

CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION

AGENDA

January 18, 2024

BOARD OF EDUCATION

Donald L. Bridge
Andrew Cruz
Jonathan Monroe
James Na
Sonja Shaw

Chloe Kubeldis, Student Representative

SUPERINTENDENT

Norm Enfield, Ed.D.

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
District Board Room – 5130 Riverside Drive, Chino, CA 91710
4:30 p.m. – Closed Session • 6:00 p.m. – Regular Meeting
January 18, 2024

AGENDA

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

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

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:30 P.M.

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

Discussion and possible action (times are approximate):

- a. Conference With Legal Counsel, Existing Litigation (Government Code 54956.9(d)(4)): San Bernardino Superior Case No. SB 2300095. (Tao Rossini, APC) (15 minutes)
- b. Conference With Legal Counsel-Existing Litigation (Paragraph (1) of subdivision (d) Government Code 54956.9): San Bernardino County Superior Court Case No. CIVSB2317301. (Liberty Justice Center) (Atkinson, Andelson, Loya, Ruud, and Romo) (5 minutes)
- c. Student Readmission Matters (Education Code 35146, 48916 (c)): Readmission Cases 22/23-10, 22/23-43, 22/23-47, 22/23-61, 22/23-62, 22/23-63, 22/23-78, and 22/23-81. (15 minutes)
- d. Student Discipline Matters (Education Code 35146, 48918 (c) & (j)): Expulsion Cases 23/24-37, 23/24-44, 23/24-45, and 23/24-47. (25 minutes)
- e. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA Negotiations. Agency Designated Representatives: Lea Fellows, Sandra Chen, Joseph Durkin, and Jaime Ortega. (10 minutes)
- f. Public Employee Discipline/Dismissal/Release (Government Code 54957): (5 minutes)
- g. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (15 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

Proceedings of this meeting are recorded.

I.C. RECOGNITIONS

1. Rhodes ES: Kayla Kremann, U.S. Robotic Team
2. Ayala HS, High School Road Show: 2023 Golden Bell Award Recipients

I.D. STAFF REPORT

1. LCAP Mid-Year Update: Areas of Emphasis

I.E. COMMENTS FROM STUDENT REPRESENTATIVE**I.F. COMMENTS FROM EMPLOYEE REPRESENTATIVES****I.G. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA****I.H. CHANGES AND DELETIONS****II. ACTION****II.A. HUMAN RESOURCES**

II.A.1. Public Notice and Hearing Regarding the District's Initial Bargaining Proposal to the Associated Chino Teachers for a Reopener to the Collective Bargaining Agreement Effective July 1, 2024

Page 8

Recommend the Board of Education give public notice and conduct a public hearing regarding the District's initial bargaining proposal to the Associated Chino Teachers for a reopener of the Collective Bargaining Agreement effective July 1, 2024.

Open Hearing _____

Close Hearing _____

III. CONSENT

Motion ____ Second ____

Preferential Vote: _____

Vote: Yes ____ No ____

III.A. ADMINISTRATION

III.A.1. Minutes of the December 14, 2023 Organizational Meeting

Page 10

Recommend the Board of Education approve the minutes of the December 14, 2023 organizational meeting.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Page 21 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

III.B.2. Fundraising Activities

Page 22 Recommend the Board of Education approve/ratify the fundraising activities.

III.B.3. Donations

Page 26 Recommend the Board of Education accept the donations.

III.B.4. Legal Services

Page 28 Recommend the Board of Education approve payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; Margaret A. Chidester & Associates; and Tao Rossini, APC.

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

III.C.1. Student Readmission Cases 22/23-10, 22/23-43, 22/23-47, 22/23-61, 22/23-62, 22/23-63, 22/23-78, and 22/23-81

Page 29 Recommend the Board of Education approve student expulsion cases 22/23-10, 22/23-43, 22/23-47, 22/23-61, 22/23-62, 22/23-63, 22/23-78, and 22/23-81.

III.C.2. Student Expulsion Cases 23/24-37, 23/24-44, 23/24-45, and 23/24-47

Page 30 Recommend the Board of Education approve student expulsion cases 23/24-37, 23/24-44, 23/24-45, and 23/24-47.

III.C.3. School Sponsored Trips

Page 31 Recommend the Board of Education approve/ratify the school-sponsored trips for Ayala HS; Chino Hills HS; and Don Lugo HS.

III.C.4. Chino Valley Unified School District 2023/2024 School Accountability Report Cards

Page 33 Recommend the Board of Education approve the Chino Valley Unified School District 2023/2024 School Accountability Report Cards.

III.C.5. Proclamation for National School Counseling Week, February 5-9, 2024

Page 35 Recommend the Board of Education adopt the proclamation for National School Counseling Week, February 5-9, 2024.

III.C.6. Resolution 2023/2024-32, Recognizing February as Career and Technical Education Month

Page 37 Recommend the Board of Education adopt Resolution 2023/2024-32, Recognizing February as Career and Technical Education Month.

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

Page 40 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 41 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

Page 44 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

III.D.4. Change Orders and Notices of Completion for CUPCCAA Projects

Page 46 Recommend the Board of Education approve the Change Orders and Notices of Completion for CUPCCAA Projects.

III.D.5. Resolutions 2023/2024-30 and 2023/2024-31, Authorization to Utilize Piggyback Contracts

Page 48 Recommend the Board of Education adopt Resolutions 2023/2024-30 and 2023/2024-31, Authorization to Utilize Piggyback Contracts.

III.D.6. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS—Alterations Phase 4 Bldgs. A, G, J, BP 06-01

Page 54 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS—Alterations Phase 4 Bldgs. A, G, J, BP 06-01.

III.D.7. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS—Alterations Phase 4 Bldgs. A, G, J, BP 23-01

Page 58 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS—Alterations Phase 4 Bldgs. A, G, J, BP 23-01.

III.D.8. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS—Alterations Phase 4 Bldgs. A, G, J, BP 26-01

Page 62 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS—Alterations Phase 4 Bldgs. A, G, J, BP 26-01.

III.D.9. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 05-01)

Page 66 Recommend the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 05-01).

III.D.10. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 06-01)

Page 70

Recommend the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 06-01).

III.D.11. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 10-01)

Page 74

Recommend the Board of Education approve the Change Order for Bid No. 22-22-08F, Preserve II School—New Construction (BP 10-01).

III.D.12. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 22-01)

Page 77

Recommend the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 22-01).

III.D.13. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 26-01)

Page 80

Recommend the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 26-01).

III.D.14. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 33-01)

Page 83

Recommend the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 33-01).

III.D.15. Change Order and Notice of Completion for Bid No. 22-23-13F, Chino Valley Adult School Construction Technology Building

Page 86

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-13F, Chino Valley Adult School Construction Technology Building.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Page 91

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

III.E.2. Student Placement Agreement with Arizona State University

Page 97

Recommend the Board of Education approve the Student Placement Agreement with Arizona State University.

IV. INFORMATION

IV.A. ADMINISTRATION

IV.A.1. Revision of Board Bylaw 9124—Legal Services

Page 104 Recommend the Board of Education receive for information the revision of Board Bylaw 9124—Legal Services.

IV.A.2. Revision of Board Bylaw 9321 and Exhibit 1 & 2—Closed Session

Page 108 Recommend the Board of Education receive for information the revision of Board Bylaw 9321 and Exhibit 1 & 2—Closed Session.

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

IV.B.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October Through December 2023

Page 136 Recommend the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October through December 2023.

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: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Lea Fellows, Associate Superintendent, Human Resources
Joe Durkin, Director, Human Resources
Jaime Ortega, Director, Human Resources

**SUBJECT: PUBLIC NOTICE AND HEARING REGARDING THE DISTRICT'S
INITIAL BARGAINING PROPOSAL TO THE ASSOCIATED CHINO
TEACHERS FOR A REOPENER TO THE COLLECTIVE
BARGAINING AGREEMENT EFFECTIVE JULY 1, 2024**

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BACKGROUND

The present Collective Bargaining Agreement between the Chino Valley Unified School District and the Associated Chino Teachers (A.C.T.) will expire on June 30, 2025. Pursuant to Government Code Section 3547, A.C.T. gave notice to the District regarding its initial proposal for a reopener to the Collective Bargaining Agreement on November 30, 2023, and a public hearing was conducted on December 14, 2023.

In accordance with Article 2.1.1 of the Collective Bargaining Agreement between the Chino Valley Unified School District and A.C.T., the Board is required to conduct a public hearing on the District's initial proposal to the A.C.T. for the purpose of negotiating a reopener Agreement.

Pursuant to Government Code section 3547 and Administrative Regulation 4143.1, Public Notice – Personnel Negotiations, the Governing Board of the Chino Valley Unified School District ("District") hereby submits to the Associated Chino Teachers ("A.C.T.") the following initial bargaining proposal for a reopener to the Collective Bargaining Agreement. The District proposes to open negotiations on the following articles and subject areas:

Article 7 – Class Size

The District will propose changes to the class size article to provide additional flexibility in staffing and resource allocation.

Appendix B

The District will propose a salary schedule for career technical education.

Additional subjects of meetings and negotiating arising after the presentation of the initial proposal shall be made public within 24 hours pursuant to Government Code 3547(d)

RECOMMENDATION

It is recommended the Board of Education give public notice and conduct a public hearing regarding the District's initial bargaining proposal to the Associated Chino Teachers for a reopener of the Collective Bargaining Agreement effective July 1, 2024.

FISCAL IMPACT

To be determined through the bargaining process and disclosed prior to any Board action being taken pursuant to Board Policy 4143.1 and Government Code 3547.5.

NE:LF:JD:JO:jw

CHINO VALLEY UNIFIED SCHOOL DISTRICT
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
December 14, 2023

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:25 P.M.

1. Roll Call

President Shaw called to order the organizational meeting of the Board of Education, Thursday, December 14, 2023, at 4:25 p.m. with Bridge, Monroe, Na, and Shaw present. Mr. Cruz was absent from 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

Hilda Flores, Ed.D. Assistant Superintendent, Human Resources

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

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Shaw adjourned to closed session at 4:25 p.m. regarding conference with legal counsel existing litigation: two cases: student readmissions; student discipline matters; public employee appointment: elementary assistant principal, junior high assistant principals, high school assistant principal; conference with labor negotiators: A.C.T. and CSEA; 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 Shaw reconvened the organizational meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present. The Board met in closed session from 4:25 p.m. to 5:50 p.m. regarding conference with legal counsel existing litigation: two cases: student readmissions; student discipline matters; public employee appointment: elementary assistant principal, junior high assistant principals, high school assistant principal; conference with labor negotiators: A.C.T. and CSEA;

public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent. The Board took the following actions by a vote of 4-0 (Cruz absent during the vote) to appoint: Jami DeVoe as assistant principal at Legacy Academy effective date to be determined; Thomas Rummell as assistant principal at Canyon Hills JHS effective date to be determined; and James Newcomb as assistant principal at Ayala HS effective date to be determined. Additionally, by a vote of 4-0 (Cruz absent during the vote) pursuant to Education Code 44951 authorized the Superintendent or designee to issue a notice of non-reelection and reassignment to a certificated administrator identified by employee number 25461; and authorized the Superintendent or designee to issue a notice of non-reelection to a certificated administrator identified by employee number 24436. No further action was taken that required public disclosure.

2. Pledge of Allegiance
Led by student Aliyah Kaylor.

I.C. STUDENT SHOWCASE

1. To be rescheduled due to unforeseen circumstances.

I.D. PRESENTATION

1. Boys Republic: Della Robbia Wreath
The mayor of Boys Republic presented the Della Robbia Wreath to the Board of Education.

I.E. STAFF REPORT

1. Update on School Safety and Security
Update provided by Whitney Fields, Director, Risk Management and Human Resources, regarding security staffing and training; drug education programs; emergency preparedness; single point entry and camera installation; and WETIP anonymous reporting.

I.F. COMMENTS FROM STUDENT REPRESENTATIVE

Chloe Kubeldis reported that all four high schools have completed finals week; said high school girls' soccer and girls' and boys' basketball will be having games next week during the winter break; congratulated students for making it to the end of the first semester; and thanked teachers, principals, and faculty for making it possible.

I.G. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Brenda Walker, A.C.T. President, spoke about contract negotiations between the Association and the District; said the Association is looking to settle a contract that reflects the District's acknowledgement of the hard work unit members do; said the District's celebrated achievements and awards related to PBIS are the result of diligent efforts put forth by unit members and the relationships with students and families; said top priorities are additional support for special education students, and an increase in salary and health and welfare benefits to keep up with the cost of living; said the Association looks forward to starting up negotiations in the very near future; and extended holiday greetings.

Danny Hernandez, CSEA President, shared that long-serving District security officer Don Davis saved a 14-year-old's life using the newly implemented Narcan at Don Lugo HS; said the Association's retiree unit F adopted several classrooms at Walnut ES to provide gifts, and recognized CSEA's local Chapter 102 for adopting several classrooms at Woodcrest JHS to provide gifts; acknowledged District senior security officer Leonard Washington for his 42 years of service and upcoming retirement; and Whitney Fields, Director, Risk Management, presented Mr. Washington with a plaque of appreciation.

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

The following individuals addressed the Board: Glory Ciccarelli regarding SPEAAC; and Lisa G regarding Board members attending the CSBA conference.

I.I. CHANGES AND DELETIONS

The following changes were made for the record: Item III.A.1., Minutes of the November 16, 2023 meeting corrected that student discipline cases 23/24-30, 23/24-31, and 23/24-32 were deleted from the agenda; and III.C.4., Continued Funding Application for Child Development Services CSPP and adoption of Resolution 2023/2024-28 deleted fiscal year 2023/2024 and inserted 2024/2025. There were no further changes or deletions.

II. ACTION

II.A. ADMINISTRATION**II.A.1. 2024/2025 Board Meeting Calendar**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the 2024/2025 Board meeting calendar. Student representative voted yes.

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

Item died for lack of a motion.

II.B. BUSINESS SERVICES**II.B.1. 2023/2024 First Interim Financial Report**

Sandra Chen, Associate Superintendent, Business Services, provided the report regarding state budget; CVUSD's trends and patterns; revenues and expenditures; multi-year projections; and report certification. Moved (Bridge) seconded (Monroe) carried unanimously (5-0) to approve the 2023/2024 First Interim Financial Report, and authorized the President of the Board of Education and the Superintendent to sign the positive Certification of Financial Condition for the current and two subsequent fiscal years. Student representative voted yes.

II.C. FACILITIES, PLANNING, AND OPERATIONS**II.C.1. Public Hearing Regarding the Adoption of Certain Findings Prerequisite to the Award of Energy Service Contracts per RFP No. 22-22-05 HVAC Assessments and Maintenance Services at Various Sites in Accordance with California Government Code Sections 4217.10 – 4217.18, and Approval of Phase 4 energy Services Agreement with Pacificwest Energy Solutions for Improved Air Quality Measures and Determinations per RFP No. 22-22-05, HVAC Assessments and Maintenance Services in Accordance with California Government Code Sections 4217-4217.18**

President Shaw opened the public hearing regarding the adoption of certain findings prerequisite to the award of energy service contracts per RFP 22-22-05, HVAC Assessments and Maintenance Services at Various Sites Under Government Code Sections 4217.10 – 4217.18 at 7:34 p.m. There were no speakers, and the hearing was closed at 7:34 p.m. Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the Phase 4 Energy Services Contract with PacificWest Energy Solutions for Improved Air Quality Measures and Determinations per RFP No. 22-22-05, HVAC Assessments and Maintenance Services in accordance with California Government Code 4217.10 – 4217.18. Student representative voted yes.

II.D. HUMAN RESOURCES**II.D.1. Public Notice and Hearing Regarding the Associated Chino Teachers Initial Bargaining Proposal to the Chino Valley Unified School District for a Reopener to the Collective Bargaining Agreement, Effective July 1, 2024**

President Shaw opened the public hearing regarding the Associated Chino Teachers initial bargaining proposal to the Chino Valley Unified School District for a reopener to the Collective Bargaining Agreement effective July 1, 2024, at 7:36 p.m. Bobby Omari addressed the Board in support, and the hearing was closed at 7:39 p.m.

II.D.2. Compensation Increase for the Board of Education

Glory Ciccarelli addressed the Board opposed to the item. Moved (Cruz) seconded (Shaw) to approve a 5% compensation increase effective December 15, 2023. During discussion, moved (Na) seconded (Monroe) motion carried (3-2, Shaw and Cruz voted no) to pull the item. Student representative voted yes.

III. CONSENT

Amanda Swager, Lisa G, and Sara Omari addressed the Board opposed to item III.A.2. Jon Monroe pulled for separate action item III.A.2. Moved (Na) seconded (Cruz) carried unanimously (5-0) to approve the remainder of consent items, as amended. Student representative voted yes.

III.A. ADMINISTRATION**III.A.1. Minutes of the Regular Meeting of November 16, 2023**

Approved the minutes of the regular meeting of November 16, 2023, as amended.

III.A.2. Revision of Bylaws of the Board 9100—Organization

Moved (Shaw) seconded (Cruz) motion carried (3-0-2 Bridge and Monroe abstained) to approve the revision of Bylaws of the Board 9100—Organization.

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

Approved/ratified the warrant register.

III.B.2. 2023/2024 Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students

Approved/ratified the 2023/2024 applications to operate fundraising activities and other activities for the benefit of students.

III.B.3. Fundraising Activities

Approved/ratified the fundraising activities.

III.B.4. Donations

Accepted the donations.

III.B.5. Legal Services

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

III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**III.C.1. Student Readmission Cases 21/22-45 and 22/23-45**

Approved student readmission cases 21/22-45 and 22/23-45.

III.C.2. Student Expulsion Cases 23/24-26, 23/24-30, 23/24-31, 23/24-32, 23/24-34, 23/24-36, 23/24-39, and 23/24-41

Approved student expulsion cases 23/24-26, 23/24-30, 23/24-31, 23/24-32, 23/24-34, 23/24-36, 23/24-39, and 23/24-41.

III.C.3. School-Sponsored Trips

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

III.C.4. Continued Funding Application for Child Development Services CSPP and Adoption of Resolution 2023/2024-28

Approved the Continued Funding Application for Child Development Services CSPP and adopt Resolution 2023/2024-28, as amended.

III.C.5. Continued Funding Application for Child Development Services CCTR and Adoption of Resolution 2023/2024-29

Approved the Continued Funding Application for Child Development Services CCTR and adopt Resolution 2023/2024-29.

III.C.6. 2024 Supplemental Summer Instruction Program and Special Education Extended School Year

Approved the 2024 Supplemental Summer Instruction Program and Special Education Extended School Year.

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

Approved/ratified the purchase order register.

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

Approved/ratified the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

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

III.D.4. Change Orders and Notices of Completion for CUPCCAA Projects

Approved the Change Orders and Notices of Completion for CUPCCAA Projects.

