

CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION

AGENDA

March 16, 2023

BOARD OF EDUCATION

Donald L. Bridge

Andrew Cruz

Jonathan Monroe

James Na

Sonja Shaw

Maya King, Student Representative

SUPERINTENDENT

Norm Enfield, Ed.D.

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
District Board Room – 5130 Riverside Drive, Chino, CA 91710
5:00 p.m. – Closed Session • 6:00 p.m. – Regular Meeting
March 16, 2023

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.

The meeting is live streamed on the District's YouTube channel at https://www.youtube.com/channel/UCWKinB4PTb_uskobmwBF8pw.

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:00 P.M.

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

Discussion and possible action (times are approximate):

- a. Student Discipline Matters (Education Code 35146, 48918 (c) & (j):): Expulsion cases 22/23-43 and 22/23.47. (15 minutes)
- b. Public Employee Appointment (Government Code 54957): Procurement Coordinator and Assistant Principal Junior High School. (10 minutes)
- c. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (35 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

I.C. PRESENTATION

1. Chino High School Wrestling Team: 2023 CIF Champions

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

Proceedings of this meeting are recorded.

- I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES
- I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA
- I.G. CHANGES AND DELETIONS

II. ACTION

II.A. BUSINESS SERVICES

II.A.1. 2022/2023 Second Interim Financial Report
 Page 9 Recommend the Board of Education approve the 2022/2023 Second Interim Financial Report and authorize the President of the Board of Education and the Superintendent to sign the positive Certification of Financial Condition for the current and two subsequent fiscal years.

Motion ___ Second ___
 Preferential Vote: ___
 Vote: Yes ___ No ___

II.B. FACILITIES, PLANNING, AND OPERATIONS

II.B.1. Transportation Plan
 Page 10 Recommend the Board of Education approve the transportation plan.

Motion ___ Second ___
 Preferential Vote: ___
 Vote: Yes ___ No ___

III. CONSENT

Motion ___ Second ___
 Preferential Vote: ___
 Vote: Yes ___ No ___

III.A. ADMINISTRATION

III.A.1. Minutes of the March 2, 2023 Regular Meeting
 Page 16 Recommend the Board of Education approve the minutes of the March 2, 2023 regular meeting.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register
 Page 24 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

III.B.2. Fundraising Activities

Page 25 Recommend the Board of Education approve/ratify the fundraising activities.

III.B.3. Donations

Page 28 Recommend the Board of Education accept the donations.

III.B.4. Legal Services

Page 30 Recommend the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud, & Romo.

III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**III.C.1. Student Expulsion Cases 22/23-43 and 22/23-47**

Page 31 Recommend the Board of Education approve student expulsion cases 22/23-43 and 22/23-47.

III.C.2. School Sponsored Trips

Page 32 Recommend the Board of Education approve/ratify the school-sponsored trips for Ayala HS and Don Lugo HS.

III.C.3. Textbook Adoption for World Language Courses

Page 33 Recommend the Board of Education adopt the following instructional materials for the textbook adoption for world language courses:

Course Level – Spanish 1

- a) Vista Higher Learning. *Descubre Level 1*. Blanco. 2022.
Replaces: Prentice Hall. *Realidades 1*. Boyles. 2004.

Course Level – Spanish 2

- b) Vista Higher Learning. *Descubre Level 2*. Blanco. 2022.
Replaces: Prentice Hall. *Realidades 2*. Boyles. 2004.

Course Level – Spanish 3

- c) Vista Higher Learning. *Descubre Level 3*. Blanco. 2022.
Replaces: Prentice Hall. *Realidades 3*. Boyles. 2004.

Course Level – Spanish 3 H

- d) Vista Higher Learning. *Descubre 3 Level 3*. 2022.
Replaces: Vista Higher Learning. *Descubre 3*. Blanco. 2017.

Course Level – Span/Span 1

- e) Carnegie Learning. *En Voz Alta Level 1*, Herrera, et al. 2023.
Replaces: Prentice Hall. *Realidades 1*. Boyles. 2004.

Course Level – Span/Span 2H

- f) Carnegie Learning. *En Voz Alta Level 2*. Paula Hidalgo and Janet Boring. 2023.
Replaces: Holt, Rinehart and Winston. *Nuevas Vistas Dos*. Holt. Rinehart. Winston. 2003.

Course Level – AP Spanish 4

- g) Vista Higher Learning. *Temas 3*. Draggett. 2024.; Vista Higher Learning. *AP Spanish Exam Preparation*. Draggett. 2024
Replaces: Vista Higher Learning. *Temas AP Spanish Language and Culture*. Ehrsam. 2014.

Course Level – AP Spanish 5

- h) Vista Higher Learning. *Intrigas 3*. Courtad, et al. 2021
Replaces: Houghton Mifflin Harcourt. *Ampliando Perspectivas*. Bowen. 2013.

Course Level – French 1

- i) Vista Higher Learning. *D'accord Level 1*. Blanco. 2024
Replaces: EMC/Paradigm. *C'est A'Toi! – Level 1*. Fawbush. 2002.

Course Level – French 2

- j) Vista Higher Learning. *D'accord Level 2*. Blanco. 2024.
Replaces: EMC/Paradigm. *C'est A'Toi! – Level 2*. Fawbush. 2002.

Course Level – French 3H

- k) Vista Higher Learning. *D'accord Level 3*. Blanco. 2024
Replaces: Vista Higher Learning. *D'accord Level 3*. Blanco. 2015.

Course Level – AP French 4

- l) Vista Higher Learning. *Themes 2*. Kurbegov, et al. 2022. ; Vista Higher Learning. *AP French Exam Preparation*. Parthena Draggett and Geraldine Touzeau. 2022.
Replaces: Vista Higher Learning. *Themes AP French Language and Culture*. Draggett. 2016.

Course Level – Mandarin 1

- m) Cheng & Tsui Company. *Go Far with Chinese Level 1*. Jin. 2022.
Replaces: Joint Publishing. *Chinese Made Easy 1*. Ma. 2001.

Course Level – Mandarin 2

- n) Cheng & Tsui Company. *Go Far with Chinese Level 2*. Jin. 2022.
Replaces: Joint Publishing. *Chinese Made Easy 2*. Ma. 2006.

Course Level – Mandarin 3H

- o) Cheng & Tsui Company. *Go Far with Chinese Level 3*. Jin. 2022.
Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2014.

Course Level – AP Mandarin 4

- p) Cheng & Tsui Company. *Integrated Chinese Levels 3-4*. Liu, et al. 2018
Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2013.

Course Level – Japanese 1

- q) Japanese Times Publishing. *Genki 1*. Banno. 2020.
Replaces: Cheng & Tsui. *Adventure in Japanese 1*. Peterson. 1998.

Course Level – Japanese 2

- r) Japanese Times Publishing. *Genki 1*. Banno. 2020.
Replaces: Cheng & Tsui. *Adventure in Japanese 2*. Peterson. 2004.

Course Level – Japanese 3H

- s) Japanese Times Publishing. *Genki 2*. Banno. 2020.
Replaces: Japanese Times Publishing. *Genki Level 2*. Banno. 2004.

Course Level – AP Japanese

- t) Japanese Times Publishing. *Genki 2*. Banno. 2020.
Replaces: EMC/Paradigm Publishing. *Zhen Bang!* 3. Wong. 2014.

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

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

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

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

III.D.3. Change Order and Notice of Completion for Bid No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 2)

Page 41 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 2).

III.D.4. Change Order and Notice of Completion for Bid No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 3)

Page 45 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 3).

III.D.5. Notice of Completion for CUPCCAA Projects

Page 49 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Projects.

III.D.6. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 05-01)

Page 51 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 05-01).

III.D.7. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-01)

Page 55 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-01).

III.D.8. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-04)

Page 59

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-04).

III.D.9. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 10-01)

Page 63

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 10-01).

III.D.10. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 23-01)

Page 68

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 23-01).

III.D.11. Award of Bid No. 22-23-27F, New District Office Test Kitchen and Break Room Equipment—Rebid

Page 74

Recommend the Board of Education approve the Award of Bid No. 22-23-27F, New District Office Test Kitchen and Break Room Equipment—Rebid.

III.D.12. Revision of Board Policy 7310—Naming of Facility

Page 75

Recommend the Board of Education approve the revision of Board Policy 7310—Naming of Facility.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Page 79

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

III.E.2. Rejection of Claim

Page 84

Recommend the Board of Education reject the claim and refer it to the District's insurance adjuster.

III.E.3. Student Teaching Agreement with Los Angeles Pacific University

Page 85

Recommend the Board of Education approve the Student Teaching Agreement with Los Angeles Pacific University.

IV. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

V. ADJOURNMENT

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

Date posted: March 10, 2023

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023
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 SECOND INTERIM FINANCIAL REPORT

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BACKGROUND

Pursuant to Education Code 42131, twice each year, the Board of Education must certify to the County Office of Education and the California Department of Education that the District can meet its financial obligations for the current and two subsequent fiscal years.

The Second Interim Financial Report (submitted under separate cover) presents actual data as of January 31, 2023. This report must be approved and certified as positive, qualified, or negative by the Board of Education and submitted to the County Superintendent of Schools by March 15, 2023. The three certifications are defined as follows:

1. **A Positive Certification** means that a Local Education Agency (LEA) will meet its financial obligations for the current **and** two subsequent fiscal years.
2. **A Qualified Certification** means that an LEA may not meet its financial obligations for the current **or** two subsequent fiscal years.
3. **A Negative Certification** means that an LEA will not meet its financial obligations for the remainder of the fiscal year **or** for the subsequent fiscal year.

The Second Interim Report is being presented to the Board of Education for approval with a positive certification.

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

RECOMMENDATION

It is recommended the Board of Education approve the 2022/2023 Second Interim Financial Report and authorize the President of the Board of Education and the Superintendent to sign the positive Certification of Financial Condition for the current and two subsequent fiscal years.

FISCAL IMPACT

Financial information presented for this Second Interim Report reflects a balanced budget for fiscal years 2022/2023, 2023/2024, and 2024/2025.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning,
and Operations
William Cary, Director, Transportation
SUBJECT: TRANSPORTATION PLAN

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BACKGROUND

Home-to-School (HTS) Transportation Reimbursement was implemented by Assembly Bill (AB) 181 (Chapter 52, Statutes of 2022) and amended by AB 185 (Chapter 571, Statutes of 2022). It provides reimbursement funding for school districts and county offices of education (COEs) based on the prior year eligible transportation expenditures and prior year Local Control Funding Formula (LCFF) transportation-related add-on funding.

In accordance with Education Code 39800.1, the District shall develop a plan describing the transportation services it will offer to its pupils and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any grades 1 to 6 inclusive, and pupils who are low income. The plan shall be adopted by the local education agency’s governing board on or before April 1, 2023, and updated by April 1 each year thereafter.

Pursuant to Education Code Section 39800.1, Chino Valley Unified School District has developed the following plan describing the transportation services it offers to pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6 inclusive, and pupils who are low income. This transportation plan is designed to provide safe and consistent transportation services for all pupils.

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 plan.

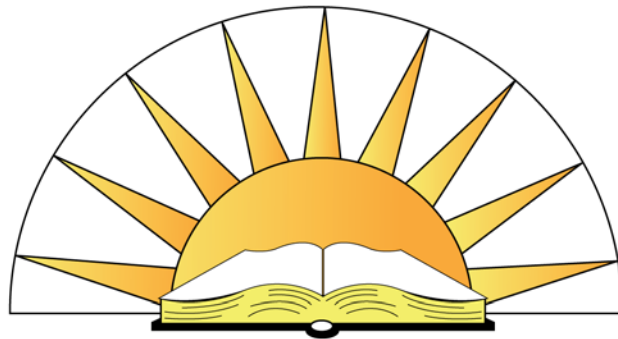
FISCAL IMPACT

Unknown.

NE:GJS

CHINO VALLEY UNIFIED SCHOOL DISTRICT

TRANSPORTATION PLAN 2021/2022



CHINO VALLEY
UNIFIED SCHOOL DISTRICT

Student Achievement • Safe Schools • Positive School Climate
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OUR DISTRICT

Chino Valley Unified School District (CVUSD), founded in 1860, educates approximately 25,645 students in thirty-six schools within the cities of Chino, Chino Hills, and South Ontario. CVUSD is led by Superintendent, Dr. Norm Enfield, and is governed by a five (5) member Board of Education comprised of publicly elected officials. The District encompasses an area of approximately 88 square miles, located in southwestern San Bernardino County, bordered by Riverside County, Orange County, and Los Angeles County.

CVUSD operates twenty (20) elementary schools, two (2) K-8 schools (with a third K-8 currently under construction), five (5) junior high schools, four (4) comprehensive high schools, one community day school, one (1) continuation high school and one (1) adult school.

The Chino Valley Unified School District Transportation Department is located at 5130 Riverside Drive, Chino, CA, 91710. CVUSD's Transportation Department is overseen by Transportation Director, William Cary, and consists of one (1) supervisor, five (5) mechanics, fifty-seven (57) professional school bus drivers, three (3) driver trainers, two (2) dispatchers and two (2) office technicians.

CVUSD's transportation fleet consists of 98 buses and vans that are powered by clean-burning Compressed Natural Gas or gasoline.

