



**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION AGENDA

**November 3, 2022**

**BOARD OF EDUCATION**

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

Maya King, Student Representative

—◆—  
**SUPERINTENDENT**

**Norm Enfield, Ed.D.**

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**District Board Room – 5130 Riverside Drive, Chino, CA 91710**  
**5:15 p.m. – Closed Session • 6:00 p.m. – Regular Meeting**  
**November 3, 2022**

**AGENDA**

- The public are invited to address the Board of Education regarding items listed on the agenda. Comments on an agenda item are accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Persons wishing to address the Board are requested to complete and submit to the Administrative Secretary, Board of Education, a "Request to Speak" form available at the entrance to the Board room.
- In compliance with the Americans with Disabilities Act, please contact the Administrative Secretary, Board of Education, if you require modification or accommodation due to a disability.
- Agenda documents distributed to members of the Board of Education less than 72 hours prior to the meeting are available for inspection at the Chino Valley Unified School District Administration Center, 5130 Riverside Drive, Chino, California, during the regular business hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.
- Order of business is approximate and subject to change.

The meeting is live streamed on the District's YouTube channel at [https://www.youtube.com/channel/UCWKinB4PTb\\_uskobmwBF8pw](https://www.youtube.com/channel/UCWKinB4PTb_uskobmwBF8pw).

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 5:15 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 Matter (Education Code 35146, 48918 (c) & (j):): Expulsion case 22/23-16. (15 minutes)
- b. Public Employee Discipline/Dismissal/Release (Government Code 54957): (15 minutes)
- c. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Isabel Brenes, Sandra Chen, Eric Dahlstrom, and Richard Rideout. (15 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

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

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

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

Proceedings of this meeting are recorded.

I.F. CHANGES AND DELETIONS

**II. ACTION**

II.A. ADMINISTRATION

II.A.1. Resolution 2022/2023-19, Opposing President Biden’s Executive Order to Make Changes to Title IX with Regard to Gender

Page 7

Board member James Na recommends the adoption of Resolution 2022/2023-19, Opposing President Biden’s Executive Order to Make Changes to Title IX with Regard to Gender, and stand in strong opposition and send a letter to President Biden and an email stating CVUSD is in opposition of his proposed changes.

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

II.B. FACILITIES, PLANNING, AND OPERATIONS

II.B.1. Timeline on the Naming of Preserve School #2  
Recommend the Board of Education approve the Timeline on the Naming of Preserve School #2.

Page 10

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

II.C. HUMAN RESOURCES

II.C.1. Minimum Wage and Compensation Increase to the Classified Service (Non-Bargaining Unit) and Classified Substitute Salary Schedules

Page 11

Recommend the Board of Education approve the minimum wage and compensation increase to the Classified Service (Non-Bargaining Unit) and Classified Substitute Salary Schedules.

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 October 20, 2022 Regular Meeting

Page 15

Recommend the Board of Education approve the minutes of the October 20, 2022 regular meeting.

**III.A.2. Resolution 2022/2023-20, Board Compensation for James Na for October 20, 2022 Missed Meeting**

Page 23

Recommend the Board of Education adopt Resolution 2022/2023-20, Board Compensation for James Na for October 20, 2022 Missed Meeting.

**III.B. BUSINESS SERVICES**

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

Page 25

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

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

Page 26

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

**III.B.3. Donations**

Page 29

Recommend the Board of Education accept the donations.

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

Page 31

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

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

**III.C.1. Student Expulsion Case 22/23-16**

Page 32

Recommend the Board of Education approve student expulsion case 22/23-16.

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

Page 33

Recommend the Board of Education approve/ratify the school-sponsored trips for Chino Hills HS and Don Lugo HS.

**III.C.3. Revision of Board Policy 6146.2 Instruction—Certificate of Proficiency/High School Equivalency**

Page 35

Recommend the Board of Education approve the revision of Board Policy 6146.2 Instruction—Certificate of Proficiency/High School Equivalency.

**III.C.4. Revision of Board Policy 6164.5 Instruction—Student Success Teams**

Page 38

Recommend the Board of Education approve the revision of Board Policy 6164.5 Instruction—Student Success Teams.

**III.C.5. Proclamation for The Great American Smokeout on November 17, 2022**

Page 42

Recommend the Board of Education adopt the proclamation for The Great American Smokeout on November 17, 2022.

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

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

Page 44 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 45 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

**III.D.3. Notice of Completion for CUPCCAA Projects**

Page 48 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Projects.

**III.D.4. Resolution 2022/2023-18, Annual and Five-Year Developer Fee Reports for Fiscal Year 2021/2022**

Page 49 Recommend the Board of Education adopt Resolution 2022/2023-18, Annual and Five-Year Developer Fee Report for Fiscal Year 2021/2022.

**III.D.5. Revision of Board Policy 7110 Facilities—Facilities Master Plan**

Page 56 Recommend the Board of Education approve the revision of Board Policy 7110 Facilities—Facilities Master Plan.

**III.D.6. Revision of Board Policy 7150 Facilities—Site Selection and Development**

Page 61 Recommend the Board of Education approve the revision of Board Policy 7150 Facilities—Site Selection and Development.

**III.E. HUMAN RESOURCES**

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

Page 65 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

**III.E.2. Nursing Agreement with Grand Canyon University**

Page 70 Recommend the Board of Education approve the nursing agreement with Grand Canyon University.

**IV. INFORMATION**

**IV.A. BUSINESS SERVICES**

**IV.A.1. Adopted 2022/2023 Organized and Unorganized Student Body Budgets**  
Page 78 Recommend the Board of Education receive for information the adopted 2022/2023 organized and unorganized student body budgets.

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

**IV.B.1. Revision of Board Policy and Administrative Regulation 6161.1 Instruction—Selection and Evaluation of Instructional Materials**  
Page 80 Recommend the Board of Education receive for information the revision of Board Policy and Administrative Regulation 6161.1 Instruction—Selection and Evaluation of Instructional Materials.

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

**IV.C.1. Cash Management Program**  
Page 93 Recommend the Board of Education receive for information the report on the Cash Management Program.

**V. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**VI. ADJOURNMENT**

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** James Na, Member, Board of Education  
**SUBJECT: RESOLUTION 2022/2023–19, OPPOSING PRESIDENT BIDEN’S EXECUTIVE ORDER TO MAKE CHANGES TO TITLE IX WITH REGARD TO GENDER**

=====

**BACKGROUND**

Board Bylaw 9322 Agenda/Meeting Materials states in part, “Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting...” Further, “The Board president and Superintendent or designee shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote or an information item that does not require immediate action.”

On September 6, 2022, Sonja Shaw submitted a resolution regarding Title IX for placement on the agenda. Subject to the provisions of Board Bylaw 9322, Agenda/Meeting Materials, her resolution was placed on the October 3, 2022 agenda as information. Thereafter, Board member James Na requested that the resolution be placed on the agenda for action.

President Biden is seeking to change anti-discrimination law Title IX through executive order, which will redefine "sex" to include sexual orientation, gender identity, and pregnancy or related conditions. This national change will open public women's restrooms, locker rooms, and dorm rooms to men who identify as women, open women's sports to include men who identify as women, and much more.

**RECOMMENDATION**

Board member James Na recommends the adoption of Resolution 2022/2023-19, Opposing President Biden’s Executive Order to Make Changes to Title IX With Regard to Gender, and stand in strong opposition and send a letter to President Biden and an email stating CVUSD is in opposition of his proposed changes.

**FISCAL IMPACT**

None.

**RESOLUTION 2022/2023-19**  
**STATEMENT IN OPPOSITION TO PRESIDENT BIDEN’S PROPOSED CHANGES TO**  
**CHANGE ANTI-DISCRIMINATION LAW TITLE IX THROUGH AN EXECUTIVE**  
**ORDER WHICH WILL REDEFINE “SEX” TO INCLUDE SEXUAL ORIENTATION,**  
**GENDER IDENTITY, AND PREGNANCY OR RELATED CONDITIONS**

**WHEREAS**, on November 3, 2022, the Board acknowledges and opposes that President Biden’s change to Title IX will deprive women of privacy and safety; and

**WHEREAS**, the Board acknowledges and opposes the change to Title IX because it will open single-sex spaces like bathrooms, locker rooms, and dorm rooms to anyone who identifies as a woman; and

**WHEREAS**, the Board acknowledges and opposes the change to Title IX because it will open activities like women’s sports to men who identify as women; and

**WHEREAS**, the Board acknowledges and opposes the change to Title IX because it will make this redefinition federally enforceable in every school that accepts federal dollars, from kindergarten to college

**WHEREAS**, the Board opposes and acknowledges that these radical changes will put female students/athletes at risk of harm throughout the nation while perpetuating the false and controversial claim that men can be women and must be treated as such

**WHEREAS**, the Board acknowledges and opposes the change to Title IX because it will especially have devastating consequences for young children as the rule will be enforceable in any school from kindergarten to college that receives federal dollars

**WHEREAS**, the Board expresses support for the rights and safety for our female athletes/students.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Education declares that this Board strongly urges President Biden, and elected officials and regulatory agencies, to stop the proposed Title IX changes and not put our female students/athletes in danger. The Board directs the Superintendent or his designee to send a letter and a copy of this resolution to President Biden at the White House; Governor Gavin Newsom; Senator Connie Leyva; Congresswoman Norma Torres; Assembly Member Freddie Rodriguez; San Bernardino County Superintendent of Schools Ted Alejandre; San Bernardino County Supervisor Curt Hagman; Senator Josh Newman; Congresswoman Young Kim; and Assembly Member Phillip Chen.



**APPROVED, PASSED, AND ADOPTED** this 3rd day of November 2022 at a regular meeting of the Board of Education by the following vote:

Bridge	_____
Cruz	_____
Na	_____
Schaffer	_____
Gagnier	_____

\_\_\_\_\_  
Christina Gagnier, President

\_\_\_\_\_  
James Na, Clerk

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: TIMELINE ON THE NAMING OF PRESERVE SCHOOL #2**

=====

**BACKGROUND**

As the District begins construction of Preserve School #2, and in accordance with Board Policy 7310, Naming of Facilities, the following steps will take place to determine the name of the school:

1. Beginning November 4, 2022, the public will be notified through the local news media, the District’s social media accounts, and the District website of a 30-day window to submit names, comments, and recommendations on this request.
2. Upon the conclusion of the 30-day window, at the next regularly scheduled Board meeting, December 15, 2022, the Board shall hold a public hearing on the proposed names received and entertain public comments.
3. At the following regularly scheduled Board meeting, January 19, 2023, the item shall come before the Board; the Board will again entertain public comments and take action on the item.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Timeline on the Naming of Preserve School #2.

**FISCAL IMPACT**

None.

NE:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources

**SUBJECT: MINIMUM WAGE AND COMPENSATION INCREASE TO THE CLASSIFIED SERVICE (NON-BARGAINING UNIT) AND CLASSIFIED SUBSTITUTE SALARY SCHEDULES**

=====

**BACKGROUND**

Effective January 1, 2023, the minimum wage will increase to \$15.50 an hour. As a result, the District is adjusting the hourly rate from \$15.00 to \$15.50 for the Workforce Innovation and Opportunity Act (WIOA) Students, AVID Tutors, Playground Supervisors, and Nutrition Services Assistant I positions. Additionally, Step A is increased to reflect the same range as listed for Step A of the Classified School Employees Association salary schedule.

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the minimum wage and compensation increase to the Classified Service (Non-Bargaining Unit) and Classified Substitute Salary Schedules.

**FISCAL IMPACT**

The fiscal impact is unknown at this time due to the fluctuation of substitutes.

NE:RR:mcm

Chino Valley Unified School District  
**Classified Service (Non-Bargaining Unit) Salary Schedule**  
EFFECTIVE JANUARY 1, 2023

<u>RANGE</u>	<u>POSITION</u>	<u>DAYS</u>	<u>STEP A</u>
21A	Playground Supervisor	180	<del>15.00</del> 15.50

BOARD APPROVED:

**Classified Substitute Salary Schedule**

Effective 01/01/2023

CLERICAL	RANGE	STEP A
Account Clerk I	28	\$19.34 \$19.94
Account Clerk II	32	\$20.26 \$22.03
Account Clerk III	36	\$22.35 \$24.31
Account Clerk III/Facilities & Planning	37	\$22.92 \$24.93
Accountant I	43	\$26.57 \$28.89
Accountant II	46	\$28.64 \$31.15
Accountant II/Facilities & Planning	46	\$28.64 \$31.15
Accountant II/Position Control	46	\$28.64 \$31.15
Administrative Secretary I	40	\$24.69 \$26.85
Administrative Secretary II	48	\$30.06 \$32.69
Administrative Secretary III	50	\$31.60 \$34.37
Administrative Secretary IV	52	\$33.18 \$36.08
Alternative Ed. Work Center Outreach Advisor	30	\$19.29 \$20.98
ASB Student Store Clerk	27	\$17.88 \$19.44
Assessment Technician	40	\$24.69 \$26.85
Assistant Principal Secretary	32	\$20.26 \$22.03
Attendance Clerk	29	\$18.80 \$20.45
Behavior Intervention Records Asst.	31	\$19.76 \$21.49
Bilingual (Desig. Lang.) Admin. Secretary I	42	\$25.93 \$28.20
Bilingual Typist Clerk I	28	\$18.34 \$19.94
Billing Specialist	43	\$26.57 \$28.89
Career Center Guidance Technician	34	\$21.27 \$23.13
Categorical Programs Technician	40	\$24.69 \$26.85
Child Development Program Clerk II	30	\$19.29 \$20.98
Child Development Program Technician	40	\$24.69 \$26.85
Communications Technician	40	\$24.69 \$26.85
Counseling Assistant	33	\$20.75 \$22.57
Credential Technician	44	\$27.24 \$29.62
District Attendance Aide II	30	\$19.29 \$20.98
District Attendance Liaison	29	\$18.80 \$20.45
District Attendance Specialist	46	\$28.64 \$31.15
District Community Attendance Liaison	28	\$18.34 \$19.94
District Media Center Clerk	27	\$17.88 \$19.44
District Media Center Operations Technician	34	\$21.27 \$23.13
District Media Center Specialist	32	\$20.26 \$22.03
District Postal Specialist	29	\$18.80 \$20.45
District Purchasing Assistant	41	\$25.30 \$27.51
District Receptionist	27	\$17.88 \$19.44
District Secretary	32	\$20.26 \$22.03
District Student Body Finance Technician	40	\$24.69 \$26.85
District Student Records Specialist	29	\$18.80 \$20.45
Elementary Library/Media Center Assistant	28	\$18.34 \$19.94
Family Services Program Specialist	50	\$31.60 \$34.37
Finance Technician	54	\$34.86 \$37.91
Fringe Benefits Technician	40	\$24.69 \$26.85
Grant Program Support Spec./Suppl. Funding	30	\$19.29 \$20.98
Health Technician	30	\$19.29 \$20.98
High School Receptionist	27	\$17.88 \$19.44
Insurance Claims Examiner	36	\$22.35 \$24.31
Interfund Control Clerk	38	\$23.48 \$25.53
Nutrition Eligibility Specialist	32	\$20.26 \$22.03
Nutrition Services Fiscal Technician	40	\$24.69 \$26.85
Payroll Clerk II	32	\$20.26 \$22.03
Payroll Clerk III	36	\$22.35 \$24.31
Payroll Technician	40	\$24.69 \$26.85
Personnel Clerk I	28	\$18.34 \$19.94
Personnel Clerk II	32	\$20.26 \$22.03
Personnel Clerk III	36	\$22.35 \$24.31
Purchasing Clerk II	32	\$20.26 \$22.03
Purchasing Clerk III	36	\$22.35 \$24.31

