

**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION

## AGENDA

August 17, 2023

### 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**  
**5:00 p.m. – Closed Session • 6:00 p.m. – Regular Meeting**  
**August 17, 2023**

**AGENDA**

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

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

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 5:00 P.M.**

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

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

- a. Conference With Legal Counsel, Anticipated Litigation (Government Code 54956.9(e)(1)): One matter. (Atkinson, Andelson, Loya, Ruud, & Romo) (10 minutes)
- b. Student Readmission Matter (Education Code 35146, 48916 (c)): Readmission Case 22/23-66. (5 minutes)
- c. Public Employee Appointment (Government Code 54957): Elementary School Assistant Principals; Junior High School Assistant Principals; High School Assistant Principals; Coordinator, Special Education; and Assistant Superintendent, Curriculum, Instruction, Innovation, and Support. (10 minutes)
- d. 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. (25 minutes)
- e. Public Employee Discipline/Dismissal/Release (Government Code 54957) (10 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

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

Proceedings of this meeting are recorded.

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

## II. ACTION

### II.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT

II.A.1. Public Hearing and Adoption of Resolution  
Page 8 2023/2024-10, Regarding the Sufficiency of  
Instructional Materials 2023/2024 for  
Cal Aero Preserve Academy K through 6

Recommend the Board of Education conduct a public hearing and adopt Resolution 2023/2024-10, regarding the Sufficiency of Instructional Materials 2023/2024 for Cal Aero Preserve Academy K through 6.

Open Hearing \_\_\_\_\_

Close Hearing \_\_\_\_\_

Motion \_\_\_\_ Second \_\_\_\_

Preferential Vote: \_\_\_\_\_

Vote: Yes \_\_\_\_ No \_\_\_\_

## III. CONSENT

Motion \_\_\_\_ Second \_\_\_\_

Preferential Vote: \_\_\_\_\_

Vote: Yes \_\_\_\_ No \_\_\_\_

### III.A. ADMINISTRATION

III.A.1. Minutes of the July 20, 2023 Regular Meeting

Page 12

Recommend the Board of Education approve the minutes of the July 20, 2023 regular meeting.

III.A.2. Revision of Bylaws of the Board 9320—Meetings and Notices

Page 20

Recommend the Board of Education approve the revision of Bylaws of the Board 9320—Meetings and Notices.

III.A.3. Revision of Bylaws of the Board 9322—Agenda/Meeting Materials

Page 33

Recommend the Board of Education approve the revision of Bylaws of the Board 9322—Agenda/Meeting Materials.

### III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Page 41

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

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

Page 42

Recommend the Board of Education approve/ratify the 2023/2024 applications to operate fundraising activities and other activities for the benefit of students.

**III.B.3. Fundraising Activities**

Page 44

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

**III.B.4. Donations**

Page 49

Recommend the Board of Education accept the donations.

**III.B.5. Legal Services**

Page 51

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

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

**III.C.1. Student Readmission Case 22/23-66**

Page 52

Recommend the Board of Education approve student expulsion case 22/23-66.

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

Page 53

Recommend the Board of Education approve/ratify the school-sponsored trips for Glenmeade ES; Hidden Trails ES; Liberty ES; Rhodes ES; and Chino Hills HS.

**III.C.3. Adoption of the Master Plan for Multilingual Programs 2023/2024**

Page 55

Recommend the Board of Education approve the adoption of the Master Plan for Multilingual Programs 2023/2024.

**III.C.4. Agricultural Career Technical Education Incentive Grant 2023/2024 Application for Funding for Don Lugo HS**

Page 56

Recommend the Board of Education approve the Agricultural Career Technical Education Incentive Grant 2023/2024 Application for Funding Don Lugo HS.

**III.C.5. Application for Funding Consolidated Application for the 2023/2024 School Year**

Page 63

Recommend the Board of Education approve the Application for Funding Consolidated Application for the 2023/2024 school year.



**III.C.6. Baldy View Regional Occupational Program 2023/2024 District Operated Program Contract**  
Page 65

Recommend the Board of Education approve the Baldy View Regional Occupational Program 2023/2024 District Operated Program Contract.

**III.C.7. Baldy View Regional Occupational Program 2023/2024 Contract for Services and Participation Incentive**  
Page 77

Recommend the Board of Education approve the Baldy View Regional Occupational Program 2023/2024 Contract for Services and Participation Incentive.

**III.C.8. Baldy View Regional Occupational Program 2023/2024 Contract for Embedded Classes**  
Page 90

Recommend the Board of Education approve the Baldy View Regional Occupational Program 2023/2024 Contract for Embedded Classes.

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

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

Page 98  
Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 99  
Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

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

Page 104  
Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**III.D.4. Notices of Completion for CUPCAA Projects**

Page 123  
Recommend the Board of Education approve the Notices of Completion for CUPCCA Projects.

**III.D.5. Change Order and Notice of Completion for Bid No. 22-23-06F, Cal Aero K-8, Chaparral ES, and Wickman ES PIP (Poured in Place) Rubber Replacement**  
Page 125

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-06F, Cal Aero K-8, Chaparral ES, and Wickman ES PIP (Poured in Place) Rubber Replacement.

**III.D.6. Change Order for Bid No. 22-23-07F, Eagle Canyon ES Alterations (BP 09-01)**  
Page 129

Recommend the Board of Education approve the Change Order for Bid No. 22-23-07F, Eagle Canyon ES Alterations (BP 09-01).

**III.D.7. Change Order for Bid No. 22-23-22F, Anna Borba ES, Marshall ES, and Walnut ES Administration Relocations—Group A (BP 00)**

Page 132

Recommend the Board of Education approve the Change Order for Bid No. 22-23-22F, Anna Borba ES, Marshall ES, and Walnut ES Administration Relocations—Group A (BP 00).

**III.D.8. Resolution 2023/2024-09, Authorization to Utilize a Piggyback Contract**

Page 135

Recommend the Board of Education adopt Resolution 2023/2024-09, Authorization to Utilize a Piggyback Contract.

**III.D.9. Approval of New Members to the Measure G Bond Citizens' Oversight Committee**

Page 139

Recommend the Board of Education approve the new members to the Measure G Bond Citizens' Oversight Committee:

- Maira Llamas, At-Large Community Member
- Akin Mohammed, Business Representative
- Chrystina Smith-Rasshan, Parent/Guardian of a Child Enrolled in the District,
- Brandy Jones, Parent/Guardian of a Child Enrolled in the District and Active in a Parent-Teacher Organization
- Tony Flores, Senior Citizen Group Representative.

**III.E. HUMAN RESOURCES**

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

Page 140

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

**III.E.2. Rejection of Claims**

Page 148

Recommend the Board of Education reject the claims and refer them to the District's insurance adjuster.

**III.E.3. New Job Description for Coordinator, Expanded Learning and Support Programs**

Page 150

Recommend the Board of Education approve the new job description for Coordinator, Expanded Learning and Support Programs.

**III.E.4. Memorandum of Understanding between A.C.T. and the Chino Valley Unified School District Authorizing Certificated Employees Assigned to Tracks B, C, or D at Cal Aero Preserve Academy to Receive the Applicable Per Diem Rate for Working on June 28, 2023, or June 29, 2023**

Page 156

Recommend the Board of Education approve the Memorandum of Understanding between A.C.T. and the Chino Valley Unified School District authorizing certificated employees assigned to tracks B, C, or D at Cal Aero Preserve Academy to receive the applicable per diem rate for working on June 28, 2023, or June 29, 2023, as applicable.

## **IV. INFORMATION**

### **IV.A. ADMINISTRATION**

#### **IV.A.1. Revision of Bylaws of the Board 9323—Meeting Conduct**

Page 159 Recommend the Board of Education receive for information the revision of Bylaws of the Board 9323—Meeting Conduct.

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

#### **IV.B.1. 2022/2023 Second Semester Student Expulsion Report**

Page 166 Recommend the Board of Education receive for information the 2022/2023 Second Semester Student Expulsion Report.

#### **IV.B.2. San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Fourth Quarterly Report 2022/2023**

Page 170 Recommend the Board of Education receive for information the San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Fourth Quarterly Report 2022/2023.

## **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:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum,  
Instruction, Innovation, and Support  
Luke Hackney, Director, Elementary Curriculum and Instruction  
Troy Ingram, Coordinator, Innovation and Creative Services

**SUBJECT: PUBLIC HEARING AND ADOPTION OF RESOLUTION  
2023/2024-10, REGARDING THE SUFFICIENCY OF  
INSTRUCTIONAL MATERIALS 2023/2024 FOR CAL AERO  
PRESERVE ACADEMY K THROUGH 6**

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**BACKGROUND**

Education Code 60119 states the governing board of a school district shall hold a public hearing at which the board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders.

Cal Aero Preserve Academy K through 6 operates as a year-round campus and for the 2023/2024 school year they opened their doors to begin instruction on July 5, 2023. A separate public hearing for sufficiency of instructional materials is being held for this school site in order to be compliant with Education Code 60119.

At this hearing a determination shall be made, through a resolution, as to whether each pupil has sufficient textbooks or instructional materials, or both, to use in class and to take home. These textbooks or instructional materials shall be aligned to the content standards pursuant to Education Code 60605 or 60605.8 in each of the following subjects, that are consistent with the content and cycles of the curriculum framework adopted by the state board in mathematics, science, history-social science, English language arts, including the English language development component of an adopted program, foreign language and health.

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

## **RECOMMENDATION**

It is recommended the Board of Education conduct a public hearing and adopt Resolution 2023/2024-10, regarding the Sufficiency of Instructional Materials 2023/2024 for Cal Aero Preserve Academy K through 6.

## **FISCAL IMPACT**

None.

NE:GP:LH:TI:gks

**Chino Valley Unified School District**  
**Resolution 2023/2024-10**  
**Sufficiency of Instructional Materials 2023/2024 for**  
**Cal Aero Preserve Academy K through 6**

**WHEREAS**, the Board of Education of the Chino Valley Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on August 17, 2023, at 6:00 pm, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours;

**WHEREAS**, the Board provided at least 10 days' notice of the public hearing by posting it in at least three public places within the District stating the time, place, and purpose of the hearing;

**WHEREAS**, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing;

**WHEREAS**, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learner, in the Chino Valley Unified School District;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook and/or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the Chino Valley Unified School District, have standards-aligned textbooks or instructional materials from the same adoption cycle;

**WHEREAS**, textbooks or instructional materials were provided to each student, including each English learner, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

**English/Language Arts/English Language Development**

TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015

K-6 McGraw-Hill School Education; CA Reading Wonders ELA/ELD, 2017

**Mathematics**

TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015

K-5 Pearson Scott Foresman; enVision Math, 2015

6-8 Houghton Mifflin & Harcourt, Big Ideas Math, Course 1, Course 2, and Course 3, 2015

**History/Social Science**

TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015

K-5 Harcourt School Publishers; Reflections: California Series, 2007

6-8 Holt, Rinehart and Winston; Ancient Civilizations, 2006

**Science**

TK Houghton Mifflin Harcourt; Big Day Pre K Curriculum, 2015

K-5 Twig Education; Twig Science, 2021

6 Discovery Education, Inc.; Grade 6 Science Techbook: California Volume 1 Unit 1 and 2, 2019

6 Discovery Education, Inc.; Grade 6 Science Techbook: California Volume 2 Unit 3 and 4, 2019

**NOW, THEREFORE, BE IT RESOLVED** that for the 2023/2024 school year, the Chino Valley Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in all courses required by Education Code 60119.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 17<sup>th</sup> day of August 2023 by the following vote:

Bridge	_____
Cruz	_____
Na	_____
Schaffer	_____
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.

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**July 20, 2023**

**MINUTES**

<b>I.        OPENING BUSINESS</b>
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**I.A.        CALL TO ORDER – 4:40 P.M.**

1. Roll Call

President Shaw called to order the regular meeting of the Board of Education, Thursday, July 20, 2023, at 4:40 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present.

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Shaw adjourned to closed session at 4:40 p.m. regarding conference with legal counsel, existing litigation, one case; conference with legal counsel, anticipated litigation: one matter; a student discipline matter; student readmissions; public employee appointment: elementary principals, junior high school principal, high school assistant principals; conference with labor negotiators, A.C.T. and CSEA; 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 regular meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present. The Board met in closed session from 4:40 p.m. to 5:30 p.m. regarding conference with legal counsel, existing litigation, one case; conference with legal counsel, anticipated litigation: one matter; a student discipline matter; student readmissions; public employee appointment: elementary principals, junior high school principal, high school assistant principals; conference with labor negotiators, A.C.T. and CSEA; and public employee performance evaluation: Superintendent.



By a unanimous vote of 5-0 with Bridge, Cruz, Monroe, Na, and Shaw voting yes appointed the following individuals: Stephenette Graham as principal of Litel ES effective July 21, 2023; Jae Heon as principal of Newman ES effective July 21, 2023; Teressa Moore as principal of Briggs K-8 effective July 21, 2023; and Kamila Kuklinski as assistant principal at Chino HS effective date to be determined. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Led by Board Clerk Andrew Cruz.

**I.C. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

Brenda Walker, A.C.T. President, reiterated the Association's position on new proposed Board Policy 5020.1.

Emily Lao, CHAMP President, spoke about the Superintendent's Leadership Charge held earlier in the week; congratulated newly appointed administrators and management personnel; reminded families to log into their online parent portal account for data confirmation; spoke about remembering getting ready for the return to school as a child; and said August 7 is the first day of school.

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

The following individuals addressed the Board: Glory Ciccarelli regarding Black erasure; Oscar Avila regarding rights; Karen Reyes and Steven P. regarding wellness rooms; Ben Richards and Nick Parra regarding LGBTQ matters; Agnes Mazur regarding parent diversity; Michelle Carney regarding union support; Jess Houson regarding constitutional obligations; Lisa G. regarding Board behavior; Virginia Renteria regarding parent rights; Barbara Rugeley and Jeena Trexler Sousa regarding the League of Women Voters; Linda Fraser regarding God's truth; Jess Enos regarding AVPE; Manuk Origdryan regarding protecting kids; Timothy Johnson regarding God and truth; and Nicolette Vonchelle regarding being Black in America.

**I.E. CHANGES AND DELETIONS**

The following changes were read into the record: Item II.B.1., Addendum to the Employment Contract for the Superintendent of the Chino Valley Unified School District, was pulled from the agenda; and Item II.B.2., Addendum to the Employment Contracts for Associate Superintendent, Business Services; Associate Superintendent, Curriculum, Instruction, Innovation, and Support; and Assistant Superintendent, Facilities, Planning, and Operations, was pulled from the agenda. There were no further changes or deletions.

## **II. ACTION**

### **II.A. ADMINISTRATION**

#### **II.A.1. New Board Policy 5020.1—Parental Notification**

Tony Thurmond, State Superintendent of Public Instruction; Sunitha Menon; Max Ibarra; Ashlee Peters; Kristi Hirst; Phoenix Guiza; Daniel Mora; Koki Cabrera; Christy; Sam V.; Ahmanise S.; Ester Kim; Joel Gemino; Karen Reyes; Marisol DiPaulo; Samuel Turley; Debi Woolery; Jenni/Kennedy; Kelsey Robertson; Alexis Tarrós; Darlene Berg; Brenton Daniels; Lauren Daniel; Jim Gallagher; Kiersten/Agnes Mazur; Chau Nguyen; Scott Carter; Brenda Kapila; Cloud Morgan; Alan Vargas; Brian D'Ambrosia-Donner; Arianna Guzman; Frank Guzman; Nathan Bass; and Leila addressed the Board opposed to the policy. Assemblyman Bill Essayli; Oscar Avila; Guz Reza; Greg Abdouch; Jessica Tapia; Jazmine Chavez; Hansel Orzame; Ben Richards; Steven P.; Amy Davlin Feria; Timothy Johnson; Eric Dahlen; Nick Wilson; Andy Lai; Kylene Valles; Misty; Nichole Vicario; Cecil John Howell; Eric Martinez; Kristie Birchet; Karen Amigon; Victor Romero; Judi McDaniels; Michael Sherman; Heather Peery; Cecilia Iglesias; Mrs. G; Jesse S.; Ghia Dhee; Wayne; Byron Gonzalez; Brittney Ruud; Joe McTarsney; Lorretta Creelman; Aleissa Anderson; Lisa Disbrow; Dyane McTarsney; David Sleight; Angel Arellano; Nar Tadevosyan; Patty Cabada; Philip Costas; Zuhair Shaath; and Steve Campos. Moved (Na) seconded (Cruz) motion carried (4-1, Bridge voted no) to approve the new Board Policy 5020.1—Parental Notification.

### **II.B. HUMAN RESOURCES**

#### **II.B.1. Addendum to the Employment Contract for the Superintendent of the Chino Valley Unified School District**

This item was pulled from the agenda.

#### **II.B.2. Addendum to the Employment Contracts for Associate Superintendent, Business Services; Associate Superintendent, Curriculum, Instruction, Innovation, and Support; and Assistant Superintendent, Facilities, Planning, and Operations**

This item was pulled from the agenda.

<b>III. CONSENT</b>
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Moved (Na) second (Bridge) carried unanimously (5-0) to approve the consent items.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the June 15, 2023 Regular Meeting**

Approved the minutes of the June 15, 2023 regular meeting.

**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; and Tao Rossini APC.

**III.B.6. Signature Authorizations for Chino Valley Unified School District**

Approved the signature authorizations for Chino Valley Unified School District.

**III.B.7. Request for Allowance of Attendance and Instructional Time Due to Lockdown at E.J. Marshall Elementary School**

Approved the request for allowance of attendance and instructional time due to a lockdown at E.J. Marshall Elementary School.

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

**III.C.1. Student Readmission Cases 22/23-18 and 22/23-38**

Approved student expulsion cases 22/23-18 and 22/23-38.

**III.C.2. Student Expulsion Case 22/23-71**

Approved student expulsion case 22/23-71.

**III.C.3. 2023/2024 Expulsion Hearing Administrative Panel**

Approved the 2023/2024 Expulsion Hearing Administrative Panel.

**III.C.4. School Sponsored Trips**

Approved/ratified the school-sponsored trips for Chaparral ES; Eagle Canyon ES; Oak Ridge ES; Ayala HS; Chino HS; and Chino Hills HS.

**III.C.5. 2023/2024 School Plan for Student Achievement**

Approved the 2023/2024 School Plan for Student Achievement.

**III.C.6. 2023/2024 School Plan for Student Achievement for Boys Republic HS and Chino Valley Learning Academy**

Approved the 2023/2024 School Plan for Student Achievement for Boys Republic HS and Chino Valley Learning Academy.

**III.C.7. Child Development Parent Handbook 2023/2024**

Approved the Child Development Parent Handbook 2023/2024.

**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. 22-23-35F, Chino HS Hazardous Material Abatement and Demolition**

Awarded Bid No. 22-23-35F Chino HS Hazardous Material Abatement and Demolition to Resource Environmental, Inc.

**III.D.6. Change Order and Notice of Completion for Bid No. 19-20-17F, Chino HS Reconstruction Phase 1 (BP 2)**

Approved the Change Order and Notice of Completion for Bid No. 19-20-17F, Chino HS Reconstruction Phase 1 (BP 2).

- III.D.7. Change Order and Notice of Completion for Bid No. 19-20-17F, Chino HS Reconstruction Phase 1 (BP 7)**  
Approved the Change Order and Notice of Completion for Bid No. 19-20-17F, Chino HS Reconstruction Phase 1 (BP 7).
- III.D.8. Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 1)**  
Approved the Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 1).
- III.D.9. Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 2)**  
Approved the Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 2).
- III.D.10. Change Order and Notice of Completion for Bid NO. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 5)**  
Approved the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 5).
- III.D.11. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 8)**  
Approved the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 8).
- III.D.12. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 18 )**  
Approved the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 18).
- III.D.13. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 19 )**  
Approved the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 19).
- III.D.14. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 20 )**  
Approved the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 20).
- III.D.15. Extension of Request for Proposals 21-22-18, Nutrition Services—Fresh Produce**  
Approved the extension of Request for Proposals 21-22-18, Nutrition Services—Fresh Produce.

**III.D.16. Resolutions 2023/2024-01, 2023/2024-02, 2023/2024-03, 2023/2024-04, 2023/2024-05, 2023/2024-06, 2023/2024-07, and 2023/2024-08 for Authorization to Utilize Piggyback Contracts**

Adopted Resolutions 2023/2024-01, 2023/2024-02, 2023/2024-03, 2023/2024-04, 2023/2024-05, 2023/2024-06, 2023/2024-07, and 2023/2024-08 for Authorization to Utilize Piggyback Contracts.

**III.E. HUMAN RESOURCES**

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

Approved/ratified the certificated/classified personnel items.

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

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

**III.E.3. Supervised Internship Agreement with University of Massachusetts Global; Fieldwork and Internship Agreement with University of La Verne; Clinical Affiliation Agreement with Emerson College; and Student Teaching Agreement with Central State University's College of Education**

Approved the Supervised Internship Agreement with University of Massachusetts Global; Fieldwork and Internship Agreement with University of La Verne; Clinical Affiliation Agreement with Emerson College; and Student Teaching Agreement with Central State University's College of Education.

<p><b>IV. INFORMATION</b></p>
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**IV.A. ADMINISTRATION**

**IV.A.1. Revision of Administrative Regulation 5145.3—Nondiscrimination/Harassment of Students**

Received for information the revision of Administrative Regulation 5145.3—Nondiscrimination/Harassment of Students.

**IV.A.2. Revision of Bylaws of the Board 9320—Meetings and Notices**

Received for information the revision of Bylaws of the Board 9320—Meetings and Notices.

**IV.A.3. Revision of Bylaws of the Board 9322—Agenda/Meeting Materials**

Received for information the revision of Bylaws of the Board 9322—Agenda/Meeting Materials.

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

**IV.B.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for April Through June 2023**

Received for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for April through June 2023.

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

**IV.C.1. Annual Report Per Board Policy 3470 Debt Issuance And Management**

Received for information the annual report per Board Policy 3470 Debt Issuance and Management.

**V. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

Don Bridge wished students, staff, and teachers a good start to the new school year; spoke about an email from a teacher asking questions regarding the new policy; and spoke about him bringing his bible to the meeting and attending church every Sunday morning.

James Na said that he would like a resolution declaring July 20 as parental rights day in California's public education; and thanked the public for attending the meeting.

Andrew Cruz donated books that are supported by the National Teachers Association (NEA) titled *Gender Queer and Call Me Max* to the A.C.T.

Jon Monroe made no comments.

Superintendent Enfield made no comments.

President Shaw closed by saying we are in this together and to not give up.

**VI. ADJOURNMENT**

President Shaw adjourned the regular meeting of the Board of Education at 10:01 p.m.

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Sonja Shaw, President

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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:** August 17, 2023

**TO:** Members, Board of Education

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

**SUBJECT: REVISION OF BYLAWS OF THE BOARD 9320—MEETINGS AND NOTICES**

=====

**BACKGROUND**

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Bylaws of the Board 9320—Meetings and Notices is being updated to reflect new law (AB 2449, 2022), which (1) requires Boards to maintain and implement a procedure for receiving and resolving requests for reasonable accommodation for individuals with disabilities, to resolve any doubt in favor of accessibility, and to give notice of the procedure for receiving and resolving requests for accommodation in each instance in which notice of the time of a meeting is otherwise given or the agenda is otherwise posted; and (2) adds procedures for "Teleconferencing During a Personal Emergency" and "Teleconferencing for 'Just Cause.'" Bylaw also updated to reflect new law (AB 2647, 2022), which provides a procedure for complying with the Brown Act when distributing materials to the Board less than 72 hours before a regular meeting and outside of regular business hours. Additionally, the bylaw is updated to reference the expiration of the California COVID-19 State of Emergency on February 28, 2023, and to clarify that a Board may utilize "Teleconferencing During a Proclaimed State of Emergency," if all terms are met pursuant to Government Code 54953, until January 1, 2024. This item was presented to the Board on July 17, 2023, as information.

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the revision of Bylaws of the Board 9320—Meetings and Notices.

**FISCAL IMPACT**

None.



**MEETINGS AND NOTICES**

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

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference LOCATION AS PERMITTED BY GOVERNMENT CODE 54953, to hear, discuss or deliberate, or take action upon any item within the subject matter jurisdiction of the Board ~~or district~~. (Government Code 54952.2)

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

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. ANY DOUBT ABOUT A REQUEST FOR ACCOMMODATION SHALL BE RESOLVED IN FAVOR OF ACCESSIBILITY. (Government Code 54953, 54953.2, 54954.1, 54954.2)

NOTICE OF THE PROCEDURE FOR RECEIVING AND RESOLVING REQUESTS FOR ACCOMMODATION DESCRIBED ABOVE SHALL BE GIVEN IN EACH INSTANCE IN WHICH NOTICE OF THE TIME OF A MEETING IS OTHERWISE GIVEN OR THE AGENDA FOR THE MEETING IS OTHERWISE POSTED. (Government Code 54953)

## **MEETINGS AND NOTICES (cont.)**

### **Regular Meetings**

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

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

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

(cf. 1113 - District and School Websites)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose OR ON THE DISTRICT WEBSITE, CONSISTENT WITH GOVERNMENT CODE 54957.5, AT THE TIME THE MATERIALS ARE DISTRIBUTED TO ALL OR A MAJORITY OF THE BOARD. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

### **Special Meetings**

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

(cf. 2121 - Superintendent's Contract)

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

**MEETINGS AND NOTICES (cont.)**

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

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

**Emergency Meetings**

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice or 24-hour posting requirement for special meetings pursuant to Government Code 54956.