TRANSPORTATION PLAN

Home-to-School (HTS) Transportation Reimbursement was implemented by Assembly Bill (AB) 181 (Chapter 52, Statutes of 2022) and amended by AB 185 (Chapter 571, Statutes of 2022). It provides reimbursement funding for school districts and county offices of education (COEs) based on the prior year eligible transportation expenditures and prior year Local Control Funding Formula (LCFF) transportation-related add-on funding.

In accordance with Education Code 39800.1, the District shall develop a plan describing the transportation services it will offer to its pupils and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any grades 1-6 inclusive, and pupils who are low income. The plan shall be adopted by the local education agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter.

Pursuant to Education Code Section 39800.1, Chino Valley Unified School District has developed the following plan describing the transportation services it offers to pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6 inclusive, and pupils who are low income. This Transportation Plan is designed to provide safe and consistent transportation services for all pupils. This plan is currently in operation and will continue for the 2023-2024 school year.

- 1. Enter a description of your district's plan of the transportation services it will offer to pupils, and how it will prioritize transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income.**

CVUSD provides home-to-school transportation services within the Board approved school attendance boundaries for TK through 12th grade and pupils with disabilities. We have a total of 25,645 pupils and provide transportation services to 1,521 general education and special education pupils. CVUSD's Board Policy BP3541 (attached as Exhibit A), dictates the scope of transportation services offered. Pupils with disabilities are provided transportation through their Individual Education Plan (IEP). In the 2022-2023 school year, 47% of our pupils qualified for free and reduced lunch. Parents must submit annually, a bus pass application for each of their qualified school bus-riding pupils. Pupils that are qualified for free and reduced lunch may also qualify for a free or reduced bus pass.

- 2. Provide a description of the LEA's transportation services that would be accessible to pupils with disabilities, and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et. Seq.).**

Chino Valley Unified School District serves over 409 pupils with disabilities and 10 homeless pupils pursuant to the McKinney-Vento Homeless Assistance Act. Pupils served are enrolled in special education programs. Transportation services are offered and or provided to all pupils served in accordance with their IEP. Pupils whose IEP requires services not offered by CVUSD are provided no-cost, home-to-school transportation to their service provider inside and outside of the District, on CVUSD buses.

3. Provide a description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no-cost to the pupils.

Unduplicated pupils, 43%, have and will continue to have access to reduced or no-cost transportation. These services are provided by CVUSD. When a pupil's program is located outside of the district, CVUSD provides no-cost, home-to-school transportation to the pupil's program provider.

CONSULTATION

Provide a description of the required plan consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.

The Chino Valley Unified School District consulted with the following educational partners in the creation of this plan.

Date of Events:

- March 6, 2023 - Sent survey to OmniTrans Public Transit Authority
- March 6, 2023 - Sent survey to Southern California Air Quality Management District
- March 6, 2023 - Sent survey to CVUSD Parents
- March 6, 2023 - Sent survey to CVUSD Classified (CSEA) and Certificated (Associated Chino Teachers) Staff Members
- March 16, 2023 Board of Education Meeting - Transportation Plan open to the public for comments.

In accordance with EDC. § 39800.1(b)(2), this plan was presented and adopted by the governing board of the Chino Valley Unified School District in an open meeting with the opportunity for public comments.

Board Adoption Date: _____, 2023

Transportation Services Allowance Calculations

A. Total 2021-22 Transportation Expenses (Function 3600)	\$7,764,193
B. Less Capital Outlay (Object 6xxx, Function 3600)	\$1,924,321
C. Less Non-Agency Expenditures (Goal 7110, 7150, Function 3600)	\$0
D. Estimated 60% Reimbursement	\$3,503,923
E. Less 2021-22 Transportation Add-On from LCFF (if >0, the Transportation Allowance Shall Be Zero):	\$790,138
Total Transportation Allowance (Object 8590, Resource 0000)	\$2,713,785

Expenditures and Other Financing Uses

2000-2999: Classified Salaries	\$3,433,493
3000-3999: Employee Benefits	\$1,510,763
4000-4999: Books and Supplies	\$1,071,734
5000-5999: Services and Other Operating Expenditures	\$(144,356)
6000-6999: Capital Outlay	\$1,977,621
7000-7999: Other Outgo	\$0
Total Expenditures	\$7,849,255

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
March 2, 2023
MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:15 P.M.

1. Roll Call

President Shaw called to order the regular meeting of the Board of Education, Thursday, March 2, 2023, at 5:15 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present.

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 Shaw adjourned to closed session at 5:15 p.m. regarding student discipline matters; and public employee discipline/dismissal/release.

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

1. Report Closed Session Action

President Shaw reconvened the regular meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present. The Board met in closed session from 5:15 p.m. to 5:37 p.m. regarding student discipline matters; and public employee discipline/dismissal/release. No action was taken that required public disclosure.

2. Pledge of Allegiance

Led by Krystal Barrett.

I.C. STAFF REPORT

1. Local Control and Accountability Annual Update: Part 1
Curriculum Instruction, Innovation, and Support staff provided the Local Control and Accountability Annual Update, which included a review of LCAP goals set by Chino Valley USD; implementation of the state academic standards; progress (professional development); progress (instructional materials); progress (policy and program support); progress (implementation of state standards); and engagement of school leadership.

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

Maya King reported on the District's 43rd annual Student Government Day; encouraged the community to support fundraising efforts for Chino HS fellow student Melissa who has been diagnosed with leukemia; and wished everyone luck in the upcoming months as the school year approaches its end.

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Brenda Walker, A.C.T. President, thanked President Shaw and Vice President Monroe for having meetings with the Association recently; said she appreciates the time taken to discuss how to support teachers, counselors, psychologists, nurses and speech pathologists; spoke about the Festival of Arts program; said today was *Read Across America* and thanked everyone who participated for sharing the importance of reading.

Barbara Bearden, CHAMP President, welcomed new Secondary Curriculum Coordinator Brian Ilharreguy; said she attended the Festival of Arts program; and announced CHAMP's next meeting scheduled for next week.

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

The following individuals addressed the Board: Gordon Kesler, Malia Kesler, Arminda Gonzalez, and Michael Gonzalez regarding needed Chino HS music program support; Adrienne Chase regarding science camp being snowed in at Crestline; Kelsey Robertson and Darlene Berg regarding previous meeting public comments; Samuel Love regarding ethnic studies; Sandra Sue Bright to invite the Board to the March 11, 2023 Soroptimist International hosting of the 15th annual *Stepping Up* program; Richard Wales regarding a Chino Valley Chamber of Commerce video that was posted on social media; Chloe Wong in appreciation of the band program; and Sharon Duran regarding performing arts and LGBTQ youth.

I.G. CHANGES AND DELETIONS

The following change was read into the record: Item III.E.I., Certificated/Classified Personnel, under Resignation, added the name Songwoo Chong, elementary teacher, Chaparral ES, effective May 26, 2023. There were no further changes or deletions.

II. ACTION**II.A. ADMINISTRATION****II.A.1. 2023 California School Boards Association Delegate Assembly Election**

Moved (Bridge) seconded (Monroe) motion carried (3-2, Cruz and Na voted no) to nominate Gwen Dowdy-Rodgers; Maria Gomez; Ronald Newton; Gabriel Stine; Eric Swanson; and Kathy Thompson to the California School Boards Association Delegate Assembly, subregion 16-B, for a term beginning April 1, 2023, through March 31, 2025. Student representative voted yes.

II.A.2. Rescinding the January 19, 2023 Board Action Approving the Naming of the Preserve School #2

Eric Moreno addressed the Board. Moved (Cruz) seconded (Monroe) motion carried (4-1, Bridge voted no) to rescind the January 19, 2023 Board action approving the naming of the Preserve School #2. Student representative voted no.

II.B. HUMAN RESOURCES**II.B.1. Resolution 2022/2023-33, Notice of Layoff of Certain Classified Staff Pursuant to Education Code 45117 and 45298**

Moved (Cruz) seconded (Monroe) carried unanimously (5-0) to adopt Resolution 2022/2023-33, Notice of Layoff of Certain Classified Staff Pursuant to Education Code 45117 and 45298. Student representative voted yes.

III. CONSENT

Moved (Na) seconded (Cruz) carried unanimously (5-0) to approve the consent items, as amended. Student representative voted yes.

III.A. ADMINISTRATION

III.A.1. Minutes of the February 16, 2023 Regular Meeting

Approved the minutes of the February 16, 2023 regular meeting.

III.A.2. Resolution 2022/2023-34, Board Compensation for James Na for February 16, 2023 Missed Meeting

Adopted Resolution 2022/2023-34, Board Compensation for James Na for February 16, 2023 Missed 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 Margaret A. Chidester & Associates; and Tao Rossini, APC.

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

III.C.1. Student Expulsion Cases 22/23-35, 22/23-38, and 22/23-42

Approved student expulsion cases 22/23-35, 22/23-38, and 22/23-42.

III.C.2. School Sponsored Trips

Approved/ratified the school-sponsored trips for Ayala HS, Chino HS, and Don Lugo HS.

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. Notice of Completion for CUPCCAA Projects

Approved the Notice of Completion for CUPCCAA Projects.

III.D.4. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 03-01)

Approved the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 03-01).

III.D.5. Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 26-01)

Approved the Change Order and Notice of Completion for Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 26-01).

III.D.6. Change Order and Notice of Completion for Bid No. 19-20-17F, Chino HS Reconstruction Phase 1 (BP 5)

Approved the Change Order and Notice of Completion for Bid No. 19-20-17F, Chino HS Reconstruction Phase 1 (BP 5).

III.D.7. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 12)

Approved the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 12).

III.D.8. Award of Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements (BP 1)

Approved the Award of Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements (BP 1).

III.D.9. Award of Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements (BP 2)

Approved the Award of Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements (BP 2).

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

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

III.E.2. Rejection of Claim

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

III.E.3. Learning Site Agreement with California State University, San Bernardino

Approved the Learning Site Agreement with California State University, San Bernardino.

IV. INFORMATION**IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Second Quarterly Report 2022/2023**

Received for information the San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 School Second Quarterly Report 2022/2023.

IV.A.2. Textbook Adoption for World Language Courses

Received for information the following instructional materials for the textbook adoption for world language courses: Course Level – Spanish 1 a) Vista Higher Learning. *Descubre Level 1*. Blanco. 2022. Replaces: Prentice Hall. *Realidades 1*. Boyles. 2004; Course Level – Spanish 2 b) Vista Higher Learning. *Descubre Level 2*. Blanco. 2022. Replaces: Prentice Hall. *Realidades 2*. Boyles. 2004; Course Level – Spanish 3 c) Vista Higher Learning. *Descubre Level 3*. Blanco. 2022. Replaces: Prentice Hall. *Realidades 3*. Boyles. 2004; Course Level – Spanish 3 H d) Vista Higher Learning. *Descubre 3 Level 3*. 2022. Replaces: Vista Higher Learning. *Descubre 3*. Blanco. 2017; Course Level – Span/Span 1 e) Carnegie Learning. *En Voz Alta Level 1*, Herrera, et al. 2023. Replaces: Prentice Hall. *Realidades 1*. Boyles. 2004; Course Level – Span/Span 2H f) Carnegie Learning. *En Voz Alta Level 2*. Paula Hidalgo and Janet Boring. 2023. Replaces: Holt, Rinehart and Winston. *Nuevas Vistas Dos*. Holt. Rinehart. Winston. 2003; Course Level – AP Spanish 4 g) Vista Higher Learning. *Temas 3*. Draggett. 2024 Vista Higher Learning. *AP Spanish Exam Preparation*. Draggett. 2024. Replaces: Vista Higher Learning. *Temas AP Spanish Language and Culture*. Ehram. 2014; Course Level – AP Spanish 5 h) Vista Higher Learning. *Intrigas 3*. Courtad, et al. 2021. Replaces: Houghton Mifflin Harcourt. *Ampliando Perspectivas*. Bowen. 2013; Course Level – French 1 i) Vista Higher Learning. *D'accord Level 1*. Blanco. 2024. Replaces: EMC/Paradigm. *C'est A'Toi! – Level 1*. Fawbush. 2002; Course Level – French 2 j) Vista Higher Learning. *D'accord Level 2*. Blanco. 2024. Replaces: EMC/Paradigm. *C'est A'Toi! – Level 2*. Fawbush. 2002; Course Level – French 3H k) Vista Higher Learning. *D'accord Level 3*. Blanco. 2024. Replaces: Vista Higher Learning. *D'accord Level 3*. Blanco. 2015; Course Level – AP French 4 l) Vista Higher Learning. *Themes 2*. Kurbegov, et al. 2022. ; Vista Higher Learning. *AP French Exam Preparation*. Parthena Draggett and Geraldine Touzeau. 2022. Replaces: Vista Higher Learning. *Themes AP French Language and Culture*. Draggett. 2016; Course Level – Mandarin 1 m) Cheng & Tsui Company. *Go Far with Chinese Level 1*. Jin. 2022. Replaces: Joint Publishing. *Chinese Made Easy 1*. Ma. 2001; Course Level – Mandarin 2 n) Cheng & Tsui Company. *Go Far with Chinese Level 2*.

