District achieved an overall true borrowing cost of 3.96%.

The District refunded the Measure M Bonds, Series 2012A, in the amount of \$8,295,000.00 and "closed" the transaction on May 4, 2022. The refunding will result in a savings to District taxpayers in the amount of \$117,258.75 with no increase to the term of the bonds.

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 results of the Measure G Series 2022C general obligation bond sale and Measure M Series 2012A general obligation bond refunding.

**FISCAL IMPACT**

None.

NE:GJS:SHC:pw