- III.D.5. **Award of Bid No. 23-24-03I, Chino Hills HS and Don Lugo HS Track Resurfacing Project**
Awarded Bid No. 23-24-03I, Chino Hills HS and Don Lugo HS Track Resurfacing Project, to Beynon Sports Surfaces, Inc.
- III.D.6. **Award of Bid No. 23-24-04F, Districtwide Roofing Replacement Project**
Awarded Bid No. 23-24-04F, Districtwide Roofing Replacement Project as follows: Borba ES, Chaparral ES, Country Springs ES, Rhodes ES, and Woodcrest ES to Bligh Roof Co., Inc.; Dickson ES, Hidden Trails ES, Chino Valley Adult School, and Ayala HS to San Marino Roof Co., Inc.; and Rolling Ridge ES, Canyon Hills JHS to Letner Roofing Co., Inc.
- III.D.7. **Rejection of All Bids Received for Bid No. 23-24-06F, Ayala HS and Chino Hills HS Aquatics Scoreboard Replacement Project and Authorization to Rebid**
Rejected all bids received for Bid No. 23-24-06F, Ayala HS and Chino Hills HS Aquatics Scoreboard Replacement Project and authorized rebid of project.
- III.D.8. **Resolutions 2023/2024-21, 2023/2024-22, 2023/2024-23, 2023/2024-24, 2023/2024-25, 2023/2024-26, and 2023/2024-27 for Authorization to Utilize Piggyback Contracts**
Adopted Resolutions 2023/2024-21, 2023/2024-22, 2023/2024-23, 2023/2024-24, 2023/2024-25, 2023/2024-26, and 2023/2024-27 for Authorization to Utilize Piggyback Contracts.
- III.D.9. **Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 02-01**
Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 02-01.
- III.D.10. **Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 03-01**
Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 03-01.
- III.D.11. **Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 05-01**
Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 05-01.
- III.D.12. **Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 06-02**
Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 06-02.

III.D.13. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 09-01

Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 09-01.

III.D.14. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 09-02

Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 09-02.

III.D.15. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 09-04

Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 09-04.

III.D.16. Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 22-01

Approved the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS Alterations Phase 4, BP 22-01.

III.D.17. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction, BP 21-01

Approved the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction, BP 21-01.

III.D.18. Change Order and Notice of Completion for Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements, BP 1

Approved the Change Order and Notice of Completion for Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements, BP 1.

III.D.19. Change Order and Notice of Completion for Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements, BP 2

Approved the Change Order and Notice of Completion for Bid No. 22-23-26F, Chino HS Reconstruction Offsite Improvements, BP 2.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Approved/ratified the certificated/classified personnel items.

III.E.2. Rejection of Claims

Rejected the claims and referred them to the District's insurance adjuster.

III.E.3. Student Teaching and Student Fieldwork Agreements with Whittier College and Azusa Pacific University

Approved the Student Teaching and Student Fieldwork agreements with Whittier College and Azusa Pacific University.

IV. INFORMATION

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

IV.A.1. San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools First Quarterly Report 2023/2024

Received for information the San Bernardino County Superintendent of Schools Williams Finding Decile 1-3 Schools First Quarterly Report 2023/2024.

IV.A.2. San Bernardino County Superintendent of Schools Williams Settlement Fiscal Year 2022/2023 Annual Report

Received for information the San Bernardino County Superintendent of Schools Williams Settlement Fiscal Year 2022/2023 Annual Report.

IV.B. FACILITIES, PLANNING, AND OPERATIONS

IV.B.1. Cash Management Program

Received for information the report on the Cash Management Program.

V. BOARD ORGANIZATION

V.A.1. Election of Officers/Representatives

1. President

James Na nominated Sonja Shaw as president. There were no other nominations, and Sonja Shaw was elected as president by a vote of 3-0-2 with Bridge and Monroe abstaining.

2. Vice President

James Na nominated Jonathan Monroe as vice president. There were no other nominations, and Jonathan Monroe was elected as vice president by a vote of 3-0-2 with Bridge and Monroe abstaining.

3. Clerk

James Na nominated Andrew Cruz as clerk. There were no other nominations, and Andrew Cruz was elected as clerk by a vote of 3-0-2 with Bridge and Monroe abstaining.

Appointment of Superintendent as Secretary to the Board

Moved (Na) seconded (Cruz) carried unanimously (5-0) to appoint Superintendent Enfield as Secretary to the Board.

Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve items 4 through 12 as a slate:

4. Sonja Shaw as liaison city of Chino
5. Jon Monroe as liaison city of Chino Hills
6. Andrew Cruz as liaison city of Ontario
7. Jon Monroe as liaison Chino Valley Independent Fire District
8. Andrew Cruz as representative County Committee on School District Organization
9. Don Bridge as representative Chino Hills Parks and Recreation Commission
10. Andrew Cruz and James Na as representatives Joint Meeting with the city of Chino
11. Andrew Cruz and James Na as representatives Joint Meeting with the city of Chino Hills
12. Sonja Shaw and as representative and Don Bridge as alternate Baldy View Regional

VI. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

James Na thanked Carl Hampton for his long service to the District; acknowledged District staff for the work they do to support students; and wished everyone a merry Christmas and happy New Year.

Don Bridge spoke about his attendance at the CSBA conference; said that he believes it is incumbent for Board members to participate in such conferences; spoke about artificial intelligence; visited Don Lugo HS to see the construction academy and culinary classes; attended various high school athletic games; attended the Chino Christmas parade; attended the Make a Child Smile event; spoke about the A.C.T. public hearing and asked Dr. Enfield to explain the item being on the agenda; and extended winter holiday, Hanukkah, Kwanzaa, Christmas and new year wishes.

Jonathan Monroe said he attended the Don Lugo HS and Ayala HS basketball game; attended the Chino Parade; attended the Police Officers Association Christmas party; explained why he did not attend the CSBA conference; and extended holiday wishes and merry Christmas.

Andrew Cruz presented Dr. Enfield with a wood carving handmade by an 8-year-old student for being the heart of the District; said he has been going to CSBA conferences since 2012 with the exception of the most recent; admonished previous Board members for having children wear masks; attended the Make A Child Smile and Chino Parade events; shared a musical clip from his daughter; and extended Christmas wishes to everyone.

Superintendent Enfield thanked Mr. Bridge for acknowledging Dr. Park's presentation at the CSBA conference for the work done at the District; said that other educational organizations have also acknowledged the District; spoke about the PLC process and the collaborative work that goes into it; and wished everyone a merry Christmas, happy Hanukkah and happy new year.

President Shaw said she was able to read to a class at Briggs recently; said that the District's choir programs are well attended and worth attending; attended the Chino Christmas parade; acknowledged the work of booster clubs throughout the District; attended the Make a Child Smile event; spoke about retiring District staff; spoke about Ayala HS receiving a Golden Bell; said it was irresponsible to hold the CSBA conference in a location where safety is a concern; thanked staff for handling investigations being conducted against the District; asked Dr. Enfield several questions clarifying the process to date related to negotiations with the A.C.T.; and wished everyone a merry Christmas.

VII. ADJOURNMENT

President Shaw adjourned the organizational meeting of the Board of Education at 8:53 p.m.

Sonja Shaw, President

Andrew Cruz, Clerk

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024
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

\$16,227,585.22 to all District funding sources.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: FUNDRAISING ACTIVITIES

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

None.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 18, 2024

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Eagle Canyon ES</u>		
PTA	APEX - Fun Run	1/25/24 - 5/30/24
PTA	Penny Wars	2/25/24 - 5/30/24
<u>Glenmeade ES</u>		
PTA	Jog-a-Thon	1/30/24 - 2/16/24
PTA	Father Daughter Dance	2/23/24
PTA	Mother Son Party	3/1/24
<u>Marshall ES</u>		
PTO	Fun Run	1/30/24 - 2/15/24
<u>Newman ES</u>		
ASB - General	Pennies for Patients (RATIFY)	1/5/24 - 2/14/24
ASB - General	Snack Shack	1/24/24 - 5/1/24
<u>Rhodes ES</u>		
PEP Club	Public Schools of Hawaii Foundation	1/22/24 - 1/26/24
PEP Club	Red Robin Family Night Out	1/30/24
<u>Briggs K-8</u>		
PFA	Someone Special Dance	2/23/24
PFA	Quakes Family Night	4/26/24
<u>Townsend JHS</u>		
Music Boosters	See's Candy Spring Sale	2/14/24 - 3/1/24
Music Boosters	Open House Pizza Night	4/17/24
<u>Ayala HS</u>		
ASB - FBLA	ISLC Competition	1/19/24 - 1/26/24
ASB - Basketball	Concessions	1/19/24 - 1/30/24
ASB - NHS	Donations - Childhood Cancer Foundation	1/19/24 - 1/31/24
ASB - Red Cross	7 Leaves Café	1/19/24 - 2/12/24
Choral Boosters	Raymond Clothing Drive	1/19/24 - 3/31/24
Band & Color Guard Boosters	Senior Banners	1/19/24 - 4/8/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 18, 2024

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Ayala HS (cont.)</u>		
Choral Boosters	Dine Outs	1/19/24 - 5/1/24
Choral Boosters	Angels Baseball Game	1/19/24 - 6/30/24
ASB - Yield Pair	Thrift Store	1/22/24 - 1/29/24
Choral Boosters	Benefit Concert	2/1/24 - 2/25/24
Choral Boosters	Donation Drive	2/1/24 - 2/28/24
Choral Boosters	Concert Ticket Sales	2/2/24 - 4/12/24
Choral Boosters	Madrigal Feaste	2/8/24 - 2/10/24
ASB - ELD	Nobibi Ice Cream & Tea	2/12/24
Band & Color Guard Boosters	Parent Preview	2/12/24
Band & Color Guard Boosters	Easter Lily Sales	2/28/24 - 3/20/24
Band & Color Guard Boosters	See's Candy Spring Sale	2/28/24 - 3/20/24
Band & Color Guard Boosters	WGASC Color Guard Competition	3/30/24
Band & Color Guard Boosters	Drumline Send Off Show	4/12/24
Choral Boosters	Candlelight Concerts	4/12/24 - 5/12/24

Chino HS

Sports Boosters - Girls' Soccer	Thinknlocal	1/22/24 - 2/20/24
ASB - National Honor Society	Raising Cane's Dine Out	1/25/24
Sports Boosters - Girls' Soccer	Empire Strykers	1/28/24
Sports Boosters - Softball	Mountain Mike's Pizza Dine Out	1/29/24
ASB - Folklorico	McDonald's Dine Out	1/30/24
Band & Auxiliary Boosters	Thinknlocal	2/1/24 - 2/28/24
Sports Boosters - Girls' Soccer	Inkind Thrift Store Clothing Donations	2/3/24
Sports Boosters - Softball	Los Portales Dine Out	2/15/24
Sports Boosters - Track & Field	Fan Angel	2/17/24 - 3/2/24
Sports Boosters - Track & Field	Thinknlocal	2/22/24 - 3/20/24
Sports Boosters - Track & Field	Inkind Thrift Store Clothing Donations	3/3/24 - 4/3/24
Sports Boosters - Softball	Chipotle Dine Out	3/5/24
Sports Boosters - Track & Field	Chipotle Dine Out	3/13/24
Sports Boosters - Baseball	Chipotle Dine Out	3/26/24
Sports Boosters - Softball	Raising Cane's Dine Out	4/12/24

Chino Hills HS

General Boosters - Aquatics	Girl's Water Polo Concessions	1/19/24 - 1/20/24
General Boosters - Aquatics	Thinknlocal	1/19/24 - 2/29/24
General Boosters - Softball	Thinknlocal	1/19/24 - 3/31/24
General Boosters - Softball	Applebee's Flapjack Breakfast	2/1/24 - 2/28/24
ASB - DECA	Valentine Grams	2/2/24 - 2/11/24
General Boosters - Softball	Strike Out Cancer Concessions	3/9/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 18, 2024

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Don Lugo HS</u>		
Sports Boosters - Aquatics	Girls' Water Polo Concessions	1/19/24 - 3/30/24
Sports Boosters	Concessions	1/23/24 - 2/23/24
Grad Night Boosters	Yard Sale	2/3/24
ASB - Class of '25	Adopt a Duck for Valentine's Day	2/9/24 - 2/13/24
Grad Night Boosters	Students vs. Staff Basketball Game	2/23/24
Grad Night Boosters	Lip Sync Battle	3/1/24 - 3/2/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024
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:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT
January 18, 2024

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>HOPE Program/Care Closet</u>		
Angie Garcia	Gift Card	\$10.00
Laurie Jenkins	Target Gift Cards	\$20.00
Melissa Kuhn	Raising Cane's Gift Card	\$20.00
Annette Hatch	Various Gift Cards	\$100.00
Church of Latter Day Saints	Various Gift Cards	\$170.00
Rolling Ridge Elementary School	Various Gift Cards	\$240.00
Veterans of Foreign Wars, Post #11546	Stater Bros. Gift Cards	\$500.00
Litel Elementary School	Various Gift Cards	\$505.00
Susan Stack	Various Gift Cards	\$600.00
<u>Office of Assessment & Instructional Technology</u>		
ClassLink, Inc.	Cash	\$500.00
<u>Litel ES</u>		
Sara & Jeremy Engstrom	Cash	\$2,000.00
<u>Newman ES</u>		
Donald T. Sogioka	Cash	\$500.00
<u>Townsend JHS</u>		
Punkaj Gupta	Cash	\$1,000.00
<u>Chino HS</u>		
Olin Services, Inc.	Cash	\$500.00
Lally Medical Professional Corp.	Cash	\$5,500.00
<u>Don Lugo HS</u>		
Regal Packaging, Inc.	Cash	\$200.00
Carol Ann Brodack	Cash	\$1,000.00

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: LEGAL SERVICES

=====

BACKGROUND

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

FIRM	MONTHS	INVOICE AMOUNTS	2023/2024 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	November	\$17,284.57	\$254,854.85
Margaret A. Chidester & Associates	November	\$20,125.00	\$ 23,791.50
Tao Rossini, APC	November	\$15,540.82	\$119,804.56
		-	
	Total	\$52,950.39	\$398,450.91

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

\$52,950.39 to the General Fund.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Hilda Flores, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
Stephanie Johnson, Director, Student Support Services

SUBJECT: STUDENT READMISSION CASES 22/23-10, 22/23-43, 22/23-47, 22/23-61, 22/23-62, 22/23-63, 22/23-78, AND 22/23-81

=====

BACKGROUND

Administrative Regulation 5144.1 Students – Suspension and Expulsion/Due Process Readmission after Expulsion state:

- The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference, the student's rehabilitation plan shall be reviewed, and the Superintendent or designee shall verify that the provisions of this plan have been met.
- School regulations shall be reviewed, and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
- The Superintendent or designee shall transmit their recommendation regarding readmission to the Board. The Board shall consider this recommendation, in closed session, if information disclosed would be in violation of Education Code 49073-49079. If a written request for open session is received from the parent/guardian or adult student, it shall be honored.

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

RECOMMENDATION

It is recommended the Board of Education approve student readmission case 22/23-10, 22/23-43, 22/23-47, 22/23-61, 22/23-62, 22/23-63, 22/23-78, and 22/23-81.

FISCAL IMPACT

None.

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Hilda Flores, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
Stephanie Johnson, Director, Student Support Services

SUBJECT: STUDENT EXPULSION CASES 23/24-37, 23/24-44, 23/24-45, AND 23/24-47

=====

BACKGROUND

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

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

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

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

RECOMMENDATION

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 23/24-37, 23/24-44, 23/24-45, and 23/24- 47.

FISCAL IMPACT

None.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Hilda Flores, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support

SUBJECT: SCHOOL-SPONSORED TRIPS

=====

BACKGROUND

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

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

RECOMMENDATION

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

School-Sponsored Trips	Date	Fiscal Impact
Site: Ayala HS Event: Wrestling Tournament Place: Yucaipa, CA Chaperone: 14 students/2 chaperones	February 9-10, 2024	Cost: \$50.00 per student Funding Source: Booster donations
Site: Ayala HS Event: Wrestling Tournament Place: Palm Springs, CA Chaperone: 10 students/4 chaperones	February 15-17, 2024	Cost: \$50.00 per student Funding Source: Booster donations
Site: Ayala HS Event: Wrestling Tournament Place: Bakersfield, CA Chaperone: 4 students/4 chaperones	February 21-24, 2024	Cost: \$50.00 per student Funding Source: Booster donations

Site: Chino Hills HS Event: 28 th Annual Dave Kops Tournament of Champions Place: Bullhead, AZ Chaperone: 19 students/4 chaperones	February 29 – March 2, 2024	Cost: \$40.00 per student Funding Source: Fundraising and parents
Site: Don Lugo HS Event: Made for Excellence/Advanced Leadership Academy Place: Ontario, CA Chaperone: 6 students/1 chaperone	February 2-3, 2024	Cost: \$115.00 per student Funding Source: Fundraising and parents
Site: Don Lugo HS Event: Sacramento Leadership Experience Place: Sacramento, CA Chaperone: 2 students/1 chaperone	February 28 – March 1, 2024	Cost: \$350.00 per student Funding Source: Fundraising and parents
Site: Don Lugo HS Event: International Jazz Festival Place: Greeley, CO Chaperone: 25 students/4 chaperones	April 25-27, 2024	Cost: \$500.00 per student Funding Source: Fundraising and parents

FISCAL IMPACT

None.

NE:HF:gks

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Hilda Flores, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support

**SUBJECT: CHINO VALLEY UNIFIED SCHOOL DISTRICT 2023/2024
SCHOOL ACCOUNTABILITY REPORT CARDS**

=====

BACKGROUND

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

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

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

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Chino Valley Unified School District 2023/2024 School Accountability Report Cards.

FISCAL IMPACT

None.

NE:HF:gks

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction,
Innovation, and Support
Eric Dahlstrom, Ed.D., Director, Secondary Curriculum and Instruction

**SUBJECT: PROCLAMATION FOR NATIONAL SCHOOL COUNSELING WEEK,
FEBRUARY 5-9, 2024**

=====

BACKGROUND

National School Counseling Week, sponsored by the American School Counselor Association, will be celebrated from February 5-9, 2024, to focus public attention on the unique contribution professional school counselors provide within U.S. school systems. National School Counseling Week highlights the tremendous impact school counselors have in helping students achieve school success and plan for a career.

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

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

RECOMMENDATION

It is recommended the Board of Education adopt the proclamation for National School Counseling Week, February 5-9, 2024.

FISCAL IMPACT

None.

NE:GP:ED:wrg

**Chino Valley Unified School District
Proclamation
National School Counseling Week
February 5-9, 2024**

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED the Board of Education of the Chino Valley Unified School District does hereby proclaim February 5-9, 2024, as National School Counseling Week.

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support
Eric Dahlstrom, Ed.D., Director, Secondary Curriculum and Instruction

SUBJECT: RESOLUTION 2023/2024-32, RECOGNIZING FEBRUARY AS CAREER AND TECHNICAL EDUCATION MONTH

=====

BACKGROUND

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

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

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2023/24-32, recognizing February as Career and Technical Education Month.

FISCAL IMPACT

None.

NE:GP:ED:wrg

**Chino Valley Unified School District
Resolution 2023/2024-32
Recognizing February as
Career and Technical Education Month**

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED the Board hereby finds, determines, and declares February 2024 as Career and Technical Education Month and urges residents to become familiar with the services and benefits offered by career and technical education programs.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 18th day of January 2024 by the following vote:

Bridge:	_____
Cruz:	_____
Shaw:	_____
Na:	_____
Monroe:	_____

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

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: PURCHASE ORDER REGISTER

=====

BACKGROUND

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

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

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

RECOMMENDATION

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

FISCAL IMPACT

\$ 4,206,576.54 to all District funding sources.

