

**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION

## AGENDA

September 7, 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**  
**4:30 p.m. – Closed Session • 6:00 p.m. – Regular Meeting**  
**September 7, 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 – 4:30 P.M.**

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

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

- a. Conference with Legal Counsel-Existing Litigation (Paragraph (1) of subdivision (d) Government Code 54956.9): San Bernardino County Superior Court Case No. CIVSB2317301. (Atkinson, Andelson, Loya, Ruud, and Romo) (20 minutes)
- b. Conference with Legal Counsel-Existing Litigation (Paragraph (1) of subdivision (d) Government Code 54956.9): Case Number PERB Case No. LA-CE-6828-E. (Atkinson, Andelson, Loya, Ruud, and Romo) (25 minutes)
- c. Liability Claims (Government Code 54956.95): Claimant 1; Claimant 2; and Claimant 3. Agency Claimed Against: CVUSD. (Dolen Tucker Tierney & Abraham, A Professional Law Corporation) (15 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. (15 minutes)
- e. Public Employee Discipline/Dismissal/Release (Government Code 54957) (10 minutes)
- f. Public Employee Performance Evaluation (Government Code 54957): Superintendent. (5 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

Proceedings of this meeting are recorded.

**I.C. RECOGNITION**

1. Ayala HS: National Leadership Conference, Sports and Entertainment Management Student Participants

**I.D. COMMENTS FROM STUDENT REPRESENTATIVE****I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES****I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA****I.G. CHANGES AND DELETIONS****II. ACTION****II.A. ADMINISTRATION****II.A.1. Revision of Bylaws of the Board 9323—  
Page 9 Meeting Conduct**

Recommend the Board of Education approve the revision of Bylaws of the Board 9323—Meeting Conduct.

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

**II.B. BUSINESS SERVICES****II.B.1. 2022/2023 Unaudited Actuals Financial  
Page 16 Report**

Recommend the Board of Education approve the 2022/2023 Unaudited Actuals Financial Report and authorize the Superintendent or designee to sign the 2022/2023 District Certification of Unaudited Actuals Financial Report.

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

**II.C. FACILITIES, PLANNING, AND OPERATIONS****II.C.1. Public Hearing on the Notification to the  
Page 17 California Department of Education to Open  
and Operate Legacy Academy on a Multi-  
Track Year-Round Schedule and Adoption of  
Resolution 2023/2024-11, Declaration to  
Open and Operate Legacy Academy on a  
Multi-Track Year-Round Schedule**

Recommend the Board of Education:

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

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

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

- a) Conduct a public hearing on the notification to the California Department of Education to open and operate Legacy Academy on a Multi-Track Year-Round Schedule, and
- b) Adopt Resolution 2023/2024-11, Declaration to Open and Operate Legacy Academy on a Multi-Track Year-Round Schedule.

**II.C.2.**

Page 20

**Resolution 2023/2024-14, Emergency Request to San Bernardino County Superintendent of Schools for Authorization to Award a Contract without Bidding and Advertising for Replacement of the Fire Alarm System at Liberty ES**

Recommend the Board of Education adopt Resolution 2023/2024-14, Emergency Request to San Bernardino County Superintendent of Schools for Authorization to Award a Contract without Bidding and Advertising for Replacement of the Fire Alarm System at Liberty ES.

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

Preferential Vote: \_\_\_

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

**II.D.****HUMAN RESOURCES****II.D.1.**

Page 25

**Consideration and Approval of Employment Contract for Dr. Hilda Flores, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support**

Recommend the Board of Education approve the employment contract for Dr. Hilda Flores, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support.

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

Preferential Vote: \_\_\_

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

**III.****CONSENT**

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

Preferential Vote: \_\_\_

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

**III.A.****ADMINISTRATION****III.A.1.**

Page 31

**Minutes of the August 17, 2023 Regular Meeting**

Recommend the Board of Education approve the minutes of the August 17, 2023 regular meeting.



**III.A.2.      Resolution 2023/2024-12, Board Compensation for Sonja Shaw for August 17, 2023 Missed Meeting**

Page 39

Recommend the Board of Education adopt Resolution 2023/2024-12, Board Compensation for Sonja Shaw for August 17, 2023 Missed Meeting.

**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; Margaret A. Chidester; and Tao Rossini, APC.

**III.B.6.      Resolution 2023/2024-13, Actual Gann Limit for 2022/2023 and Estimated Gann Limit for 2023/2024**

Page 52

Recommend the Board of Education adopt Resolution 2023/2024-13, Actual Gann Limit for 2022/2023 in the amount of \$185,127,755.94 and Estimated Gann Limit for 2023/2024 in the amount of \$191,452,623.51.

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

**III.C.1.      School Sponsored Trips**

Page 54

Recommend the Board of Education approve/ratify the school-sponsored trips for Cattle ES; Newman ES; and Don Lugo ES.

**III.C.2.      Expanded Learning Opportunities Program**

Page 55

Recommend the Board of Education approve the Expanded Learning Opportunities Program.

**III.C.3. Memorandum of Understanding Between Chino Valley Unified School District and the Joint Powers Authority for Participation in the Career Technical Education Incentive Grant and K-12 Strong Workforce Grant**

Page 74

Recommend the Board of Education approve the Memorandum of Understanding between the Chino Valley Unified School District and the Joint Powers Authority for participation in the career Technical Education Grant and the K-12 Strong Workforce Grant.

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

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

Page 78

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

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

Page 79

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

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

Page 84

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 CUPCCAA Projects**

Page 101

Recommend the Board of Education approve the Notices of Completion for CUPCCAA Projects.

**III.D.5. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 6)**

Page 103

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 6).

**III.D.6. Change Order and Notice of Completion for Bid No. 20-21-02F, Chino HS Reconstruction Phase 2 Flooring Rebid (BP 13)**

Page 109

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 Flooring Rebid (BP 13).

**III.D.7. Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 21)**

Page 113

Recommend the Board of Education approve the Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 21).

**III.D.8. Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 23)**

Page 114

Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 23).

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

Page 118

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

**III.E. HUMAN RESOURCES**

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

Page 121

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

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

Page 127

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

**III.E.3. Revision to the Job Description for Coordinator, Security**

Page 128

Recommend the Board of Education approve the revision to the job description for Coordinator, Security.

**III.E.4. Speech-Language Pathology Assistant Practicum Agreement with Chemeketa Community College**

Page 136

Recommend the Board of Education approve the Speech-Language Pathology Assistant Practicum Agreement with Chemeketa Community College.

**IV. INFORMATION**

**IV.A. ADMINISTRATION**

**IV.A.1. New Administrative Regulation 5020.1—Parental Notification**

Page 142

Recommend the Board of Education receive for information new Administrative Regulation 5020.1.—Parental Notification.

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

**IV.B.1. Legacy Academy Multi Track Year-Round Student Attendance Calendars for the 2024/2025 and 2025/2026 School Years**

Page 151

Recommend the Board of Education receive for information the Legacy Academy Multi Track Year-Round Student Attendance Calendars for the 2024/2025 and 2025/2026 school years.

**V. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**VI. ADJOURNMENT**

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

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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 9323—Meeting Conduct is being updated to correspond with the practice of conducting meetings in an orderly and efficient manner. This bylaw was presented to the Board on August 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 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 F.3d 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:** September 7, 2023  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: 2022/2023 UNAUDITED ACTUALS FINANCIAL REPORT**

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**BACKGROUND**

The governing board of each school district shall approve, in a format prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the District for the preceding fiscal year and shall file the statement with the County Superintendent of Schools.

The Unaudited Actuals Financial Report states the final revenues and expenditures of the District for the 2022/2023 fiscal year. The final audit report for the 2022/2023 fiscal year will be presented to the Board of Education in January 2024 by the District's external auditor.

The Unaudited Actuals Financial Report 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 2022/2023 Unaudited Actuals Financial Report and authorize the Superintendent or designee to sign the 2022/2023 District Certification of Unaudited Actuals Financial Report.

**FISCAL IMPACT**

None.

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT:** PUBLIC HEARING ON THE NOTIFICATION TO THE CALIFORNIA DEPARTMENT OF EDUCATION TO OPEN AND OPERATE LEGACY ACADEMY ON A MULTI-TRACK YEAR-ROUND SCHEDULE AND ADOPTION OF RESOLUTION 2023/2024-11, DECLARATION TO OPEN AND OPERATE LEGACY ACADEMY ON A MULTI-TRACK YEAR-ROUND SCHEDULE

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**BACKGROUND**

Legacy Academy was designed and intended to operate as a multi-track, year-round school serving approximately 1,200 students when it opens in the 2024/2025 school year. By operating on a multi-track year-round schedule, the school will be able to absorb the continuous projected residential and student enrollment growth in the Preserve community. Resolution 2022/2023-44, Declaration to Open and Operate Preserve School #2 on a Multi-Track Year-Round Schedule was presented to the Board as action and adopted on April 20, 2023.

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

**RECOMMENDATION**

It is recommended the Board of Education:

- a) Conduct a public hearing on the notification to the California Department of Education to open and operate Legacy Academy on a Multi-Track Year-Round Schedule; and
- b) Adopt Resolution 2023/2024-11, Declaration to Open and Operate Legacy Academy on a Multi-Track Year-Round Schedule.

**FISCAL IMPACT**

Unknown Impact to the General Fund.

**Chino Valley Unified School District  
Resolution 2023/2024-11  
Declaration To Open And Operate Legacy Academy  
on a Multi-Track Year-Round Schedule**

**WHEREAS**, the Chino Valley Unified School District (the "District") is currently building Legacy Academy, located at 16450 East Preserve Loop, in the City of Chino, State of California (the "School"); and

**WHEREAS**, the School is being constructed to operate on a multi-track year-round schedule; and

**WHEREAS**, the School is scheduled to open in the 2024/2025 school year for approximately 1,200 students from transitional kindergarten through 8th grade; and

**WHEREAS**, the governing board of the District (the "Board") desires to operate the School on a continuous school program for students in transitional kindergarten through 6<sup>th</sup> grade, effective the 2024/2025 school year, to accommodate the continuous growth in the Preserve area.

**NOW THEREFORE, BE IT RESOLVED** the Board of Education of Chino Valley Unified School District does hereby resolve, determine, find and order as follows:

1. The School shall begin operations on a multi-track year school schedule effective the 2024/2025 school year for TK-6<sup>th</sup> grade students.
2. Consistent with Education Code section 37610, the Superintendent or his designee is hereby authorized and directed to notify the California Superintendent of Public Instruction of its intent to establish and operate the School on a year-round multi-track schedule for students from transitional kindergarten through 6th grade beginning with the 2024/2025 school year, as authorized by Part 21, Chapter 5 of the Education Code entitled, "Continuous School Programs," commencing with section 37600.
3. The Superintendent or his designee is hereby further authorized and directed to publish, once a week for three successive weeks not later than November 1, 2023, notice of the Board's intention to operate the School on a multi-track continuous school program in such a manner as to require any eligible student to enroll in the School's continuous school program. Notice shall be published in the Inland Valley Daily Bulletin and Chino Valley Champion newspapers.

**APPROVED, PASSED, AND ADOPTED** this 7th day of September 2023 by the following vote:

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

I, Norm Enfield, Ed.D., Superintendent of the Chino Valley Unified School District, 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:** September 7, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: RESOLUTION 2023/2024-14, EMERGENCY REQUEST TO  
SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS  
FOR AUTHORIZATION TO AWARD A CONTRACT WITHOUT  
BIDDING AND ADVERTISING FOR REPLACEMENT OF THE  
FIRE ALARM SYSTEM AT LIBERTY ES**

=====

**BACKGROUND**

On August 29, 2023, during the first fire drill of the school year at Liberty Elementary School, the fire alarm control panel failed and could not be reset. Maintenance and Operations staff have contacted a fire alarm repair contractor who advised staff that the system and parts for it are no longer manufactured and that it was not repairable. Because the fire alarm system is a fire life safety system, the District is required to hold a manned, 24-hour per day fire watch until the system is fully functional.

Because of this failure and the requirement for a fully functional fire alarm system, it is necessary to replace the fire alarm system as quickly as possible without advertising for or inviting bids.

Public Contract Code 20113 relieves the Board of Education from bidding requirements when, in an emergency, any repair, alteration, work, or improvement is necessary to permit the continuance of existing school classes or to avoid danger to life or property. The Board must vote unanimously to request approval of the San Bernardino County Superintendent of Schools.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2023/2024-14, Emergency Request to San Bernardino County Superintendent of Schools for Authorization to Award a Contract without Bidding and Advertising for Replacement of the Fire Alarm System at Liberty ES.