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

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

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

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

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

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

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

## **MEETINGS AND NOTICES (cont.)**

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

### **Adjourned/Continued Meetings**

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

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

### **Study Sessions, Retreats, Public Forums, and Discussion Meetings**

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

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

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9400 – Board Self-Evaluation)

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

### **Other Gatherings**

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

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school boards

## **MEETINGS AND NOTICES (cont.)**

2. An open, publicized meeting organized by a person or organization other than the District to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

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

## **Location of Meetings**

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

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

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

1. Comply with state or federal law or court order, or to attend a judicial or administrative proceeding to which the District is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the District has no meeting facility within its boundaries or if its principal office is located outside the District

## **MEETINGS AND NOTICES (cont.)**

5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the District over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the District, but located outside the District, provided the meeting is limited to items directly related to that facility
7. Visit the office of the District's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on non-adversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for superintendent of the District
10. Interview a potential employee from another District

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

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

## **TRADITIONAL Teleconferencing**

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

ALL TELECONFERENCED MEETINGS SHALL BE CONDUCTED IN A MANNER THAT PROTECTS THE STATUTORY AND CONSTITUTIONAL RIGHTS OF THE PARTIES OR THE PUBLIC APPEARING BEFORE THE BOARD. (Government Code 54953)

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

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

**MEETINGS AND NOTICES (cont.)**

UNLESS A BOARD MEMBER PARTICIPATES BY TELECONFERENCE PURSUANT TO THE PROVISIONS DESCRIBED IN THE SECTIONS "TELECONFERENCING DURING A PERSONAL EMERGENCY," "TELECONFERENCING FOR 'JUST CAUSE'" OR "TELECONFERENCING DURING A PROCLAIMED STATE OF EMERGENCY" BELOW, Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. ~~Additional teleconference locations may be provided to the public.~~ (Government Code 54953)

All teleconference locations shall be accessible to the public AND THE PUBLIC SHALL HAVE THE RIGHT TO ADDRESS THE BOARD DIRECTLY AT EACH TELECONFERENCE LOCATION. ~~All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location.~~ ADDITIONAL TELECONFERENCE LOCATIONS MAY BE PROVIDED TO THE PUBLIC. (Government Code 54953)

**TELECONFERENCING DURING A PERSONAL EMERGENCY**

UNTIL JANUARY 1, 2026, WITH APPROVAL FROM THE MAJORITY OF THE BOARD, A BOARD MEMBER MAY BE PERMITTED TO PARTICIPATE IN A MEETING REMOTELY WHEN A PHYSICAL OR FAMILY MEDICAL EMERGENCY PREVENTS THE BOARD MEMBER FROM ATTENDING IN PERSON. THE BOARD MEMBER REQUESTING TO APPEAR REMOTELY SHALL NOTIFY THE BOARD OF THE EMERGENCY SITUATION AS SOON AS POSSIBLE, AND PROVIDE A CONCISE GENERAL DESCRIPTION OF THE CIRCUMSTANCES RELATING TO THE BOARD MEMBER'S NEED TO APPEAR REMOTELY. THE BOARD MEMBER SHALL NOT BE REQUIRED TO DISCLOSE ANY DISABILITY, MEDICAL DIAGNOSIS, OR PERSONAL MEDICAL INFORMATION EXEMPT UNDER EXISTING LAW. (Government Code 54953)

A BOARD MEMBER MAY NOT APPEAR REMOTELY UNDER EMERGENCY CIRCUMSTANCES FOR MORE THAN 20 PERCENT OF THE BOARD'S REGULAR MEETINGS OR FOR MORE THAN THREE CONSECUTIVE MONTHS. IF THE BOARD MEETS LESS THAN 10 TIMES IN A CALENDAR YEAR, A BOARD MEMBER MAY NOT APPEAR REMOTELY UNDER EMERGENCY CIRCUMSTANCES FOR MORE THAN TWO MEETINGS. (Government Code 54953)

WHEN A BOARD MEMBER IS APPROVED TO PARTICIPATE REMOTELY DUE TO EMERGENCY CIRCUMSTANCES, THE BOARD MEMBER IS NOT REQUIRED TO PARTICIPATE FROM A LOCATION WHICH IS ACCESSIBLE TO THE PUBLIC AND THE LOCATION DOES NOT NEED TO BE IDENTIFIED ON THE AGENDA. (Government Code 54953)

**MEETINGS AND NOTICES (cont.)**

IF PERMITTED TO PARTICIPATE REMOTELY, THE BOARD MEMBER SHALL UTILIZE BOTH AUDIO AND VISUAL TECHNOLOGY AND PUBLICLY DISCLOSE, BEFORE ANY ACTION IS TAKEN, WHETHER ANY OTHER INDIVIDUALS 18 YEARS OR OLDER ARE PRESENT IN THE REMOTE LOCATION WITH THE BOARD MEMBER, AND THE GENERAL NATURE OF THE MEMBER'S RELATIONSHIP WITH SUCH INDIVIDUALS. (Government Code 54953)

THE DISTRICT SHALL ALSO PROVIDE PUBLIC ACCESS TO THE MEETING VIA A TWO-WAY AUDIOVISUAL PLATFORM OR A TWO-WAY AUDIO SERVICE AND A LIVE WEBCAST, WITH PUBLIC COMMENT BEING ALLOWED VIA THE REMOTE PLATFORM AS WELL AS IN PERSON AND THE PUBLIC SHALL BE ABLE TO OFFER COMMENTS IN REAL TIME. THE AGENDA SHALL INCLUDE INFORMATION DESCRIBING HOW MEMBERS OF THE PUBLIC CAN ACCESS THE PLATFORM. (Government Code 54953)

IF A DISRUPTION PREVENTS BROADCASTING THE MEETING TO MEMBERS OF THE PUBLIC USING THE CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION, OR A DISRUPTION THAT IS WITHIN THE BOARD'S CONTROL PREVENTS MEMBERS OF THE PUBLIC FROM OFFERING PUBLIC COMMENTS USING THE CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION, THE BOARD SHALL NOT TAKE ACTION ON AGENDA ITEMS UNTIL PUBLIC ACCESS TO THE MEETING IS RESTORED. (Government Code 54953)

**TELECONFERENCING FOR "JUST CAUSE"**

A BOARD MEMBER MAY BE PERMITTED TO APPEAR REMOTELY, PURSUANT TO THE PROVISIONS BELOW, FOR JUST CAUSE FOR NO MORE THAN TWO MEETINGS PER CALENDAR YEAR. A BOARD MEMBER APPEARING FOR JUST CAUSE SHALL NOTIFY THE BOARD AT THE EARLIEST POSSIBLE OPPORTUNITY OF THE NEED TO PARTICIPATE IN THE MEETING REMOTELY, INCLUDING AT THE START OF A REGULAR MEETING. (Government Code 54953)

JUST CAUSE MAY EXIST FOR ANY OF THE FOLLOWING: (Government Code 54953)

1. A CHILDCARE OR CAREGIVING NEED OF A CHILD, PARENT, GRANDPARENT, GRANDCHILD, SIBLING, SPOUSE, OR DOMESTIC PARTNER THAT REQUIRES A BOARD MEMBER TO PARTICIPATE REMOTELY
2. A CONTAGIOUS ILLNESS PREVENTS A BOARD MEMBER FROM ATTENDING IN PERSON
3. A BOARD MEMBER HAS A NEED RELATED TO A PHYSICAL OR MENTAL DISABILITY NOT OTHERWISE REASONABLY ACCOMMODATED



**MEETINGS AND NOTICES (cont.)**

4. A BOARD MEMBER IS TRAVELING WHILE ON OFFICIAL BUSINESS OF THE BOARD OR ANOTHER STATE OR LOCAL AGENCY

WHEN A BOARD MEMBER PARTICIPATES REMOTELY FOR JUST CAUSE, THE BOARD MEMBER IS NOT REQUIRED TO PARTICIPATE FROM A LOCATION WHICH IS ACCESSIBLE TO THE PUBLIC AND THE LOCATION DOES NOT NEED TO BE IDENTIFIED ON THE AGENDA. (Government Code 54953)

IF THE BOARD MEMBER PARTICIPATES REMOTELY, THE BOARD MEMBER SHALL UTILIZE BOTH AUDIO AND VISUAL TECHNOLOGY AND PUBLICLY DISCLOSE, BEFORE ANY ACTION IS TAKEN, WHETHER ANY OTHER INDIVIDUALS 18 YEARS OR OLDER ARE PRESENT IN THE REMOTE LOCATION WITH THE BOARD MEMBER, AND THE GENERAL NATURE OF THE MEMBER'S RELATIONSHIP WITH SUCH INDIVIDUALS. (Government Code 54953)

THE DISTRICT SHALL ALSO PROVIDE PUBLIC ACCESS TO THE MEETING VIA A TWO-WAY AUDIOVISUAL PLATFORM OR A TWO-WAY AUDIO SERVICE AND A LIVE WEBCAST, WITH PUBLIC COMMENT BEING ALLOWED VIA THE REMOTE PLATFORM AS WELL AS IN PERSON AND THE PUBLIC SHALL BE ABLE TO OFFER COMMENTS IN REAL TIME. THE AGENDA SHALL INCLUDE INFORMATION DESCRIBING HOW MEMBERS OF THE PUBLIC CAN ACCESS THE PLATFORM. (Government Code 54953)

IF A DISRUPTION PREVENTS BROADCASTING THE MEETING TO MEMBERS OF THE PUBLIC USING THE CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION, OR A DISRUPTION THAT IS WITHIN THE BOARD'S CONTROL PREVENTS MEMBERS OF THE PUBLIC FROM OFFERING PUBLIC COMMENTS USING THE CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION, THE BOARD SHALL NOT TAKE ACTION ON AGENDA ITEMS UNTIL PUBLIC ACCESS TO THE MEETING IS RESTORED. (Government Code 54953)

**TELECONFERENCING DURING A PROCLAIMED STATE OF EMERGENCY**

UNTIL JANUARY 1, 2024, the Board may conduct Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for members of the public to address the Board directly at each teleconference location, and ensuring that at least a quorum of the Board participate from locations within District boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. State or local officials have imposed or recommended measures to promote social distancing

**MEETINGS AND NOTICES (cont.)**

2. For the purpose of determining, by majority vote, whether as the result of the emergency meeting in person would present imminent risks to the health or safety of attendees
3. When it has been determined, by majority vote as described in item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be given and posted as otherwise required by the Brown Act
2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option. Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the Board
3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the Board directly pursuant to Government Code 54954.3
4. Members of the public shall not be required to submit public comments in advance of a Board meeting and shall be provided an opportunity to address the Board and offer comments in real time
5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed
6. If during a Board meeting a disruption occurs which prevents the District from broadcasting the meeting to members of the public or for members of the public to offer public comments, the Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

The District may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953) the Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

## **MEETINGS AND NOTICES (cont.)**

1. The state of emergency continues to directly impact the ability of the Board to meet safely in person
2. State or local officials continue to impose or recommend measures to promote social distancing

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

### **Legal Reference:**

#### EDUCATION CODE

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

#### GOVERNMENT CODE

3511.1 Local agency executives  
11135 State programs and activities; prohibition of discrimination  
54950-54963 The Ralph M. Brown Act, especially:  
54953 Meetings to be open and public; attendance  
54954 Time and place of regular meetings  
54954.2 Agenda posting requirements, board actions  
54956 Special meetings; call; notice  
54956.5 Emergency meetings

#### UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

#### CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications for individuals with disabilities  
36.303 Auxiliary aids and services for individuals with disabilities

#### COURT DECISIONS

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

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

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

#### ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 218 (2005)  
84 Ops.Cal.Atty.Gen. 181 (2001)  
84 Ops.Cal.Atty.Gen. 30 (2001)  
79 Ops.Cal.Atty.Gen. 69 (1996)  
78 Ops.Cal.Atty.Gen. 327 (1995)

### **Management Resources:**

#### CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

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

#### INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

## **MEETINGS AND NOTICES (cont.)**

### LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

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

### WEBSITES:

California School Boards Association: [www.csba.org](http://www.csba.org)

California School Boards Association, GAMUT Meetings:

[www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy](http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy)

California Attorney General's Office: [oag.ca.gov/home](http://oag.ca.gov/home)

Institute for Local Government: [www.ca-ilg.org](http://www.ca-ilg.org)

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

## **Chino Valley Unified School District**

Bylaw adopted: August 17, 1995

Revised: May 20, 1999

Revised: July 15, 1999

Revised: July 17, 2003

Revised: November 6, 2008

Revised: October 20, 2011

Revised: April 5, 2012

Revised: August 15, 2019

Revised: February 4, 2021

Revised: February 3, 2023

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

**SUBJECT: REVISION OF BYLAWS OF THE BOARD 9322—AGENDA/MEETING MATERIALS**

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**BACKGROUND**

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Bylaws of the Board 9322—Agenda/Meetings materials is being updated to move material regarding public comments to be with content related language; amend language to be more closely aligned with code language; add material regarding the means for in-person and remote public comments; reflect new law (AB 2449, 2022), which requires boards to maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation to board meetings for individuals with disabilities. The bylaw is also updated to provide that each agenda for a regular meeting is required to list the address designated by the Superintendent or designee for public inspection of documents related to records of a statement threatening litigation against the district to be discussed in closed session, in addition to documents related to open session, when such documents have been distributed to the Governing Board less than 72 hours before a Board meeting; clarify that the Board President and Superintendent decide when an item is placed on the agenda; include that public records under the Public Records Act and that relate to an agenda item which contains a claim or written threat of litigation, to be discussed in closed session are required to be made available to the public, in addition to documents that relate to an agenda item scheduled for the open session of a regular meeting; and, new law (AB 2647, 2022) which clarifies how districts can, without opening their offices after normal business hours, comply with the portion of the Brown Act that requires writings or documents distributed to a majority of a local legislative body less than 72 hours before a meeting to also be distributed to the public. This item was presented to the Board of Education on July 20, 2023, as information.

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the revision of Bylaws of the Board 9322—Agenda/Meeting Materials.

**FISCAL IMPACT**

None.

NE:pk

## **AGENDA/MEETING MATERIALS**

### **Agenda Content**

Board of Education meeting agendas shall reflect the District's vision and goals and the Board's focus on student learning and well-being.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. ~~However, the agenda DOES NOT need not TO provide an opportunity for public comment ON AN when the agenda item THAT has previously been considered at an open meeting of BY a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item, at that meeting and that BEFORE OR DURING THE COMMITTEE'S CONSIDERATION OF THE ITEM, AND the item has not been substantially changed since the committee considered it.~~ (Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to ADDRESS THE BOARD REGARDING MATTERS ~~provide comment on matters which are not on the agenda, but which are~~ within the subject matter jurisdiction of the Board WHICH ARE NOT ON THE AGENDA. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each meeting agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of agenda documents related to an open session item, OR FOR RECORDS OF A STATEMENT THREATENING LITIGATION AGAINST THE DISTRICT TO BE DISCUSSED IN CLOSED SESSION, WHEN SUCH DOCUMENTS ~~that~~ have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

~~The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the Board meeting. (Government Code 54954.2)~~

**AGENDA/MEETING MATERIALS (cont.)****Agenda Preparation**

The Board President and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting.

(cf. 9121 - President)

(cf. 9122 - Secretary)

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any, at least 30 days before the scheduled meeting date. Items submitted less than 30 days before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board President and Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda the Board President and Superintendent shall determine if the item is merely a request for information ~~or whether the issue is covered by an existing policy or administrative regulation~~ AND IF SO, RESPOND ACCORDINGLY.

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board to take action to determine whether the item shall be placed on the agenda.

The Board president and Superintendent or designee shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote or an information item ~~that does not require immediate action~~ AND WHEN THE ITEM IS PLACED ON THE AGENDA.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent agenda items shall be items of a routine nature or items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a ~~regular~~ SEPARATE agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item UNLESS SUCH ITEM ~~that~~ has BEEN ~~not~~ been previously considered AT AN OPEN MEETING OF A COMMITTEE COMPRISED EXCLUSIVELY OF THE BOARD MEMBERS. (Government Code 54954.3)



## **AGENDA/MEETING MATERIALS (cont.)**

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Any Board action that involves borrowing \$100,000.00 or more shall be discussed, considered and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

No item shall be pulled from the published Board agenda without consensus of the Board.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 1340 - Access to District Records)

(cf. 3320 - Claims and Actions Against the District)

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

## **Agenda Dissemination to Board Members**

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees; staff; and others; and other available documents pertinent to the meeting.

When special meetings are called, Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

(cf. 9012 - Board Member Electronic Communications)

## **Agenda Dissemination to Members of the Public**

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act (PRA) and which relate to an agenda item scheduled for the open session portion of a regular meeting OR WHICH CONTAIN A CLAIM OR WRITTEN THREAT OF LITIGATION THAT WILL BE DISCUSSED IN CLOSED SESSION shall be made available to the public. (Government Code 54957.5)

**AGENDA/MEETING MATERIALS (cont.)**

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

In addition, the Superintendent or designee shall post the agenda on the homepage of the District website. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the District's agenda management platform in accordance with Government Code 54954.2. When the District utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the website with the District's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)  
(cf. 1340 - Access to District Records)

~~If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)~~

IF A WRITING WHICH RELATES TO AN OPEN SESSION AGENDA ITEM OR WHICH CONTAINS A CLAIM OR WRITTEN THREAT OF LITIGATION WHICH WILL BE DISCUSSED IN CLOSED SESSION DURING A REGULAR BOARD MEETING IS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO A MEETING, THE SUPERINTENDENT OR DESIGNEE SHALL MAKE THE WRITING AVAILABLE FOR PUBLIC INSPECTION AT A DESIGNATED LOCATION AT THE SAME TIME THE DOCUMENT IS DISTRIBUTED TO ALL OR A MAJORITY OF THE BOARD. HOWEVER, IF THE WRITING IS DISTRIBUTED TO AT LEAST A MAJORITY OF THE BOARD AT A TIME WHEN THE DESIGNATED LOCATION IS CLOSED TO THE PUBLIC, THIS REQUIREMENT MAY BE SATISFIED BY POSTING THE WRITING ON THE DISTRICT WEBSITE IF THE FOLLOWING CONDITIONS ARE MET: (Government Code 54957.5)

1. AN INITIAL STAFF REPORT OR SIMILAR DOCUMENT CONTAINING AN EXECUTIVE SUMMARY AND ANY STAFF RECOMMENDATIONS RELATED TO THE AGENDA ITEM IS MADE AVAILABLE FOR PUBLIC INSPECTION AT THE DESIGNATED LOCATION AT LEAST 72 HOURS BEFORE THE MEETING
2. THE WRITING IS IMMEDIATELY POSTED ON THE DISTRICT'S WEBSITE IN A POSITION AND MANNER THAT MAKES IT CLEAR THAT THE WRITING RELATES TO AN AGENDA ITEM FOR THE UPCOMING MEETING
3. THE DISTRICT LISTS THE WEBSITE ADDRESS WHERE SUCH WRITINGS MAY BE ACCESSED ON ALL BOARD MEETING AGENDAS

**AGENDA/MEETING MATERIALS (cont.)**

4. A PHYSICAL COPY OF THE DOCUMENT IS MADE AVAILABLE FOR PUBLIC INSPECTION AT THE DESIGNATED LOCATION AT THE BEGINNING OF THE NEXT REGULAR BUSINESS HOURS, BUT NOT LESS THAN 24 HOURS BEFORE THE RELEVANT BOARD MEETING

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

The Superintendent or designee shall email a copy of, or a website link to, the agenda or a copy of all the documents constituting the agenda packet to any person who requests such items to be delivered by email. If the Superintendent or designee determines that it is technologically infeasible to do so, a copy of the agenda or a website link to the agenda and a copy of all other documents constituting the agenda packet shall be sent to the person who has made the request in accordance with mailing requirements specified in law. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the District or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the PRA. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

**Legal Reference:**

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

**AGENDA/MEETING MATERIALS (cont.)**

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 Availability of public records

54960.2 Challenging board actions; cease and desist

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

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

**Chino Valley Unified School District**

Bylaw adopted: March 6, 1997

Revised: June 4, 1998

Revised: July 17, 2003

Revised: June 7, 2007

Revised: November 17, 2011

Revised: March 21, 2013

Revised: February 7, 2019

Revised: April 21, 2022

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: WARRANT REGISTER**

=====

**BACKGROUND**

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

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$15,664,289.28 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:** August 17, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: 2023/2024 APPLICATIONS TO OPERATE FUNDRAISING  
ACTIVITIES AND OTHER ACTIVITIES FOR THE BENEFIT OF  
STUDENTS**

=====

**BACKGROUND**

Administrative Regulation 1230 Community Relations – School Connected Organizations requires that any person or group of people desiring to raise money to benefit a student or students at one or more schools within the District shall request authorization to operate by applying to the Chino Valley Unified School District Board of Education.

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

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the 2023/2024 applications to operate fundraising activities and other activities for the benefit of students.

**FISCAL IMPACT**

None.

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**August 17, 2023**

**2023/2024 AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES  
AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

<b><u>School</u></b>	<b><u>Organization</u></b>
Country Springs ES	PFA
Liberty ES	PTO
Litel ES	PTA
Rhodes ES	PEP Club
Ayala HS	Football Boosters

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: FUNDRAISING ACTIVITIES**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

None.

NE:SHC:LP:lf



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**August 17, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Cattle ES</u></b>		
PTA	Recycling	8/18/23 - 5/3/24
<b><u>Country Springs ES</u></b>		
PFA	Silent Auction	8/18/23 - 8/31/23
PFA	Concessions	8/18/23 - 5/23/24
PFA	Family Dinner Nights	8/18/23 - 5/30/24
PFA	Marquee Advertisements	8/18/23 - 5/30/24
PFA	Spirit Wear	8/18/23 - 5/30/24
PFA	Yearbook	8/18/23 - 5/31/24
PFA	Book Fair	8/18/23 - 5/31/24
PFA	Kindness Fall Fundraiser	9/5/23 - 9/29/23
PFA	Read-a-Thon	11/6/23 - 11/17/23
PFA	Bubble Run	2/26/24 - 3/25/24
<b><u>Eagle Canyon ES</u></b>		
PTA	Student Store	9/27/23 - 5/23/24
PTA	Halloween Grams	10/16/23 - 10/27/23
PTA	Valentine Grams	1/29/24 - 2/9/24
<b><u>Glenmeade ES</u></b>		
PTA	Thinknlocal	8/28/23 - 9/17/23
PTA	Chuck E. Cheese	9/14/23
<b><u>Liberty ES</u></b>		
PTO	Meet Your Teacher	8/4/23
PTO	Membership Drive	8/18/23 - 8/31/23
PTO	Holiday Grams	8/18/23 - 5/23/24
PTO	Monthly Dine Outs	8/18/23 - 5/23/24
PTO	Back to School	8/22/23
PTO	Helping Hands	9/5/23 - 9/18/23
ASB - 6th Grade	Jerky Zone	9/5/23 - 9/19/23
PTO	Movie Night	9/15/23
PTO	Scholastic Book Fair	9/25/23 - 9/29/23
PTO	Trunk or Treat	10/27/23
PTO	Rummage Sale	11/4/23
ASB - 6th Grade	See's Candies	11/15/23 - 11/29/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**August 17, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Liberty ES (cont.)</u></b>		
PTO	Holiday Boutique	12/4/23 - 12/8/23
PTO	Paint Night	1/26/24
PTO	STEM Night	2/23/24
PTO	Talent Show	3/12/24
PTO	In-N-Out Truck	5/7/24
PTO	Spring Program	5/14/24
<b><u>Litel ES</u></b>		
PTA	Birthday Marquee	8/4/23 - 5/30/24
PTA	Dine Outs	8/4/23 - 5/30/24
PTA	Membership Drive	8/4/23 - 5/30/24
PTA	Spirit Sticks	8/4/23 - 5/30/24
PTA	Spirit Wear	8/4/23 - 5/30/24
PTA	Yearbooks	8/4/23 - 6/1/24
PTA	Fun Run	8/30/23 - 9/15/23
PTA	Book Fair	1/29/24 - 2/2/24
<b><u>Oak Ridge ES</u></b>		
PTA	Membership Drive	8/18/23 - 8/31/23
PTA	Spirit Wear	8/18/23 - 6/30/24
PTA	Room Parties	9/1/23 - 10/31/23
PTA	Color Run	10/2/23 - 10/26/23
ASB - General	Paint Event	10/25/23
PTA	Read-a-Thon	3/4/24 - 3/8/24
<b><u>Rhodes ES</u></b>		
PEP Club	Spirit Wear	8/4/23 - 5/31/24
PEP Club	Raising Cane's	8/29/23
PEP Club	Raize Craze	9/11/23 - 9/22/23
PEP Club	Islands Family Fun Night	9/26/23
PEP Club	Cookie Company	9/26/23
PEP Club	Haunted RINGO	10/20/23
PEP Club	Ontario Reign	11/17/23
PEP Club	Holiday Boutique	12/4/23 - 12/8/23
PEP Club	Holiday RINGO	12/8/23
PEP Club	Yearbook Sales	1/8/24 - 5/31/24
PEP Club	Someone Special Dance	2/9/24
PEP Club	Dog with Dudes BBQ	3/12/24

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**August 17, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Rhodes ES (cont.)</u></b>		
PEP Club	St. Patrick's Day RINGO	3/15/24
PEP Club	Ladies Luau	3/19/24
PEP Club	Cinco De May RINGO	5/3/24
PEP Club	Book Fair	5/14/24
PEP Club	Skate Express	5/14/24
<b><u>Canyon Hills JHS</u></b>		
PTSA	Dance Meals	8/18/23 - 9/1/23
PTSA	Marquee Advertisements	8/18/23 - 5/23/24
PTSA	Membership Drive	8/18/23 - 5/23/24
PTSA	Scrips	8/18/23 - 5/23/24
PTSA	Spirit Wear	8/18/23 - 5/23/24
PTSA	BJ's Family Fun Night	8/29/23
<b><u>Magnolia JHS</u></b>		
PFA	McTeacher Night	8/23/23
<b><u>Ayala HS</u></b>		
Competitive Cheer Boosters	Car Wash	8/18/23 - 9/30/23
Spirit Boosters	Spirit Wear	8/18/23 - 11/1/23
Spirit Boosters	Popcorn Sales	8/18/23 - 1/31/24
Spirit Boosters	Song & Dance Camp	8/18/23 - 1/31/24
Spirit Boosters	Coffee Bean	8/18/23 - 3/30/24
Spirit Boosters	Color My Bow	8/18/23 - 3/30/24
Spirit Boosters	Game Nights	8/18/23 - 3/30/24
Spirit Boosters	Phone Blast	8/18/23 - 3/30/24
Competitive Cheer Boosters	See's Candies	8/18/23 - 3/30/24
Spirit Boosters	Julimen Clothing	8/18/23 - 5/31/24
Spirit Boosters	Kona Ice	8/18/23 - 5/31/24
Spirit Boosters	Thinknlocal	8/18/23 - 5/31/24
Spirit Boosters	World's Finest Chocolate	8/18/23 - 5/31/24
Water Polo Boosters	Applebee's Flapjack Breakfast	8/26/23
ASB - FCCLA	Snow Cones & Cookies	9/23/23 - 4/30/24
Water Polo Boosters	Thinknlocal	10/1/23 - 10/31/23
Spirit Boosters	Spirit Showcase	11/1/23 - 3/30/24

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**August 17, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Chino HS</u></b>		
Cowboy Huddle Boosters	Ocampo's Tacos	8/17/23 - 12/1/23
Cowboy Huddle Boosters	Soft Serve	8/17/23 - 12/1/23
Sports Boosters	Popcorn Sales	8/18/23 - 9/1/23
Sports Boosters	Clothes 4 Cash	8/18/23 - 9/10/23
Sports Boosters	Volleyball Calendar Fundraiser	8/18/23 - 9/18/23
Sports Boosters	Concessions	8/18/23 - 5/23/24
Sports Boosters	Fan Angel Online Donation	8/18/23 - 5/23/24
Sports Boosters	Spirit Wear	8/18/23 - 5/23/24
ASB - General	Cowboy Round Up	8/26/23
Sports Boosters	Raising Cane's	9/6/23
Sports Boosters	Chipotle	9/11/23
Sports Boosters	Chipotle	9/27/23
Sports Boosters	Thinknlocal	10/1/23 - 10/31/23
Sports Boosters	Volleyball Clothing Drive	11/27/23 - 11/30/23
<b><u>Chino Hills HS</u></b>		
General Boosters - Football	Dog Bone Season Pass	8/18/23 - 12/1/23
General Boosters - Football	Ready Fit Go	8/18/23 - 12/1/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: DONATIONS**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

It is recommended the Board of Education accept the donations.

**FISCAL IMPACT**

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

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**August 17, 2023**

<b><u>DEPARTMENT/SITE DONOR</u></b>	<b><u>ITEM DONATED</u></b>	<b><u>APPROXIMATE VALUE</u></b>
<b><u>HOPE Program/Care Closet</u></b>		
Chino Valley Democrats Club	Cash	\$100.00
Chino Valley Lodge #427	Cash	\$500.00
<b><u>Office of Assessment &amp; Instructional Technology</u></b>		
Papachino's Grill & Greens	Cash	\$25.00
Schools First Credit Union	Cash	\$700.00
<b><u>Special Education</u></b>		
Gorm, Inc.	Various Gift Cards	\$100.00
Supply Master	Mouse Devices & Keyboards	\$100.00
Uline	Beach Towel & Tote Bag	\$100.00
Viatron Systems, Inc.	Starbucks Gift Cards	\$100.00
<b><u>Rhodes ES</u></b>		
PEP Club	Cash	\$10,300.00
<b><u>Canyon Hills JHS</u></b>		
Bank of America Charitable Foundation	Cash	\$500.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: LEGAL SERVICES**

=====

**BACKGROUND**

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

FIRM	MONTHS	INVOICE AMOUNTS	2022/2023 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	June	\$35,141.87	\$ 307,357.84
Margaret A. Chidester & Associates	June	\$ 1,967.25	\$ 125,603.31
Tao Rossini, APC	-	-	\$ 283,726.11
		-	
Fagen, Friedman & Fulfroft	-	-	-
	<b>Total</b>	\$37,109.12	\$716,687.26

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$37,109.12 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:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support  
Stephanie Johnson, Director, Student Support Services

**SUBJECT: STUDENT READMISSION CASE 22/23-66**

=====

**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 cases 22/23-66.

**FISCAL IMPACT**

None.