	RANGE	STEP A
Registrar	32	\$20.26 \$22.03
Risk Management Specialist	46	\$28.64 \$31.15
School Secretary I	36	\$22.35 \$24.31
School Secretary II	38	\$23.48 \$25.53
Secondary Library/Media Asst.	30	\$19.29 \$20.98
Student Personnel Specialist	31	\$19.76 \$21.49
Student Body Finance Clerk	31	\$19.76 \$21.49
Supplemental Instruction Support Technician	34	\$21.27 \$23.13
Transportation Technician	40	\$24.69 \$26.85
Typist Clerk I	26	\$17.47 \$19.00
Typist Clerk II	29	\$18.80 \$20.45
WIOA Employment Placement Specialist	29	\$18.80 \$20.45
Workforce Investment Act Career Technician	35	\$21.81 \$23.72
<b>INSTRUCTIONAL</b>		
Behavior Intervention Aide/Spec. Ed.	28	\$18.34 \$19.94
Bilingual-Biliterate/Generic	26	\$17.47 \$19.00
Bilingual-Biliterate/Spanish	26	\$17.47 \$19.00
Bilingual-Portuguese	26	\$17.47 \$19.00
Child Care Specialist	30	\$19.29 \$20.98
Ged Test Proctor	26	\$17.47 \$19.00
IA/Childhood Education	26	\$17.47 \$19.00
IA/Computer Assisted Instruction	26	\$17.47 \$19.00
IA/Curriculum Lab	26	\$17.47 \$19.00
IA/Elementary Physical Education	26	\$17.47 \$19.00
IA/Elementary Grade Level	26	\$17.47 \$19.00
IA/Secondary Grade Level	26	\$17.47 \$19.00
IA/Severely Handicapped/SH	26	\$17.47 \$19.00
IA/Special Education	26	\$17.47 \$19.00
IA/Visually Handicapped	26	\$17.47 \$19.00
IA/Voc./Special Education	26	\$17.47 \$19.00
Interpreter-Deaf/Hard of Hearing	58	\$38.48 \$41.85
Remedial Reading	26	\$17.47 \$19.00
ROP/Auto Body/Paint	26	\$17.47 \$19.00
School Community Liaison	28	\$18.34 \$19.94
Community Liaison/Bilingual-Spanish	28	\$18.34 \$19.94
Speech-Language Pathology Assistant	30	\$19.29 \$20.98
Testing Aide/Biling.-Blit.	28	\$18.34 \$19.94
<b>INSTRUCTIONAL SERVICES</b>		
Central Kitchen Assistant I*	18	\$15.00 \$15.58
Central Kitchen Assistant II	23	\$16.23 \$17.65
Nutrition Eligibility Specialist	32	\$20.26 \$22.03
Nutrition Services Assistant I*	16	\$15.00 \$15.50
Nutrition Services Assistant II*	18	\$15.00 \$15.58
Nutrition Services Manager I	23	\$16.23 \$17.65
Nutrition Services Manager II	28	\$18.34 \$19.94
Nutrition Services Manager III	35	\$21.81 \$23.72
NS/Roving Mgr./Caterer/Central Kitchen Asst.	35	\$21.81 \$23.72
Nutrition Services Roving Assistant	20	\$15.06 \$16.38
<b>TECHNICAL</b>		
Athletic Trainer	42	\$25.93 \$28.20
Audio Visual/Computer Elec. Technician	52	\$33.18 \$36.08
Computer Operations Technician I	40	\$24.69 \$26.85
Computer Operations Technician II	46	\$28.64 \$31.15
District Videographer	40	\$24.69 \$26.85
Duplicating Department Clerk	27	\$17.88 \$19.44
Electronics Communication Systems Technician	51	\$32.39 \$35.22
Electronics Display Systems Technician	51	\$32.39 \$35.22
Electronics Security Systems Technician	51	\$32.39 \$35.22
Electronics Technician I	39	\$24.08 \$26.19
Four-Color Specialist	38	\$23.48 \$25.53
Junior Database Administrator	51	\$32.39 \$35.22
Lead Duplicating Technician	41	\$25.30 \$27.51

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

**Classified Substitute Salary Schedule**

Effective 01/01/2023

TECHNICAL (cont.)	RANGE	STEP A
Lead Electronics Technician	56	\$36.64 <b>\$39.85</b>
Lead Network Technician	60	\$40.46 <b>\$44.00</b>
Licensed Vocational Nurse	38	\$23.48 <b>\$25.53</b>
Public Information Officer	50	\$31.60 <b>\$34.37</b>
Network Support Technician	46	\$28.64 <b>\$31.15</b>
Network Technician	56	\$36.64 <b>\$39.85</b>
Offset Press Operator Spec.	35	\$21.81 <b>\$23.72</b>
Printer/Publisher Operator	35	\$21.81 <b>\$23.72</b>
Programmer I	41	\$25.30 <b>\$27.51</b>
Programmer Analyst I	51	\$32.39 <b>\$35.22</b>
Technology/Computer Assistant	32	\$20.26 <b>\$22.03</b>
Technology Technician	40	\$24.69 <b>\$26.85</b>
<b>MAINTENANCE/OPERATIONS</b>		
Custodian I	29	\$18.80 <b>\$20.45</b>
Custodian II	32	\$20.26 <b>\$22.03</b>
Custodian I/Carpet-Flooring	29	\$18.80 <b>\$20.45</b>
Custodian II/Carpet-Flooring	32	\$20.26 <b>\$22.03</b>
Custodian III/Carpet-Flooring	38	\$23.48 <b>\$25.53</b>
Custodian Specialist	38	\$23.48 <b>\$25.53</b>
Draftsperson	41	\$25.30 <b>\$27.51</b>
Energy/Resource Conservation Tech.	39	\$24.08 <b>\$26.19</b>
Groundworker I	29	\$18.80 <b>\$20.45</b>
Groundworker II	32	\$20.26 <b>\$22.03</b>
Groundworker III	36	\$22.35 <b>\$24.31</b>
Grounds Equipment Operator II	34	\$21.27 <b>\$23.13</b>
Pesticide Appl./Grounds Equipment Operator II	36	\$22.35 <b>\$24.31</b>
Grounds Equipment Operator III	40	\$24.69 <b>\$26.85</b>
Heavy Grounds Equipment Operator II	34	\$21.27 <b>\$23.13</b>
Heavy Grounds Equipment Operator III	40	\$24.69 <b>\$26.85</b>
<b>Maintenance I</b>		
Carpenter	35	\$21.81 <b>\$23.72</b>
Electrician	35	\$21.81 <b>\$23.72</b>
Fire System Repair	32	\$20.26 <b>\$22.03</b>
General Maintenance	32	\$20.26 <b>\$22.03</b>
Heating/Ventilating Air Cond./Refrigeration	38	\$23.48 <b>\$25.53</b>
Locksmith	32	\$20.26 <b>\$22.03</b>
Painter	32	\$20.26 <b>\$22.03</b>
Plumber	38	\$23.48 <b>\$25.53</b>
Sheet Metal	32	\$20.26 <b>\$22.03</b>
Small Engine Repair	32	\$20.26 <b>\$22.03</b>
Welder	32	\$20.26 <b>\$22.03</b>
<b>Maintenance II</b>		
Carpenter	39	\$24.08 <b>\$26.19</b>
Electrician	39	\$24.08 <b>\$26.19</b>
Equipment Repair	36	\$22.35 <b>\$24.31</b>
Fire System Repair	36	\$22.35 <b>\$24.31</b>
General Maintenance	36	\$22.35 <b>\$24.31</b>
Heating/Ventilating Air Cond./Refrigeration	42	\$25.93 <b>\$28.20</b>
Locksmith	36	\$22.35 <b>\$24.31</b>
Painter	36	\$22.35 <b>\$24.31</b>
Plumber	42	\$25.93 <b>\$28.20</b>
Sheet Metal	36	\$22.35 <b>\$24.31</b>
Welder	36	\$22.35 <b>\$24.31</b>

MAINTENANCE/OPERATIONS (cont.)	RANGE	STEP A
<b>Maintenance III</b>		
Carpenter	43	\$26.57 <b>\$28.89</b>
Crafts Specialist	40	\$24.69 <b>\$26.85</b>
Electrician	46	\$28.64 <b>\$31.15</b>
Equipment Repair	40	\$24.69 <b>\$26.85</b>
Fire System Technician	40	\$24.69 <b>\$26.85</b>
Heating/Ventilating Air Cond./Refrigeration	46	\$28.64 <b>\$31.15</b>
Locksmith	46	\$28.64 <b>\$31.15</b>
Metal Worker/Welder	46	\$28.64 <b>\$31.15</b>
Painter	40	\$24.69 <b>\$26.85</b>
Plumber	46	\$28.64 <b>\$31.15</b>
Sheet Metal	40	\$24.69 <b>\$26.85</b>
Small Engine Repair	40	\$24.69 <b>\$26.85</b>
Welder	40	\$24.69 <b>\$26.85</b>
<b>Maintenance Leadworker</b>		
Carpenter	46	\$28.64 <b>\$31.15</b>
Electrician	46	\$28.64 <b>\$31.15</b>
Heating/Ventilating Air Cond./Refrigeration	49	\$30.81 <b>\$33.51</b>
Painter	43	\$26.57 <b>\$28.89</b>
Plumber	49	\$30.81 <b>\$33.51</b>
Maintenance Pool Technician	36	\$22.35 <b>\$24.31</b>
Maintenance Scheduler/Parts Fac.	42	\$25.93 <b>\$28.20</b>
Maintenance Sprinkler Tech. I	35	\$21.81 <b>\$23.72</b>
Maintenance Sprinkler Tech. II	39	\$24.08 <b>\$26.19</b>
Maintenance Sprinkler Tech. III	43	\$26.57 <b>\$28.89</b>
Office Machines Tech. I	32	\$20.26 <b>\$22.03</b>
Office Machines Tech. II	36	\$22.35 <b>\$24.31</b>
Office Machines Tech. III	40	\$24.69 <b>\$26.85</b>
Security Person	34	\$21.27 <b>\$23.13</b>
Senior Security Officer	36	\$22.35 <b>\$24.31</b>
Lead Storekeeper/Warehouse Delivery Person	39	\$24.08 <b>\$26.19</b>
Storekeeper	36	\$22.35 <b>\$24.31</b>
Maintenance Material/Equipment Facilitator	43	\$26.57 <b>\$28.89</b>
Warehouse and/or Delivery Worker	31	\$19.76 <b>\$21.49</b>
<b>TRANSPORTATION</b>		
Automotive Service Person	31	\$19.76 <b>\$21.49</b>
Bus Driver	32	\$20.26 <b>\$22.03</b>
Driver Trainer	35	\$21.81 <b>\$23.72</b>
Dispatcher/Scheduler	34	\$21.27 <b>\$23.13</b>
Mechanic I	35	\$21.81 <b>\$23.72</b>
Mechanic II	44	\$27.24 <b>\$29.62</b>
Mechanic III	46	\$28.64 <b>\$31.15</b>
Transportation Glazer/Upholster	40	\$24.69 <b>\$26.85</b>
<b>OTHER</b>		
AVID Tutor	NA	\$15.00 <b>\$15.50</b>
Playground Supervisor	21A	\$15.00 <b>\$15.50</b>
WIOA Student	NA	\$15.00 <b>\$15.50</b>

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
October 20, 2022

**MINUTES**

<b>I. OPENING BUSINESS</b>
----------------------------

**I.A. CALL TO ORDER – 5:05 P.M.**

1. Roll Call

President Gagnier called to order the regular meeting of the Board of Education, Thursday, October 20, 2022, at 5:05 p.m. with Bridge, Schaffer, and Gagnier present. Mr. Cruz and Mr. Na were absent during closed session.

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

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

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Gagnier adjourned to closed session at 5:05 p.m. regarding student discipline matters; public employee appointment: elementary school assistant principal; public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent.

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

1. Report Closed Session Action

President Gagnier reconvened the regular meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Schaffer, Gagnier present, and Na absent. The Board met in closed session from 5:00 p.m. to 5:20 p.m. regarding student discipline matters; public employee appointment: elementary school assistant principal; public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent.

The Board appointed Cynthia Palacios as assistant principal at Cattle ES effective date to be determined by a vote of 3-0 with Bridge, Gagnier, and Schaffer voting yes and Cruz and Na absent. No further action was taken that required public disclosure.

- 2. Pledge of Allegiance  
Led by Board member Don Bridge.

**I.C. RECOGNITION**

- 1. Educators of the Year from Across the 52<sup>nd</sup> Assembly District: Kris Ives  
President Gagnier presented Kris Ives with a certificate of acknowledgement for being named by Assemblymember Freddie Rodriguez as an Educator of the Year from Across the 52<sup>nd</sup> District.

**I.D. COMMENTS FROM STUDENT REPRESENTATIVE**

Maya King reported on high school sports; spoke about college applications and career center resources; and wished everyone a happy Halloween.

**I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

Brenda Walker, A.C.T. President, thanked Assemblymember Freddie Rodriguez for recognizing educators in the area; congratulated Kris Ives for being selected as one of the educators of the year in the 52<sup>nd</sup> assembly district; and spoke about the ratification of the tentative agreement.

Barbara Bearden, CHAMP President, thanked the Human Resources Department, school sites, and community for honoring administrators last week; extended congratulations to Kris Ives; said sites will participate in Red Ribbon Week activities next week; spoke about the dangers of drug use; encouraged parents to check their children’s Halloween candy; and announced that open enrollment begins in November for the 2023/2024 school year.

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

Sonja Shaw, Wayne M., Misty S. Oscar Avila, and Misty S. addressed the Board to express concern regarding a junior high school teacher in-service focused on gender identity issues and breakdown of parental rights; Michael Sherman regarding COVID vaccine recommendations, and motives for outside support in local elections; Cindy Foisy regarding CSBA and NSBA, policy issues, and COVID vaccine; and Caitlyn regarding Board policy interpretation, application, and loopholes.



**I.G. CHANGES AND DELETIONS**

None.

<b>II. ACTION</b>
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**II.A. HUMAN RESOURCES****II.A.1. Public Hearing and Ratification of the Tentative Agreement between the Chino Valley Unified School District and the Associated Chino Teachers Effective July 1, 2022, through June 30, 2025**

President Gagnier opened the public hearing at 6:30 p.m. Lisa Greathouse addressed the Board, and the hearing was closed at 6:32 p.m. Moved (Bridge) seconded (Schaffer) motion carried (4-0, Na absent) to ratify the Tentative Agreement between the Chino Valley Unified School District and the Associated Chino Teachers Effective July 1, 2022, through June 30, 2025. Student representative voted yes.

**II.A.2. Public Hearing and Ratification of the Tentative Agreement between the Chino Valley Unified School District and the California School Employees Association and its Chino Chapter 102 Effective July 1, 2022**

President Gagnier opened the public hearing at 6:34 p.m. there were no speakers, and the hearing was closed at 6:34 p.m. Moved (Bridge) seconded (Schaffer) motion carried (4-0, Na absent) to ratify the Tentative Agreement between the Chino Valley Unified School District and the California School Employees Association and its Chino Chapter 102 effective July 1, 2022. Student representative voted yes.

**II.A.3. Approval of Salary Increases for Management and Classified Confidential Employees**

Sonja Shaw and Misty S. addressed the Board. Moved (Bridge) seconded (Schaffer) motion carried (4-0, Na absent) to approve the salary increases for management and classified confidential employees as follows: Provide an 8.75% on-schedule salary increase for the 2022/2023 school year effective July 1, 2022; a 2% off-schedule one-time payment as of July 1, 2022, on the 2022/2023 base salary; and approved the revised salary schedule. Student representative voted yes.

**II.A.4. Addendum to the Employment Contracts for Associate Superintendents: Business Services, and Curriculum, Instruction, Innovation, and Support: Assistant Superintendents: Curriculum, Instruction, Innovation, and Support: Facilities, Planning, and Operations; and Human Resources Divisions**

Moved (Bridge) seconded (Schaffer) motion carried (3-1, Cruz voted no and Na absent) to approve the addendum to the employment contracts for Associate Superintendents: Business Services, and Curriculum, Instruction, Innovation, and Support; Assistant Superintendents: Curriculum, Instruction, Innovation, and Support: Facilities, Planning, and Operations; and Human Resources Divisions as follows: Provide an 8.75% on-schedule salary increase for the 2022/2023 school year effective July 1, 2022; a 2% off-schedule one-time payment as of July 1, 2022, on the 2022/2023 base salary; and approved the revised salary schedule. Student representative voted yes.

**II.A.5. Addendum to the Employment Contract for the Superintendent of the Chino Valley Unified School District**

Moved (Bridge) seconded (Schaffer) motion carried (4-0, Na absent) to approve the addendum to the employment contract for the Superintendent of the Chino Valley Unified School District as follows: Provide an 8.75% on-schedule salary increase for the 2022/2023 school year effective July 1, 2022, and a 2% off-schedule one-time payment as of July 1, 2022, on the 2022/2023 base salary. Student representative voted yes.

**II.A.6. Compensation Increase for the Board of Education**

This item failed for lack of a motion. No action was taken.

<b>III. CONSENT</b>
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Moved (Schaffer) seconded (Bridge) motion carried (4-0, Na absent) to approve the consent items.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the October 6, 2022 Regular Meeting**

Approved the minutes of the October 6, 2022 regular meeting.

**III.B. BUSINESS SERVICES**

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

Approved/ratified the warrant register.

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

Approved/ratified the fundraising activities.

**III.B.3. Donations**

Accepted the donations.

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

**III.C.1. Student Expulsion Cases 22/23-08 and 22/23-10**

Approved student expulsion cases 22/23-08 and 22/23-10.

**III.C.2. School Sponsored Trip**

Approved/ratified the school-sponsored trip for Don Lugo HS.

**III.C.3. Revision of Board Policy 6142.7 Instruction—Physical Education and Activity**

Approved the revision of Board Policy 6142.7 Instruction—Physical Education and Activity.

**III.C.4. Revision of Board Policy 6146.1 Instruction—High School Graduation Requirements**

Approved the revision of Board Policy 6146.1 Instruction—High School Graduation Requirements.