## **FISCAL IMPACT**

Estimated at \$190,000.00 to the General Fund

NE:GS:kc

**Chino Valley Unified School District**  
**Resolution 2023/2024-14**  
**Emergency Request to San Bernardino County Superintendent of Schools**  
**for Authorization to Award a Contract without Bidding and Advertising for**  
**Replacement of the Fire Alarm System at Liberty Elementary School**

**WHEREAS**, the California Education Code Section 20113 relieves the governing boards of school districts from bidding requirements when, in an emergency, repairs, alterations, work, or improvement are necessary to permit the continuance of existing classes or to avoid danger to life and property;

**WHEREAS**, on August 29, 2023, the fire alarm system at Liberty Elementary School failed, which as a fire life safety system, is a threat to life, property, and ongoing operations;

**WHEREAS**, the District's staff and fire alarm contractor can no longer obtain the necessary parts for repairs of the system;

**WHEREAS**, the normal bidding process would delay and further affect normal school-wide operations and the safety students and school staff members;

**WHEREAS**, immediate repairs, alterations, work or improvements are necessary to permit the safe continuance of existing school classes;

**WHEREAS**, the District does not have sufficient time to follow the normal advertising and bidding process.

**THEREFORE, BE IT RESOLVED** that the Board of Education of the Chino Valley Unified School District declares that an emergency condition exists at Liberty Elementary School.

**IT IS RESOLVED FURTHER** that the Administration of the Chino Valley Unified School District is authorized to request relief from the bidding requirements from the San Bernardino County Superintendent of Schools.

**IT IS RESOLVED FURTHER** that the Superintendent or his designee is authorized to sign all related documents.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 7th day of September 2023, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

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

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



San Bernardino County Superintendent of Schools

**EMERGENCIES – AWARD OF  
CONTRACTS WITHOUT BIDS**

***Public Contract Codes 20113 (K-12) and 20654 (CC)***

Name of School District Chino Valley Unified School District

Contact Person Gregory Stachura

Telephone (909) 628-1201, Ext. 1203

Date August 30, 2023

In accordance with Public Contract Code 20113 (K-12) or 20654 (CC), an emergency at  
Chino Valley Unified ☒ School District ☐ Community College has arisen.

(Please explain) On August 29, 2023, during the first fire drill of the school year at Liberty Elementary School, the fire alarm control panel failed and could not be reset. Maintenance and Operations staff have contacted a fire alarm repair contractor who advised staff that the system and parts for it are no longer manufactured and that it was not repairable. Because the fire alarm system is a fire life safety system, the District is required to hold a manned, 24-hour per day fire watch until the system is fully functional.

Because of this failure and the requirement for a fully functional fire alarm system, it is necessary to replace the fire alarm system as quickly as possible without advertising or inviting bids.

The following repairs, alterations, work or improvement is necessary to:

☐ A. Permit the continuance of existing school classes.

Check one

or

☒ B. Avoid danger to life or property.

*This approval is for awarding a contract without a bid only. It does not authorize a district to begin a project without obtaining any necessary local or state permits nor does it preclude any local or state building codes or ordinances.*

The type of work to be performed includes: at Liberty Elementary School, the complete replacement of the fire alarm system, control panel, smoke sensors, heat sensors, sirens, strobe lights, and related wiring and hardware as well as completed system testing and inspection. Estimated cost: \$190,000.00

The CVUSD Governing Board, at a regular meeting on September 7, 2023, approved an emergency request with a vote of    to    and is asking the approval of the County Superintendent of Schools to make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for this purpose without advertising for or inviting bids.

I certify that the above information is true and correct and in accordance with Public Contract Code 20113 or 20654.

\_\_\_\_\_  
Governing Board Designee

\_\_\_\_\_  
Superintendent  
Title

\_\_\_\_\_  
September 7, 2023  
Date

Required attachment for Superintendent's approval:

☐ Board Minutes/Resolution (unanimous vote)

Required attachments for DFS processing of payment:

☐ Contract documentation (where applicable)

☐ Bonds

☐ Approved on:

☐ Disapproved on:

\_\_\_\_\_  
Ted Alejandro  
County Superintendent of Schools

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

**PREPARED BY:** Lea Fellows, Associate Superintendent, Human Resources

**SUBJECT:** **CONSIDERATION AND APPROVAL OF EMPLOYMENT  
CONTRACT FOR DR. HILDA FLORES, ASSISTANT  
SUPERINTENDENT, CURRICULUM, INSTRUCTION,  
INNOVATION, AND SUPPORT**

=====

**BACKGROUND**

Government Code 53262 requires that “all contracts with a superintendent, deputy superintendent, assistant superintendent, associate superintendent...of a local agency shall be ratified in an open session of the governing body, which shall be reflected in the governing body’s minutes.” Further, copies of the employment contract shall be made available to the public upon request.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the employment contract for Dr. Hilda Flores, Assistant Superintendent, Curriculum, Instruction, Innovation, and Support.

**FISCAL IMPACT**

This position is within the approved budget.

NE:LF:jw

# **CONTRACT FOR EMPLOYMENT OF ASSISTANT SUPERINTENDENT**

**between the**

**BOARD OF EDUCATION**

**of the**

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**County of San Bernardino, California**

**and**

**Hilda Flores**

## **1. OFFER**

This contract is entered into this 7<sup>th</sup> day of September 2023, by the Board of Education of the Chino Valley Unified School District (“District”) and Hilda Flores. The District hereby employs Hilda Flores as Assistant Superintendent, Curriculum, Instruction, Innovation and Support (“Assistant Superintendent”) for a term beginning September 11, 2023, and ending June 30, 2027. This contract may be extended annually, subject to the terms and conditions hereinafter set forth below, and subject to the Assistant Superintendent receiving a satisfactory job performance evaluation on or before March 1<sup>st</sup> of each calendar year by the Superintendent or designee.

## **2. SALARY**

The Assistant Superintendent shall be afforded the same opportunity to STEP on the salary schedule as all other employees of the District. The annual salary of the Assistant Superintendent shall be Range 12 STEP 4, one hundred ninety-eight thousand, seventy-six dollars (\$198,076.00), payable in twelve (12) equal payments. The Assistant Superintendent shall receive an annual salary increase that is not less than the percentage increase granted to the other management employees of the District.

## **3. DOCTORAL STIPEND**

The Assistant Superintendent shall be entitled to an annual stipend of four (4%) percent of her annual salary for a doctoral degree which is payable in twelve (12) equal

payments.

**4. LONGEVITY**

The Assistant Superintendent shall be afforded the same opportunity to participate in the District's longevity program as all other management employees, which is payable in twelve (12) equal payments.

**5. FRINGE BENEFITS**

The Assistant Superintendent shall be afforded the same opportunity to participate in the District's benefit program as all other management employees. The Assistant Superintendent shall receive five hundred fifty dollars (\$550.00) a month to defray her cost of using her personal vehicle for District business.

**6. ORGANIZATIONAL MEMBERSHIP**

The District shall pay full dues for the Assistant Superintendent's membership in the Association of California School Administrators (ACSA) or one other as deemed appropriate by the Assistant Superintendent.

**7. SALARY CHANGE**

The Board of Education reserves the right to modify the annual salary rate of the Assistant Superintendent's contract, provided that the salary shall not be decreased without the Assistant Superintendent's consent.

**8. VACATIONS AND SICK LEAVE**

The Assistant Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this agreement, except that the Assistant Superintendent shall be entitled to twenty-four (24) vacation days according to District policy. The Assistant Superintendent is entitled to cash out up to thirty (30) days of unused vacation annually. In the event of termination of employment, the Assistant Superintendent shall be entitled to compensation for unused vacation at the salary range effective during the school year in which the vacation credit was earned, not to exceed 56 days. The Assistant Superintendent will be entitled to twenty-two (22) days of earned sick leave per year.

**9. CONDITIONS**

This contract is subject to all applicable laws of the State of California and to the lawful rules and regulations of the California State Board of Education and the Board of Education of the District. Said laws, rules, and regulations are hereby made a part of the terms and conditions of this contract, as though herein set forth.

**10. RENEWAL**

In the event the Board determines not to renew this contract, written notice shall be given to the Assistant Superintendent no later than March 15th of the final year of the contract.

**11. TERMINATION FOR CAUSE**

The District may terminate this contract at any time for cause, pursuant to the California Education Code. In the event of termination for cause, the District shall have no obligation to pay remaining salary or benefits, except for that salary or benefits accrued by the Assistant Superintendent through the effective date of said termination.

**12. EARLY TERMINATION BY ASSISTANT SUPERINTENDENT**

The Assistant Superintendent may terminate her obligation under this contract by giving the District at least thirty (30) days written notice in advance of said termination in which case she shall receive her salary and benefits during said period unless the parties mutually agree in writing to other provisions.

**13. EVALUATION**

The Assistant Superintendent shall report to, and be directly responsible to the Superintendent or designee. The Superintendent or designee shall evaluate and assess in writing the performance of the Assistant Superintendent at least once a year during the term of this agreement. Said evaluation and assessment shall be reasonably related to the job description of the Assistant Superintendent and the goals and objectives of the District.

**14. STATEMENT REQUIRED BY GOVERNMENT CODE SECTION 53260**

The Board, at its sole discretion and without the need for any cause, may, upon giving



forty-five (45) days written notice to the Assistant Superintendent, terminate this Agreement. If the Board elects this option to terminate the Agreement, the District shall pay the Assistant Superintendent in one lump-sum payment or equal monthly payments (at the selection of the Assistant Superintendent,) beginning no later than the effective date of termination, the base salary the Assistant Superintendent would have earned for the remainder of this Agreement following the effective date of termination, not to exceed the equivalent of eighteen months of salary. The Assistant Superintendent shall also receive the same District paid medical, dental, and vision insurance for the same period of time in accordance with Government Code 53261.

**15. STATEMENT REQUIRED BY GOVERNMENT CODE SECTION 53243.2**

If this contract is terminated any cash settlement related to the termination shall be fully reimbursed to the District if the Assistant Superintendent is convicted of a crime involving an abuse of her office or position.

**16. ACTION AT OPEN SESSION OF REGULAR MEETING**

Pursuant to Government Code sections 54956(b) and 54957.6(a), this contract shall be approved in an open session of a regular meeting of the Board of Education.

**17. SAVING CLAUSE**

If any provisions of this Contract are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions shall continue in full force and effect.

**18. COMPLETE AGREEMENT**

The Contract is the full and complete agreement between the parties hereto. Any amendment, modifications, or variations from the terms of this Contract shall be in writing and shall be effective only upon approval of such amendment, modification, or variation by the Board and the Assistant Superintendent.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THEIR CONTRACT ON THE DATE INDICATED, UPON ACTION OF THE BOARD OF EDUCATION OF THE CHINO VALLEY UNIFIED SCHOOL DISTRICT.

**SIGNATURES OF THE BOARD OF EDUCATION OF THE CHINO VALLEY  
UNIFIED SCHOOL DISTRICT,**

**County of San Bernardino, California**

_____ Sonja Shaw, President	_____ Date
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_____ Jonathan Monroe, Vice President	_____ Date
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_____ Andrew Cruz, Clerk	_____ Date
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_____ Donald L. Bridge, Member	_____ Date
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_____ James Na, Member	_____ Date
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**SIGNATURE OF THE ASSISTANT SUPERINTENDENT, CURRICULUM,  
INSTRUCTION, INNOVATION AND SUPPORT**

_____ Hilda Flores, Ed. D.	_____ Date
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**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**August 17, 2023**

**MINUTES**

<b>I.        OPENING BUSINESS</b>
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**I.A.        CALL TO ORDER – 5:00 P.M.**

1. Roll Call

Vice President Monroe called to order the regular meeting of the Board of Education, Thursday, August 17, 2023, at 5:00 p.m. with Bridge, Cruz, Monroe, and Na present. Mrs. Shaw was absent.

2. Public Comment on Closed Session Items

None.

3. Closed Session

Vice President Monroe adjourned to closed session at 5:00 p.m. regarding conference with legal counsel anticipated litigation, one matter; a student readmission; public employee appointment: elementary school assistant principals; junior high school assistant principals; high school assistant principals; coordinator, special education; and assistant superintendent, curriculum, instruction, innovation, and support; conference with labor negotiators, A.C.T. and CSEA; and public employee discipline/dismissal/release.

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

1. Report Closed Session Action

Vice President Monroe reconvened the regular meeting of the Board of Education at 6:00 p.m. with Bridge, Cruz, Monroe, and Na present. The Board met in closed session from 5:00 p.m. to 5:37 p.m. regarding conference with legal counsel anticipated litigation: one matter; a student readmission; public employee appointment: elementary school assistant principals; junior high school assistant principals; high school assistant principals; coordinator, special education; and assistant superintendent, curriculum, instruction, innovation, and support; conference with labor negotiators, A.C.T. and CSEA; and public employee discipline/dismissal/release.

By a vote of 4-0, with Bridge, Cruz, Na, and Monroe voting yes (Shaw absent) appointed the following individuals: Hilda Flores, Ed.D., as Assistant Superintendent, Curriculum, Instruction, Innovation, and Support effective date to be determined; Alicia Johnson as Coordinator, Special Education effective August 18, 2023; Kennis Wong-Chan as assistant principal at Hidden Trails ES effective August 18, 2023; Selvina James as assistant principal at Newman ES effective August 18, 2023; Jennifer Hansen as assistant principal at Chino Valley Learning Academy effective August 18, 2023; Daniel Galindo as assistant principal at Chino HS effective August 18, 2023; and Ann Marie Jahahn as assistant principal at Don Lugo HS effective August 18, 2023. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Led by Chino Councilmember Curtis Burton.