NF:GP:SJ:jg



## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT:** **SCHOOL-SPONSORED TRIPS**

### **BACKGROUND**

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

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

### **RECOMMENDATION**

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

<b>School-Sponsored Trips</b>	<b>Date</b>	<b>Fiscal Impact</b>
Site: Glenmeade ES Event: Thousand Pines Outdoor Science Camp Place: Crestline, CA Chaperone: 45 students/6 chaperones	January 16-19, 2024	Cost: \$405.00 per student Funding Source: ASB and fundraising
Site: Hidden Trails ES Event: Thousand Pines Outdoor Science Camp Place: Crestline, CA Chaperone: 60 students/6 chaperones	October 9-13, 2023	Cost: \$465.00 per student Funding Source: Parents
Site: Liberty ES Event: Outdoor Science Camp Place: Running Springs, CA Chaperone: 60 students/6 chaperones	February 7-9, 2024	Cost: \$390.00 per student Funding Source: Parents and fundraising

Site: Rhodes ES Event: Thousand Pines Outdoor Science Camp Place: Crestline, CA Chaperone: 90 students/10 chaperones	October 30 – November 3, 2023	Cost: \$460.00 per student Funding Source: Parents and fundraising
Site: Chino Hills HS Event: Crestline Cross Country Retreat Place: Crestline, CA Chaperone: 20 students/4 chaperones	August 1-4, 2023	Cost: \$100.00 per student Funding Source: Parents and fundraising

## **FISCAL IMPACT**

None.

NE:GP:gks

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum,  
Instruction, Innovation, and Support

**SUBJECT: ADOPTION OF THE MASTER PLAN FOR MULTILINGUAL  
PROGRAMS 2023/2024**

=====

**BACKGROUND**

The Master Plan for Multilingual Programs is designed to provide a framework for instruction for English Learners and Target Language Learners. It is provided to acquaint teachers, administrators, and parents with federal, state, and District policies, as well as programs, resources, and staff/parent development opportunities. The Master Plan includes guidelines for all staff. The plan contains two sections: (1) English Learners Master Plan and (2) Dual Language Immersion Master Plan.

The plan must be annually reviewed and revised as needed to ensure it is in alignment with all legislative and/or programmatic changes. The plan includes the proposed reclassification criteria for the 2023/2024 school year and program guidance for the new Dual Language Immersion Mandarin program. This plan was reviewed by a committee of educational partners, including parents from the District English Learner Advisory Committee and Dual Language Immersion Leadership Team. The draft Master Plan for Multilingual Programs 2023/2024 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 adoption of the Master Plan for Multilingual Programs 2023/2024.

**FISCAL IMPACT**

None.

NE:GP:gks

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**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: AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE  
GRANT 2023/2024 APPLICATION FOR FUNDING FOR  
DON LUGO HS**

=====

**BACKGROUND**

The purpose of the Agricultural Career Technical Educational Incentive Grant is to improve the quality of Career Pathways in the Agricultural and Natural Resources Industry Sector. The goal is to maintain Programs by updating agricultural equipment, instructional materials, and improve overall program quality.

The grant amount applied for is in addition to any funds received through the 2023/2024 Carl D. Perkins Career and Technical Education Act. School districts participating in the incentive grant must certify that the funds will be used to supplement, not supplant, the district's regular on-going expenditures for the Agricultural Career Technical Education Program. Districts are required to provide matching funds. Matching funds can come from several sources including but not limited to the general fund.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Agricultural Career Technical Education Incentive Grant 2023/2024 Application for funding for Don Lugo HS.

**FISCAL IMPACT**

\$22,920.00 from General and Restricted Funds

NE:GP:ED:wrg

California Department of Education  
**AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE  
GRANT**

**2023-24 APPLICATION FOR FUNDING**

(Due Date: To be received in Regional Supervisor's Office by August 1, 2023)

PROJECT DURATION: JULY 1, 2023 TO JUNE 30, 2024

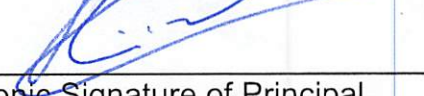
School Site: Don Lugo High School

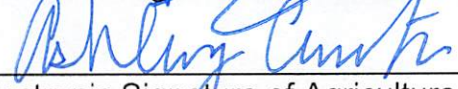
District: Chino Valley Unified

**Certification:**

I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

  
\_\_\_\_\_  
Electronic Signature of Authorized Agent

  
\_\_\_\_\_  
Electronic Signature of Principal

  
\_\_\_\_\_  
Electronic Signature of Agriculture Teacher  
Responsible for Program

Agriculture Teacher Summer Contact Cell Number: 951-323-5120

Local Education Agency (LEA) Board Approval Date: 8/17/23

Printed Name of Agriculture Teachers:

Ashley Cureton

Mary Jane Ashley

Barbara Tuyen

Gena Hasson

## **PART A – Base Level Funding**

In order to qualify for the Agriculture Education Incentive Grant an LEA must meet all the following criteria or provide a Variance approved by the Regional Supervisor for each criterion not met. All evidence must be included with the original application submitted to the Regional Supervisor.

NOTE: Stand-alone middle school programs will only be required to complete PART A. However, they may elect to complete the additional parts if they qualify for additional funding.

Please check each criterion currently being met:

- ☒ 1. Properly Credentialed Teachers
  - Log onto CTC and provide printout of credentials or provide a copy of current credentials.
- ☒ 2. Professional Development
  - Provide printout from teacher journal in AET verifying professional development activities.
- ☒ 3. Course Sequence
  - Provide documents/evidence of at least one three-year course sequence.
- ☒ 4. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE)
  - Provide copy of course syllabus identifying grading of FFA and SAE.
- ☒ 5. Alternative Credits
  - Submit description of at least one course meeting A-G, Dual Enrollment, Articulation, etc.
- ☒ 6. Future Farmers of America Constitution and By-Laws
  - Provide a copy of the current Chapter Constitution and Bylaws with the election of officers highlighted.
- ☒ 7. Future Farmers of America Meetings
  - Use meeting manager in AET or provide minutes for a minimum of six-chapter meetings.
- ☒ 8. Agriculture Advisory Committee
  - Provide meeting minutes for two Agriculture Advisory Committee meetings.

Checking all the required criteria as being met qualifies the LEA for Part A funding. Verification of meeting each criteria must be provided to the Regional Supervisor.

Qualified Program (\$4,500 to each site)	<u>\$ 4,500</u>
Number of Agriculture Teachers teaching at least one approved agriculture course?	<u>4</u>
Teacher based funding (Number of teachers x \$500)	<u>\$ 2000</u>
Number of Students as identified on the 2022-23 FFA Membership roster?	<u>267</u>

Student based funding (Number of students x \$10)	\$ <u>2670</u>
Class size funding A (number of teachers meeting level A in all classes – 30 in classroom/25 in shop classes)	<u>2</u>
Class size A funding (Number of teachers meeting level A class size x \$1,000)	\$ <u>2000</u>
Class size funding B (number of teachers meeting level B in all classes – 28 in classroom/22 in shop classes)	<u>1</u>
Class size B funding (Number of teachers meeting level B class size x \$2,000)	\$ <u>2000</u>
<b>TOTAL PART A FUNDING</b>	<b>\$ <u>13170</u></b>

### **PART B** – Additional Funding

LEA's may qualify for additional funding based on their ability to meet specific classroom, leadership, and experiential learning (SAE) criteria. It is not necessary for a program to meet all criteria in each category to be eligible to receive additional funding. Verification of meeting criteria will be taken from entries in the Agricultural Experience Tracker (AET). The AET report will be developed based on data as of June 30. Funding in each section will be based on the number of points accumulated in that section. This report will be used to complete Part B and will be included as part of the application.

Based on the 2022-23 Agricultural Education Incentive Grant Report, and points accumulated, the LEA may qualify for base level funding through the classroom section, leadership section, and experiential learning (SAE) section.

An LEA shall qualify for Part B funding in each section if they meet the predetermined base level. Bonus funding is earned if a program exceeds the predetermined base level by twenty percent (20%). LEA's meeting the base level shall receive \$2,250 plus \$250 per qualified teacher. LEA's meeting the bonus level shall receive an additional \$2,250 plus an additional \$250 per qualified teacher.

Note: An LEA may qualify for Level A, Level B, or no funding in each section but shall not qualify for both funding levels in a section. Example: The LEA qualifies for Level A funding in the Classroom Section, Level B in the Leadership Section and no funding in the SAE section.

#### **Classroom Section**

Level A Funding Points – 355-535	Level B Funding Points – 536+
Points Earned as Identified in the AET Report	<u>371</u>
Level A Funding (number of teachers x \$250) + \$2,250	\$ <u>3250</u>
Level B Funding (number of teachers x \$500) + \$4,500	\$ <u>          </u>
<b>TOTAL CLASSROOM SECTION FUNDING</b>	<b>\$ <u>3250</u></b>

Leadership Section

Level A Funding Points – 285-445

Level B Funding Points – 446+

Points Earned as Identified in the AET Report

330.8

Level A Funding (number of teachers x \$250) + \$2,250

\$ 3250

Level B Funding (number of teachers x \$500) + \$4,500

\$

TOTAL LEADERSHIP SECTION FUNDING

\$ 3250

Experiential Learning (SAE) Section

Level A Funding Points – 595-935

Level B Funding Points – 936+

Points Earned as Identified in the AET Report

793

Level A Funding (number of teachers x \$250) + \$2,250

\$ 3250

Level B Funding (number of teachers x \$500) + \$4,500

\$

TOTAL EXPERIENTIAL LEARNING (SAE) SECTION FUNDING

\$ 3250

TOTAL PART B FUNDING

\$ 9750

**PART C** – Program Funding

LEA's may qualify for additional funding based on their ability to meet specific program criteria. To qualify for Program Funding, a program must show evidence of meeting all criteria identified. Evidence must be submitted at the time the original application is submitted to the Region Supervisor.

To qualify for PART C – Program Funding, a site must show evidence of meeting the following. If any item is not met, the program is not eligible to apply for PART C funding.

☒ Each teacher (50% of their teaching load in agriculture) must have participated in eight approved professional development activities.

☒ Agenda and Minutes for three Agriculture Education Advisory Committee meetings.

☒ Each teacher (50% of their teaching load in agriculture) must have an extended contract and/or a project supervision period. The project supervision period must be in addition to the provided prep period.

If a program has met the three required criteria they are eligible for funding and must complete the following Sections.

Section A – Earn one point for each criteria met.

Held an FFA Officer team retreat or other planning activity prior to the start of school and continued to hold meetings during the year to plan FFA activities.

1



In addition to the Agricultural Education Advisory Committee the program has an Agriculture Boosters Club and/or an FFA Alumni Chapter.	<u>0</u>	
Program hosted a Student Teacher.	<u>0</u>	
Total Points Section A (3 points possible)	<u>1</u>	
Section B – Earn points based on AET "California Ag CTE Incentive Grant Application Report		
Points Earned as Identified in the AET Report for D-Program	<u>          </u>	
Total Points Part C (Section A + Section B)		<u>1</u>
Level A Funding Points – 120-139	Level B Funding Points – 140+	
Level A Funding (\$5,000)	\$ <u>          </u>	
Level B Funding (\$7,500)	\$ <u>          </u>	
TOTAL PART C FUNDING	\$ <u>0</u>	
<hr/>		
PART A Base Level Funding	\$ <u>13170</u>	
PART B Additional Funding	\$ <u>9750</u>	
PART C Program Funding	\$ <u>0</u>	
GRAND TOTAL FUNDING	\$ <u>22920</u>	

California Department of Education  
**AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE  
 GRANT**

**2023–24 APPLICATION FOR FUNDING  
 Budget and Expenditure Report**

(Due Date: Budget is due in Regional Supervisor's Office by August 1, 2023 – Complete columns A and B)

(Due Date: Expenditure Report is due in Regional Supervisor's Office by October 15, 2024 Complete columns C and D)

School Site: Don Lugo High School District: Chino Valley Unified

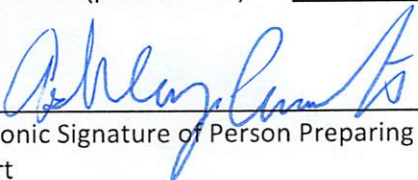
\*Each line item in object codes 5000 and 6000 must be matched.

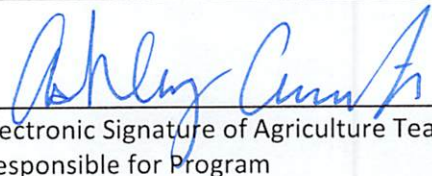
Budget Classification	Item	A Budget	B Budget Match	C Actual Expenditures	D Actual Match
<b>4000 – Books and Supplies</b>					
1. Books & Supplies		12000	12000		
Total 4000		12000	12000	0	0
<b>5000 – Services and Operating Expenses, Travel, Conferences, Rentals, etc.</b>					
1. Conferences		3000	3000		
2. Transportation		2000	2000		
3. Repairs		920	920		
4.					
5.					
6.					
7.					
Total 5000		5920	5920	0	0
<b>6000 – Capital Outlay</b>					
1. Farm Equipment/Improvement		5000	5000		
2.					
3.					
4.					
5.					
Total 6000		5000	5000	0	0
Grand Total		22920	22920	0	0

Which funding sources are used to match Incentive Grant Funds? Check all that apply.

☐ CTEIG    ☐ Strong Workforce    ☒ Perkins    ☒ General Fund

☐ Other (please list) \_\_\_\_\_

  
 Electronic Signature of Person Preparing Report

  
 Electronic Signature of Agriculture Teacher Responsible for Program

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

**FROM:** Norm Enfield, Superintendent

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum,  
Instruction, Innovation and Support

**SUBJECT: APPLICATION FOR FUNDING CONSOLIDATED APPLICATION  
FOR THE 2023/2024 SCHOOL YEAR**

=====

**BACKGROUND**

The California Department of Education requires that school districts annually indicate in which categorical programs participation will occur during the following school year. The application contains assurances indicating that the LEA will comply with the legal requirements of each program in order to supplement the regular educational programs provided by the District. The application becomes part of the entitlement funding process for all districts.

The submission of an application for funding of consolidated categorical programs indicates the District's intention to participate in various categorical programs and provides assurances that the program guidelines will be met. For the 2023/2024 school year, the District will be participating in the following programs: Title I Part A (Basic Grant), Title II Part A (Teacher Quality), Title III Part A Immigrant, and Title III Part A LEP, and Title IV Part A Academic Enrichment.

Approval of this item supports the goals identified within the District's Strategic Plan described in the LEA Plan Addendum.

**RECOMMENDATION**

It is recommended the Board of Education approve the Application for Funding Consolidated Application for the 2023/2024 school year.

**FISCAL IMPACT**

Entitlement determined by approval of the State budget.

NE:GP:gks

**2023–24 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	No
---	----

**District English Learner Advisory Committee Review**

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

**Application for Categorical Programs**

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

<b>Title I, Part A (Basic Grant)</b> ESSA Sec. 1111et seq. SACS 3010	Yes
<b>Title II, Part A (Supporting Effective Instruction)</b> ESEA Sec. 2104 SACS 4035	Yes
<b>Title III English Learner</b> ESEA Sec. 3102 SACS 4203	Yes
<b>Title III Immigrant</b> ESEA Sec. 3102 SACS 4201	Yes
<b>Title IV, Part A (Student and School Support)</b> ESSA Sec. 4101 SACS 4127	Yes

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** August 17, 2023

**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: BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM 2023/2024  
DISTRICT OPERATED PROGRAM CONTRACT**

=====

**BACKGROUND**

On a yearly basis, the Chino Valley Unified School District enters into a program contract with the Baldy View Regional Occupation Program (BVROP) for the purpose of establishing and maintaining District operated regional occupational programs at various locations within the district. General services are outlined in the contract and specific program services are stipulated in Appendix A, B, and C of the contract.

This contract was approved by the BVROP Commission on August 9, 2023.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Baldy View Regional Occupational Program 2023/2024 District Operated Program Contract.

**FISCAL IMPACT**

Increase of \$59,362.28 to General Fund

NE:GP:ED:wrg

BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
2023-24 DISTRICT-OPERATED PROGRAM CONTRACT – CHINO VALLEY USD

This Agreement is entered into this 1st day of July 2023 by and between Baldy View Regional Occupational Program, hereinafter called "BVROP.", and Chino Valley Unified School District, hereinafter called the "District."

WITNESSETH:

WHEREAS pursuant to Education Code Section 52300 et seq., BVROP is authorized to establish and maintain Regional Occupational Program activities at various locations within the Chaffey Joint Union High School District, Chino Valley Unified School District, Claremont Unified School District, and Upland Unified School District, and

WHEREAS, the programs shown in Appendix "A" will be of benefit to the people of this region; and

WHEREAS, the District wishes to cooperate with BVROP in establishing and maintaining said program;

NOW, THEREFORE, the District and BVROP agree as follows:

The District shall:

1. Submit to BVROP the estimated Average Daily Attendance (ADA) for each class.
2. Maintain and submit to BVROP upon request a listing of BVROP equipment available in each class.
3. Administer, supervise, and evaluate the classes based on BVROP established standards.

4. With the assistance of BVROP, recruit and enroll students.
5. Provide properly credentialed and qualified employees for each class in accordance with Education Code and Title V.
6. In collaboration with BVROP, share responsibility for providing facilities, equipment, and instructional supplies for each class based on BVROP established standards.
7. Recruit employers to serve on subject area advisory committees and/or career path employer panels.
8. Provide services, including purchasing, utilities, custodial, and maintenance, at no cost to BVROP.
9. Confine expenditure of all funds received through this agreement to support BVROP programs within the District.
10. Certify that the activities included within this Agreement are in compliance with Section 11507 of the California State Administrative Code, Title V.
11. Submit reports and information as requested by BVROP to include:
  - a. Attendance reports
  - b. Student progress reports and evaluation data on programs
  - c. Verification of staff qualifications
  - d. All reports required by the County of San Bernardino and the State of California
  - e. Certification that all obligations of the District provided within the terms of this agreement, have been complied with.
12. Take out and maintain during the life of this Agreement such public liability

and property damage insurance as will protect this District, its officers, agents, and employees from any and all claims arising out of or in any manner connected with the performance and operation of the terms of this Agreement, including claims and liability for death, injury, loss of property and shall furnish BVROP with a certificate of such insurance. The certificate shall provide that BVROP shall receive thirty (30) days advance written notification of changes made to the insurance or cancellation of the insurance provided. Public Liability Insurance shall be in the amount of \$1,000,000 per occurrence combined single limit and property damage insurance shall be in an amount not less than \$10,000. The policies shall be written by a reliable insurance carrier authorized to do such public liability and property damage insurance business in the State of California and shall name BVROP as an added insured.

13. Obtain and maintain, at the expense of the District, all Workers' Compensation Insurance required by law for employees in the operation of this program, including coverage for students that qualify, if any.

**BVROP shall:**

1. Allocate to the District, ADA based upon the district-operated program ADA Distribution Calculation.
2. Provide payment to each partnering school district at eighty percent (80%) of the BVROP revenue limit for District Operated Program (DOP) course offerings up to the DOP ADA cap within sixty (60) calendar days of receipt of said funds.



3. Receive, compile, and submit ADA information for each class.
4. Provide appropriate staff for program monitoring activities.
5. Enter into contracts essential to the operation of each program, including transportation for students.
6. Provide promotional support, materials/activities; i.e., course catalogs, brochures, and class schedules.
7. Provide necessary forms to be submitted by the District for reports required by BVROP.
8. Coordinate and convene subject area Advisory Committees and/or career path employer panels for each program.

**District Operated Classes Above ADA Distribution Calculation:**

1. If the District and BVROP mutually agree to additional BVROP classes to be offered above the ADA Distribution Calculation, the District will reimburse BVROP for the cost of the additional class(es).
2. BVROP will reimburse the District at the rate of eighty percent (80%) of the BVROP revenue limit.
3. All of the provisions of this agreement apply to additional class(es).
4. Any DOP class that is funded by the District above the ADA Distribution Calculation is not subject to the ratio of twenty-five percent (25%) DOP/ seventy-five percent (75%) BVROP of total high school course offerings.

**General Provisions:**

1. Classes will be conducted in a facility leased, owned, or rented by the District and other facilities as the District and R.O.P. may mutually approve.

2. All equipment acquired in connection with this activity, unless otherwise specified by agreement, is the property of the District, which has the responsibility for approval of its location and utilization.
3. Teachers hired by the District to teach BVROP classes shall abide by the teacher standards (See Appendix B) and accepted practices of BVROP to the extent that it is not prohibited by the District's local collective bargaining agreements.
4. Any equipment owned by BVROP used in a district-operated program, remains the property of BVROP, and may be used by the District for this program or other career technical education programs the District may decide to operate. The costs of maintaining the equipment used is the responsibility of the District.
5. This Agreement will be reviewed annually by both parties prior to the end of the current contract year. No part of this contract or appendices may supersede or violate any portion of a District's collective bargaining agreement with any employee association or staff member.
6. Should a district-operated class fall below the minimum standards established by BVROP, it would be subject to termination.
7. This Agreement may be terminated by mutual agreement of District and BVROP at any time.
8. Indemnity District agrees to indemnify and hold harmless from and against any and all claims for injuries or damages to students, the public, or to property, which occur in or upon the property or its improvements provided

that such injuries or damages are the results of the negligence or misconduct of the District, officers, employees, agents, or representatives or the dangerous condition of district property.

BVROP agrees to indemnify and hold District harmless from and against any and all claims for injuries or damages to students, the public, or to property, which occur in or upon the property or its improvements provided that such injuries or damages are the results of the negligence or misconduct of BVROP, its officers, employees, agents, or representatives or the dangerous condition of BVROP property.

9. This Agreement shall become effective July 1, 2023, and terminate on June 30, 2024.

CHINO VALLEY UNIFIED  
SCHOOL DISTRICT

BALDY VIEW REGIONAL  
OCCUPATIONAL PROGRAM

By \_\_\_\_\_

By \_\_\_\_\_

Title Superintendent

Title Superintendent

Board Authorization On:

Commission Authorization On:

Date 8/17/23

Date \_\_\_\_\_

# **APPENDIX A**

## **CHINO VALLEY UNIFIED SCHOOL DISTRICT**

### **DISTRICT OPERATED COURSES**

The following reports detail the changes which occurred for class offerings from  
2022-2023 to 2023-2024 for Chino Valley Unified School District

**APPENDIX A  
CHINO VALLEY UNION SCHOOL DISTRICT  
2023-2024 TRACK CHANGES**

EMBEDDED DOP CLASSES			
HIGH SCHOOL	CLASS TITLE	FALL	SPRING
AYALA HIGH SCHOOL			
	Combo: 3D Game Animation/3D Game Animation 2	5	5
CHINO HIGH SCHOOL			
	Computer Applications	5	5
	Food and Hospitality Services	5	5
2023/2024	CREDIT ALLOCATION TOTAL:	10	10
2023-2024 Fall/Spring; Ayala High School		Course for Combo: 3D Game Animation/3D Game Animation 2 offered only to compete pathway at Ayala HS and added 3 sections of BVROP Business Management (-5 Credits Fall/ - 5 Credits Spring) Per DRC	
2022/2023	CREDIT ALLOCATION TOTAL:	15	15
2022/2023	CREDIT UTILIZATION TOTAL:	15	15

**APPENDIX A  
CHINO VALLEY UNION SCHOOL DISTRICT  
2023-2024 TRACK CHANGES**

AFTER SCHOOL DOP CLASSES			
HIGH SCHOOL	CLASS TITLE	FALL	SPRING
		FALL	SPRING
2022/2023	CREDIT ALLOCATION TOTAL:	0	0
		FALL	SPRING
2022/2023	CREDIT ALLOCATION TOTAL:	0	0
2022/2023	CREDIT UTILIZATION TOTAL:	0	0

*New/Additional classes offered for the 2022/2023 School Year are denoted in green.*

*Closed Classes are denoted in red.*

# **BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM**

## **DISTRICT OPERATED PROGRAM CONTRACT APPENDIX B**

### **TEACHER STANDARDS**

These standards are required of all BVROP teachers beyond the actual classroom teaching requirements.

1. Adheres to established BVROP rules and regulations, including California Standards for the Teaching Profession.
2. Provide properly credentialed and qualified employees for each class in accordance with Education Code and Title V.
3. Performs duties as designated in the BVROP teacher's job description.
4. Maintains currency in the subject matter curriculum:
  - Active contact and working relationship with business and industry contacts
  - Job shadowing
  - Employment/work place learning
  - Community classroom/CVE supervision
  - Guest speakers
  - Field trips
  - Use of computer and current technology skills as related to occupational field
5. Participates in advisory meetings/employer panels:
  - Preplanning meeting(s)
  - Recruit business and industry members
  - Attend meeting(s)

**District Operated Program Contract**  
**Appendix B**  
**Page - 2 -**

6. Participates in current teaching strategies training:
  - Effective Teaching Strategies
  - District Inservice
  - Other
7. Attends BVROP scheduled meetings:
  - Teachers Meetings (6 per year)
  - Subject area curriculum specific meetings
  - Articulation/Curriculum meetings
  - New teacher orientation
8. Promotes and encourages enrollment:
  - Career fair(s)
  - Flyers/promotional materials
  - Guest speaker in related classes
  - Career center presentations
9. Complies with all required BVROP program and student documentation:
  - Completed accurately/legibly
  - Adherence with established time lines
10. Maintains open communication with:
  - Students, Parents, Counselors, Career Technicians, District Representative, BVROP Administration/Office Staff
  - Professional/Student Organizations

BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
2023/24 SCHEDULE OF CAP ADA  
DISTRICT OPERATED PROGRAM (DOP) 2023-24  
APPENDIX C

Per Base MOU, CAP ADA for 2023/24 will be based on actual ADA average of 2020/21 and 2021/22. COLA is 8.22% in 2023/24 and is applied to the 2022/23 Base Revenue Limit of \$4,364.53, resulting in the 2023/24 Base Revenue Limit of \$4,723.29.

	CHAFFEY	CHINO	CLAREMONT	UPLAND	TOTAL
BASE = 80% OF 4,723.29: \$3,778.63					
3,778.63 per 2-year averaged ADA	422.39 *	15.71	16.36	11.75	466.21
TOTAL 2023/24 DISTRICT OPERATED PROGRAM:	1,596,055.53	59,362.28	61,818.39	44,398.90	1,761,635.09

DOP = ADA ATTRIBUTED TO THE DISTRICT PROVIDING CLASS(ES) TAUGHT BY DISTRICT TEACHER(S)

NOTE: This is a budgetary figure. At year end, DOP ADA is reconciled to reflect payment of Actual ADA or CAP ADA, whichever is lowest, unless it is a "hold harmless" year.

SCHEDULE OF MONTHLY PAYMENTS					
	1,596,055.53	59,362.28	61,818.39	44,398.90	1,761,635.09
JULY	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
AUGUST	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
SEPTEMBER	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
OCTOBER	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
NOVEMBER	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
DECEMBER	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
JANUARY	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
FEBRUARY	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
MARCH	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
APRIL	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
MAY	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
JUNE	133,004.63	4,946.86	5,151.53	3,699.91	146,802.92
	1,596,055.53	59,362.28	61,818.39	44,398.90	1,761,635.09

\* Includes DOP ADA generated by Cosmetology Program with San Antonio ROP (SAROP)

Payments to SAROP for Chaffey DOP Portion will be deducted from DOP payments to Chaffey.



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**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: BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM 2023/2024  
CONTRACT FOR SERVICES AND PARTICIPATION INCENTIVE**

=====

**BACKGROUND**

On a yearly basis, the Chino Valley Unified School District enters into a “Contract for District Services and Participation Incentive” with the Baldy View Regional Occupational Program (BVROP). The contract stipulates that the District shall provide facilities, personnel, and expertise to perform certain services for the BVROP. In return for these services, BVROP pays the District an annual participation incentive described in the contract and for specific services as shown in Appendix A, B, and C of the contract. These funds are to be used specifically in support of BVROP programs and activities.