**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 of CUPCCAA Projects**

Approved the Notice of Completion for CUPCCAA Projects.

**III.D.4. Change Order and Notice of Completion for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 08-01)**

Approved the Change Order and Notice of Completion for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 08-01).

**III.D.5. Change Order and Notice of Completion for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 22-01)**

Approved the Change Order and Notice of Completion for Bid 19-20-31F, Canyon Hills JHS and Townsend JHS Alterations (BP 22-01).

**III.D.6. Change Order and Notice of Completion for Bid 21-22-08F, Safety and Security (Group 6) Alternative Education, Adult School, and Allegiance STEAM Academy**

Approved the Change Order and Notice of Completion for Bid 21-22-08F, Safety and Security (Group 6) Alternative Education, Adult School, and Allegiance STEAM Academy.

**III.D.7. Award of Bid No. 22-23-08F, Preserve II School—New Construction**

Awarded Bid No. 22-23-08F, Preserve II School—New Construction to: Bogh Engineering; RND Contractors, Inc.; Core Contracting, Inc.; David M. Bertino Mfg., Inc.; Best Contracting Services, Inc.; Star Hardware, Inc.; Elite Glass Enterprises, Inc.; Caston, Inc.; Inland Pacific Tile, Inc.; Southcoast Acoustical Interiors, Inc.; Continental Flooring, Inc.; Western Painting and Wallcovering, Inc.; Patriot Contracting and Engineering; Kitcor Corporation; JPI Development Group, Inc.; West Tech Mechanical; Rancho Pacific Electric Construction, Inc.; and Inland Empire Landscape, Inc.

**III.D.8. Approval of Phase 2 Energy Services Contract with PacificWest Energy Solutions for Improved Air Quality Measure per RFP No. 22-22-05, HVAC Assessments and Maintenance Services**

Approved the Phase 2 Energy Services Contract with PacificWest Energy Solution for Improved Air Quality Measures per RFP No. 22-22-05, HVAC Assessments and Maintenance Services.

**III.E. HUMAN RESOURCES**

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

Approved/ratified the certificated/classified personnel items.

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

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

**III.E.3. Revision to the Student Internship Agreement with National University**

Approved the revision to the student internship agreement with National University.

**III.E.4. Fieldwork Agreement with Eastern New Mexico University**

Approved the fieldwork agreement with Eastern New Mexico University.

**III.E.5. Emergency Operations Plan**

Approved the Emergency Operations Plan.

**IV. INFORMATION****IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. Revision of Board Policy and Administrative Regulation 6146.2 Instruction—Certificate of Proficiency/High School Equivalency**

Received for information the revision of Board Policy and Administrative Regulation 6146.2 Instruction—Certificate of Proficiency/High School Equivalency.

**IV.A.2. Revision of Board Policy and Administrative Regulation 6164.5 Instruction—Student Success Teams**

Received for information the revision of Board Policy and Administrative Regulation 6164.5 Instruction—Student Success Teams.

**IV.B. FACILITIES, PLANNING, AND OPERATIONS****IV.B.1. Revision of Board Policy 7110 Facilities—Facilities Master Plan**

Received for information the revision of Board Policy 7110 Facilities—Facilities Master Plan.

**IV.B.2. Revision of Board Policy and Administrative Regulation 7150 Facilities—Site Selection and Development**

Received for information the revision of Board Policy and Administrative Regulation 7150 Facilities—Site Selection and Development.

**V. COMMUNICATIONS****BOARD MEMBERS AND SUPERINTENDENT**

Joe Schaffer made no comment.

Don Bridge said he attended the Music in Motion tournament at Ayala HS; attended the Don Lugo HS college fair, and said he would like to be able to have more STEM and technical schools there; and acknowledged the retirement of Pilar Sevilla, paraprofessional at Woodcrest JHS who served the District for 47 years.

Andrew Cruz said he attended former Chino Hills HS student Addison Conely's funeral and commented that she was not able to participate in certain treatments due to being under 18; provided updates on COVID vaccine not being transmission tested; spoke about the CDC's recommendation to add COVID vaccination to children's vaccine schedule; questioned the purpose of controversial topic teacher in-services brought to the Board's attention by concerned parents at the meeting; spoke about Critical Race Theory; and spoke about a gamma ray burst that came from 2.4 billion light years away.

Superintendent Enfield made no comment.

President Gagnier announced that Chino Valley Chamber of Commerce is holding the Kids Entrepreneur Fair and Pitch Competition on November 5 at the Shoppes in Chino Hills.

<b>VI. ADJOURNMENT</b>
------------------------

President Gagnier adjourned the regular meeting of the Board of Education at 7:08 p.m.

\_\_\_\_\_  
Christina Gagnier, President

\_\_\_\_\_  
James Na, Clerk

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D, Superintendent  
**SUBJECT: RESOLUTION 2022/2023-20, BOARD COMPENSATION FOR JAMES NA FOR OCTOBER 20, 2022 MISSED MEETING**

=====

**BACKGROUND**

Board Bylaw 9250, Remuneration, Reimbursement, Board Development and Other Benefits, authorizes a Board member to receive the monthly compensation as provided for in law. Additionally, Bylaws of the Board Exhibit 9250, Resolution on Board Compensation for Missed Meetings authorizes that a member is entitled to be paid for missed meetings if he/she was absent due to limited circumstances.

This resolution recognizes that James Na was absent from the October 20, 2022 regular meeting of the Board of Education due to a hardship deemed acceptable by the Board.

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2022/2023-20, Board Compensation for James Na for October 20, 2022 Missed Meeting.

**FISCAL IMPACT**

None.

NE:pk

**RESOLUTION 2022/2023-20  
BOARD COMPENSATION FOR JAMES NA  
OCTOBER 20, 2022 MISSED MEETING**

**WHEREAS**, the Board of Education of the Chino Valley Unified School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250; and

**WHEREAS**, Education Code 35120 provides that the monthly compensation provided to Board members shall be commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board resolution; and

**WHEREAS**, Education Code 35120 specifies limited circumstances under which the Board is authorized to compensate a Board member for meetings he/she missed; and

**WHEREAS**, the Board finds that James Na did not attend the October 20, 2022 Board meeting for the following reason(s):

- Performance of other designated duties for the District during the time of the meeting
- Illness or jury duty
- Hardship deemed acceptable by the Board

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the Chino Valley Unified School District approves compensation of the Board member for the October 20, 2022 missed meeting.

**APPROVED, PASSED, AND ADOPTED** this 3<sup>rd</sup> day of November 2022 at a regular meeting, by the following vote:

Bridge	_____
Cruz	_____
Na	_____
Schaffer	_____
Gagnier	_____

---

Christina Gagnier, President

---

James Na, Clerk



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: WARRANT REGISTER**

=====

**BACKGROUND**

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

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$9,110,284.46 to all District funding sources.

NE:SHC:LP:if

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: FUNDRAISING ACTIVITIES**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

None.

NE:SHC:LP:if

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**November 3, 2022**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Butterfield ES</u></b>		
PTA	World's Finest Chocolate	1/9/23 - 4/28/23
PTA	Movie Night Concessions	1/20/23
<b><u>Dickey ES</u></b>		
PTO	Birthday Name in Lights	11/4/22 - 5/31/23
<b><u>Dickson ES</u></b>		
ASB - General	Popcornopolis	11/4/22 - 11/18/22
ASB - General	Scentco	2/1/23 - 2/28/23
ASB - General	Old Fashion Candy Company	3/1/23 - 3/31/23
<b><u>Country Springs ES</u></b>		
PFA	Gobble Grams	11/4/22 - 11/30/22
PFA	Winter Wishes	12/1/22 - 12/18/22
PFA	Light the Night Leukemia & Lymphoma Society	1/18/23 - 2/8/23
PFA	Valentine Grams	1/20/23 - 2/14/23
PFA	Aloha Grams	5/1/23 - 5/24/23
<b><u>Glenmeade ES</u></b>		
PTA	Chipotle Dine Out	11/16/22
PTA	Red Robin Dine Out	1/11/23
<b><u>Liberty ES</u></b>		
ASB - Kindergarten	Kinder Drive-A-Thon	11/4/22 - 12/2/22
<b><u>Canyon Hills JHS</u></b>		
PTSA	Barnes & Noble Book Fair	12/9/22 - 12/11/22
<b><u>Magnolia JHS</u></b>		
PFA	McTeacher Night	11/9/22
PFA	In-N-Out Truck	1/18/23
PFA	Chick-fil-A Dine Out	2/21/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**November 3, 2022**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Ayala HS</u></b>		
ASB - South Asian Culture	Henna Art	11/4/22
Boys' Water Polo Boosters	GotSneakers	11/4/22 - 12/4/22
ASB - Positive School Culture	Panda Express Dine Out	11/11/22
Band & Color Guard Boosters	Winter Concert 2022	12/7/22 - 12/8/22
<b><u>Chino HS</u></b>		
ASB - AVID	Snap! Raise	11/4/22 - 12/2/22
Basketball Boosters	It's Yogurt Team Night	11/9/22
Sports Boosters	Car Show	11/12/22
ASB - Journalism	Ad Sales	12/1/22 - 5/31/23
<b><u>Chino Hills HS</u></b>		
ASB - DECA	Reign Hockey	11/4/22 - 11/18/22
ASB - Girls' Basketball	Snap! Raise	11/4/22 - 12/14/22
ASB - Girls' Basketball	Think n Local	11/4/22 - 12/30/22
General Boosters - Softball	Chipotle Dine Out	11/7/22
ASB - Girls' Basketball	Applebee's Breakfast	11/12/22
General Boosters - Dance	Dance Workshops	11/12/22
ASB - Girls' Soccer	Think n Local	11/25/22 - 1/1/23
Music Boosters	Paint N' Jazz Night	12/9/22
<b><u>Don Lugo HS</u></b>		
ASB - General	Fall Festival Milk Bottles	11/5/22
ASB - Class of 2025	Panera Dine Out	11/8/22
ASB - Theatre	Snack Bar Concession	12/1/22 - 12/3/22

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: DONATIONS**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

It is recommended the Board of Education accept the donations.

**FISCAL IMPACT**

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

NE:SHC:LP:if

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**November 3, 2022**

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<b><u>Canyon Hills JHS</u></b>		
Larry & Cludia Valleroy	Cash	\$10.00
Anthony Calime & Wanda Florence	Cash	\$15.00
Bing Hu	Cash	\$15.00
Gabriel & Georgina Maldonado	Cash	\$15.00
Jae Yoon Lee & Euna Choi	Cash	\$15.00
Jeffrey & Lala Lee	Cash	\$15.00
Kristine Michelle Reyes	Cash	\$15.00
Yen-Fu Chen & Tan-Hui Lin	Cash	\$15.00
Anna & Jong Lee	Cash	\$220.00
Bei Zhang	Cash	\$220.00
Billy & Mary Yim	Cash	\$220.00
Frances M. Ventura	Cash	\$220.00
Hongmei You	Cash	\$220.00
Keng Chung Cheng & Hsuan-Hua Liu	Cash	\$220.00
Shirley Chia-Wen Hsu & Jerry Mao	Cash	\$220.00
Yi-Wei Liu	Cash	\$220.00
Yu-Ying Chao & Yu-Min Lin	Cash	\$220.00
Dianne & Thomas Gire	Cash	\$500.00
Jenna Hayoun Moon & Steve Lim	Cash	\$500.00
Chino Hills Optometry	Cash	\$600.00
Elizabeth Bartolotto	Cash	\$1,400.00
<b><u>Chino HS</u></b>		
Kiwanis Club of Chino	Cash	\$1,500.00
<b><u>Don Lugo HS</u></b>		
Selena Martinez	Cash	\$80.00
Barney's Ice Cream	Cash	\$100.00
Diane Martyn	Cash	\$100.00
Derma Spa	Cash	\$150.00
Marjorie Williams	Cash	\$250.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Our Motto:**  
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 Humility • Civility • Service

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
 Liz Pensick, Director, Fiscal Services

**SUBJECT: LEGAL SERVICES**

=====

**BACKGROUND**

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

<b>FIRM</b>	<b>MONTHS</b>	<b>INVOICE AMOUNTS</b>	<b>2022/2023 YEAR-TO-DATE</b>
Atkinson, Andelson, Loya, Ruud & Romo	September	\$26,760.63	\$ 82,946.09
Margaret A. Chidester & Associates	September	\$12,094.50	\$ 38,843.50
Tao Rossini, APC	September	\$ 950.00	\$ 5,903.75
Fagen, Friedman & Fulfrost	-	-	-
	<b>Total</b>	\$39,805.13	\$127,693.34

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$39,805.13 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:** November 3, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: STUDENT EXPULSION CASE 22/23-16**

=====

**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 case 22/23-16.

**FISCAL IMPACT**

None.

NE:LF:SJ:jg



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
**SUBJECT: SCHOOL-SPONSORED TRIPS**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

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

<b>School-Sponsored Trips</b>	<b>Date</b>	<b>Fiscal Impact</b>
Site: Chino Hills HS Event: California Interscholastic Federation State Cross Country Championships Place: Fresno, CA Chaperone: 20 students/2 chaperones	November 25-26, 2022	Cost: \$200.00 per student Funding Source: ASB and athletics
Site: Chino Hills HS Event: Winter Guard International National Championships Place: Dayton, OH Chaperone: 25 students/6 chaperones	April 11-16, 2023	Cost: \$1,800.00 per student Funding Source: Parents and fundraising
Site: Chino Hills HS Event: New York Trip Place: New York, NY Chaperone: 30 students/3 chaperones	March 24-28, 2023	Cost: \$2,000.00 per student Funding Source: Parents and fundraising

Site: Don Lugo HS Event: New York City and Washington D.C. Tour Places: New York, NY; and Washington D.C. Chaperone: 30 students/4 chaperones	May 28 - June 2, 2023	Cost: \$1,800.00 per student Funding Source: Parents
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**FISCAL IMPACT**

None.

NE:LF:gks

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support  
Tracy Freed, Ed.D., Director, Assessment and Instructional Technology  
Julian Rodriguez, Ed.D., Director, Secondary Curriculum and Instruction

**SUBJECT: REVISION OF BOARD POLICY 6146.2 INSTRUCTION – CERTIFICATE OF PROFICIENCY/HIGH SCHOOL EQUIVALENCY**

=====

**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 District practice. Board Policy and Administrative Regulation 6146.2 Instruction – Certificate of Proficiency/High School Equivalency are being updated to clarify the distinction between a certificate of proficiency and a high school equivalency certificate. Board policy also reflects that there is a fee for these tests which is waived for homeless or foster youth under 25 years of age who meet all other registration requirements and submit certification of homeless or foster youth status. This item was presented to the Board of Education on October 20, 2022, as information.

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 6146.2 Instruction – Certificate of Proficiency/High School Equivalency.

**FISCAL IMPACT**

None.

NE:GP:TF:LH:JR:rtr

## **CERTIFICATE OF PROFICIENCY/HIGH SCHOOL EQUIVALENCY**

The Board of Education desires that every student have the opportunity to earn a high school diploma through successful completion of ~~class work and examination~~ DISTRICT GRADUATION REQUIREMENTS. However, when a student is unable to do so, the Board encourages completion of an alternative program that allows ~~him/her~~ THE STUDENT to obtain an equivalent certificate.

(cf. 5147 – Dropout Prevention)  
 (cf. 6146.1 – High School Graduation Requirements)  
 (cf. 6162.52 – High School Exit Examination)  
 (cf. 6200 – Adult Education)

Eligible persons WHO PASS THE CALIFORNIA HIGH SCHOOL PROFICIENCY EXAMINATION may obtain a certificate of proficiency FROM THE STATE BOARD OF EDUCATION (SBE). ELIGIBLE PERSONS WHO PASS A GENERAL EDUCATION DEVELOPMENT TEST DESIGNATED BY THE SBE ~~or a~~ MAY OBTAIN A high school equivalenceY certificate ~~in accordance with law, board policy and administrative regulation~~ FROM THE TESTING SERVICE.

The Superintendent or designee shall make information available to interested persons regarding the eligibility and examination requirements of each program.