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

Chloe Kubeldis said that she was excited to serve as student representative to the Board of Education; and reported on upcoming high school activities.

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

Brenda Walker, A.C.T. President, extended a welcome to Chloe Kubeldis as student representative on the Board; shared first week of school comments from some of the teachers, counselors, psychologists, nurses, and speech and language pathologists; and said the Association appreciates District departments for their work in preparing students and staff for the new school year.

Danny Hernandez, CSEA President, welcomed Chloe Kubeldis; said classified staff have been working during the summer to get ready for the beginning of the school year; said staff is working hard to resolve issues at sites; and said that child development fun clubs and nutrition services are in need of staff.

Emily Lao, CHAMP President, welcomed the community and staff for the start of the new school year; said that in the upcoming weeks, all Chino Valley schools are hosting back to school nights, and encouraged families and community to take advantage of the opportunity to meet teachers and to get involved in their child's school.

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

The following individuals addressed the Board: Jim Gallagher regarding school Board safety; Lance Asbra to pray for and bless the Board of Education and District; Rudi Krause regarding vaccines; Bobby Omari regarding Board Policy 5020.1; Liz Rosales regarding her children currently enrolled at Cal Aero Preserve Academy and moving to the new school; Misty in support of parental notification; Glory Cicarelli regarding erasure; Kristal regarding the teachers' union sidelining the parental notification policy; and Mindy Shamp regarding student safety.

**I.F. CHANGES AND DELETIONS**

The following changes were read into the record: Item II.A.1., Resolution 2023/2024-10, Regarding the Sufficiency of Instructional Materials 2023/2024 for Cal Aero Preserve Academy K through 6, deleted the name Schaffer and inserted the name Monroe; Item III.D.4., Notices of Completion for CUPCCAA Projects, corrected CUPCCAA Project CC2023-04 to read CC2024-04; and corrected CUPCCAA Project CC2023-08 to read CC2024-08; and Item III.E.1., Certificated/Classified Personnel, under Assignment Change, Carrie Sonnenberg, corrected the "To" position to read Rhodes ES.

<b>II. ACTION</b>
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**II.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****II.A.1. 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**

Vice President Monroe opened the hearing regarding the Sufficiency of Instructional Materials 2023/2024 for Cal Aero Preserve Academy K through 6 at 6:35 p.m. There were no speakers, and the hearing was closed at 6:35 p.m. Moved (Na) seconded (Bridge) motion carried (4-0, Shaw absent) to adopt Resolution 2023/2024-10, as amended. Student representative voted yes.

<b>III. CONSENT</b>
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Moved (Na) seconded (Bridge) motion carried (4-0, Shaw absent) to approve the consent items, as amended. Student representative voted yes.

**III.A. ADMINISTRATION**

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

Approved the minutes of the July 20, 2023 regular meeting.

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

Approved the revision of Bylaws of the Board 9320—Meetings and Notices.

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

Approved the revision of Bylaws of the Board 9322—Agenda/Meeting Materials.

**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; and Margaret A. Chidester.

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

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

Approved student expulsion case 22/23-66.

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

Approved/ratified 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**

Approved 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**

Approved 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**

Approved 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**

Approved 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**

Approved 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**

Approved the Baldy View Regional Occupational Program 2023/2024 Contract for Embedded Classes.

**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. Notices of Completion for CUPCAA Projects**

Approved the Notices of Completion for CUPCCA Projects, as amended.

**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**

Approved 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)**

Approved 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)**

Approved 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**

Adopted 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**

Approved 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; and Tony Flores, Senior Citizen Group Representative.

**III.E. HUMAN RESOURCES**

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

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

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

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

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

Approved 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**

Approved 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**

Received 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**

Received 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**

Received 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**

Don Bridge said the Chino Hills Parks and Recreation Commission meeting took place last night, and said the Commission is promoting a poster and essay contest called Celebrate the Family; said Chino Hills is doing a photo contest; said the Chino Hills Community Center is having a teen activity center for grades 9-12, Monday through Friday; and said high school football starts and announced a couple of scheduled games.

James Na asked Dr. Enfield to have staff speak to the parent who expressed concern regarding how the new Cal Aero boundary will affect her students; thanked staff for the work they do; thanked parents for supporting education; spoke about parental rights day scheduled in Sacramento; and welcomed Chloe Kubeldis as student representative.

Andrew Cruz asked for the information about the parental notification being sidelined; spoke about Chloe's college aspirations; spoke about returning to a new school year; shared a sample of student art; extended thanks and gratitude on behalf of President Shaw for supporting the parental notification policy; commented on the action the

Attorney General is taking against the District; and shared information regarding COVID-19.

Superintendent Enfield welcomed Chloe Kubeldis as student representative to the Board, and wished her a fun and exciting school year; thanked CSEA staff for the work they did over the summer to prepare for the start of the school year; thanked all staff for the work they do; and welcomed all students and parents to a new school year.

Vice President Monroe welcomed Chloe Kubeldis as student representative to the Board; acknowledged the beginning of the new school year; spoke about safety on school campuses; spoke about the recent event at Chino Hills regarding a stabbing that took place off campus; encouraged the community to pay attention to what happens to the young man who stabbed another student; and closed by thanking the now retired Chino Police Department Chief Simmons and congratulated the incoming chief.

<b>VI. ADJOURNMENT</b>
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Vice President Monroe adjourned the regular meeting of the Board of Education at 6:58 p.m.

---

Sonja Shaw, President

---

Andrew Cruz, Clerk

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 2023  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D, Superintendent  
**SUBJECT: RESOLUTION 2023/2024-12, BOARD COMPENSATION FOR SONJA SHAW FOR AUGUST 17, 2023 MISSED MEETING**

=====

**BACKGROUND**

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

This resolution recognizes that Sonja Shaw was absent from the August 17, 2023 regular meeting of the Board of Education due to a hardship deemed acceptable by the Board.

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2023/2024-12, Board Compensation for Sonja Shaw for August 17, 2023 Missed Meeting.

**FISCAL IMPACT**

None.

NE:pk

**RESOLUTION 2023/2024-12  
BOARD COMPENSATION FOR SONJA SHAW  
AUGUST 17, 2023 MISSED MEETING**

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

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

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

**WHEREAS**, the Board finds that Sonja Shaw did not attend the August 17, 2023 Board meeting for the following reason(s):

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the Chino Valley Unified School District approves compensation of the Board member for the August 17, 2023 missed meeting.

**APPROVED, PASSED, AND ADOPTED** this 7<sup>th</sup> day of September 2023 at a regular meeting, by the following vote:

Bridge	_____
Cruz	_____
Monroe	_____
Na	_____
Shaw	_____

\_\_\_\_\_  
Sonja Shaw, President

\_\_\_\_\_  
Andrew Cruz, Clerk

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 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**

\$16,797,622.42 to all District funding sources.

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** September 7, 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**  
**September 7, 2023**

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

**School**

Ayala HS

**Organization**

Baseball Boosters

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** September 7, 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**  
**September 7, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Cortez ES</u></b>		
PFA	Thinknlocal	9/8/23 - 10/8/23
PFA	Donation Drive	9/11/23 - 5/1/24
PFA	Mrs. Field's Cookies	10/2/23 - 10/16/23
PFA	The Licorice Guy	11/1/23 - 11/15/23
PFA	World's Finest Chocolate	1/8/24 - 1/19/24
<b><u>Chaparral ES</u></b>		
ASB - 6th Grade	Krispy Kreme	9/15/23 - 9/28/23
ASB - 6th Grade	See's Candies	10/27/23 - 11/9/23
<b><u>Eagle Canyon ES</u></b>		
PTA	Kona Ice	9/8/23 - 5/30/24
PTA	Marquee Advertisements	9/8/23 - 5/30/24
PTA	Spirit Wear	9/8/23 - 5/30/24
PTA	Thinknlocal	9/8/23 - 5/30/24
PTA	Yearbook	9/8/23 - 5/30/24
PTA	Get Air	9/8/23 - 5/30/24
PTA	Fall Festival	10/27/23
<b><u>Glenmeade ES</u></b>		
PTA	World's Finest Chocolate	9/8/23 - 5/23/24
PTA	Jog-A-Thon	9/21/23
PTA	Fall Family Fun Night	10/13/23
PTA	Book Fair	11/3/23 - 11/9/23
<b><u>Hidden Trails ES</u></b>		
PTA	Thinknlocal	9/8/23 - 10/8/23
PTA	Kona Ice	9/13/23
PTA	Movie Night	9/29/23
PTA	Chino Hills Pizza Company	10/5/23
PTA	Trunk N' Treat	10/27/23
PTA	Step It Up!	11/6/23 - 11/17/23
<b><u>Newman ES</u></b>		
ASB - 6th Grade	Kona Ice	9/8/23 - 5/24/24
ASB - 6th Grade	Krispy Kreme	9/8/23 - 5/24/24

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**September 7, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Rolling Ridge ES</u></b>		
ASB - 6th Grade	Juice It Up!	8/23/23 - 5/22/24
ASB - 6th Grade	Camp Sweatshirts	9/15/23 - 10/15/23
ASB - 6th Grade	Pieology	9/20/23
ASB - 6th Grade	Recycling	10/20/23 - 5/23/24
ASB - 6th Grade	Snack Shack Family Fun Night	10/27/23
ASB - 6th Grade	Holiday Boutique	12/11/23 - 12/14/23
ASB - 6th Grade	Crumb Cookie	1/17/24
ASB - 6th Grade	Light the Night	1/22/24 - 2/2/24
ASB - 6th Grade	Panda Express Dine Out	2/14/24
ASB - 6th Grade	Chick-fil-A Dine Out	3/12/24
ASB - 6th Grade	Raising Cane's	4/17/24
ASB - 6th Grade	Spring Program Chilitos Mexican Grill	5/15/24
ASB - 6th Grade	Spring Program Tastee Freez	5/15/24
ASB - 6th Grade	Spring Program Concessions	5/15/24
<b><u>Walnut ES</u></b>		
PFA	Grab N Go Pizza	9/8/23 - 5/23/24
PFA	McTeacher Night	9/8/23 - 5/23/24
<b><u>Cal Aero K-8</u></b>		
PTO	Scholastic Book Fair	9/11/23 - 9/16/23
<b><u>Canyon Hills JHS</u></b>		
PTSA	Hula Tang	9/27/23
<b><u>Magnolia JHS</u></b>		
PFA	Baker's Drive-Thru Spirit Night	9/27/23
<b><u>Ayala HS</u></b>		
ASB - Volleyball	JV/Frosh Tournament	9/8/23
Spirit Boosters	JV Football Concessions	9/8/23 - 11/2/23
Band & Color Guard Boosters	Monday Night Lights	9/8/23 - 11/27/23
Band & Color Guard Boosters	World's Finest Chocolate	9/8/23 - 12/31/23
Band & Color Guard Boosters	Panda Express Dine Outs	9/8/23 - 3/30/24
ASB - Volleyball	Varsity Tournament	9/9/23 - 9/11/23
ASB - Boys' Basketball	Shoot-A-Thon	9/10/23 - 10/21/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**September 7, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Ayala HS (cont.)</u></b>		
Boys' Basketball	Donation Drive	9/10/23 - 11/1/23
Wrestling Boosters	IEWA Wrestling Tournament	9/16/23
ASB - FCCLA	Cookie & Snow Cones	9/20/23 - 11/29/23
Band & Color Guard Boosters	Music In Motion	10/14/23
Band & Color Guard Boosters	Music In Motion	10/14/23 - 1/27/24
ASB - FBLA	Chipotle Dine Out	10/17/23
Baseball Boosters	12th Annual Golf Tournament	10/27/23
Band & Color Guard Boosters	Christmas Ornaments	11/1/23 - 1/27/24
ASB - Boys' Basketball	JV/Frosh Tournament Entry Fees	12/4/23 - 12/9/23
ASB - Boys' Basketball	JV/Frosh Tournament Admission	12/4/23 - 12/9/23
ASB - Boys' Basketball	JV/Frosh Tournament Concessions	12/4/23 - 12/9/23
<b><u>Chino HS</u></b>		
Sports Boosters	Jr. Cheer Camp	10/2/23 - 10/6/23
<b><u>Chino Hills HS</u></b>		
PTSA	Thinknlocal	9/8/23 - 6/8/24
PTSA	After School Concessions	9/11/23 - 12/8/23
General Boosters - Dance	Double Good Popcorn	9/12/23 - 9/16/23
ASB - Athletics	In-N-Out	9/14/23
ASB - AVID	Snap! Raise	9/17/23 - 10/17/23
ASB - Cross Country	Snap! Raise	9/18/23 - 10/31/23
General Boosters - Baseball	Applebee's Sunday Special	10/8/23
General Boosters - Dance	Clothing Drive	10/15/23
General Boosters - Dance	Wreath Sales	10/16/23 - 11/3/23
General Boosters - Dance	West Coast Elite Dance	2/3/24 - 2/22/24
<b><u>Don Lugo HS</u></b>		
ASB - Floral Club	Floral Sales	9/8/23 - 5/30/24
ASB - Class of '24	Family Dine Outs	9/14/23 - 4/12/24
ASB - Parent Groups	Stadium Concessions	9/15/23 - 6/30/24
PTSA	Hula Tang	9/27/23
ASB - ASL	Angels Game Ticket Sales	9/27/23 - 4/27/24
ASB - Class of '24	Double Good Popcorn	10/1/23 - 10/31/23
ASB - French Club	LolaBird Sheets	10/1/23 - 11/1/23
ASB - French Club	Movie Night	10/13/23
ASB - FFA	Fall Festival	10/20/23
ASB - Class of '24	Skate Express	11/9/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**September 7, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Don Lugo HS (cont.)</u></b>		
ASB - FFA	Poinsettia Sales	11/13/23 - 11/24/23
ASB - League & Powder Puff	Concessions	2/1/24 - 6/30/24
ASB - FFA	Cookie Dough	2/5/24 - 2/16/24
ASB - Dance	Dance Production	3/14/24 - 3/15/24
ASB - Floral Club	LA County Fair Workshops	5/3/24 - 5/27/24