This contract was approved by the BVROP Commission on August 9, 2023.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Baldy View Regional Occupational Program 2023/2024 Contract for Services and Participation Incentive.

**FISCAL IMPACT**

Increase of \$64,592.83 to General Fund

NE:GP:ED:wrg

**BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
2023-24 CONTRACT FOR SERVICES AND PARTICIPATION INCENTIVE  
CHINO VALLEY UNIFIED SCHOOL DISTRICT**

This Agreement is made by and between Chino Valley Unified School District, hereinafter referred to as "District", and Baldy View Regional Occupational Program; hereinafter referred to as "BVROP"

WITNESSETH:

WHEREAS, BVROP desires to utilize special services referred to as "District Services"; and

WHEREAS, Chino Valley Unified School District has the facilities, personnel, and expertise to perform certain services for BVROP, and the District is willing to make these services available for the period beginning July 1, 2023, and ending June 30, 2024.

WHEREAS, BVROP has the facilities, personnel, and expertise to perform career technical education programs for the District at the career training center, and BVROP is willing to make these services available for the period beginning July 1, 2023, and ending June 30, 2024.

THEREFORE, it is understood that the aforementioned services shall be subject to the terms and conditions hereinafter set forth:

1. District Services. (See Appendix A)
2. District Representatives. The District, at no cost to BVROP, shall appoint an individual to represent the District in all matters pertaining to BVROP except those specifically reserved for the Commission and Superintendents. This individual shall serve on the BVROP District Representatives Council (DRC) and shall be responsible to participate in BVROP Course Performance Reviews, teacher's

meetings, career technician meetings, and other related meetings.

3. In the event the scheduled BVROP teacher assigned to teach on a district campus is absent and a district substitute is obtained through the host district's personnel office, the District will invoice BVROP for the actual BVROP costs and will be reimbursed accordingly. BVROP teachers are to follow the District procedure to obtain a substitute.
4. Career Center. The District, at no cost to BVROP, shall maintain a career center at each of the following locations:

Ayala, Boys Republic, Buena Vista, Chino, Chino Hills, and Don Lugo

High Schools

- a. These services will be operated according to terms listed in Appendix A and Appendix B. At times other than the regular school year, BVROP information concerning programs and enrollment procedures will be available.
- b. The District agrees to assign a person to operate the career center for a minimum of three (3) hours each school day and assist BVROP in recruitment, enrollment, and other duties pertaining to BVROP students. The career center shall be accessible to students on all scheduled student days during the regular school year. The career center will be evaluated annually on the basis of standards congruent with Appendix B.
- c. The District agrees to allow the career technician to attend six (6) BVROP meetings each year as designated by BVROP and approved

by the District Representative. The District also agrees to release any newly assigned career technician up to three additional duty days for orientation and in service.

- d. The District agrees to permit BVROP usage of the District logo on the BVROP website, newsletters, advertisements, and promotional materials to acknowledge the partnership, as appropriate.

5. Participation Incentive. BVROP agrees to pay District an annual participation incentive. The participation incentive is based on a Per Unit Value (PUV) established per the Memorandum of Understanding (MOU) as identified in the Joint Powers Agreement (JPA) multiplied by the ADA generated during the previous year by each participating district's student attendance. BVROP will provide payment of the participation incentive by September 30 of the fiscal year, providing that District submits all attendance by July 31.

6. BVROP Operated Classes Above the "Base" ADA Cap:

- a. If the District and BVROP mutually agree to additional BVROP classes to be offered above the ADA cap, the District will reimburse BVROP for the cost of the additional class(es) based on the minimum enrollment of twenty-five (25) students at a comprehensive school site and fifteen (15) students at a continuation or alternative school site.
- b. Any BVROP class that is funded by the District above the ADA cap is not subject to the ratio of twenty-five percent (25%) DOP/seventy-five percent (75%) ROP of total high school course offerings.

- c. If two (2) or more Districts agree to additional BVROP classes above the base ADA cap, those Districts will enter into an agreement delineating the number of student units each District guarantees to meet the minimum enrollment requirements.
- d. The District(s) agree(s) to a two-year commitment in order to allow time for the program to establish a student interest base.
- e. To assist member Districts with costs while interest builds in a new course BVROP may waive a portion of “upstart” costs for the first two years if the base ADA cap is being met. I.e., new class starts, member District(s) to pay BVROP assuming 25 students. 20 students enroll, BVROP may waive revenue expectations for the other 5 students for up to 2 years.

7. Exchange of Class Offerings:

- a. An exchange of class offering can be requested by the District or BVROP through the DRC.
  - i. BVROP staff will provide DRC with an analysis of current participants’ home schools.
- b. If a District and BVROP mutually agree to exchange a BVROP class offered outside the regular school day, the following conditions will apply:
  - i. If the exchange of class offerings results in lower ADA attainment than the previous class, the partnering District(s)

agrees to maintain a minimum enrollment of twenty-five (25) students at a comprehensive school site and fifteen (15) students at a continuation or alternative school site.

- ii. Each participating school district may exchange a class offering(s) on its school sites for another class offering of the same total instructional hours within the confines of:
  - a. BVROP class cannot be exchanged for a DOP class;
  - b. The DOP cap ADA allocation per participating school the district must be adhered to unless circumstances warrant re-benching;
  - c. The ratio of twenty-five percent (25%) DOP/seventy-five percent (75%) ROP of total high school course offerings must be maintained.

8. Reduction of Classes:

- a. BVROP classes: Written notification of the class reductions must be made to the BVROP Superintendent by February 1 during the fiscal year preceding the fiscal year in which the reductions will be implemented.
- b. DOP classes: Written notification of the class reductions must be made to the BVROP Superintendent by February 1 during the fiscal year preceding the fiscal year in which the reductions will be implemented.
  - i. If the school district's DOP ADA is returned to BVROP and the other participating districts, that district, at a later date, may request the return of the DOP ADA through written notification to the BVROP

Superintendent. The BVROP Superintendent will analyze the ADA allocated within BVROP and make every effort to accommodate the request under the following conditions:

- a. No harm shall occur to another participating district's DOP program or limit access to BVROP students.
- b. The return of the DOP program(s) cannot cause the BVROP ratio to exceed twenty-five percent (25%) of the total base ADA cap.

9. Indemnity: District agrees to indemnify and hold BVROP harmless from and against any and all claims for injuries or damages to students, the public, or property, which occur in or upon the property or its improvements, provided that such injuries or damages are the result of the negligence or misconduct of the District, its officers, employees, agents, or representatives or the dangerous condition of District property.

BVROP agrees to indemnify and hold District harmless from and against any and all claims for injuries or damages to students, the public, or to property, which occur in or upon the property or its improvements provided that such injuries or damages

are the result of the negligence or misconduct of the BVROP, its officers, employees, agents, or representatives or the dangerous condition of BVROP property.

10. Annual Review. This Agreement will be reviewed annually by both parties prior to the end of the current contract year.

No part of this contract or appendices may supersede or violate any portion

of a District's collective bargaining agreement with any employee association or staff member.

11. Termination. This Agreement may be terminated by either the District or BVROP Upon mutual consent by serving 30 days written notice of such intention to terminate on the other party. The District will receive the final participation incentive payment from BVROP based on submitted ADA.
12. Certification. The District agrees to certify by September 1, 2023, that all obligations of the District, provided within the terms of this agreement, have been complied with.

EXECUTED this \_\_\_\_ day of \_\_\_\_\_, at Ontario, California.

CHINO VALLEY UNIFIED  
SCHOOL DISTRICT

BALDY VIEW REGIONAL  
OCCUPATIONAL PROGRAM

By \_\_\_\_\_

By \_\_\_\_\_

Title Superintendent

Title Superintendent

Board Authorization On:

Commission Authorization On:

Date 8/17/23

Date \_\_\_\_\_



## **BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM**

### **CONTRACT FOR DISTRICT SERVICES APPENDIX A**

The District shall provide services and facilities to the Baldy View R.O.P. within the following categories:

#### **A. ADMINISTRATIVE SERVICES**

1. District Representative Services
  - a. Provides district liaison to BVROP as outlined in the body of the contract.
2. Business/Personnel Offices Services
  - a. Provides personnel services
  - b. Maintains District payroll account
  - c. Processes purchase orders and related contracts
  - d. Maintains a clear audit trail
  - e. Maintains warehouse as needed
  - f. Maintains and reports inventory
  - g. Provides and reviews related billings
  - h. Prepares annual report of expenditures
3. Student Information Services
  - a. Maintains student data records
  - b. Maintains course offerings
  - c. Maintains current enrollment records
  - d. Prepares documents and communications as necessary

**B. PROGRAM AND STUDENT SERVICES**

1. Provide, maintain, equip, supply, and staff a career center at each regular and continuation high school each day of the regular school year when students are present.
2. Provide support services including career guidance and assessment, and registration services.

**C. FACILITIES**

1. Provide classroom space for R.O.P. classes as available.
2. Provide storage space as available.

**BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM**

**CONTRACT FOR DISTRICT SERVICES  
APPENDIX B**

**PERFORMANCE OBJECTIVES  
CAREER TECHNICIAN STANDARDS**

A Career Technician supported by District funds will:

1. **Actively recruit, screen and enroll high school students for BVROP classes:**
  - Create and maintain visual displays promoting BVROP
  - Display BVROP promotional materials in career center and other appropriate places on campus
  - Serve as liaison with counselors, promote tours of BVROP classes, and provide BVROP printed material.
  - Develop BVROP promotional activities for the school year
  - Schedule class and/or group presentations
  - Disseminate BVROP recruitment materials to teachers, counselors, students, and parents
  - Utilize campus announcements and newspapers for promotion
  - Arrange for BVROP teachers to interact with high school students
  - Maintain an ongoing recruitment list for enrollment in BVROP courses.
2. **Assist in the promotion of BVROP courses as an integral part of the school's curriculum:**
  - Administer and interpret career interest assessments for students
  - Discuss with school counseling staff and administration usage of BVROP interest survey
  - Organize and maintain student interest list for recruitment purposes

**Contract for District Services**

**Appendix B**

**Page -2-**

2. **Assist in the promotion of BVROP courses as an integral part of the school's curriculum (continued):**
  - Promote BVROP through campus activities; i.e., back-to-school night, career fairs, etc.
  - Disseminate BVROP student success stories
  - Communicate regularly with the guidance staff regarding BVROP information
  - Provide BVROP information in home mailers to parents and stakeholders
3. **Be knowledgeable of BVROP course requirements and content:**
  - Visit BVROP teachers and classes
  - Attend selected advisory/employer panel meetings.
4. **Establish and maintain effective communications:**
  - Attend all required BVROP meetings and in services
  - Process all related BVROP paperwork and student records
  - Provide high school administration, counselors, teachers, and staff with current BVROP information regarding BVROP courses and their outcomes
  - Notify BVROP office of schedule/bell changes on campus
  - Utilize current technology and software to provide access to information for career planning.
  - Meet regularly with guidance staff.
  - Annually, Career Technicians will complete the BVROP self-assessment in collaboration with BVROP and District Representative Council staff

## BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM

## \*\*APPENDIX C

## PARTICIPATION INCENTIVE 2023/2024

Per Base MOU, ADA for 2023/24 will be based on the average of Hold Harmless 2020/21 and 2021/22 ADA. COLA in 2023/24 is 8.22%. The 2023/24 rate of \$101.06 is multiplied by 8.22% COLA for the per unit value of \$109.37 for 2023/24.

	CHAFFEY	CHINO	CLAREMONT	UPLAND	TOTAL
2023/24 = \$101.06 * 8.22% COLA					
+ 94.84 = \$101.06					
109.37 per 2-year averaged ADA	889.19	590.59	151.51	233.56	1,864.85
2023/24 Participation Incentive	97,250.71	64,592.83	16,570.65	25,544.46	203,958.64

## ADA ATTRIBUTED TO STUDENTS' DISTRICT OF RESIDENCE (PARTICIPATION INCENTIVE)

## SCHEDULE OF MONTHLY PAYMENTS

	97,250.71	64,592.83	16,570.65	25,544.46	203,958.65
JULY	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
AUGUST	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
SEPTEMBER	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
OCTOBER	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
NOVEMBER	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
DECEMBER	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
JANUARY	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
FEBRUARY	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
MARCH	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
APRIL	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
MAY	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
JUNE	8,104.23	5,382.74	1,380.89	2,128.70	16,996.55
	97,250.71	64,592.83	16,570.65	25,544.46	203,958.65

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**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: BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM 2023/2024  
CONTRACT FOR EMBEDDED CLASSES**

=====

**BACKGROUND**

Each year, the Chino Valley Unified School District enters into a contract with the Baldy View Regional Occupational Program (BVROP) for the purpose of providing embedded classes at various locations within the district.

The embedded classes in the district are outlined in Appendix A of the contract.

This contract was approved by the BVROP Commission on August 9, 2023.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Baldy View Regional Occupational Program 2023/2024 Contract for Embedded Classes.

**FISCAL IMPACT**

None.

NE:GP:ED:wrg

**BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM**  
**2023-24 CONTRACT FOR EMBEDDED BVROP CLASSES – CHINO VALLEY USD**

This Agreement is made by and between Chino Valley Unified School District, hereinafter referred to as "District", and Baldy View Regional Occupational Program, hereinafter referred to as "BVROP."

WITNESSETH:

WHEREAS, District desires to utilize special BVROP services, referred to as "Embedded Class(es)";

and

WHEREAS, District has the facilities for the Embedded Class(es) during the regular school day;

and

WHEREAS, BVROP has the personnel, and expertise to perform certain services for the District; and BVROP is willing to make these services available for the period beginning July 1, 2023, and ending June 30, 2024.

THEREFORE, it is understood that the aforementioned services shall be subject to the terms and conditions hereinafter set forth:

1. The minimum class size Average Daily Attendance (ADA) for an Embedded Class(es) at comprehensive school sites is twenty-five (25) students and fifteen (15) students at continuation and alternative school sites.
2. The District has the sole responsibility for supporting Embedded Class(es)

on its campuses.

3. When the ADA of a(n) Embedded Class(es) fails to meet minimum class size standards, the District is responsible for providing BVROP supplemental funding based on the difference between actual ADA generated and the budgeted annual income based on minimum ADA requirements.
4. Embedded Class(es), as reflected in Appendix A, may be cancelled by BVROP or District without penalty prior to August 1, 2023.

CHINO VALLEY UNIFIED  
SCHOOL DISTRICT

BALDY VIEW REGIONAL  
OCCUPATIONAL PROGRAM

By \_\_\_\_\_

Title Superintendent

Board Authorization On:

Date 8/17/23

By \_\_\_\_\_

Title Superintendent

Commission Authorization On:

Date \_\_\_\_\_



# **APPENDIX A**

## **CHINO VALLEY UNIFIED SCHOOL DISTRICT**

### **BVROP OPERATED COURSES**

The following reports detail the changes which occurred for class offerings from  
2022-2023 to 2023-2024 for Chino Valley Unified School District

**APPENDIX A**  
**CHINO VALLEY UNION SCHOOL DISTRICT**  
**2023-2024 TRACK CHANGES**

<b>EMBEDDED ROP CLASSES</b>			
<b>HIGH SCHOOL</b>	<b>CLASS TITLE</b>	<b>FALL</b>	<b>SPRING</b>
<b>AYALA HIGH SCHOOL</b>		<b>CREDITS</b>	
	Civil Engineering & Architecture	5	5
	Civil Engineering & Architecture	5	5
	Engineering & Design Development	5	5
	Introduction to Engineering Design	5	5
	Introduction to Engineering Design	5	5
	Introduction to Engineering Design	5	5
	Principles of Engineering	5	5
	Sports Medicine	5	5
	Sports Medicine	5	5
	Business Management	5	5
	Business Management	5	5
	Business Management	5	5
<b>BOYS REPUBLIC</b>			
	Combo: Brick, Block and Stonemasonry, Advanced Concrete Masonry	5	5
<b>BUENA VISTA HIGH SCHOOL</b>			
	Combo: Residential and Commercial Construction, Apartment and Home Repair Remodeling (5/quarter)	5	5
	Combo: Residential and Commercial Construction, Apartment and Home Repair Remodeling (5/quarter)	5	5
	Introduction to Business and Finance (5/quarter)		5
	Introduction to Business and Finance (5/quarter)		5
	Business Management (5/quarter)	5	
	Business Management (5/quarter)	5	
	Combo: Business Management; Business Management 2 (5/quarter)		5
	Combo: Business Management; Business Management 2 (5/quarter)		5
<b>CHINO HIGH SCHOOL</b>			
	Criminal Justice	5	5
	Criminal Justice 2	5	5
	Crime Scene Investigation	5	5
	Crime Scene Investigation	5	5
	Combo: Crime Scene Investigation 2/Crime Scene Investigation 3	5	5
	Crime Scene Investigation	5	5
	Cybersecurity	5	5
	Cybersecurity	5	5
	Cybersecurity	5	5
	Cybersecurity	5	5
	Combo: Cybersecurity; Cybersecurity 2	5	5
	Combo: Cybersecurity; Cybersecurity 2	5	5
	Sports Medicine	5	5
	Sports Medicine 2	5	5
<b>CHINO HILLS HIGH SCHOOL</b>			
	Criminal Justice	5	5

	Criminal Justice	5	5
	Criminal Justice	5	5
	Criminal Justice 2	5	5
	Combo: Stage 1: Stage Technology , Stage 2: Intermediate Stage Technology, Stage 3: Design & Production, Stage 4: Arts Management	5	5
	Combo: Stage 1: Stage Technology , Stage 2: Intermediate Stage Technology, Stage 3: Design & Production, Stage 4: Arts Management	5	5
	Combo: Stage 1: Stage Technology , Stage 2: Intermediate Stage Technology, Stage 3: Design & Production, Stage 4: Arts Management	5	5
	Combo: Stage 1: Stage Technology , Stage 2: Intermediate Stage Technology, Stage 3: Design & Production, Stage 4: Arts Management	5	5
	Combo: Stage 1: Stage Technology , Stage 2: Intermediate Stage Technology, Stage 3: Design & Production, Stage 4: Arts Management	5	5
	Healthcare Occupations	5	5
	Healthcare Occupations	5	5
	Healthcare Occupations	5	5
	Healthcare Occupations	5	5
(Offered in Fall Only)	Medical Assisting Foundation/Prep Therapy - Med Ofc	10	
(Offered in Spring Only)	Medical Assisting Clinical/Prep Therapy - Med Ofc		20
	Sports Medicine	5	5
	Sports Medicine	5	5
	Sports Medicine	5	5
	Sports Medicine	5	5
	Sports Medicine 2	5	5
<b>DON LUGO HIGH SCHOOL</b>			
	Food and Hospitality Services	5	5
	Food and Hospitality Services	5	5
	Food and Hospitality Services	5	5
	Food and Hospitality Services	5	5
	Food and Hospitality Services	5	5
	Food and Hospitality Services 2	5	5
	Criminal Justice 2	5	5
	Residential and Commerical Construction	5	5
	Residential and Commerical Construction	5	5
	Residential and Commerical Construction	5	5
	Residential and Commerical Construction	5	5
	Residential and Commerical Construction	5	5
	Apartment & Home Repair/Remodeling	5	5
	Apartment & Home Repair/Remodeling	5	5
	Brick, Block and Stonemasonry	5	5
	Brick, Block and Stonemasonry	5	5
	Brick, Block and Stonemasonry	5	5
		<b>FALL</b>	<b>SPRING</b>
<b>2023/2024</b>	<b>CREDIT ALLOCATION TOTAL:</b>	<b>315</b>	<b>305</b>
2023-2024 Fall/Spring; Ayala High School	Changed one section of Principles of Engineering for Civil Engineering & Architecture (+5 Credits/Fall, +5 Credits/Spring) Per DRC		
2023-2024 Fall/Spring; Ayala High School	Changed one section of Principles of Engineering for Civil Engineering & Architecture (-5 Credits/Fall, -5 Credits/Spring) Per DRC		
2023-2024 Fall/Spring; Ayala High School	Added a new pathway to Ayala HS. Three sections of Business Management (+15 Credits/Fall, +15/Credits/Spring) Per DRC		



2023-2024 Fall/Spring; Boys Republic High School	Moved Boys Republic; Combo Brick, Block and Stonemasonry section and created 3 sections at Don Lugo HS (-5 Credits/Fall, -5 Credits/Spring) Per DRC
2023-2024 Fall/Spring; Buena Vista High School	Intro to Business & Finance 5/QT (QT3 & 4) was moved to embedded in the Spring 2023. Fall 2023-Spring 2024 changed course concentrator Business Management blocked section (two periods) 5 QT or 10 SEM
2023-2024 Fall/Spring; Buena Vista High School	Added two sections of Business Management (+10 quarter credits/Fall) Per DRC
2023-2024 Fall/Spring; Buena Vista High School	Added two sections of Combo: Business Management; Business Management 2 (+10 quarter credits/Spring) Per DRC
2023- 2024 Fall/Spring; Chino High School	Closed one section of Criminal Justice - phasing out course to only offer Crime Scene Investigations courses. Last year for Chino HS Criminal Justice 2 to complete its pathway (-5 Credits/Fall, -5 Credits/Spring) Per DRC
2023-2024 Fall/Spring; Chino High School	Closed 1 section of Cybersecurity - starting PLTW Cybersecurity, only offering 3 sections of Cybersecurity and 2 sections of Combo: Cybersecurity; Cybersecurity 2 to complete pathway for 22-23 concentrator students (-5 Credits/Fall, -5 Credits/Spring) Per DRC.
2023-2024 Fall/Spring; Chino High School	Added one section of Crime Scene Investigation (+5 Credits/Fall, +5 Credits/Spring) Per DRC.
2023-2024 Fall/Spring; Chino Hills High School	Added two sections of Combo: Stage 1: Technology, Stage 2: Intermediate Stage Technology, Stage 3: Design & Production, Stage 4: Arts Management, based on student interest (+10 Credits/Fall, +10 Credits/Spring) Per DRC
2023-2024 Fall/Spring; Chino Hill High School	Added one section of Healthcare Occupations 2022-2023, but was not in the original July Appendix (+5 Credits/Fall, +5 Credits/Spring) Per DRC
2023-2024 Fall/Spring; Chino Hills High School	Added one section of Sports Medicine (+5 Credits/Fall, +5 Credits/Spring) Per DRC
2023-2024 Fall/Spring; Chino Hills High School	MA Clinical moved to after school BVROP section. Open to all students in JPA. (-20 Credits/Fall, -20 Credits/Spring)
2023-2024 Fall/Spring; Don Lugo High School	Closed one section of Criminal Justice 2, moved to Chino HS, last year Capstone offered to complete the pathway (-5 Credits/Fall, -5 Credits/Spring) Per DRC

		FALL	SPRING
2022/2023	CREDIT ALLOCATION TOTAL:	275	280
2023/2024	CREDIT UTILIZATION TOTAL:	275	280

## APPENDIX A CHINO VALLEY UNION SCHOOL DISTRICT 2023-2024 TRACK CHANGES

AFTER SCHOOL ROP CLASSES			
HIGH SCHOOL	CLASS TITLE	FALL	SPRING
<b>BUENA VISTA HIGH SCHOOL</b>			
	Combo: Retail Marketing, Retail Marketing 2	15	
	Business Management		10
<b>CHINO HILLS HIGH SCHOOL</b>			
(Offered in Spring Only)	Medical Assisting Clinical/Prep Therapy-Med Office		20
<b>DON LUGO HIGH SCHOOL</b>			
	Business Management	15	15
		FALL	SPRING
2023/2024	CREDIT ALLOCATION TOTAL:	15	35
2023-2024 Fall/Spring; Buena Vista High School	Moved Combo: Retail Marketing, Retail Marketing 2 to Don Lugo and changed pathway to Business & Finance (-15 Credits/Fall, -15 Credits/Spring)		

2023-2024 Fall/Spring; Buena Vista High School

Changed Retail Marketing to (15 Credits) Business Management (10 Credits) in Spring 2023. Moved 5 credit/QT (QT 3 & 4) to embedded one blocked two-period section as Intro to Business & Finance to Concentrator Business Management embedded at Buena Vista HS (two-period block section)

2023-2024 Fall/Spring; Chino Hills High School

Added MA Clinical to after school BVROP section (-20 Credits/Spring)

2023-2024 Fall/Spring; Don Lugo High School

Moved from Buena Vista to Don Lugo and changed pthway to Business & Finance (+15 Credits/Fall, +15 Credits/Spring)

		FALL	SPRING
2023/2024	CREDIT ALLOCATION TOTAL:	15	15
2023/2024	CREDIT UTILIZATION TOTAL:	15	10

New/Additional classes offered for the 2022/2023 School Year are denoted in green.

Closed Classes are denoted in red.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: PURCHASE ORDER REGISTER**

=====

**BACKGROUND**

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

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$69,993,017.80 to all District funding sources.

NE:GJS:kc

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**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**

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**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

As indicated.