(cf. 6164.2 – Guidance/Counseling Services)

INTERESTED PERSONS SHALL REGISTER FOR THE TEST DIRECTLY WITH THE TESTING SERVICE AND PAY THE APPLICABLE FEE. HOWEVER, THE FEE SHALL BE WAIVED FOR A HOMELESS OR FOSTER YOUTH WHO IS UNDER AGE 25 YEARS, MEETS ALL OTHER REGISTRATION REQUIREMENTS, AND SUBMITS CERTIFICATION OF HOMELESS OR FOSTER YOUTH STATUS. (Education Code 48412; 5 CCR 11524-11526, 11533-11534.1)

### **Legal Reference:**

#### EDUCATION CODE

48400-48403 Compulsory continuation education  
 48410 Exemption from continuation education  
 48412 Certificate of proficiency  
 48413 Enrollment in continuation classes  
 48414 Reenrollment in district  
 51420-51427 High school equivalency certificate  
 52052 Accountability; numerically significant student subgroups

#### CODE OF REGULATIONS, TITLE 5

11520-11523 - Proficiency examination and certificate  
 11530-11532 – High school equivalency certificate (GED)

**CERTIFICATE OF PROFICIENCY/HIGH SCHOOL EQUIVALENCY (cont.)**

Management Resources:

WEBSITES

California Department of Education, High School Equivalency Tests: [www.cde.ca.gov/ta/tg/gd](http://www.cde.ca.gov/ta/tg/gd)

California Department of Education, California High School Proficiency Examination:

[www.cde.ca.gov/ta/tg/sp](http://www.cde.ca.gov/ta/tg/sp)

High School Equivalency Test: <https://hiset.ets.org>

General Education Development Test: <https://ged.com>

California High School Proficiency Examination: [www.chspe.net](http://www.chspe.net)

**Chino Valley Unified School District**

Policy adopted: August 21, 1997

Revised: December 9, 2010

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support  
Luke Hackney, Director, Elementary Curriculum and Instruction  
Julian Rodriguez, Ed.D., Director, Secondary Curriculum and Instruction  
Cheli McReynolds, Director, Special Education  
**SUBJECT: REVISION OF BOARD POLICY 6164.5 INSTRUCTION – STUDENT SUCCESS TEAMS**

=====

**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 District practice. Board Policy and Administrative Regulation 6164.5 Instruction – Student Success Teams are being updated to include social and emotional difficulties when evaluating students and establishing interventions, specify who may refer students to SSTs, types of materials appropriate for collection to inform SST members, and add the development of a plan. Board policy also reflects that the SST process shall not delay or deny a referral for evaluation for eligibility for special education, and references that SSTs may integrate with Multi-Tiered Systems of Support (MTSS). Additionally, staff development added and may be provided to strengthen the effectiveness of SSTs. This item was presented to the Board of Education on October 20, 2022, as information.

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 6164.5 Instruction – Student Success Teams.

**FISCAL IMPACT**

None.

**STUDENT SUCCESS TEAMS**

The Board of Education encourages the collaboration of parents/guardians, ~~teachers~~ CERTIFICATED STAFF, ~~resource personnel,~~ administrators and/OR students, AS APPROPRIATE, in evaluating the strengths and needs of students having academic, attendance, social, EMOTIONAL, or behavioral difficulties and in identifying strategies and programs that may assist ~~the~~ SUCH students IN MAXIMIZING THEIR POTENTIAL. The Superintendent or designee shall establish student success teams (SST) as needed to address individual students' needs.

(cf. 5113.1 - Truancy)  
(cf. 5147 - Dropout Prevention)  
(cf. 5149 - At-Risk Students)

The Superintendent or designee shall establish AND MAINTAIN a process for initiating THE referrals of students to ~~the student success team.~~ SSTs, WHICH MAY INCLUDE REFERRAL BY DISTRICT STAFF, PARENTS/GUARDIANS, AND/OR AGENCY REPRESENTATIVES. THE SUPERINTENDENT OR DESIGNEE MAY ALSO ESTABLISH AND MAINTAIN A PROCESS FOR RESPONDING TO SST REFERRALS, WHICH MAY INCLUDE A DETERMINATION BY THE DISTRICT AS TO WHETHER AN SST SHALL BE CONVENED FOR AN INDIVIDUAL STUDENT.

EACH SST MAY COLLECT AND ANALYZE RELEVANT STUDENT DATA, AS APPROPRIATE. THE SST MAY ALSO REVIEW THE STUDENT'S EDUCATIONAL HISTORY, WORK SAMPLES, STRENGTHS AND AREAS FOR GROWTH, AND IDENTIFY AVAILABLE RESOURCES AND STRATEGIES.

Each ~~student success team~~ SST shall develop A PLAN TO SUPPORT THE STUDENT WHICH INCORPORATES intervention strategies ~~to assist the student.~~ Such strategies may include changes in program placement or instructional methods, recommendation of supplemental educational services, parent involvement strategies, EMOTIONAL AND/OR behavioral interventions, discipline, referrals to other agencies or resources, and/or other appropriate interventions.

(cf. 1020 - Youth Services)  
(cf. 5123 - Promotion/Acceleration/Retention)  
(cf. 5141.3 - Health Examinations)  
(cf. 5141.6 - School Health Services)  
(cf. 5144 - Discipline)  
(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 6020 - Parent Involvement)  
(cf. 6158 - Independent Study)  
(cf. 6159 - Individualized Education Program)  
(cf. 6159.4 - Behavioral Interventions for Special Education Students)  
(cf. 6164.2 - Guidance/Counseling Services)  
(cf. 6171 - Title I Programs)  
(cf. 6172 - Gifted and Talented Student Program)

**STUDENT SUCCESS TEAMS (cont.)**

- (cf. 6174 - Education for English Language Learners)
- (cf. 6175 - Migrant Education Program)
- (cf. 6176 - Weekend/Saturday Classes)
- (cf. 6177 - Summer School)
- (cf. 6178 - Career Technical Education)
- (cf. 6178.1 - Work Experience Education)
- (cf. 6179 - Supplemental Instruction)
- (cf. 6181 - Alternative Schools)
- (cf. 6183 - Home and Hospital Instruction)
- (cf. 6184 - Continuation Education)
- (cf. 6185 - Community Day School)

The ~~student success team~~ SST shall monitor the student's progress, evaluate the extent to which the recommended strategies have been implemented, MAKE ADJUSTMENTS TO THE PLAN, and develop additional interventions as needed.

THE SST PROCESS SHALL NOT DELAY OR DENY A REFERRAL FOR EVALUATION FOR ELIGIBILITY FOR SPECIAL EDUCATION, AS MAY BE REQUIRED UNDER STATE OR FEDERAL LAW.

THE SUPERINTENDENT OR DESIGNEE MAY INTEGRATE SSTs INTO THE DISTRICT'S MULTI-TIERED SYSTEM OF SUPPORT, INCLUDING IDENTIFICATION OF STUDENTS WHO NEED ADDITIONAL SUPPORT, THE LEVEL(S) OF SUPPORT, APPROPRIATE INTERVENTIONS, MONITORING OF PROGRESS, AND WHETHER THE GOAL OF INTERVENTION HAS BEEN MET.

TO STRENGTHEN THE EFFECTIVENESS OF SSTs, THE SUPERINTENDENT OR DESIGNEE MAY PROVIDE STAFF DEVELOPMENT IN THE IDENTIFICATION OF STUDENTS WHO MAY NEED ADDITIONAL SUPPORT, IMPLEMENTATION OF MEASURABLE AND TARGETED INTERVENTIONS, AND MONITORING OF PROGRESS AND GOAL ATTAINMENT.

Legal Reference:

EDUCATION CODE

- 48260-48273 Truants
- 48400-48454 Compulsory continuation education
- 49600-49604 Educational Counseling
- 51745-51749.6 Independent Study
- 52060-52077 Local control and accountability plan
- 54400-54425 Programs for Disadvantaged Children
- 54440-54445 Migrant Children
- 56300-56305 Identification of individuals with disabilities
- 8800-8807 Healthy Start Support Services for Children

WELFARE AND INSTITUTIONS CODE

- 4343-4352.5 Primary Interventions Program, Mental Health
- 18986.40-18986.46 Interagency Children's Services



**STUDENT SUCCESS TEAMS (cont.)**

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Best Practices in Special Education, Governance Brief, May 2019

UNITED STATES DEPARTMENT OF EDUCATION PUBLICATIONS

Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act, August 2021

A Response to Intervention (RTI) Process Cannot Be Used to Delay-Deny an Evaluation for Eligibility under the Individuals with Disabilities Education Act (IDEA): Memorandum 11-07, January 2011

WEBSITES

California School Boards Association and County Office of Education Legal Services:

<https://legalservices.csba.org>

California Department of Education, Multi-Tiered Systems of Support: [www.cde.ca.gov/ci/cr/ri](http://www.cde.ca.gov/ci/cr/ri)

National Dropout Prevention Center: [www.dropoutprevention.org](http://www.dropoutprevention.org)

U.S. Department of Education, Office of Special Education Programs:

[www2.ed.gov/about/offices/list/osers/osep](http://www2.ed.gov/about/offices/list/osers/osep)

**Chino Valley Unified School District**

Policy adopted: July 16, 2009

REVISED:

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

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Katrina Gomez, DSW, Director, Health Services/Child Development

**SUBJECT: PROCLAMATION FOR THE GREAT AMERICAN SMOKEOUT ON NOVEMBER 17, 2022**

=====

**BACKGROUND**

Each year on the third Thursday in November, the American Cancer Society sponsors the Great American Smokeout. This is an annual event that encourages and offers support to smokers to make a plan to quit smoking on the day of the event. About 34 million Americans still smoke cigarettes, and tobacco use remains the single largest preventable cause of disease and illness in the world. Quitting smoking improves health immediately and over the long term – at any age.

The Chino Valley Unified School District is a tobacco-free District and has a strong commitment to provide tobacco use prevention education to its students. The proclamation is a means of recognizing the District's support of the American Cancer Society's The Great American Smokeout on November 17, 2022.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt the proclamation for The Great American Smokeout on November 17, 2022.

**FISCAL IMPACT**

None.

NE:LF:KG:gks

**Chino Valley Unified School District  
Proclamation  
The Great American Smokeout  
November 17, 2022**

**WHEREAS**, the American Cancer Society's nationally recognized event, The Great American Smokeout, challenges people to stop using tobacco and raises awareness around the many effective ways to quit for good;

**WHEREAS**, increasing numbers of children are experimenting with a product that can produce lifetime addiction with an increased risk of cancer;

**WHEREAS**, the health benefits of not smoking are substantiated and well known;

**WHEREAS**, nicotine is an addictive drug; and

**WHEREAS**, youth-related promotions such as The Great American Smokeout Pledge encourages youth not to start smoking.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Education of the Chino Valley Unified School District does hereby support November 17, 2022, as The Great American Smokeout day in this District, and in doing so, urges all smokers and smokeless tobacco users to demonstrate to themselves and our children that they can quit and to further encourage our children not to start smoking.

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: PURCHASE ORDER REGISTER**

=====

**BACKGROUND**

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

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$1,028,514.03 to all District funding sources.

NE:GJS:AGH:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

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

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

As indicated.

NE:GJS:AGH:pw

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-2223-115 LessonPix, Inc.</b> To provide LessonPix group user custom learning software. Submitted by: Walnut ES Duration of Agreement: October 20, 2022 - November 20, 2022	Contract amount: \$36.00  Funding source: School Site Budget
<b>CIIS-2223-116 Future N Focus, Inc. dba Dream Catcher.</b> To provide Dream Catcher licenses, set-up, and training at the four CVUSD high schools for Career Technical Education. Submitted by: Seconday Curriculum Duration of Agreement: November 4, 2022 - June 30, 2024	Contract amount: \$20,200.00  Funding source: Career Tech Ed Incentive Grant

<b>FACILITIES, PLANNING, AND OPERATIONS</b>	<b>FISCAL IMPACT</b>
<b>F-2223-040 TK Elevator Corporation.</b> To provide inspection and repair of wheelchair lifts and elevators. Submitted by: Maintenance and Operations Duration of Agreement: October 6, 2022 - October 5, 2027	Contract amount: Per rate sheet  Funding source: General Fund
<b>F-2223-041 Pest Options, Inc.</b> To provide weed control and prevention. Submitted by: Maintenance and Operations Duration of Agreement: July 1, 2022 - June 30, 2023	Contract amount: Per rate sheet  Funding source: General Fund
<b>F-2223-042 Davis Demographics MGT, LLC.</b> To provide annual resident student population forecasts. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2022 - June 30, 2023	Contract amount: \$22,100.00  Funding source: Capital Facilities Fund 25
<b>F-2223-043 Davis Demographics MGT, LLC.</b> To provide school boundary consultation services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: November 3, 2022 - November 2, 2023	Contract amount: \$8,500.00  Funding source: Capital Facilities Fund 25

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2223-065 Connect Business Services, LLC dba Photoboothalicious.</b> To provide photobooth rental, 2 x 6 photo strips, props, LED light-up backdrop, and professional on-site attendant. Submitted by: Ayala HS Duration of Agreement: November 4, 2022 - June 30, 2025	Contract amount: Per rate sheet  Funding source: Various
<b>MC-2223-066 Clippers G League, LLC dba Ontario Clippers.</b> To provide venue for field trips. Submitted by: Woodcrest JHS Duration of Agreement: February 9, 2023 - June 30, 2026	Contract amount: Per invoice  Funding source: Various
<b>MC-2223-067 APS Singh, LLC (The Habit Burger Truck).</b> To provide burgers, fries, and soft drinks for catering/fundraising. Submitted by: Don Lugo HS Duration of Agreement: November 4, 2022 - June 30, 2025	Contract amount: Per rate sheet  Funding source: ASB/USB/PEP/PFA/PTA/Boosters

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
<p><b>CIIS-2223-101 Solution Tree, Inc.</b>            To provide on-site Mathematics at Work professional development.            Submitted by: Curriculum, Instruction, Innovation, and Support            Duration of Agreement: September 2, 2022 - June 30, 2023            Original Agreement Board Approved: September 1, 2022</p>	<p>Contract amount: \$28,400.00</p> <p>Add additional dates: December 8, 2022, and December 9, 2022, for speaker Sarah Shuhl and increase contract amount from \$14,200.00 to \$28,400.00</p> <p>Funding source: Title II</p>
<p><b>HR-2223-008 Community Matters, Inc.</b>            To provide Safe School Ambassador program training and support.            Submitted by: Human Resources            Duration of Agreement: July 1, 2022 - June 30, 2023            Original Agreement Board Approved: July 21, 2022</p>	<p>Contract amount: \$80,600.00</p> <p>Add Chino Hills HS to the program and increase contract amount from \$74,400.00 to \$80,600.00.</p> <p>Funding source: LCAP</p>

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

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

=====

**BACKGROUND**

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

<b>CUPCCAA Project</b>	<b>Project Description</b>	<b>Contractor</b>	<b>Original Quotation</b>	<b>Change Order</b>	<b>Total</b>	<b>Funding Source</b>
CC2022-58	Townsend JHS Pedestrian Gate Replacement	J2 Builders	\$24,880.00	N/A	\$24,880.00	01
CC2023-17	Newman ES and Don Lugo HS Concrete Installation	Angelo Construction	\$19,386.00	N/A	\$19,386.00	01

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

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**

\$44,266.00 to General Fund 01.



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations  
**SUBJECT: RESOLUTION 2022/2023-18, ANNUAL AND FIVE-YEAR DEVELOPER FEE REPORTS FOR FISCAL YEAR 2021/2022**

=====

**BACKGROUND**

Pursuant to Government Codes 66006(b) and 66001(d), the District is required to prepare Annual and Five-Year Reports of the developer fees collected for residential, commercial and industrial development projects within 180 days of the end of the fiscal year, which must be reviewed by the Board of Education at a regularly scheduled public meeting.

The Chino Valley Unified School District Annual and Five-Year Developer Fee Reports for fiscal year 2021/2022 are attached.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2022/2023-18, Annual and Five-Year Developer Fee Reports for Fiscal Year 2021/2022.

**FISCAL IMPACT**

None.

NE:GJS:pw

**Chino Valley Unified School District  
Resolution 2022/2023-18  
Annual and Five-Year Developer Fee Reports  
For Fiscal Year 2021/2022**

**WHEREAS**, pursuant to its authority under Education Code 17620, *et seq.*, and Government Code 65995, *et seq.*, the Board of Education has previously adopted and imposed statutory Level 1 school fees for the 2021/2022 fiscal year on residential, commercial, and industrial development (Developer Fees) to mitigate the impact of new development on the Chino Valley Unified School District (District);

**WHEREAS**, the District has deposited all Developer Fees that it has received in a separate, non-comingled capital facilities fund (Capital Facilities Fund) established for such a purpose, pursuant to Government Code 66006(a) and (b);

**WHEREAS**, the District has made available to the public within one hundred and eighty (180) days of the end of the 2021/2022 fiscal year the Annual and Five-Year Developer Fee Reports for Fiscal Year 2021/2022;

**WHEREAS**, the District has reviewed the information provided in the Annual and Five-Year Developer Fee Reports and has determined the information contained therein to be true and correct;

**WHEREAS**, the Annual Developer Fee Report was prepared in accordance with Government Code 66006(b)(1);

**WHEREAS**, the Five-Year Developer Fee Report was prepared in accordance with Government Code 66001(d); and

**WHEREAS**, the Board of Education has reviewed and considered the Annual and Five-Year Developer Fee Reports at a duly noticed, regularly scheduled public meeting at least fifteen (15) days after the District made this information publicly available, pursuant to Government Code 66006(b)(2).