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 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**  
**September 7, 2023**

<b><u>DEPARTMENT/SITE DONOR</u></b>	<b><u>ITEM DONATED</u></b>	<b><u>APPROXIMATE VALUE</u></b>
<b><u>Office of Assessment &amp; Instructional Technology</u></b>		
Chino Hills Pizza Company	Gift Card	\$50.00
<b><u>Canyon Hills JHS</u></b>		
John Ma	Cash	\$100.00
Sunny Graffions	Cash	\$100.00
Arutselvi & Randy Lee	Cash	\$150.00
<b><u>Chino HS</u></b>		
Copious 9 Inc/Riverside Grill	Cash	\$600.00
<b><u>Don Lugo HS</u></b>		
Patricia Gilbert	Cash	\$50.00
Richard Mandleur & Christie Yoonhee Yang	Cash	\$100.00
Kelly & Aaron Adams	Cash	\$118.00
City of Chino	Cash	\$250.00
Painted Dough, Inc.	Cash	\$250.00
Wienerschnitzel	Cash	\$250.00
Craig & Milli Arakawa	Cash	\$300.00
C.E. Mechanical, Inc.	Cash	\$500.00
Regal Packaging, Inc.	Cash	\$800.00
Julimen, Inc.	Cash	\$1,117.00

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

**DATE:** September 7, 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	2023/2024 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	July	\$30,903.25	\$ 30,903.25
Margaret A. Chidester & Associates	July	\$ 2,385.00	\$ 2,385.00
Tao Rossini, APC	July	\$14,615.00	\$14,615.00
		-	
	<b>Total</b>	\$47,903.25	\$47,903.25

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$47,903.25 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:** September 7, 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: RESOLUTION 2023/2024-13, ACTUAL GANN LIMIT FOR 2022/2023  
AND ESTIMATED GANN LIMIT FOR 2023/2024**

=====

**BACKGROUND**

In November 1979, California voters approved Proposition 4, an initiative that added Article XIII B to the California Constitution. This constitutional amendment, known as the Gann Limit, placed limits on the growth of expenditures for publicly funded agencies, including school districts. The law further specified the process for calculating State and local government appropriation limits and appropriations subject to limitation under Article XIII B of the Constitution.

Based on the prescribed calculation formula, the District's actual appropriation limit for 2022/2023 is \$185,127,755.94. The District's estimated appropriation limit for 2023/2024 is \$191,452,623.51.

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

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2023/2024-13, Actual Gann Limit for 2022/2023 in the amount of \$185,127,755.94 and Estimated Gann Limit for 2023/2024 in the amount of \$191,452,623.51.

**FISCAL IMPACT**

None.

NE:SHC:LP:lf



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Resolution 2023/2024-13**  
**Actual Gann Limit for 2022/2023 and**  
**Estimated Gann Limit for 2023/2024**

**WHEREAS**, Article XIII B of the California Constitution, as approved by the voters in November 1979, requires the establishment of appropriation limits on “proceeds of taxes” revenues for public agencies, including school districts, beginning with the 1980/1981 fiscal year; and

**WHEREAS**, each district is required to determine and adopt such actual appropriation limits, as calculated on forms supplied by the State of California, for the 2022/2023 fiscal year, as a legislative act; and

**WHEREAS**, each district is required to determine and adopt such estimated appropriation limits, as calculated on forms supplied by the State of California, for the 2023/2024 fiscal year, as a legislative act; and

**WHEREAS**, this school district’s appropriation limit has been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title 1 of the Government Code.

**BE IT THEREFORE RESOLVED**, as a legislative act of this Board of Education, that for the purposes of Article XIII B, there is hereby established this district’s actual “appropriation limit” of \$185,127,755.94 for the 2022/2023 fiscal year.

**BE IT FURTHER RESOLVED**, as a legislative act of this Board of Education, that for the purposes of Article XIII B, there is hereby established this district’s estimated “appropriation limit” of \$191,452,623.51 for the 2023/2024 fiscal year.

**BE IT FURTHER RESOLVED**, that the appropriation subject to limitation in the 2022/2023 fiscal year budget of this school district does not exceed this appropriation limit.

**APPROVED, PASSED, AND ADOPTED** the 7<sup>th</sup> day of September 2023 by the Board of Education of the Chino Valley Unified School District of San Bernardino County by the following vote:

Bridge: \_\_\_\_\_  
Cruz: \_\_\_\_\_  
Monroe: \_\_\_\_\_  
Na: \_\_\_\_\_  
Shaw: \_\_\_\_\_

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

---

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

# CHINO VALLEY UNIFIED SCHOOL DISTRICT

## Our Motto:

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

**DATE:** September 7, 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: Cattle ES Event: Outdoor Science Camp Place: Twin Peaks, CA Chaperone: 70 students/7 chaperones	March 11-15, 2024	Cost: \$378.00 per student Funding Source: Parents
Site: Newman ES Event: Thousand Pines Outdoor Science Camp Place: Crestline, CA Chaperone: 50 students/6 chaperones	February 6-9, 2024	Cost: \$401.00 per student Funding Source: ASB and fundraising
Site: Don Lugo HS Event: Orange Section Future Farmers of America Leadership Conference Place: Orange, CA Chaperone: 6 students/1 chaperone	November 3-4, 2023	Cost: \$50.00 per student Funding Source: Parents

## **FISCAL IMPACT**

None.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** September 7, 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  
Katrina Gomez, DSW, Director, Health Services/Child Development

**SUBJECT: EXPANDED LEARNING OPPORTUNITIES PROGRAM PLAN**

=====

**BACKGROUND**

The Budget Act of 2021, Senate Bill (SB) 129 and Assembly Bill (AB) 130, established the Expanded Learning Opportunities Program (ELO-P). The ELO-P provides funding for afterschool and summer school enrichment programs for transitional kindergarten through sixth grade.

The District must operate the ELO-P pursuant to the requirements in California Education Code (EC) Section 46120, including the development of a program plan. The program plan was approved by the Board of Education on July 21, 2022, at a public meeting and posted on the District's website. The District is responsible for creating, reviewing, and updating the program plan every three years in accordance with EC Section 8482.3(g)(1).

On July 1, 2023, the Education Audit Appeals Panel amended the audit guide for the annual audits required by EC Section 41020. The program plan has been revised to adhere to these guidelines.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Expanded Learning Opportunities Program Plan.

**FISCAL IMPACT**

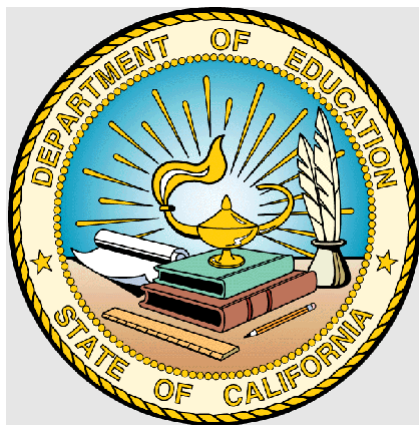
\$9,912,439.00 to Restricted Funds.

NE:GP:KG:gks

**Expanded Learning Opportunities  
Program Plan Guide**

# **EXPANDED LEARNING OPPORTUNITIES PROGRAM PLAN GUIDE**

Prepared by:  
CHINO VALLEY  
UNIFIED SCHOOL DISTRICT  
HEALTH SERVICES/CHILD  
DEVELOPMENT  
DEPARTMENT



**This Program Plan Template Guide is required by California *Education Code (EC)*  
Section 46120(b)(2)**

## Expanded Learning Opportunities Program Plan Guide

### Name of Local Educational Agency and Expanded Learning Opportunities Program Site(s)

Local Educational Agency (LEA) Name: Chino Valley Unified School District

Contact Name: Shiloh Hart

Contact Email: [Shiloh\\_Hart@chino.k12.ca.us](mailto:Shiloh_Hart@chino.k12.ca.us)

Contact Phone: 909-628-1202 ext. 8918

## Expanded Learning Opportunities Program Plan Guide

**Instructions:** Please list the school sites that your LEA selected to operate the Expanded Learning Opportunities Program (ELO-P). Add additional rows as needed.

1. Alicia Cortez ES
2. Anna Borba ES
3. Butterfield Ranch ES
4. Cal Aero Preserve Academy
5. Chaparral ES
6. Country Springs ES
7. Doris Dickson ES
8. E.J. Marshall ES
9. Eagle Canyon ES
10. Edwin Rhodes ES
11. Gerald Litel ES
12. Glenmeade ES
13. Hidden Trails ES
14. Howard Cattle ES
15. Legacy Academy (2024-2025)
16. Levi Dickey ES
17. Liberty ES
18. Lyle S. Briggs Fundamental School
19. Michael G. Wickman ES
20. Newman ES
21. Oak Ridge ES
22. Rolling Ridge ES
23. Walnut Ave ES

# Expanded Learning Opportunities Program Plan Guide

## Purpose

This template will aid LEAs in the development of a program plan as required by *EC* Section 46120(b)(2). In this program plan, LEAs will describe program activities that support the whole child, and students' Social and Emotional Learning (SEL) and development.

## Definitions

"Expanded learning" means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning experiences. It is the intent of the Legislature that expanded learning programs are pupil-centered, results driven, include community partners, and complement, but do not replicate, learning activities in the regular school day and school year. (*EC* Section 8482.1[a])

"Expanded learning opportunities" has the same meaning as "expanded learning" as defined in *EC* Section 8482.1. "Expanded learning opportunities" does not mean an extension of instructional time, but rather, opportunities to engage pupils in enrichment, play, nutrition, and other developmentally appropriate activities. (*EC* Section 46120[e][1])

# Expanded Learning Opportunities Program Plan Guide

## Instructions

This Program Plan needs to be approved by the LEA's Governing Board in a public meeting and posted on the LEA's website.

The program plan template guide is considered a living document that is periodically reviewed and adjusted to reflect the needs of the community, updates in the law, and to provide continuous improvement in the development of an effective ELO-P.

The LEA is responsible for creating, reviewing, and updating the program plan every three years in accordance with *EC* Section 8482.3(g)(1). LEAs are encouraged to work collaboratively with partners and staff to develop and review the program plan. The LEA is responsible for the plan and the oversight of any community partners or subcontractors. The LEA should include any partners in the development and review of the plan. It is recommended that the plan be reviewed annually.

The Expanded Learning Division adopted the *Quality Standards for Expanded Learning in California* (Quality Standards) and introduced requirements for Continuous Quality Improvement (CQI) to help programs engage in reflection and be intentional about program management practices and activities delivered to students. To create the program plan, provide a narrative description in response to the prompts listed under each Quality Standard below. The LEA may customize and include additional prompts, such as describing SEL activities, or refining the plan. In addition to the narrative response, it may be useful to include tables, charts, or other visual representations that contribute to the understanding of the ELO-P. LEAs are encouraged to download and reference the Quality Standards in order to provide ongoing improvements to the program. The Quality Standards can be found on the California Department of Education's (CDE) Quality Standards and CQI web page, located at <https://www.cde.ca.gov/ls/ex/qualstandcqi.asp>.



# Expanded Learning Opportunities Program Plan Guide

## 1—Safe and Supportive Environment

Describe how the program will provide opportunities for students to experience a safe and supportive environment. Include if the program will be offered on the school site or off campus. If not on site, describe where in the community it will be and how students will be supported to get there.

Program employees practice active supervision that creates a safe and supportive environment by establishing clear program and behavior agreements, rewarding positive behavior, and redirecting students when necessary. Program employees actively supervise students and keep a clear line of sight. Students are met by the staff each day at a specific area on the school campus. Students will be signed out of the program only by a designated adult with proper form of identification.