NE:GJS:kc

<b>SUPERINTENDENT</b>	<b>FISCAL IMPACT</b>
<b>S-2324-004 CSBA - California School Board Association.</b> To provide annual renewal of CSBA membership. Submitted by: Superintendent Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$23,381.00  Funding source: General Fund
<b>S-2324-005 CSBA - California School Board Association.</b> To provide annual renewal of GAMUT online software. Submitted by: Superintendent Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$6,020.00  Funding source: General Fund

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-2324-113 Nicholls Educational Consulting.</b> To provide in-person and virtual consulting/professional development, and consulting support for the Spanish dual language immersion leadership team. Submitted by: Access & Equity Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$20,000.00  Funding source: Title IV
<b>CIIS-2324-114 City of Chino.</b> To provide Homeless Innovative Program (HIP) outreach and dissemination of the HIP toolkit, team travel for conferences, and training. Submitted by: Health Services Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$25,000.00  Funding source: CDE Grant
<b>CIIS-2324-115 First 5 San Bernardino.</b> To provide Nurturing Families Program parenting classes and case management services for children 0-5 years old district-wide. Submitted by: Health Services Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$206,699.00  Funding source: First 5 SB Grant
<b>CIIS-2324-116 City of Chino.</b> To provide Nurturing Families classes and case management support for children and families. Submitted by: Health Services Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$81,000.00  Funding source: First 5 SB
<b>CIIS-2324-117 GTSoft, Inc.</b> To provide web-based attendance tracking software EZReports SaaS to serve 7 sites for the 2023/2024 school year. Submitted by: Health Services Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$5,950.00  Funding source: ASES



<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-2324-118 Zoom Video Communications, Inc.</b> To provide annual renewal for education, webinar, and 1000 participant meeting site licenses. Submitted by: Technology Duration of Agreement: September 15, 2023 - September 14, 2024	Contract amount: \$27,580.00  Funding source: General Fund
<b>CIIS-2324-119 CDW Government LLC.</b> To provide subscription renewal for Adobe Creative Cloud for Enterprise 1d, renewal for 1n, Adobe Sign for Business renewal. Submitted by: Technology Duration of Agreement: September 30, 2023 - September 29, 2024	Contract amount: \$10,456.40  Funding source: General Fund
<b>CIIS-2324-120 Houghton Mifflin Harcourt Publishing Company.</b> To provide renewal of READ 180 Universal Stage C student subscription package. Submitted by: Access & Equity Duration of Agreement: October 3, 2023 - October 3, 2028	Contract amount: \$9,588.97  Funding source: CSI Funds
<b>CIIS-2324-121 Essential Education Corporation.</b> To provide renewal of the online GED Academy Program. Submitted by: Adult School Duration of Agreement: September 1, 2023 - September 1, 2026	Contract amount: \$19,380.00  Funding source: Adult Ed. Apportionment

<b>HUMAN RESOURCES</b>	<b>FISCAL IMPACT</b>
<b>HR-2324-009 Dolen Tucker Tierney &amp; Abraham, A Professional Law Corporation.</b> To provide professional legal services. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$120,000.00  Funding source: General Fund
<b>HR-2324-010 Thinknetic Medical Corporation dba Keystone Industrial Medicine.</b> To provide training devices, medical supplies, and emergency medication. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$6,500.00  Funding source: General Fund
<b>HR-2324-011 OSTs, Inc.</b> To provide assistance with CAL OSHA compliance standards, regulation codes, safety training, and evacuation maps. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$70,000.00  Funding source: General Fund

<b>HUMAN RESOURCES</b>	<b>FISCAL IMPACT</b>
<b>HR-2324-012 City of Chino Hills.</b> To provide school resource officer services at Ayala HS and Chino Hills HS. Submitted by: Risk Management Duration of Agreement: August 7, 2023 - May 23, 2024	Contract amount: Per Rate Sheet Funding source: General Fund
<b>HR-2324-013 City of Chino.</b> To provide school resource officer Program at Buena Vista, Chino HS, and Don Lugo HS to include (1) DARE officer, (3) Officers, (1) Sergeant, and overtime as necessary. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet Funding source: General Fund
<b>HR-2324-014 Norma Yocoub dba Universal Psychological Services, Inc.</b> To provide pre-employment psychological evaluations. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet Funding source: General Fund
<b>HR-2324-015 Emergency Management Safety Partners, LLC.</b> To provide comprehensive safe school planning for 2023/2024, Emergency Operations Center training for EOC staff, administrative staff exercises, and development of emergency plan template for schools. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$91,527.00 Funding source: General Fund
<b>HR-2324-016 Thompson &amp; Colegate LLP.</b> To provide legal services. Submitted by: Risk Management Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$15,000.00 Funding source: General Fund

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2324-030 Chino Hills Counseling dba Claremont Counseling &amp; Support Center, A Psychological Corporation.</b> To provide counseling, mental health, behavioral support, and education services for K-12 students. Submitted by: Access & Equity Duration of Agreement: July 1, 2023 - June 30, 2027	Contract amount: Per Rate Sheet Funding source: Various
<b>MC-2324-031 Quizizz, Inc.</b> To provide online quizzes, interactive lessons, class polls, and study tools to optimize student engagement. Submitted by: Chino Hills HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: Various

MASTER CONTRACTS	FISCAL IMPACT
<b>MC-2324-032 Swank Motion Pictures, Inc. dba Swank Movie Licensing USA.</b> To provide public performance movie licensing. Submitted by: Purchasing Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
<b>CIIS-2223-056 Social Solutions Global, Inc.</b> To provide licenses for Penelope case management database for the Hope Program. Submitted by: Health Services/HOPE Program Duration of Agreement: July 1, 2022 - June 30, 2025 Original Board Approval: June 16, 2023	Contract amount: Per Rate Sheet  Change contract amount from \$4,240.29 to Per Rate Sheet.  Funding source: Special Education
<b>CIIS-2324-061 The Stepping Stones Group.</b> To provide psychologists, BIP staff, nurses, interpreting, paraprofessionals, and special education teachers. Submitted by: Special Education Duration of Agreement: July 1, 2023 - June 30, 2024 Original Board Approval: June 1, 2023	Contract amount: Per Rate Sheet  Addition of ASL interpreter services.  Funding source: Special Education
<b>MC-2223-145 ATvantage LLC.</b> To provide summer session athletic trainers. Submitted by: Human Resources Duration of Agreement: May 26, 2023 - August 10, 2023 Original Board Approval: June 15, 2023	Contract amount: Per Rate Sheet  Change the services to be provided from summer session athletic trainers to full-year substitute athletic trainers as needed.  Funding source: General Fund

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**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: SURPLUS/OBSOLETE PROPERTY**

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**BACKGROUND**

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

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

Increase to the General Fund from proceeds of sale.

NE:GJS:kc

Chino Valley Unified School District				
Technology Department - Surplus/Obsolete Equipment List				
Ayala - Graduating Senior Chromebook - 7/17/2023				
Description	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	p206e2b0p2n0b980900e	X7273287		X
Computer Equipment	p2088afq	X7289173	85051	X
Computer Equipment	p207b817p2n0b9b29002	X7284115	73473	X
Computer Equipment	p207zz94	X7293680	84577	X
Computer Equipment	p206e1kbp2n0b980900e	X7273203	80481	X
Computer Equipment	p206e2d5p2n0b980900e	X7273292	80420	X
Computer Equipment	p207ba18p2n0b9b2802c	X7284066	68949	X
Computer Equipment	p207pca6	X7291449	68739	X
Computer Equipment	p207pcgs	X7291457	68747	X
Computer Equipment	p207bb8hp2n0b9b2800z	X7284147		X
Computer Equipment	p207pkxv	X7291374	68593	X
Computer Equipment	p2080fyy	X7293201	84682	X
Computer Equipment	p207zjjs	X7293355	70364	X
Computer Equipment	p206edm1p2n0b980900e	X7273359	80384	X
Computer Equipment	p207b15zp2n0b9b28001	X7284157	68956	X
Computer Equipment	p203xw5cp2n0b9110009	X7282805	73635	X
Computer Equipment	p2081gb7	X7293065	84731	X
Computer Equipment	p207zy6z	X7293500	84526	X
Computer Equipment	p206ds58p2n0b980900e	X7273194	80499	X
Computer Equipment	p207pbcn	X7284158	69417	X
Computer Equipment	p207zze8	X7293586	84450	X
Computer Equipment	p2080fzs	X7293183	84937	X
Computer Equipment	p206drh9p2n0b980900e	X7273391	80638	X
Computer Equipment	p206ds2lp2n0b980900e	X 7273406	80449	X
Computer Equipment	p2080g0t	X7293259	84675	X
Computer Equipment	p207pjkr	X7291360	68558	X
Computer Equipment	p206e1n2p2n0b980900e	X7273246	80654	X
Computer Equipment	p207b9m5p2n0b9b2802c	X7284076	68950	X
Computer Equipment	P201WW8A	X7277942	60940	X
Computer Equipment	p2081gvp	X7293217	84741	X
Computer Equipment	p207zzb2	X7293687	84594	X
Computer Equipment	p207zym9	X7293675	84556	X
Computer Equipment	p206e13kp2n0b980900e	X7273424	80459	X
Computer Equipment	p207pbra	X7284069	69423	X
Computer Equipment	p207pjm8	X7284088	68978	X
Computer Equipment	p207b1w9p2n0b9b28015	X7291347	68522	X
Computer Equipment	p2080f7h	X7293263	84901	X
Computer Equipment	p207bcwhp2n0b9b2800z	X7284145	73483	X
Computer Equipment	p207zy63	X7293483	84517	X

Computer Equipment	p206drr8p2n0b980900e	X7273349	80375	X
Computer Equipment	p206e23kp2n0b980900e	X7273258	80640	X
Computer Equipment	p207zz4m	X7293072	84759	X
Computer Equipment	p207pbmb	X7291456	68746	X
Computer Equipment	p207pc8y	X7291521	68568	X
Computer Equipment	PF2QGAJE	X7306532	110338	X
Computer Equipment	p2081emr	X7293405	70319	X
Computer Equipment	p206e1f9p2n0b980900e	T 14604	80520	X
Computer Equipment	p206e2d7p2n0b980900e	X7273260	80428	X
Computer Equipment	p2080e25	X7287792	69239	X
Computer Equipment	P206EDJL	X7273108		X
Computer Equipment	p207bcezp2n0b9b2800z	X7284163	73471	X
Computer Equipment	p206e25mp2n0b980900e	X7273239	80661	X
Computer Equipment	p2080fvy	X7293264	84676	X
Computer Equipment	p2080fcp	X7293175	84850	X
Computer Equipment	p207zxs9	X7288369	70890	X
Computer Equipment	p206e13mp2n0b980900e	X7273362	80371	X
Computer Equipment	p2080fww	X7293322	84910	X
Computer Equipment	p2080cxy	X7293148	84660	X
Computer Equipment	p206e2c2p2n0b980900e	X7273403	80452	X
Computer Equipment	PF2QF38Z	X7273461	110475	X
Computer Equipment	PF2SEZ5Y	X7306869	110067	X
Computer Equipment	p206dr74p2n0b980900e	X7273759	72814	X
Computer Equipment	p207pbdm	X7277071	68976	X
Computer Equipment	p207yap6	X7293463		X
Computer Equipment	p2080fwh	X7288982	69136	X
Computer Equipment	p206e1nvp2n0b980900e	X7273243	80651	X
Computer Equipment	p206ede8p2n0b980900e	X7273321	80513	X
Computer Equipment	p207zyl0	X7293506	84522	X
Computer Equipment	p207zsnk	X7293122	84975	X
Computer Equipment	p2081ga5	X7293144	84724	X
Computer Equipment	p207zjjq	X7293377	70352	X
Computer Equipment	p206ee54p2n0b980900e	X7273756	72799	X
Computer Equipment	p206e1hjp2n0b980900e	X7273140	79315	X
Computer Equipment	p206edhlp2n0b980900e	X7273218	80476	X
Computer Equipment	p207pjv7	X7284067	68969	X
Computer Equipment	p207pjht	X7291516	68561	X
Computer Equipment	p206edfzp2n0b980900e	X7273227	80670	X
Computer Equipment	p203z6w1p2n0b9302003	X7277995	74374	X
Computer Equipment	p206edr8p2n0b980900e	X7273428	80461	X
Computer Equipment	p207zjtc	X7293371	70337	X
Computer Equipment	p2081gad	X7293139	84756	X
Computer Equipment	p206ds35p2n0b980900e	X7273313	80515	X
Computer Equipment	p206drt7p2n0b980900e	X7273464	80592	X
Computer Equipment	p206dr52p2n0b980900e	X7273207	80467	X
Computer Equipment	p207zjxr	X7293394	70192	X
Computer Equipment	p207zxz3	X7288538	69693	X

Computer Equipment	p207zsh6	X7293123	84976	X
Computer Equipment	p207pjix	X7291343	68518	X
Computer Equipment	p206e20gp2n0b980900e	X7273226	80660	X
Computer Equipment	p207bbm5p2n0b9b2800z	X7291350	68525	X
Computer Equipment	p2081gdf	X7293698	84787	X
Computer Equipment	p207zy68	X7293455	84529	X
Computer Equipment	P20891QK	X7290380	85169	X
Computer Equipment	P206E17R	X7273475	80348	X
Computer Equipment	p206e17rp2n0b980900e	X7273475	80348	X
Computer Equipment	p207ztpv	X7288013	70848	X
Computer Equipment	PF2RZD0B	X7307091	109781	X
Computer Equipment	p206e1l3p2n0b980900e	X7273331	80363	X
Computer Equipment	p2080f9d	X7293158	84893	X
Computer Equipment	p207zjtm	X7293370	70351	X
Computer Equipment	p2080f75	X7293250	84964	X
Computer Equipment	p2080ets	X7288207	84115	X
Computer Equipment	p207ztr5	X7292553	70013	X
Computer Equipment	p206e1lhp2n0b980900e	X7273425	80436	X
Computer Equipment	p2081g87	X7293659	84690	X
Computer Equipment	p207zz1p	X7293179	84623	X
Computer Equipment	p2081gjg	X7293169	84716	X
Computer Equipment	p207zz1z	X7293594	84573	X
Computer Equipment	P20894C6	X7289146	85058	X
Computer Equipment	p207zz6e	X7293414	84647	X
Computer Equipment	p207plbz	X7284139	68971	X
Computer Equipment	P201WQ70	X7275815	63513	X
Computer Equipment	p207zjk6	X7288325	69690	X
Computer Equipment	p207zz7r	X7293049	84633	X
Computer Equipment	p206ds4pp2n0b980900e	X7274074	78708	X
Computer Equipment	p206dr0gp2n0b980900e	X7273380	80631	X
Computer Equipment	P206E1HN	X 7273455	80578	X
Computer Equipment	p2081gvd	X7293064	84760	X
Computer Equipment	p2081gay	X7293524	84807	X
Computer Equipment	p207bcp0p2n0b9b2800z	X7284063	73466	X
Computer Equipment	p207zsmz	X7293200	84968	X
Computer Equipment	p208005p	X7293359	70445	X
Computer Equipment	p2080f9n	X7293138	84671	X
Computer Equipment	p206e1z8p2n0b980900e	X7273296	80506	X
Computer Equipment	p206ds74p2n0b980900e	X7273262	80412	X
Computer Equipment	p207ybwq	X7288983	69113	X
Computer Equipment	p2080ehm	X7288992	69238	X
Computer Equipment	p206dr5cp2n0b980900e	X7273152		X
Computer Equipment	p206e1zrp2n0b980900e	X7273213	80484	X
Computer Equipment	p207zz79	X7293416	84644	X
Computer Equipment	p207zysn	X7287688	69256	X
Computer Equipment	p2080f6v	X7293332	84936	X
Computer Equipment	p2080f7n	X7293226	84940	X

Computer Equipment	p207zyqz	X7293656	84501	X
Computer Equipment	p206e1pvp2n0b980900e	X7273286	80415	X
Computer Equipment	p207pjkd	X7291507	68539	X
Computer Equipment	p2080f5x	X7293119	84917	X
Computer Equipment	p2080f8j	X7293204	84997	X
Computer Equipment	p20800jy	X7288984	69183	X
Computer Equipment	P203XNUM	X7321834	65921	X
Computer Equipment	p2081gg5	X7293080	84765	X
Computer Equipment	p2081ges	x7293249	84863	X
Computer Equipment	p207ybrz	x7293504	84524	X
Computer Equipment	p207zzcv	x7293688	84584	X
Computer Equipment	p207zxyx	x7293507	84504	X
Computer Equipment	p207zy8m	x7293495	84316	X
Computer Equipment	p207bbbkp2n0b9b2800z	x7284129	73469	X
Computer Equipment	p207zy8e	X7293498	84315	X
Computer Equipment	P2081GBP	x7293096		X
Computer Equipment	p206e1fzp2n0b980900e	X7273459	80604	X
Computer Equipment	p206drccp2n0b980900e	X7273234	80672	X
Computer Equipment	p207zswm	X7293233	84875	X
Computer Equipment	p2081ga6	X7293063	84769	X
Computer Equipment	p207zyv9	X7288295	70551	X
Computer Equipment	p207zzfw	X7293053	84654	X
Computer Equipment	p207zy0v	X7288628	70710	X
Computer Equipment	p2081h04	X7293108	84726	X
Computer Equipment	p207zs9y	X7293187	84967	X
Computer Equipment	p2080cyn	X7288017	84110	X
Computer Equipment	P20891TW	X7290481	85270	X
Computer Equipment	p206ds7ap2n0b980900e	X7273221	80492	X
Computer Equipment	p207zssw	X7293189	84983	X
Computer Equipment	P206E1ML	X7273268	80411	X
Computer Equipment	p206e1pgp2n0b980900e	x7273476	80350	X
Computer Equipment	p207zsdz	x7293283	84971	X
Computer Equipment	PF2SE3JB	x7307312	109255	X
Computer Equipment	p206ds2qp2n0b980900e	X7273146		X
Computer Equipment	p207zyqn	x7293470		X
Computer Equipment	p206drjyp2n0b980900e	x7273339	80390	X
Computer Equipment	p206e2bqp2n0b980900e	x7273251	80650	X
Computer Equipment	p206e1gyp2n0b980900e	x7273229	80667	X
Computer Equipment	p2080ftm	X7293314	84673	X
Computer Equipment	p207zyah	X7293550		X
Computer Equipment	p206e1tap2n0b980900e	x7273485		X
Computer Equipment	p207y7t8	X7293398	70184	X
Computer Equipment	P206E1NO	X7273302	80501	X
Computer Equipment	p2081fvq	X7292449	85862	X
Computer Equipment	p207bckgp2n0b9b2800z	X7284090	73479	X
Computer Equipment	P206DRS2	X7273133		X
Computer Equipment	p206e1hcp2n0b980900e	X7273231	80668	X



Computer Equipment	p207zttw	X7288882	84205	X
Computer Equipment	p207y9mk	X7288200	70712	X
Computer Equipment	p207bbdzp2n0b9b2800z	X7291377	68599	X
Computer Equipment	p2081g8t	X7293129	84723	X
Computer Equipment	p206dr4ap2n0b980900e	X7273453	80584	X
Computer Equipment	p207b66sp2n0b9b2802b	X7284128		X
Computer Equipment	P206E1FJ	X7273344	80366	X
Computer Equipment	p206drkqp2n0b980900e	X7273244	80648	X
Computer Equipment	p206eds0p2n0b980900e	X7273216	80477	X
Computer Equipment	p206drlep2n0b980900e	X7273462	80577	X
Computer Equipment	p206e1nep2n0b980900e	X7273311	80512	X
Computer Equipment	p207zzbp	X7293344	70518	X
Computer Equipment	p206drklp2n0b980900e	X7273188	80538	X
Computer Equipment	p206drelp2n0b980900e	X7273274	80402	X
Computer Equipment	p206drp4p2n0b980900e	X7273162	80565	X
Computer Equipment	p207zjjz	X7293386	70185	X
Computer Equipment	p207zvdv	X7293254	84688	X
Computer Equipment	p2081g8k	X7293704	84791	X
Computer Equipment	p2081g9m	X7293485	84805	X
Computer Equipment	p207zjtr	X7293368	70366	X
Computer Equipment	p208001v	X7293341	70506	X
Computer Equipment	p206e1cqp2n0b980900e	X7282655	78962	X
Computer Equipment	p207zzl0	X7293693	84558	X
Computer Equipment	p207zyp8	X7293409	70474	X
Computer Equipment	p206e2cqp2n0b980900e	X7273420	80458	X
Computer Equipment	p206e1jnp2n0b980900e	X7273123		X
Computer Equipment	p2080f7k	X7293266	84888	X

CHINO VALLEY UNIFIED SCHOOL DISTRICT				
CHINO HILLS HIGH SCHOOL - CHROMEBOOKS (GRADUATED SENIORS)				
SURPLUS/OBSOLETE EQUIPMENT LIST - 07/18/2023				
Description	Model #/ Destiny Label	Serial Number	Asset Tag	Working Condition
Computer Equipment	X7293001	p20800bx	70657	X
Computer Equipment	X7293038	p207zv7z	70836	X
Computer Equipment	X7273560	p206drv4p2n0b980900e	80965	X
Computer Equipment	X7276007	p203z7agp2n0b9302003	74283	X
Computer Equipment	X7292544	p207zt5z	70130	X
Computer Equipment	X7292933	p207ybmb	70695	X
Computer Equipment	X7293013	p207zjtd	70640	X
Computer Equipment	X7273943	p206drmt2p2n0b980900e	80919	X
Computer Equipment	X7275957	p201wppf	60729	X
Computer Equipment	X7273948	p206e1yhp2n0b980900e	80900	X
Computer Equipment	X7273758	p206drazp2n0b980900e	72807	X
Computer Equipment	X7293014	p207zjkc	70633	X
Computer Equipment	X7292680	p207zya2	69817	X
Computer Equipment	X7292841	p207zyag	69844	X
Computer Equipment	X7292448	p2081fas	85861	X
Computer Equipment	X7290758	p207pjsq	68658	X
Computer Equipment	X7292897	p207zs74	70691	X
Computer Equipment	X7292560	p2081edp	70023	X
Computer Equipment	X7292572	p207zy70	69812	X
Computer Equipment	X7292444	p2081eg3	85860	X
Computer Equipment	X7292363	p2080exm	85759	X
Computer Equipment	X7292601	p207zy9f	69807	X
Computer Equipment	X7292831	p2080f8g	69847	X
Computer Equipment	X7273728	p206dr2xp2n0b980900e	80818	X
Computer Equipment	X7273799	p206e299p2n0b980900e	72891	X
Computer Equipment	X7273906	p206drwkp2n0b980900e	80911	X
Computer Equipment	X7287985	p2080e15	69212	X
Computer Equipment	X7292550	p207zt8l	70125	X
Computer Equipment	X7292615	p20800c2	69661	X
Computer Equipment	X7273652	p206e1axp2n0b980900e	80703	X
Computer Equipment	X7290737	p207pcdg	68677	X
Computer Equipment	X7292499	p2080g0v	69978	X
Computer Equipment	X7313294	p206edglp2n0b980900e	80803	X
Computer Equipment	X7292469	p2081ftj	85873	X
Computer Equipment	X7292681	p2080fv1	69797	X
Computer Equipment	X7287967	p207zsdg	69193	X
Computer Equipment	X7292645	p207zvdl	69873	X
Computer Equipment	X7292596	p207zvjq	69801	X
Computer Equipment	X7275938	P201WZB8	60727	X
Computer Equipment	X7292633	p207zyd1	69758	X
Computer Equipment	X7292726	p207zygb	69710	X

Computer Equipment	X7273695	p206dr7wp2n0b980900e	80936	X
Computer Equipment	X7288047	p207zz31	70573	X
Computer Equipment	X7292433	p2081g3b	85851	X
Computer Equipment	X7292605	p207zyh1	69745	X
Computer Equipment	X7292325	p2080esr	85768	X
Computer Equipment	X7292425	p2080dfy	84020	X
Computer Equipment	X7292311	p2081ew4	85774	X
Computer Equipment	X7292520	p2080fa0	69966	X
Computer Equipment	X7292312	p2081f4l	85773	X
Computer Equipment	X7293025	p207zswb	70970	X
Computer Equipment	X7292411	p2081eh0	85845	X
Computer Equipment	X7292813	p2080fvf	69856	X
Computer Equipment	X7292370	p2080ew4	85808	X
Computer Equipment	X7292980	p207ztnj	70795	X
Computer Equipment	X7292383	p2080evx	85821	X
Computer Equipment	R0009149	p206k5hyp2n0b980900e	77211	X
Computer Equipment	X7273794	p206e20lp2n0b980900e		X
Computer Equipment	X7273633	p206e1pdp2n0b980900e	80691	X
Computer Equipment	X7290742	p207pjtg	68691	X
Computer Equipment	X7292650	p2080fni	69894	X
Computer Equipment	X7292876	p207zjm6	70757	X
Computer Equipment	X7292954	p207zjty	70684	X
Computer Equipment	X 7273938	p206edgrp2n0b980900e	80886	X
Computer Equipment	X7290721	p207pjyf	68708	X
Computer Equipment	X7290738	p207pk9a	68654	X
Computer Equipment	X7292593	p207zy9d	69729	X
Computer Equipment	X7292360	p2081epz	85743	X
Computer Equipment	X7292216	p2080evl	83814	X
Computer Equipment	X7292536	p2080fav	69900	X
Computer Equipment	X7292289	p2080esn	85724	X
Computer Equipment	X7273523	p206e191p2n0b980900e	80876	X
Computer Equipment	X7292568	p207zy5c	69714	X
Computer Equipment	X7273700	p206drg7p2n0b980900e	80924	X
Computer Equipment	X7292555	p2081ev3	69941	X
Computer Equipment	X7288410	p20800l7	70522	X
Computer Equipment	X7273753	p206e1gwp2n0b980900e	72825	X
Computer Equipment	X7292852	p207zym1	69866	X
Computer Equipment	X7292540	p2080f8d	69882	X
Computer Equipment	X7292885	p207zjss	70735	X
Computer Equipment	X7290771	p207pl29	68672	X
Computer Equipment	X7292659	p207zyf0	69706	X
Computer Equipment	X7292709	p207zy8l	69804	X
Computer Equipment	X7273527	p206e1gxp2n0b980900e	80871	X
Computer Equipment	X7292293	p2080d2w	85728	X
Computer Equipment	X7273755	p206dr6gp2n0b980900e	72809	X
Computer Equipment	X7273768	p206drsap2n0b980900e	72802	X
Computer Equipment	X7273582	p206e131p2n0b980900e	80959	X

Computer Equipment	R0001133	p207b8g2p2n0b9b29002	73161	X
Computer Equipment	X7273771	p206e200p2n0b980900e	72829	X
Computer Equipment	X7292447	p207ztlc	84029	X
Computer Equipment	X7276004	p206je21p2n0b980900e	77205	X
Computer Equipment	X7292575	p207zy62	69841	X
Computer Equipment	X7289003	p207ztbm	69125	X
Computer Equipment	X7292884	p207yam6	70738	X
Computer Equipment	X7292428	p2081gd9	83847	X
Computer Equipment	X7273538	p206drwlp2n0b980900e	80855	X
Computer Equipment	X7273664	p206j2m9p2n0b980900e	77206	X
Computer Equipment	X7292421	p2080dla	84023	X
Computer Equipment	X7292440	p207ztkb	84031	X
Computer Equipment	X7292693	p2080f6d	69921	X
Computer Equipment	X7293031	p207y7em	70830	X
Computer Equipment	X7292223	p2080et2	85650	X
Computer Equipment	X7290692	p207pk2d	68686	X
Computer Equipment	R0001015	p203xth0p2n0b9110009	65918	X
Computer Equipment	X7273589	p206dr1lp2n0b980900e	80989	X
Computer Equipment	X7292675	p207ztxl	69851	X
Computer Equipment	X7273531	p206dr1tp2n0b980900e	80858	X
Computer Equipment	X7273689	p206ds29p2n0b980900e	80940	X
Computer Equipment	X7292523	p2080g1z	69969	X
Computer Equipment	X7273544	p206e1qdp2n0b980900e	80878	X
Computer Equipment	X7290703	p207pjpw	68663	X
Computer Equipment	X7288360	p20800jh	84284	X
Computer Equipment	X7292529	p2080fzx	69968	X
Computer Equipment	X7290787	p207pchv	68717	X
Computer Equipment	X7292676	p207zyeb	69831	X
Computer Equipment	X7292364	p2080evf	85758	X
Computer Equipment	X7292295	p207zt8x	85730	X
Computer Equipment	X7292486	p207zjy5	70140	X
Computer Equipment	X7292912	p207zpz3	70706	X
Computer Equipment	X7292670	p2080fvx	69854	X
Computer Equipment	X7292226	p2080d4d	85687	X
Computer Equipment	X7292283	p2080cws	85718	X
Computer Equipment	X7292905	p207zsv5	70903	X
Computer Equipment	X7292856	p207zy6b	69838	X
Computer Equipment	X7290331	p208903D	85107	X
Computer Equipment	X7292413	p2081gdk	83823	X
Computer Equipment	X7273683	p206e1ckp2n0b980900e	80927	X
Computer Equipment	X7290694	p207pjns	68673	X
Computer Equipment	X7292694	p2080fy2	69911	X
Computer Equipment	X7290750	p207pjyg	68637	X
Computer Equipment	X7292595	p207zyhm	69721	X
Computer Equipment	X7292467	p2081edq	85870	X
Computer Equipment	X7273712	p206drpzp2n0b980900e	80843	X
Computer Equipment	X7292471	p207yaa2	83830	X