NE:GJS:KC:cb

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

As indicated.

SUPERINTENDENT	FISCAL IMPACT
S-2324-009 Constant Contact, Inc. To provide communications platform for sending out newsletters, notices, public materials, and BOE meeting highlights. Submitted by: Communications Duration of Agreement: January 1, 2024 - January 1, 2025	Contract amount: \$775.20 Funding source: General Fund

BUSINESS SERVICES	FISCAL IMPACT
B-2324-014 Action Duct Cleaning of Orange County. To provide exhaust ductwork cleaning and inspection. Submitted by: Nutrition Services Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$12,700.00 Funding source: Nutrition Services
B-2324-015 Food for Life Ministry Inc. To provide food donations in compliance with the requirements of SB1383 for San Bernardino County. Submitted by: Nutrition Services Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: None Funding source: N/A
B-2324-016 CVUSD Nutrition Services. To provide prepared meals (snack, supper) each school day for the students attending Health Services and Child Development programs. Submitted by: Health Services/Child Development Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet Funding source: Child Development Fund
B-2324-017 CVUSD Nutrition Services. To provide snack, milk, and juice service to Fun Clubs at Butterfield, Chaparral, Country Springs, Hidden Trails, Litel, Oak Ridge, Rhodes, and Rolling Ridge elementary schools. Submitted by: Health Services/Child Development Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet Funding source: Fun Club
B-2324-018 CVUSD Nutrition Services. To provide prepared meals (breakfast, lunch, snack, supper, and milk) each school day for the students attending Health Services and Child Development programs. Submitted by: Health Services/Child Development Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet Funding source: Child Development Fund

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-2324-143 Solution Tree, Inc. To provide professional development through customized leadership workshops presented by speaker Janel Keating. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2024 - June 30, 2025	Contract amount: \$120,000.00 Funding source: Title II

HUMAN RESOURCES	FISCAL IMPACT
HR-2324-024 Occupational Health Centers of California, A Medical Corporation, DBA Concentra Medical Centers. To provide pre-employment physicals, and occupational medical services. Submitted by: Human Resources Duration of Agreement: July 1, 2023 - June 30, 2025	Contract amount: Per Rate Sheet Funding source: General Fund
HR-2324-025 Tulare County Office of Education. To provide Administrative credential program. Submitted by: Human Resources Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$60,600.00 Funding source: General Fund

MASTER CONTRACTS	FISCAL IMPACT
MC-2324-075 Computer Sports Medicine, Inc. To provide injury tracking software. Submitted by: Don Lugo HS Duration of Agreement: July 1, 2023 - December 30, 2026	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-076 ExploreLearning, LLC. To provide site licenses for math and science programs. Submitted by: Briggs K-8 Duration of Agreement: January 1, 2024 - June 30, 2027	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-077 Avant Assessment, LLC. To provide web based language proficiency tests, placement tests, and professional development. Submitted by: Access & Equity Duration of Agreement: January 19, 2024 - June 30, 2027	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-078 Floyd Jeter III dba DJ Bunny. To provide DJ services for school events. Submitted by: Cal Aero K-8 Duration of Agreement: January 19, 2024 - June 30, 2027	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-079 Christopher Monk dba Monk Sound LLC. To provide light programming and sound training. Submitted by: Chino HS Duration of Agreement: January 19, 2024 - June 30, 2027	Contract amount: Per Rate Sheet Funding source: Various

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: SURPLUS/OBSOLETE PROPERTY

=====

BACKGROUND

The Board of Education recognizes that the District may own personal property, which is unusable, obsolete, or no longer needed by the District. The Superintendent or designee shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of Education Code 17545.

Lists of surplus items are emailed to the Facilities/Planning Department to be placed on an upcoming Board agenda. After Board approval, items may be picked up by District warehouse or a liquidation company for public auction. Items not picked up for public auction may be sold through a private sale, donated to charitable organization, or disposed of in the local public dump in accordance with Education Code Section 17546.

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

RECOMMENDATION

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

FISCAL IMPACT

Increase to the General Fund from proceeds of sale.

NE:GJS:KC:cb



CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

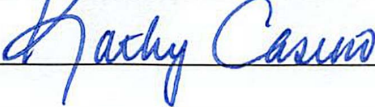
Purchasing Use Only

Board Approval Date

List the equipment below that your site/department no longer needs. Indicate on the form if the item is in working condition. When the form has been completed and signed, KEEP A COPY, and forward the approved form to Kathy_Casino@chino.k12.ca.us. Equipment that is not transferred to another site/department will be taken before the Governing Board for approval to surplus/dispose. A work order should be submitted via School Dude for surplus to be scheduled for pick up. Items over \$500 and purchased with Restricted Funds should be marked with an asterisk (*).

School Site/Department	Printing, Graphics and Mail Services	Date Submitted:	January 3, 2024
Site Contact & Extension	Marte Gardner ext 1280		

Adobe E-signature is acceptable

Department Head/Principal Approval:	
Technology Review:	

THIS FORM MUST BE TYPED

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	HASLER/IS/IM DS 5000/6000	MS1114001352	N/A	<input type="checkbox"/>
Computer Equipment	HASLER/IS/IM5000BA/210 No. EQ40673	MA1113000452	N/A	<input type="checkbox"/>
Computer Equipment	HASLER/IS5000/6000 Accessories No. EQ43772	MF1111000798	N/A	<input type="checkbox"/>
Computer Equipment	IM56CONVEYOR IM5000 IM6000 Conveyor Stacker	MQ1102013920	N/A	<input type="checkbox"/>
Computer Equipment	MCMTS19-N 19in Touch Screen Monitor	A11L129634	N/A	<input type="checkbox"/>
Computer Equipment	HASLER/Misc. ModelNo. EQ43774,	NPQAJ103700497	N/A	<input type="checkbox"/>
Computer Equipment	Unspecified/MISCZ No. EQ39988,	M4311G00629	N/A	<input type="checkbox"/>
Computer Equipment	HASLER/Postal Consultant/Management No. EQ43776,	221621	N/A	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>

Rev. 6/26/2023

Submit the completed form via email to Kathy_Casino@chino.k12.ca.us, Purchasing Department.



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Gregory J. Stachura, Assistant Superintendent, Facilities, Planning, and Operations
Martin Silveira, Director, Maintenance and Operations

SUBJECT: CHANGE ORDERS AND NOTICES OF COMPLETION FOR CUPCCAA PROJECTS

BACKGROUND

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

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Fund Source	Completion Date
CC2024-02	Chaparral ES Shade Structure	J2 Builders	\$29,700.00	\$2,950.00	\$32,650.00	21	December 13, 2023
CC2024-31	Districtwide Condenser Coil Cleaning	Leading Edge Air Conditioning	\$24,640.00	N/A	\$24,640.00	01	December 11, 2023
CC2024-38	Don Lugo HS- Varsity Infield Repair	Athletic Field Specialist Inc	\$24,000.00	N/A	\$24,000.00	01	November 18, 2023
CC2024-59	Magnolia JHS – MPR Wall Repair	Bizal Hoff Company, Inc.	\$30,915.57	N/A	\$30,915.57	01	December 28, 2023
CC2024-61	Anna Borba-UG Intercept Box & MDF Fiber Conduits	RDM Electric Co., Inc.	\$38,000.00	NA	\$38,000.00	01	December 22, 2023
CC2024-63	District Office Speed Bump Installation	Premier Paving, Inc.	\$59,700.00	N/A	\$59,700.00	01	December 3, 2023

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

Staff recommends approval of the Change Orders and Notices 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 Change Orders and Notices of Completion for CUPCCAA Projects.

FISCAL IMPACT

\$177,255.57 to General Fund 01
\$32,650.00 to Measure G Fund 21

NE:GJS:MS:cb

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: RESOLUTIONS 2023/2024-30 AND 2023/2024-31, AUTHORIZATION TO UTILIZE PIGGYBACK CONTRACTS

=====

BACKGROUND

Public Contract Code (PCC) 20111 requires school district governing boards to competitively bid and award any contracts involving an expenditure of more than \$109,300.00 to the lowest responsible bidder.

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

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

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

Resolution	Contract	Contractor	Description	Term
2023/2024-30	California Multiple Award Schedule (CMAS) 3-08-70-2626A	E.C. America, Inc.	Information Technology Goods and Services	1/1/2013 -6/26/2027

Resolution	Contract	Contractor	Description	Term
2023/2024-31	State of California Contract NASPO ValuePoint #7-18-51-02	Grainger, Inc	Janitorial Supplies, Equipment & Services	7/1/2018-6/30/2024

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolutions 2023/2024-30 and 2023/2024-31, Authorization to Utilize Piggyback Contracts.

FISCAL IMPACT

Unknown.

NE:GJS:cb

Chino Valley Unified School District
Resolution 2023-2024-30
Authorization to Utilize the California Multiple Award Schedule (CMAS)
3-08-70-2626A
to Purchase Information Technology Goods and Services
Through the Piggyback Contract

WHEREAS, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure information technology goods and services for the District;

WHEREAS, CMAS currently has a piggyback contract, 3-08-70-2626A, in accordance with Public Contract Code 20118 with E.C. America, Inc., that contains the materials, supplies, equipment, and/or other personal property the District currently requires;

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

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

WHEREAS, the Board has determined that it is in the best interest of the District to authorize the purchase of information technology goods and services through the piggyback contract procured by the CMAS 3-08-70-2626A.

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

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

Section 2. Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase information technology goods and services through the piggyback contract originally procured by the CMAS 3-08-70-2626A is in the best interest of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of information technology goods and services in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the CMAS 3-08-70-2626A.

Section 4. Other Actions. The Superintendent or his designee are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and

deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, and lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.

Section 5. Effective Date. This resolution shall be effective as of January 1, 2013 for the term ending June 26, 2027.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 18th day of January 2024 by the following vote:

Bridge	_____
Cruz	_____
Monroe	_____
Na	_____
Shaw	_____

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

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

**Chino Valley Unified School District
Resolution 2023/2024-31
Authorization to Utilize the State of California Contract NASPO
ValuePoint Contract 7-18-51-02 With Grainger, Inc.
to Purchase Janitorial Supplies, Equipment and Services
through the Piggyback Contract**

WHEREAS, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure janitorial supplies, equipment and services for the District;

WHEREAS, CMAS currently has a piggyback contract, 7-18-51-02, in accordance with Public Contract Code 20118 with Grainger, Inc. that contains the materials, supplies, equipment and/or other personal property the District currently requires;

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

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

WHEREAS, the Board has determined that it is in the best interest of the District to authorize the purchase of janitorial supplies, equipment, and services through the piggyback contract procured by the State of California Contract NASPO ValuePoint contract 7-18-51-02

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

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

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of janitorial supplies, equipment, and services through the piggyback contract originally procured by the State of California Contract NASPO ValuePoint 7-18-51-05 is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of information technology goods and services in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the State of California Contract NASPO ValuePoint 7-18-51-02.

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

Section 5. Effective Date. This resolution shall be effective as of July 1, 2018, for the term ending June 30, 2024.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 18th day of January 2024 by the following vote:

Bridge	_____
Cruz	_____
Monroe	_____
Na	_____
Shaw	_____

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

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR
BID NO. 22-23-01F, AYALA HS - ALTERATIONS PHASE 4 BLDGS. A,
G, J, BP 06-01**

=====

BACKGROUND

On July 21, 2022, the Board of Education awarded Bid No. 22-23-01F, Ayala HS- Alterations Phase 4 Bldgs. A, G, J, BP 06-01, to Abdellatif Enterprises. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	Abdellatif Enterprises	(\$22,926.00)
	Bid Amount:	\$515,500.00
	Revised Total Project Amount:	\$492,574.00
	Retention Amount:	\$24,628.70

The change order resulted in a net decrease of \$22,926.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on October 17, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Bob Lavey, PBK Architects; Hung Truong, CW Driver Construction Manager; John Michael, DSA Inspector of Record; Sam Sousa, Construction Coordinator; Beverly Beemer, Director, Planning; and Gregory Stachura, Assistant Superintendent, Facilities, Planning and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS – Alterations Phase 4 Bldgs. A, G, J, BP 06-01.

FISCAL IMPACT

(\$22,926.00) to Measure G Fund 21.

NE:GJS:cb




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


CHANGE ORDER

Date: 12/20/2023 BID/ CUPCCAA #: 22-23-01F ✓ Change Order #: 001 ✓
 Project Title: Ayala High School Phase 4 – Alterations
 Owner: Chino Valley Unified School District DSA Application #: A04-120790 DSA File #: 36-H3
 Architect: PBK Architects Contractor: Abdellatif Enterprises (BP 06-01) ✓
P.O. 240839

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

ITEM NO. 1:	Description:	Reconcile Unused Unforeseen Allowance
	Reason:	Reconcile Unused Unforeseen Allowance
	Document Ref:	Change Order Request No. A-021 (PCO #A-247)
	Requested by:	District ✓
	Change in Contract Sum:	(\$22,926.00) / DEDUCT 
	Time Extension:	0 Calendar Days

CONTRACT SUMMARY

The original contract amount was:	<u>\$515,500.00</u> ✓
Previously approved change order amount(s):	<u>\$0.00</u>
The contract amount will be increased/ decreased by this Change Order: 	<u>(\$22,926.00)</u> ✓
The new contract amount including this change order will be:	<u>\$492,574.00</u> ✓

The original contract completion date:	<u>10/17/2023</u>
The contract time will be increased/decreased by days:	<u>0 days</u>
The date of completion as a result of this Change Order is:	<u>10/17/2023</u>

APPROVED BY:

Hazem Abdellatif

Contractor – Abdellatif Enterprises

DocuSigned by:

 71349483F914445...
 Signature

12/21/2023 | 11:36 PST

Date

John Michael
 Knowland Construction Services
 DSA Inspector of Record (if applicable)

DocuSigned by:

 6A4504017F574D3...
 Signature

12/21/2023 | 11:45 PST

Date

Bob Lavey PBK Architects Inc. Architect / Engineer (if applicable)	<div>DocuSigned by: Susanto Agustiadi 2FAD4A0D5AF04C5...</div> <div>Signature</div>	12/21/2023 17:25 PST Date
Hung Truong CW Driver Construction/Sr. Project Manager	<div>DocuSigned by: Hung Truong DB919CAC3A0446B...</div> <div>Signature</div>	12/21/2023 13:53 PST Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Samuel Sousa CVUSD Project Manager	<div>Signature</div>	12/21/23 Date
Beverly Beemer Director, Planning (if applicable)	<div>Signature</div>	1/3/2024 Date
Greg Stachura Owner (Authorized Agent)	<div>Signature</div>	1/4/24 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR
BID NO. 22-23-01F, AYALA HS - ALTERATIONS PHASE 4 BLDGS. A,
G, J, BP 23-01**

=====

BACKGROUND

On July 21, 2022, the Board of Education awarded Bid No. 22-23-01F, Ayala HS- Alterations Phase 4 Bldgs. A, G, J, BP 23-01, to DC Integrate, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	DC Integrate, Inc.	(\$53,605.00)
Bid Amount:		\$888,000.00
Revised Total Project Amount:		\$834,395.00
Retention Amount:		\$41,719.75

The change order resulted in a net decrease of \$53,605.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on October 17, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Bob Lavey, PBK Architects; Hung Truong, CW Driver Construction Manager; John Michael, DSA Inspector of Record; Sam Sousa, Construction Coordinator; Beverly Beemer, Director, Planning; and Gregory Stachura, Assistant Superintendent, Facilities, Planning and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS – Alterations Phase 4 Bldgs. A, G, J, BP 23-01.

FISCAL IMPACT

(\$53,605.00) to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 12/21/2023 BID/ CUPCCAA #: 22 23 01 F ✓ Change Order #: 001 ✓
 Project Title: Ayala High School Phase 4 – Alterations
 Owner: Chino Valley Unified School District DSA Application #: A04-120790 DSA File #: 36-H3
 Architect: PBK Architects Contractor: DC Integrate, Inc. (BP 23-01) ✓
P.O. 240830

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

ITEM NO. 1: Description: Reconcile Labor Hour Allowance
 Reason: Reconcile Labor Hour Allowance
 Document Ref: Change Order Request No. A-023 (PCO #A-063)
 Requested by: District ✓
 Change in Contract Sum: (\$969.00) / DEDUCT ^{DS} El
 Time Extension: 0 Calendar Days

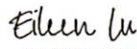
ITEM NO. 2: Description: Reconcile Unforeseen Conditions Allowance
 Reason: Reconcile Unforeseen Conditions Allowance
 Document Ref: Change Order Request No. A-024 (PCO #A-250)
 Requested by: District ✓
 Change in Contract Sum: (\$52,636.00) / DEDUCT ^{DS} El
 Time Extension: 0 Calendar Days

CONTRACT SUMMARY

The original contract amount was: \$888,000.00 ✓
 Previously approved change order amount(s): \$0.00
 The contract amount will be **increased/decreased** by this Change Order: ^{DS} El (\$53,605.00) ✓
 The new contract amount including this change order will be: \$834,395.00 ✓
 The original contract completion date: 10/17/2023
 The contract time will be increased/decreased by days: 0 days
 The date of completion as a result of this Change Order is: 10/17/2023

APPROVED BY:

Eileen Lu


DocuSigned by:

CA99525465D848E...

12/21/2023 | 15:00 PST

Contractor – DC Integrate, Inc,

Signature


Date

John Michael
Knowland Construction Services
DSA Inspector of Record (if applicable)DocuSigned by:

6A4504017F574D3...

12/21/2023 | 15:14 PST

Signature

Date

Bob Lavey
PBK Architects Inc.
Architect / Engineer (if applicable)DocuSigned by:

2FAD4A0D5AF04C5...

12/21/2023 | 17:32 PST

Signature

Date

Hung Truong
CW Driver
Construction/Sr. Project ManagerDocuSigned by:

DB919CAC3A0446B...

12/21/2023 | 16:20 PST

Signature

Date

Authorized Department Head (if applicable)

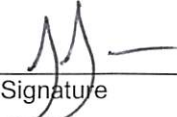
Signature

Date

Director, Technology (if applicable)

Signature

Date

Samuel Sousa
CVUSD Project Manager
Signature

Date 12/21/23

Beverly Beemer
Director, Planning (if applicable)
Signature

Date 1/8/2024

Greg Stachura
Owner (Authorized Agent)

Signature

Date 1/4/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR
BID NO. 22-23-01F, AYALA HS - ALTERATIONS PHASE 4 BLDGS. A,
G, J, BP 26-01**

=====

BACKGROUND

On July 21, 2022, the Board of Education awarded Bid No. 22-23-01F, Ayala HS- Alterations Phase 4 Bldgs. A, G, J, BP 26-01, to Southern California West Coast Electric, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	Southern California West Coast Electric, Inc.	(\$959.00)
	Bid Amount:	\$2,453,500.00
	Revised Total Project Amount:	\$2,452,541.00
	Retention Amount:	\$122,627.05

The change order resulted in a net decrease of \$959.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on October 17, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Bob Lavey, PBK Architects; Hung Truong, CW Driver Construction Manager; John Michael, DSA Inspector of Record; Sam Sousa, Construction Coordinator; Beverly Beemer, Director, Planning; and Gregory Stachura, Assistant Superintendent, Facilities, Planning and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-01F, Ayala HS – Alterations Phase 4 Bldgs. A, G, J, BP 26-01.