Students participate in regularly scheduled fire, earthquake, and active shooter emergency drills. Each staff is certified in First Aid and CPR. The program will work and collaborate with the District's Multi-tiered System of Supports Behavior program to provide students support through implementation of Positive Behavior Intervention and Supports (PBIS), and referrals to specialized services when needed. The program will also collaborate with the District's behavior intervention program for training to support students presenting with unsafe behaviors and/or experiencing a crisis.

A team of district school nurses will provide support to staff for students with medical or specialized health needs and provide training on program guidelines/protocol to safely respond to injuries and medical emergencies.

Regular updates will be made to program buildings, furniture, equipment, and materials to ensure safe physical environments for students. New program buildings and equipment will be provided to support safe program expansion and program access for students as the need for additional student enrollment increases.

# Expanded Learning Opportunities Program Plan Guide

## 2—Active and Engaged Learning

Describe how the program will provide opportunities for students to experience active and engaged learning that either supports or supplements, but does not duplicate, the instructional day.

Our program supports and enhances daily classroom instruction. Students participate in a balance of individual activities, small and large group activities, indoor and outdoor activities, homework support, and quiet as well as active play. The students in the program will participate in various hands-on STEAM (science, technology, engineering, the arts and mathematics), literacy, learning activities, and projects.

The current After School Education and Safety (ASES) programs partner with companies such as Kids Affirmation through Mentorship and Sports (KAMS) to help with enrichment activities in the afternoon. The students will also have the opportunity to work with teachers that can assist them with homework in the afternoon. The program partners with outside agencies and/or credentialed teachers within the district to provide literacy, tutoring support, performing arts, and sports/physical activities.

## 3—Skill Building

Describe how the program will provide opportunities for students to experience skill building.

Students will have opportunities to work in small groups to create and develop assigned projects. Through small groups, students will have the opportunities to collaborate with peers and strengthen communication skills. These skills will be layered and built upon to progress through various lessons and activities to allow students to achieve mastery of those skills. Students will be encouraged to progress through various opportunities to strengthen their creative skills and refine their groups' collaboration and communication. Learning opportunities and projects will be linked to personal experiences and students will participate in related fieldtrips for real world application and learning.

Program employees will collaborate with teachers to help students stay on track with assignments and to provide targeted academic supports to build on classroom experiences.

# Expanded Learning Opportunities Program Plan Guide

## 4—Youth Voice and Leadership

Describe how the program will provide opportunities for students to engage in youth voice and leadership.

All sites are invested in providing strong youth leadership development and youth involvement in programming. Youth voice and leadership development are the core focus of everything done for students in the program. Students have opportunities to provide feedback through small group discussion and student surveys. Student feedback will be used to better align the program with student interests to tailor the program to the needs of the individual school sites. Students have opportunities to choose themes and decorate their learning environments to create a sense of ownership.

Students in the program will also have opportunities to be class and group leaders. Student leaders receive training from program employees to learn how to support their peers by providing direction, guidance, and helping to lead small group activities. Student leaders may also have additional opportunities to participate in service and community projects. These groups and opportunities will be continuously monitored by program employees to ensure the development of leadership skills.

## 5—Healthy Choices and Behaviors

Describe how the program will provide opportunities for students to engage in healthy choices and behaviors. Describe how students will be served nutritious meals and/or snacks during the ELO-P hours of programming.

The program will adopt the District's existing wellness policy to ensure students have opportunities for nutritious meals and snacks, engage in appropriate physical activity, and learn about healthy habits, including drug and alcohol prevention. The District Nutrition Services department will provide support for all children enrolled in the program in accordance with SB 1169 and the California Department of Education. Physical activity, generally outdoors, is offered each day. Staff supervise and lead games and activities, including team sports, individual physical challenges, and team physical challenges are done at least weekly.

Healthy Chino Fitness and nutrition activities are embedded into the monthly calendar.

The program staff will receive training from the district's multi-tiered system of supports behavior program to promote healthy behaviors by implementing Positive Behavior Intervention And Supports (PBIS) practices.

# Expanded Learning Opportunities Program Plan Guide

## 6—Diversity, Access, and Equity

Describe how the program is designed to address cultural and linguistic diversity and provide opportunities for all students to experience diversity, access, and equity.  
Describe how the ELO-P will provide access and opportunity for students with disabilities.

The program will provide lessons and opportunities for students to learn about diversity and develop sensitivity skills. The program will focus on creating safe learning environments where students feel comfortable sharing their diverse backgrounds, abilities, and celebrating their differences. Activities will be adapted to ensure the participation of students with various physical and developmental abilities by celebrating their differences through monthly recognitions. The program will create a culturally diverse environment through program materials and displays. Students will learn about different cultures through cultural celebrations. Materials and parent information will be available in Spanish for families whose primary language is Spanish. The program will strive to hire employees that reflect the community of the students served.

The program will collaborate with the district's special education department and 504 coordinator to provide necessary training and support to implement student behavior plans, 504 accommodation plans, and/or other accommodations outlined in students' IEPs necessary to ensure program access for students with disabilities.

## 7—Quality Staff

Describe how the program will provide opportunities for students to engage with quality staff.

All program employees will be required to take and pass the Chino Valley Unified School District instructional aid test prior to working in the programs (Education Code Section 45330). Employees are offered competitive pay and have clear job descriptions to understand the level of support and administrative responsibilities assigned. All employees will be held to high levels of professionalism and competency. Employees will be provided program shirts to be easily identified by students, parents, and the community, and will be held to high expectations of providing professional and appropriate communication and care to students, families, and the community. Employees will be required to attend professional development trainings given through the District, city, and county. Employees will also be provided with on the job coaching and technical assistance when needed.

# Expanded Learning Opportunities Program Plan Guide

## 8—Clear Vision, Mission, and Purpose

Describe the program's clear vision, mission, and purpose.

Through strong relationships with families, schools, and communities, it will be the goal of the program to provide quality educational, recreational, and cultural programs. We will aim to promote the social, physical, intellectual, and emotional development of the youth we are serving. Students will be guided and supported to reach their full potential as productive, caring, and responsible citizens.

The program vision, mission, and purpose will be clearly communicated to a variety of Educational partners, including students, parents, employees, community partners, and school site partners.

## 9—Collaborative Partnerships

Describe the program's collaborative partnerships. Local educational agencies are encouraged to collaborate with non-LEA entities to administer and implement ELO-P programs.

We will collaborate and partner with the City of Chino to offer the program. Organization leaders will meet regularly to review and discuss program quality and make suggestions for improvements. Appropriate personnel will be identified for follow up on suggested changes or additions to the program. Regular meetings with consultants, field experts, specialists, and principals will occur to collaborate, reflect, and debrief about the program.

The program will work to align the school day to provide supplemental activities that will support students and provide a wider range of opportunities. The program will collaborate with community, county, state, private agencies, and companies to enhance student experiences during program and develop employees.

The program will partner with outside agencies and companies to provide additional literacy, tutoring support, performing arts, and sports/physical activities.

# Expanded Learning Opportunities Program Plan Guide

## 10—Continuous Quality Improvement

Describe the program's Continuous Quality Improvement plan.

The program will use data from multiple sources to assess its strength and weaknesses in order to continuously improve program design, outcomes, and impact. Assessment tools will include internal assessments for program quality, employee evaluations, and surveys completed by educational partners. Resources will include the quality Standards for Expanded Learning in California After-School Network, and program assessments provided by the City of Chino.

Program employees of all levels will engage in ongoing professional development to continuously improve in their respective positions.

School sites will participate in daily debriefing sessions where they are able to address any concerns, successes, and questions that may arise.

## 11—Program Management

Describe the plan for program management.

Program management will consist of coordinators who function under the direction of the district's health services and child development director. These administrators will oversee the development, implementation, and monitoring of the district's before, after-school, intercession days, and summer ELO programs. This involves management of all aspects of the ELO programs including outreach to targeted students and collaboration/coordination of extended/enrichment care providers and vendors.

The Program will adhere to the ASES model of program management to ensure the highest level of compliance standards. The program will be budgeted per District fiscal practices. The program will follow all District, county, and state fiscal procedures for tracking expenses and maintaining records. The program will collaborate with the district's business department to regularly review all expenditures. The District will update procedures for the program as needed per funding requirements to ensure adherence with local, state, and federal laws.

The District and community partners will collaborate to ensure all reports and records are collected and submitted to corresponding agencies by the respective deadlines. The program will have a clear organization structure so students, parents, and staff know whom to contact to address concerns or inquiries.

# Expanded Learning Opportunities Program Plan Guide

## General Questions

### **Existing After School Education and Safety (ASES) and 21<sup>st</sup> Community Learning Centers (21<sup>st</sup> CCLC) Elementary and Middle School grantees.**

ASES, 21<sup>st</sup> CCLC Elementary/Middle School, and the ELO-P should be considered a single, comprehensive program. In coordinating all these funding streams to move towards a single program, the expectation is that the most stringent requirements will be adopted for program guidance. If one or both grants are held, please describe how the ELO-P funding will be used to create one comprehensive and universal Expanded Learning Program.

ELO-P funds will be used to further provide programming to students without creating division between programs. Students will be able to enroll into program with no distinction between an "ELO-P" and "ASES" program. Parents will fill out the same enrollment form for both programs and be considered enrolled into the same one. All enrolled students will be able to participate in existing after-school programming. Funds will be used to provide additional programming and staffing to supplement the needs of the students at sites. All programming will use the same clear guidelines and expectations to ensure a safe and engaging program.

# Expanded Learning Opportunities Program Plan Guide

## Transitional Kindergarten and Kindergarten

Programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1. (EC Section 46120[b][2][D]). Please address the proposed schedule and plan for recruiting and preparing staff to work in the program, including supporting them to understand how to work with younger children. How will the lower pupil-to-staff ratio be maintained? How will the curriculum and program be developmentally-informed to address this younger age group?

In collaboration with the District, the program will create programming specific to younger students. An increased number of child development employees will be hired to maintain a 10:1 ratio for kindergarten students. Employees will modify lessons to make each lesson age appropriate. The program will include all transitional kindergarten sites.

The program will work with San Bernardino County Superintendent of Schools, Early Education department to provide specialized professional development. The district currently has a half day kindergarten. Kindergarten students can attend after school and will be placed in assigned groups with students of the same grade.

## Sample Program Schedule

Please submit a sample program schedule that describes how the ELO-P or other fund sources, including the California State Preschool Program for children enrolled in transitional kindergarten or kindergarten, will be combined with the instructional day to create a minimum of nine hours per day of programming (instructional day plus ELO-P or other supports). Also, submit a sample schedule for a minimum nine-hour summer or intersession day.

The ELO-P funding will be combined with the ASES Grant to provide ~~universal~~ before and after-school program opportunities during the school year. Additionally, program partners will offer a minimum of 30 intercessions instruction days through the district's summer enrichment program and throughout the school year.

Sample schedule for an instructional day:

**TK/K:**



## Expanded Learning Opportunities Program Plan Guide

Morning School Day:

7:50 A.M. – 11:10

A.M.

Afternoon Program:

11:10 A.M. – 6:00

P.M

Morning Program:

6:30 A.M. – 11:10

A.M

Afternoon School

Day: 11:10 A.M. –

6:00 P.M.

### **GRADES 1-6**

Morning Program:

6:30 A.M. – 7:50 A.M.

School Day: 7:50

A.M. – 2:20 P.M.

After School Program:

2:30 P.M. – 6:00 P.M.

### **Summer Enrichment Program**

7:00 A.M. – 6:00 P.M.

Summer Sample

Daily Schedule

Breakfast- 7:00 A.M

– 8:15 A.M.

Welcome Routine

and Morning

Enrichment Activities

– 8:15 A.M.- 10:00

A.M

Snack 10:00 A.M. –

10:15 A.M.

## Expanded Learning Opportunities Program Plan Guide

PE/Sports Activity  
10:15 A.M. – 11:30  
A.M.

Wellness Break  
(Restroom, Water)  
11:30 A.M. – 12:00  
P.M.

Lunch – 12:00 P.M. –  
1:00 P.M.

Afternoon  
Enrichment Activities  
1:00 P.M. – 2:30  
P.M.

Snack – 2:30 P.M. –  
2:45 P.M.

Wellness Break  
(Bathroom/Water)  
2:45 P.M. – 3:00 P.M.

PE/Sports Activity –  
3:00 P.M. – 4:00  
P.M.

After Program Care –  
4:00 P.M. -6:00 P.M.

# Expanded Learning Opportunities Program Plan Guide

Below are additional legal requirements for the ELO-P. Please ensure your Program Plan meets all of these legal requirements:

## **EC Section 46120(b)(2):**

[LEAs] operating expanded learning opportunities programs may operate a before school component of a program, an after school component of a program, or both the before and after school components of a program, on one or multiple school sites, and shall comply with subdivisions (c), (d), and (g) of Section 8482.3, including the development of a program plan based on the following;

(2) [LEAs] operating expanded learning opportunity programs pursuant to this section may operate a before school component of a program, an after school component of a program, or both the before and after school components of a program, on one or multiple school sites, and shall comply with subdivisions (c), (d), and (g) of Section 8482.3, including the development of a program plan based on all of the following:

(A) The department's guidance.

(B) Section 8482.6.