Jin. 2022. Replaces: Joint Publishing. *Chinese Made Easy 2*. Ma. 2006; Course Level – Mandarin 3H o) Cheng & Tsui Company. *Go Far with Chinese Level 3*. Jin. 2022. Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2014; Course Level – AP Mandarin 4 p) Cheng & Tsui Company. *Integrated Chinese Levels 3-4*. Liu, et al. 2018. Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2013; Course Level – Japanese 1 q) Japanese Times Publishing. *Genki 1*. Banno. 2020. Replaces: Cheng & Tsui. *Adventure in Japanese 1*. Peterson. 1998; Course Level – Japanese 2 r) Japanese Times Publishing. *Genki 1*. Banno. 2020. Replaces: Cheng & Tsui. *Adventure in Japanese 2*. Peterson. 2004; Course Level – Japanese 3H s) Japanese Times Publishing. *Genki 2*. Banno. 2020. Replaces: Japanese Times Publishing. *Genki Level 2*. Banno. 2004; Course Level – AP Japanese t) Japanese Times Publishing. *Genki 2*. Banno. 2020. Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2014.

IV.B. FACILITIES, PLANNING, AND OPERATIONS

IV.B.1. Revision of Board Policy 7310—Naming of Facility

Received for information the revision of Board Policy 7310—Naming of Facility, and Mr. Monroe requested a minor change. No action was taken.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

Don Bridge said he attended the Student Government Day program, and congratulated students who participated; asked Dr. Enfield if it would be possible to bring back the Principal for a Day event in the fall; congratulated Chino HS girls' basketball team for making it to the CIF finals in the state regional playoffs; and said that Wickman ES is hosting a multicultural day with events tomorrow evening.

James Na encouraged parents to bring their daughters to the *Stepping Up* event; acknowledged parents who attended the meeting regarding needed support for Chino HS music program; spoke about Chino HS and Magnolia JHS transportation needs for their music programs; spoke about the video incident at Chino Hills HS and asked Dr. Enfield to follow up with the Chamber so it is not repeated.

Andrew Cruz said he attended Student Government Day and Festival of Arts and showed some examples of the artwork on display; commended Troy Ingram for the artistic program he put together; suggested selling some of the artwork to interested buyers; spoke about doing what is possible to support music programs; spoke about his concerns regarding the vaccine; and read a passage from the book *Dream, My Child* and donated the book to Glenmeade ES.

Jonathan Monroe thanked Glenmeade ES staff for reporting on the efforts related to getting students back from Crestline last week; said he had the opportunity to meet with a few Chinese families in Chino Hills; said he attended Student Government Day and commended staff for putting it together; attended the Mayor’s Prayer Breakfast; attended the Festival of Arts event; spoke about his participation in the Read Across America program during the day; and extended an invitation to the community to reach out to him with their concerns.

Superintendent Enfield commended District staff for working together to bring students home from Crestline; encouraged parents to bring their students, who are going into junior high, to attend the *Stepping Up* program; and acknowledged the Human Resources for their work in the layoff process;

President Shaw thanked Principal Chase from Glenmeade ES and her staff for coordinating the safe return of students from Crestline; spoke about the Chamber video that parents brought to her attention and acknowledged Dr. Enfield’s efforts to have it taken down; congratulated the Chino HS girls basketball team, and commended the parental enthusiasm; commended Maya King for her participation in the Student Government Day event; said the Festival of the Arts program was amazing; attended the Mayor’s Prayer Breakfast and said it was a community event; said she appreciates Brenda Walker for meeting with her; spoke about Odyssey of the Minds program; said that she will be attending Wickman ES’s multicultural event; thanked Mrs. VandeSteege for allowing her to be with her 5th grade students; said she also visited Mrs. Steinberg’s class at Litel ES; acknowledged concerns music parents brought to the Board’s attention; spoke about the t-shirts available to help Chino HS student Melissa during this hard time; thanked Cattle ES for allowing her to be part of their *Kindness Week*; thanked all the sites that have hosted her during the lasts two weeks as she gets to know everyone; encouraged the community to reach out to her with any concerns; and introduced local community councilors Mr. Bennett, city of Chino Hills, and Mr. Burton, and Mr. Flores from city of Chino.

VI. ADJOURNMENT

President Shaw adjourned the regular meeting of the Board of Education at 7:36 p.m.

Sonja Shaw, President

Andrew Cruz, Clerk

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
Liz Pensick, Director, Fiscal Services
SUBJECT: WARRANT REGISTER

=====
BACKGROUND

Education Code 42650 requires the Board to approve and/or ratify all designated payment of expenses of the District. These payments are made in the form of warrants, and the warrant (check) form is approved by the County Superintendent.

All items listed are within previously budgeted amounts. There is no fiscal impact beyond currently available appropriations.

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

RECOMMENDATION

It is recommended the Board of Education approve/ratify the warrant register, provided under separate cover.

FISCAL IMPACT

\$5,102,380.80 to all District funding sources.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
Liz Pensick, Director, Fiscal Services
SUBJECT: FUNDRAISING ACTIVITIES

=====

BACKGROUND

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds and Board Policy 1230 Community Relations – School Connected Organizations require that fundraising activities be submitted to the Board of Education for approval. All on-campus fundraising activities are subject to CVUSD reopening guidelines.

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

RECOMMENDATION

It is recommended the Board of Education approve/ratify the fundraising activities.

FISCAL IMPACT

None.

NE:SHC:LP:if

CHINO VALLEY UNIFIED SCHOOL DISTRICT
March 16, 2023

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Cattle ES</u>		
PFA	Movie Night	3/17/23
<u>Chaparral ES</u>		
PTO	End of Year Dalia's Popcorn	5/19/23
PTO	End of Year Hot Dog on a Stick	5/19/23
<u>Glenmeade ES</u>		
PTA	CPK Dine Out	4/5/23
PTA	Mother Son Party	4/14/23
<u>Ramona JHS</u>		
ASB - General	Spring Grams	3/20/23 - 4/6/23
<u>Woodcrest JHS</u>		
ASB - General	Kona Ice	3/21/23
<u>Ayala HS</u>		
ASB - Boys' Basketball	Spring Basketball Clinic	3/17/23 - 4/28/23
ASB - Dance Production	World's Finest Chocolate	3/20/23 - 4/14/23
ASB - Asian Youth Club	Ding Tea	3/24/23
ASB - Dance Production	Panda Express Dine Out	4/6/23
ASB - Japanese Language/Culture	7 Leaves Café	4/17/23 - 5/17/23
<u>Chino HS</u>		
Basketball Boosters	TV Raffle	3/17/23
ASB - Natural Honor Society	McTeacher Night	3/23/23
Sports Boosters	Chipotle Dine Out	4/4/23
Sports Boosters	Chipotle Dine Out	4/18/23
<u>Chino Hills HS</u>		
ASB - General	Caramel Apples for Kids	4/1/23 - 4/30/23
Music Boosters	Indoor Drumline Showcase	4/23/23 - 4/26/23

CHINO VALLEY UNIFIED SCHOOL DISTRICT
March 16, 2023

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Don Lugo HS</u>		
ASB - Track	Jog-A-Thon	3/17/23
ASB - Swim	Swim Concessions	3/17/23 - 4/27/23
ASB - Volleyball	Volleyball Concessions	3/17/23 - 5/17/23
ASB - Swim	Panda Express Dine Out	3/20/23
ASB - Baseball	Quakes Vouchers	3/20/23 - 4/15/23
ASB - Baseball/Softball	Baseball vs Softball Kickball Game	4/8/23
ASB - Swim	Panda Express Dine Out	4/21/23

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
Liz Pensick, Director, Fiscal Services
SUBJECT: DONATIONS

=====

BACKGROUND

Board Policy 3290 Business and Noninstructional Operations - Gifts, Grants, and Bequests states the Board of Education may accept any bequest or gift of money or property on behalf of the District. All gifts, grants, and bequests shall become property of the District. Use of the gift shall not be impaired by restrictions or conditions imposed by the donor. Approximate values are determined by the donor.

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

RECOMMENDATION

It is recommended the Board of Education accept the donations.

FISCAL IMPACT

Any cost for repairs of donated equipment will be a site expense.

NE:SHC:LP:if

CHINO VALLEY UNIFIED SCHOOL DISTRICT
March 16, 2023

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Canyon Hills JHS</u>		
Michael Mora	Cash	\$200.00
Hongmei You	Cash	\$220.00
Robert Carr	Cash	\$220.00
Eddie Cheung & Lingling Lu	Cash	\$400.00
Gurpreet Kaur	Cash	\$600.00
Jing Fan & Bin Xie	Cash	\$1,000.00
JR Durazo	Cash	\$1,100.00
<u>Dickson ES</u>		
Laurel Righetti	Cash	\$100.00
California Department of Corrections & Rehabilitation	Cash	\$2,707.00
<u>Rolling Ridge ES</u>		
Sonia Singh	Library Books	\$232.00
<u>Chino HS</u>		
Basketball Boosters	Cash	\$500.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
Our Motto:
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DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
 Liz Pensick, Director, Fiscal Services
SUBJECT: LEGAL SERVICES

=====

BACKGROUND

The following law firms provide services to the Chino Valley Unified School District and have submitted their invoices. The current invoice amounts, along with the fiscal year-to-date totals for each individual law firm, are listed below.

FIRM	MONTHS	INVOICE AMOUNTS	2022/2023 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	January	\$52,893.92	\$ 174,860.77
Margaret A. Chidester & Associates	-	-	\$ 101,516.06
Tao Rossini, APC	-	-	\$ 76,326.60
Fagen, Friedman & Fulfroost	-	-	-
	Total	\$52,893.92	\$352,703.43

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

RECOMMENDATION

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

FISCAL IMPACT

\$52,893.92 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: March 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: STUDENT EXPULSION CASES 22/23-43 AND 22/23-47

=====

BACKGROUND

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

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

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

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

RECOMMENDATION

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 22/23-43 and 22/23-47

FISCAL IMPACT

None.

NE:LF:SJ:jg

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
SUBJECT: SCHOOL-SPONSORED TRIPS

=====

BACKGROUND

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

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

RECOMMENDATION

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

School-Sponsored Trips	Date	Fiscal Impact
Site: Ayala HS Event: Winter Guard International Percussion Championships Place: Dayton, OH Chaperone: 53 students/10 chaperones	April 18-24, 2023	Cost: \$1,816.00 per student Funding Source: Parents
Site: Ayala HS Event: Ojai Tennis Tournament Place: Ojai, CA Chaperone: 3 students/1 chaperones	April 24-27, 2023	Cost: \$75.00 per student Funding Source: Parents and fundraising
Site: Don Lugo HS Event: State Future Farmers of America Leadership Conference Place: Ontario, CA Chaperone: 24 students/5 chaperones	March 16-19, 2023	Cost: \$275.00 per student Funding Source: Parents and fundraising

FISCAL IMPACT

None.

NE:LF:gks

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: TEXTBOOK ADOPTION FOR WORLD LANGUAGE COURSES

=====

BACKGROUND

To provide current standards-aligned instructional materials to the students in the Chino Valley Unified School District, as mandated by the state of California, the programs specified below are proposed for adoption.

The selection process for these materials involved representative teachers with a vested interest in the materials. The Office of Curriculum and Instruction secured samples of the materials and distributed to teachers and students for piloting purposes. The materials were evaluated using the following criteria: quality of match to course and California standards, quality of lesson design, quality of teacher materials, provision for universal access, and overall quality of the materials.

All recommended instructional materials shall be available for public inspection at the District Samuel R. Burton Professional Development and Media Center from March 3, 2023, through March 16, 2023. This item was presented to the Board on March 2, 2023, as information.

The textbooks were presented to the Coordinating Curriculum Councils and A.C.T. has been consulted.

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

RECOMMENDATION

It is recommended that the Board of Education adopt the following instructional materials for the textbook adoption for world language courses:

Course Level – Spanish 1

- a) Vista Higher Learning. *Descubre Level 1*. Blanco. 2022.
Replaces: Prentice Hall. *Realidades 1*. Boyles. 2004.

Course Level – Spanish 2

- b) Vista Higher Learning. *Descubre Level 2*. Blanco. 2022.
Replaces: Prentice Hall. *Realidades 2*. Boyles. 2004.

Course Level – Spanish 3

- c) Vista Higher Learning. *Descubre Level 3*. Blanco. 2022.
Replaces: Prentice Hall. *Realidades 3*. Boyles. 2004.

Course Level – Spanish 3 H

- d) Vista Higher Learning. *Descubre 3 Level 3*. 2022.
Replaces: Vista Higher Learning. *Descubre 3*. Blanco. 2017.

Course Level – Span/Span 1

- e) Carnegie Learning. *En Voz Alta Level 1*, Herrera, et al. 2023.
Replaces: Prentice Hall. *Realidades 1*. Boyles. 2004.

Course Level – Span/Span 2H

- f) Carnegie Learning. *En Voz Alta Level 2*. Paula Hidalgo and Janet Boring. 2023.
Replaces: Holt, Rinehart and Winston. *Nuevas Vistas Dos*. Holt. Rinehart. Winston. 2003.

Course Level – AP Spanish 4

- g) Vista Higher Learning. *Temas 3*. Draggett. 2024.; Vista Higher Learning. *AP Spanish Exam Preparation*. Draggett. 2024
Replaces: Vista Higher Learning. *Temas AP Spanish Language and Culture*. Ehrsam. 2014.