**NOW, THEREFORE, BE IT RESOLVED** as follows:

- Section 1. The Board has reviewed the information provided in the Annual and Five-Year Developer Fee Reports and finds it to be true and correct.
- Section 2. The Board, based upon the information contained in the Annual Developer Fee Report, finds as follows:
  - 2.1 That the Annual Developer Fee Report describes the types of fees contained in the Capital Facilities Fund, including the amount of the fees, the beginning and ending balance of the Capital Facilities Fund, as well as the amount of fees collected, and the interest earned thereon.

- 2.2 That the Annual Developer Fee Report identifies each public improvement on which Developer Fees were expended.
- 2.3 That sufficient funds have not been collected to complete the financing on any incomplete public improvement.
- 2.4 That sufficient funds have not been collected to complete the financing of any incomplete public improvement, and that there were refunds made of Developer Fees.

Section 3. The Board, based upon the information contained in the Five-Year Developer Fee Report, finds as follows:

- 3.1 That the purpose of Developer Fees imposed on new residential, commercial, and industrial development within the District is to fund the school facilities required to serve the additional grade K-12 students generated by such new development and that the Developer Fees will be used for the construction and/or acquisition of additional school facilities and the remodeling of existing school facilities to provide additional capacity.
- 3.2 That there is a proportional and reasonable relationship between the Developer Fees imposed on new development and the need for additional District school facilities because new development will generate new students to be enrolled in the District which will lead to increased need for school facilities, and that the Developer Fees imposed do not exceed the cost of providing such additional school facilities.
- 3.3 That there is a further proportional and reasonable relationship between the unexpended Developer Fees contained in the Capital Facilities Fund and the need for additional school facilities because the Developer Fees imposed on new developments will not fully cover the costs of providing such school facilities for these new students.
- 3.4 That the portion of the Capital Facilities Fund that remains unexpended will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities in order to increase capacity, and the acquisition of additional portable classrooms to accommodate students generated from new development.
- 3.5 That the funding anticipated completing the financing of incomplete projects would be obtained from the State School Facilities Program and additional Developer Fees as set forth in the Five-Year Developer Fee Report.

3.6 That the dates upon which the District's school facilities projects employing the unexpended funds in the Capital Facilities Fund will commence are not presently known.

Section 4. The Annual and Five-Year Developer Fee Reports have been made available to the public within one hundred and eighty (180) days after the last day of the fiscal year pursuant to Government Code 66001(d) and 66006(b).

Section 5. The District made the Annual and Five-Year Developer Fee Reports available for public review at least fifteen (15) days prior to the Board's consideration of these reports.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District on November 3, 2022 by the following vote:

Bridge	_____
Cruz	_____
Na	_____
Schaffer	_____
Gagnier	_____

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

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
ANNUAL DEVELOPER FEE REPORT  
FOR FISCAL YEAR 2021/2022**

I. Introduction

This Annual Developer Fee Report for Fiscal Year 2021/2022 (“Report”) provides an annual accounting of school facilities fees collected by the Chino Valley Unified School District (“District”) during fiscal year 2021/2022 as required by Government Code 66006(b).

II. Description of School Facilities Fees in Capital Facilities Fund

The District collects school facilities fees from the owners of residential, commercial and industrial development projects to mitigate the costs of providing interim and permanent school facilities to students generated from such development projects. School facilities fees collected by the District consist of the following:

- A. Fees collected pursuant to Education Code 17620, *et seq.*, and Government Code 65995, *et seq.*, referred to herein collectively as “Statutory School Fees,” in the following amounts:

Level 1 Fee: Residential Development - \$4.08 per square foot, increased to \$4.79 per square foot effective October 17, 2022.

Commercial/Industrial Fee: \$0.66 per square foot, increased to \$0.78 per square foot effective October 17, 2022.

- B. Special Tax “A” payments collected in accordance with those certain Special Tax “A” Agreements entered into between the District and the City of Chino Hills.

III. Activity for Fiscal Year

See Exhibit A, as attached.

IV. Public Improvement Expenditures

- A. Growth projects: Continued lease of existing modular buildings; lease and installation of new classroom building at Buena Vista HS; additional furniture and equipment at Chino HS, Chino Hills HS, Cattle ES, Chaparral ES, Rhodes ES and Cal Aero Preserve Academy, architectural and consultant fees for Preserve School #2.
- B. Land Purchase: Land purchase for Preserve School #2.
- C. Site Improvements: Playground equipment and Poured-In-Place Rubber at various sites, architectural and consultant fees on projects at various sites.
- D. Administrative support and reporting.

V. Planned Future Improvements

- |  |               |
|--|---------------|
| A. Continued lease of existing modular buildings | District-wide |
| B. School site improvements at various sites     | District-wide |
| C. Modernization at various sites                | District-wide |

VI. Description of Each Interfund Transfer or Loan Made from the Capital Facilities Fund and Description of Public Improvement on which the Transferred or Loaned Fees will be Expended - None.

VII. Refunds Made Pursuant to Government Code Section 66001(e) and (f) – None.

Exhibit A

Developer Fees and Special Tax A  
 Summary of Revenues, Expenditures and Changes in Fund Balance  
 Fiscal Year Ending June 30, 2022

	Special Tax A Fund 25.9812	General Fund 25.9815	CFD4 Fund 25.9816	Preserve Fund 25.9817	Total
<b>REVENUES</b>					
Fees and Taxes	333,535.67	10,775,119.45			11,108,655.12
Interest	33,098.27	141,627.06	18,903.75	1,424.66	195,053.74
All Other Local Revenue					0.00
All Other State Revenue					0.00
Transfers In From Other Funds					0.00
<b>Total Revenues</b>	<b>366,633.94</b>	<b>10,916,746.51</b>	<b>18,903.75</b>	<b>1,424.66</b>	<b>11,303,708.86</b>
<b>EXPENDITURES</b>					
Supplies		22,357.36			22,357.36
Other Operating Expenses		4,990.60			4,990.60
Rentals & Leases	13,800.00	142,032.99		156,484.00	312,316.99
Repairs					0.00
Contracts/Legal Expenses/Administration Fees		50,371.08			50,371.08
Land Purchases		39,243,526.00			39,243,526.00
Improvements to Sites	1,512.56	678,800.33		756.29	681,069.18
Buildings & Improvements to Buildings	10,800.00	1,069,688.01		46,905.80	1,127,393.81
Indirect Costs to General Fund		323,253.58			323,253.58
<b>Total Expenditures</b>	<b>26,112.56</b>	<b>41,535,019.95</b>	<b>0.00</b>	<b>204,146.09</b>	<b>41,765,278.60</b>
<b>TRANSFERS OUT</b>					
Transfers Out To Other Funds					0.00
Transfers to Debt Service					0.00
<b>Total Transfers Out</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures and Transfers</b>	<b>26,112.56</b>	<b>41,535,019.95</b>	<b>0.00</b>	<b>204,146.09</b>	<b>41,765,278.60</b>
<b>Excess (Deficiency) of Revenues over Expenditures/Transfers</b>	<b>340,521.38</b>	<b>(30,618,273.44)</b>	<b>18,903.75</b>	<b>(202,721.43)</b>	<b>(30,461,569.74)</b>
<b>BEGINNING BALANCE 7/1/2021</b>	<b>4,444,075.53</b>	<b>42,405,348.08</b>	<b>2,570,716.67</b>	<b>274,361.94</b>	<b>49,694,502.22</b>
<b>ENDING BALANCE 6/30/2022</b>	<b>4,784,596.91</b>	<b>11,787,074.64</b>	<b>2,589,620.42</b>	<b>71,640.51</b>	<b>19,232,932.48</b>

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
FIVE YEAR DEVELOPER FEE REPORT  
FOR FISCAL YEAR 2021/2022**

Pursuant to Government Code 66001(d), the Chino Valley Unified School District ("District") shall make all of the following findings with respect to that portion of the Capital Facilities Fund remaining unexpended, whether committed or uncommitted:

I. Identification of the Purpose to Which the Fees are to be Put:

The purpose of the developer fees imposed and collected on new residential, commercial and industrial development within the District is to fund school facilities required to serve the additional grade K-12 students generated by such new development within the District. Specifically, the fees will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities to add new classrooms and technology, as well as acquiring and installing additional portable classrooms.

II. Demonstration of a Reasonable Relationship Between Developer Fees and the Purposes for Which They are Charged:

The District's School Fee Justification Study ("Fee Justification Study") dated June 8, 2020, is incorporated herein by this reference and on file at the District office, demonstrates the reasonable relationship between the new residential, commercial, and industrial development upon which fees are charged and the need for additional school facilities. Additional students will be generated from new development within the District and the District does not have existing capacity in its schools to accommodate these new students. The fees charged on new development will be used to fund school facilities necessary to serve the students generated from new development. The fees do not exceed the costs of providing school facilities for new students as demonstrated in the Fee Justification Study. In addition to developer fees, the District also collects Special Tax "A" payments in accordance with those certain Special Tax "A" agreements entered into between the District and the City of Chino Hills.

III. All sources and amounts of funding currently in the District's Capital Facilities Fund anticipated to complete financing of incomplete school facilities improvements and identified in the District's Fee Justification Study:

The District maintains a fund that reflects sources and uses of funds collected from Developer Fees and Special Tax "A" payments.

IV. Approximate date on which unexpended funding is expected to be deposited into a specific school facilities improvement account/fund:

The District levies developer fees in accordance with the rate structure approved by the State Allocation Board and expends them as needed for growth.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**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 7110 FACILITIES – FACILITIES MASTER PLAN**

=====

**BACKGROUND**

Board policies, administrative regulations, and bylaws are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice.

Revision of Board Policy 7110 Facilities – Facilities Master Plan is being updated to recognize the importance of teacher housing need, and reflect new law (AB 306, 2021) which adds the definition of “residential housing” as it applies to district facilities, excludes from the definition of “school building” any building used or intended to be used by a district as “residential housing,” and specifies that the Department of General Services is not required to approve residential housing for earthquake safety and access by persons with disabilities. This item was presented to the Board of Education on October 20, 2022, as information.

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 7110 Facilities – Facilities Master Plan.

**FISCAL IMPACT**

None.

NE:GJS:pw



## FACILITIES MASTER PLAN

The Board of Education recognizes the importance of long-range planning for school facilities in order to address changes in student enrollment, TEACHER HOUSING NEEDS, and in the District's educational program needs. The Superintendent or designee shall develop, for Board approval, a master plan for District facilities which describes the District's anticipated short- and long-term facilities needs and priorities.

### Plan Development

The District's Facilities Master Plan shall be based on an assessment of the condition and adequacy of existing facilities, a projection of future enrollments, and alignment of facilities with the District's vision for the instructional program.

To solicit broad input into the planning process, the Superintendent or designee may establish a Facilities Advisory Committee consisting of staff, parents/guardians, and business, local government, and other community representatives. THE SUPERINTENDENT OR DESIGNEE ~~He/she also~~ shall ensure that the public is informed of the need for construction and modernization of facilities and of the District's plans for facilities.

At least 45 days prior to completion of any facilities plan that relates to the potential expansion of existing school sites or the necessity to acquire additional school sites, the Superintendent or designee shall notify and provide copies of the plan or any relevant and available information to the planning commission or agency of the city or county with land use jurisdiction within the District. (Government Code 65352.2)

If the city or county commission or agency requests a meeting, the Superintendent or designee shall meet with THE COMMISSION OR AGENCY ~~them~~ within 15 days following the notification. Items that the parties may discuss at the meeting include, but are not limited to, methods of coordinating planning with proposed revitalization efforts and recreation and park programs, options for new school sites, methods of maximizing the safety of persons traveling to and from the site, and opportunities for financial assistance. (Government Code 65352.2)

The master plan shall be regularly reviewed and updated as necessary to reflect changes in the educational program, existing facilities, finances, or demographic data.

### Plan Components

The Facilities Master Plan shall include:

1. A statement of purpose, including District goals, philosophy, and related policies.
2. A description of the planning process.

**FACILITIES MASTER PLAN (cont.)**

3. Demographics of the community, such as economic trends, migration patterns, employment base, residential base, socioeconomic makeup, historical school enrollments, and inventory of physical resources and needs.
4. A description of the educational program, such as grade-level organization, class size, staffing patterns, technology plans, special programs and support services, and other educational specifications.
5. Analysis of the safety, adequacy, and equity of existing facilities and potential for expansion, including the adequacy of classrooms, school cafeterias and food preparation areas, physical activity areas, playgrounds, parking areas, and other school grounds.
6. Site selection criteria and process.
7. Development of a capital planning budget and identification of potential funding sources.
8. Policy for reviewing and updating the plan.

Planning shall ensure that school facilities meet the following minimum standards: (5 CCR 14001)

1. Are aligned with the District's educational goals and objectives.
2. Provide for maximum site enrollment at school facilities.
3. Are located on a site that meets California Department of Education standards as specified in 5 CCR 14010.
4. Are designed for the environmental comfort and work efficiency of the occupants.
5. Are designed to require a practical minimum of maintenance.
6. Are designed to meet federal, state, and local statutory requirements for structure, fire, and public safety.
7. Are designed and engineered with flexibility to accommodate future needs.

Plans for the design and construction of new school facilities also shall meet the standards described in 5 CCR 14030, THE CALIFORNIA Green Building Standards CODE, TITLE 24, OF THE CALIFORNIA CODE OF REGULATIONS ("CALGREEN"), ~~PART pursuant to 24 CCR 101 et seq.,~~ the Americans with Disabilities Act (ADA) pursuant to 42 USC 12101-12213, and any other requirements applicable to the funding source and type of project.

**FACILITIES MASTER PLAN (cont.)**

To facilitate the efficient use of public resources when planning for new construction or modernization of school facilities, the District may consider designs that facilitate joint use of the facility with a local governmental agency, public postsecondary institution, or nonprofit organization.

**Legal Reference:**EDUCATION CODE

16011 Long-range comprehensive master plan  
 16322 California Department of Education services  
 17017.5 Approval of applications for projects  
 17070.10-17079.30 Leroy F. Greene School Facilities Act  
 17251 Powers and duties of California Department of Education  
 17260-17268 Plans and specifications for school facilities  
 17280-17317 Field Act  
 17365-17374 Fitness for occupancy  
 17405 Relocatable structures; lease requirements  
 35275 New school planning; cooperation with recreation and park authorities

GOVERNMENT CODE

53090-53097.5 Regulation of local agencies by counties and cities  
 65352.2 Communicating and coordinating of school sites  
 65995.6 School facilities needs analysis

CODE OF REGULATIONS, TITLE 2

1859-1859.199 Leroy F. Greene School Facilities Act

CODE OF REGULATIONS, TITLE 5

14001 Minimum standards  
 14010 Site selection standards  
 14030-14036 Standards, planning, and approval of school facilities

CODE OF REGULATIONS, TITLE 24

101 et seq. Green building standards code

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

**Management Resources:**CALIFORNIA SCHOOLS BOARDS ASSOCIATION PUBLICATIONS

Maximizing Opportunities for Physical Activity through Joint Use of Facilities, September 2009  
 Facilities Master Planning, Fact Sheet, November 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Schools of the Future Report, September 2011  
 Educational Specifications: Linking Design of School Facilities to Educational Program, 1997  
 Guide for the Development of a Long-Range Facilities Plan, 1986

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

An Overview of the State School Facility Programs, rev. October 2011  
 School Facility Program Handbook, 2008

STATE ALLOCATION BOARD PUBLICATIONS

Public School Construction Cost Reduction Guidelines, 2000

WEBSITES

California School Boards Association: [www.csba.org](http://www.csba.org)  
 Office of Public School Construction: [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov)  
 California Department of Education: [www.cde.ca.gov/lis/fa](http://www.cde.ca.gov/lis/fa)

**FACILITIES MASTER PLAN (cont.)**

**Chino Valley Unified School District**

Policy adopted: September 4, 2008

Revised: October 18, 2012

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**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 7150 FACILITIES – SITE SELECTION AND DEVELOPMENT**

=====

**BACKGROUND**

Board policies, administrative regulations, and bylaws are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice.

Revision of Board Policy 7150 Facilities – Site Selection and Development is being updated to add material regarding the Board of Education’s obligations when evaluating property prior to acquiring a new school or an addition to an existing school site, and reflect new law (AB 819, 2021) which requires the District to post specified environmental review documents. This item was presented to the Board of Education on October 20, 2022, as information.

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 7150 Facilities – Site Selection and Development.

**FISCAL IMPACT**

None.

NE:GJS:pw

**SITE SELECTION AND DEVELOPMENT**

The Board of Education believes ~~that site selection and development starts from the premise that a school is an integral part of the community. Therefore, the Board believes~~ that a school site should serve the District's educational needs in accordance with the District's master plan, as well as show potential for contributing to other community needs.

(cf. 7110 - Facilities Master Plan)

THE BOARD RECOGNIZES THE IMPORTANCE OF COMMUNITY INPUT IN THE SITE SELECTION PROCESS. TO THIS END, THE BOARD WILL SOLICIT COMMUNITY INPUT WHENEVER A SCHOOL SITE IS TO BE SELECTED AND SHALL PROVIDE PUBLIC NOTICE AND HOLD PUBLIC HEARINGS IN ACCORDANCE WITH LAW.