FISCAL IMPACT

(\$959.00) to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 12/20/2023 BID/ CUPCCAA #: 22-23-01F ✓ Change Order #: 001 ✓
 Project Title: Ayala High School Phase 4 – Alterations
 Owner: Chino Valley Unified School District DSA Application #: A04-120790 DSA File #: 36-H3
 Architect: PBK Architects Contractor: Southern California West Coast Electric Inc.
(BP 26-01) ✓
P.O. 240929

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

ITEM NO. 1:	Description:	Reconcile Unused Unforeseen Allowance
	Reason:	Reconcile Unused Unforeseen Allowance
	Document Ref:	Change Order Request No. A-022 (PCO #A-241)
	Requested by:	District ✓
	Change in Contract Sum:	(\$959.00) / DEDUCT ^{DS} <u>RG</u>
	Time Extension:	0 Calendar Days

CONTRACT SUMMARY

The original contract amount was: \$2,453,500.00 ✓
 Previously approved change order amount(s): \$0.00
 The contract amount will be increased/**decreased** by this Change Order: ^{DS} RG (\$959.00) ✓
 The new contract amount including this change order will be: \$2,452,541.00 ✓
 The original contract completion date: 10/17/2023
 The contract time will be increased/decreased by days: 0 days
 The date of completion as a result of this Change Order is: 10/17/2023

APPROVED BY:

Robert Greathouse

Contractor – Southern California West Coast Electric Inc.

John Michael
Knowland Construction Services

DSA Inspector of Record (if applicable)

DocuSigned by:

Robert Greathouse

31A273C11C234B4...

Signature

12/21/2023 | 08:26 PST

Date

DocuSigned by:

John Michael

6A4504017F574D3...

Signature

12/21/2023 | 09:22 PST

Date

Bob Lavey PBK Architects Inc. Architect / Engineer (if applicable)	<div>DocuSigned by:  2FAD4A0D5AF04C5...</div> Signature	12/21/2023 09:53 PST Date
Hung Truong CW Driver Construction/Sr. Project Manager	<div>DocuSigned by:  DB919CAC3A0446B...</div> Signature	12/21/2023 09:21 PST Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Samuel Sousa CVUSD Project Manager	 Signature	12/27/23 Date
Beverly Beemer Director, Planning (if applicable)	 Signature	1/3/2024 Date
Greg Stachura Owner (Authorized Agent)	 Signature	1/4/24 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID NO. 22-23-08F, PRESERVE II SCHOOL – NEW CONSTRUCTION (BP 05-01)

=====

BACKGROUND

On October 20, 2022, the Board of Education awarded Bid No. 22-23-08F, Preserve II School – New Construction (BP 05-01) to RND Contractors, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	RND Contractors, Inc.	\$48,142.00
	Bid Amount:	\$3,468,480.00
	Revised Total Project Amount:	\$3,516,622.00

The change order results in a net increase of \$48,142.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Staff recommends the approval of the Change Order for this bid.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School – New Construction (BP 05-01).

FISCAL IMPACT

\$48,142.00 to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 12/19/2023 BID/ CUPCCAA #: 22-23-08F ✓ Change Order #: 001 ✓



Project Title: Preserve II School – New Construction

Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11

Architect: PBK Contractor: RND Contractors Inc. (BP 05-01) ✓

P.O. 241346

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


ITEM NO. 1:	Description:	Miscellaneous Structural Steel Revisions
	Reason:	<p>Change Order Request in the amount of \$4,601 for the following structural steel revisions.</p> <ul style="list-style-type: none"> - Credit for lunch shelter material and fabrication scope as CVUSD will be purchasing the lunch shelter directly (OFCI). - Pursuant to RFI#309 response, added section of tube steel fencing along the west perimeter at the northwest corner of the Staff Parking along Market Street. - Pursuant to RFI#109 response, steel saddles were added at typical header and column connections in all buildings. <p>(RND COR #004r3, #002r2, #006r1)</p>
	Document Ref:	Change Order Request P-009 (PCO #P-089)
	Requested by:	District ✓
	Change in Contract Sum:	\$4,601.00 / ADD 
	Time Extension:	0
ITEM NO. 2:	Description:	CCD#020 Structural and Framing Revisions for MPR Stage Soffit at Proscenium
	Reason:	<p>Provide structural and framing revisions required for MPR stage soffit at proscenium as noted in DSA CCD#020. CCD#020 addressed structural steel and framing support for the projection screen, stage curtain and ceiling at the MPR stage proscenium. Reference CCD#020 and RFI#373 response. (RND COR #013)</p>
	Document Ref:	Change Order Request P-010 (PCO #P-102)
	Requested by:	District ✓
	Change in Contract Sum:	\$4,023.00 / ADD 
	Time Extension:	0

ITEM NO. 1: Description: DSA REV#001 & ASI#009R1 MSA Electrical Building & Grease Interceptor and Sewer Relocation per SCE Requirements

Reason: Provide changes related to the relocation of the main MSA Electrical and Storage Room building as required by Southern California Edison (SCE) and pursuant to DSA REV#001 & ASI#009R1. SCE required that there be unobstructed access to their main meter and switchgear from the public right of way at any given time. ASI#009R1 also included the relocation of the grease interceptor and sewer line as it was in conflict with other underground site utilities in the area. Additionally, an exterior drinking fountain was added at Building A Area C. Reference DSA Revision #01, ASI#009R1 and RFIs# 137, 168, 169, 292.1, 298 & 346. (RND COR #007)



Document Ref: Change Order Request P-011 (PCO #P-032)

Requested by: District ✓

Change in Contract Sum: \$39,518.00 / ADD 

Time Extension: 0

CONTRACT SUMMARY

The original contract amount was:	\$3,468,480.00	✓
Previously approved change order amount(s):	\$0.00	
The contract amount will be increased by this Change Order:	\$48,142.00	 ✓
The new contract amount including this change order will be:	\$3,516,622.00	 ✓


The original contract completion date:	05/30/2024
The contract time will be increased/decreased by days:	0 days
The date of completion as a result of this Change Order is:	05/30/2024

APPROVED BY:

Jeff Hanson

Contractor – RND Contractors Inc.

DocuSigned by:



Signature

12/21/2023 | 10:23 PST

Date

Kamal Israil
TYR Inc.

DSA Inspector of Record (if applicable)

DocuSigned by:

KAMAL ISRAIL

Signature

12/24/2023 | 06:29 PST

Date

Bob Lavey
PBK

Architect / Engineer (if applicable)

DocuSigned by:




Signature

12/21/2023 | 10:40 PST

Date

Hung Truong
CW Driver

Construction/Project Manager

DocuSigned by:

Signature

12/21/2023 | 10:26 PST

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal

CVUSD Project Manager

Signature

Date

Beverly Beemer

Director, Planning (if applicable)


Signature


Date

Greg Stachura

Owner (Authorized Agent)


Signature


Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID NO. 22-23-08F, PRESERVE II SCHOOL – NEW CONSTRUCTION (BP 06-01)

=====

BACKGROUND

On October 20, 2022, the Board of Education awarded Bid No. 22-23-08F, Preserve II School – New Construction (BP 06-01) to Core Contracting, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	Core Contracting, Inc.	\$58,514.00
	Bid Amount:	\$5,942,000.00
	Revised Total Project Amount:	\$6,000,514.00

The change order results in a net increase of \$58,514.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Staff recommends the approval of the Change Order for this bid.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School – New Construction (BP 06-01).

FISCAL IMPACT

\$58,514.00 to Measure G Fund 21.

NE:GJS:cb






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

CHANGE ORDER

Date: 12/19/2023 BID/ CUPCCAA #: 22-23-08F Change Order #: 001
 Project Title: Preserve II School – New Construction
 Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11
 Architect: PBK Contractor: Core Contracting Inc. (BP 06-01)
P.O. 241352

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

ITEM NO. 1:	Description: Reason:	CCD#016/RFI#264.1 Bldg B & D Fire Sprinkler Upright Revisions Provide respacing of upright sprinkler heads and add two additional sprinkler heads in every Building B & D classroom in order to comply with the maximum sprinkler head spacing limitations per NFPA 13, 2016 Table 8.6.2.2.1(a). Some of the pipe sizes will also need to be modify as required. Additional installation of wood blocking will also be required for the added sprinkler heads. Reference CCD#016 and RFI#264 & 264.1 responses. (Core COR #9)
	Document Ref:	Change Order Request P-007 (PCO #P-064)
	Requested by:	District
	Change in Contract Sum:	\$13,475.00 / ADD 
	Time Extension:	0
ITEM NO. 2:	Description: Reason:	CCD#006 DSA FTN#02 Framing Structural Revisions Provide various structural framing revisions as noted in CCD#006. CCD#006 was issued to address DSA Field Engineer Field Trip Notes #02 Items 2.1, 2.2, 2.3, 2.5, 2.7 & 2.11. Reference CCD#006 and RFI#060, 070, 071, 077, 081, 082.1 & 144 responses. (Core COR #2)
	Document Ref:	Change Order Request P-008 (PCO #P-074)
	Requested by:	District
	Change in Contract Sum:	\$6,827.00 / ADD 
	Time Extension:	0
ITEM NO. 3:	Description: Reason:	CCD#020 Structural and Framing Revisions for MPR Stage Soffit at Proscenium Provide structural and framing revisions required for MPR stage soffit at proscenium as noted in DSA CCD#020. CCD#020 addressed structural steel and framing support for the projection screen, stage curtain and ceiling at the MPR stage proscenium. Reference CCD#020 and RFI#373 response. (Core COR #14)
	Document Ref:	Change Order Request P-010 (PCO #P-102)
	Requested by:	District
	Change in Contract Sum:	\$11,113.00 / ADD 
	Time Extension:	0

ITEM NO. 4:

Description:

DSA REV#001 & ASI#009R1 MSA Electrical Building & Grease Interceptor and Sewer Relocation per SCE Requirements

Reason:

Provide changes related to the relocation of the main MSA Electrical and Storage Room building as required by Southern California Edison (SCE) and pursuant to DSA REV#001 & ASI#009R1. SCE required that there be unobstructed access to their main meter and switchgear from the public right of way at any given time. ASI#009R1 also included the relocation of the grease interceptor and sewer line as it was in conflict with other underground site utilities in the area. Additionally, an exterior drinking fountain was added at Building A Area C. Reference DSA Revision #01, ASI#009R1 and RFIs# 137, 168, 169, 292.1, 298 & 346. (Core COR #1.1)


Document Ref:

Change Order Request P-011 (PCO #P-032)

Requested by:

District

Change in Contract Sum:

\$27,099.00 / ADD 

Time Extension:

0

CONTRACT SUMMARY


The original contract amount was:

\$5,942,000.00


Previously approved change order amount(s):

\$0.00

The contract amount will be **increased** by this Change Order:

\$58,514.00 

The new contract amount including this change order will be:

\$6,000,514.00 

The original contract completion date:

05/30/2024

The contract time will be increased/decreased by days:

0 days

The date of completion as a result of this Change Order is:

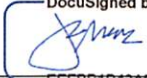
05/30/2024

APPROVED BY:

James Moore

Contractor – Core Contracting Inc.

DocuSigned by:



EEFBB1B43A5F41D...

Signature

12/19/2023 | 15:09 PST

Date

Kamal Israil

TYR Inc.

DSA Inspector of Record (if applicable)

DocuSigned by:

KAMAL ISRAIL

AB5D347C199F461...

Signature

12/20/2023 | 06:53 PST

Date

Bob Lavey

PBK

Architect / Engineer (if applicable)

DocuSigned by:


Bob Lavey

6953B2CA48F6419...

Signature

12/19/2023 | 15:21 PST

Date

Hung Truong CW Driver Construction/Project Manager	<div>DocuSigned by: Hung Truong DB919CAC3A0448B...</div> Signature	12/19/2023 16:16 PST Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Cesar Portugal CVUSD Project Manager	 Signature	12/21/23 Date
Beverly Beemer Director, Planning (if applicable)	 Signature	12/21/2023 Date
Greg Stachura Owner (Authorized Agent)	 Signature	12/22/23 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID NO. 22-23-08F, PRESERVE II SCHOOL – NEW CONSTRUCTION (BP 10-01)

BACKGROUND

On October 20, 2022, the Board of Education awarded Bid No. 22-23-08F, Preserve II School – New Construction (BP 10-01), to Patriot Contracting and Engineering, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	Patriot Contracting and Engineering, Inc.	\$4,870.00
	Bid Amount:	\$2,975,000.00
	Revised Total Project Amount:	\$2,979,870.00

The change order resulted in a net increase of \$4,870.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Staff recommends the approval of the Change Order for this bid.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School – New Construction (BP 10-01).

FISCAL IMPACT

\$4,870.00 to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 11/30/2023 BID/ CUPCCAA #: 22-23-08F Change Order #: 001
 Project Title: Preserve II School – New Construction
 Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11
 Architect: PBK Contractor: Patriot Contracting and Engineering Inc. (BP 10-01)
P.O. 241356

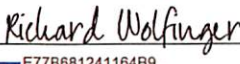

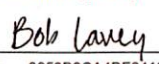
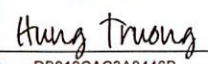



The Contractor is hereby authorized to make the following changes to your construction contract when this change order has been approved by the undersigned parties:

ITEM NO. 1:	Description:	DSA REV#001 & ASI#009R1 MSA Electrical Building & Grease Interceptor and Sewer Relocation per SCE Requirements
	Reason:	Provide survey changes related to the relocation of the main MSA Electrical and Storage Room building as required by Southern California Edison (SCE) and pursuant to DSA REV#001 & ASI#009R1. SCE required that there be unobstructed access to their main meter and switchgear from the public right of way at any given time. ASI#009R1 also included the relocation of the grease interceptor and sewer line as it was in conflict with other underground site utilities in the area. Additionally, an exterior drinking fountain was added at Building A Area C. Reference DSA Revision #01, ASI#009R1 and RFIs# 137, 168, 169, 292.1, 298 & 346. (Patriot COR #1 & 7)
	Document Ref:	Change Order Request P-011 (PCO #P-032)
	Requested by:	District
	Change in Contract Sum:	\$4,870.00 / ADD DS P/U
	Time Extension:	0

CONTRACT SUMMARY

The original contract amount was:	<u>\$2,975,000.00</u>
Previously approved change order amount(s):	<u>\$0.00</u>
The contract amount will be increased by this Change Order:	<u>\$4,870.00</u> DS P/U
The new contract amount including this change order will be:	<u>\$2,979,870.00</u> DS P/U
The original contract completion date:	<u>05/30/2024</u>
The contract time will be increased/decreased by days:	<u>0 days</u>
The date of completion as a result of this Change Order is:	<u>05/30/2024</u>

APPROVED BY:

Richard Wolfinger Contractor – Patriot Contracting and Engineering Inc.	 Signature	12/06/2023 15:41 PST Date
Kamal Israil TYR Inc. DSA Inspector of Record (if applicable)	 Signature	12/10/2023 16:20 PST Date
Bob Lavey PBK Architect / Engineer (if applicable)	 Signature	12/06/2023 15:46 PST Date
Hung Truong CW Driver Construction/Project Manager	 Signature	12/06/2023 15:44 PST Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Cesar Portugal CVUSD Project Manager	 Signature	12/21/23 Date
Beverly Beemer Director, Planning (if applicable)	 Signature	12/21/23 Date
Greg Stachura Owner (Authorized Agent)	 Signature	12/22/23 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID NO. 22-23-08F, PRESERVE II SCHOOL – NEW CONSTRUCTION (BP 22-01)

BACKGROUND

On October 20, 2022, the Board of Education awarded Bid No. 22-23-08F, Preserve II School – New Construction (BP 22-01), to JPI Development Group, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
2	JPI Development Group, Inc.	\$27,063.00
	Previously Approved Change Orders:	\$54,016.00
	Bid Amount:	\$2,294,000.00
	Revised Total Project Amount:	\$2,375,079.00

The change order resulted in a net increase of \$27,063.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Staff recommends the approval of the Change Order for this bid.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School – New Construction (BP 22-01).

FISCAL IMPACT

\$27,063.00 to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 11/28/2023 BID/ CUPCAA #: 22-23-08F Change Order #: 002
001
 Project Title: Preserve II School – New Construction
 Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11
 Architect: PBK Contractor: JPI Development Group Inc. (BP 22-01)
P.O. 241343

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

ITEM NO. 1:	Description:	DSA REV#001 & ASI#009R1 MSA Electrical Building & Grease Interceptor and Sewer Relocation per SCE Requirements
	Reason:	Provide changes related to the relocation of the main MSA Electrical and Storage Room building as required by Southern California Edison (SCE) and pursuant to DSA REV#001 & ASI#009R1. SCE required that there be unobstructed access to their main meter and switchgear from the public right of way at any given time. ASI#009R1 also included the relocation of the grease interceptor and sewer line as it was in conflict with other underground site utilities in the area. Additionally, an exterior drinking fountain was added at Building A Area C. Reference DSA Revision #01, ASI#009R1 and RFIs# 137, 168, 169, 292.1, 298 & 346. (JPI COR #6r1)
	Document Ref:	Change Order Request P-011 (PCO #P-032)
	Requested by:	District
	Change in Contract Sum:	\$27,063.00 / ADD ^{DS} <u>Mlt</u>
	Time Extension:	0

CONTRACT SUMMARY

The original contract amount was:	<u>\$2,294,000.00</u>
Previously approved change order amount(s):	<u>\$54,016.00</u>
The contract amount will be increased by this Change Order:	<u>\$27,063.00</u> ^{DS} <u>Mlt</u>
The new contract amount including this change order will be:	<u>\$2,375,079.00</u> ^{DS} <u>Mlt</u>
The original contract completion date:	<u>05/30/2024</u>
The contract time will be increased/decreased by days:	<u>0 days</u>
The date of completion as a result of this Change Order is:	<u>05/30/2024</u>

APPROVED BY:

Mariela Hill Contractor – JPI Development Group Inc.	<div>DocuSigned by:</div> <div>Mariela Hill</div> <div>621C6B9313B94E9...</div> <div>Signature</div>	<div>12/04/2023 14:09 PST</div> <div>Date</div>
Kamal Israil TYR Inc. DSA Inspector of Record (if applicable)	<div>DocuSigned by:</div> <div>KAMAL ISRAIL</div> <div>A85D347C199F461...</div> <div>Signature</div>	<div>12/04/2023 21:20 PST</div> <div>Date</div>
Bob Lavey PBK Architect / Engineer (if applicable)	<div>DocuSigned by:</div> <div>Bob Lavey</div> <div>8953B2CA4BF6419...</div> <div>Signature</div>	<div>12/04/2023 15:08 PST</div> <div>Date</div>
Hung Truong CW Driver Construction/Project Manager	<div>DocuSigned by:</div> <div>Hung Truong</div> <div>DB919CAC3A0446B...</div> <div>Signature</div>	<div>12/04/2023 14:17 PST</div> <div>Date</div>
_____ Authorized Department Head (if applicable)	_____ Signature	_____ Date
_____ Director, Technology (if applicable)	_____ Signature	_____ Date
Cesar Portugal CVUSD Project Manager	<div>@Pulson</div> <div>Signature</div>	<div>12/21/23</div> <div>Date</div>
Beverly Beemer Director, Planning (if applicable)	<div>BEB</div> <div>Signature</div>	<div>12/21/23</div> <div>Date</div>
Greg Stachura Owner (Authorized Agent)	<div>SA</div> <div>Signature</div>	<div>12/22/23</div> <div>Date</div>

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID NO. 22-23-08F, PRESERVE II SCHOOL – NEW CONSTRUCTION (BP 26-01)

BACKGROUND

On October 20, 2022, the Board of Education awarded Bid No. 22-23-08F, Preserve II School – New Construction (BP 26-01) to Rancho Pacific Electric Construction, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
3	Rancho Pacific Electric Construction, Inc.	\$21,043.00
Previously Approved Change Orders:		\$121,723.00
Bid Amount:		\$6,558,400.00
Revised Total Project Amount:		\$6,701,166.00

The change order results in a net increase of \$21,043.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Staff recommends the approval of the Change Order for this bid.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School – New Construction (BP 26-01).