Course Level – AP Spanish 5

- h) Vista Higher Learning. *Intrigas 3*. Courtad, et al. 2021
Replaces: Houghton Mifflin Harcourt. *Ampliando Perspectivas*. Bowen. 2013.

Course Level – French 1

- i) Vista Higher Learning. *D'accord Level 1*. Blanco. 2024
Replaces: EMC/Paradigm. *C'est A'Toi! – Level 1*. Fawbush. 2002.

Course Level – French 2

- j) Vista Higher Learning. *D'accord Level 2*. Blanco. 2024.
Replaces: EMC/Paradigm. *C'est A'Toi! – Level 2*. Fawbush. 2002.

Course Level – French 3H

- k) Vista Higher Learning. *D'accord Level 3*. Blanco. 2024
Replaces: Vista Higher Learning. *D'accord Level 3*. Blanco. 2015.

Course Level – AP French 4

- l) Vista Higher Learning. *Themes 2*. Kurbegov, et al. 2022. ; Vista Higher Learning. *AP French Exam Preparation*. Parthena Draggett and Geraldine Touzeau. 2022.
Replaces: Vista Higher Learning. *Themes AP French Language and Culture*. Draggett. 2016.

Course Level – Mandarin 1

- m) Cheng & Tsui Company. *Go Far with Chinese Level 1*. Jin. 2022.
Replaces: Joint Publishing. *Chinese Made Easy 1*. Ma. 2001.

Course Level – Mandarin 2

- n) Cheng & Tsui Company. *Go Far with Chinese Level 2*. Jin. 2022.
Replaces: Joint Publishing. *Chinese Made Easy 2*. Ma. 2006.

Course Level – Mandarin 3H

- o) Cheng & Tsui Company. *Go Far with Chinese Level 3*. Jin. 2022.
Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2014.

Course Level – AP Mandarin 4

- p) Cheng & Tsui Company. *Integrated Chinese Levels 3-4*. Liu, et al. 2018
Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2013.

Course Level – Japanese 1

- q) Japanese Times Publishing. *Genki 1*. Banno. 2020.
Replaces: Cheng & Tsui. *Adventure in Japanese 1*. Peterson. 1998.

Course Level – Japanese 2

- r) Japanese Times Publishing. *Genki 1*. Banno. 2020.
Replaces: Cheng & Tsui. *Adventure in Japanese 2*. Peterson. 2004.

Course Level – Japanese 3H

- s) Japanese Times Publishing. *Genki 2*. Banno. 2020.
Replaces: Japanese Times Publishing. *Genki Level 2*. Banno. 2004.

Course Level – AP Japanese

- t) Japanese Times Publishing. *Genki 2*. Banno. 2020.
Replaces: EMC/Paradigm Publishing. *Zhen Bang! 3*. Wong. 2014.

FISCAL IMPACT

\$2,027,000.00 estimated costs to General fund.

NE:GP:JAR:wrg

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
Kathy Casino, Director, Purchasing

SUBJECT: PURCHASE ORDER REGISTER

=====

BACKGROUND

Board Policy 3310 Business and Noninstructional Operations – Purchasing requires approval/ratification of purchase orders by the Board of Education. A purchase order is a legal contract between a district and vendor, containing a description of each item listed and/or a statement to the effect that supplies, equipment or services furnished herewith shall be in accordance with specifications and conditions.

Purchase orders represent a commitment of funds. No item on this register will be processed unless within budgeted funds. The actual payment for the services or materials is made with a warrant (check) and reported on the warrant register report.

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

RECOMMENDATION

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

FISCAL IMPACT

\$3,026,604.92 to all District funding sources.

NE:GJS

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
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DATE: March 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
Kathy Casino, Director, Purchasing

SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

As indicated.

NE:GJS

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-2223-139 Tobii Dynavox, LLC. To provide license for 12 users for two years for Boardmaker program used by Speech Pathologists. Submitted by: Special Education Duration of Agreement: June 10, 2023 - June 10, 2025	Contract amount: \$4,500.00 Funding source: LEA/Special Ed
CIIS-2223-140 Mindplay Education, LLC. To provide virtual reading coach. Submitted by: Special Education Duration of Agreement: March 17, 2023 - June 30, 2026	Contract amount: \$65,000.00 Funding source: Learning Recovery
CIIS-2223-141 Pro-Ed, Inc. To provide online stimulus books for testing. Submitted by: Special Education Duration of Agreement: March 16, 2023 - March 16, 2024	Contract amount: \$800.00 Funding source: LEA/Special Ed
CIIS-2223-145 Southern California News Group To provide advertising. Submitted by: Access & Equity Duration of Agreement: March 17, 2023 – May 31, 2023	Contract amount: \$6,000.00 Funding source: DLI Grant
CIIS-2223-146 Impremedia Operating Company, LLC. To provide advertising. Submitted by: Access & Equity Duration of Agreement: March 17, 2023 – May 31, 2023	Contract amount: \$6,300.00 Funding source: DLI Grant

FACILITIES, PLANNING, AND OPERATIONS	FISCAL IMPACT
F-2223-052 Inland Lighting Supplies, Inc. To provide training for Wattstopper lighting to District staff. Submitted by: Maintenance & Operations Duration of Agreement: March 17, 2023 - June 30, 2024	Contract amount: \$2,769.18 Funding source: General Fund

MASTER CONTRACTS	FISCAL IMPACT
MC-2223-111 VJ Enterprise Services, Inc. dba Java on the Go. To provide hot/cold beverage catering. Submitted by: Ayala HS Duration of Agreement: February 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: ASB/USB/PEP/PFA/PTA/Booster
MC-2223-112 Claudia Carlson dba Claudia's Party Catering. To provide catering services. Submitted by: Ayala HS Duration of Agreement: March 17, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: Various
MC-2223-113 Wild Kingdom, Inc dba Party Kingdom. To provide field trip venue. Submitted by: Chaparral ES Duration of Agreement: March 17, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: Various
MC-2223-114 San Gabriel Mountains Heritage Association. To provide student environmental education field trip venue. Submitted by: Rhodes ES Duration of Agreement: February 23, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: Various

MASTER CONTRACTS	FISCAL IMPACT
<p>MC-2223-115 IXL Learning, Inc. To provide site license for ELA & Math access. Submitted by: Woodcrest JHS Duration of Agreement: March 1, 2023 - June 30, 2026</p>	<p>Contract amount: Per Rate Sheet Funding source: Various</p>
<p>MC-2223-116 Timothy Jennings dba Optimized Entertainment. To provide premium magic shows. Submitted by: Rhodes ES Duration of Agreement: March 17, 2023 - June 30, 2026</p>	<p>Contract amount: Per Rate Sheet Funding source: Various</p>
<p>MC-2223-117 Renaissance Learning, Inc. To provide ELA, math assessments, and Spanish translation. Submitted by: Assessment & Instructional Technology Duration of Agreement: March 3, 2023 - June 30, 2026</p>	<p>Contract amount: Per Quote Funding source: Various</p>
<p>MC-2223-118 American Heart Association Inc. To provide fundraising. Submitted by: Rhodes ES Duration of Agreement: February 25, 2023 - June 30, 2026</p>	<p>Contract amount: None Funding source: None</p>
<p>MC-2223-119 Russell A. Bennett dba The Corps Academy. To provide music lessons, instruments, and color guard trainging. Submitted by: Eagle Canyon ES Duration of Agreement: March 18, 2023 - June 30, 2026</p>	<p>Contract amount: Per Rate Sheet Funding source: Various</p>
<p>MC-2223-120 Gerald L Gomer dba J & J's Sports Trophies. To provide t-shirts, designs, and printing. Submitted by: Dickson ES Duration of Agreement: February 1, 2023 - June 30, 2026</p>	<p>Contract amount: Per Rate Sheet Funding source: Various</p>
<p>MC-2223-121 Guggenheim Baseball Management, L.P., dba Los Angeles Dodgers LLC. To provide tickets, STEM Program, and field trip venue. Submitted by: Country Springs ES Duration of Agreement: March 17, 2023 - June 30, 2026</p>	<p>Contract amount: Per Rate Sheet Funding source: Various</p>
<p>MC-2223-122 Project Wisdom, Inc. To provide online library subscription. Submitted by: Wickman ES Duration of Agreement: March 1, 2023 - June 30, 2026</p>	<p>Contract amount: Per Quote Funding source: Various</p>
<p>MC-2223-123 Ryan Tillman Speaks LLC. To provide anti-bullying assemblies. Submitted by: Woodcrest JHS Duration of Agreement: March 17, 2023 - June 30, 2026</p>	<p>Contract amount: Per Rate Sheet Funding source: Various</p>

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
<p>CIIS-2223-106 New Direction Solutions dba ProCare Therapy. To provide nursing, SLP, Psychologists, OT, ASL interpreter, instructional aide, and BIP staff. Submitted by: Special Education Duration of Agreement: July 1, 2022 - June 30, 2023 Original Agreement Board Approved: September 15, 2022</p>	<p>Contract amount: \$400,000.00 Increase contract amount from \$150,000.00 to \$400,000.00 for additional service. Funding source: Special Education</p>
<p>HR-1920-005 City of Chino (School Resource Officers). To provide school resource officers. Submitted by: Risk Management Duration of Agreement: August 8, 2022 - May 6, 2023 Original Agreement Board Approved: July 18, 2019</p>	<p>Contract amount: Per Rate Sheet Increase contract amount to provide 5 days per week of SRO coverage. Funding source: General Fund</p>

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 20-21-09F, CHINO HS RECONSTRUCTION OFFSITE IMPROVEMENTS (BP 2)

=====

BACKGROUND

On June 3, 2021, the Board of Education awarded Bid No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 2) to RC Construction, 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	RC Construction, Inc.	(\$565,429.00)
	Bid Amount:	\$1,223,000.00
	Revised Total Project Amount:	\$657,571.00
	Retention Amount:	\$32,878.55

The change order results in a net decrease of \$565,429.00 to the construction cost and no days added to the 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 March 6, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kamal Israil, DSA Inspector of Record; Robert Lavey, PBK Architects; Robert Stewart, Balfour Beatty Construction Management; Samuel Sousa, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 2).

FISCAL IMPACT

(\$565,429.00) to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 02/22/2023 BID/ CUPCCAA #: 20-21-09F Change Order #: 001
Project Title: Chino High School Reconstruction - Off Site Improvements
Owner: Chino Valley Unified School District DSA Application #: n/a DSA File #: n/a
Architect: PBK Contractor: RC Construction (BP#2)

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: Deductive Change Order For Unused Contract Allowance
Reason: Contract Complete
Document Ref:
Requested by: District
Change in Contract Sum: \$-565,429.00
Time Extension: None

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

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


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

CONTRACT SUMMARY

The original contract amount was: \$1,223,000.00
Previously approved change order amount(s): \$0.00
The contract amount will be increased/decreased by this Change Order: \$-565,429.00
The new contract amount including this change order will be: \$657,571.00

The original contract completion date was: 03/06/2023
Previously approved Change Order for contract time: 0 days
The contract time will be increased by this Change Order: 0 days
The date of completion as a result of this Change Order is: 03/06/2023

APPROVED BY:

<u>Howard Brissette</u> Contractor	<u></u> Signature	<u>02/22/2023</u> Date
<u>Kamal Israil</u> DSA Inspector of Record (if applicable)	<u></u> Signature	<u>02/23/2023</u> Date
<u>Robert Lavey</u> Architect / Engineer (if applicable)	<u></u> Signature	<u>02/23/2023</u> Date
<u>Robert Stewart</u> Construction / Project Manager	<u></u> Signature	<u>02/22/2023</u> Date
<u>Authorized Department Head (if applicable)</u>	<u>Signature</u>	<u>Date</u>
<u>Director, Technology (if applicable)</u>	<u>Signature</u>	<u>Date</u>
<u>Samuel Sousa</u> CVUSD Project Manager	<u></u> Signature	<u>2/24/23</u> Date
<u>Director, Maintenance & Operations (if applicable)</u>	<u>Signature</u>	<u>Date</u>
<u>Beverly Beemer</u> Director, Planning (if applicable)	<u></u> Signature	<u>2/24/2023</u> Date
<u>Greg Stachura</u> Owner (Authorized Agent)	<u></u> Signature	<u>2/24/23</u> Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 20-21-09F, CHINO HS RECONSTRUCTION OFFSITE IMPROVEMENTS (BP 3)

=====

BACKGROUND

On June 3, 2021, the Board of Education awarded Bid No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 3) to Pro-Craft Construction, 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	Pro-Craft Construction, Inc.	(\$60,583.79)
	Bid Amount:	\$733,000.00
	Revised Total Project Amount:	\$672,416.21
	Retention Amount:	\$33,620.81

The change order results in a net decrease of \$60,583.79 to the construction cost and no days added to the 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 March 6, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kamal Israil, DSA Inspector of Record; Robert Lavey, PBK Architects; Robert Stewart, Balfour Beatty Construction Management; Samuel Sousa, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 20-21-09F, Chino HS Reconstruction Offsite Improvements (BP 3).