The Superintendent or designee shall establish a site selection process which complies with law and ensures that the best possible sites are acquired and developed in a cost-effective manner.

(cf. 7140 - Architectural and Engineering Services)

(cf. 7210 - Facilities Financing)

Before acquiring property for a new school or an addition to an existing school site, the Board, ~~shall evaluate the property~~ at a public hearing, SHALL EITHER EVALUATE THE PROPERTY using state site selection standards SPECIFIED IN 5 CCR 14010 OR, IF A DISTRICT ADVISORY COMMITTEE WAS APPOINTED TO EVALUATE THE PROPERTY, RECEIVE THE COMMITTEE'S REPORT OF FINDINGS BASED ON THOSE STANDARDS. (Education Code 17211, 17251)

**ENVIRONMENTAL IMPACT INVESTIGATION FOR THE SITE SELECTION PROCESS**

The Superintendent or designee shall determine whether any proposed development project is subject to the requirements of the California Environmental Quality Act (CEQA) and shall ensure compliance with this act, INCLUDING ANY WEBSITE POSTING REQUIREMENTS. ~~whenever so required.~~ When evaluating District projects, the CEQA guidelines shall be used.

ENVIRONMENTAL REVIEW DOCUMENTS, INCLUDING A DRAFT ENVIRONMENTAL IMPACT REPORT, ENVIRONMENTAL IMPACT REPORT, NEGATIVE DECLARATION OR MITIGATED NEGATIVE DECLARATION, AND PUBLIC NOTICE OF THE PREPARATION AND AVAILABILITY OF SUCH DOCUMENTS, SHALL BE POSTED ON THE DISTRICT'S WEBSITE. (Public Resources Code 21082.1, 21092, 21092.2)

**SITE SELECTION AND DEVELOPMENT (cont.)****AGRICULTURAL LAND**

If the proposed site is in an area designated in a city, county, or city and county general plan for agricultural use and zoned for agricultural production, the Board shall determine all of the following: (Education Code 17215.5)

1. The District has notified and consulted with the city, county, or city and county within which the prospective site is to be located,
2. The Board has evaluated the final site selection based on all factors affecting the public interest and not limited to selection on the basis of the cost of the land,
3. The District shall attempt to minimize any public health and safety issues resulting from the neighboring agricultural uses that may affect students and employees at the site.

~~The Superintendent or designee shall ensure that the District complies with the requirements of the School Facilities Program of 1998 (Proposition 1A) (Education Code 17070.10-17077.10)~~

**Legal Reference:**EDUCATION CODE

17006 Lease and Application for Replacing Inadequate School Facilities

17024 Prior Written Approval of School Site or Construction of Building

17070.10-17078.10 Leroy F. Greene School Facilities Act of 1998

17210-17224 General Provisions (School Sites)

17240-17245 New Schools Relief Act of 1979

17250.10-17250.50 Design-Build Contracts

17251-17253 Powers Concerning Buildings and Building Sites

17260-17268 Plans

17280 -17317 Approvals

17565-17592.5 Board Duties Re Management and Control of School Property

35271 Power to Acquire and Construct on Adjacent Property

35275 New School Planning and Design

CODE OF CIVIL PROCEDURE

1263.710-1263.770 Remediation of Hazardous Substances on Property to Be Acquired By School

Districts

GOVERNMENT CODE

53094 Zoning Ordinances

65402 Acquisition or Disposition of Property

65995-65997 Developer Fees

66455.9 Potential Public School Sites; Notice; Investigation

HEALTH AND SAFETY CODE

44360 Health Risk Assessment

PUBLIC RESOURCES CODE

21000-21177 Implementation of Environment Quality Act

CODE OF REGULATIONS, TITLE 5

**SITE SELECTION AND DEVELOPMENT (cont.)**

14001-14036 General Standards for School Facilities

CODE OF REGULATIONS, TITLE 14

15000-15209 Guidelines for Implementation of the California Environmental Quality Act

ATTORNEY GENERAL OPINIONS

82 OPS.Cal.Atty. Gen. 130 (1999)

**Chino Valley Unified School District**

Policy adopted: November 2, 1995

Revised: September 18, 2008

REVISED:



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

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

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

NE:RR:IB:ED:mcm

**CERTIFICATED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**HIRED AT APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2022/2023 SCHOOL YEAR**

GRIMES, Dorie	Special Education Teacher	Ramona JHS	10/26/2022
SEDANO, Natalie	Intervention Counselor K-12	Health Services	11/01/2022
MACIEL, Jasmine	Child Development Teacher	Special Education	10/24/2022

**RESIGNATIONS**

KERN, Kaishauna	Intervention Counselor K-12	Chino HS	12/02/2022
HANSEN, Kathryn	Special Education Teacher	Ramona JHS	10/19/2022

**RETURN FROM THE 39 MONTH REHIRE LIST**

FLEISCHER, Michele	Special Education Teacher	Walnut ES	10/26/2022
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**APPOINTMENT - EXTRA DUTY - ACTIVITIES**

SJOL, Alexis	After School Activity: WASC Coord.	Ayala HS	10/21/2022
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TOTAL: \$1,556.00

**DELETE – EXTRA DUTY - ACTIVITIES**

SJOL, Alexis	Assistant Pep Squad	Ayala HS	10/21/2022
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TOTAL: \$-1,991.00

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

DORSEY, Ashley	JAUREGUI, Marissa	KITCHEN, Lindsey
PRESCOTT, Desiree	RUFFER, Nicholas	UNIVERSE, Orion
VANDHANA, Angelique	WIDNER, Elizabeth	ZENDEJAS-LUGO, Claudia

**CLASSIFIED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**ON THE CLASSIFIED MANAGEMENT SALARY SCHEDULE****RESIGNATION**

VERGA, Meghan	Behavior Intervention Specialist (SELPA/GF)	Special Education	10/25/2022
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**RETIREMENT**

HAMILTON, Anna	Director, Purchasing (GF)	Purchasing	01/01/2023
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**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE****APPOINTMENT**

KIRKPATRICK, Meredith	Playground Supervisor (GF)	Cortez ES	10/24/2022
ESQUEDA CACIQUE, Maria	Paraprofessional II (SELPA/GF)	Marshall ES	10/24/2022
ORTEGA, Celia	Playground Supervisor (GF)	Ayala HS	10/31/2022
MADRID, Joanne	Paraprofessional I (SELPA/GF)	Chino Hills HS	11/07/2022
MEJIA, Richard	Maintenance III/HVAC-R (GF)	Maintenance	10/31/2022
GAZCON, Steven	Technology Technician (GF)	Technology	10/24/2022

**PROMOTION**

HERNANDEZ, Annelia	FROM: Bilingual Typist Clerk I-Spanish (C) 4 hrs./200 work days and School Community Liaison-Spanish (C)	Borba ES	10/24/2022
	2 hrs./200 work days	Borba ES	
	TO: Typist Clerk II (GF) 8 hrs./201 work days	Borba ES	
SIRIBAN, Ethel	FROM: Typist Clerk I (GF) 8 hrs./261 contract days	Cal Aero K-8	10/24/2022
	TO: Typist Clerk II (GF) 8 hrs./261 contract days	Cal Aero K-8	
INGULSRUD, Kevin	FROM: Nutrition Services Assistant I (NS) 2 hrs./181 work days	Wickman ES	10/30/2022
	TO: Security Person (GF) 8 hrs./261 contract days	Risk Management	

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>PROMOTION</u></b> (cont.)			
ESTRADA, Andrew	FROM: IA/Childhood Education (CDF) 2.5 hrs./180 work days	Child Development	10/24/2022
	TO: Child Care Specialist (CDF) 3.75 hrs./180 work days	Child Development	
MOLINA, Dana	FROM: Personnel Clerk III (GF) 8 hrs./261 contract days	Human Resources	01/03/2023
	TO: Credential Technician (GF) 8 hrs./261 contract days	Human Resources	
RENFRO, DaSean	FROM: Groundswoker I (GF) 8 hrs./261 contract days	Maintenance	10/24/2022
	TO: Technology Technician (GF) 8 hrs./261 contract days	Technology	
ROBINSON, Jonathan	FROM: Network Support Technician (GF) 8 hrs./261 contract days	Technology	10/24/2022
	TO: Network Technician (GF) 8 hrs./261 contract days	Technology	

**CHANGE OF ASSIGNMENT**

RAMIREZ, Sarah	FROM: IA/Bilingual-Biliterate Spanish (C) 3.8 hrs./180 work days	Chino HS	10/31/2022
	TO: IA/Bilingual-Biliterate Spanish (C) 5 hrs./181 work days	Dickey ES	

**ADDITIONAL ASSIGNMENT**

MALDONADO, Georgina	Health Technician	Rhodes ES	10/24/2022
PALACIOS, Christina	Nutrition Services Assistant I (NS)	Wickman ES	10/26/2022
PEREZ, Shirley	Child Care Specialist (CDF)	Child Development	10/31/2022

**RELEASE OF EMPLOYEE WITHOUT PREJUDICE**

Employee 26981			10/20/2022
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**CLASSIFIED PERSONNEL** (cont.)

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

GUTIERREZ, Antoinette	Playground Supervisor (GF)	Cortez ES	10/20/2022
TOOLE, Cailee	Paraprofessional II (SELPA/GF)	Walnut ES	11/28/2022
KORVER, Kayla	Nutrition Services Assistant II (NS)	Chino HS	10/31/2022
QUIRARTE, Sabrina	Account Clerk III (GF)	Facilities & Planning	10/31/2022

**RETIREMENT**

MARTINEZ, Connie (19 Years of Service)	Secondary Library/Media Center Assistant (GF)	Ayala HS	12/01/2022
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**APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2022, THROUGH JUNE 30, 2023**

BANUELOS, Blanca	DORADO, Yesina	GANIGAN, Nora
GUTIERREZ, Anthony	LOTHYAN, Julina	SOSA, Jose

(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:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Richard Rideout, Assistant Superintendent, Human Resources  
Isabel Brenes, Ed.D., Director, Human Resources  
Eric Dahlstrom, Ed.D., Director, Human Resources

**SUBJECT: NURSING AGREEMENT WITH GRAND CANYON UNIVERSITY**

**BACKGROUND**

Fieldwork 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 nursing agreement with Grand Canyon 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 nursing agreement with Grand Canyon University.

**FISCAL IMPACT**

None.

NE:RR:IB:ED:mcm

AFFILIATION AGREEMENT

Between

GRAND CANYON UNIVERSITY

and

CHINO VALLEY UNIFIED SCHOOL DISTRICT

For

FIELD EXPERIENCE PROGRAM

THIS AFFILIATION AGREEMENT ("AGREEMENT") is entered into by and between UNIVERSITY'S COLLEGE OF NURSING AND HEALTH CARE PROFESSIONS at GRAND CANYON UNIVERSITY, with its principal place of business located at 3300 West Camelback Road Phoenix, AZ 85017 (hereinafter referred to as "UNIVERSITY") and the affiliated site identified in the Key Informational Terms below (hereinafter referred to as "AFFILIATE"). The Affiliate and University agree as follows:

**KEY INFORMATIONAL TERMS**

A. University's Name.

Grand Canyon University

D. Affiliate Name.

Chino Valley Unified School District

B. University's Notice Address.

3300 W. Camelback Rd.

Phoenix, AZ 85017

Attn: CONHCP-OFE

E. Affiliate's Notice Address.

5130 Riverside Dr

Chino CA 91710

C. Programs Covered by Agreement.

College of Nursing & Health Care Programs

WHEREAS, AFFILIATE wishes to share its facilities with the UNIVERSITY in the preparation of students by making its resources available to the faculty from the UNIVERSITY for the instruction of students.

WHEREAS, the UNIVERSITY and AFFILIATE share the common objective of: (1) developing and maintaining high quality services through which progressive learning experiences can be provided, and (2) increasing interaction between the academic faculty and field site staff for the best utilization of available teaching facilities and expertise.

NOW, THEREFORE, for and in consideration of the foregoing objectives and in further consideration of the covenants and promises hereinafter set forth, the parties hereto mutually agree as follows:

## **SECTION A**

### **RESPONSIBILITIES OF THE UNIVERSITY**

1. Administrative Personnel and Faculty. The UNIVERSITY, without cost to AFFILIATE, shall provide an administrative framework and a teaching faculty for the UNIVERSITY, adequate in number, qualifications and competence to develop and carry forward its courses. The UNIVERSITY shall be responsible for planning and implementing the field experience by the selection, counseling and evaluation of the students. All students will have online classroom supervision by UNIVERSITY faculty. Students from the UNIVERSITY will participate in the field experience program at AFFILIATE with the supervision of AFFILIATE or UNIVERSITY preceptors, mutually determined by both parties.
2. Standards of Education. The UNIVERSITY shall retain ultimate responsibility for the education program and maintenance of the standards of instruction. The program and standards provided will be of a form and type sufficient to meet the requirements for university credits and accreditation, as well as the requirements for the applicable State Board of Nursing and regulatory bodies. UNIVERSITY shall provide for continuous planning for students in cooperation with appropriate nursing staff of the AFFILIATE. The UNIVERSITY shall be responsible for notifying AFFILIATE of any loss or reduction of accreditation, licensing and credentials of the UNIVERSITY, its personnel and/or students.
3. Variance (Incident) Reports. Student errors must be documented, utilizing the Variance or Incident Report form used by the AFFILIATE, and processed according to AFFILIATE's policy/procedure.
4. Responsibility and Provision for Students. Subject to AFFILIATE's overall supervisory responsibility for client services, the tuition, welfare, control, discipline and activities of all students shall be the responsibility of the UNIVERSITY and it will make uniform and adequate provisions therefore in accordance with UNIVERSITY policies.



5. Health Insurance. The student is responsible for providing his or her own health insurance. In the event of an emergency, AFFILIATE will provide such emergency care as is provided its employees. The student will be responsible for any charge thus generated.
6. Health or Onboarding Requirements. AFFILIATE agrees to provide UNIVERSITY with all Health or Onboarding Requirements prior to execution of the agreement. If no record is provided upon execution of the agreement, the students will be cleared on UNIVERSITY's standard Health Requirements.
7. Policies, Rules, and Regulations. UNIVERSITY shall instruct each student that he/she shall follow all administrative policies, standards and practices of AFFILIATE while participating in the field experience to the extent that AFFILIATE's rules and regulations do not contradict UNIVERSITY'S rules and regulations.
8. Performance Evaluation. The UNIVERSITY shall provide AFFILIATE with a performance evaluation tool to be completed for each student by AFFILIATE, as applicable.

## **SECTION B**

### RESPONSIBILITIES OF AFFILIATE

9. Coordination of Field Experience. AFFILIATE, without cost to the UNIVERSITY will provide a contact whose responsibility will be: (i) to coordinate the field experience of all participating programs of Nursing and Health Care Professions, (ii) make provisions for adequate orientation of the faculty and students of the UNIVERSITY of AFFILIATE's philosophies, rules, regulations, policies, programs, facilities and proper channels or communication, (iii) make provision for adequate exchange of information between the UNIVERSITY faculty and AFFILIATE STAFF, (iv) AFFILIATE shall participate in the evaluation of student performances at least once in each field experience if applicable, and (v) interpret change in AFFILIATE's policies and programs.
10. Patient interaction. AFFILIATE understands and agrees that it is responsible for developing and maintaining services to all of its patients or participants including those patients or participants involved in the AFFILIATE with students. AFFILIATE shall have the right and duty to fix, and it may alter, standards of care for patients or participants within AFFILIATE facilities and in this connection agrees to take into consideration requests and suggestions by UNIVERSITY having to do with sound teaching. And that it will provide an adequate, competent staff to be responsible for these services and that these will not be performed by the faculty and students of the UNIVERSITY. AFFILIATE shall maintain sound teaching necessary to maintain the UNIVERSITY'S accreditation, including accreditation by the applicable State's Department of Health Services.

11. The faculty and students shall have access to the designated patient or participant care/service areas and services departments of AFFILIATE during periods of actual instruction and practice courses in the field experience areas and/or have access to the individual patient or participant records of patients or participants with whom they are working as required for instructional purposes.
12. Inspection for Accreditation. AFFILIATE shall, on reasonable request, permit the inspection of facilities, records, and other items pertaining to the field experience by the UNIVERSITY or its accrediting agencies.
13. Facilities Provided by AFFILIATE. Upon request of UNIVERSITY, AFFILIATE agrees to make available to the UNIVERSITY certain facilities of AFFILIATE for use by the UNIVERSITY faculty without charge and if they are available. Students and faculty are responsible for price of meal in dining facility. The UNIVERSITY understands and agrees that the library student rules must be maintained, if applicable.