(C) Paragraphs (1) to (9), inclusive, and paragraph (12) of subdivision (c) of Section 8483.3.

(D) Section 8483.4, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

## **EC Section 46120(b)(1)(A):**

On schooldays, as described in Section 46100 and Sections 46110 to 46119, inclusive, and days on which school is taught for the purpose of meeting the 175-instructional-day offering as described in Section 11960 of Title 5 of the California Code of Regulations, in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, are no less than nine hours of combined instructional time and expanded learning opportunities per instructional day.

## **EC Section 46120(b)(1)(B):**

For at least 30 non schooldays, during intersessional periods, no less than nine hours of in-person expanded learning opportunities per day.

# Expanded Learning Opportunities Program Plan Guide

## **EC Section 46120(b)(3):**

[LEAs] shall prioritize services provided pursuant to this section at school sites in the lowest income communities, as determined by prior year percentages of pupils eligible for free and reduced-price meals, while maximizing the number of schools and neighborhoods with expanded learning opportunities programs across their attendance area.

## **EC Section 46120(b)(4):**

[LEAs] may serve all pupils, including elementary, middle, and secondary school pupils, in expanded learning opportunity programs provided pursuant to this section.

## **EC Section 46120(b)(6):**

[LEAs] are encouraged to collaborate with community-based organizations and childcare providers, especially those participating in state or federally subsidized childcare programs, to maximize the number of expanded learning opportunities programs offered across their attendance areas.

## **EC Section 46120(c):**

A [LEA] shall be subject to the audit conducted pursuant to Section 41020 to determine compliance with subdivision (b).

## **EC Section 8482.3(d):**

[LEAs] shall agree that snacks made available through a program shall conform to the nutrition standards in Article 2.5 (commencing with Section 49430) of Chapter 9 of Part 27 of Division 4 of Title 2.

[LEAs] shall agree that meals made available through a program shall conform to the nutrition standards of the United States Department of Agriculture's at-risk afterschool meal component of the Child and Adult Care Food Program (42 United States Code [U.S.C.] Section 1766).

## **EC Section 8482.6:**

Every pupil attending a school operating a program . . . is eligible to participate in the program, subject to program capacity. A program established . . . may charge family fees. Programs that charge family fees shall waive the cost of these fees for pupils who are eligible for free or reduced-price meals, for a child that is a homeless youth, as defined by the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Section 11434a), or for a child who the program knows is in foster care. A program

## Expanded Learning Opportunities Program Plan Guide

that charges family fees shall schedule fees on a sliding scale that considers family income and ability to pay.

### **EC sections 8483.4 and 46120(b)(2)(D):**

The administrator of every program established pursuant to this article shall establish minimum qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of the school district. Selection of the program site supervisors shall be subject to the approval of the school site principal. The administrator shall also ensure that the program maintains a pupil-to-staff member ratio of no more than 20 to 1. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in current law and district policy for school personnel and volunteers in the school district, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

### **EC Section 8482.3(c)(1)(A–B):**

Each component of a program established pursuant to this article shall consist of the following two elements:

(A) An educational and literacy element in which tutoring or homework assistance is provided in one or more of the following areas: language arts, mathematics, history and social science, computer training, or science.

(B) An educational enrichment element that may include, but need not be limited to, fine arts, career technical education, recreation, physical fitness, and prevention activities.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 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: MEMORANDUM OF UNDERSTANDING BETWEEN CHINO VALLEY UNIFIED SCHOOL DISTRICT AND THE JOINT POWERS AUTHORITY FOR PARTICIPATION IN THE CAREER TECHNICAL EDUCATION INCENTIVE GRANT AND K12 STRONG WORKFORCE GRANT**

=====

**BACKGROUND**

On April 2, 2015, through a joint powers agreement, Chino Valley Unified School District and Baldy View Regional Occupational Program (BVROP) agreed on a funding model to provide for career technical education programs and services for secondary students.

This Memorandum of Understanding (MOU) was established to assist multiple Local Educational Agencies in their regional area to provide a more comprehensive Career Technical Education program offering to more students. The MOU is comprised of the member districts, Chaffey Joint Union High School District, Chino Valley Unified School District, Claremont Unified School District, Upland Unified School District, and Baldy View Regional Occupational Program.

The MOU will give authority for the member districts to begin the application and grant writing process. The MOU will become effective upon Board approval of each of the participating districts and will extend through the duration of the state Career Technical Education Incentive Grant funding and K12 Strong Workforce Grant, or until revised or disbanded by the participating LEAs.

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

## **RECOMMENDATION**

It is recommended the Board of Education approve the Memorandum of Understanding between the Chino Valley Unified School District and the Joint Powers Authority for participation in the Career Technical Education Grant and the K12 Strong Workforce Grant.

## **FISCAL IMPACT**

An estimated increase as determined at the time of grant award notification.

NE:GP:ED:wrg

Memorandum of Understanding (MOU)  
for a Joint Powers Authority OR a County Office of Education  
for participation in the Career Technical Education Incentive Grant (CTEIG) and K12  
Strong Workforce Program Grant (K12 SWP)

Check ONE:      ☒ Joint Powers Authority (JPA)      ☐ County Office of Education (COE)

Names of Participating Local Educational Agencies (LEAs):

Chaffey Joint Union High School District	Chino Valley Unified School District
Claremont Unified School District	Upland Unified School District
Baldy View Regional Occupational Program	

This MOU was established to assist multiple LEAs in their regional area to provide a more comprehensive Career Technical Education (CTE) program offering to more students. The MOU is comprised of the LEAs listed above. This agreement will become effective upon receipt of this document by the California Department of Education (CDE) and the California Community Colleges Chancellor's Office (CCCCO) with original signatures of the Superintendent or Authorized Designee from each of the participating LEAs and will extend through the duration of the state CTEIG and K12 SWP program, or until revised or disbanded by the participating LEAs.

For JPA's:

1. As the administrative agency for the JPA, Baldy View Regional Occupational Program will receive and administer the JPA's allocated funds, and submit the necessary plans, applications, and all fiscal claims to the California Department of Education (CDE) and the California Community Colleges Chancellor's Office (CCCCO). Each of the LEAs participating in the JPA will cooperate in the development of these documents and will provide timely responses to the JPA fiscal agent's request for information and data.
2. Each member of the JPA will allocate the Average Daily Attendance (ADA) of their students in their district that will participate in the JPA's CTE programs to determine funding for specific CTEIG and K12 SWP funding structures. The JPA will report only those students' ADA that the member has allocated for the purpose of determining the grant allocation award. Each member and fiscal agent will submit data on CTE students according to what they are claiming or allocating of ADA for the grant funding structure of ADA, as outlined in Education Code (EC) Section 53071(c)(10)(B)(i-v) and EC 88827.

Each member of the MOU and the JPA fiscal agent will sign all grant assurances and comply with all requirements as a grant recipient for the CTEIG funding, as outlined in EC Section 53071.

In accordance with the CTEIG program, EC Section 53070 (b) Of the amounts appropriated in paragraphs (1) through (3), inclusive, of subdivision (a), 4 percent is designated for applicants with average daily attendance of less than or equal to 140, 8 percent is designated for applicants with average daily attendance of more than 140 and less than or equal to 550, and 88 percent is designated for applicants with average daily attendance of more than 550. For purposes of this section, average daily attendance shall be those figures that are reported at the



time of the second principal apportionment for the previous fiscal year for pupils in grades 7 to 12, inclusive.

Each member of the MOU and the JPA fiscal agent will sign all grant assurances and comply with all requirements as a grant recipient for the K12 SWP funding, as outlined in EC Section Title 3, Division 7, Part 54.5 [88820-88833].

In accordance with the K12 SWP program, EC Section 88827 regional funding distribution is based on average attendance (a), 4 percent is designated for applicants with average daily attendance of less than or equal to 140, 8 percent is designated for applicants with average daily attendance of more than 140 and less than or equal to 550, and 88 percent is designated for applicants with average daily attendance of more than 550. For purposes of this section, average daily attendance shall be those figures that are reported at the time of the second principal apportionment for the previous fiscal year for pupils in grades 7 to 12, inclusive.

Applicable for both CTEIG and K12 SWP: for any applicant consisting of more than one school district, county office of education, charter school, or regional occupational center or program operated by a joint powers' authority, or of any combination of those entities, the sum of the average daily attendance for each of the constituent entities shall be used for purposes of this subdivision.

No funds will be redistributed to individual members of the JPA for purposes or programs that are not available to all members of the JPA.

Baldy View Regional Occupational Program may claim indirect costs incurred based on the approved state rate.

As evidenced by the accompanying Superintendent or Authorized Designee signatures, each of the JPA's participating LEAs agrees to the conditions set forth in this Memorandum of Understanding:

Chaffey Joint Union High School District

LEA Name	Printed Name	Authorized Signature	Date
Chino Valley Unified School District			

LEA Name	Printed Name	Authorized Signature	Date
Claremont Unified School District			

LEA Name	Printed Name	Authorized Signature	Date
Upland Unified School District			

LEA Name	Printed Name	Authorized Signature	Date
Baldy View Regional Occupational Program			

LEA Name	Printed Name	Authorized Signature	Date
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**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** September 7, 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**

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**BACKGROUND**

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

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

\$49,692,817.08 to all District funding sources.

NE:GJS:kc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

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

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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>BUSINESS SERVICES</b>	<b>FISCAL IMPACT</b>
<b>B-2324-010 Total Compensation Systems, Inc.</b> To provide Government Accounting Standards Board (GASB) actuarial reporting consultant services. Submitted by: Business Services Duration of Agreement: July 1, 2023 - June 30, 2025	Contract amount: \$14,850.00  Funding source: General Fund
<b>B-2324-011 Eide Bailly, LLP.</b> To provide consultants for virtual ASB & Booster training. Submitted by: Business Services Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$12,500.00  Funding source: General/ASB

<b>FACILITIES, PLANNING, AND OPERATIONS</b>	<b>FISCAL IMPACT</b>
<b>F-2324-035 Koppel &amp; Gruber Public Finance.</b> To provide CFD Annual Administration Services, Continuing Disclosure, Annual Debt Transparency Report, Developer Fee Justification Study, Bond Issuance Participation, Arbitrage Rebate Calculations, and additional services as needed. Submitted by: Facilities, Planning, & Operations Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>F-2324-036 All American Inspection, Inc.</b> To provide DSA inspection services Submitted by: Facilities, Planning, & Operations Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>F-2324-037 Zonar Systems Inc.</b> To provide annual software renewal for Zonar Essentials, EVIR CSA inspection service, and ZPass service. Submitted by: Transportation Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet  Funding source: Various
<b>F-2324-038 Security Guard Pros.</b> To provide security and fire watch services. Submitted by: Facilities, Planning & Operations Duration of Agreement: August 30, 2023 - August 30, 2024	Contract amount: Per Rate Sheet  Funding source: Various

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2324-033 Fireplace, Inc dba Smore.</b> To provide electronic software license. Submitted by: Health Services Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2324-035 Chino Valley Lions Club.</b> To provide soft serve ice cream truck. Submitted by: Chino HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-036 Aeries Software Inc. dba Eagle Software.</b> To provide Aeries training. Submitted by: Technology Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-037 Parent Institute for Quality Education PIQE.</b> To provide parent training courses. Submitted by: Don Lugo HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-038 Terrie Beck dba TNT Educational Adventures LLC.</b> To provide educational enrichment programs. Submitted by: Glenmeade ES Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-039 ArbiterSports, LLC.</b> To provide payments and tax documents to officials and referees through a central online process. Submitted by: Chino Hills HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-040 Edpuzzle, Inc.</b> To provide an annual license to access Edpuzzle software. Submitted by: Magnolia JHS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-041 Dramatists Play Service dba Broadway Licensing LLC.</b> To provide non-professional production rights and licensing for school productions. Submitted by: Don Lugo HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-042 Felix R. Bobo II dba Unlimited University.</b> To provide motivational assemblies. Submitted by: Chino Hills HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-043 Cori W Alsbrooks.</b> To provide paint and artwork for murals. Submitted by: Cattle ES Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: ASB/USB/PFA/PTA/PEP/Boosters

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2324-044 Ingardia Bros. Produce, Inc.</b> To provide food products (fresh, frozen, and dry goods), paper, and nonfood items to be used in culinary arts classes. Submitted by: Buena Vista HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-045 Jonathan Reyes dba Aguas El Pocho LLC.</b> To provide catering services. Submitted by: Townsend JHS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various

<b>SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS</b>	<b>FISCAL IMPACT</b>
<b>SBCSS 23/24 San Bernardino County Superintendent of Schools.</b> To provide Partnerships for Learning Network Action Team to build leadership capacity by engaging families as partners. Submitted by: Family Engagement Center Duration of Agreement: September 1, 2023 - December 29, 2023	Contract amount: \$3,000.00  Funding source: ESSER III
<b>SBCSS 23/24-0395 San Bernardino County Superintendent of Schools.</b> To provide utility, custodial, maintenance, and facility services for special education classrooms owned and operated by SBCSS on CVUSD sites. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: None  Funding source: None
<b>SBCSS 23/24-0122 San Bernardino County Superintendent of Schools.</b> To provide transportation for district students served by County Transportation. Submitted by: Business Services Duration of Agreement: June 12, 2023 - October 1, 2024	Contract amount: \$879,755.01  Funding source: General Fund