Computer Equipment	X7287953	p20800d0	69151	X
Computer Equipment	X7292934	p207zjq2	70686	X
Computer Equipment	X7287975	p207zdhc	69201	X
Computer Equipment	X7292372	p2080eme	85810	X
Computer Equipment	X 7320972	p207b2j8p2n0b9b28004		X
Computer Equipment	X7293007	p207zjkp	70665	X
Computer Equipment	X7292235	p2080czk	85696	X
Computer Equipment	X7273720	p206e17xp2n0b980900e	80849	X
Computer Equipment	X7292874	p207zyz7	70708	X
Computer Equipment	X7292991	p207zjlf	70641	X
Computer Equipment	X7292935	p207zs4e	70938	X
Computer Equipment	X7292995	p207zjmc	70630	X
Computer Equipment	X7292338	p2080exy	85790	X
Computer Equipment	X7292419	p207zt0d	85848	X
Computer Equipment	X7287944	p207zv84	69118	X
Computer Equipment	X7292543	p207zt8h	70229	X
Computer Equipment	X7292196	p2080f23	83810	X
Computer Equipment	X7290779	p207pcf6	68619	X
Computer Equipment	X7273265	p206ds5rp2n0b980900e	80397	X
Computer Equipment	X7292498	p2080ftc	69982	X
Computer Equipment	X7292456	p2080dht	83951	X
Computer Equipment	X7292340	p2081e9q	85792	X
Computer Equipment	X7293002	p207zjmq	70668	X
Computer Equipment	X7292327	p207ztdc	85766	X
Computer Equipment	X7273984	p206e1krp2n0b980900e	72835	X
Computer Equipment	X7292250	p2080exp	85679	X
Computer Equipment	X7288872	p207zjq3	70541	X
Computer Equipment	X7292700	p2080fy9	69914	X
Computer Equipment	X7292478	p2081gms	83854	X
Computer Equipment	X7273988	p206ds3sp2n0b980900e	72860	X
Computer Equipment	X7273741	p206edn2p2n0b980900e	80824	X
Computer Equipment	X7274010	p206ds71p2n0b980900e	80995	X
Computer Equipment	X7273677	p206drgkp2n0b980900e	80954	X
Computer Equipment	X7287956	p207yajd	69159	X
Computer Equipment	X7288079	p2080db6	84120	X
Computer Equipment	X7292391	p2080cw4	85829	X
Computer Equipment	X7292281	p2080d6v	85716	X
Computer Equipment	X7290357	p2089224	85146	X
Computer Equipment	X7292697	p2080fd2	69912	X
Computer Equipment	X7287772	p2080ds6	69179	X
Computer Equipment	X7292388	p2081g0t	85826	X
Computer Equipment	X7292861	p207zy7s	69837	X
Computer Equipment	X7288497	p207ztnz	84199	X
Computer Equipment	X7292316	p2080f9f	85779	X
Computer Equipment	X7288503	p207zjv6	69637	X
Computer Equipment	X7273791	p206ee46p2n0b980900e	72892	X
Computer Equipment	X7290790	p207pjsp	68713	X

Computer Equipment	X7292246	p2080ewt	85683	X
Computer Equipment	X7288002	p2080ee4	69241	X
Computer Equipment	X7287966	p2080fzk	69192	X
Computer Equipment	X7292319	p2080d17	85762	X
Computer Equipment	X7273978	p206ds6rp2n0b980900e	72859	X
Computer Equipment	X7293034	p20800lm	70780	X
Computer Equipment	X7292525	p2080fdy	69951	X
Computer Equipment	X7292830	p2080fmf	69799	X
Computer Equipment	X7273521	p206drbxp2n0b980900e	80860	X
Computer Equipment	X7293325	p2080f9z	84899	X
Computer Equipment	X7292993	p208001j	70615	X
Computer Equipment	X7292533	p2080f7t	69875	X
Computer Equipment	X7292254	p2080ctr	85675	X
Computer Equipment	X 7273680	p206e1anp2n0b980900e		X
Computer Equipment	X7273684	p206e2c6p2n0b980900e	80941	X
Computer Equipment	X7293234	p207zsmg	84876	X
Computer Equipment	X7292539	p2080f6m		X
Computer Equipment	X7288108	p207zttd	84192	X
Computer Equipment	X7292908	p207zjml	70666	X
Computer Equipment	X7273658	p206ee52p2n0b980900e	80696	X
Computer Equipment	X7292402	p2080ddx	85755	X
Computer Equipment	X7293324	p207zsph	84941	X
Computer Equipment	X 7290780	p207pjta	68648	X
Computer Equipment	X7273697	p206dr1ap2n0b980900e	80943	X
Computer Equipment	X7273698	p206ds63p2n0b980900e	80950	X
Computer Equipment	X7290376	P207ZT8D	85165	X
Computer Equipment	X7292248	p207zt91	85681	X
Computer Equipment	X7273623	p206drm8p2n0b980900e	80810	X
Computer Equipment	X7274019	p206e1yqp2n0b980900e	72788	X
Computer Equipment	X7292620	p207zyge	69749	X
Computer Equipment	X7292925	p207zjm2	70669	X
Computer Equipment	X7273954	p206edtcp2n0b980900e	80901	X
Computer Equipment	X7292923	p207zz33	70736	X
Computer Equipment	X7292253	p2080eyr	85676	X
Computer Equipment	X7292251	p2080dnn	85678	X
Computer Equipment	X7292240	p2080e1j	85701	X
Computer Equipment	X7292435	p2081fva	85855	X
Computer Equipment	X7273604	p206drlxp2n0b980900e	80789	X
Computer Equipment	X7273592	p206drhdp2n0b980900e	80790	X
Computer Equipment	X7292820	p207zdj0	69843	X
Computer Equipment	X7292489	p2080fvh	69984	X
Computer Equipment	X7288308	p207zyxq	84166	X
Computer Equipment	X7292410	p2081edj	85844	X
Computer Equipment	X7292707	p2080fwa	69794	X
Computer Equipment	X7290788	p207pbmm	68643	X
Computer Equipment		p207y7b5	69206	X
Computer Equipment		p20800a5	69189	X

Computer Equipment			85211	X
Computer Equipment	X7292356	p2080cwf	85751	X
Computer Equipment	X7273580	p206ds55p2n0b980900e	80983	X
Computer Equipment	X7290689	p207pjt1	68682	X
Computer Equipment	X7273650	p206drvkp2n0b980900e	80681	X
Computer Equipment	X7323869	P201WQ5E	60715	X
Computer Equipment	X7292817	p207zy7r	69822	X
Computer Equipment	X7292928	p207zt5p	70891	X
Computer Equipment	X7292840	p2081ezh	85883	X
Computer Equipment	X7273614	p206drx4p2n0b980900e	80796	X
Computer Equipment	X7292341	p2080czs	85793	X
Computer Equipment	X7292322	p2081eme	85765	X
Computer Equipment	X7292901	p207zs9z	70680	X
Computer Equipment	X7273722	p206ee45p2n0b980900e	80817	X
Computer Equipment	X7292473	p2081fwl	85875	X
Computer Equipment	X7273532	p206drlsp2n0b980900e	80856	X
Computer Equipment	X7292703	p207zye5	69813	X
Computer Equipment	X7292599	p2080fm7	69800	X
Computer Equipment	X7292496	p2080fvt	69990	X
Computer Equipment	X7292434	p2081enq	85852	X
Computer Equipment	X7292239	p207y7za	85700	X
Computer Equipment	X7273654	p206dra5p2n0b980900e	80701	X
Computer Equipment	X7292546	p207ztg0	70230	X
Computer Equipment	X7273690	p206ds68p2n0b980900e	80955	X
Computer Equipment	X7287955	p20800cn	69158	X
Computer Equipment	X7288602	p207ztw0	84208	X
Computer Equipment	X 7273936	p206e1xwp2n0b980900e	80898	X
Computer Equipment	X7273787	p206dr7np2n0b980900e	72868	X
Computer Equipment	X7273713	p206e1fyp2n0b980900e	80838	X
Computer Equipment	X7273615	p206edm8p2n0b980900e	80800	X
Computer Equipment	X7288782	p207zd69	69460	X
Computer Equipment	X7292818	p207zym7	69790	X
Computer Equipment	X7292353	p2080ex8	85802	X
Computer Equipment	X 7290443	P20894KE	85232	X
Computer Equipment	X7288291	p207y9ke	69649	X
Computer Equipment	X7273803	p206ds4hp2n0b980900e	72869	X
Computer Equipment	X7288784	p207ztw7	84249	X
Computer Equipment	X7292665	p2080f8a	69793	X
Computer Equipment	X7292678	p207ybnq	69778	X
Computer Equipment	X7292501	p207zyda	69731	X
Computer Equipment	X7293017	p207zzyg	70625	X
Computer Equipment	X7273714	p206drpqp2n0b980900e	80848	X
Computer Equipment	X7293026	p207zvlg	70829	X
Computer Equipment	X7273971	p206e7yvp2n0b980900e	72831	X
Computer Equipment	X7273548	p206drxqp2n0b980900e	80854	X
Computer Equipment	X7292835	p2080fyb	69848	X
Computer Equipment	X7287968	p2080fsf	69194	X



## 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 [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@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	Rhodes Elementary	Date Submitted:	7/18/2023
Site Contact & Extension	Angie lim Ext. 6348		

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	CHROMEBOOK 3100 2 IN 1	TLBSQ13	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	1L4TQ13	83100	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	CCLBX33	68304	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	C5GPQ73	90462	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	3FZB3X2	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	SP2KQ73	90446	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	C892ZM2	62964	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	GW4H3X2	83082	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	3LJ2Q73	90459	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	GGF6ZM2	63010	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	2H39ZM2	63009	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	FRCBQ73	90435	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	BPLRG15	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	5JJ1473	89673	<input type="checkbox"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	CHROMEBOOK 3100 2 IN 1	6NLT373	89739	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	8JQZYM2	62937	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	9L58ZM2	63120	<input type="checkbox"/>
Computer Equipment	Lenovo 500E	7201WW5C	63509	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	1VDH3X2	83081	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	7MZMMQ2	72255	<input type="checkbox"/>





## 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 [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@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	Rhodes Elementary	Date Submitted:	7/18/2023
Site Contact & Extension	Angie Lim Ext. 6942		

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	CHROMEBOOK 2 IN 1	42H6M33	88567	<input type="checkbox"/>
Computer Equipment		BFFDW33	68320	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	DV91ZM2	62892	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	5YBFMQ2	72572	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	5HXLQM2	72297	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	1W28MQ2	72274	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	BN58ZM2	62980	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	BAT6Q73	90051	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	GJFDW33	68274	<input type="checkbox"/>
Computer Equipment	Lenovo500E	P201WC1P	63511	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 113189	FK32ZM2	62885	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	6CH1ZM2	62902	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 2 IN 1	HD2TQ13	83088	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	5thmm2	62993	<input type="checkbox"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	CHROMEBOOK 11 3189	2F92ZM2	62906	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	JTZ6ZM2	62992	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	3QT1N2	62884	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	HT4L3X2	83079	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	HMW1ZM2	62954	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	56C5M33	88606	<input type="checkbox"/>

### Site Responsibility:

1. Inventory all equipment and furniture that is being submitted for surplus or disposal.
2. THIS FORM MUST BE TYPED. Accurate information must be reported on the (1) Board Agenda for approval, (2) to the Warehouse for pick up, and for (3) asset accounting.

Rev. 11/1/2022

Submit the completed form via email to [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@chino.k12.ca.us) ,Purchasing Department.



## 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 [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@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	Rhodes Elementary	Date Submitted:	7/18/2023
Site Contact & Extension	Angie Lim Ext. 6942		

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	CHROMEBOOK 3100 2 IN 1	B1H7Q73	90061	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	1Y04ZM2	63104	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	4CQ8X33	68297	<input type="checkbox"/>
Computer Equipment	LENOVO 500E CHROMEBOOK	P201WPVY	60628	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	2CT7ZM2	62946	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	13KBZM2	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	6XT7MQ2	72030	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	90JSQ13	83093	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	4KB7ZM2	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	JQH1ZM2	62990	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	5NQZYM2	62879	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	FYDONQ2	72744	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	HQB7ZM2	62991	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	GMN9ZM2	62930	<input type="checkbox"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	CHROMEBOOK 11 3189	CKH5ZM2	62927	<input type="checkbox"/>
Computer Equipment	4SC5M33 3100 2 IN 1	68547	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	47P9Q73	90056	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	3XG6M33	68348	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	6NSRQ13	83090	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	1BMCW33	88569	<input type="checkbox"/>

Rev. 11/1/2022

Submit the completed form via email to [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@chino.k12.ca.us), Purchasing Department.



## CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

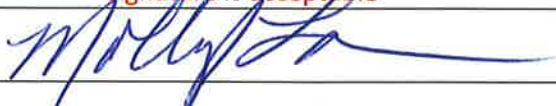
Purchasing Use Only

Board Approval Date

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School Site/Department	Rhodes Elementary	Date Submitted:	7/18/2023
Site Contact & Extension	Angie Lim ext. 6942		

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	Elcft194	G100227260033246	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	JL2CNF2	75196	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	8992ZM2	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	65W1SN2	66393	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	B6W1ZM3	63107	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	97B5ZM2	62994	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	8GC8ZM2	63047	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	FYZ7ZM2	62938	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	CG08W33	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	BYZ7ZM2	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	35Z3Q73	90450	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	3F33ZM2	62886	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	161XMQ2	72573	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	3DC8ZM2	62951	<input type="checkbox"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	CHROMEBOOK 11 3189	D5B11N2	62877	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 11 3189	BJQZYM2	62966	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	7TVBQ73	90062	<input type="checkbox"/>
Computer Equipment	CROMEBOOK 11 319	8B7GMQ2	72575	<input type="checkbox"/>
Computer Equipment	Click or tap here to enter text.	3Z58ZM2	62988	<input type="checkbox"/>
Computer Equipment	CHROMEBOOK 3100 2 IN 1	DK8N3X2	83077	<input type="checkbox"/>

Rev. 11/1/2022

Submit the completed form via email to [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@chino.k12.ca.us) ,Purchasing Department.



## CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

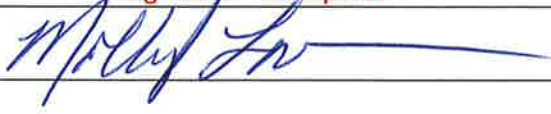
Purchasing Use Only

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 [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@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	RHODES ELEMENTARY	Date Submitted:	7/18/2023
Site Contact & Extension	ANGIE LIM EXT. 6942		

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
Choose an item.	CHROMEBOOK 11 3189	2JNZYM2	62995	<input type="checkbox"/>
Choose an item.	CHROMEBOOK 3100 2 IN 1	HWJBQ73	90445	<input type="checkbox"/>
Choose an item.	CHROMEBOOK 3100 2 IN 1	7CBOQ73	90654	<input type="checkbox"/>
Choose an item.	DELL TOWER	7091337494	44114	<input type="checkbox"/>
Choose an item.	DELL MONITER	REV A03	CN-0GC811-72872-61R-OK5L	<input type="checkbox"/>
Choose an item.	DELL KEYBOARD	KB212-B	CN 04G481-71616-472-0V93-A00	<input type="checkbox"/>
Choose an item.	SPEAKERS	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	PRINTER	HP LASER JET P2035P	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	DELL MONTIER	REV A01	CN-0PVGRC-74445-53Q-738U	<input type="checkbox"/>
Choose an item.	SCANTRON MACHINCE	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"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
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"/>

List the equipment below that your site/department no longer needs. Indicate on the form if the item is in working or non-working condition. When the form has been completed and signed, KEEP A COPY and forward the signed form to [Patty\\_Wolfe@chino.k12.ca.us](mailto:Patty_Wolfe@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. Surplus equipment that is not publicly sold, will be disposed of by Purchasing.

Site Contact	Gerson Renderos/L.T.	Date Submitted:	7/14/2023
Phone	(909) 591- 2653	Board Approval	

Items over \$500 and purchased with Program Improvement Funds should be marked with an asterisk (\*).

PLEASE TYPE

[illegible]





## 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 [Anna\\_Hamilton@chino.k12.ca.us](mailto:Anna_Hamilton@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	Special Education	Date Submitted:	7/31/2023
Site Contact & Extension	Racine Guajardo x1400		

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	HP-8265NGW	5CD7380QDB	59225	<input type="checkbox"/>
Computer Equipment	LATITUDE 531- P96G	Click or tap here to enter text.	89535	<input type="checkbox"/>
Computer Equipment	Latitude 5310- P96G	Click or tap here to enter text.	89547	<input type="checkbox"/>
Computer Equipment	Latitude 5310- P96G	Click or tap here to enter text.	89537	<input type="checkbox"/>
Computer Equipment	Latitude 5300- P96G	Click or tap here to enter text.	67441	<input type="checkbox"/>
Computer Equipment	Latitude 3390-P69G	Click or tap here to enter text.	74078	<input type="checkbox"/>
Computer Equipment	Latitude 3390- P69G	Click or tap here to enter text.	78498	<input type="checkbox"/>
Computer Equipment	Latitude 3490- P89G	HOTNCQ2	65106	<input type="checkbox"/>
Computer Equipment	Latitude 3390- P69G	Click or tap here to enter text.	73788	<input type="checkbox"/>
Computer Equipment	Latitude 3390- P69G	Click or tap here to enter text.	76885	<input type="checkbox"/>
Office Equipment	Xerox Phaser 4500	Click or tap here to enter text.	24587	<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"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** August 17, 2023

**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: 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.

<b>CUPCCAA Project</b>	<b>Project Description</b>	<b>Contractor</b>	<b>Original Quotation</b>	<b>Change Order</b>	<b>Total</b>	<b>Funding Source</b>	<b>Completion Date</b>
CC2023-04	Districtwide Re-Striping of Parking Lots	Premier Paving, Inc.	\$58,530.00	N/A	\$58,530.00	01	July 29, 2023
CC2023-08	Dickson ES Portables and Storage Container Painting	Omega Construction, Inc.	\$37,352.00	N/A	\$37,352.00	01	July 23, 2023
CC2023-59	Cattle ES, Dickson ES, Liberty ES, Rolling Ridge ES, Canyon Hills JHS, and Ramona JHS Tree Trimming Project	Mission Landscape, Co., Inc.	\$24,980.00	N/A	\$24,980.00	01	July 8, 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 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 Notices of Completion for CUPCCAA Projects.

### **FISCAL IMPACT**

\$120,862.00 to General Fund 01.

NE:GJS:ms



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** August 17, 2023

**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 ORDER AND NOTICE OF COMPLETION FOR  
BID NO. 22-23-06F, CAL AERO K-8, CHAPARRAL ES, AND  
WICKMAN ES PIP (POURED IN PLACE) RUBBER REPLACEMENT**

=====

**BACKGROUND**

On July 21, 2022, the Board of Education awarded Bid No. 22-23-06F, Cal Aero K-8, Chaparral ES, and Wickman ES PIP (Poured in Place) Rubber Replacement to J2 Builders. 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	J2 Builders	(\$26,125.00)
	Bid Amount:	\$264,000.00
	Revised Total Project Amount:	\$237,875.00
	Retention Amount:	\$11,893.75

The change order results in a net decrease of \$26,125.00 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 June 2, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Alex Rivera, Supervisor, Maintenance and Operations and Martin Silveira, Director, Maintenance 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. 22-23-06F, Cal Aero K-8, Chaparral ES, and Wickman ES PIP (Poured in Place) Rubber Replacement.

**FISCAL IMPACT**

(\$26,125.00) to Fund 25.

NE:GJS:ms



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

## CHANGE ORDER

Date: 6/12/2023 BID/ CUPCAA #: Bid 22-23-06F Change Order #: 01  
Project Title: Cal Aero K-8, Chaparral ES, and Wickman ES PIP (Poured In Place) Replacement  
Owner: Chino Valley Unified School District DSA Application #: NA DSA File #: NA  
Architect: NA Contractor: John Buck dba J2 Builders

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:	Cal Aero K-8 Removal of allowance balance
	Reason:	Project did not require the use of the entire allowance.
	Document Ref:	NA
	Requested by:	Chino Valley USD
	Change in Contract Sum:	(\$11,666.67)
	Time Extension:	0 days
ITEM NO. 2:	Description:	Chaparral ES Removal of allowance balance
	Reason:	Project did not require the use of the entire allowance.
	Document Ref:	NA
	Requested by:	Chino Valley USD
	Change in Contract Sum:	(\$2,791.67)
	Time Extension:	0 days
ITEM NO. 3:	Description:	Wickman ES Removal of allowance balance
	Reason:	Project did not require the use of the entire allowance.
	Document Ref:	NA
	Requested by:	Chino Valley USD
	Change in Contract Sum:	(\$11,666.66)
	Time Extension:	0 days
ITEM NO. 4:	Description:	Time Extension
	Reason:	Weather delayed the rubber surface installation per manufacturer drying time specifications
	Document Ref:	NA
	Requested by:	Chino Valley USD
	Change in Contract Sum:	\$0.00
	Time Extension:	94 days

## PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Cal Aero K-8	\$82,566.67	\$0.00	(\$11,666.67)	\$70,900.00
Chaparral ES	\$101,066.67	\$0.00	(\$2,791.67)	\$98,275.00
Wickman ES	\$80,366.66	\$0.00	(\$11,666.66)	\$68,700.00
<b>Totals:</b>	<b>\$264,000.00</b>	<b>\$0.00</b>	<b>(\$26,125.00)</b>	<b>\$237,875.00</b>

## CONTRACT SUMMARY

The original contract amount was: \$264,000.00

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

The contract amount will be **decreased** by this Change Order: (\$26,125.00)

The new contract amount including this change order will be: \$237,875.00

The original contract completion date was: 02/28/2023

Previously approved Change Order for contract time: XX days

The contract time will be **increased** by this Change Order: 94 days

The date of completion as a result of this Change Order is: 06/02/2023

## APPROVED BY:

J2 Builders		6/13/23
Contractor	Signature	Date
NA		
DSA Inspector of Record (if applicable)	Signature	Date
NA		
Architect / Engineer (if applicable)	Signature	Date
NA		
Construction / Project Manager	Signature	Date
NA		
Authorized Department Head (if applicable)	Signature	Date
NA		
Director, Technology (if applicable)	Signature	Date
Alex Rivera		6-13-2023
CVUSD Project Manager	Signature	Date
Martin Silveira		
Director, Maintenance & Operations (if applicable)	Signature	Date
Director, Planning (if applicable)	Signature	Date
Greg Stachura		6/16/23
Owner (Authorized Agent)	Signature	Date

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** August 17, 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. 22-23-07F, EAGLE CANYON ES ALTERATIONS (BP 09-01)**

=====

### **BACKGROUND**

On October 6, 2022, the Board of Education awarded Bid No. 22-23-07F, Eagle Canyon ES Alterations (BP 09-01) to Mirage Builders, Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	Mirage Builders, Inc.	\$61,077.00
	Bid Amount:	\$893,938.00
	Revised Total Project Amount:	\$955,015.00

The change order results in a net increase of \$61,077.00 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. 22-23-07F, Eagle Canyon ES Alterations (BP 09-01).

### **FISCAL IMPACT**

\$61,077.00 to Measure G Fund 21

NE:GJS



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

## CHANGE ORDER

JUL 31 AM 10:36  
FACILITIES & PLANNING

Date: 7/13/2023 BID/ CUPCAA #: 22-23-07F Change Order #: 001  
 Project Title: Eagle Canyon Elementary School  
 Owner: Chino Valley Unified School District DSA Application #: 04-120586 DSA File #: 36-11  
 Architect: PBK Architects Contractor: Mirage Builders Inc. (BP 09-01)

P.O. 240852

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:	Eagle Canyon ES – RFI# 056 – Buildings E1 & E2 Water Intrusion Change order request # 001 is for remediating existing water intrusion / building leaking issues that were discovered during the demolition of the interior walls. Mirages COR #005 = \$46,081.00 for Plaster removal and replacement. Mirages COR #006 = \$14,996 for Window and Door Caulking Removal and replacement.
	Reason:	
	Document Ref:	Change order request #E-001 (PCO #E-022) E-Buildings Water Intrusion.
	Requested by:	District
	Change in Contract Sum:	\$61,077.00
	Time Extension:	0

### CONTRACT SUMMARY

The original contract amount was:	<u>\$893,938.00</u>
Previously approved change order amount(s):	<u>\$0.00</u>
The contract amount will be increased/decreased by this Change Order:	<u>\$61,077.00</u>
The new contract amount including this change order will be:	<u>\$955,015.00</u>
The original contract completion date was:	<u>06/27/2024</u>
Previously approved Change Order for contract time:	<u>00 days</u>
The contract time will be increased by this Change Order:	<u>00 days</u>
The date of completion as a result of this Change Order is:	<u>06/27/2024</u>

### APPROVED BY:

Rick Lepe  
Contractor

Signature

DocuSigned by:


*Rick Lepe*

GE069E64B4A2441...

07/19/2023 | 08:1

Date

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


DocuSigned by:  
  
F32A0F0311EA4FE...

07/19/2023 | 08:

Signature

Date

Bob Lavey  
PBK Architects  
Architect / Engineer (if applicable)

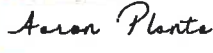
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07/19/2023 | 08:

Signature

Date

Aaron Plante  
CWD Driver  
Construction / Project Manager

DocuSigned by:  
  
D36BB714C84B4B5...

07/19/2023 | 09:

Signature

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal  
CVUSD Project Manager

  
Signature

7/28/23  
Date

Director, Maintenance & Operations (if applicable)

Signature

Date

Beverly Beemer  
Director, Planning (if applicable)

  
Signature

7/31/2023  
Date

Greg Stachura  
Owner (Authorized Agent)

  
Signature

7/31/23  
Date

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** August 17, 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. 22-23-22F, ANNA BORBA ES, MARSHALL ES, AND WALNUT ES ADMINISTRATION RELOCATIONS - GROUP A (BP 00)**

### BACKGROUND

On June 1, 2023, the Board of Education awarded Bid No. 22-23-22F, Anna Borba ES, Marshall ES, and Walnut ES Administration Relocations - Group A (BP 00) to Integrated Demolition & Remediation, 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	Integrated Demolition & Remediation, Inc.	\$22,963.17
	Bid Amount:	\$390,000.00
	Revised Total Project Amount:	\$412,963.17

The change order results in a net increase of \$22,963.17 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. 22-23-22F, Anna Borba ES, Marshall ES, and Walnut ES Administration Relocations - Group A (BP 00).

### FISCAL IMPACT

\$22,963.17 to Measure G Fund 21





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



## CHANGE ORDER

Date: July 28, 2023 BID/ CUPCAA #: 22-23-22F BP 00 Change Order #: 01  
Project Title: Admin Office Relocation PO #235593  
Owner: Chino Valley Unified School District DSA Application #: 04-121725 DSA File #: \_\_\_\_\_  
Architect: HMC Architects Contractor: Integrated Demolition & Remediation, Inc.

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

ITEM  
NO. 1: Description: Anna Borba ES – removal of contaminated materials  
Reason: Handling and disposal of contaminated materials  
Document Ref: PCO #02R1  
Requested by: contractor  
Change in Contract Sum: \$22,963.17  
Time Extension: 0 days

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

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

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

## CONTRACT SUMMARY

The original contract amount was: \$390,000.00

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

The contract amount will be increased/decreased by this Change Order: \$22,963.17

The new contract amount including this change order will be: \$412,963.17

The original contract completion date was: 07/16/2024

Previously approved Change Order for contract time: 0 days

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

The date of completion as a result of this Change Order is: 07/16/2024

## APPROVED BY:

Integrated Demolition & Remediation, Inc  
Contractor

Jay Gandhi  
Signature

7/27/2023  
Date

DSA Inspector of Record (if applicable)

Signature

Date

HMC Architects

Architect / Engineer (if applicable)

Steve Wiklerson  
Signature

7/27/2023  
Date

Construction / Project Manager

Signature

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal

CVUSD Project Manager

Signature

7/30/2023  
Date

Director, Maintenance & Operations (if applicable)

Signature

Date

Beverly Beemer

Director, Planning (if applicable)

BH  
Signature

7/30/2023  
Date

Greg Stachura

Owner (Authorized Agent)

[Signature]  
Signature

7/30/2023  
Date

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: RESOLUTION 2023/2024-09, AUTHORIZATION TO UTILIZE A PIGGYBACK CONTRACT**

=====

### **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 resolutions to provide authorization for the District to participate by piggyback in the contract as itemized below:

Resolution	Contract	Contractor(s)	Description	Term
2023/2024-09	San Bernardino County Superintendent of Schools Bid 23/24-0005	CN School & Office Solutions	Furniture: System and Stand Alone	7/1/2023-6/30/2024

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

## **RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2023/2024-09, Authorization to Utilize a Piggyback Contract.

## **FISCAL IMPACT**

Unknown.