## SECTION C

### INSURANCE AND LIABILITY

14. Insurance. Upon request, the UNIVERSITY will provide to AFFILIATE certificates of coverage showing that the UNIVERSITY is maintaining in effect during the entire term of this Agreement, at its sole cost and expense, the following insurance types and amounts:
  - (a) Commercial general liability insurance on a standard comprehensive occurrence form with a minimum combined single limit of not less than \$1 million and \$3 million yearly aggregate.
  - (b) Professional liability insurance (errors and omissions) on a claims-made basis with a limit of not less than \$2 million per claim or wrongful act and \$4 million yearly aggregate.
  - (c) The UNIVERSITY shall provide notification to AFFILIATE prior to cancellation, termination, non-renewal, or material alteration of any policy.
  - (d) Failure by the UNIVERSITY to maintain the required insurance during any period of this Agreement shall give AFFILIATE the right to terminate this Agreement and AFFILIATE shall be entitled to recover from the UNIVERSITY all damages caused by the failure to obtain and maintain insurance as required under this Agreement.
15. Workers Compensation. The UNIVERSITY agrees that students and faculty are not employees of AFFILIATE for any purpose including workers' compensation or any other benefits under the scope of this

agreement. AFFILIATE shall not be liable for any UNIVERSITY salaries or compensation whatsoever, and no UNIVERSITY personnel shall have any right or claim to any benefit or privilege as an employee or agent of AFFILIATE.

16. Indemnification. To the extent permitted by applicable law, each party does hereby covenant and agree to indemnify and hold harmless the other party, its appointed boards and commissions, officials, officers, employees, and subagents, individually and collectively, from all fines, claims, demands, suits or actions of any kind and nature by reason of its acts or omissions occurring in the performance of this Agreement. Nothing in this Agreement or in its performance shall be construed to result in any person being the officer, agent, employee or servant of either party when such person, absent of this Agreement and the performance thereof, would not in law have had such status. Nothing in the execution of this Agreement or in its performance shall be construed to establish a joint venture by the parties hereto.
17. Good Faith - Attorneys' Fees and Costs. The parties desire that each raise only good faith disputes for arbitration and litigation. To discourage the bringing of such proceedings without a good faith reason, this provision is enacted. If either party fails to comply with any of the provisions of the Agreement and the other party takes action to enforce such provisions or to enforce any payment stipulated to in the Agreement the losing party will pay to the prevailing party reasonable costs and expenses, including attorneys' fees and the value of time lost by the prevailing party or any of its employees in preparation for or participating in any arbitration or litigation in connection therewith as determined by the court or arbitrator.

## **SECTION D**

### RESPONSIBILITIES OF UNIVERSITY AND AFFILIATE

18. Request for Withdrawal of Unsatisfactory Students. Upon mutual agreement, AFFILIATE reserves the right, upon consultation with the UNIVERSITY, to require the dismissal or removal from the field experience any student (i) whose personal characteristics prevent desirable relationships with AFFILIATE, (ii) whose health status is a detriment to the student's successful completion of the field experience or to the welfare of patient or participants or (iii) whose performance, after appropriate instruction and counseling, continues to fall below the level required to maintain practice standards.
19. Maintenance of Patient or Participant Services. To the extent applicable to this Agreement, UNIVERSITY agrees to comply with the Health Information Technology for Economic and Clinical Health Act of 2009 (the "HITECH ACT"), the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 USC § 1320d through d-8 ("HIPAA") and any current and future regulations promulgated under either the HITECH Act or HIPAA including without limitation the federal privacy regulations contained in 45 C.F.R. Parts 160 and 164 (the "Federal Privacy Regulations"), the federal security standards contained in 45 C.F.R. Parts 160, 162 and 164 (the "Federal Security

Regulations”) and the federal standards for electronic transactions, all as may be amended from time to time, and all collectively referred to herein as “HIPAA Requirements”. UNIVERSITY further agrees not to use or disclose any Protected Health Information (as defined in 45 C.F.R. § 164.501) or Individually Identifiable Health Information (as defined in 42 USC § 1320d), other than as permitted by HIPAA Requirements and the terms of this Agreement. UNIVERSITY will and will cause Program Participants to enter into any further agreements as necessary to facilitate compliance with HIPAA Requirements.

20. FERPA. The Parties agree to protect the participants’ educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants’ educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.
21. Independent Contractor. The parties hereto mutually agree that the relationship to exist between the UNIVERSITY and AFFILIATE is not a joint venture but is an independent contractor relationship and that neither shall be the agent of the other.
22. Non-Discrimination. Both parties, in connection with any service or other activity under this Agreement, agree not to unlawfully discriminate against any person on the grounds of race, color, religion, sex, sexual orientation, gender identity, national origin, ethnicity, age, disability, political affiliations or belief. The UNIVERSITY and AFFILIATE will comply with Title VII of the Civil Rights Act of 1964, Americans with Disabilities Act (ADA) of 1991, Title IX of the Education Amendments Act of 1972 and Section 504 of the Rehabilitation Act of 1973. The UNIVERSITY and AFFILIATE will also comply with Executive Orders 11246 and 13672, and will not discriminate against any person on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, ethnicity, age or disability.
23. Applicable Law. This Agreement shall be governed and controlled by the substantive laws of the State of Arizona. Any and all disputes arising under this Agreement (including issues regarding the interpretation of any provision of this Agreement and determinations of whether any issue arising from or related to this Agreement is subject to arbitration) shall be resolved by arbitration in accordance with the Commercial Rules of the American Arbitration Association. Arbitration proceedings shall occur before a single arbitrator and take place in Phoenix, Arizona. The outcome of such arbitration proceedings shall be binding on the parties. If a party wishes to seek interim relief, whether affirmative or prohibitive, in the form of a temporary restraining order, preliminary injunction or other interim equitable relief concerning the dispute, including, without limitation, provisional remedies, special action relief or stay proceedings in connection with special action relief, either before commencing or at any point in the arbitration proceedings concerning such dispute, such party may initiate the appropriate litigation to obtain such relief, which may be subject to and controlled by the ultimate decision in the arbitration proceedings. The prevailing party in any court or arbitration proceeding shall be entitled to recovery of reasonable attorney’s fees and costs.

**SECTION E**

TERM AND TERMINATION

24. Period of Agreement. This Agreement shall be effective when signed by all parties and shall remain in effect until either party terminates the agreement. Either party may terminate this Agreement within sixty (60) days written notice of original signature. In the event this Agreement is terminated, any student enrolled in any of the Programs at the time of termination will be permitted to continue his or her training and complete the Programs under the terms specified in this Agreement. This Agreement contains the entire understanding of the parties and replaces all other agreements or understandings, written or verbal, which may be in effect between the parties relating to the subject matter herein.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to become effective on the date when executed by both parties.

CHINO VALLEY UNIFIED  
SCHOOL DISTRICT

COLLEGE OF NURSING AND  
HEALTH CARE PROFESSIONS  
GRAND CANYON UNIVERSITY

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: Dr. Lisa Smith  
Title: Dean & Professor, CONHCP  
Date: \_\_\_\_\_

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: ADOPTED 2022/2023 ORGANIZED AND UNORGANIZED STUDENT  
BODY BUDGETS**

=====

**BACKGROUND**

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds requires organized and unorganized student body budgets to be submitted to the Board of Education each year for information. The list that follows reflects the adopted student body budgets for fiscal year 2022/2023.

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

**RECOMMENDATION**

It is recommended the Board of Education receive for information the adopted 2022/2023 organized and unorganized student body budgets.

**FISCAL IMPACT**

None.

NE:SHC:LP:if

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
ASSOCIATED STUDENT BODY  
ADOPTED BUDGET 2022-2023**

**ORGANIZED STUDENT BODIES**

<b>COMPREHENSIVE HIGH SCHOOLS</b>	<b>TOTAL</b>	
Ayala High School	\$ 1,899,369	
Chino High School	\$ 672,764	
Chino Hills High School	\$ 1,479,170	
Don Lugo High School	\$ 933,251	
<b>TOTAL HIGH SCHOOLS</b>		<b>\$ 4,984,554</b>
<b>JUNIOR HIGH SCHOOLS</b>		
Briggs Fundamental	\$ 84,249	
Cal Aero Preserve Academy	\$ 80,604	
Canyon Hills Junior High	\$ 225,355	
Magnolia Junior High	\$ 153,426	
Ramona Junior High	\$ 81,042	
Townsend Junior High	\$ 148,261	
Woodcrest Junior High	\$ 66,216	
<b>TOTAL JUNIOR HIGHS</b>		<b>\$ 839,153</b>
 <b>TOTAL ORGANIZED STUDENT BODIES</b>		 <b><u>\$ 5,823,707</u></b>

**UNORGANIZED STUDENT BODIES**

<b>CONTINUATION HIGH SCHOOL</b>		
Buena Vista High School	\$ 32,853	<b>\$ 32,853</b>
<b>ELEMENTARY SCHOOLS</b>		
Elementary General	\$ 10,777	
Anna Borba	\$ 3	
Butterfield Ranch Elementary	\$ -	
Cattle Elementary	\$ 48,716	
Chaparral	\$ 35,529	
Cortez Elementary*	\$ -	
Country Springs Elementary*	\$ -	
Levi Dickey Elementary	\$ 3,447	
Dickson Elementary	\$ 16,746	
Eagle Canyon Elementary	\$ 7,898	
Glenmeade	\$ 22,961	
Hidden Trails	\$ 1,435	
Liberty Elementary	\$ 73,271	
Litel Elementary	\$ 29,279	
Marshall Elementary	\$ 29,364	
Newman Elementary	\$ 9,793	
Oak Ridge Elementary	\$ 9,099	
Rhodes Elementary	\$ 524	
Rolling Ridge Elementary	\$ 65,768	
Walnut Elementary	\$ 19,138	
<b>TOTAL ELEMENTARIES</b>		<b>\$ 383,748</b>
 <b>TOTAL-UNORGANIZED STUDENT BODIES</b>		 <b><u>\$ 416,601</u></b>
 <b>TOTAL ASB BUDGETS</b>		 <b><u><u>\$ 6,240,308</u></u></b>

\* ASB Dormant Accounts/Zero Balances

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: REVISION OF BOARD POLICY AND ADMINISTRATIVE REGULATION 6161.1 INSTRUCTION – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS**

=====

**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 District practice. Board Policy and Administrative Regulation 6161.1 Instruction – Selection and Evaluation of Instructional Materials are being updated to reflect Senate Bill 820 which revises the definition of “technology-based materials” to include the electronic equipment required to make use of those materials, making such equipment subject to the determination of sufficiency. Policy also deletes unnecessary legal citations related to the State Board of Education’s (SBE) adoption of academic standards, deletes section on “Review Process” which was moved to the Administrative Regulation, and adds references to sample Board Policy and Administrative regulations for complaints concerning instructional materials. Administrative Regulation updated to add section on “Review Process” formerly in the Board Policy. Section on “Criteria for Selection and Adoption of Instructional Materials” revised to delete unnecessary legal citations related to SBE’s adoption of academic standards; replace the list of nondiscrimination categories with a reference to Board Policy 0410 – Nondiscrimination in District Programs and Activities; and add a new item on criteria for technology-based materials.

New language is provided in UPPER CASE while old language to be deleted is ~~lined through~~.

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



## **RECOMMENDATION**

It is recommended the Board of Education receive for information the revision of Board Policy and Administrative Regulation 6161.1 Instruction – Selection and Evaluation of Instructional Materials.

## **FISCAL IMPACT**

None.

NE:GP:LH:JR:tr

## **SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS**

The Board of Education desires that District instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diversity, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are effective learning resources to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the District's curriculum to ensure that they effectively support the District's adopted courses of study.

(cf. 0440 - District Technology Plan)  
 (cf. 6000 - Concepts and Roles)  
 (cf. 6011 - Academic Standards)  
 (cf. 6141 - Curriculum Development Implementation and Evaluation)  
 (cf. 6143 - Courses of Study)  
 (cf. 6146.1 - High School Graduation Requirements)  
 (cf. 6161.11 - Supplementary Instructional Materials)  
 (cf. 6162.5 - Student Assessment)  
 (cf. 6163.1 - Library Media Centers)

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or THAT have, ~~otherwise~~ DURING THE DISTRICT'S REVIEW PROCESS, been determined to be aligned with the state academic content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 60605.8 BY SBE. (Education Code 60200, 60210)

The Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and administrative regulation. (Education Code 60400)

The Board's priority in the selection of instructional materials is to ensure that all students are provided with standards-aligned instructional materials in the core curriculum areas of English/language arts, mathematics, science, and history-social science.

### **~~REVIEW PROCESS~~**

~~The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.~~

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

## **SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

~~The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. (Education Code 60002).~~

~~In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.~~

~~If the District chooses to use instructional materials for grades K-8 that have not been adopted by the (SBE), the Superintendent or designee shall ensure that a majority of the participants in the District's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)~~

~~The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendations.~~

~~Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulations, in the materials being reviewed.~~

~~(cf. 9270 - Conflict of Interest)~~

~~All recommended instructional materials shall be available for public inspection at the District Samuel R. Burton Professional development and Media Center.~~

~~(cf. 5020 - Parent Rights and Responsibilities)~~

~~The District may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the District's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.~~

### **Public Hearing on Sufficiency of Instructional Materials**

The Board shall annually conduct one or more public hearings on the sufficiency of the District's INSTRUCTIONAL MATERIALS, INCLUDING textbooks, and other instructional materials TECHNOLOGY-BASED MATERIALS.

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

## **SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice in three public places within the District containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school including English learners, has sufficient textbooks or instructional materials ~~which~~ THAT are aligned to the ~~state~~ content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code ~~60605.8~~ BY SBE and ~~which~~ are consistent with the content and cycles of the ~~state's~~ curriculum frameworks ADOPTED BY SBE. ~~Sufficiency of instructional materials shall be determined~~ in each of the following subjects: (Education Code 60119)

1. Mathematics

(cf. 6142.92 - Mathematics Instruction)

2. Science

(cf. 6142.93 - Science Instruction)

3. History/Social Science

(cf. 6142.94 - History/Social Science Instruction)

4. English language arts, including the English language development component of an adopted program

(cf. 6142.91 - Reading/Language Arts Instruction)  
(cf. 6174 - Education for English Language Learners)

5. Foreign WORLD language

(cf. 6142.2 - World Language Instruction)

6. Health

(cf. 6142.8 - Comprehensive Health Education)

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. ~~However, this does not require that each student have two sets of materials. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.~~ (Education Code 60119)

~~IF the materials may be~~ ARE in a digital format, THEY SHALL BE CONSIDERED SUFFICIENT as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the District, and has the ability to use and access them at home. (Education Code 60119)

~~The Board shall also make a determination that all students within the District who are enrolled in the same course have "identical" standards-aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3, AND 60119. (Education Code 1240.3, 42605)~~

~~However, the District may purchase the newest adopted instructional materials for students in District schools ranked in deciles 1-3 of the base Academic Performance Index in any one of the past three school years without necessarily purchasing these materials for use in other District schools. (Education Code 1240.3)~~

If the Board determines that there are insufficient textbooks and/or OTHER instructional materials, the Board DISTRICT shall provide information to classroom teachers and to the public, setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks and/or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks and/or instructional materials. The Board shall take any action, ~~except an action that would require reimbursement by the Commission of State Mandates,~~ to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

THE DEGREE TO WHICH EVERY STUDENT HAS SUFFICIENT ACCESS TO STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS SHALL BE INCLUDED IN THE DISTRICT'S LOCAL CONTROL AND ACCOUNTABILITY PLAN. (Education Code 52060)

## **SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

### **Complaints**

Complaints concerning instructional materials shall be handled in accordance with ~~law, Board policy, and administrative regulation~~ BP/AR 1312.2 – COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS OR AR 1312.4 – WILLIAMS UNIFORM COMPLAINT PROCEDURES, AS APPLICABLE.