FISCAL IMPACT

\$21,043.00 to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 11/28/2023 BID/ CUPCCAA #: 22-23-08F Change Order #: 003
 Project Title: Preserve II School – New Construction
 Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11
 Architect: PBK Contractor: Rancho Pacific Electric Construction Inc. (BP 26-01)
P.O. 241355


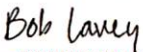
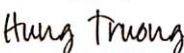
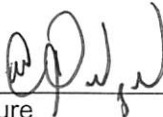




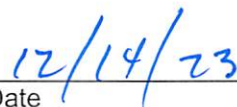
The Contractor is hereby authorized to make the following changes to your construction contract when this change order has been approved by the undersigned parties:

ITEM NO. 1:	Description:	DSA REV#001 & ASI#009R1 MSA Electrical Building & Grease Interceptor and Sewer Relocation per SCE Requirements
	Reason:	Provide changes related to the relocation of the main MSA Electrical and Storage Room building as required by Southern California Edison (SCE) and pursuant to DSA REV#001 & ASI#009R1. SCE required that there be unobstructed access to their main meter and switchgear from the public right of way at any given time. ASI#009R1 also included the relocation of the grease interceptor and sewer line as it was in conflict with other underground site utilities in the area. Additionally, an exterior drinking fountain was added at Building A Area C. Reference DSA Revision #01, ASI#009R1 and RFIs# 137, 168, 169, 292.1, 298 & 346. (RPE COR #11, #13)
	Document Ref:	Change Order Request P-011 (PCO #P-032)
	Requested by:	District
	Change in Contract Sum:	\$21,043.00 / ADD DS SK
	Time Extension:	0

CONTRACT SUMMARY

The original contract amount was:	<u>\$6,558,400.00</u>
Previously approved change order amount(s):	<u>\$121,723.00</u>
The contract amount will be increased by this Change Order:	<u>\$21,043.00</u> DS SK
The new contract amount including this change order will be:	<u>\$6,701,166.00</u> DS SK
The original contract completion date:	<u>05/30/2024</u>
The contract time will be increased/decreased by days:	<u>0 days</u>
The date of completion as a result of this Change Order is:	<u>05/30/2024</u>

APPROVED BY:

Contractor – Rancho Pacific Electric Construction Inc..	DocuSigned by:  2448FDE4D580420...	11/30/2023 06:13 PST
	Signature	Date
Kamal Israil TYR Inc.	DocuSigned by: KAMAL ISRAIL A65D347C199F461...	12/01/2023 09:51 PST
DSA Inspector of Record (if applicable)	Signature	Date
Bob Lavey PBK	DocuSigned by:  8953B2CA4BF6419...	11/30/2023 08:45 PST
Architect / Engineer (if applicable)	Signature	Date
Hung Truong CW Driver	DocuSigned by:  DB919CAG3A6446B...	11/30/2023 09:38 PST
Construction/Project Manager	Signature	Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Cesar Portugal CVUSD Project Manager	 Signature	 Date
Beverly Beemer Director, Planning (if applicable)	 Signature	 Date
Greg Stachura Owner (Authorized Agent)	 Signature	 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: CHANGE ORDER FOR BID NO. 22-23-08F, PRESERVE II SCHOOL – NEW CONSTRUCTION (BP 33-01)

BACKGROUND

On October 20, 2022, the Board of Education awarded Bid No. 22-23-08F, Preserve II School – New Construction (BP 33-01), to JPI Development Group, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
2	JPI Development Group, Inc.	\$15,641.00
Previously Approved Change Orders:		\$119,888.00
Bid Amount:		\$2,158,000.00
Revised Total Project Amount:		\$2,293,529.00

The change order resulted in a net increase of \$15,641.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

Staff recommends the approval of the Change Order for this bid.

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order for Bid No. 22-23-08F, Preserve II School – New Construction (BP 33-01).

FISCAL IMPACT

\$15,641.00 to Measure G Fund 21.

NE:GJS:cb



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

CHANGE ORDER

Date: 03/01/2023 BID/ CUPCCAA #: 22-23-08F Change Order #: 002
 Project Title: Preserve II School – New Construction
 Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11
 Architect: PBK Contractor: JPI Development Group Inc. (BP 33-01)
P.O. 241342

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

ITEM NO. 1: Description: DSA REV#001 & ASI#009R1 MSA Electrical Building & Grease Interceptor and Sewer Relocation per SCE Requirements







Reason: Provide changes related to the relocation of the main MSA Electrical and Storage Room building as required by Southern California Edison (SCE) and pursuant to DSA REV#001 & ASI#009R1. SCE required that there be unobstructed access to their main meter and switchgear from the public right of way at any given time. ASI#009R1 also included the relocation of the grease interceptor and sewer line as it was in conflict with other underground site utilities in the area. Additionally, an exterior drinking fountain was added at Building A Area C. Reference DSA Revision #01, ASI#009R1 and RFIs# 137, 168, 169, 292.1, 298 & 346. (JPI COR #8 & 14R1)

Document Ref: Change Order Request P-011 (PCO #P-032)
 Requested by: District
 Change in Contract Sum: \$15,641.00 / ADD ^{DS} Mt
 Time Extension: 0

CONTRACT SUMMARY

The original contract amount was:	<u>\$2,158,000.00</u>
Previously approved change order amount(s):	<u>\$119,888.00</u>
The contract amount will be increased by this Change Order:	<u>\$15,641.00</u> ^{DS} <u>Mt</u>
The new contract amount including this change order will be:	<u>\$2,293,529.00</u> ^{DS} <u>Mt</u>
The original contract completion date:	<u>05/30/2024</u>
The contract time will be increased/decreased by days:	<u>0 days</u>
The date of completion as a result of this Change Order is:	<u>05/30/2024</u>

APPROVED BY:

Mariela Hill Contractor – JPI Development Group Inc.	<small>DocuSigned by:</small>  <small>621C6B9313B94E9...</small> Signature	12/04/2023 14:09 PST Date
Kamal Israil TYR Inc. DSA Inspector of Record (if applicable)	<small>DocuSigned by:</small> KAMAL ISRAIL <small>A85B347C199F461...</small> Signature	12/04/2023 21:20 PST Date
Bob Lavey PBK Architect / Engineer (if applicable)	<small>DocuSigned by:</small>  <small>8953B2CA4BF6419...</small> Signature	12/04/2023 15:09 PST Date
Hung Truong CW Driver Construction/Project Manager	<small>DocuSigned by:</small>  <small>DB818CAC3A0446B...</small> Signature	12/04/2023 14:18 PST Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Cesar Portugal CVUSD Project Manager	 Signature	12/21/23 Date
Beverly Beemer Director, Planning (if applicable)	 Signature	12/21/23 Date
Greg Stachura Owner (Authorized Agent)	 Signature	12/22/23 Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR
BID NO. 22-23-13F, CHINO VALLEY ADULT SCHOOL
CONSTRUCTION TECHNOLOGY BUILDING**

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BACKGROUND

On November 17, 2022, the Board of Education awarded Bid No. 22-23-13F, Chino Valley Adult School Construction Technology Building, to W.D. Gott Construction Company. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	W.D. Gott Construction Company	(\$12,593.87)
	Bid Amount:	\$2,434,000.00
	Revised Total Project Amount:	\$2,421,406.13
	Retention Amount:	\$121,070.31

The change order resulted in a net decrease of \$12,593.87 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on January 5, 2024.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Susanto Agustiadi, PBK Architects; Jeff Nicholson, Neff Construction Management; Kamal Israil, DSA Inspector of Record; Sam Sousa, Construction Coordinator; Beverly Beemer, Director, Planning; and Gregory Stachura, Assistant Superintendent, Facilities, Planning and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-13F, Chino Valley Adult School Construction Technology Building.

FISCAL IMPACT

(\$12,593.87) to Adult Education Fund 11

NE:GJS:cb

1/10/24



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

NOTIFICATION OF PROJECT COMPLETION

Purchase Order # 232847

BID/RFP # 22-23-13F

CUPCCAA # _____

CUPCCAA BID # _____

AMOUNT

Bid Amount:	\$ 2,434,000.00
Change Order(s):	(\$ 12,593.87)
Total:	\$ 2,421,406.13

PROJECT DESCRIPTION Chino Valley Adult School Construction Technology Building

This is to verify that work has been completed at: Chino Valley Adult School

Site(s)

by W.D. Gott Construction Company

on

January 9, 2024

Contractor

Date

and the Notice of Completion can now be submitted to the Board of Education for approval.

Kamal Israil

DSA Inspector of Record (if applicable)

Susanto Agustiadi, PBK Architects

Architect / Engineer (if applicable)

Jeff Nicholson, Neff Construction, Inc.

Construction / Project Manager

N/A

Authorized Department Head (if applicable)

N/A

Director, Technology (if applicable)

Sam Sousa

CVUSD Construction Coordinator / Project Manager

N/A

Director, Maintenance & Operations (if applicable)

Beverly Beemer

Director, Planning (if applicable)

Greg Stachura

Owner (Authorized Agent)

DocuSigned by:

KAMAL ISRAIL

1/5/2024

Signature

Date

Susanto Agustiadi

1/5/2024

Signature

Date

Jeff Nicholson

1/5/2024

Signature

Date

Signature

Date

Signature

Date

Signature

Date

Signature

Date

Signature

Date

Signature

Date



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

CHANGE ORDER

Date: December 21, 2023 BID/ CUPCAA #: 22-23-13F Change Order #: ONE
 Project Title: Chino Valley Adult School Construction Technology Building
 Owner: Chino Valley Unified School District DSA Application #: 04-120941 DSA File #: 36-H3
 Architect: PBK Architects Contractor: W.D. Gott Construction Company

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

ITEM NO. 1:	Description:	Return Unused Allowance
	Reason:	Remaining balance of Unused Allowance
	Document Ref:	
	Requested by:	Chino Valley Unified School District
	Change in Contract Sum:	(\$12,593.87)
	Time Extension:	N/A
ITEM NO. 2:	Description:	Time Extension
	Reason:	DSA required revisions extended project completion due to
	Document Ref:	Material lead time and added scope.
	Requested by:	DSA CCO-005
	Change in Contract Sum:	Division of State Architects (DSA)
	Time Extension:	\$0
		131
ITEM NO. 3:	Description:	
	Reason:	
	Document Ref:	
	Requested by:	
	Change in Contract Sum:	
	Time Extension:	
ITEM NO. 4:	Description:	
	Reason:	
	Document Ref:	
	Requested by:	
	Change in Contract Sum:	
	Time Extension:	

CONTRACT SUMMARY

The original contract amount was:	\$2,434,000.00
Previously approved change order amount(s):	\$0.00
The contract amount will be increased/decreased by this Change Order:	-\$12,593.87
The new contract amount including this change order will be:	\$2,421,406.13
The original contract completion date was:	08/28/2023
Previously approved Change Order for contract time:	0 days
The contract time will be increased by this Change Order:	131 days
The date of completion as a result of this Change Order is:	01/09/2024

APPROVED BY:

Bryan Gott, W.D. Gott Construction Co.
Contractor

DocuSigned by:

Bryan Gott

12/26/2023

Signature

Date

Kamal Israil

KAMAL ISRAIL

12/26/2023

DSA Inspector of Record (if applicable)

Signature

Date

Susanto Agustiadi, PBK Architects

Bob Loney

1/2/2024

Architect / Engineer (if applicable)

Signature

Date

Jeff Nicholson, Neff Construction, Inc.

Jeff Nicholson

12/26/2023

Construction / Project Manager

Signature

Date

N/A

Authorized Department Head (if applicable)

Signature

Date

N/A

Director, Technology (if applicable)

Signature

Date

Sam Sousa

Signature

1/3/24

CVUSD Project Manager

Signature

Date

N/A

Director, Maintenance & Operations (if applicable)

Signature

Date

Beverly Beemer

Signature

1/3/24

Director, Planning (if applicable)

Signature

Date

Greg Stachura

Signature

1/4/24

Owner (Authorized Agent)

Signature

Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Lea Fellows, Associate Superintendent, Human Resources
Joseph Durkin, Director, Human Resources
Jaime Ortega, 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:LF:JD:JO:jw

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2023/2024 SCHOOL YEAR**RESIGNATION**

RENDEROS, Gerson	Principal	Doris Dickson ES	01/26/2024
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2023/2024 SCHOOL YEAR**APPOINTMENT**

STERK, Ashley	Intervention Counselor K-12	Health Services	01/29/2024
PENA, Isabel	School Psychologist	Special Education	01/19/2024

PLACED ON 39-MONTH RE-EMPLOYMENT LIST

TRAXLER, Julie	Elementary Teacher	Country Springs ES	12/07/2023
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APPOINTMENT - EXTRA DUTY

CAMACHO, Christina	100 Mile Club (GF)	Oak Ridge ES	01/08/2024
DAVIS, Seth	Basketball (GF)	Townsend JHS	01/08/2024
BATY, James	Girls Flag Football (GF)	Chino HS	12/27/2023
BLACKBURN, Michael	Girls Flag Football (GF)	Chino HS	12/27/2023
BRIEVA, Alan (NBM)	Men's Golf (B)	Chino HS	12/19/2023
LAROSA, Joseph	Girls Flag Football (GF)	Chino HS	12/27/2023
VUONG, Tai (NBM)	Badminton (B)	Chino Hills HS	01/08/2024
KELLY, Patrick (NBM)	Golf (B)	Don Lugo HS	01/08/2024

TOTAL:	\$7,676.00
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APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR

GIBSON, Dustin	Science	Ayala HS	11/01/2023
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DELETE - EXTRA DUTY – DEPARTMENT CHAIR

FRAZER, Steven	Science	Ayala HS	10/31/2023
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APPOINTMENT- EXTRA DUTY – EXTRA DUTY

BELL, Pamela	Jr. High Band Director	Woodcrest JHS	12/08/2023
CABASE, Isaac	Academic Competition Team	Ayala HS	08/07/2023
DAUGHERTY SAUNDERS, Michael	Academic Competition Team	Ayala HS	08/07/2023
DAUGHERTY SAUNDERS, Michael	VICA	Ayala HS	08/07/2023
DOUGLASS, James	Academic Competition Team	Ayala HS	08/07/2023

CERTIFICATED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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APPOINTMENT- EXTRA DUTY – EXTRA DUTY (cont.)

GARCIA, Lisa	Academic Competition Team	Ayala HS	08/07/2023
ECHEVARRIA, Robyn (NBM)	Drill Team/Dance Advisor	Chino HS	12/13/2023

RESIGNATIONS

CHANG, Steven	English Teacher	Townsend JHS	01/08/2024
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**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2023, THROUGH
JUNE 30, 2024**

HILAK, Deborah	LICHTHART, Meagan	MARTINEZ, Brian
REYNOSO, Gerardo	SAN MARCO, Tannia	SAULAT, Eman
SHIRLEY, Paula		

CLASSIFIED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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CLASSIFIED MANAGEMENT PERSONNEL FOR THE 2023/2024 SCHOOL YEAR**APPOINTMENT**

LEMUS, Danisa	Behavior Intervention Associate (MH)	Special Education	01/19/2024
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE**APPOINTMENT**

CRUZ, Nadia	Bilingual Typist Clerk I Spanish (C)	Borba ES	01/19/2024
BARNYCH, Savannah	Playground Supervisor (GF)	Glenmeade ES	01/19/2024
PENOS, Rocelle	Payroll Clerk III (GF)	Business Services	01/19/2024
FLORES-HIDALGO, Monica	Bus Driver (GF)	Transportation	01/19/2024

CORRECTION TO EFFECTIVE DATE ON THE DECEMBER 14, 2023 BOARD AGENDA

ESTRADA, Sulema	IA/Childhood Education (C)	Child Development	01/03/2024
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PROMOTION

OGILVIE, Crystal	FROM: Counseling Assistant (GF) 8 hrs./213 work days TO: School Secretary I (GF) 8 hrs./215 work days	Briggs K-8 Newman ES	01/19/2024
MEDINA, Rosalia	FROM: Nutrition Services Professional (NS) 4.5 hrs./261 contract days TO: Nutrition Services Manager I (NS) 6.0 hrs./ 261 contract days	Cal Aero K-8 Cal Aero K-8	01/19/2024
AVILA, Sandra	FROM: Playground Supervisor (GF) .75 hrs./180 work days and Paraprofessional I (SELPA/GF) 5 hrs./181 work days TO: Career Center Guidance Technician (GF) 6 hrs./187 work days	Townsend JHS Don Lugo HS	01/19/2024
PRESCOTT, Renay	FROM: Assistant Principal Secretary (GF) 8 hrs./213 work days TO: Administrative Secretary I (GF/C) 8 hrs./261 contract days	Chino HS Health Services	01/19/2024

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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CHANGE OF ASSIGNMENT

RODRIGUEZ, Carmen	FROM: Paraprofessional I (SELPA/GF) 5 hrs./181 work days	Don Lugo HS	01/19/2024
	TO: IA/Bilingual-Biliterate Spanish (C) 3 hrs./150 work days and IA/Bilingual-Biliterate Spanish (C) 3.5 hrs./176 contract days	Don Lugo HS	

INCREASE IN HOURS/DAYS

DAVEY, Vanessa	FROM: Nutrition Services Professional (NS) 5.5 hrs./181 work days	Ayala HS	01/19/2024
	TO: Nutrition Services Professional (NS) 6.5 hrs./181 work days	Ayala HS	
FLORES, Blanca	FROM: Nutrition Services Professional (NS) 5.5 hrs./181 work days	Chino Hills HS	01/19/2024
	TO: Nutrition Services Professional (NS) 6.5 hrs./181 work days	Chino Hills HS	
NEPOMUCENO, Arely	FROM: Typist Clerk I (NS) 8 hrs./181 work days	Nutrition Services	01/19/2024
	TO: Typist Clerk I (NS) 8 hrs./261 contract days	Nutrition Services	

ADDITIONAL ASSIGNMENT

BEAS, Gabriel	Playground Supervisor (GF)	Townsend JHS	01/19/2024
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RESIGNATION OF POSITION

DE LA TORRE, Maria	IA/Childhood Education (C)	Child Development	01/05/2024
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RELEASE OF PROBATIONARY EMPLOYEE WITHOUT PREJUDICE

Employee 29552	12/14/2023
Employee 29389	12/12/2023
Employee 29345	12/15/2023

PLACED ON 39-MONTH RE-EMPLOYMENT LIST

NORIEGA, Elizabeth	Elementary Library/Media Center Assistant (GF)	Country Springs ES	12/11/2023
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CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>RESIGNATION</u>			
HOPKINS, Timothy	Paraprofessional II (SELPA/GF)	Ayala HS	12/14/2023
DIAZ, Albert	Custodian Specialist (GF)	Ayala HS	01/19/2024
SOLIS-PHELPS, Jeanette	High School Receptionist (GF)	Chino HS	01/01/2024
GUARACHA, Alicia	Custodian I (GF)	Adult School	12/27/2023
VELASQUEZ, Celeste	Personnel Clerk III (GF)	Human Resources	01/15/2024
GABRIELSON, Jonathan	Maintenance III–Crafts Specialist (GF)	Maintenance	01/24/2024
SEVILLA, Francisco	Security Person (GF)	Risk Management	01/04/2024

RETIREMENT

GARCIA, Cynthia (20 Years of Service)	Assistant Principal Secretary (GF)	Chino HS	01/27/2024
WASHINGTON, Leonard (42 Years of Service)	Senior Security Officer (GF)	Risk Management	12/31/2023

APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2023, THROUGH JUNE 30, 2024

CARROLL, Kari Thi Cai	COLLINS, Brandi	FERREIRA, Veria
LOPEZ, Diana	MCDANNELL, Weston	NAVARRO, Joana
NELSON, Kimberly	ORTEGA, Martha	VAKIL, Aalia

(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: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Lea Fellows, Associate Superintendent, Human Resources
Joe Durkin, Director, Human Resources
Jaime Ortega, Director, Human Resources

SUBJECT: STUDENT PLACEMENT AGREEMENT WITH ARIZONA STATE UNIVERSITY

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BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Student Placement Agreement with Arizona State University.