NE:GJS:kc

**Chino Valley Unified School District  
Resolution 2023/2024-09  
Authorization to Utilize the  
San Bernardino County Superintendent of Schools  
Piggyback Bid 23/24-0005 Furniture: System and Stand Alone  
with CN School & Office Solutions, Inc.**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists for Furniture: System and Stand Alone and related items for the District; and

**WHEREAS**, the San Bernardino County Superintendent of Schools has a Piggyback Bid 23/24-0005, in accordance with Public Contract Code 20118, for Furniture: System and Stand Alone with CN School & Office Solutions, Inc. that contains the materials, supplies, equipment and/or other personal property the District currently requires; and

**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; and

**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 Furniture: System and Stand Alone and related items through the piggyback contract procured by the San Bernardino County Superintendent of Schools, Bid 23/24-0005.

**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 of Furniture: System and Stand Alone and related items through the piggyback contract originally procured by the San Bernardino County Superintendent of Schools, Bid 23/24-0005, 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 purchase of Furniture: System and Stand Alone and related items in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the San Bernardino County Superintendent of Schools, Bid 23/24-0005.

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, 2023, for the term ending June 30, 2024.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 17th day of August 2023 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.

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

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** August 17, 2023  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations  
**SUBJECT: APPROVAL OF NEW MEMBERS TO THE MEASURE G BOND  
CITIZENS' OVERSIGHT COMMITTEE**

=====

### **BACKGROUND**

On November 8, 2016, voters within the Chino Valley Unified School District approved bond Measure G for the issuance and sale of general obligation bonds, the proceeds of which are to be used for school construction and improvements. Under the requirements of Proposition 39, on January 12, 2017, the Board of Education approved the establishment of an independent Measure G Bond Citizens' Oversight Committee (COC).

In April 2023, the District began seeking applicants via the Chino Champion and the District's website/social media platforms, to fill the following committee positions of members whose terms expired on June 30, 2023. The affected positions are At-Large Community Member, Business Representative, Parent/Guardian of a Child Enrolled in the District, Parent/Guardian of a Child Enrolled in the District and Active in a Parent-Teacher Organization, and Senior Citizen Group Representative.

Ten applications were received. The applications have been reviewed by District staff and it has been determined that the following applicants meet the qualifications required to serve on the COC in the vacant positions with consideration that those chosen ensure representation from the cities that the District serves.

### **RECOMMENDATION**

It is recommended that the Board of Education approve the new members to the Measure G Bond Citizens' Oversight Committee:

- Maira Llamas, At-Large Community Member
- Akin Mohammed, Business Representative
- Chrystina Smith-Rasshan, Parent/Guardian of a Child Enrolled in the District,
- Brandy Jones, Parent/Guardian of a Child Enrolled in the District and Active in a Parent-Teacher Organization
- Tony Flores, Senior Citizen Group Representative

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

### **FISCAL IMPACT**

None.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**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**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2023/2024 SCHOOL YEAR</u></b>			
CHANG, Victoria	Elementary Teacher	Butterfield ES	07/28/2023
DAVENPORT, Brittney	Elementary Teacher	Butterfield ES	07/28/2023
ENGLAND, Kristin	Elementary Teacher	Butterfield ES	08/04/2023
PHATIPHONG, Jennifer	Elementary Teacher	Butterfield ES	07/28/2023
ASCENCIO, Brenda	Elementary Teacher	Chaparral ES	08/04/2023
BHAKTA, Hemali	Elementary Teacher	Chaparral ES	07/28/2023
JIMENEZ, Yazmin	Elementary Teacher	Cortez ES	07/28/2023
YOUN, Grant	Elementary Teacher	Cortez ES	07/28/2023
LI, Cher	Elementary Teacher	Eagle Canyon ES	08/04/2023
TRAVERS, Elizabeth	Elementary Teacher	Glenmeade ES	08/03/2023
JEWETT, Rebekah	Elementary Teacher	Hidden Trails ES	07/28/2023
HAAG, Katharine	Special Education Teacher	Liberty ES	07/28/2023
KIM, Sun A	Elementary Teacher	Liberty ES	07/28/2023
LINDSAY, Amy	Elementary Teacher	Liberty ES	07/28/2023
AMAYA, Clara	Elementary Teacher	Litel ES	08/04/2023
NEVAREZ, Toni	Special Education Teacher	Marshall ES	07/28/2023
FRAUSTO, Nathan	Special Education Teacher	Marshall ES	08/01/2023
ROJAS, Nancy	Elementary Teacher	Marshall ES	07/28/2023
AVALOS, Ariana	Elementary Teacher	Newman ES	08/02/2023
RANEY, Kristen	Elementary Teacher	Oak Ridge ES	07/28/2023
RIVERA, Michelle	Special Education Teacher	Oak Ridge ES	07/28/2023
PRADO, Jordin	Elementary Teacher	Rhodes ES	07/28/2023
REYES, Alexandra	Elementary Teacher	Rhodes ES	07/28/2023
GONZALES, Delta	Elementary Teacher	Walnut ES	07/28/2023
LINDSAY, Andrea	Elementary Teacher	Walnut ES	08/07/2023
MURARIK, Peter	Special Education Teacher	Walnut ES	08/03/2023
PERRY, Jarred	Special Education Teacher	Walnut ES	08/01/2023
RAMIREZ, Kaylee	Elementary Teacher	Walnut ES	07/28/2023
MARTINEZ, Baby-Ariel	Elementary Teacher	Wickman ES	07/31/2023
SCHADE, Claire	Elementary Teacher	Wickman ES	07/28/2023
SHEN, Ziyun	Elementary Teacher	Wickman ES	07/28/2023
SIDHU, Amrit	Elementary Teacher	Briggs K-8	07/28/2023
MACFARLANE, Matthew	Special Education Teacher	Magnolia JHS	07/28/2023
SANTOS, Oscar	Art Teacher	Magnolia JHS	07/28/2023
DIAZ, Raquel	Math Teacher	Townsend JHS	07/28/2023
FOGLESONG, Stephanie	Art Teacher	Townsend JHS	07/28/2023
HUTCHINS, Kelly	Science Teacher	Townsend JHS	08/07/2023
SANTILLAN, Victoria	English Teacher	Townsend JHS	07/31/2023
BELTRAN-HERNANDEZ, Crystal	Special Education Teacher	Woodcrest JHS	08/03/2023
WONG, Bianca	Art Teacher	Woodcrest JHS	07/28/2023
ARAMBURO TJOA, Tamra	English Teacher	Chino Hills HS	07/28/2023
BERRY, Jack	Math Teacher	Chino Hills HS	08/01/2023
GARDUQUE, Christopher	Math Teacher	Chino Hills HS	07/28/2023
INGRASSIA, Richard	Special Education Teacher	Chino Hills HS	07/28/2023
SMITH, Marie	Math Teacher	Chino Hills HS	07/28/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2023/2024 SCHOOL YEAR** (cont.)

THORSEN, Scott	Math Teacher	Chino Hills HS	07/31/2023
TREVINO, Matthew	Math Teacher	Chino Hills HS	07/28/2023
VAZQUES, Ricardo	Special Education Teacher	Chino Hills HS	08/01/2023
VELAZCO, Elvira	English Teacher	Chino Hills HS	08/04/2023
MARTY, Megan	Secondary Teacher	CVLA	07/28/2023
ARGUMOSA, Dina	English Teacher	Don Lugo HS	07/28/2023
DABABNEH, Sabrina	English Teacher	Don Lugo HS	07/28/2023
HERNANDEZ, Joanna	Counselor	Don Lugo HS	08/03/2023
KNIGHT, Joshua	Special Education Teacher	Don Lugo HS	07/28/2023
OROZCO, Dulce	ESL Teacher	Adult School	07/24/2023
PORTINGA, Irena	ESL Teacher	Adult School	08/07/2023
CARDENAS, Blanca	Intervention Counselor K-12	Health Services	07/24/2023
GARCIA, Veronica	Intervention Counselor K-12	Health Services	08/01/2023
SOTELO, Celeste	Psychologist	Special Education	08/01/2023

**TEACHING OUT OF CREDENTIAL AREA PER EDUCATION CODE §44263 EFFECTIVE JULY 1, 2023, THROUGH JUNE 30, 2024**

ZHAO, Peng	Dual Immersion Teacher	Hidden Trails ES	2023/2024
RILEY, Robert	Science Teacher	Canyon Hills JHS	2023/2024

**RETIREMENT**

SOUTHARD, Kelly (24 years of service)	Elementary Teacher	Wickman ES	08/01/2023
DORADO, Margo (17 years of service)	English Teacher	Chino Hills HS	05/26/2023

**RESIGNATION**

ALVAREZ, Jessica	Special Education Teacher	Borba ES	07/28/2023
NGUYEN, Chau	Elementary Teacher	Chapparral ES	07/31/2023
TRACY, Nicole	Elementary Teacher	Chapparral ES	07/31/2023
DE GENNARO, Lori	Elementary Teacher	Eagle Canyon ES	08/01/2023
SAVALA, Amanda	Elementary Teacher	Levi Dickey ES	07/20/2023
RODRIGUEZ, Dania	Special Education Teacher	Oak Ridge ES	07/25/2023
DELA CRUZ, Candice	Elementary Teacher	Walnut ES	07/13/2023
JESTER, Nicole	Elementary Teacher	Wickman ES	07/28/2023
SCHADE, Claire	Elementary Teacher	Wickman ES	07/28/2023
WARN, Leslie	ELA Teacher	Ramona JHS	07/26/2023
GALINDO, Jennifer	Special Education Teacher	Ayala HS	07/30/2023
AGUILERA, Nataly	Math Teacher	Chino Hills HS	07/21/2023
DORADO, Margo	English Teacher	Chino Hills HS	05/26/2023
MOORE, Aubrey	Math Teacher	Chino Hills HS	07/17/2023
WEINSTEIN, Danielle	Science Teacher	Don Lugo HS	07/27/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**RESIGNATION** (cont.)

WOODS, Patrick	Science Teacher	Don Lugo HS	07/28/2023
SANCHEZ, Stacey	Intervention Counselor K-12	Health Services	06/30/2023

**CHANGE OF RESIGNATION DATE**

LEMEN, Matthew	Special Education Teacher	Don Lugo HS	07/30/2023
PERAZA JR, Eduardo	Special Education Teacher	Don Lugo HS	08/01/2023

**APPOINTMENT - EXTRA DUTY**

ALONZO, Elizabeth (NBM)	Band (B)	Ayala HS	08/02/2023
MORENO, Isabella (NBM)	Competitive Cheer (B)	Ayala HS	07/21/2023
ZHANG, Alvina (NBM)	Band (B)	Ayala HS	07/20/2023
MILLAN, Michael (NBM)	Football (B)	Chino HS	08/04/2023
O'DELL, Daniel (NBM)	Football (B)	Chino Hills HS	07/17/2023

**LEAVE OF ABSENCE – JOB SHARES –2023/2024**

LEONG, Eileen	50% Elementary Teacher	Country Springs ES	2023/2024
MACKLIFF, Carly	50% Elementary Teacher	Country Springs ES	2023/2024
BROWN, Breanna	50% Elementary Teacher	Rolling Ridge ES	2023/2024
GARCIA-SAMONTE, Kristie	50% Elementary Teacher	Rolling Ridge ES	2023/2024

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

ALSKY, Julia	BRAMBILA, Luis	CARRERA, Brianna
CASTILLO, Samantha	DIEP, Brandon	DINSMOOR, Danielle
EVRIENIS, Traci	JIMENEZ, Diana	NUCKLES, Mary
OLUWOLE, Olaoluwa	ORTEGA, Marjory Avalyn	PENA, Isabel
REYNOLDS, Vicki	RODRIGUEZ, Matthew	SANCHEZ OLEA, Dulce
STCLAIR, Liliana	SUJARIT, Wendy	ZALUSKE, Victoria

**CLASSIFIED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>CLASSIFIED MANAGEMENT PERSONNEL FOR THE 2023/2024 SCHOOL YEAR</u></b>			
<b><u>RESIGNATION</u></b>			
CHEN, Lina	Occupational Therapist (SELPA/GF)	Special Education	07/21/2023

**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE****APPOINTMENT**

FRIAS, Sara	IA/Elementary Grade Level (C)	Borba ES	08/07/2023
DORADO, Yesina	Paraprofessional II (SELPA/GF)	Country Springs ES	08/07/2023
KUO, Claire	Bilingual Typist Clerk I (C)	Country Springs ES	08/07/2023
PETERSON, Meranda	Paraprofessional II (SELPA/GF)	Country Springs ES	08/07/2023
KENNEDY, Christal	Playground Supervisor (GF)	Glenmeade ES	08/14/2023
NUNLEY, Sean	Paraprofessional I (SELPA/GF)	Litel ES	08/07/2023
BECERRIL, Thania	Paraprofessional II (SELPA/GF)	Newman ES	08/07/2023
ESQUEDA, Xiana	Paraprofessional II (SELPA/GF)	Newman ES	08/07/2023
DUENAS, Jocelyn	Paraprofessional II (SELPA/GF)	Rolling Ridge ES	08/07/2023
GONZALES, Patrick Jr.	Custodian I (GF)	Rolling Ridge ES	07/31/2023
MUNOZ, Adriana	Nutrition Services Professional (NS)	Rolling Ridge ES	08/07/2023
GONZALES, Daniel	Custodian I (GF)	Wickman ES	08/14/2023
MONTOYA, Andrea	Playground Supervisor (GF)	Briggs K-8	08/07/2023
FIERRO, Daniel	Paraprofessional II (SELPA/GF)	Ayala HS	08/07/2023
JOHNSON, Keland	Playground Supervisor (GF)	Chino Hills HS	08/14/2023
MORAN, Joseph	Security Person (GF)	Chino Hills HS	08/07/2023
MORA, Joanna	Personnel Clerk III (GF)	Human Resources	08/07/2023
ROBLES, Ramiro	Groundsworker I (GF)	Maintenance	08/14/2023
DAVILA, Yicela	Bus Driver (GF)	Transportation	08/03/2023

**PROMOTION**

GREEN, William	FROM: Custodian I (GF) 8 hrs./261 contract days TO: Carpet/Flooring Custodian III (GF) 8 hrs./261 contract days	Borba ES Maintenance	07/31/2023
ANDERSON, Clayton	FROM: IA/Elementary Grade Level (C) 3.5 hrs./180 work days TO: Paraprofessional II (SELPA/GF) 6 hrs./181 work days	Rhodes ES Newman ES	08/07/2023
MEDRANO, Jasmine	FROM: Paraprofessional I (SELPA/GF) 5 hrs./181 work days TO: Child Care Specialist (C) 6 hrs./180 work days	Magnolia JHS Child Development	08/07/2023

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**PROMOTION** (cont.)

BRADLEY, Christy	FROM: Paraprofessional I (SELPA/GF) 3.5 hrs./181 work days TO: Paraprofessional II (SELPA/GF) 6 hrs./181 work days	Ayala HS  Marshall ES	08/07/2023
COLETTA, Ann	FROM: Paraprofessional I (SELPA/GF) 5 hrs./181 work days TO: Attendance Clerk (GF) 8 hrs./195 work days	Ayala HS  Ayala HS	08/03/2023
RAGAY, Vivian	FROM: Typist Clerk I (GF) 8 hrs./201 work days TO: Attendance Clerk (GF) 8 hrs./195 work days	Don Lugo HS  Don Lugo HS	08/01/2023
UEHLE, Stephanie	FROM: Personnel Clerk III (GF) 8 hrs./261 contract days TO: Credential Technician (GF) 8 hrs./261 contract days	Human Resources  Human Resources	08/07/2023

**ASSIGNMENT CHANGE**

SONNENBERG, Carrie	FROM: Paraprofessional II (SELPA/GF) 6 hrs./181 work days TO: Typist Clerk II (GF) 8 hrs./201 work days	Borba ES  Borba ES	07/31/2023
CUEVAS CANTU, Erika	FROM: Playground Supervisor (GF) 1.5 hrs./180 work days TO: Paraprofessional II (SELPA/GF) 6 hrs./181 work days	Butterfield Ranch ES  Butterfield Ranch ES	08/07/2023
CABAN, Eilene	FROM: Nutrition Services Professional (NS) 3 hrs./261 contract days TO: Nutrition Services Professional (NS) 3 hrs./181 work days	Cal Aero K-8  Chino HS	08/04/2023
CLARK, Holly	FROM: Paraprofessional II (SELPA/GF) 6 hrs./181 work days TO: Typist Clerk II (GF) 8 hrs./201 work days	Woodcrest JHS  Chaparral ES	07/31/2023

**CLASSIFIED PERSONNEL** (cont.)

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

DOZAL, Joshua	FROM: Playground Supervisor (GF) 7.5 hrs./180 work days TO: Security Person (GF) 8 hrs./181 work days	Chino Hills HS Chino Hills HS	08/07/2023
RAYA, Darlene	FROM: Counseling Assistant (GF) 3 hrs./215 work days and School Secretary I (GF) 4 hrs./215 work days TO: Personnel Clerk III (GF) 8 hrs./261 contract days	CVLA CVLA Human Resources	08/01/2023
CIPRIANO-TRAIN, Xenia	FROM: Administrative Secretary I (GF/C) 8 hrs./261 contract days TO: Administrative Secretary I (SELPA/GF) 8 hrs./261 contract days	Health Services Special Education	08/14/2023

**ADDITIONAL ASSIGNMENT**

KURZ, Mitzi	Playground Supervisor (GF)	Butterfield Ranch ES	08/07/2023
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**LEAVE OF ABSENCE**

MADRID, Joanne	Paraprofessional I (SELPA/GF)	Chino Hills HS	08/07/2023 through 09/05/2023
CHUC, Nancy	IA/Bilingual-Biliterate Spanish (C)	Don Lugo HS	08/07/2023 through 08/25/2023

**RESIGNATION**

HAAG, Katharine	Paraprofessional II (SELPA/GF)	Chaparral ES	07/25/2023
LORUSSO, Elizabeth	Paraprofessional I (SELPA/GF)	Cortez ES	07/31/2023
MARTIN, MARTHA	Bilingual Typist Clerk I (C) and School Community Liaison-Bilingual (C)	Cortez ES	08/18/2023
CAMPOS, Conie	Playground Supervisor (GF)	Country Springs ES	06/30/2023
ADAMS, Race	Playground Supervisor (GF)	Eagle Canyon ES	08/15/2023
PENA, Isabel	Playground Supervisor (GF)	Woodcrest JHS	06/01/2023
ORTEGA, Celia	Playground Supervisor (GF)	Ayala HS	08/01/2023
VALADEZ, Benjamin	Paraprofessional I (SELPA/GF)	Chino HS	08/01/2023
LIZZARAGO, Trynity	Security Person (GF)	Chino Hills HS	08/25/2023
GUTIERREZ, Gabriel	Security Person (GF)	Don Lugo HS	07/28/2023
DE AZEVEDO-CORREA, Justyn	Fringe Benefits Technician (GF)	Business Services	08/22/2023
RANDALL, Wendy	Credential Technician (GF)	Human Resources	08/04/2023

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**RESIGNATION** (cont.)

BASALLO, Elijah	Paraprofessional II (SELPA/GF)	Special Education	08/01/2023
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**RETIREMENT**

BLEVINS, Donna (5 Years of Service)	Playground Supervisor (GF)	Borba ES	08/04/2023
GARCIA, Mary (5 Years of Service)	Playground Supervisor (GF)	Borba ES	08/07/2023
KANG, EUN (19 Years of Service)	Paraprofessional I (SELPA/GF)	Glenmeade ES	08/02/2023

**APPOINTMENT OF SHORT-TERM EMPLOYEES EFFECTIVE JULY 1, 2023, THROUGH DECEMBER 14, 2023**

ARCOS, Leila	Paraprofessional I	Cortez ES
HALEY, Fred	Paraprofessional II	Eagle Canyon ES
FARAJ, Wansa	Paraprofessional II	Townsend JHS
HERRERA, Susana	Paraprofessional II	Don Lugo HS
PROUDFIT, Linda	Account Clerk III	Business Services

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

LOPEZ, Elizabeth	MADRIGAL, Alicia	MALDONADO, Jeannette
MITCHELL-SUTTON, Cheryl	MORENO, Lauren	ORTEGA, Celia
RANDALL, Wendy	THAN, Hietchitey	

(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:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Lea Fellows, Associate Superintendent, Human Resources  
Whitney Fields, Director, Risk Management and Human Resources

**SUBJECT: REJECTION OF CLAIMS**

=====

**BACKGROUND**

Claim 23-07-09 was submitted on July 18, 2023, from Sidney Sohn, Esq. on behalf of a student at Canyon Hills JHS. Claimant alleges injury after a table fell towards him in science class. Claimant seeks a settlement demand for an unspecified amount.

Claim 23-07-10 was submitted on July 20, 2023, from Juan Alexander Chediak, vendor. Claimant alleges lack of payment for services rendered that were requested by the district for Canyon Hills JHS. Claimant seeks a settlement demand for payment of services rendered in the amount of \$950.00.

Claim 23-07-11 was submitted on July 20, 2023, from James W. Lewis, Esq. on behalf of a former Don Lugo HS student. Claimant alleges sexual abuse during the 1982 school year. Claimant seeks unspecified damages and seeks a settlement demand that lies within the jurisdiction of the Superior Court.

Claim 23-07-12 was submitted on July 20, 2023, from James W. Lewis, Esq. on behalf of a former Country Springs ES student. Claimant alleges sexual abuse during the 1995-1996 school year. Claimant seeks unspecified damages and seeks a settlement demand that lies within the jurisdiction of the Superior Court.

Claim 23-07-13 was submitted on July 25, 2023, from Jesus Leon Hernandez. Claimant alleges damage to his vehicle after a District employee crashed into his vehicle that was parked on the street. Claimant seeks a settlement demand for reimbursement for vehicle damages in the amount of \$1,731.66.

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



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

**RECOMMENDATION**

It is recommended the Board of Education reject the claims and refer them to the District's insurance adjuster.

**FISCAL IMPACT**

Unknown at present.

NE:LF:WF:lag

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** August 17, 2023

**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: NEW JOB DESCRIPTION FOR COORDINATOR, EXPANDED  
LEARNING AND SUPPORT PROGRAMS**

=====

**BACKGROUND**

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

New language is provided in UPPER CASE.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the new job description for Coordinator, Expanded Learning and Support Programs.

**FISCAL IMPACT**

None.

NE:LF:JD:JO:jw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Position Description**

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**TITLE:** COORDINATOR, EXPANDED LEARNING  
AND SUPPORT PROGRAMS

**REPORTS:** DIRECTOR, HEALTH  
SERVICES/CHILD DEVELOPMENT

**DEPARTMENT:** HEALTH SERVICES/  
CHILD DEVELOPMENT

**CLASSIFICATION:**  
CERTIFICATED MANAGEMENT

**FLSA:** EXEMPT

**WORK YEAR:** 226

**ISSUED:**

**SALARY:** 23

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**BASIC FUNCTION:**

UNDER THE DIRECTION OF THE DIRECTOR OF HEALTH SERVICES/CHILD DEVELOPMENT, THE COORDINATOR OF EXPANDED LEARNING AND SUPPORT PROGRAMS WILL COORDINATE THE PLANNING AND IMPLEMENTATION OF HEALTH SERVICES AND CHILD DEVELOPMENT PROGRAMS, INCLUDING, BUT NOT LIMITED TO THE DEVELOPMENT, IMPLEMENTATION, AND MONITORING OF EXTENDED LEARNING (DURING THE TRADITIONAL SCHOOL YEAR), EXPANDED LEARNING (INTERSESSION AND SUMMER SCHOOL), AND BEFORE AND AFTER SCHOOL ENRICHMENT PROGRAMS. THIS INVOLVES MANAGEMENT OF ALL ASPECTS OF THE EXPANDED LEARNING OPPORTUNITIES PROGRAM (ELO-P) INCLUDING BUDGET AND PROGRAM DEVELOPMENT, OUTREACH TO TARGETED STUDENTS, AND COLLABORATION WITH AND THE COORDINATION OF EXTENDED/ENRICHMENT CARE PROVIDERS AND VENDORS. IN ADDITION, ASSISTS WITH THE SUPERVISION AND EFFECTIVE IMPLEMENTATION OF SPECIALLY FUNDED SERVICES AND SUPPORTS INCLUDING BEHAVIORAL HEALTH, MCKINNEY-VENTO HOMELESS ASSISTANCE ACT, MEDICAL BILLING, AND SUBSTANCE ABUSE PREVENTION PROGRAMS.

**REPRESENTATIVE DUTIES:**

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

**E = ESSENTIAL FUNCTIONS**

COORDINATE PROGRAM COMPONENTS, SUPPORT NEEDS, AND MATERIALS FOR THE PURPOSE OF DELIVERING SERVICES, WHICH CONFORM TO ESTABLISHED GUIDELINES AND COLLABORATE WITH DISTRICT PERSONNEL AND OTHER AGENCIES FOR THE PURPOSE OF IMPLEMENTING AND MAINTAINING SERVICES AND/OR PROGRAMS. **(E)**

SERVE AS THE DISTRICT COORDINATOR FOR EXPANDED LEARNING OPPORTUNITIES PROGRAM (ELO-P), INCLUDING PLANNING, IMPLEMENTATION, AND EVALUATION OF ENRICHMENT AND LEARNING ACTIVITIES. (E)

OVERSEE BUDGET REQUIREMENTS FOR EXPANDED LEARNING PROGRAMS. MAINTAIN RECORDS OF INCOME AND EXPENDITURES WITHIN PROGRAM BUDGET CATEGORIES; RECONCILE PROGRAM BUDGET REPORTS WITH DEPARTMENTAL DOCUMENTS. (E)

COORDINATE THE COLLECTION OF DATA AND ASSESSMENT OF STUDENTS PARTICIPATING IN HEALTH SERVICES AND EXPANDED LEARNING PROGRAMS. (E)

SERVE AS A DISTRICT LIAISON WITH COMMUNITY AND GOVERNMENT AGENCIES; WORK WITH COMMUNITY PARTNERS AND ORGANIZATIONS TO BUILD COLLABORATIVE, MUTUALLY BENEFICIAL RELATIONSHIPS, INCLUDING MONITORING CONTRACTS WITH OUTSIDE VENDORS AND COMMUNITY PARTNERS. (E)

DEVELOP MARKETING AND OUTREACH MATERIALS, SURVEYS, AND HANDBOOKS RELATED TO EXPANDED LEARNING PROGRAMS, INCLUDING ASSESSING NEEDS OF THE STUDENT AND PARENT POPULATION AS A MEANS OF DEVELOPING EFFECTIVE PROGRAMS. (E)

PERFORM REGULAR SITE VISITS TO ASSESS PROGRAM AND SAFETY IMPLEMENTATION, PROGRAM DELIVERY, AND PLANS TO IMPROVE SERVICES TO STUDENTS; PROVIDE FEEDBACK TO PROGRAM STAFF TO ASSURE IMPLEMENTATION OF QUALITY STANDARDS FOR EXPANDED LEARNING PROGRAMS. (E)

SUPERVISE AND ASSIST SCHOOLS IN ADDRESSING STUDENT BEHAVIOR PROBLEMS AND CRISES UTILIZING POSITIVE BEHAVIOR INTERVENTIONS AND DISTRICT CRISIS RESPONSE PROCEDURES TO MAXIMIZE STUDENT SAFETY AND ACHIEVE PROGRAM GOALS AND OBJECTIVES. (E)

PROVIDE TECHNICAL EXPERTISE, INFORMATION AND ASSISTANCE TO SCHOOL AND DISTRICT STAFF REGARDING ASSIGNED FUNCTIONS; ENGAGE IN STRATEGIC PLANNING AND DEVELOPMENT OF SAFETY AND HEALTH POLICIES, PROCEDURES, AND PROGRAMS. (E)

IDENTIFY, PLAN, DESIGN, AND COORDINATE TRAINING PROGRAMS FOR EMPLOYEES REGARDING SAFETY, HEALTH, AND ASSIGNED SPECIAL PROJECTS; PROVIDE PRESENTATIONS, WORKSHOPS, AND STAFF DEVELOPMENT REGARDING SCHOOL SAFETY AND TOPICS RELEVANT TO ASSIGNED PROJECTS AND PROGRAMS. (E)

FUNCTION AS A MEMBER OF THE DISTRICT'S MANAGEMENT TEAM, SERVE ON ASSIGNED COMMITTEES, COORDINATE WITH OTHER MANAGEMENT PERSONNEL IN THE AREAS OF ASSIGNED RESPONSIBILITY, AND EXECUTE THE ASSIGNED FUNCTIONS OF THE TEAM WHEN NEEDED. (E)

COORDINATE AND PARTICIPATE IN ADMINISTRATIVE MEETINGS AND STAFF DEVELOPMENT AT DISTRICT AND SCHOOL SITE LEVEL AS DIRECTED. (E)

DIRECT THE PREPARATION AND MAINTENANCE OF A VARIETY OF NARRATIVE AND STATISTICAL REPORTS, RECORDS, AND FILES RELATED TO ASSIGNED ACTIVITIES AND PERSONNEL; PREPARE AGENDAS AND MEMORANDUMS AS NEEDED. (E)

ASSIST IN THE SUPERVISION AND EVALUATION OF PERSONNEL IN THE HEALTH SERVICES/CHILD DEVELOPMENT DEPARTMENT AS DIRECTED; INTERVIEW AND SELECT EMPLOYEES; PLAN, COORDINATE, AND ARRANGE FOR APPROPRIATE TRAINING OF SUBORDINATES. (E)

PERFORM OTHER DUTIES AND ASSUME OTHER RESPONSIBILITIES AS MAY BE ASSIGNED BY THE DIRECTOR OF HEALTH SERVICES/CHILD DEVELOPMENT.