FISCAL IMPACT

(\$60,583.79) to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 01/23/2023 BID/ CUPCAA #: 20-21-09F Change Order #: 001
 Project Title: Chino High School Reconstruction – Off Site Improvements
 Owner: Chino Valley Unified School District DSA Application #: n/a DSA File #: n/a
 Architect: PBK Contractor: Pro-Craft Construction, Inc. (BP#3)
P.O. 230999

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: Deductive Change Order For Unused Contract Allowance
 Reason: Contract Complete
 Document Ref:
 Requested by: District
 Change in Contract Sum: \$-60,583.79
 Time Extension: None

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

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

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

CONTRACT SUMMARY

The original contract amount was: \$733,000.00

Previously approved change order amount(s): \$0.00

The contract amount will be increased/decreased by this Change Order: -\$60,583.79

The new contract amount including this change order will be: \$672,416.21

The original contract completion date was: 03/06/2023

Previously approved Change Order for contract time: 0 days

The contract time will be increased by this Change Order: 0 days

The date of completion as a result of this Change Order is: 03/6/2023

APPROVED BY:

Marybeth Highducheck  01/24/2023
Contractor Signature Date

Kamal Israil  01/24/2023
DSA Inspector of Record (if applicable) Signature Date

Robert Lavey  01/24/2023
Architect / Engineer (if applicable) Signature Date


Robert Stewart  01/24/2023
Construction / Project Manager Signature Date

Authorized Department Head (if applicable) Signature Date

Director, Technology (if applicable) Signature Date

Sam Sousa  1/30/23
CVUSD Project Manager Signature Date

Director, Maintenance & Operations (if applicable) Signature Date

Beverly Beemer  1/30/2023
Director, Planning (if applicable) Signature Date

Greg Stachura  2/15/23
Owner (Authorized Agent) Signature Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: NOTICE OF COMPLETION FOR CUPCCAA PROJECTS

=====

BACKGROUND

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

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source
CC2023-53	Don Lugo HS (FFA) Underground Pathways	RDM Electric Company, Inc.	\$54,295.00	N/A	\$54,295.00	01
CC2023-36	Chaparral ES Fence Replacement	Angelo Construction	\$24,973.00	N/A	\$24,973.00	01

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Dr. Grace Park, Associate Superintendent, Andrew Black, Chief Technology Officer; and Martin Silveira, Director, Maintenance and Operations.

Staff recommends approval of the Notice of Completion for these projects. Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

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

FISCAL IMPACT

\$79,268.00.00 to General Fund 01.

NE:GJS

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 21-22-03F, BUTTERFIELD RANCH ES AND HIDDEN TRAILS ES ALTERATIONS (BP 05-01)

=====

BACKGROUND

On October 7, 2021, the Board of Education awarded Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 05-01) to RND Contractors Co., Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
2	RND Contractors, Inc.	(\$50,367.00)
	Previously Approved Change Orders:	\$105,149.00
	Bid Amount:	\$439,000.00
	Revised Total Project Amount:	\$493,782.00
	Retention Amount:	\$24,689.10

The change order results in a net decrease of \$50,367.00 to the construction cost and no days added to the 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 December 23, 2022.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kirk Jesse, DSA Inspector of Record; Susanto Agustadi, PBK Architects; Hung Truong, C.W. Driver; Cesar Portugal, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 05-01).

FISCAL IMPACT

(\$50,367.00) to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 02/22/2023 BID/ CUPCAA #: 21-22-03F Change Order #: 002
 Project Title: Butterfield Ranch ES and Hidden Trails ES Alteration
 Owner: Chino Valley Unified School District DSA Application #: #A04-119901 / #A04-119900 DSA File #: #36-11
 Architect: PBK Architects Contractor: RND Contractors Inc. (BP 05-01)

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: Butterfield Ranch ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #B-026 (PCO #B-223)
 Requested by: District
 Change in Contract Sum: (\$15,603.00) / DEDUCT
 Time Extension: 0

ITEM NO. 2: Description: Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #H-027 (PCO #H-206)
 Requested by: District
 Change in Contract Sum: (\$34,764.00) / DEDUCT
 Time Extension: 0

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Butterfield Ranch ES	\$245,000.00	\$105,149.00	(\$15,603.00)	\$334,546.00
Hidden Trails ES	\$194,000.00	\$0.00	(\$34,764.00)	\$159,236.00
Totals:	\$439,000.00	\$105,149.00	(\$50,367.00)	\$493,782.00

CONTRACT SUMMARY

The original contract amount was: \$439,000.00
 Previously approved change order amount(s): \$105,149.00
 The contract amount will be decreased by this Change Order: (\$50,367.00)
 The new contract amount including this change order will be: \$493,782.00

The original contract completion date was: 12/23/2022

Previously approved Change Order for contract time: 0 days

The contract time will be increased by this Change Order: 0 days

The date of completion as a result of this Change Order is: 12/23/2022

APPROVED BY:

Ryan Berry

DocuSigned by:
Ryan Berry
CEA33E1C7B534E2

02/23/2023 | 10:28 PST

Contractor – RND Contractors Inc.

Signature

Date

Kirk Jesse

DocuSigned by:
Kirk Jesse
F32A6F0314EA4FE...

02/23/2023 | 12:21 PST

Knowland Construction Services

DSA Inspector of Record (if applicable)

Signature

Date

Bob Lavey

DocuSigned by:
Bob Lavey
8053B2CA4BF6419...

02/23/2023 | 10:31 PST

PBK Architects

Architect / Engineer (if applicable)

Signature

Date

Hung Truong

DocuSigned by:
Hung Truong
DB919CAC3A0446B...

02/23/2023 | 10:53 PST

CW Driver

Construction / Project Manager

Signature

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal

CVUSD Project Manager

Signature

Date

Director, Maintenance & Operations (if applicable)

Signature

Date

Beverly Beemer

BB
Signature

2/24/2023
Date

Director, Planning (if applicable)

Greg Stachura

GS
Signature

2/27/23
Date

Owner (Authorized Agent)

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 21-22-03F, BUTTERFIELD RANCH ES AND HIDDEN TRAILS ES ALTERATIONS (BP 09-01)

=====

BACKGROUND

On October 7, 2021, the Board of Education awarded Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-01) to Mirage Builders, 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	Mirage Builders, Inc.	(\$43,204.00)
	Bid Amount:	\$1,098,000.00
	Revised Total Project Amount:	\$1,054,796.00
	Retention Amount:	\$52,739.80

The change order results in a net decrease of \$43,204.00 to the construction cost and no days added to the 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 December 23, 2022.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kirk Jesse, DSA Inspector of Record; Susanto Agustiadi, PBK Architects; Hung Truong, C.W. Driver; Cesar Portugal, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-01).

FISCAL IMPACT

(\$43,204.00) to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 02/21/2023 BID/ CUPCAA #: 21-22-03F Change Order #: 001
 Project Title: Butterfield Ranch ES & Hidden Trails ES Alterations
 Owner: Chino Valley Unified School District DSA Application #: #A04-119901 / #A04-119900 DSA File #: #36-11
 Architect: PBK Architects Contractor: Mirage Builders Inc (BP 09-01)

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

ITEM NO. 1: Description: Butterfield Ranch ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #B-023 (PCO #B-217)
 Requested by: District
 Change in Contract Sum: (\$26,555.00) / DEDUCT
 Time Extension: 0

ITEM NO. 2: Description: Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #H-022 (PCO #H-203)
 Requested by: District
 Change in Contract Sum: (\$16,649.00) / DEDUCT
 Time Extension: 0

PROJECT SUMMARY

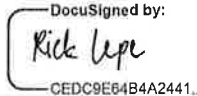
Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Butterfield Ranch ES	\$549,000.00	\$0.00	(\$26,555.00)	\$522,445.00
Hidden Trails ES	\$549,000.00	\$0.00	(\$16,649.00)	\$532,351.00
Totals:	\$1,098,000.00	\$0.00	(\$43,204.00)	\$1,054,796.00


CONTRACT SUMMARY


The original contract amount was: \$1,098,000.00
 Previously approved change order amount(s): \$0.00
 The contract amount will be decreased by this Change Order: (\$43,204.00)
 The new contract amount including this change order will be: \$1,054,796.00

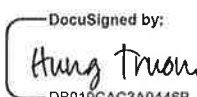
The original contract completion date was: 12/23/2022
 Previously approved Change Order for contract time: 0 days
 The contract time will be increased by this Change Order: 0 days
 The date of completion as a result of this Change Order is: 12/23/2022

APPROVED BY:

Rick Lepe  02/22/2023 | 10:28 PST
 Contractor – Mirage Builders Inc. Signature Date

Kirk Jesse  02/22/2023 | 11:16 PST
 Knowland Construction Services Signature Date
 DSA Inspector of Record (if applicable)

Bob Lavey  02/24/2023 | 08:02 PST
 PBK Architects Signature Date
 Architect / Engineer (if applicable)

Hung Truong  02/22/2023 | 10:50 PST
 CW Driver Signature Date
 Construction / Project Manager

 Signature Date
 Authorized Department Head (if applicable)

 Signature Date
 Director, Technology (if applicable)

Cesar Portugal
 CVUSD Project Manager
 Signature Date

 Signature Date
 Director, Maintenance & Operations (if applicable)

Beverly Beemer  2/24/2023
 Director, Planning (if applicable) Signature Date

Greg Stachura  2/27/23
 Owner (Authorized Agent) Signature Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 21-22-03F, BUTTERFIELD RANCH ES AND HIDDEN TRAILS ES ALTERATIONS (BP 09-04)

=====

BACKGROUND

On October 7, 2021, the Board of Education awarded Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-04) to Lawrence W. Rosine Co., 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	Lawrence W. Rosine Co., Inc.	(\$32,674.00)
	Bid Amount:	\$261,530.00
	Revised Total Project Amount:	\$228,856.00
	Retention Amount:	\$11,442.80

The change order results in a net decrease of \$32,674.00 to the construction cost and no days added to the 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 December 23, 2022.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kirk Jesse, DSA Inspector of Record; Susanto Agustiadi, PBK Architects; Hung Truong, C.W. Driver; Cesar Portugal, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 09-04).

FISCAL IMPACT

(\$32,674.00) to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 01/31/2023 BID/ CUPCAA #: 21-22-03F Change Order #: 001
 Project Title: Butterfield Ranch ES and Hidden Trails ES Alterations
 Owner: Chino Valley Unified School District DSA Application #: #A04-119901 / #A04-119900 DSA File #: #36-11
 Architect: PBK Architects Contractor: Lawrence W Rosine Co. (BP 09-04)

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

ITEM NO. 1: Description: Butterfield Ranch ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #B-022 (PCO #B-208)
 Requested by: District
 Change in Contract Sum: (\$20,109.00) / DEDUCT
 Time Extension: 0

ITEM NO. 2: Description: Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #H-021 (PCO #H-194)
 Requested by: District
 Change in Contract Sum: (\$12,565.00) / DEDUCT
 Time Extension: 0

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Butterfield Ranch ES	\$127,884.00	\$0.00	(\$20,109.00)	\$107,775.00
Hidden Trails ES	\$133,646.00	\$0.00	(\$12,565.00)	\$121,081.00
Totals:	\$261,530.00	\$0.00	(\$32,674.00)	\$228,856.00

CONTRACT SUMMARY

The original contract amount was: \$261,530.00
 Previously approved change order amount(s): \$0.00
 The contract amount will be decreased by this Change Order: (\$32,674.00)
 The new contract amount including this change order will be: \$228,856.00

The original contract completion date was: 12/23/2022

Previously approved Change Order for contract time: 0 days

The contract time will be increased by this Change Order: 0 days

The date of completion as a result of this Change Order is: 12/23/2022

APPROVED BY:

Andrew Rosine
Contractor – Lawrence W Rosine Co.

Andrew Rosine
Signature DocuSigned by: 57FDE112AF2F463... 02/01/2023 | 09:59 PS
Date

Kirk Jesse
Knowland Construction Services
DSA Inspector of Record (if applicable)

Kirk Jesse
Signature DocuSigned by: F32A6F0311EA4FE... 02/01/2023 | 10:00 PS
Date

Bob Lavey
PBK Architects
Architect / Engineer (if applicable)

Bob Lavey
Signature DocuSigned by: 8953B2CA4BF6419... 02/01/2023 | 13:15 PS
Date

Hung Truong
CW Driver
Construction / Project Manager

Hung Truong
Signature DocuSigned by: BB919CAC3A0446B... 02/01/2023 | 11:13 PS
Date

Authorized Department Head (if applicable) _____ Signature _____ Date _____

Director, Technology (if applicable) _____ Signature _____ Date _____

CESAR PORTUGAL
CVUSD Project Manager

Cesar Portugal
Signature _____ 2/17/23
Date

Director, Maintenance & Operations (if applicable) _____ Signature _____ Date _____

Beverly Beemer
Director, Planning (if applicable)

Beverly Beemer
Signature _____ 2/17/2023
Date

Owner (Authorized Agent) _____ Signature _____ 2/21/23
Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 21-22-03F, BUTTERFIELD RANCH ES AND HIDDEN TRAILS ES ALTERATIONS (BP 10-01)

=====

BACKGROUND

On October 7, 2021, the Board of Education awarded Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 10-01) to Patriot Contracting and Engineering, 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	Patriot Contracting and Engineering, Inc.	\$33,780.00
	Bid Amount:	\$2,410,000.00
	Revised Total Project Amount:	\$2,443,780.00
	Retention Amount:	\$122,189.00

The change order results in a net increase of \$33,780.00 to the construction cost and no days added to the 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 December 23, 2022.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kirk Jesse, DSA Inspector of Record; Susanto Agustiadi, PBK Architects; Hung Truong, C.W. Driver; Cesar Portugal, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 10-01).