FISCAL IMPACT

None.

NE:LF:JD:JO:jw

Enter the contact information for the primary point-of-contact person for this agreement. In most cases, it is generally NOT the authorized signature, but rather the person who can provide details on the internship itself.

SPONSOR DETAILS				ASU DETAILS	
Sponsor Name:	Chino Valley Unified School District			College/School or ASU:	Mary Lou Fulton Teachers College
Type of Agreement: (check all that apply)	<input checked="" type="checkbox"/> SPA	<input type="checkbox"/> Paid SPA	<input type="checkbox"/> Sponsor's Agrmt.	Program Name:	Professional Education Services
Agreement Term: (maximum 5-year period)	Start Date: 12/18/2023 MM/DD/YYYY	End Date: 07/15/2028 MM/DD/YYYY		Contact Name:	Rhae Lynne Clawson
Street Address 1:	5130 Riverside Drive			Title:	Director, Professional Education Services
Street Address 2:				E-mail:	MLFTC-PES@asu.edu
City/ST/ZIP:	Chino City	CA State	91710 ZIP	TEL:	(602) 543-6311
Contact Name:	Lea Fellows			URL:	https://education.asu.edu/student-life/ope
Title:	Associate Superintendent, Human Resources				
E-mail:	Lea_Fellows@chino.k12.ca.us				
TEL:	(909) 628-1202, ext. 1111				
URL:	https://www.chino.k12.ca.us				

Provide a brief description of the educational opportunity (i.e. what the student will be doing). This description should provide readers with a solid understanding of the academic experience students will receive.

Educational Opportunity:	<p>Interns: Interns participate in a classroom under the direction of a mentor teacher who possesses a minimum of three years of teaching experience. Interns co-plan and co-teach lessons to individual students, small groups of students, and or the whole class under the direction of the intern mentor teacher.</p> <p>Teacher Candidates/Student Teachers: Teacher Candidates student teach under the direction of a certified, mentor teacher who possesses a minimum of three years of experience in the classroom. Teacher Candidates co-plan and co-teach lessons to individual student, small groups of students and the whole class under the direction of the mentor teacher.</p> <p>Principal Interns: Principal Interns participate in schools under the direction of the Mentor Principal who has a minimum of three years of full-time experience as a practicing certified principal. During the internships and under the direction of the Mentor Principal, the Principal Intern observes, participates in and leads activities, and completes assignments which allow for the Principal Intern's growth in mastering the administrative standards.</p> <p>BLE 580 Practicum: Students will complete a minimum of 45 (non-negotiable) hours across 6 weeks in a practicum setting. At least 30 hours must be in direct contact with English Language Learners (ELLs) engaging in activities directly related to learning English that are normally performed by an instructor. No more than 15 hours may be allotted for planning. Tasks should involve designing and implementing lessons and activities, researching literature related to the program, interviewing individuals (e.g., administrators, teachers, parents, students, community stakeholders, etc.) about the program, and developing materials and/or resources to meet the academic needs of the students and school.</p> <p>Educational Studies Student-Interns : Students complete internships (approximately 85 hours each semester) during which they support learners and the learning environment. Students will study the Human-Centered Design Thinking process in class and need to apply these lessons during internships that link programmatic learning with personal educational interests. Mutually beneficial experiences in culturally and socially diverse educational settings will help students gain an understanding of the internship site's work, mission and audience, and expand the student's vision for a future career by observing, actively participating, evaluating, and reflecting on their internship experience.</p> <p>Early Childhood Educational Studies - The Early Childhood Education/Studies program provides students with experience in collaborative and reflective practice, develops leadership and critical thinking, and hones communication skills needed for working with children up to age five. Students of this Early Childhood Education online program must be working or volunteering in an early-childhood setting to successfully complete the program. This does not lead to teacher certification, by earning a bachelor's degree, students will advance their skills and gain the professional knowledge necessary to improve early childhood education and school readiness. The curriculum is designed for application of practice that focuses on child development, instructional strategies, reflective practice, managing classrooms, and advocating for and leading early childhood and family resources. Students will be asked to design learning experiences, complete observations, interact with children and families, and reflect on their practice.</p>
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STUDENT PLACEMENT AGREEMENT

This Student Placement Agreement (“Agreement”) is entered into between the **ARIZONA BOARD OF REGENTS**

for and on behalf of **ARIZONA STATE UNIVERSITY** (the “University”) and the “Facility” as of the “Start Date.”

Start Date: 12/18/2023

End Date: 07/15/2028

FACILITY: Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710

UNIVERSITY: Arizona State University
1050 S Forest Mall
Tempe, AZ 85287

Signed: _____

Signed: _____

Printed: _____

Printed: _____

Title: _____

Title: _____

1. DURATION

The duration, or term, of this Agreement shall be for the designated number of years and months as agreed upon below, not to exceed five (5) years, commencing on the Start Date. This Agreement may be renewed by written agreement of the parties. The parties may revise or modify this Agreement only by a written amendment signed by both parties.

Start Date: 12/18/2023

End Date: 07/15/2028

Notwithstanding the above, either party may terminate this Agreement by providing at least thirty (30) days prior written notice to the other party, except that to the extent a student is currently participating in an educational experience contemplated by this Agreement at the time of receipt of the termination notice, the parties shall comply with such applicable provisions in the Agreement to allow such student to complete the educational experience provided such completion does not extend beyond one hundred twenty (120) days from the date of receipt of such notice. The parties may revise or modify this Agreement only by a written amendment signed by both parties

2. GENERAL TERMS

- 2.1. The purpose of this Agreement is to establish a relationship between the University and the Facility to enable an educational experience for students at Facility's site that may qualify for University academic credit as determined by University.
- 2.2. The University and the Facility will agree on a schedule for student participation at the Facility.
- 2.3. The student's participation should complement the service and educational activities of the Facility. The student will be under the supervision of a Facility employee.
- 2.4. Each student is expected to perform with high standards at all times and comply with all written policies and regulations of the appropriate department of the Facility.
- 2.5. Either the Facility or the University may require withdrawal or dismissal from participation at the Facility of any student whose performance record or conduct does not justify continuance.
- 2.6. Neither the University nor the Facility is obligated to provide for the student's transportation to and from the Facility or for health insurance for the student.
- 2.7. A meeting or telephone conference between representatives of the University and the Facility will occur at least once each semester to evaluate the educational program and review this Agreement.
- 2.8. Statements of performance objectives for this educational experience will be the joint responsibility of University and Facility personnel.
- 2.9. Each student must adhere to the Facility's established dress and performance standards.
- 2.10 Students will complete a background check (with drug screening) administered by Facility prior to and pending those results are eligible to begin rotation at Facility.

3. FACILITY'S OBLIGATIONS

- 3.1. Facility agrees to appoint an Educational Coordinator who is responsible for the educational activities and supervision of University students participating under this Agreement.
- 3.2. The Facility agrees to submit to the University an evaluation of each student's progress. The format for the evaluation is established by the University in consultation with the Facility.
- 3.3. The Facility is responsible for the acts and omissions of its employees and agents and must maintain adequate insurance (which may include a bona fide self-insurance program) to cover any liability arising from the acts and omissions of the Facility's employees and agents. The Facility is not responsible for maintaining insurance to cover liability arising from the acts and omissions of the employees and agents of the University. University students are not deemed to be employees of Facility by virtue of this Agreement. Upon written request, Facility will furnish University with proper certificates of insurance evidencing compliance with this section.
- 3.4. Nothing in this Agreement is intended to modify, impair, destroy, or otherwise affect any common law, or statutory right to indemnity, or contribution that the University may have against the Facility by reason of any act or omission of the Facility or the Facility's employees and agents.

4. UNIVERSITY'S OBLIGATIONS

- 4.1. The University will provide an administrative framework, including designating a University faculty or other representatives to coordinate scheduling, provide course information and objectives, and assist in advising students.
- 4.2. The University will be responsible for developing and carrying out procedures for student selection and admission.
- 4.3. The Institution is self-insured through the State of Arizona, Arizona Department of Administration, Risk Management Division in accordance with A.R.S. 41-621. The Institution maintains insurance to cover liabilities arising from the acts and omissions of the Institution's employees, students, and agents participating under this Agreement, except as provided for in Arizona law, including Arizona Revised Statutes (ARS) ARS §12-820.05 and 41-621(L). The Institution is not responsible for maintaining insurance coverage for liability arising from the acts and omissions of the Facility's employees and agents. The Institution shall keep in full force and effect at all times during the term of this Agreement comprehensive general liability insurance with limits of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000.00) annual aggregate covering students and faculty. Professional liability insurance with limits of not less than one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) in the aggregate shall be maintained by the Institution if internship assignment involves the delivery of professional services. The Institution shall also maintain workers' compensation for its employees as required by the respective state law. Upon written request, Institution will furnish Facility with reasonable documentation evidencing compliance with this section.

5. UNIVERSITY AND STATE REQUIRED PROVISIONS

- 5.1. **Nondiscrimination.** The parties will comply with all applicable laws, rules, regulations, and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act. **If applicable, the parties will abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.**
- 5.2. **Conflict of Interest.** If within 3 years after the execution of this Agreement, Facility hires as an employee or agent any ASU representative who was significantly involved in negotiating, securing, drafting, or creating this Agreement, then ASU may cancel this Agreement as provided in Arizona Revised Statutes (ARS) § 38-511.
- 5.3. **Arbitration in Superior Court.** The parties agree to arbitrate disputes filed in Arizona Superior Court that are subject to mandatory arbitration pursuant to ARS § 12-133. ARS § 12-1518 requires this provision in all ASU contracts.
- 5.4. **Records.** To the extent required by ARS § 35-214, the non-ASU parties to this Agreement (jointly and severally, Facility) will retain all records relating to this Agreement. Facility will make those records available at all reasonable times for inspection and audit by ASU or the Auditor General of the State of Arizona during the term of this Agreement and for 5 years after the completion of this Agreement. The records will be provided at ASU in Tempe, Arizona, or another location designated by ASU on reasonable notice to Facility.
- 5.5. **Failure of Legislature to appropriate.** In accordance with ARS § 35-154, if ASU's performance under this Agreement depends on the appropriation of funds by the Arizona Legislature, and if the Legislature fails to appropriate the funds necessary for performance, then ASU may provide written notice of this to Facility and cancel this Agreement without further obligation of ASU. Appropriation is a legislative act and is beyond the control of ASU.

5. UNIVERSITY AND STATE REQUIRED PROVISIONS

5.6. Privacy; Educational Records. Student educational records are protected by the U.S. Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g ([FERPA](#)). Facility will not require any ASU students or employees to waive any privacy rights (including under FERPA or the European Union’s General Data Protection Regulation ([GDPR](#))) as a condition for receipt of any educational services, and any attempt to do so will be void. Facility will comply with FERPA and will not access or make any disclosures of student educational records to third parties without prior notice to and consent from ASU or as otherwise provided by law. If this Agreement contains a scope of work or other provision that requires or permits Facility to access or release any student records, then, for purposes of this Agreement only, ASU designates Facility as a “school official” for ASU under FERPA, as that term is used in FERPA and its implementing regulations. In addition, any access or disclosures of student educational records made by Facility or any Facility Parties must comply with ASU’s definition of legitimate educational purpose in [SSM 107-01: Release of Student Information](#). If Facility violates the terms of this section, Facility will immediately provide notice of the violation to ASU.

5.7. Advertising, Publicity, Names and Marks. Facility will not do any of the following, without, in each case, ASU’s prior written consent: (i) use any names, service marks, trademarks, trade names, logos, or other identifying names, domain names, or identifying marks of ASU ([ASU Marks](#)) for any reason, including online, advertising, or promotional purposes; (ii) issue a press release or public statement regarding this Agreement; or (iii) represent or imply any ASU endorsement or support of any product or service in any public or private communication. Any permitted use of ASU Marks must comply with ASU’s requirements, including using the ® indication of a registered mark.

5.8. Title IX. Title IX protects individuals from discrimination based on sex, including sexual harassment. ASU fosters a learning and working environment built on respect and free of sexual harassment. [ASU’s Title IX Guidance](#) is available online. Facility will: (i) comply with ASU’s Title IX Guidance; (ii) provide ASU’s Title IX Guidance to any Facility Parties reasonably expected to interact with ASU students or employees, in person or online; and (iii) ensure that all Facility Parties comply with ASU’s Title IX Guidance.

6. MISCELLANEOUS

6.1. Neither party shall have the right to assign this Agreement without the prior written consent of the other party.


6.2. This Agreement constitutes the entire agreement and understanding of the parties with respect to its subject matter. No prior or contemporaneous agreement or understanding will be effective. This Agreement shall be governed by the laws of Arizona, the courts of which state shall have jurisdiction over its subject matter.

6.3. The individual signing on behalf of Facility hereby represents and warrants that s/he is duly authorized to execute and deliver this Agreement on behalf of Facility and that this Agreement is binding upon Facility in accordance with its terms.

6.4. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

6.5 Because University is a public institution, any indemnification, liability limitation, releases, or hold harmless provisions are limited as required by Arizona law, including Article 9, Sections 5 and 7 of the Arizona Constitution and ARS §§ 35-154 and 41-621. University’s liability under any claim for indemnification is limited to claims for property damage, personal injury, or death to the extent caused by acts or omissions of University.

6.6 Each party is responsible for the negligent or willful acts or omissions of its employees and agents when acting under such party's direction and supervision. University recognizes an obligation to pay attorneys' fees or costs only when assessed by a court of competent jurisdiction. Notwithstanding the terms of this Agreement or any other document: (i) other than for employees and agents acting under University's direction and supervision, University is not responsible for any actions of any third parties, including its students; and (ii) no person may bind University unless they are an authorized signatory in PUR 107, which is located at the following link: <https://www.asu.edu/aad/manuals/pur/pur107.html>.

Signature: 
Sarah Hernandez Byrne (Jan 5, 2024 08:30 MST)

Email: sherna28@asu.edu

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
SUBJECT: REVISION OF BOARD BYLAW 9124—LEGAL SERVICES

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BACKGROUND

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Bylaw 9124—Legal Services is being updated to correspond with CSBA recommended language.

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 Bylaw 9124—Legal Services.

FISCAL IMPACT

None.

NE:pk

LEGAL SERVICES

The Board of Education recognizes the complex legal environment in which school districts operate, THE NEED TO PROVIDE LEGAL REPRESENTATION FOR THE DISTRICT, AND THE IMPORTANCE OF RELIABLE, COST-EFFECTIVE, HIGH-QUALITY LEGAL ADVICE AND SERVICES ~~and desires reliable, high-quality legal advice at reasonable rates.~~ In order to meet the District's legal needs, the Board may contract APPOINT LEGAL COUNSEL AND FIX AND ORDER PAID LEGAL COUNSEL'S COMPENSATION AS AN EMPLOYEE OR AS AN INDEPENDENT CONTRACTOR. (Education Code 35041.5) ~~with county counsel, attorneys in private practice, or appoint legal counsel as a District employee or independent contractor.~~

THE BOARD MAY ENTER INTO INDEPENDENT CONTRACTOR SERVICES AGREEMENTS WITH COUNTY COUNSEL, LAW FIRMS, ATTORNEYS IN PRIVATE PRACTICE, AND OTHER PUBLIC OR PRIVATE LEGAL SERVICES ENTITIES. (Education Code 35204, 35205; Government Code 26520, 26529)

The Board also supports PURSUING collaborative legal efforts with other agencies DISTRICTS AS WELL AS OTHER GOVERNMENT AGENCIES AS APPROPRIATE ~~and districts in order to promote the District's interests.~~

(cf. 3320 - Claims and Actions Against the District)
(cf. 3400 - Management of District Assets/Accounts)
(cf. 4312.1 - Contracts)
(cf. 9000 - Role of the Board)
(cf. 9260 - Legal Protection)

DUTIES OF LEGAL COUNSEL

The District's legal counsel may: (Education Code 35041.5)

1. Render legal advice to the Board and the Superintendent or designee;
2. Serve the Board and Superintendent or designee in the preparation and conducting of District litigation and administrative proceedings;
3. Render advice on school bond and tax increase measures and preparingE the necessary forms for the voting of these measures;
4. Perform other legal duties as assigned by the Board AND majority through the Superintendent, or ~~the Superintendent individually, or the Superintendent's designee.~~

LEGAL SERVICES (cont.)

(cf. 9000 – Role of Board and members)
 (cf. 9200 – Members Limits of Authority)
 (cf. 9321 – Closed Sessions)

Retaining Legal Counsel

When the District is seeking legal advice or representation, the Superintendent or designee shall ~~initiate a Request for Proposals (RFP) to advertise and solicit proposals for legal services~~ IDENTIFY PROSPECTIVE ATTORNEY(S), FIRM(S), AND/OR LEGAL SERVICES ENTITY(IES). THE DISTRICT MAY, BUT IS NOT REQUIRED TO, INITIATE A REQUEST FOR PROPOSALS TO ADVERTISE AND SOLICIT PROPOSALS FOR LEGAL SERVICES. In evaluating the ~~proposals~~ PROSPECTIVE ATTORNEY(S), FIRM(S), AND/OR ENTITY(IES), the Board and Superintendent ~~shall~~ MAY consider the ~~firm's or attorney's~~ ATTORNEY'S, FIRM'S, AND/OR ENTITY'S background, experience, and RELEVANT LEGAL reputation ~~in education law~~; experience advising or representing school districts in California; fees; and experience of attorneys at the firm who will provide legal services.