<b>APPROVED CONTRACTS TO BE AMENDED</b>	<b>AMENDMENT</b>
<b>CIIS-2324-042 Dianne Vargas.</b> To provide suicide prevention, intervention, and postvention strategies. Submitted by: Special Education Duration of Agreement: September 26, 2023 - February 6, 2024 Original Board Approval: June 1, 2023	Contract amount: \$8,400.00  Increase contract amount from \$7,400.00 to \$8,400.00.  Funding source: LCAP
<b>CIIS-2324-054 Communicaid, Inc.</b> To provide translation and interpreting services. Submitted by: Special Education Duration of Agreement: July 1, 2023 - June 30, 2026 Original Board Approval: June 1, 2023	Contract amount: Per Rate Sheet  Change contract number from CIIS-2324-054 to MC-2324-034 and extend end date from June 30, 2024 to June 30, 2026.  Funding source: Various

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
<p><b>SBC 23-597 San Bernardino County Department of Behavioral Health.</b></p> <p>To provide school-aged treatment services (SATS)</p> <p>Submitted by: Health Services/Behavioral Health</p> <p>Duration of Agreement: July 1, 2023 - June 30, 2028</p> <p>Original Board Approval: June 1, 2023</p>	<p>Contract amount: \$4,164,165.00</p> <p>Change contract number from CIIS-2324-052 to SBC 23-597</p> <p>Funding source: General Fund</p>

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 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					
SURPLUS / OBSOLETE EQUIPMENT LIST					
CATTLE - CHROMEBOOKS - 08/08/2023					
Description	Model No.	Serial No.	Asset Tag	Destiny	Good Working Condition
Computer Equipment	3100 2in1	DJ9TW33	88895	X7322490	X
Computer Equipment	3100 2in1	G8FRW33	88935	X7322495	X
Computer Equipment	3100 2in1	2JT7M33	88929	X7322514	X
Computer Equipment	3100 2in1	GTQRW33	88864	X7322507	X
Computer Equipment	3100 2in1	HYKRW33	88900	X7322506	X
Computer Equipment	3100 2in1	52LRW33	88933	X7322502	X
Computer Equipment	3100 2in1	DKGTW33	88865	X7322503	X
Computer Equipment	3100 2in1	FLVSW33	88897	X7322496	X
Computer Equipment	3100 2in1	9GQTW33	88953	X7322501	X
Computer Equipment	3100 2in1	61MTW33	88899	X7322500	X
Computer Equipment	3100 2in1	D01TW33	88952	X7322509	X
Computer Equipment	3100 2in1	FRFSW33	88901	X7322510	X
Computer Equipment	3100 2in1	4CNVW33	88860	X7322512	X
Computer Equipment	3100 2in1	4PNSW33	88857	X7322515	X



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

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 publically sold, will be disposed of by Purchasing.

Site Contact	Country Springs/Denise Koerber	Date Submitted:	06/02/23
Phone	(909) 590-8212	Board Approval	

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

### PLEASE TYPE

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Working or Non-Working <i>REQUIRED</i>	Site
Computer	Dell	CZF8D82	52055	Non-Working	CS Elementary
Computer	Dell	60G8D82	52022	Non-Working	CS Elementary
Computer	Dell	DZF8D82	52021	Non-Working	CS Elementary
Computer	Dell	6ZF8D82	52044	Non-Working	CS Elementary
Computer	Dell	3XF8D82	52040	Non-Working	CS Elementary
Computer	Dell	30G8D82	52045	Non-Working	CS Elementary
Computer	Dell	GIG8D82	52034	Non-Working	CS Elementary
Computer	Dell	20G8D82	52019	Non-Working	CS Elementary
Computer	Dell	5XF8D82	52028	Non-Working	CS Elementary
Computer	Dell	GYF8D82	54054	Non-Working	CS Elementary
Computer	Dell	4ZF8D82	52037	Non-Working	CS Elementary
Computer	Dell	BZF8D82	52027	Non-Working	CS Elementary
Computer	Dell	DYF8D82	52043	Non-Working	CS Elementary
Computer	Dell	HYF8D82	52025	Non-Working	CS Elementary
Computer	Dell	HZF8D82	52056	Non-Working	CS Elementary
Computer	Dell	4XF8D82	52031	Non-Working	CS Elementary
Computer	Dell	11G8D82	52017	Non-Working	CS Elementary
Computer	Dell	JYF8D82	52046	Non-Working	CS Elementary
Computer	Dell	JZF8D82	52018	Non-Working	CS Elementary
Computer	Dell	7ZF8D82	52052	Non-Working	CS Elementary
Computer	Dell	DKN9ZM2	62082	Non-Working	CS Elementary
Computer	Dell	JK57MQ2	71588	Non-Working	CS Elementary
Computer	Dell	9368ZM2	62166	Non-Working	CS Elementary

Rev. 2/9/2018agh

Submit the completed form via email to [Patty Wolfe@chino.k12.ca.us](mailto:Patty_Wolfe@chino.k12.ca.us) , Facilities/Planning.





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 or non- working condition. When the form has been completed and signed, KEEP A COPY and forward the approved form to [Kathy\\_Casino@chino.k12.ca.us](mailto:Kathy_Casino@chino.k12.ca.us) . Equipment that is not transferred to another site/department will be taken before the Governing Board for approval to surplus/dispose. A work order should be submitted via SchoolDude for surplus to be scheduled for pick up.

Site Contact Person Andrew Black, CTO Submitted Date: 8/8/23  
Phone x1350 Board Approval: \_\_\_\_\_