FISCAL IMPACT

(\$33,780.00) to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 02/21/2023 BID/ CUPCAA #: 21-22-03F * Change Order #: 001 *
 Project Title: Butterfield Ranch ES & Hidden Trails ES Alterations
 Owner: Chino Valley Unified School District DSA Application #: #A04-119901 / #A04-119900 DSA File #: #36-11
 Architect: PBK Architects Contractor: Patriot Contracting and Engineering Inc (BP 10-01) *

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:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Butterfield Ranch ES – Reconcile Unused Unforeseen Conditions Allowance
Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
Change Order Request #B-023 (PCO #B-221)
District
(\$11,505.00) / DEDUCT
0 |
| ITEM
NO. 2: | Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
Provide new MPR stage curtains in lieu of cleaning and treating existing stage curtains pursuant to RFI #110 response and per District's request on March 29, 2022.
Change Order Request #H-023 (PCO #H-067)
District
\$24,910.00 / ADD
0 |
| ITEM
NO. 3: | Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
Provide additional asphalt at the student drop off areas pursuant to RFI #181 response. Due to existing grades, additional demolition of existing flatwork/asphalt was needed in order to achieve allowable slope tolerances for ADA compliance at the drop off areas of the main, kindergarten & MPR parking areas. This required new asphalt at the additional removed areas for the student drop off to be ready for the start of school.
Change Order Request #H-024 (PCO #H-117)
District
\$23,261.00 / ADD
0 |

ITEM NO. 4: Description: Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
Reason: Reconcile unused portion of the Unforeseen Conditions Allowance included in the base bid.
Document Ref: Change Order Request #H-025 (PCO #H-207)
Requested by: District
Change in Contract Sum: (\$2,886.00) / DEDUCT
Time Extension: 0

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Butterfield Ranch ES	\$1,205,000.00	\$0.00	(\$11,505.00)	\$1,193,495.00
Hidden Trails ES	\$1,205,000.00	\$0.00	\$45,285.00	\$1,250,285.00
Totals:	\$2,410,000.00	\$0.00	\$33,780.00	\$2,443,780.00

CONTRACT SUMMARY

The original contract amount was: \$2,410,000.00

Previously approved change order amount(s): \$0.00

The contract amount will be increased by this Change Order: \$33,780.00

The new contract amount including this change order will be: \$2,443,780.00

The original contract completion date was: 12/23/2022

Previously approved Change Order for contract time: 0 days

The contract time will be increased by this Change Order: 0 days

The date of completion as a result of this Change Order is: 12/23/2022

APPROVED BY:

Richard Wolfinger

DocuSigned by:

Richard Wolfinger

E77B681241164B9...

02/22/2023 | 08:18 PS

Contractor – Patriot Contracting and Engineering Inc

Signature

Date

Kirk Jesse

Knowland Construction Services

DSA Inspector of Record (if applicable)

DocuSigned by:

Kirk Jesse

F32A6F0311EA4FE...

02/22/2023 | 08:33 PS

Signature

Date

Bob Lavey

PBK Architects

Architect / Engineer (if applicable)

DocuSigned by:

Bob Lavey

8953B2CA4BF6419...

02/22/2023 | 08:19 PS

Signature

Date

DocuSigned by:
Hung Truong
DB919CAC3A0446B...

Hung Truong
CW Driver

02/22/2023 | 09:08 PS

Construction / Project Manager

Signature

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal

CVUSD Project Manager

Signature

Date

Director, Maintenance & Operations (if applicable)

Signature

Date

Beverly Beemer

Director, Planning (if applicable)

BB
Signature

2/24/2023
Date

Greg Stachura

Owner (Authorized Agent)

[Signature]
Signature

2/27/23
Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023

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 NO. 21-22-03F, BUTTERFIELD RANCH ES AND HIDDEN TRAILS ES ALTERATIONS (BP 23-01)

=====

BACKGROUND

On October 7, 2021, the Board of Education awarded Bid No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 23-01) to RAN Enterprises, 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	RAN Enterprises, Inc.	\$35,893.00
	Bid Amount:	\$1,226,000.00
	Revised Total Project Amount:	\$1,261,893.00
	Retention Amount:	\$63,094.65

The change order results in a net increase of \$35,893.00 to the construction cost and no days added to the 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 December 23, 2022.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kirk Jesse, DSA Inspector of Record; Susanto Agustiadi, PBK Architects; Hung Truong, C.W. Driver; Cesar Portugal, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

Staff recommends the approval of the Change Order and 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 No. 21-22-03F, Butterfield Ranch ES and Hidden Trails ES Alterations (BP 23-01).

FISCAL IMPACT

\$35,893.00 to Measure G Fund 21.

NE:GJS



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

CHANGE ORDER

Date: 02/21/2023 BID/ CUPCAA #: 21-22-03F Change Order #: 001
Project Title: Butterfield Ranch ES and Hidden Trails ES Alteration
Owner: Chino Valley Unified School District DSA Application #: #A04-119901 / #A04-119900 DSA File #: #36-11
Architect: PBK Architects Contractor: RAN Enterprises Inc. (BP 23-01)

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: Butterfield Ranch ES – Staff Lounge Temporary Cooling Unit Rental
Reason: This is the cost to provide rental of temporary cooling equipment for Building B Staff Lounge from August for the start of school thru November at time of AC unit install.
Document Ref: Change Order Request #B-011 (PCO #B-143)
Requested by: District
Change in Contract Sum: \$5,396.00 / ADD
Time Extension: 0

ITEM NO. 2: Description: Butterfield Ranch ES – RFI #194 Bldg A Ductwork Ceiling Conflict
Reason: This is the cost to provide revisions to Bldg A ductwork pursuant to RFI #194 response which provided new ductwork to resolve the conflict with the ceiling and existing ductwork performed on time and material basis.
Document Ref: Change Order Request #B-012 (PCO #B-140)
Requested by: District
Change in Contract Sum: \$14,076.00 / ADD
Time Extension: 0

ITEM NO. 3: Description: Butterfield Ranch ES – RFI#122 Ductwork Removal and New at Kitchen
Reason: This is the cost to provide demolition and installation of new mechanical ductwork in Bldg B Kitchen pursuant to RFI #122 response to allow for the installation of the new structural support system for the new mechanical unit.
Document Ref: Change Order Request #B-013 (PCO #B-084)
Requested by: District
Change in Contract Sum: \$7,417.00 / ADD
Time Extension: 0

ITEM NO. 4: Description: Butterfield Ranch ES – Phase 4 Additional Crane Lift
This is the cost for an additional crane lift as directed by the District so mechanical units that have already been delivered to the site for Phase 3 and 4 could be installed and be ready for occupancy as scheduled.

Reason:

Document Ref: Change Order Request #B-014 (PCO #B-177)

Requested by: District

Change in Contract Sum: \$3,848.00 / ADD

Time Extension: 0

ITEM NO.5: Description: Butterfield Ranch ES – Reconcile Unused Unforeseen Conditions Allowance
Reconcile the unused portion of the Unforeseen Conditions Allowance included in the base bid.

Reason:

Document Ref: Change Order Request #B-025 (PCO #B-218)

Requested by: District

Change in Contract Sum: (\$1,086.00) / DEDUCT

Time Extension: 0

ITEM NO. 6: Description: Hidden Trails ES – Staff Lounge Temporary Cooling Unit Rental
This is the cost to provide rental of temporary cooling equipment for Building B Staff Lounge from August for the start of school thru November at time of AC unit install.

Reason:

Document Ref: Change Order Request #H-011 (PCO #H-134)

Requested by: District

Change in Contract Sum: \$5,369.00 / ADD

Time Extension: 0

ITEM NO. 7: Description: Hidden Trails ES – RFI#122 Ductwork Removal and New at Kitchen
This is the cost to provide demolition and installation of new mechanical ductwork in Bldg B Kitchen pursuant to RFI #122 response to allow for the installation of the new structural support system for the new mechanical unit.

Reason:

Document Ref: Change Order Request #H-012 (PCO #H-081)

Requested by: District

Change in Contract Sum: \$3,825.00 / ADD

Time Extension: 0

ITEM NO. 8: Description: Hidden Trails ES – Phase 4 Additional Crane Lift
This is the cost for an additional crane lift as directed by the District so mechanical units that have already been delivered to the site for Phase 3 and 4 could be installed and be ready for occupancy as scheduled.

Reason:

Document Ref: Change Order Request #H-013 (PCO #H-164)

Requested by: District

Change in Contract Sum: \$3,848.00 / ADD

Time Extension: 0

ITEM NO.9: Description: Hidden Trails ES – Reconcile Unused Unforeseen Conditions Allowance
 Reason: Reconcile the unused portion of the Unforeseen Conditions Allowance included in the base bid.
 Document Ref: Change Order Request #H-026 (PCO #H-205)
 Requested by: District
 Change in Contract Sum: (\$6,800.00) / DEDUCT
 Time Extension: 0

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Butterfield Ranch ES	\$586,000.00	\$0.00	\$29,651.00	\$615,651.00
Hidden Trails ES	\$640,000.00	\$0.00	\$6,242.00	\$646,242.00
Totals:	\$1,226,000.00	\$0.00	\$35,893.00	\$1,261,893.00

CONTRACT SUMMARY

The original contract amount was: \$1,226,000.00
 Previously approved change order amount(s): \$0.00
 The contract amount will be increased by this Change Order: \$35,893.00
 The new contract amount including this change order will be: \$1,261,893.00
 The original contract completion date was: 12/23/2022
 Previously approved Change Order for contract time: 0 days
 The contract time will be increased by this Change Order: 0 days
 The date of completion as a result of this Change Order is: 12/23/2022

APPROVED BY:

Thierry Abinader Signature 02/22/2023 | 08:49 PST
 Contractor – RAN Enterprises, Inc. Date

Kirk Jesse Signature 02/22/2023 | 09:28 PST
 Knowland Construction Services Date
 DSA Inspector of Record (if applicable)

Bob Lavey Signature 02/22/2023 | 08:51 PST
 PBK Architects Date
 Architect / Engineer (if applicable)

Hung Truong
CW Driver

Construction / Project Manager

DocuSigned by:
Hung Truong
DB019CAG3A0446B...

Signature

02/22/2023 | 09:09 PST

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal

CVUSD Project Manager

Signature

Date

Director, Maintenance & Operations (if applicable)

Signature

Date

Beverly Beemer

Director, Planning (if applicable)

BB
Signature

2/24/2023
Date

Greg Stachura

Owner (Authorized Agent)

GS
Signature

2/27/23
Date

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

DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
Kathy Casino, Director, Purchasing
SUBJECT: AWARD OF BID NO. 22-23-27F, NEW DISTRICT OFFICE TEST KITCHEN AND BREAK ROOM EQUIPMENT - REBID

=====

BACKGROUND

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

A Notice to Contractors Calling for Bids, No. 22-23-27F, was published in the Inland Valley Daily Bulletin on February 7, 2023, and February 14, 2023. Bids were opened at 1:30 p.m. on February 24, 2023. The results are as follows:

Contractor	# of Bids Received	Low Bid
Douglas Food Stores, Inc.	2	\$118,278.21

The basic scope of work for this bid package includes the purchase and installation of kitchen equipment.

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

RECOMMENDATION

It is recommended the Board of Education approve the Award of Bid No. 22-23-27F, New District Office Test Kitchen and Break Room Equipment - Rebid.

FISCAL IMPACT

\$118,278.21 to Capital Facilities Fund 25.

NE:GJS:kc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
SUBJECT: REVISION OF BOARD POLICY 7310—NAMING OF FACILITY

=====

BACKGROUND

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy 7310—Naming of Facility is being updated to reflect practicality. This item was presented to the Board as information on March 2, 2023.

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 revision of Board Policy 7310—Naming of Facility.

FISCAL IMPACT

None.

NE:GJS:pk

NAMING OF FACILITY

The Board of Education shall name District schools and other District-owned or leased buildings, grounds, and facilities in recognition of:

1. Individuals, living or deceased, and entities that have made outstanding contributions, including financial contributions, to the school community;
2. Individuals, living or deceased, who have made contributions of statewide, national, or worldwide significance; or
3. The geographic area in which the school or building is located.

The Board encourages community participation in the process of selecting names AS DESCRIBED BELOW UNDER PROCESS. ~~A Citizen Advisory Committee shall be appointed to review name suggestions and submit recommendations for the Board's consideration.~~ THE SUPERINTENDENT MAY APPOINT A COMMITTEE TO REVIEW NAME SUGGESTIONS AND SUBMIT RECOMMENDATIONS FOR THE BOARD'S CONSIDERATION.

~~(cf. 1220 – Citizen Advisory Committees)~~

Process

The process shall include the following steps:

1. The community, including students, shall be given advance notice of the intention to name or rename a school.
2. The process shall include an information item on the Board agenda that specifies the duration of community notification and input (minimally 30 days).
3. The public shall be notified through the news media, ~~District cable channel~~, and the District website that there is a 30-day opportunity to submit recommendations for names of facilities.
4. Upon conclusion of the 30 days, at the next regularly scheduled Board meeting, the Board shall hold a public hearing on the proposed name change and entertain public comments.
5. At the following regularly scheduled Board meeting, the item shall come before the Board; the Board will again entertain public comments and take action on the item.