ANY ATTORNEY REPRESENTING THE DISTRICT SHALL BE ADMITTED TO PRACTICE LAW IN CALIFORNIA. (Education Code 35041.5)

The Board and Superintendent shall ~~annually~~ PERIODICALLY evaluate the performance of the firm(S) and/or attorney(s); ~~providing legal services in such areas as~~ THE efficiency and adequacy of advice; THE results obtained for the District; THE reasonableness of fees; and responsiveness to and interactions with the Board, administration, and community. THE BOARD MAY USE SUCH EVALUATION(S) TO DETERMINE WHETHER TO ~~Upon a successful evaluation, the Board may renew the~~ ANY CURRENT agreement(S) ~~with legal counsel without initiating an RFP~~ FOR LEGAL SERVICES.

The Board may also contract for ~~temporary~~, specialized legal services, AS APPROPRIATE, ~~without initiating an RFP~~ when a majority of the Board determines that the unique demands of a particular issue or emergency situation ~~so~~ requires SUCH REPRESENTATION.

(cf. 2121 - Superintendent's Contract)

Contacting Legal Counsel

At his/her discretion, the Board President or the Superintendent may confer with District legal counsel subject to any limits or parameters established by the Board. In addition, the Superintendent or Board President may contact District legal counsel to provide the Board with legal information or advice when so directed by a majority of the Board.

LEGAL SERVICES (cont.)

Individual Board members other than the Board President may not seek advice from District legal counsel on matters of District business unless so authorized by a majority of the Board.

(cf. 9200 - Limits of Board Member Authority)
(cf. 9321 - Closed Session Purposes and Agendas)

Legal Reference:

EDUCATION CODE

35041 Administrative Adviser

35041.5 Legal Counsel

35161 Powers and Duties of Governing Board

35200-35214 Liabilities, especially:

35204 Contract with Attorney in Private Practice

35205 Contract for Legal Services

GOVERNMENT CODE

814-895.8 Liability of Public Entities and Public Employees

995-996.6 Defense of Public Employees

26520 Legal Services to School Districts

53060 Special Services and Advice

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2007

Maximizing School Board Leadership: Boardsmanship, 1996

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Selecting and Working with a School Attorney: A Guide for School Boards, 1997

WEB SITES

California School Boards Association: www.csba.org

California Council of School Attorneys:

www.csba.org/LegislationAndLegal/Legal/CaliforniaCouncilOfSchoolAttorneys.aspx

National School Boards Association: www.nsba.org

State Bar of California: www.calbar.ca.gov

Chino Valley Unified School District

Bylaw adopted: August 17, 1995

Revised: May 17, 2007

Revised: October 21, 2010

Revised: May 18, 2023

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

**SUBJECT: REVISION OF BOARD BYLAW 9321 AND EXHIBIT 1 & 2—
CLOSED SESSION**

=====

BACKGROUND

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Bylaw 9321—Closed Session is being updated to reflect appellate court ruling in Fowler v. City of Lafayette, which clarified that when an item is agendaized in closed session based on a threat of litigation made by a person outside of an open meeting and a district official or employee receiving knowledge of the threat made a record of the statement before the meeting, that statement is required to be made available to the public. Bylaw also updated to reference accompanying Exhibit (1) for specific agenda descriptions for closed session items and accompanying Exhibit (2) for descriptions to report out of specified closed session items. Exhibits 1 and 2 related to Board Bylaw 9321—Closed Session are updated for clarity and precision, and for consistency with changes to the accompanying Board Bylaw.

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 Bylaw 9321 and Exhibit 1 & 2—Closed Session.

FISCAL IMPACT

None.

NE:pk

CLOSED SESSION

The Board of Education is committed to complying with state open meeting laws and modeling transparency in its conduct of District business. The Board shall hold closed sessions during a regular, special, or emergency meeting only for purposes authorized by law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting as required by law and ~~specified below~~ PROVIDED IN THE ACCOMPANYING EXHIBIT (1). (Government Code 54954.2, 54954.5, 54957)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

In open session preceding the closed session, the Board shall disclose the items to be discussed in closed session AS SPECIFIED IN THIS BYLAW. THE BOARD MAY EITHER STATE THE INFORMATION ON THE AGENDA OR REFER THE PUBLIC TO THE ITEM(S) AS LISTED BY NUMBER OR LETTER ON THE AGENDA. In the closed session, the Board may consider only those matters covered in its statement. After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when applicable, shall publicly disclose any action taken in the closed session, the votes, or abstentions thereon, and other disclosures specified ~~below that are applicable to the matter being addressed~~ IN THIS BYLAW. Such reports may be made in writing or orally at the location announced in the agenda for the closed session AS REQUIRED BY LAW AND PROVIDED IN THE ACCOMPANYING EXHIBIT (2). (Education Code 32281; Government Code 54957.7, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, THAT BECOMES PUBLIC UPON SUCH APPROVAL OR ADOPTION, the Superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the Superintendent or designee shall make the document available the next business day or when the necessary ~~retyping is~~ CHANGES TO THE DOCUMENT ARE completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the Board president shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code 54957.1)

Confidentiality

A Board member shall not disclose confidential information received in closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be

CLOSED SESSION (cont.)

identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

(cf. 1340 - Access to District Records)

Personnel Matters: APPOINTMENT, EMPLOYMENT, PERFORMANCE EVALUATION, OR DISCIPLINE/DISMISSAL/RELEASE

The Board may hold a closed session under the “personnel exception” to consider the appointment, employment, PERFORMANCE evaluation ~~of performance~~, discipline, or dismissal, OR CHANGE IN EMPLOYMENT STATUS of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957, 54957.1)

(cf. 2140 - Evaluation of the Superintendent)
 (cf. 4115 - Evaluation/Supervision)
 (cf. 4118 - Suspension/Demotion or Dismissal)
 (cf. 4215 - Evaluation/Supervision)
 (cf. 4218 - Dismissal/Suspension/Disciplinary Action)
 (cf. 4315 - Evaluation/Supervision)

PERSONNEL MATTERS: SPECIFIC COMPLAINTS OR CHARGES

The Board may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee who is the subject of the complaint requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the SUPERINTENDENT OR DESIGNEE SHALL ENSURE THAT THE employee ~~shall receiveS~~ written notice of the right to have the complaints or charges heard in open session ~~if desired~~. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

(cf. 1312.1 - Complaints Concerning District Employees)
 (cf. 4112.9/4212.9/4312.9 - Employee Notifications)

PERSONNEL MATTERS: APPLICATION FOR EARLY WITHDRAWAL OF FUNDS IN DEFERRED COMPENSATION PLAN

The Board may hold a closed session to discuss a District employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan.

CLOSED SESSION (cont.)

~~Agenda items related to District employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information. (Government Code 54954.5)~~

~~After the closed session, the Board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a District employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)~~

Negotiations/Collective Bargaining

~~Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)~~

- ~~1. Any meeting and negotiating discussion between the District and a recognized or certified employee organization~~
- ~~2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process~~
- ~~3. Any hearing, meeting or investigation conducted by a factfinder or arbitrator~~
- ~~4. Any executive (closed) session of the District or between the District and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives~~

~~(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)~~

~~The Board may meet in closed session, prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees, to review the Board's position and/or instruct its designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. Prior to the closed session, the Board shall identify its designated representatives in open session. Any closed session held for this purpose may include discussions of the REGARDING SALARIES, SALARY SCHEDULES, OR COMPENSATION PAID IN THE FORM OF FRINGE BENEFITS MAY~~

CLOSED SESSION (cont.)

INCLUDE DISCUSSIONS OF THE District's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code 54957.6)

(cf. 2121 – Superintendent's Contract)

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

~~Agenda items related to negotiations shall specify the name of the District's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session.~~

~~The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)~~

PURSUANT TO GOVERNMENT CODE 54957.1, Approval IN CLOSED SESSION of an agreement regarding labor negotiations with represented employees pursuant to government code 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. HOWEVER, THE BOARD MAY AT ITS SOLE DISCRETION, VOTE ON SUCH AN AGREEMENT IN OPEN SESSION. ~~This report shall identify the item approved and the other party or parties to the negotiation.~~ (Government Code 54957.1)

PURSUANT TO GOVERNMENT CODE 3549.1, THE BOARD MAY, WITHOUT FOLLOWING THE REQUIREMENTS OF THE BROWN ACT, MEET IN CLOSED SESSION EXCLUSIVELY FOR THE PURPOSE OF DISCUSSING ITS POSITION REGARDING ANY MATTER WITHIN THE SCOPE OF REPRESENTATION OR FOR THE PURPOSE OF INSTRUCTING ITS DESIGNATED REPRESENTATIVES. THE BOARD SHALL NOT DISCUSS ANY OTHER ITEM AT ANY SUCH CLOSED SESSION. (GOVERNMENT CODE 3549.1)

Matters Related to Students

If a public hearing would lead to the disclosure of confidential student information SUCH AS GRADES OR DISCIPLINE INFORMATION, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. AT LEAST 72 HOURS PRIOR TO THE

CLOSED SESSION (cont.)

START OF THE MEETING OF WHICH THE CLOSED SESSION IS A PART, THE SUPERINENDENT OR DESIGNEE, ON BEHALF OF THE BOARD, SHALL, IN WRITING, BY REGISTERED OR CERTIFIED OR BY PERSONAL SERVICE NOTIFY THE STUDENT AND THE STUDENT'S PARENT/GUARDIAN OF THE INTENT OF THE BOARD TO HEAR THE ITEM IN CLOSED SESSION. If a written request for open session is received from the STUDENT OR THE STUDENT'S parentS/guardianS ~~or adult student,~~ WITHIN 48 HOURS OF RECEIVING THE NOTICE, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session. (Education Code 35146, 48912, 49070)

(cf. 5117 - Interdistrict Attendance)

(cf. 5119 - Student Expelled from Other Districts)

(cf. 5125.3 - Challenging Student Records)

(cf. 5144 - Discipline)

~~IF The Board CONDUCTS shall meet in closed session to consider the AN expulsion HEARING PURSUANT TO BOARD POLICY 5144.1-SUSPENSION AND EXPULSION/DUE PROCESS, THE BOARD SHALL DO SO IN CLOSED SESSION of a student,~~ unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

~~Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.~~

~~Final action on a student matter deliberated in closed session shall be taken in open session and shall be a matter of public record. (Education Code 35146, 48918)~~

~~However, in taking final action, the Board shall not release any information in violation of~~ IN ORDER TO PROTECT student privacy rights provided in 20 USC 1232G or other applicable laws, THE IDENTITY OF A STUDENT SHALL NOT BE LISTED IN THE AGENDA AND UNLESS THE ITEM IS HEARD IN OPEN SESSION, SHALL NOT BE INCLUDED IN ANY REPORT AFTER CLOSED SESSION. ADDITIONALLY, A STUDENT MATTER SHALL BE LISTED IN THE OPEN SESSION PORTION OF THE

CLOSED SESSION (cont.)

AGENDA WITH THE SAME DESCRIPTION AND NUMBERING SYSTEM AS IT WAS ON THE CLOSED SESSION PORTION OF THE AGENDA. ~~an expulsion or other disciplinary action, the cause for the disciplinary action shall be disclosed in open session, but the Board shall refer to the student number or other identifier and shall not disclose the student's name.~~

(cf. 5125 - Student Records)

Security Matters

The Board may meet in closed session with the Governor, attorney general, district attorney, District legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings, to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service, or to the public's right of access to public services or public facilities. Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 BOARD BYLAW 9320-MEETINGS AND NOTICES, AND BOARD BYLAW EXHIBIT (1) 9323.2-ACTIONS BY THE BOARD. ~~if agreed to by a two-thirds vote of the Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present. (Government Code 54956.5, 54957)~~

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515 - Campus Security)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 9323.2 - Actions by the Board)

~~Agenda items related to these security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)~~

The Board may ALSO meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. ~~Following the closed session, the Board shall report any action taken to approve the plan, but need not disclose the District's plan for tactical responses. (Education Code 32281)~~

Real Property Negotiations

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the District in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

CLOSED SESSION (cont.)

~~Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)~~

~~Agenda items related to real property negotiations shall specify the District negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)~~

~~When the Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the District of its approval. (Government Code 54957.1)~~

Pending ANTICIPATED Litigation/INITIATION OF LITIGATION

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding a pending ANTICIPATED litigation OR WHETHER TO INITIATE LITIGATION when a discussion of the EITHER matter in open session would prejudice the District's position in the WITH RESPECT TO SUCH litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered TO BE "pending ANTICIPATED" WHEN IN THE BOARD'S OPINION BASED ON THE ADVICE OF ITS LEGAL COUNSEL REGARDING THE EXISTING FACTS AND CIRCUMSTANCES, THERE IS SIGNIFICANT EXPOSURE TO LITIGATION AGAINST THE DISTRICT OR AGAINST A DISTRICT OFFICER OR EMPLOYEE BASED ON PRIOR OR PROSPECTIVE ACTIVITIES OR ALLEGED ACTIVITIES DURING AND POTENTIALLY DURING THE COURSE AND SCOPE OF THE OFFICE OF EMPLOYMENT. in any of the following circumstances (Government Code 54956.9):

1. ~~Litigation to which the District is a "party" has been initiated formally. (Government Code 54956.9(a))~~

CLOSED SESSION (cont.)

~~2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the District, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(d)(2), (3))~~

Existing facts and circumstances for these purposes are limited to the following:
(Government Code 54956.9)

~~a1. Facts and circumstances that might result in litigation against the District but which the District believes are not yet known to potential plaintiffs and which do not need to be disclosed.~~

~~B2. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the District, which are already known to potential plaintiffs, and which must be publicly disclosed before the closed session or specified on the agenda.~~

~~e3. The receipt of a claim pursuant to the Tort GOVERNMENT Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.~~

~~(cf. 3320 — Claims and Actions Against the District)~~

~~d4. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.~~

~~e5. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the District official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.~~

~~3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(d)(4))~~

EACH AGENDA ITEM RELATED TO ANTICIPATED LITIGATION SHALL ONLY CONTAIN ONE SUCH MATTER. FOR AN ANTICIPATED LITIGATION ITEM THAT IS ANTICIPATED BASED ON ITEMS #2, #3, OR #5 ABOVE, THE AGENDA ITEM SHALL ALSO INCLUDE THE FACTS OR CIRCUMSTANCES THAT MIGHT RESULT IN LITIGATION, THE CLAIM OR WRITTEN THREAT OF LITIGATION, OR THE RECORD

CLOSED SESSION (cont.)

OF THE THREAT. HOWEVER, THE AGENDA ITEM SHALL NOT IDENTIFY THE ALLEGED VICTIM OF UNLAWFUL OR TORTIOUS SEXUAL CONDUCT OR ANYONE MAKING THE THREAT ON THE ALLEGED VICTIM'S BEHALF, OR IDENTIFY A PUBLIC EMPLOYEE WHO IS THE ALLEGED PERPETRATOR OF ANY UNLAWFUL OR TORTIOUS CONDUCT UPON WHICH A THREAT OF LITIGATION IS BASED, UNLESS THE IDENTITY OF THE PERSON HAS BEEN PUBLICLY DISCLOSED. (Government Code 54956.9)

~~Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(d)(1), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the District's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)~~

~~Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)~~

~~"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)~~

~~"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the District expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases.~~

~~The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5)~~

~~Following the closed session, the Board shall publicly report, as applicable: (Government Code 54957.1)~~

- ~~1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.~~

CLOSED SESSION (cont.)

- ~~2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the District's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.~~
- ~~3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.~~

~~If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the District shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final. (Government Code 54957.1)~~

EXISTING LITIGATION

BASED ON THE ADVICE OF ITS LEGAL COUNSEL, THE BOARD MAY HOLD A CLOSED SESSION TO CONFER WITH OR RECEIVE ADVICE FROM ITS LEGAL COUNSEL REGARDING EXISTING LITIGATION WHEN DISCUSSION OF THE MATTER IN OPEN SESSION WOULD PREJUDICE THE DISTRICT'S POSITION WITH RESPECT TO SUCH LITIGATION. LITIGATION IS CONSIDERED TO BE "EXISTING" WHEN THE DISTRICT HAS BEEN NAMED A PARTY TO THE LITIGATION OR A DISTRICT OFFICER OR EMPLOYEE HAS BEEN NAMED A PARTY TO THE LITIGATION BASED ON PRIOR OR PROSPECTIVE ACTIVITIES OR ALLEGED ACTIVITIES DURING THE COURSE AND SCOPE OF THAT OFFICE OR EMPLOYMENT, INCLUDING LITIGATION IN WHICH INVOLVES WHETHER AN ACTIVITY IS OUTSIDE THE COURSE AND SCOPE OF THE OFFICE OR EMPLOYMENT. FOR THIS PURPOSE, "LITIGATION" MEANS ANY ADJUDICATORY PROCEEDING, INCLUDING EMINENT DOMAIN, BEFORE A COURT, ADMINISTRATIVE BODY EXERCISING ITS ADJUDICATORY AUTHORITY, HEARING OFFICER, OR ARBITRATOR. (Government Code 54956.9)

Tort, Public, or Workers' Compensation Liability

THE BOARD MAY MEET IN CLOSED SESSION TO DISCUSS A CLAIM FOR THE PAYMENT OF TORT LIABILITY LOSSES, PUBLIC LIABILITY LOSSES, OR WORKERS' COMPENSATION LIABILITY INCURRED BY A JOINT POWERS AGENCY (JPA) FORMED FOR THE PURPOSE OF INSURANCE POOLING OR SELF-INSURANCE AUTHORITY OF WHICH THE DISTRICT IS A MEMBER. (Government Code 54956.95)

CLOSED SESSION (cont.)**Joint Powers Agency Issues**

~~The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a Joint Powers Agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the District is a member. (Government Code 54956.95)~~

~~Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)~~

~~(cf. 3530 Risk Management/Insurance)~~

~~Following the closed session, the Board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)~~

When the board of the JPA has so authorized and upon advice of District legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

~~Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the District on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)~~

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

~~Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)~~

~~Following the closed session, the Board shall publicly confirm that the report was reviewed and a response was prepared.~~

CLOSED SESSION (cont.)**Review of Assessment Instruments**

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

(cf. 6162.51 - State Academic Achievement Tests)

~~Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.~~

~~Following the closed session, the Board shall confirm that the assessment instruments were reviewed. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.~~

Legal Reference:EDUCATION CODE

32281 School safety plans

35145 Public meetings

35146 Closed session for student suspension or disciplinary action

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension of student

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of student records

49073-49079 Privacy of student records

60617 Closed session (re review of contents of statewide assessment)

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252-6270 California Public Records Act

54950-54963 The Ralph M. Brown Act

CALIFORNIA CONSTITUTION

Article 1, Section 3 Public right to access information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 Family Educational Rights and Privacy

COURT DECISIONS

Moreno v. City of King, (2005) 127 Cal.App.4th 17

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860

Rim of the World Unified School District v. San Bernardino County Superior Court, (2002) 104 Cal.App.4th 1393

Bell v. Vista Unified School District, (2000) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District, (1999) 70 Cal.App. 4th 87

Kleitman v. Superior Court of Santa Clara County, (1999) 87 Cal Rptr. 2d

Furtado v. Sierra Community College District, (1998) 68 Cal.App. 4th 876

CLOSED SESSION (cont.)