**MINIMUM REQUIREMENTS:**

**EDUCATION, EXPERIENCE, LICENSES, AND OTHER REQUIREMENTS:**

BACHELOR'S DEGREE REQUIRED IN CHILD DEVELOPMENT, EDUCATION, OR RELATED FIELD. MASTER'S DEGREE IN RELATED FIELD PREFERRED.

POSSESSION OF A VALID CALIFORNIA PRELIMINARY OR PROFESSIONAL CLEAR TEACHING CREDENTIAL AUTHORIZING SERVICE AS A TEACHER IS REQUIRED.

POSSESSION OF A VALID CALIFORNIA ADMINISTRATIVE CREDENTIAL AUTHORIZING SERVICE AS AN ADMINISTRATOR IS REQUIRED.

EMPLOYMENT ELIGIBILITY INCLUDES FINGERPRINTS, HEALTH (TB), AND/OR OTHER EMPLOYMENT CLEARANCE.

MUST HAVE VALID CALIFORNIA DRIVER'S LICENSE AND AUTOMOBILE AVAILABLE FOR USE.

MUST BE WILLING TO ATTEND EVENING, NIGHT, AND WEEKEND MEETINGS.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

- EXPANDED LEARNING STATE PROGRAM REQUIREMENTS, EXPECTATIONS, AND TARGET POPULATIONS;
- EFFECTIVE BEFORE/AFTER SCHOOL, AND SUMMER ENRICHMENT PROGRAMS;
- TARGETED STUDENT POPULATIONS INCLUDING FOSTER YOUTH, STUDENTS EXPERIENCING HOMELESSNESS, ENGLISH LANGUAGE LEARNERS, AND STUDENTS WHO ARE SOCIO-ECONOMICALLY DISADVANTAGED;
- CURRICULUM, INSTRUCTION, METHODOLOGY, AND EFFECTIVE RESEARCH-BASED STRATEGIES FOR TARGETED STUDENT POPULATIONS;
- EVIDENCED-BASED/POSITIVE BEHAVIOR INTERVENTIONS AND/OR CRISIS INTERVENTIONS;
- SPECIALLY FUNDED SERVICES AND SUPPORTS INCLUDING BEHAVIORAL HEALTH, MCKINNEY-VENTO HOMELESS ASSISTANCE ACT, MEDICAL BILLING, AND SUBSTANCE ABUSE PREVENTION PROGRAMS;
- DISTRICT POLICIES, PROCEDURES, MEMORANDUMS OF UNDERSTANDING AND COLLECTIVE BARGAINING CONTRACTS;
- RESEARCH METHODS AND REPORT WRITING TECHNIQUES;
- PRINCIPLES OF ORGANIZATION, OPERATION, AND SUPERVISION;

- PRINCIPLES, PRACTICES, TRENDS, GOALS, AND OBJECTIVES OF PUBLIC EDUCATION;
- MODERN TECHNOLOGY AND OFFICE PROCEDURES AND METHODS, COMPUTER EQUIPMENT, AND COMPUTER SOFTWARE NECESSARY TO PERFORM REQUIRED DUTIES;
- BUDGET PREPARATION AND CONTROL;
- APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, CODES, REGULATIONS, POLICIES, AND PROCEDURES RELATED TO ASSIGNED ACTIVITIES; AND
- ORAL AND WRITTEN COMMUNICATION SKILLS, INCLUDING ENGLISH USAGE, GRAMMAR, SPELLING, PUNCTUATION, VOCABULARY, COMPOSITION, AND MATHEMATICS.

**ABILITY TO:**

- DEMONSTRATE VISION AND INITIATIVE FOR EXPANDED LEARNING PROGRAMS;
- COMMUNICATE EFFECTIVELY, ORALLY AND IN WRITTEN FORM, WITH ALL EDUCATIONAL PARTNERS;
- PLAN, ORGANIZE, COORDINATE, AND ADMINISTER HEALTH SERVICES AND CHILD DEVELOPMENT PROGRAMS;
- MANAGE MULTIPLE SITES AND PROGRAMS SIMULTANEOUSLY;
- ADMINISTER ASSIGNED BUDGETS AND ALLOCATE FUNDS;
- DEMONSTRATE LEADERSHIP QUALITIES AND UTILIZE MOTIVATIONAL TECHNIQUES AND STRATEGIES IN THE DEVELOPMENT OF AN OPERATIONAL MODE THAT IS COST EFFECTIVE;
- OPERATE A COMPUTER TERMINAL AND AUDIO-VISUAL EQUIPMENT;
- WRITE IN A CLEAR AND CONCISE MANNER FOR BROAD PUBLIC APPEAL AND INTERPRETATION;
- GAIN COOPERATION THROUGH DISCUSSION AND PERSUASION;
- COORDINATE AND SUPERVISE THE WORK OF OTHERS;
- INTERPRET, APPLY, AND EXPLAIN ADMINISTRATIVE AND BOARD POLICIES, LAWS, AND REGULATIONS;
- PLAN, ORGANIZE, AND PRIORITIZE WORK TO MEET MULTIPLE SCHEDULES AND DEADLINES, AND MANAGE SIMULTANEOUS TASKS, WITH MANY INTERRUPTIONS;
- WORK INDEPENDENTLY WITH MINIMUM DIRECTION AND SUPERVISION; WORK UNDER PRESSURE;
- UNDERSTAND, ANALYZE, AND PREPARE COMPREHENSIVE NARRATIVE AND STATISTICAL REPORTS;
- ESTABLISH AND MAINTAIN COOPERATIVE AND EFFECTIVE WORKING RELATIONSHIPS WITH DISTRICT PERSONNEL, COMMUNITY MEMBERS, AND EXTERNAL COMPANIES AND AGENCIES IN THE COURSE OF PERFORMING ASSIGNED DUTIES; AND
- SUPERVISE AND EVALUATE THE PERFORMANCE OF STAFF.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

**WORKING CONDITIONS**

- DISTRICT OFFICE ENVIRONMENT AND SCHOOL SITES;

- DEMANDING TIMELINES;
- SUBJECT TO DRIVING TO A VARIETY OF LOCATIONS TO CONDUCT WORK DURING DAY AND EVENING HOURS;
- SUBJECT TO FREQUENT INTERRUPTIONS AND EXTENSIVE CONTACT WITH STUDENTS, STAFF, PARENTS, AND THE PUBLIC; AND
- INDOOR AND OUTDOOR ENVIRONMENT.

**PHYSICAL DEMANDS:**

- BENDING AT THE WAIST, KNEELING OR CROUCHING, AND REACHING TO RETRIEVE AND MAINTAIN FILES AND RECORDS;
- REACHING OVERHEAD, ABOVE THE SHOULDERS AND HORIZONTALLY;
- DEXTERITY OF HANDS AND FINGERS TO OPERATE STANDARD OFFICE EQUIPMENT, COMPUTER KEYBOARD, AND OTHER EQUIPMENT NECESSARY TO COMPLETE REQUIRED DUTIES;
- HEARING AND SPEAKING TO EXCHANGE INFORMATION IN PERSON AND ON THE TELEPHONE;
- VISUAL ABILITY TO READ, AND TO PREPARE/PROCESS DOCUMENTS AND TO MONITOR VARIOUS SERVICES AND PERSONNEL;
- SITTING FOR EXTENDED PERIODS;
- STANDING FOR EXTENDED PERIODS;
- WALKING OVER ROUGH OR UNEVEN SURFACES;
- CLIMBING, OCCASIONAL USE OF STEPLADDERS; AND
- PHYSICAL ACTIVITY MAY BE REQUIRED, WHICH COULD INCLUDE MODERATE LIFTING.

**HAZARDS:**

- EXTENDED VIEWING OF COMPUTER MONITOR; AND
- WORKING AROUND AND WITH OFFICE EQUIPMENT HAVING MOVING PARTS.

I HAVE READ THE ABOVE POSITION DESCRIPTION AND FULLY UNDERSTAND THE REQUIREMENTS SET FORTH THEREIN. I HEREBY ACCEPT THE POSITION OF COORDINATOR, EXPANDED LEARNING AND SUPPORT PROGRAMS AND AGREE TO ABIDE BY THE REQUIREMENTS AND DUTIES SET FORTH. I WILL PERFORM ALL DUTIES AND RESPONSIBILITIES TO THE BEST OF MY ABILITY.

\_\_\_\_\_  
(SIGNATURE OF EMPLOYEE)

\_\_\_\_\_  
(DATE)

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

BOARD APPROVED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** August 17, 2023

**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: MEMORANDUM OF UNDERSTANDING BETWEEN A.C.T. AND THE CHINO VALLEY UNIFIED SCHOOL DISTRICT AUTHORIZING CERTIFICATED EMPLOYEES ASSIGNED TO TRACKS B, C, OR D AT CAL AERO PRESERVE ACADEMY TO RECEIVE THE APPLICABLE PER DIEM RATE FOR WORKING ON JUNE 28, 2023, OR JUNE 29, 2023**

=====

**BACKGROUND**

In January 2023, AB1655 came into effect designating June 19<sup>th</sup> (Juneteenth) as a holiday in the state of California. As a result, community colleges and public schools are required to close. On May 4, 2023, the Board of Education approved the student calendar at Cal Aero Preserve Academy for the 22/23 school year incorporating the non-student day on June 19, 2023.

Subsequently, on August 3, 2023, the Associated Chino Teachers (A.C.T.) and the Chino Valley Unified School District agreed that for the current school year only, certificated employees assigned to tracks B, C, or D at Cal Aero Preserve Academy would receive the applicable per diem rate for working on June 28<sup>th</sup> or June 29<sup>th</sup>.

This adjustment aligns with the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the Memorandum of Understanding between A.C.T. and the Chino Valley Unified School District authorizing certificated employees assigned to tracks B, C, or D at Cal Aero Preserve Academy to receive the applicable per diem rate for working on June 28, 2023, or June 29, 2023, as applicable.

**FISCAL IMPACT**

The fiscal impact to the general fund is approximately \$25,061.96.



**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CHINO VALLEY UNIFIED SCHOOL DISTRICT  
AND  
THE ASSOCIATED CHINO TEACHERS  
May 11, 2023**

**JUNETEENTH**

This Memorandum of Understanding ("MOU") is entered into by and between the Chino Valley Unified School District ("District") and the Associated Chino Teachers ("Association") concerning the impacts and effects of the implementation of the Juneteenth Holiday at Cal-Aero Preserve Academy.

**RECITALS**

- A. In January 2023, AB1655 became an active law, designating June 19<sup>th</sup>, (Juneteenth) as a holiday in the State of California, in which community colleges and public schools are required to close.
- B. On May 4, 2023, the District Board of Education voted to revise the student calendar at Cal Aero for the 2022-2023 school year, making this a non-student day and rescheduling the instructional minutes for year-round schools in session at that time.
- C. With this adjustment in the student calendar, work calendars have also been adjusted to accommodate for the non-student day. June 19, 2023, will now be an off-contract day for certificated staff that were previously scheduled to work and has been moved as indicated below:
  - Cal Aero Track B – June 29, 2023
  - Cal Aero Track C – June 29, 2023
  - Cal Aero Track D – June 28, 2023
- D. The Association has demanded to bargain the impacts and effects of this change.

WHEREFORE, the parties agree as set forth below.

- 1. For the 2022-2023 year only, certificated employees at Cal Aero shall receive their Per Diem rate of pay for working on June 28, or June 29, as applicable above.
- 2. Employees who are not at work on the days specified above shall use applicable leave except for the following: Certificated employees who made plans prior to May 5, 2023 that would make them unable to attend work on the applicable date, above, shall not be charged a day of leave if they are unable to attend work. Proof of unavailability may be required (e.g., copies of non-refundable airline tickets, non-refundable hotel reservations).


3. This MOU is effective for the 2022-2023 year only. Additionally, this MOU is non-precedent setting and may not be cited to support any particular interpretation of the collective bargaining agreement.
4. This MOU shall expire June 30, 2023.

For the Association:

  
\_\_\_\_\_  
President, ACT Resources

  
8/2/2023  
\_\_\_\_\_  
Date

For the District:

  
\_\_\_\_\_  
Norm Enfield, Ed.D  
Superintendent

  
8/03/23  
\_\_\_\_\_  
Date

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

**SUBJECT: REVISION OF BYLAWS OF THE BOARD 9323—MEETING CONDUCT**

=====

**BACKGROUND**

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Bylaws of the Board 9323—Meet Conduct is being updated to correspond with the practice of conducting meetings in an orderly and efficient manner.

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 Bylaws of the Board 9323—Meeting Conduct.

**FISCAL IMPACT**

None.

NE:pk

## **MEETING CONDUCT**

### **Meeting Procedures**

All Board of Education meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 - President)

The Board believes that late night meetings deter public participation, can affect the board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 9:00 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and, if necessary, may subsequently be adjourned to a later date.

### **Quorum and Abstentions**

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

(cf. 9323.2 - Actions by the Board)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

(cf. 9270 - Conflict of Interest)

### **Public Participation**

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting, except that if the meeting is conducted using remote public participation or with a Board member attending remotely pursuant to Government

**MEETING CONDUCT (cont.)**

Code 54953, a member of the public desiring to provide comment through the use of a third-party internet website or online platform may be required to register as required by the third-party provider.

In order to conduct District business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or District staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

**MEETING CONDUCT (cont.)**

In general, individual speakers will be allowed UP TO three minutes to address the Board on each agenda or non-agenda item and the Board will limit the total time for public input on each item to 30 minutes. A speaker may not use the podium for purposes other than addressing the Board directly. If there are no further comments, a speaker will be considered to have relinquished his or her allotted three minutes.

However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker BY THE FOLLOWING RANGES: 3-MINUTES PER SPEAKER FOR UP TO 18 SPEAKERS; 2-MINUTES PER SPEAKER FOR 19 – 30 SPEAKERS; AND 1-MINUTE PER SPEAKER FOR 31 PLUS SPEAKERS. ~~Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The President may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.~~

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
  - a) If the topic would be more suitably addressed at a later time, the Board president may indicate the time and place when it should be presented;
  - b) The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions (Government Code 54954.3);
  - c) The Board shall not prohibit public criticism of District employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.

(cf. 1312.1 - Complaints Concerning District Employees)  
 (cf. 9321 - Closed Session Purposes and Agendas)

**MEETING CONDUCT (cont.)**

7. The Board president shall not permit actual disruption of Board meetings. Actual disruption by an individual or group or any conduct or statements that threaten the safety of any persons(s) at the meeting shall be grounds for the President to terminate the privilege of addressing the Board and remove the individual from the meeting.

The Board president or designee may remove an individual for actually disrupting the meeting. Prior to removal, the individual shall be warned that their behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the Board President, or designee, may then remove the individual from the meeting. (Government Code 54957.9)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a Board meeting without a warning. (Government Code 54957.95)

*Disrupting* means engaging in behavior during a Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to section 54954.3 or any other law, or engaging in behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)

*True threat of force* means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

Additionally, the Board may order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, or if removing the disruptive individual(s) or clearing the room is infeasible, move the meeting to another location. The Board may direct the Superintendent or designee to contact local law enforcement as necessary.

**MEETING CONDUCT (cont.)****Recording by the Public**

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

(cf. 9324 - Board Minutes and Recordings)

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings; these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

**Legal Reference:****EDUCATION CODE**

5095 Powers of remaining board members and new appointees  
 32210 Willful disturbance of public school or meeting a misdemeanor  
 35010 Prescription and enforcement of rules  
 35145.5 Agenda; public participation; regulations  
 35163 Official actions, minutes and journal  
 35164 Vote requirements  
 35165 Effect of vacancies upon majority and unanimous votes by seven-member board

**CODE OF CIVIL PROCEDURE**

527.8 Workplace Violence Safety Act

**GOVERNMENT CODE**

54953.3 Prohibition against conditions for attending a board meeting  
 54953.5 Audio or video recording of proceedings  
 54953.6 Broadcasting of proceedings  
 54954.2 Agenda; posting; action on other matters  
 54954.3 Opportunity for public to address legislative body; regulations  
 54957 Closed sessions  
 54957.9 Disorderly conduct of general public during meeting; clearing of room

**PENAL CODE**

403 Disruption of assembly or meeting

**COURT DECISIONS**

City of San Jose v. Garbett (2010) 190 Cal.App.4th 526  
 Norse v. City of Santa Cruz (9th Cir. 2010) 629 F3d 966  
 McMahon v. Albany Unified School District (2002) 104 Cal.App.4th 1275  
 Rubin v. City of Burbank (2002) 101 Cal.App.4th 1194  
 Baca v. Moreno Valley Unified School District (1996) 936 F.Supp. 719

**ATTORNEY GENERAL OPINIONS**

90 Ops.Cal.Atty.Gen. 47 (2007)  
 76 Ops.Cal.Atty.Gen. 281 (1993)  
 66 Ops.Cal.Atty.Gen. 336 (1983)  
 63 Ops.Cal.Atty.Gen. 215 (1980)  
 61 Ops.Cal.Atty.Gen. 243, 253 (1978)  
 59 Ops.Cal.Atty.Gen. 532 (1976)  
 55 Ops.Cal.Atty.Gen. 26 (1972)



**MEETING CONDUCT (cont.)**

**Management Resources:**

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

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

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

WEBSITES

California School Boards Association: [www.csba.org](http://www.csba.org)

California Attorney General's Office: <http://oag.ca.gov>

**Chino Valley Unified School District**

Bylaw adopted: February 1, 1996

Revised: January 20, 2000

Revised: April 17, 2003

Revised: March 1, 2012

Revised: May 4, 2017

Revised: November 21, 2019

Revised: February 16, 2023

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum,  
Instruction, Innovation, and Support  
Stephanie Johnson, Director, Student Support Services

**SUBJECT: 2022/2023 SECOND SEMESTER STUDENT EXPULSION  
REPORT**

=====

**BACKGROUND**

In order to provide the Board of Education with regular and summative expulsion information, an expulsion report will be presented on a semester basis. This report will indicate the number of students recommended for expulsion, the offense, and the disposition of each case. During second semester 2022/2023, 42 students were recommended for expulsion. Of those recommendations, 22 were expelled and 20 were revoked.

In accordance with Board Policy 5144.1, policies and standards of behavior consistent with the Education Code are established 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 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 or serious nature, expulsion is used only when there is a history of misconduct, when other means of correction, including other forms of discipline such as suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to self or others.

In compliance with established Board policies and standards, the District makes removal of potentially dangerous students from the classroom a top priority, ensures fair and equal treatment of all students, and requires that instances of offenses be addressed according to Board policies and to the fullest extent allowed by law. The Education Code mandates recommendations for expulsion in a number of instances, with discretion to actually

impose expulsion vested in the final decision of the District's Board of Education after an evidentiary hearing has been held before a District expulsion hearing panel.

Before the expulsion process starts, site administration shall immediately report to the Superintendent or designee any incidence of offenses specified in law, board policy and administrative regulation as cause for suspension or expulsion.

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 2022/2023 Second Semester Student Expulsion Report.

### **FISCAL IMPACT**

None.

NE:GP:SJ:ss

<b>Expulsion Hearing Administrative</b> Each expelled pupil is ordered to complete a plan of rehabilitation prior to application for readmission.		Full Expulsion	Suspended Enforcement	Time Frame				Program Referral		Revocation of Recommendation	
				1 semester	2 semesters	Split Semesters	1 Year	District	County	School Site Principal	Expulsion Hearing Panel or Board Decision
<b>48900(a)(1)</b>	Caused, attempted to cause, or threatened to cause physical injury.	4			2	2		4		5	
<b>48900(a)(2)</b>	Willfully used force or violence upon another person, except in self-defense.	7			7			6	1		4
<b>48900(b)</b>	Possessed, sold, or furnished a firearm, knife, explosive, or other dangerous object.	1				1		1			
<b>48900(c)</b>	Possessed, used, sold, or furnished, or been under the influence of a controlled substance, an alcoholic beverage, or an intoxicant of any kind.	4		1	3			4		2	
<b>48900(d)</b>	Offered, arranged, or negotiated to sell a controlled substance, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.										
<b>48900(e)</b>	Committed or attempted to commit robbery or extortion.										
<b>48900(f)</b>	Caused or attempted to cause damage to school property or private property.									2	
<b>48900(g)</b>	Stole, or attempted to steal, school property or private property.									1	
<b>48900(h)</b>	Possessed or used tobacco, or products containing tobacco or nicotine products.										
<b>48900(i)</b>	Committed an obscene act or engaged in profanity or vulgarity.										
<b>48900(j)</b>	Possessed or offered, arranged, or negotiated to sell drug paraphernalia.										
<b>48900(k)(1)</b>	Disrupted school activities or willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel.										
<b>48900(l)</b>	Knowingly received stolen school property or private property.										
<b>48900(m)</b>	Possessed an imitation firearm.	1			1			1		1	
<b>48900(n)</b>	Committed or attempted to commit a sexual assault or committed a sexual battery.										2
<b>48900(o)</b>	Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.										
<b>48900(p)</b>	Offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.										
<b>48900(q)</b>	Engaged in, or attempted to engage in, hazing.										
<b>48900(r)</b>	Engaged in an act of bullying.										
<b>48900(t)</b>	A pupil who aids or abets, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion.										
<b>48900.2</b>	Committed sexual harassment. (Applicable to grades 4-12, only.)										

<b>Expulsion Hearing Administrative</b> Each expelled pupil is ordered to complete a plan of rehabilitation prior to application for readmission.		Full Expulsion	Suspended Enforcement	Time Frame				Program Referral		Revocation of Recommendation	
				1 semester	2 semesters	Split Semesters	1 Year	District	County	School Site Principal	Expulsion Hearing Panel or Board Decision
<b>48900.3</b>	Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. (Applicable to grades 4-12, only.)										
<b>48900.4</b>	Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils by creating an intimidating or hostile educational environment. (Applicable to grades 4-12, only.)										
<b>48900.7</b>	Made terroristic threats against school officials and/or school property.	1			1			1			
<b>48915(a)(1)(A)</b>	Causing serious physical injury to another person, except in self-defense.										
<b>48915(a)(1)(B)</b>	Possession of any knife or other dangerous object of no reasonable use to the pupil.	4			3	1		4		1	1
<b>48915(a)(1)(C)</b>	Unlawful possession of any controlled substance except for one of the following: (i) The first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis. (ii) The possession of over the counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.										
<b>48915(a)(1)(D)</b>	Robbery or extortion.										
<b>48915(a)(1)(E)</b>	Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee. An assault is an unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another. A battery is any willful and unlawful use of force or violence upon the person of another.										
<b>48915(c)(1)</b>	The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds: (1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory, but it is an offense for which suspension, or expulsion may be imposed.										
<b>48915(c)(2)</b>	Brandishing a knife at another person.										
<b>48915(c)(3)</b>	Selling a controlled substance.										
<b>48915(c)(4)</b>	Committing or attempting to commit a sexual assault or committing sexual battery as defined in subdivision (n) of Section 48900.										
<b>48915(c)(5)</b>	Possession of an explosive.										
<b>TOTALS</b>		22		1	17	4		21	1	13	7

Total Expulsions 22  
Total Revocations 20  
Total Expulsion Recommendations: 42

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** August 17, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Grace Park, Ed.D., Associate Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT: SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS  
WILLIAMS FINDINGS DECILE 1-3 SCHOOLS FOURTH  
QUARTERLY REPORT 2022/2023**

=====

**BACKGROUND**

California Education Code 1240 requires that the San Bernardino County Superintendent of Schools visit all decile 1-3 schools (Williams monitored schools currently based on the 2012 Academic Performance Index and all Quality Education Investment Act schools) identified in the county and report the results of findings on a quarterly basis to ensure compliance with the Williams Legislation. The San Bernardino County Superintendent of Schools' office is required to file quarterly reports on schools' progress in rectifying any findings.

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 San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Fourth Quarterly Report 2022/2023.

**FISCAL IMPACT**

None.

NE:LF:gks



July 20, 2023

Dr. Norm Enfield, Superintendent  
Chino Valley Unified School District  
5130 Riverside Drive  
Chino, CA 91710-4130

Dear Dr. Enfield:

Thank you for your continued collaboration throughout the Williams monitoring process. As you may know, California Education Code section 1240 requires that I annually visit Williams-monitored schools identified in our county and report to you the results of my findings on a quarterly basis (October, January, April, and July). This report serves as your district's ***fourth quarterly report*** for the 2022-23 fiscal year.

Education Code section 1240(c)(2)(C) also requires that the results of the visits and/or reviews be reported to the governing board of each school district at a regularly scheduled meeting held in accordance with public notification requirements. ***Please be sure to include this report as an agenda item for your next regularly scheduled Board meeting.***

In summary, there are no findings to report in the following areas:

**1. Instructional Materials**

The instructional materials sufficiency reviews were conducted during the first quarter of the 2022-23 fiscal year as part of the Williams site visitation process and the findings were reported in the first quarterly reports generated in October 2022.

**2. School Accountability Report Cards (SARC)**

The SARC reviews were conducted during the second quarter of the 2022-23 fiscal year and the findings were reported in the second quarterly report generated in January 2023.

**3. School Facilities**

The facilities inspections were conducted during the first quarter of the 2022-23 fiscal year as part of the Williams site visitation process and the findings were reported in the first quarterly reports generated in October 2022.

**4. Teacher Assignments**

The 2021-22 annual assignment monitoring review findings were reported in the second quarterly report generated in January 2023. The 2022-23 annual assignment monitoring review for certificated assignments has been postponed by the California Commission on Teacher Credentialing (CTC) due to a delay in the availability of the California Department of Education's (CDE) California Longitudinal Pupil Achievement Data System data required for the California Statewide Assignment Accountability System program; in addition to system technical issues CTC processed after receiving the data from CDE. The 90-day review process is officially scheduled to begin on August 1, 2023, and conclude on



November 1, 2023. Certificated assignment monitoring data collection for Williams-monitored schools will be finalized by the end of November 2023. Based on this adjusted timeline, findings will be included in the second quarterly report of the 2023-24 fiscal year.

On behalf of the SBCSS Williams team, it has been a pleasure to work in partnership with you and the staff of the Chino Valley Unified School District.

Sincerely,



Ted Alejandre  
County Superintendent

cc: Ms. Sonja Shaw, Board President  
Dr. Grace Park, Williams Liaison  
Ms. Gurveen Sidhu, SARC Contact  
Ms. Jenny Owen, SBCSS Director, Communications and Intergovernmental Relations  
Mr. James Fields, SBCSS Senior Manager, Intergovernmental Relations and Communications  
Ms. Amanda Shoffner, SBCSS Credentials Manager