(cf. 1312.2 - Complaints Concerning Instructional Materials)  
(cf. 1312.4 - Williams Uniform Complaint Procedures)

### **Legal Reference:**

#### EDUCATION CODE

220 Prohibition against discrimination  
1240 County superintendent, general duties  
33050-33053 General waiver authority  
33126 School accountability report card  
35272 Education and athletic materials  
44805 Enforcement of course of studies; use of textbooks, rules and regulations  
49415 Maximum textbook weight  
51501 Nondiscriminatory subject matter  
52060-52077 Local control and accountability plan  
60000-60005 Instructional materials, legislative intent  
60010 Instructional materials, definition  
60040-60052 Requirements for instructional materials  
60060-60063.5 Requirements for publishers and manufacturers  
60070-60076 Prohibited acts (re instructional materials)  
60110-60115 Instructional materials on alcohol and drug education  
60119 Sufficiency of textbooks and instructional materials; hearing and resolution  
60200-60206 Elementary school materials  
60226 Requirements for publishers and manufacturers  
60350-60352 Core Reading Program Instructional Materials  
60400-60411 Instructional materials, high schools  
60510-60511 Donation or Sale of Obsolete Instructional Materials  
60605 State-adopted content and performance standards in core curricular areas  
60605.8 Common Core Standards  
60605.86-60605.88 Supplemental instructional materials aligned with Common Core Standards

#### CODE OF REGULATIONS, TITLE 5

9505-9530 Instructional materials

### **Management Resources:**

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Instructional Materials FAQ

01-05 Guidelines for Piloting Textbooks and Instructional Materials, rev. January 2015  
Standards for Evaluating Instructional Materials for Social Content, 2013

#### WEBSITES

California School Boards Association: [www.csba.org](http://www.csba.org)  
Association of American Publishers: [www.publishers.org](http://www.publishers.org)

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

California Academic Content Standards Commission, Common Core Standards:  
[www.scoe.net/castandards](http://www.scoe.net/castandards)  
California Department of Education: [www.cde.ca.gov](http://www.cde.ca.gov)

**Chino Valley Unified School District**

Policy adopted: August 21, 1997

Revised: June 18, 2009

Revised: May 20, 2010

Revised: February 16, 2012

Revised: March 21, 2013

REVISED:

## **SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS**

### **REVIEW PROCESS**

The DISTRICT'S review process FOR EVALUATING INSTRUCTIONAL MATERIALS shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. ~~( IN ACCORDANCE WITH Education Code 60002).~~ In addition, ~~the instructional materials review committee~~ PROCESS may include ALSO INVOLVE administrators, other staff who have subject-matter expertise, and students as appropriate.

If the District chooses IS CONSIDERING to THE use OF instructional materials for grades K-8 that have not been adopted by the STATE BOARD OF EDUCATION (SBE), the Superintendent or designee shall ensure that a majority of the participants in the District's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

THE SUPERINTENDET OR DESIGNEE ~~Toward that end, he/she~~ may establish an instructional materials review committee to evaluate and recommend instructional materials.

The Superintendent or designee shall ~~establish a process~~ PRESENT TO THE BOARD OF EDUCATION ~~by which instructional materials shall be reviewed for recommendations to the Board. The committee shall review~~ FOR instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with AND documentation supporting ~~its~~ THE recommendations.

(cf. 1220 - Citizen Advisory Committees)

~~Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulations, in the materials being reviewed.~~

(cf. 9270 - Conflict of Interest)

All recommended instructional materials shall be available for public inspection at the District Samuel R. Burton Professional development and Media Center.

(cf. 5020 - Parent Rights and Responsibilities)

The District may pilot instructional materials, ~~using~~ IN a representative sample of classrooms for a specified period of time during a school year, in order to determine ~~how well~~ the EXTENT TO WHICH THE materials support the District's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.



**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)****Criteria for Selection and Adoption of Instructional Materials**

In recommending ~~textbooks or other~~ instructional materials for adoption by the Board of Education, the Superintendent or designee shall ensure that ~~such~~ **THE** materials:

1. Are aligned to ~~any applicable academic~~ **THE** content standards adopted by the State Board of Education (SBE) pursuant to ~~Education Code 60605 and/or Common Core Standards adopted pursuant to Education Code 60605.~~ **AND CONSISTENT WITH THE CONTENT**

(cf. 6011 - Academic Standards)

2. For grades K-8, ~~the Superintendent or designee shall select~~ **ONLY** instructional materials from among ~~ON~~ the list of materials adopted by the SBE and/or other **INSTRUCTIONAL** materials that **HAVE NOT BEEN ADOPTED BY SBE BUT** are aligned with the state academic content standards ~~and/or~~ **THE** Common Core **STATE** Standards **MAY BE RECOMMENDED FOR SELECTON** (Education Code 60200, 60210)

(cf. 6161.11 - Supplementary Instructional Materials)

3. For grades 9-12, ~~the Superintendent or designee shall review~~ instructional materials in history-social science, mathematics, English/language arts, and science **SHALL BE REVIEWED** using a standards map in order to determine the extent to which the materials are aligned to state academic content standards

2. ~~For grades 9-12, be provided by publishers who comply with the requirements of Education Codes 60040-60052, 60060-60062, and 60226 (Education Code 60400)~~

- 3.4. Do not reflect adversely upon persons because of ~~their race or ethnicity, gender, religion, disability, nationality, sexual orientation, occupation, or other~~ **ANY** characteristic listed in ~~Education Code 220~~ **LAW AND BP 0410 – NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES**, nor contain any sectarian or denominational doctrine or propaganda contrary to law (Education Codes 51501, 60044)

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

- 4.5. To the satisfaction of the Board, ~~be~~ **ARE** accurate, objective, current, and suited to the needs and comprehension of District students at their respective grade levels (Education Code 60045)

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

- 5.6. With the exception of literature and tradebooks, use proper grammar and spelling (Education Code 60045)
- 6.7. Do not expose students to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following: (Education Code 60048, 60200)
- a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by the SBE
  - b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration

(cf. 1325 - Advertising and Promotion)

8. Meet the requirements of Education Codes 60040-60043 for specific subject content
9. Support the District's adopted courses of study and curricular goals

(cf. 6141 - Curriculum Development Implementation and Evaluation)  
(cf. 6142.2 - World Language Instruction)  
(cf. 6142.8 - Comprehensive Health Education)  
(cf. 6142.91 - English/Language Arts Instruction)  
(cf. 6142.92 - Mathematics Instruction)  
(cf. 6142.93 - Science Instruction)  
(cf. 6142.94 - History-Social Science Instruction)  
(cf. 6143 - Courses of Study)  
(cf. 6146.1 - High School Graduation Requirements)

10. Contribute to a comprehensive, balanced curriculum
11. Demonstrate reliable quality of scholarship as evidenced by:
- a. Accurate, up-to-date, and well documented information
  - b. Objective presentation of diverse viewpoints
  - c. Clear, concise writing and appropriate vocabulary
  - d. Thorough treatment of subject

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

12. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels
13. ~~Include materials that s~~Stimulate discussion of contemporary issues and improve students' thinking and decision-making skills
14. ~~Contribute to the proper articulation of instruction through grade levels~~
- 15-14. As appropriate, have corresponding versions available in languages other than English
- 16-15. Include high quality teachers' guides
17. ~~Meet high standards in terms of the quality, durability, and appearance of paper, binding, text, and graphics~~
- 18-16. When available, include options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials

**IN ADDITION TO MEETING THE ABOVE CRITERIA AS APPLICABLE, TECHNOLOGY-BASED MATERIALS SHALL:**

- 7-1 ~~If the materials are technology-based, are~~ BE both available and comparable to other, equivalent instructional materials (Education Code 60052)
2. BE ACCESSIBLE TO ALL STUDENTS, INCLUDING ECONOMICALLY DISADVANTAGED STUDENTS, STUDENTS WITH DISABILITIES, AND ENGLISH LEARNERS
3. PROTECT THE PRIVACY OF STUDENT DATA

**Conflict of Interest**

To ensure integrity and ~~impartiality~~ in the evaluation and selection of instructional materials, ~~any District employee~~ INDIVIDUALS WHO ARE participating in the evaluation of instructional materials and ARE not otherwise designated in the District's conflict of interest code shall sign a disclosure statement indicating that ~~he/she~~ THEY:

1. ~~Shall~~ WILL not accept any emolument, money, or other valuable thing or inducement, to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material (Education Code 60072)

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (cont.)**

Sample copies of instructional materials are excepted from this prohibition.  
(Education Code 60075)

2. ~~Is~~ ARE not employed by nor receives compensation from the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it
3. ~~Does not have and will not negotiate a contractual relationship with the publisher or supplier of the instructional materials, or any person, firm, organization, subsidiary, or controlling entity representing it~~
- 4.3. Does not have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to the District

**Chino Valley Unified School District**

Regulation approved: August 21, 1997

Revised: May 7, 2009

Revised: May 6, 2010

Revised: February 2, 2012

Revised: March 7, 2013

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** November 3, 2022

**TO:** Members, Board of Education

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

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

**SUBJECT: CASH MANAGEMENT PROGRAM**

=====

**BACKGROUND**

The investment objective of the cash management program is to earn a higher rate of return on its assets than alternative short-term investments. Additionally, the program is customized directly to the District's needs and provides the District with better control of its funds than the county's pooled investment program.

As of June 30, 2022, the District's cash management accounts were in compliance with the District's written and approved investment policies.

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

**RECOMMENDATION**

It is recommended the Board of Education receive for information the report on the Cash Management Program.

**FISCAL IMPACT**

None.

NE:GJS:SHC:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Cash Management Program -- July 1, 2021 to June 30, 2022**

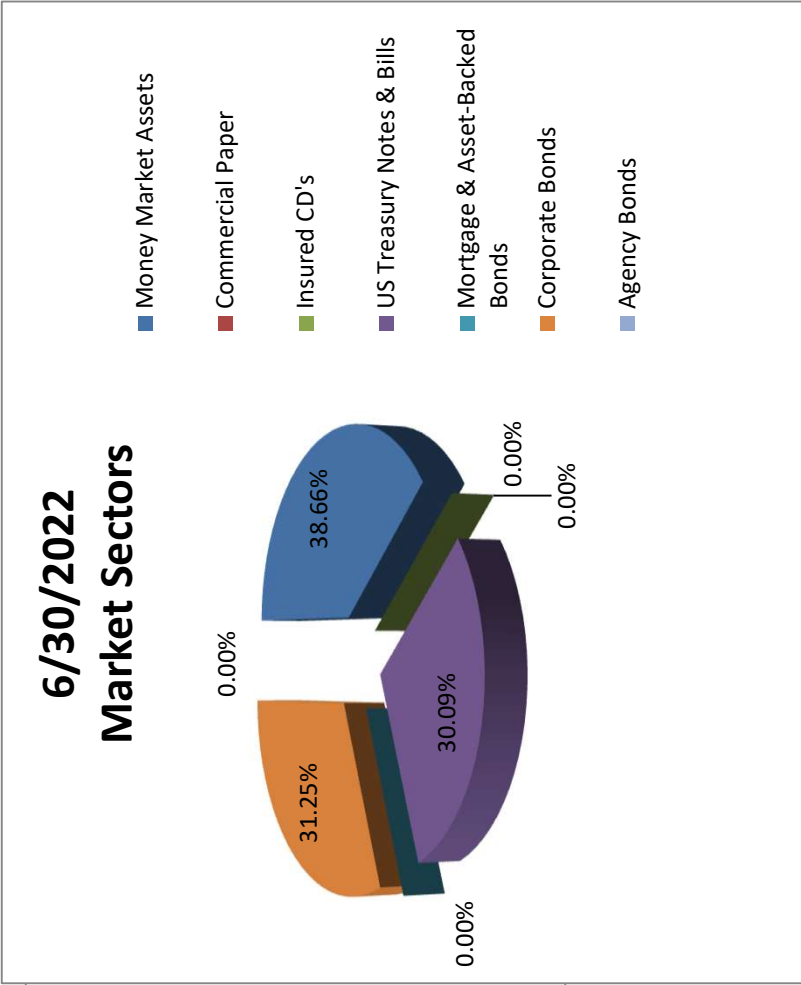
	Fund 25-9813 Capital Facilities	Fund 25-9815 Capital Facilities	Fund 01/93 General / Cafeteria	Total
Beginning Cash & Securities w/Accrued Interest @ Market 7/1/2021	\$9,553,708.14	\$4,947,939.65	\$8,259,856.61	\$22,761,504.40
Less: Accrued Interest & Unrealized Gains	\$90,295.95	\$65,909.71	\$82,733.04	\$238,938.70
<b>Beginning At Cost Balance</b>	<b>\$9,463,412.19</b>	<b>\$4,882,029.94</b>	<b>\$8,177,123.57</b>	<b>\$22,522,565.70</b>
Plus: Interest / Dividend Earnings	\$160,095.60	\$85,682.82	\$134,942.56	\$380,720.98
Plus: Increase (Decrease) in Realized Gains	<b>(\$103,831.50)</b>	<b>(\$23,795.40)</b>	<b>(\$70,463.62)</b>	<b>(\$198,090.52)</b>
<b>Subtotal</b>	<b>\$56,264.10</b>	<b>\$61,887.42</b>	<b>\$64,478.94</b>	<b>\$182,630.46</b>
Less: Management Fees	\$40,492.41	\$20,955.72	\$35,052.17	\$96,500.30
Less: Miscellaneous Fees	\$1.26	\$0.01	\$1.26	\$2.53
<b>Subtotal</b>	<b>\$40,493.67</b>	<b>\$20,955.73</b>	<b>\$35,053.43</b>	<b>\$96,502.83</b>
<b>Ending At Cost Balance</b>	<b>\$9,479,182.62</b>	<b>\$4,922,961.63</b>	<b>\$8,206,549.08</b>	<b>\$22,608,693.33</b>
Plus: Accrued Interest & Unrealized Gains	<b>(\$177,200.45)</b>	<b>(\$143,239.17)</b>	<b>(\$152,996.93)</b>	<b>(\$473,436.55)</b>
<b>Ending Cash &amp; Securities w/Accrued Interest @ Market 6/30/22</b>	<b>\$9,301,982.17</b>	<b>\$4,779,722.46</b>	<b>\$8,053,552.15</b>	<b>\$22,135,256.78</b>
<b>Cash Mgmt Total Return (@mkt, net of fees)</b>				<b>-2.75%</b>
<b>Total Return Broad Bond Market</b>				<b>-10.26%</b>
<b>Total Return CVUSD Bond Index (1-3 yr Trsy)</b>				<b>-3.45%</b>
<b>Cash Mgmt Yield (% avg market value)</b>				<b>1.70%</b>
<b>County Investment Pool Yield (apportioned)</b>				<b>0.79%</b>

**Management discussion:**

The fiscal year ended June 30, 2022 was the worst year for bond returns since at least 1979. Nonetheless, the District's Cash Management Program managed to significantly outperform both the broad bond market (-2.75% versus -10.26%) and the very conservative 1-3 year U.S. Treasury index (-2.75% versus -3.45%) by reducing the portfolios' duration and shifting more of the portfolio to diversified, low-fee ETF's (exchange-traded funds) for liquidity and safety in stressful market conditions.

As of June 30, 2022, the County Investment Pool slightly outperformed the Cash Management portfolios on a historical cost basis ( County Pool -1.55% loss in market value versus cost while the Cash Management Program had a -2.09% loss in market versus cost at 6/30/2022), but the Cash Management Program earned a significantly higher interest rate (the Cash Management Program earned 1.70% versus the County Investment Pool's 0.79% based on

Money Market Assets	38.66%
Commercial Paper	0.00%
Insured CD's	0.00%
US Treasury Notes & Bills	30.09%
Mortgage & Asset-Backed Bonds	0.00%
Corporate Bonds	31.25%
Agency Bonds	0.00%
	<hr/>
	100.00%



Chino Valley Unified School District  
 Comparison of Annual Returns  
 San Bernardino Co. vs. Cash Management

<b>Fiscal Years</b>	<b>County Investment Pool Returns</b>	<b>CVUSD Cash Management</b>	<b>Difference \$</b>
1989-1990	8.66%	9.58%	\$196,650
1990-1991	8.05%	11.00%	\$652,774
1991-1992	6.87%	11.53%	\$677,588
1992-1993	6.07%	9.56%	\$506,751
1993-1994	4.86%	6.87%	\$223,981
1994-1995	5.43%	8.65%	\$297,214
1995-1996	5.01%	7.01%	\$186,920
1996-1997	5.01%	7.31%	\$164,219
1997-1998	5.10%	7.22%	\$160,083
1998-1999	5.10%	5.80%	\$92,636
1999-2000	5.48%	5.80%	\$60,976
2000-2001	5.98%	6.53%	\$78,974
2001-2002	4.13%	5.62%	\$222,903
2002-2003	2.85%	4.86%	\$307,440
2003-2004	1.61%	1.25%	-\$57,188
2004-2005	1.95%	1.97%	\$0
2005-2006	3.41%	3.52%	\$17,937
2006-2007	4.64%	5.45%	\$134,088
2007-2008	4.50%	5.27%	\$135,253
2008-2009	2.46%	2.48%	\$0
2009-2010	1.35%	3.83%	\$280,219
2010-2011	0.99%	2.81%	\$348,641
2011-2012	0.51%	0.39%	-\$23,687
2012-2013	0.61%	1.78%	\$233,027
2013-2014	0.40%	2.02%	\$326,424
2014-2015	0.42%	-0.46%	-\$179,500
2015-2016	0.62%	1.63%	\$208,021
2016-2017	0.99%	0.28%	-\$146,759
2017-2018	0.99%	0.51%	-\$100,284
2018-2019	2.03%	3.62%	\$337,469
2019-2020	1.94%	3.00%	\$229,393
2020-2021	0.98%	2.00%	\$225,630
2021-2022	-1.55%	-2.09%	-\$121,221
<b>Cumulative Difference</b>			<b>\$5,676,571</b>