Roberts v. City of Palmdale, (1993) 5 Cal. 4th 363

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)

89 Ops.Cal.Atty.Gen. 110 (2006)

86 Ops.Cal.Atty.Gen. 210 (2003)

78 Ops.Cal.Atty.Gen. 218 (1995)

59 Ops.Cal.Atty.Gen. 532 (1976)

57 Ops.Cal.Atty.Gen. 209 (1974)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

WEBSITES

California School Boards Association: www.csba.org

California Office of the Attorney General: www.oag.ca.gov

League of California Cities: www.cacities.org

Chino Valley Unified School District

Bylaw adopted: August 17, 1995

Revised: March 15, 2001

Revised: July 17, 2003

Revised: October 20, 2011

Revised: October 4, 2012

Revised: May 21, 2015

Revised: September 1, 2016

Revised: November 21, 2019

REVISED:

Bylaws of the Board

Exhibit 1

Board Meeting Agenda Descriptions for Closed Session Items

The governing Board meeting agenda shall include the following description of a closed session item, as applicable:

Personnel Matters

Public Employee Appointment: Government Code 54957

Title: _____

Public Employment: Government Code 54957

Title: _____

Public Employee Performance Evaluation: Government Code 54957

Title: _____

Public Employee Discipline/Dismissal/Release: Government Code 54957 (~~No additional information is required. an employee's dismissal or nonrenewal shall not be reported until the employee has first exhausted any right to a hearing or other administrative remedy~~ DUE TO EMPLOYEE PRIVACY RIGHTS, NO ADDITIONAL INFORMATION MAY BE PROVIDED.)

Specific Complaint or Charge Against Employee: Government Code 54957 (~~No additional information is required~~ DUE TO EMPLOYEE PRIVACY RIGHTS, NO ADDITIONAL INFORMATION MAY BE PROVIDED.)

Employee application for early withdrawal of funds in deferred compensation plan: Government Code 54957.10 (~~No additional information is required~~ MAY BE PROVIDED.)

Negotiations/Collective Bargaining

Conference with Labor Negotiators: Government Code 54957.6

District-Designated Representatives: _____
(Specify names of representatives attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Employee organization: _____
(Specify name of employee organization with which negotiations are being held.)

Bylaws of the Board

or

Unrepresented Employee: _____
(Specify position of unrepresented employee(S) who is the subject of the negotiations.)

Matters Related to Students

Student Suspension/Other Disciplinary Action: Education Code 35146

Student Identification Number: _____
(~~It is recommended that the student's name not be listed~~ DUE TO STUDENT PRIVACY RIGHTS, NO ADDITIONAL INFORMATION MAY BE PROVIDED. The District may use other means to identify the student for record-keeping purposes.)

Student Expulsion: Education Code 48912

Student Identification Number: _____
(~~It is recommended that the student's name not be listed~~ DUE TO STUDENT PRIVACY RIGHTS, NO ADDITIONAL INFORMATION MAY BE PROVIDED. The District may use other means to identify the student for record-keeping purposes.)

Student Grade Change Appeal: Education Code 49070

~~Student~~ TRACKING/Identification Number: _____
(~~It is recommended that the student's name not be listed~~ DUE TO STUDENT PRIVACY RIGHTS, NO ADDITIONAL INFORMATION MAY BE PROVIDED. The District may use other means to identify the student for record-keeping purposes.)

Confidential Student Matter

Action Under Consideration: _____
(If the Board is considering a confidential student matter other than those listed above, specify type of action.)

~~Student~~ TRACKING/Identification number: _____
(~~It is recommended that the student's name not be listed~~ DUE TO STUDENT PRIVACY RIGHTS, NO ADDITIONAL INFORMATION MY BE PROVIDED. The District may use other means to identify the student for record-keeping purposes.)

Security Matters

Threat to Public Services or Facilities: Government Code 54957

Consultation With: _____
(Specify name of law enforcement agency and title of officer, or name of applicable agency representative and title with whom the Board will consult.)

Bylaws of the Board

Development/Approval of Tactical Response Plan: Education Code 32281

Consultation With: _____
(Specify name of law enforcement agency and title of officer, or name of applicable agency representative and title with whom the Board will consult.)

Real Property Negotiations

Conference With Real Property Negotiators: Government Code 54956.8

Property: _____
(Specify street address or, if no street address, the parcel number, or other unique reference of the real property under negotiation.)

District Negotiator: _____
(Specify names of negotiators attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session.)

PARTY WITH WHOM DISTRICT IS Negotiating-~~Parties~~: _____
(Specify name of party not agent.)

Under Negotiation: _____
(Specify whether instruction to negotiator will concern price, terms of payment, or both.)

ANTICIPATED LITIGATION/INITIATION OF LITIGATION

Pending Litigation

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE 54956.9(D)(2) or (3)

IF APPLICABLE, FACTS AND CIRCUMSTANCES: _____

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION: INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE 54956.9(D)(4)

IF APPLICABLE, FACTS AND CIRCUMSTANCES: _____

EXISTING LITIGATION

Conference With Legal Counsel - Existing Litigation: Government Code 54956.9(d)(1)

Bylaws of the Board

Name of Case: _____
(Specify by reference to claimant's name, names of parties, or case or claim numbers.)

or

Case name unspecified, as identification of the case would jeopardize service of process or existing settlement negotiations.

~~Conference With Legal Counsel – Anticipated Litigation: Government Code 54956.9(D)(2) or (3)~~

~~Significant exposure to litigation pursuant to government code 54956.9(D)(2) OR (3).
Number of Potential Cases: _____~~

or

~~Initiation of Litigation Pursuant to Government Code 54956.9(D)(4). Number of Potential Cases: _____~~

~~If applicable, facts and circumstances: _____
(The District may be required to provide additional information on the agenda or in an oral statement prior to the closed session pursuant to Government Code 54956.9(E)(2)-(5). These include facts and circumstances, such as an accident, disaster, incident, or transactional occurrence that might result in litigation against the District and that are known to potential plaintiff(s).)~~

TORT, PUBLIC, OR WORKERS' COMPENSATION LIABILITY

LIABILITY CLAIMS: GOVERNMENT CODE 54956.95

NAME OF CLAIMANT(S): _____
(SPECIFY NAME, EXCEPT WHEN THE CLAIMANT IS A VICTIM OR ALLEGED VICTIM OF TORTIOUS SEXUAL CONDUCT OR CHILD ABUSE UNLESS THE IDENTITY OF THE PERSON HAS BEEN PUBLICLY DISCLOSED.)

NAME OF AGENCY AGAINST WHICH CLAIM IS MADE: _____

Joint Powers Authority Issues

~~Liability claims for insurance-related joint powers agency~~ INFORMATION FROM A JOINT POWERS AGENCY WITH DIRECT FINANCIAL OR LIABILITY IMPLICATIONS FOR DISTRICT: Government Code 54956.956

Bylaws of the Board

Name of claimant(s): _____

~~(Specify Name, Except Pursuant to Government Code 54961 when the claimant is a victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed.)~~

Name of agency against which the claim is made: _____

~~Conference involving information from a Joint Powers Agency with direct financial or liability implications for District: Government Code 54956.96~~

Name of JPA: _____

Discussion Will Concern: _____
(Specify closed session description used by the JPA.)

Name of District representative on JPA board: _____

~~Names of agencies or titles of representatives attending the closed session as consultants or other representatives, if applicable: _____~~

Review of Audit from State Auditor's Office

Audit by California State Auditor's Office: Government Code 54956.75
(No additional information is required.)

Review of Assessment Instruments

Review of Student Assessment Instrument: Education Code 60617

~~The Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program. Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.~~

(REFERENCE RESOLUTION IN WHICH BOARD AGREED TO ACCEPT THE TERMS OR CONDITIONS ESTABLISHED BY RULES AND REGULATIONS OF THE STATE BOARD OF EDUCATION.)

Bylaws of the Board

Exhibit 2

Reports of Closed Session Actions

Following a closed session during any Board of Education meeting, the Board shall reconvene in open session to present, orally or in writing, a report of any of the following actions taken during the closed session, as applicable:

Personnel Matters**PUBLIC EMPLOYEE APPOINTMENT**

TITLE: _____
(SPECIFY POSITION TO BE FILLED)

APPOINTMENT MADE: (YES; OTHERWISE, NO ACTION TAKEN)

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

PUBLIC EMPLOYMENT

TITLE: _____
(SPECIFY POSITION TO BE FILLED)

DECISION TO EMPLOY: (YES; OTHERWISE, NO ACTION TAKEN)

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

TITLE: _____
(SPECIFY TITLE OF EMPLOYEE BEING EVALUATED)

(IF APPLICABLE) BOARD EVALUATED AN EMPLOYEE IN THE ABOVE LISTED POSITION.

Bylaws of the Board

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

TITLE: _____
(SPECIFY POSITION AFFECTED)

(IF APPLICABLE) DECISION TO DISMISS/RELEASE: (YES; OTHERWISE, NO ACTION TAKEN)

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

SPECIFIC COMPLAINT OR CHARGE AGAINST EMPLOYEE

(IF APPLICABLE) BOARD HEARD/DISCUSSED A SPECIFIC COMPLAINT OR CHARGE AGAINST AN EMPLOYEE.

EMPLOYEE APPLICATION FOR EARLY WITHDRAWAL OF FUNDS IN DEFERRED COMPENSATION PLAN

(IF APPLICABLE) BOARD RECEIVED/DISCUSSED AN EMPLOYEE'S APPLICATION FOR EARLY WITHDRAWAL OF FUNDS IN DEFERRED COMPENSATION PLAN.

Negotiations/Collective Bargaining

(IF APPLICABLE) AGREEMENT REACHED WITH: _____
(SPECIFY EMPLOYEE ORGANIZATION)

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

MATTERS RELATED TO STUDENTS

STUDENT SUSPENSION/OTHER DISCIPLINARY ACTION

TRACKING/IDENTIFICATION NUMBER: _____

Bylaws of the Board

(IF APPLICABLE) BOARD HEARD/DISCUSSED THIS MATTER AND WILL VOTE IN OPEN SESSION AS INDICATED IN THE AGENDA.

STUDENT EXPULSION

TRACKING/IDENTIFICATION NUMBER: _____

(IF APPLICABLE) BOARD HEARD/DISCUSSED THIS MATTER AND WILL VOTE IN OPEN SESSION AS INDICATED IN THE AGENDA.

STUDENT GRADE CHANGE APPEAL

TRACKING/IDENTIFICATION NUMBER: _____

(IF APPLICABLE) BOARD HEARD/DISCUSSED THIS MATTER.

CONFIDENTIAL STUDENT MATTER

ACTION UNDER CONSIDERATION: _____

TRACKING/IDENTIFICATION NUMBER: _____

(IF APPLICABLE) BOARD HEARD/DISCUSSED THIS MATTER.

Security Matters

THREAT TO PUBLIC SERVICES OR FACILITIES

(IF APPLICABLE) BOARD CONSULTED WITH: _____
(SPECIFY NAME OF LAW ENFORCEMENT AGENCY AND TITLE OF OFFICER, OR NAME OF APPLICABLE AGENCY REPRESENTATIVE AND TITLE, WITH WHOM THE BOARD WILL CONSULT.)

DEVELOPMENT/APPROVAL OF TACTICAL RESPONSE PLAN

(IF APPLICABLE) BOARD APPROVED A TACTICAL RESPONSE PLAN.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

Bylaws of the Board

Real Property Negotiations

(IF APPLICABLE) BOARD APPROVED AN AGREEMENT CONCLUDING REAL ESTATE NEGOTIATIONS AND THE AGREEMENT IS FINAL.

SUBSTANCE OF AGREEMENT:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

ANTICIPATED LITIGATION/INITIATION OF LITIGATION

(IF APPLICABLE) BOARD HAS GIVEN APPROVAL TO LEGAL COUNSEL TO DEFEND THE DISTRICT AGAINST ANTICIPATED LITIGATION.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

OR

(IF APPLICABLE) BOARD APPROVED AN AGREEMENT CONCLUDING THIS MATTER AND THE AGREEMENT IS FINAL.

ADVERSE PARTY(S): _____

SUBSTANCE OF AGREEMENT: _____

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

Bylaws of the Board

CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION

(IF APPLICABLE) BOARD HAS GIVEN APPROVAL TO LEGAL COUNSEL TO INITIATE LITIGATION.

AYES: _____
NAYS: _____
ABSTENTIONS: _____
ABSENT: _____
RECUSED: _____
(ENTER NAMES OF BOARD MEMBERS)

OR

(IF APPLICABLE) BOARD APPROVED AN AGREEMENT CONCLUDING THIS MATTER AND THE AGREEMENT IS FINAL.

ADVERSE PARTY(S): _____

SUBSTANCE OF AGREEMENT: _____

AYES: _____
NAYS: _____
ABSTENTIONS: _____
ABSENT: _____
RECUSED: _____
(ENTER NAMES OF BOARD MEMBERS)

EXISTING LITIGATION

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(IF APPLICABLE) BOARD HAS GIVEN APPROVAL TO LEGAL COUNSEL TO DEFEND THE DISTRICT, SEEK OR REFRAIN FROM SEEKING APPELLATE 4 POLICY REFERENCE DISCLAIMER: REVIEW OR RELIEF, OR TO ENTER AS AN AMICUS CURIAE IN THIS LITIGATION.

AYES: _____
NAYS: _____
ABSTENTIONS: _____
ABSENT: _____
RECUSED: _____
(ENTER NAMES OF BOARD MEMBERS)

Bylaws of the Board

OR

(IF APPLICABLE) BOARD APPROVED AN AGREEMENT CONCLUDING THIS LITIGATION AND THE AGREEMENT IS FINAL.

SUBSTANCE OF AGREEMENT: _____

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

Tort, Public, or Workers' Compensation Liability

LIABILITY CLAIMS

(IF APPLICABLE) BOARD APPROVED DISPOSING OF THIS CLAIM AND THAT DISPOSITION IS FINAL.

SUBSTANCE OF CLAIM, INCLUDING AMOUNT OF PAYMENT TO CLAIMANT:

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

RECUSED: _____

(ENTER NAMES OF BOARD MEMBERS)

JOINT POWERS AGENCY ISSUES

INFORMATION FROM A JOINT POWERS AGENCY WITH DIRECT FINANCIAL OR LIABILITY IMPLICATIONS FOR DISTRICT

(IF APPLICABLE) BOARD HEARD/DISCUSSED THIS MATTER.

REVIEW OF AUDIT FROM STATE AUDITOR'S OFFICE

AUDIT BY CALIFORNIA STATE AUDITOR'S OFFICE

Bylaws of the Board

(IF APPLICABLE) BOARD HEARD/DISCUSSED THIS MATTER.

REVIEW OF ASSESSMENT INSTRUMENTS

REVIEW OF STUDENT ASSESSMENT INSTRUMENT

(IF APPLICABLE) BOARD REVIEWED THE ASSESSMENT IN COMPLIANCE WITH THE APPLICABLE BOARD RESOLUTION.

Title of Position: _____

Action Taken: _____
(e.g., appointment/employment/evaluation/discipline/dismissal/release)

Board Member Votes/Abstentions: _____

~~Negotiations/Collective Bargaining~~

~~Approval of Final Agreement With Represented Employees~~

~~Item Approved: _____~~

~~Other Party/Parties to the Negotiation: _____~~

~~Board Member Votes/Abstentions: _____~~

~~Matters Related to Students~~

~~(Final action must be taken in open session. It is recommended that the student's name not be disclosed.)~~

~~Security Matters~~

~~Action Taken: _____
(e.g., consultation with law enforcement; approval of contract or memorandum of understanding; approval of tactical response plan, without disclosing the details of the plan)~~

~~Board Member Votes/Abstentions: _____~~

~~Real Property Negotiations~~

~~Action Taken: _____~~

Bylaws of the Board

~~(Report if Board approves a final agreement concluding real estate negotiations. If final approval rests with the other party, report as soon as the other party has approved the agreement.)~~

~~Substance of the Agreement: _____~~

~~Board Member Votes/Abstentions: _____~~

Existing Litigation

~~Action Taken Related to Existing Litigation: _____~~

~~(e.g., approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation; or approval to legal counsel of a settlement of pending litigation at any stage prior to or during a judicial or quasi-judicial proceeding. If final approval of settlement rests with the other party, report to any person upon request once the settlement is final.)~~

~~Adverse Party/Parties, if Known: _____~~

~~Substance of the Litigation: _____~~

~~Board Member Votes/Abstentions: _____~~

Anticipated Litigation

~~Action Taken: The Board has given approval to legal counsel to initiate or intervene in a lawsuit. The action, defendants, and other details will be disclosed to any person upon request after the lawsuit is commenced, unless doing so would jeopardize the District's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage. (The report does not need to initially identify the action, defendants, or other details.)~~

~~Board Member Votes/Abstentions: _____~~

Joint Powers Agency Issues

~~Liability Claims for Insurance-Related Joint Powers Agency~~

~~Name of Claimant(S): _____~~

~~Name of Agency Against Which the Claim is Made: _____~~

~~Substance of the Claim: _____~~

Bylaws of the Board

Monetary Settlement Agreed Upon by the Claimant: _____

Board Member Votes/Abstentions: _____

~~Conference Involving Information From a Joint Powers Agency with Direct Financial or Liability Implications for District~~

Name of JPA: _____

Action Taken: _____

(Law does not include any specific disclosures to be reported.)

Board Member Votes/Abstentions: _____

~~Review of Audit From State Auditor's Office~~

~~Action Taken: The Board reviewed the confidential final draft audit report received from the California State Auditor's office and has prepared a response. (no additional information is required. Unless otherwise exempted by law, after the audit report is subsequently released to the public, any Board discussion of the report must be conducted in open session.)~~

~~Review of Assessment Instruments~~

~~Action Taken: The Board reviewed the contents of a student assessment instrument approved or adopted for the statewide testing system.~~

Exhibit adopted: November 21, 2019

REVISED:

Chino Valley Unified School District

Our Motto:

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

DATE: January 18, 2024

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Hilda Flores, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

SUBJECT: **WILLIAMS SETTLEMENT LEGISLATION QUARTERLY UNIFORM COMPLAINT REPORT SUMMARY FOR OCTOBER THROUGH DECEMBER 2023**

=====

BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education receive for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October through December 2023.

FISCAL IMPACT

None.

NE:HF:gks

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

District Name: Chino Valley Unified School District

Quarter covered by this report: October 2023 – December 2023

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

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

Submitted by: Hilda Flores, Ed.D.

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