NAMING OF FACILITY (cont.)

6. Students will be involved in the process to select school mascot and school colors.

Any name adopted for any new school shall not be so similar to the name of any existing District school as to result in confusion to members of the community.

Before adopting any proposed name, the Board shall hold a public hearing at which members of the public will be given an opportunity to provide input.

(cf. 9320 - Meetings and Notices)

When naming or renaming a District school, building, or facility, the Board may specify the duration for which the name shall be in effect.

Memorials

Upon request, the Board shall consider ~~planting commemorative trees~~, erecting monuments, or dedicating buildings, parts of buildings, athletic fields, ~~gardens~~, or other District facilities, in memory of deceased students, staff members, community members, and benefactors of the District.

RESCINDING/RENAMING OF FACILITIES

THE CHINO VALLEY UNIFIED SCHOOL DISTRICT RECOGNIZES THAT THE NAMES SELECTED FOR DISTRICT SCHOOLS ARE VITALLY IMPORTANT TO THE IMAGE AND IDENTITY OF EACH SCHOOL. THE HONOR AND INTEGRITY OF EACH NAME REFLECTS UPON CVUSD AND THE INDIVIDUAL SCHOOL. WITH THIS CONSIDERATION IN MIND, THE BOARD OF EDUCATION MAY CONSIDER RESCINDING THE NAME OF ANY SCHOOL IN THE DISTRICT.

RESCINDING/RENAMING OF A SCHOOL WILL ONLY BE CONSIDERED WHEN A REQUEST TO DO SO HAS BEEN RECEIVED FROM STUDENTS, THEIR FAMILIES, SCHOOL FACULTY, OR COMMUNITY INTEREST GROUPS.

SUFFICIENT CAUSE FOR RESCINDING THE NAME OF A SCHOOL WILL EXIST IF THE PERSON OR ENTITY FOR WHICH THE SCHOOL HAS BEEN NAMED HAS BEEN CONVICTED OF A FELONY, A CRIME OF MORAL TURPITUDE, OR PARTICIPATED IN, PRACTICED, OR ENDORSED ANY DISREPUTABLE BEHAVIOR WHICH WOULD HAVE A NEGATIVE REFLECTION ON THE SCHOOL OR DISTRICT OR WOULD BRING DISHONOR TO DISTRICT STUDENTS OR STAFF.

IF THE BOARD TAKES ACTION TO RESCIND A SCHOOL NAME, THE PROCESS FOR NAMING OF FACILITY WILL BE INITIATED.

NAMING OF FACILITY (cont.)

Naming Rights

The Board may grant to any person or entity the right to name any District building or facility. In doing so, the Board shall enter into a written agreement which shall:

1. Specify the benefits to the District from entering into the agreement;
2. State the roles and responsibilities of the parties to the agreement, including whether or not the Board shall retain the power to approve any proposed name;
3. Provide details related to the naming right granted, including the building, grounds, or facility involved and the duration for which the name shall be in effect;
4. Prohibit any message, image, or other depiction that advocates or endorses the use of drugs, tobacco, or alcohol, encourages unlawful discrimination against any person or group, or promotes the use of violence or the violation of any law or District policy; and

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

(cf. 1325 - Advertising/Promotions)

(cf. 3290 - Gifts, Grants and Bequests)

5. Reserve the authority to terminate the naming right if it determines that the grantee, subsequent to receiving the naming right, has engaged in any of the prohibited acts stated in item #4 above or other criminal or unlawful acts that might bring the District into disrepute.

Legal reference:

Education Code

35160 Authority of Governing Boards

Chino Valley Unified School District

Policy adopted: October 6, 2011

REVISED:

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

DATE: March 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

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

NE:RR:IB:ED:jw

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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CERTIFICATED MANAGEMENT SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2022/2023 SCHOOL YEAR

RESIGNATION

SHIVER, Jermaine	Assistant Principal	Cal Aero K-8	06/30/2023
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2022/2023 SCHOOL YEAR

NG, Vanessa	School Nurse	Health Services	03/13/2023
ORTIZ, Gabriela	Child Development Teacher	Health Services	02/23/2023
IDE, Kristina	Special Education Teacher	Special Education	03/08/2023
LEWIS-BOSEMAN, Suriyah	Speech Language Pathologist	Special Education	02/27/2023
PEREZ, Ana Maria	Psychologist	Special Education	02/27/2023

RETIREMENT

ACKER, Jennell (23 years of service)	Culinary Arts Teacher	Chino Hills HS	05/27/2023
ACKER, William (25 years of service)	Psychology Teacher	Chino Hills HS	05/30/2023

RESIGNATION

ORTIZ, Gabriela	Child Development Teacher	Health Services	02/24/2023
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APPOINTMENT - EXTRA DUTY

SETLICH, John (NBM)	Men's Basketball (GF)	Townsend JHS	02/28/2023
RASCON, Melanie (NBM)	Men's Volleyball (GF)	Chino HS	02/22/2023
BARAJAS, Enrique (NBM)	Women's Water Polo (B)	Chino Hills HS	03/02/2023
CALLE, Scott	Badminton (GF)	Chino Hills HS	02/21/2023
RODRIGUEZ-JIMENEZ, Miguel (NBM)	Men's Volleyball (GF)	Chino Hills HS	02/21/2023
STONE, Christopher	Track & Field (B)	Chino Hills HS	02/21/2023

TOTAL:	\$13,448.00
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LEAVE OF ABSENCE – JOB SHARES – 2022/2023

CINTRA DO PRADO, Theresa	Transitional Kindergarten 40%	Chaparral ES	2023/2024
SOMERVILLE, Carol	Transitional Kindergarten 60%	Chaparral ES	2023/2024

CERTIFICATED PERSONNEL (cont.)

**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2022, THROUGH
JUNE 30, 2023**

BEEKER, Zechariah

VOTH, Dahlia

CLASSIFIED PERSONNEL

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

HRYNEZUK ESTRADA, Mandy	Playground Supervisor (GF)	Briggs K-8	03/06/2023
RICHMOND, Ashley	Paraprofessional I (SELPA/GF)	Canyon Hills JHS	03/13/2023
GONZALEZ, Daniella	Paraprofessional I (SELPA/GF)	Woodcrest JHS	03/06/2023
GARZA, Lisa Marie	Paraprofessional II (SELPA/GF)	Ayala HS	03/06/2023
PEREIRA, Sonia	Playground Supervisor (GF)	Don Lugo HS	03/13/2023
JIMENEZ, Anita	Bus Driver (GF)	Transportation	03/20/2023
SERRANO, Maria Teresa	Bus Driver (GF)	Transportation	03/22/2023
GRAY, Maritza	Driver Trainer (GF)	Transportation	03/21/2023

RE-HIRE FROM 39-MONTH RE-EMPLOYMENT LIST

FLORES-BABEY, Carrie	School Secretary I (GF)	Briggs K-8	03/14/2023
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PROMOTION

OLIVEIRA, Arnie	FROM: Custodian I (GF) 4 hrs./261 contract days	Adult School	03/27/2023
	TO: Groundswoker II (GF) 8 hrs./ 261 contract days	Maintenance	
SIFUENTES, Unique	FROM: Typist Clerk II (GF) 8 hrs./261 contract days	Alternative Education	03/06/2023
	TO: Account Clerk III (GF) 8 hrs./ 261 contract days	Business Services	

CHANGE OF ASSIGNMENT

VIGNEAULT, Kimberlee	FROM: Playground Supervisor (GF) 1.5 hrs./180 work days	Dickson ES	03/13/2023
	TO: Health Technician (GF) 5.5 hrs./185 work days	Dickson ES	
PEREZ, Shirley	FROM: IA/Childhood Education (CDF) 3.5 hrs./255 contract days and	Child Development	03/17/2023
	Child Care Specialist (CDF) 2 hrs./180 work days	Child Development	
	TO: Child Care Specialist (C) 6 hrs./180 work days	Child Development	

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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ADDITIONAL ASSIGNMENT

MERCAU, Maria	Bilingual Typist Clerk I Spanish (ABG)	Adult School	03/13/2023
CERDA, Misty	Child Care Specialist (C)	Child Development	03/13/2023

INCREASE OF HOURS

DEBACA, Anacani	FROM: Bus Driver (GF) 6 hrs./208 work days	Transportation	02/27/2023
	TO: Bus Driver (GF) 6.5 hrs./208 work days	Transportation	

RELEASE OF EMPLOYEE WITHOUT PREJUDICE

Employee 29030			02/23/2023
Employee 29017			02/27/2023

RESIGNATION

TALAMERA, Billy	Paraprofessional II (SELPA/GF)	Borba ES	03/03/2023
DOMINGUEZ, Lenny	Custodian II (GF)	Butterfield Ranch ES	03/17/2023

RETIREMENT

ROBISON, Theresa (16 Years of Service)	School Secretary I (GF)	Chaparral ES	07/01/2023
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APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2022, THROUGH JUNE 30, 2023

AREVALO, Jordyn	BURCIAGA, Kimberly	CONRARDY, Alexandria
GUZMAN, Patrick	GUZMAN, Yesenia	PONVANIT, Nithiya
SARENANA, Stella	TALAMERA, Billy	

(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: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Richard Rideout, Assistant Superintendent, Human Resources
Whitney Fields, Director, Risk Management and Human Resources
SUBJECT: REJECTION OF CLAIM

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BACKGROUND

Claim 23-03-03 was submitted on March 6, 2023, from Louie Ayento. Claimant alleges vehicle damage from a pebble that flew out of the weedwhacker that was being used by a District employee. Claimant seeks reimbursement for vehicle damages the amount of \$1,580.50.

The Board is requested to reject claims against the District to allow insurance carriers to investigate the claims and make recommendations regarding the dispositions.

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

RECOMMENDATION

It is recommended the Board of Education reject the claim and refer it to the District’s insurance adjuster.

FISCAL IMPACT

Unknown at present.

NE:RR:WF:lag

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: March 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Richard Rideout, Assistant Superintendent, Human Resources
Isabel Brenes, Ed.D., Director, Human Resources
Eric Dahlstrom, Ed.D., Director, Human Resources
**SUBJECT: STUDENT TEACHING AGREEMENT WITH LOS ANGELES
PACIFIC UNIVERSITY**

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BACKGROUND

Student teaching, internship, and practicum experience provides a high quality of learning, support, and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish a Student Teaching Agreement with Los Angeles Pacific University.

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

RECOMMENDATION

It is recommended the Board of Education approve the Student Teaching Agreement with Los Angeles Pacific University.

FISCAL IMPACT

None.

NE:RR:IB:ED:jw

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT entered into by and between **Los Angeles Pacific University**, hereinafter called the **UNIVERSITY** and **Chino Valley Unified School District** hereinafter called the **DISTRICT**:

W I T N E S S E T H

WHEREAS, the governing board of a school district may enter into agreements with a college or university approved by the Commission on Teacher Credentialing (CTC) as a teacher education institution (Ed. Code Section 44227), to provide educational field experiences as may be called for in the requirements of the various authorized credentials for public school service; and

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

WHEREAS, the University operates fully-accredited educational programs for its candidates; and

WHEREAS, it is to the mutual benefit of the University and the District to make a program of educational fieldwork experiences available to the University's candidates at the District's facilities.

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

GENERAL TERMS AND CONDITIONS

1. **Term.** The term of this agreement shall commence on **July 1, 2023** and terminate on **June 30, 2028**.
2. **Termination.** Notwithstanding anything herein contained to the contrary, either party may terminate this agreement with thirty (30) days written notice to the undersigned. In the event of early termination of this agreement, candidates who have not yet completed their K-12 Educational field experience assignment in the District may complete their assignment at the discretion of the University. Nothing in this agreement shall limit the right of the University, acting in its sole discretion, to remove a candidate from the K-12 setting at any time.
3. **Amendments.** The provisions of this agreement may be altered, changed, or amended, by mutual written consent of the parties hereto.
4. **Execution.** This agreement may be executed in one or more counterparts, all of which shall constitute one and the same document. Counterparts may be exchanged by facsimile or Email. Each counterpart, whether an original signature or a facsimile copy, shall be deemed an original as against any party who signed it.

5. Insurance.

- a. The District shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees. The University shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees.
- b. The District shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees and agents. The University shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees and candidates. The District shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees and agents. The University shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees and candidates.
- c. The District maintains proof of all insurance coverage and will provide said proof to the University upon request. The University maintains proof of all insurance coverage and will provide said proof to the District upon request.
- d. The employment status of candidates and the responsibility for insurance coverage for candidate activities depends upon the status of the candidates as set forth below:
 - i. Candidates Participating in Unpaid K-12 Educational Field Experience not at Candidate's Place of Employment: If the University's candidates are participating in an unpaid K-12 educational field experience not at his or her place of employment, it is understood that the University's candidates are fulfilling specific requirements for field experiences as part of a degree or credential program requirement, and therefore, the University's candidates do not thereby become employees of the District by virtue of their field experience. The University shall be responsible for providing insurance coverage for such candidates, pursuant to Sections 5.a and 5.b of this agreement.
 - ii. Candidates Participating in Unpaid K-12 Educational Field Experience at Candidate's Place of Employment: If the University's candidates are participating in an unpaid internship or field experience at his or her place of employment, it is understood by that the University and the District shall keep the field experience and work duties of the University's candidates strictly separate. The University shall be responsible for providing insurance coverage for such candidates' field experience pursuant to Section 5.a and 5.b of this agreement. The District shall be responsible for providing insurance coverage for such candidates' activities as a District employee pursuant to Section 5.a and 5.b of this agreement.
 - iii. Candidates Participating in Paid K-12 Educational Field Experience: If the University's candidates are provided with a nominal stipend from the District intended to reimburse them for estimated expenses related to their field experience, the University's candidates do not thereby become employees of the District, and the University shall be responsible for providing insurance coverage for such

candidates pursuant to Sections 5.a and 5.b of this agreement; however, the District shall be responsible for issuing a Form 1099 reporting the stipend to the Internal Revenue Service. If, however, the University's candidates are paid by the District for their services, then they become employees of the District, and the District is responsible for all employee obligations and for insuring the activities of such candidates under Section 5.a and 5.b of this agreement.

6. Confidentiality.

- a. All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the District or the project shall remain strictly confidential and shall not be disclosed without consent of the District. The University agrees to notify candidates that they are responsible for respecting and maintaining the confidentiality of all information with respect to all students of the District.

- b. The University and the District agree to comply with the Family Educational Rights and Privacy Act (FERPA) of 1974, and all requirements imposed by or pursuant to regulation of the Department of Education to the end that the rights and privacy of the students enrolled in the District and of their parents are not violated or invaded. This assurance is given to obtain access to individual student data for the purpose of using said data to fulfill assignments or contractual obligations with the District. The provisions of the Family Educational Rights and Privacy Act of 1974 include, but are not limited to ensuring that (a) no identification of students or their parent(s)/guardian(s) by persons other than representatives of the University and required persons performing activities mandated by the California Department of Education, California Commission on Teacher Credentialing (i.e. auditors) is permitted; (b) the individual student data will be destroyed when no longer needed for the purpose(s) for which they were obtained; (c) no access to individual student data shall be granted by the University to any other persons, agency, or organization without the written consent of the pupil's parent/guardian, except for sharing with other persons within the District or representatives of the University, so long as those persons have a legitimate interest in the information; (d) the District will not disclose the candidate records of the University's candidates except to University and District officials who have a legitimate need for the information consistent with their official responsibilities.

7. **Non-Discrimination.** The University and the District agree to make no distinction among candidates covered by this agreement on the basis of race, color, religion, national origin, gender, age, disability, or status as a veteran.

8. **Transportation of Students.** Neither the University nor the District will provide transportation for candidates between the University and the District school. Each candidate shall be responsible for his or her transportation.

9. **Scope of Authority.** The District shall exercise exclusive control over the administration, operation, maintenance and management of the District and its schools, and the University's candidates while they are in residence at the District. Subject thereto, the University shall exercise control and supervision over the operation, curriculum, faculty and candidates of the University within the prescribed framework.

10. Indemnification.

- a. The University shall indemnify, save and hold harmless the District, its officers, directors, and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorney's fees) that may arise out of negligent acts or omissions of the University, and its trustees, officers, directors, candidates and employees during the course and scope of a University candidate's clinical training.
- b. The District shall indemnify, save and hold harmless the University, its officers, directors, and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorney's fees) that may arise out of negligent acts or omissions of the District, and its trustees, officers, directors, or employees during the course and scope of a University candidate's clinical training.

11. Scope of Work.

TEACHER EDUCATION FIELD EXPERIENCE

“Field Experience” as used herein refers to brief (eight week) periods in which a candidate, enrolled in field experience embedded courses in the university teacher preparation program, observes and interacts with students in small group settings and may have limited whole class involvement under the direct supervision and instruction of one or more classroom host teachers. With the guidance of the classroom host teacher, the candidate may participate in small group instructional activities. With the guidance of the classroom host teacher, the candidate may participate in formal assessments to individual K-12 students and/or small groups of students during their field experience. The candidate may be required to observe in a variety of settings to meet course expectations and will document 10 hours of field experience per each field experience embedded course. Field Experience is not commensurate with Student Teaching.

Field Experience is to be completed under the direct supervision of a host teacher(s) who currently hold(s) a valid Clear Teaching Credential in the content area for which they are providing supervision and have a minimum of three years of content area K-12 teaching experience. It is the expectation that the classroom where candidates complete field experience will consist of K-12 students and include students who are English learners, students on an IEP or 504 Plan, students who qualify for GATE, and/or students from an underserved group. The classroom curriculum must align with California's adopted content standards and frameworks. At the conclusion of the Field Experience, the host teacher(s) will be asked to complete a short verification form to verify the candidate’s field experience.

The University will ensure candidates who participate in field experience have met the requirements of (a) California Basic Skills requirement (BSR), (b) possessing a valid certificate of clearance or other valid CTC document, and (c) current enrollment in a field experience embedded course. The University will provide support to the candidate through the direction and discussion provided within the field experience

embedded course. Assignments directly related to the candidate's field experience, in the form of reflection logs and written assignments, will be required and evaluated by the course instructor.

TEACHER EDUCATION STUDENT TEACHING

“Student teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District (a) holding a valid Clear Teaching Credential in the content area for which they are providing supervision and (b) have a minimum of three years of content area K-12 teaching experience. The district supervisor must have demonstrated exemplary teaching practices as determined by the District and University. It is preferable that the supervising teacher not have additional district or school-based assignments that cause them to be absent from the classroom for extended periods of time.

The University shall provide district employed supervisors a minimum of 2 hours of initial orientation to the program curriculum, and access to a minimum of 8 hours of training about effective supervision approaches such as cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices.

The District agrees to provide a supported teaching experience in District classrooms for candidates who are assigned by the University to student teaching. Classrooms where candidates complete student teaching must include K-12 students who are English learners, on an IEP, 504 Plan, students who qualify for GATE, and/or students from an underserved group. Such student teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon. It is understood that the matching of candidate and district-employed supervisor must be a collaborative process between the school district and the university.

The University shall ensure student teacher placement in locations where the candidate is able to video record his/her teaching with K-12 students for the purposes of implementing the video requirement for the California Teaching Performance Assessment (CalTPA), observations, and instructional reflection. The University requires candidates to affirm that they have followed all applicable video policies of the District for the CalTPA task requiring a video.

The District recognizes the importance of facilitating placements that allow teacher candidates to complete the California Teaching Performance Assessment (CalTPA), and has necessary policies and procedures in place related to the appropriate use of video for instruction and assessment. The District recognizes that the teacher candidate may use video capturing to record their classroom instruction and submit it online for review as part

of the university mentor observation and formative feedback process.

The District may, for good cause, refuse to accept any candidate of the University assigned to student teaching in the District. Upon request of the District, made for good cause, the University shall terminate the student teaching assignment of any candidate of the University.

The University will ensure candidates who participate in student teaching have satisfied the additional requirements of (a) meeting the California Basic Skills requirement (BSR), (b) demonstrating Subject Matter Competence, (c) meeting U.S. Constitution, (d) possessing a valid certificate of clearance, (e) have a negative TB test within 2 years of the end date of the student teaching assignment.

"Full-time student teaching" is an assignment for the regular school day (at least seven hours) for 16 weeks including all duties normally performed by a teacher. The 16 weeks aligns with the University's fall and spring semesters.

At the elementary level a full-time assignment is a full school day (at least seven hours) for eight weeks in a primary (K-3) classroom and eight weeks in an intermediate (4-6) classroom. For this, the University will pay the District a Master Teacher Stipend for performance by the District of all services required at a rate of one hundred dollars (\$100) for each full-time student teacher.

An assignment of a candidate of the University to student teaching in schools or classes of the District shall be, at the discretion of the University for approximately one semester; a fall semester to be approximately end of August to beginning of December and a spring semester to be approximately the beginning of January to beginning of May.

Within a reasonable time following the close of each assignment, the University will send a Master Teacher Stipend Summary Sheet to the District and the District shall submit an invoice, to the University for payment, at the rate provided herein, for all student teaching assignments provided by the District under and in accordance with this agreement during said semester.

TEACHER EDUCATION INTERN TEACHING

"Intern teaching" as used herein and elsewhere in this agreement means active participation in a teacher internship program pursuant to California Education Code Section 44450 whereby University candidates may be placed as Intern teachers in District Schools. An Intern candidate is authorized to assume the functions authorized by the appropriate Multiple Subject Credential. The Intern candidate's services meet the instructional needs of the participating district. The Intern candidate does not displace other certificated employees in the participating district, and this agreement meets with the District's contractual specifications with certificated employees.

The District will assign each Intern candidate a certified mentor/support provider who will be responsible for overseeing and offering support to the Intern candidate throughout the internship teaching year. The District agrees to provide to the University the name of the mentor/support provider for each term. The certified mentor/support provider must (a) hold a valid corresponding Clear or Life credential, (b) have completed a minimum of three years of successful teaching experience, (c) have EL Authorization if he/she is providing supervision and support to a candidate who does not have EL Authorization.

The University shall provide district employed supervisors a minimum of 2 hours of initial orientation to the program curriculum, and access to a minimum of 8 hours of training about effective supervision approaches such as cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices.

The District must ensure sufficient resources are provided including the identification of protected time for district provided support providers to work with the Intern candidates within the school day to deliver the appropriate support/mentoring and supervision to the candidate and an evaluation of the site support that is provided.

The University will ensure candidates in the Internship Program hold a Baccalaureate degree or higher from an organization recognized by the U.S. Department of Education and the Council for Higher Education Accreditation and have satisfied the additional requirements of (a) California Basic Skills requirement (BSR), (b) demonstrating Subject Matter Competence, (c) meeting U.S. Constitution, (d) possessing a valid certificate of clearance, (e) have completed the required Pre-service Training.

The University will assign a University supervisor to support the intern who will work cooperatively with the district personnel designated above. The University supervisor will confer with both the site administrator and the mentor/support provider for the intern. The University supervisor will have the following minimum qualifications (a) have current knowledge in the content area of the candidate; (b) have the ability to model best professional practices in teaching learning, scholarship, and service; (c) have knowledge about diverse abilities, cultural, language, ethnic, and gender diversity; and (d) understand the context of public schools and have a thorough grasp of the academic standards, frameworks, and accountability systems that drive the curriculum of public schools.

The employing district will develop and implement a Professional Development Plan for the Intern candidate, which will include an annual evaluation. For Intern candidates teaching in inclusive kindergarten through 6th grade settings, the Professional Development Plan must include instruction during the first semester of service which includes child development and teaching methods, as well as, special education programs for pupils with mild and moderate disabilities. The University will make available description of the courses to be completed by the Intern.

The District and the University will work in partnership to provide a minimum of 144 hours

of support/mentoring and supervision to each Intern candidate each school year. Intern candidates without an EL authorization are required to receive 45 hours of EL support. The District will provide approximately 2/3 of the support/mentoring and supervision in the form of content specific coaching; grade level or department meetings; new teacher orientation; coaching from an administrator; co-planning with a special educator or English learner expert to address special needs or English learner students; demonstration lessons or co-teaching activities with a mentor/support provider, coach or supervisor; Intern candidate observation of other teachers and classrooms; editing work-related writing; professional learning communities activities addressing issues in the intern's classroom; OR other support and supervision activities. The University will provide approximately 1/3 of the support/mentoring and supervision in the form of field mentors, seminars, peer/faculty support; classroom observations and coaching; Intern observation of other teachers and classrooms; email, phone, and/or video conferencing support related to observations, problem-solving, planning curriculum, and/or instruction; professional literature/research discussion groups facilitated by appropriately credentialed program faculty; OR other support and supervision activities. The University is responsible for documentation of support/mentoring and supervision.

The District and the University agree to the allocation of additional personnel, time, and resources for individuals who have not yet earned an English learner authorization. The participating district will identify an individual who is immediately available to assist Intern candidates with planning lessons that are appropriately designed and differentiated for ELs, for assessing language needs and progress, and to support language accessible instruction. This individual must have an EL authorization.

The University shall ensure Intern Teacher assignments take place in locations where the candidate is able to record his/her teaching with K-12 students for the purposes of implementing the video requirement for the California Teaching Performance Assessment (CalTPA), observations, and instructional reflection.

The University requires candidates to affirm that they have followed all applicable video policies of the District for the TPA task requiring a video.

The District recognizes the importance of facilitating placements that allow Intern candidates to complete the California Teaching Performance Assessment (CalTPA), and has necessary policies and procedures in place related to the appropriate use of video for instruction, assessment. The District recognizes that the Intern candidate may use video capturing to record their classroom instruction and submit it online for review as part of the university mentor observation and formative feedback process.

The District and the University agree to provide access to those who will be evaluating the performance of the candidate to provide knowledge on the performance of Intern candidates and any areas of needed additional support or supervision.

Los Angeles Pacific University

Chino Valley Unified School District

Signed: *Gordon Jorgenson III*

Signed: _____

Name: Gordon A Jorgenson III

Name: _____

Title: Assistant Dean

Title: _____

Date: 2/21/2023

Date: _____

Los Angeles Pacific University

Chino Valley Unified School District

300 N. Lone Hill Av. Ste. 200

5130 RIVERSIDE DRIVE

San Dimas, CA 91773

CHINO, CA 91710