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

Date	Description	Model	Service Tag/Serial Number	CVUSD Asset Number	Good working Condition
7/12/2023 16:18	Computer	Chromebook	P201WR0K	63650	yes
7/12/2023 16:18	Computer	Chromebook	p201wpzu	63651	yes
7/12/2023 16:19	Computer	Chromebook	p203xxb7p2n0b9110009	74180	yes
7/12/2023 16:19	Computer	Chromebook	p2044g79p2n0b9302003	75331	yes
7/12/2023 16:20	Computer	Chromebook	p203xs4wp2n0b9110009	74220	yes
7/12/2023 16:20	Computer	Chromebook	p201wqge	60879	yes
7/12/2023 16:21	Computer	Chromebook	p201wr5g	60875	yes
7/12/2023 16:22	Computer	Chromebook	p203z6uw	74340	yes
7/12/2023 16:22	Computer	Chromebook	p201wr5k	63685	yes
7/12/2023 16:23	Computer	Chromebook	p20442kq	75350	yes
7/12/2023 16:24	Computer	Chromebook	p201wvyj	63693	yes
7/12/2023 16:24	Computer	Chromebook	p203z70f	74345	yes
7/12/2023 16:25	Computer	Chromebook	p203xsm3	74195	yes
7/12/2023 16:25	Computer	Chromebook	p201wqgm	60876	yes
7/12/2023 16:25	Computer	Chromebook	p201wwag	63653	yes
7/12/2023 16:26	Computer	Chromebook	p203yutyp	75337	yes
7/12/2023 16:26	Computer	Chromebook	p201wpne	60857	yes
7/12/2023 16:27	Computer	Chromebook	p203yv37	75334	yes
7/12/2023 16:27	Computer	Chromebook	p2044g74	75353	yes
7/12/2023 16:28	Computer	Chromebook	p203yvau	75357	yes
7/12/2023 16:28	Computer	Chromebook	p203z6rw	74328	yes
7/12/2023 16:29	Computer	Chromebook	p201wqnt	60881	yes
7/12/2023 16:29	Computer	Chromebook	p203xtmc	74176	yes
7/12/2023 16:30	Computer	Chromebook	p201wpzt	60883	yes
7/12/2023 16:30	Computer	Chromebook	p203z6ym	74337	yes
7/12/2023 16:30	Computer	Chromebook	p203yux1	75333	yes
7/12/2023 16:31	Computer	Chromebook	p203z6nn	74336	yes
7/12/2023 16:31	Computer	Chromebook	p203xs1b	74158	yes
7/12/2023 16:32	Computer	Chromebook	p203xscm	74156	yes
7/12/2023 16:32	Computer	Chromebook	p201wyyx		yes
7/12/2023 16:33	Computer	Chromebook	p201ww9m	63647	yes
7/12/2023 16:33	Computer	Chromebook	p203yuyf	75346	yes
7/12/2023 16:33	Computer	Chromebook	p203xsah	74160	yes
7/12/2023 16:34	Computer	Chromebook	p203xry7	74187	yes
7/12/2023 16:34	Computer	Chromebook	p203xxba		yes
7/12/2023 16:35	Computer	Chromebook	p203xse6	74218	yes
7/12/2023 16:35	Computer	Chromebook	p2044fwe	75328	yes
7/12/2023 16:35	Computer	Chromebook	p203z6n4	74346	yes
7/12/2023 16:36	Computer	Chromebook	p203xsj3	74162	yes
7/12/2023 16:36	Computer	Chromebook	p203xsja	74143	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/12/2023 16:36	Computer	Chromebook	p201ww47	60852	yes
7/12/2023 16:37	Computer	Chromebook	p201ww17	60855	yes
7/12/2023 16:37	Computer	Chromebook	p203xrj	74161	yes
7/12/2023 16:38	Computer	Chromebook	p203yutw	75336	yes
7/12/2023 16:38	Computer	Chromebook	p203xsmw	74171	yes
7/12/2023 16:38	Computer	Chromebook	p203z6nb	74333	yes
7/12/2023 16:39	Computer	Chromebook	p201wwcu	60859	yes
7/12/2023 16:40	Computer	Chromebook	p2044g76	75329	yes
7/12/2023 16:40	Computer	Chromebook	p203xxaz	74208	yes
7/12/2023 16:40	Computer	Chromebook	p201wwcq	63648	yes
7/12/2023 16:41	Computer	Chromebook	p2044g5s	75327	yes
7/12/2023 16:41	Computer	Chromebook	p203xrz3	74199	yes
7/12/2023 16:42	Computer	Chromebook	p203yv3q	75358	yes
7/12/2023 16:42	Computer	Chromebook	p203z6n9	74326	yes
7/12/2023 16:42	Computer	Chromebook	p203z6q0	73350	yes
7/12/2023 16:42	Computer	Chromebook	p201wq57	60874	yes
7/12/2023 16:43	Computer	Chromebook		60868	yes
7/12/2023 16:43	Computer	Chromebook	p203xxbm	74194	yes
7/12/2023 16:44	Computer	Chromebook	p203xs5k	74173	yes
7/12/2023 16:44	Computer	Chromebook	p203xswz	74196	yes
7/12/2023 16:44	Computer	Chromebook	p203xxb9	74179	yes
7/12/2023 16:45	Computer	Chromebook	p203xrxx	74219	yes
7/12/2023 16:58	Computer	Chromebook	6NSRQ13	83090	yes
7/12/2023 16:58	Computer	Chromebook	1BMCW33	88569	yes
7/12/2023 16:58	Computer	Chromebook	1VDH3X2	83081	yes
7/12/2023 16:59	Computer	Chromebook	90JSQ13	83093	yes
7/12/2023 16:59	Computer	Chromebook	56C5M33	88606	yes
7/12/2023 17:00	Computer	Chromebook	HWJBQ73	90445	yes
7/12/2023 17:00	Computer	Chromebook	CCL8X33	68304	yes
7/12/2023 17:00	Computer	Chromebook	7TVBQ73	90062	yes
7/12/2023 17:00	Computer	Chromebook	CG08W33		yes
7/12/2023 17:01	Computer	Chromebook	9I58zm2	63120	yes
7/12/2023 17:01	Computer	Chromebook	p201ww5c	63509	yes
7/12/2023 17:02	Computer	Chromebook	4SC5M33	68347	yes
7/12/2023 17:02	Computer	Chromebook	30t31n2	62884	yes
7/12/2023 17:03	Computer	Chromebook	d5b11n2	62877	yes
7/12/2023 17:03	Computer	Chromebook	7mzmmq2		yes
7/12/2023 17:03	Computer	Chromebook	1y04zm2	63104	yes
7/12/2023 17:03	Computer	Chromebook	fk32zm2	62885	yes
7/12/2023 17:04	Computer	Chromebook	3z58zm2	62988	yes
7/12/2023 17:04	Computer	Chromebook	5nqzym2	62879	yes
7/12/2023 17:04	Computer	Chromebook	161xm2	72573	yes
7/12/2023 17:04	Computer	Chromebook	3dc8zm2	62951	yes
7/12/2023 17:05	Computer	Chromebook	2f92zm2	62906	yes
7/12/2023 17:05	Computer	Chromebook	j726zm2	62992	yes
7/12/2023 17:05	Computer	Chromebook	hqb7zm2	62991	yes
7/12/2023 17:05	Computer	Chromebook	jqh1zm2	62990	yes
7/12/2023 17:06	Computer	Chromebook	97b5zm2	62994	yes
7/12/2023 17:06	Computer	Chromebook	BPLRQ13		yes
7/12/2023 17:06	Computer	Chromebook	7LBSQ13		yes
7/12/2023 17:07	Computer	Chromebook	1L4TQ13	83100	yes
7/12/2023 17:07	Computer	Chromebook	C5GPQ73	90462	yes
7/12/2023 17:07	Computer	Chromebook	3FZB3X2		yes
7/12/2023 17:07	Computer	Chromebook	DQT6Q73	90051	yes
7/12/2023 17:08	Computer	Chromebook	GJFDW33	68274	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/12/2023 17:08	Computer	Chromebook	HT4L3X2	83079	yes
7/12/2023 17:08	Computer	Chromebook	47P9Q73	90056	yes
7/12/2023 17:08	Computer	Chromebook	3XG6M33	68348	yes
7/12/2023 17:09	Computer	Chromebook	bn58zm2	62980	yes
7/12/2023 17:09	Computer	Chromebook	6ch1zm2	62902	yes
7/12/2023 17:10	Computer	Chromebook	1w28mq2	72274	yes
7/12/2023 17:10	Computer	Chromebook	dv91zm2	62892	yes
7/12/2023 17:10	Computer	Chromebook	byz7zm2		yes
7/12/2023 17:11	Computer	Chromebook	4kb7zm2		yes
7/12/2023 17:11	Computer	Chromebook	2ct7zm2	62946	yes
7/12/2023 17:11	Computer	Chromebook	8b7gmq2	72575	yes
7/12/2023 17:11	Computer	Chromebook	fy7zm2	62938	yes
7/12/2023 17:11	Computer	Chromebook	8jqzym2	62937	yes
7/12/2023 17:12	Computer	Chromebook	13k8zm2		yes
7/12/2023 17:12	Computer	Chromebook		72030	yes
7/12/2023 17:12	Computer	Chromebook	gm9zm2	62930	yes
7/12/2023 17:12	Computer	Chromebook	ckh5zm2	62927	yes
7/12/2023 17:13	Computer	Chromebook	bjqzym2	62966	yes
7/12/2023 17:13	Computer	Chromebook	8gc8zm2	63047	yes
7/12/2023 17:13	Computer	Chromebook	5ybfmq2	72572	yes
7/12/2023 17:13	Computer	Chromebook	5hxlmq2	72297	yes
7/12/2023 17:14	Computer	Chromebook	5thmjm2	62993	yes
7/12/2023 17:14	Computer	Chromebook	2jnzym2	62995	yes
7/12/2023 17:14	Computer	Chromebook	42H6M33	88567	yes
7/12/2023 17:15	Computer	Chromebook	BFFDW33	68320	yes
7/12/2023 17:15	Computer	Chromebook	GW4H3X2	83082	yes
7/12/2023 17:15	Computer	Chromebook	3LJ2Q73	90459	yes
7/12/2023 17:15	Computer	Chromebook	HD2TQ13	83088	yes
7/12/2023 17:16	Computer	Chromebook	2h39zm2	63009	yes
7/12/2023 17:16	Computer	Chromebook	fyd0nq2	72744	yes
7/12/2023 17:16	Computer	Chromebook	ggf6zm2	63010	yes
7/12/2023 17:16	Computer	Chromebook	hmw1zm2	62954	yes
7/12/2023 17:16	Computer	Chromebook	3f33zm2	62886	yes
7/12/2023 17:17	Computer	Chromebook	p201wpvy	60628	yes
7/12/2023 17:17	Computer	Chromebook	7CBPQ73	90654	yes
7/12/2023 17:18	Computer	Chromebook	5JJ1473	89673	yes
7/12/2023 17:18	Computer	Chromebook	6NLT373	89739	yes
7/12/2023 17:18	Computer	Chromebook	p201wq1p	63511	yes
7/12/2023 17:19	Computer	Chromebook	4CQ8X33	68297	yes
7/12/2023 17:19	Computer	Chromebook	9P2KQ73	90446	yes
7/12/2023 17:19	Computer	Chromebook	FRCBQ73	90435	yes
7/12/2023 17:19	Computer	Chromebook	DK8N3X2	83077	yes
7/12/2023 17:20	Computer	Chromebook	B1H7Q73	90061	yes
7/12/2023 17:20	Computer	Chromebook	35Z3Q73	90450	yes
7/12/2023 21:58	Computer	Chromebook	CSK0893	90868	yes
7/12/2023 21:59	Computer	Chromebook	6hv8qt2	82026	yes
7/12/2023 21:59	Computer	Chromebook	26x8qt2	81996	yes
7/12/2023 21:59	Computer	Chromebook	1qv8qt2	81995	yes
7/12/2023 21:59	Computer	Chromebook	h8x8qt2	82007	yes
7/12/2023 21:59	Computer	Chromebook	40NW533	67462	yes
7/12/2023 22:00	Computer	Chromebook	398W533	67465	yes
7/12/2023 22:00	Computer	Chromebook		82027	yes
7/12/2023 22:00	Computer	Chromebook	cqv8qt2	81980	yes
7/12/2023 22:00	Computer	Chromebook	gkf0qt2	82050	yes
7/12/2023 22:01	Computer	Chromebook	29N0633	67479	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/12/2023 22:01	Computer	Chromebook	JZXBQ73	90043	yes
7/12/2023 22:01	Computer	Chromebook	48R1Q73	90064	yes
7/12/2023 22:01	Computer	Chromebook	4WKBQ73	90077	yes
7/12/2023 22:02	Computer	Chromebook	G0DC3X2	83039	yes
7/12/2023 22:02	Computer	Chromebook	CJD1733	67485	yes
7/12/2023 22:02	Computer	Chromebook	HZ6MX33	67960	yes
7/12/2023 22:02	Computer	Chromebook	3mf0qt2	82052	yes
7/12/2023 22:03	Computer	Chromebook	F3G6Q73	90034	yes
7/12/2023 22:03	Computer	Chromebook	HN3CQ73	90020	yes
7/12/2023 22:03	Computer	Chromebook	4nf0qt2	82051	yes
7/12/2023 22:03	Computer	Chromebook	FW41893	90895	yes
7/12/2023 22:03	Computer	Chromebook	FFOX533	67458	yes
7/12/2023 22:04	Computer	Chromebook	F2YQ793	90867	yes
7/12/2023 22:04	Computer	Chromebook	57x8qt2	81991	yes
7/12/2023 22:04	Computer	Chromebook	91PZ533	67488	yes
7/12/2023 22:04	Computer	Chromebook	bng0qt2	82037	yes
7/12/2023 22:05	Computer	Chromebook	649Y533	67480	yes
7/12/2023 22:05	Computer	Chromebook	g6x8qt2	82001	yes
7/12/2023 22:05	Computer	Chromebook	D8V0633	67471	yes
7/12/2023 22:05	Computer	Chromebook	7sv8qt2	82009	yes
7/12/2023 22:06	Computer	Chromebook	5sv8qt2	82008	yes
7/12/2023 22:06	Computer	Chromebook	c7x8qt2	82018	yes
7/12/2023 22:06	Computer	Chromebook	GG05733	67470	yes
7/12/2023 22:06	Computer	Chromebook	jmv8qt2	82005	yes
7/12/2023 22:07	Computer	Chromebook	GFDS793	90931	yes
7/12/2023 22:07	Computer	Chromebook	F5L4593	90841	yes
7/12/2023 22:07	Computer	Chromebook	D3HR793	90921	yes
7/12/2023 22:07	Computer	Chromebook	FN9Y793	90864	yes
7/12/2023 22:07	Computer	Chromebook	j8x8qt2	82011	yes
7/12/2023 22:08	Computer	Chromebook	h6x8qt2	82020	yes
7/12/2023 22:08	Computer	Chromebook	3nw8qt2	82030	yes
7/12/2023 22:08	Computer	Chromebook	7QTW533	67464	yes
7/12/2023 22:08	Computer	Chromebook	p2080d68	84114	yes
7/12/2023 22:08	Computer	Chromebook	JXQY533	67486	yes
7/12/2023 22:09	Computer	Chromebook	PF22VJA8	97866	yes
7/12/2023 22:09	Computer	Chromebook	hmv8qt2	82016	yes
7/12/2023 22:09	Computer	Chromebook	7RM1633	67451	yes
7/12/2023 22:09	Computer	Chromebook	p20800gc	84188	yes
7/12/2023 22:09	Computer	Chromebook	fkf0qt2	82043	yes
7/12/2023 22:09	Computer	Chromebook	jgv8qt2	81975	yes
7/12/2023 22:09	Computer	Chromebook	p2080dmq		yes
7/12/2023 22:10	Computer	Chromebook	BBL1733	67453	yes
7/12/2023 22:10	Computer	Chromebook	p207zjv7	69636	yes
7/12/2023 22:10	Computer	Chromebook	2qv8qt2	81987	yes
7/12/2023 22:10	Computer	Chromebook	p2080dny	84221	yes
7/12/2023 22:10	Computer	Chromebook	p207zysl	69137	yes
7/12/2023 22:10	Computer	Chromebook	8BN0633	67489	yes
7/12/2023 22:10	Computer	Chromebook	2TQ4593	90843	yes
7/12/2023 22:11	Computer	Chromebook	p20894pr	85195	yes
7/12/2023 22:11	Computer	Chromebook	3W50893	90861	yes
7/12/2023 22:11	Computer	Chromebook	45XC893	90880	yes
7/12/2023 22:11	Computer	Chromebook	F1D1893	90877	yes
7/12/2023 22:11	Computer	Chromebook	DHHZ533	67476	yes
7/12/2023 22:11	Computer	Chromebook	C800R73	90075	yes
7/12/2023 22:11	Computer	Chromebook	DMP3733	67491	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/12/2023 22:11	Computer	Chromebook	p206e1gdp2n0b980900e	80666X7273241	yes
7/12/2023 22:11	Computer	Chromebook	29D0893	90870	yes
7/12/2023 22:12	Computer	Chromebook	DXNR793	90871	yes
7/12/2023 22:12	Computer	Chromebook	p2089299	85124	yes
7/12/2023 22:12	Computer	Chromebook	gsv8qt2	81999	yes
7/12/2023 22:12	Computer	Chromebook	6Z01633	67457	yes
7/12/2023 22:12	Computer	Chromebook	p207zd68	84377	yes
7/12/2023 22:12	Computer	Chromebook	8hv8qt2	82029	yes
7/12/2023 22:12	Computer	Chromebook	p207zza	84163	yes
7/12/2023 22:12	Computer	Chromebook	j7x8qt2	81989	yes
7/12/2023 22:12	Computer	Chromebook	43SZ793	90866	yes
7/12/2023 22:12	Computer	Chromebook	CSDZ793	90912	yes
7/12/2023 22:12	Computer	Chromebook	p2080dqr	84193	yes
7/12/2023 22:13	Computer	Chromebook	DYC1893	90837	yes
7/12/2023 22:13	Computer	Chromebook	p207zytd	70504	yes
7/12/2023 22:13	Computer	Chromebook	GNR0893	90857	yes
7/12/2023 22:13	Computer	Chromebook	6M6V493	90844	yes
7/12/2023 22:13	Computer	Chromebook	p207yb4f	70722	yes
7/12/2023 22:13	Computer	Chromebook	9MVY793	90838	yes
7/12/2023 22:13	Computer	Chromebook	H3WT593	90845	yes
7/12/2023 22:13	Computer	Chromebook	p207zy69	84270	yes
7/12/2023 22:13	Computer	Chromebook	52L0893	90918	yes
7/12/2023 22:13	Computer	Chromebook	p207ztpj	84197	yes
7/12/2023 22:13	Computer	Chromebook	96Y0893	90928	yes
7/12/2023 22:14	Computer	Chromebook	60D1893	90882	yes
7/12/2023 22:14	Computer	Chromebook	p20894lq	85258	yes
7/12/2023 22:14	Computer	Chromebook	44D0893	90860	yes
7/12/2023 22:14	Computer	Chromebook	2HLZ793	90858	yes
7/12/2023 22:14	Computer	Chromebook	p207zynx	84156	yes
7/12/2023 22:14	Computer	Chromebook	FND5793	90934	yes
7/12/2023 22:14	Computer	Chromebook	p208927d	85192	yes
7/12/2023 22:14	Computer	Chromebook	9Z9T793	90893	yes
7/12/2023 22:14	Computer	Chromebook	53D0893	90927	yes
7/12/2023 22:14	Computer	Chromebook	p207zsf3	85226	yes
7/12/2023 22:14	Computer	Chromebook	FV41893	90873	yes
7/12/2023 22:14	Computer	Chromebook	C4SZ793	90894	yes
7/12/2023 22:15	Computer	Chromebook	BCWT793	90886	yes
7/12/2023 22:15	Computer	Chromebook	CF0H893	90850	yes
7/12/2023 22:15	Computer	Chromebook	FB30893	90892	yes
7/12/2023 22:15	Computer	Chromebook	551S793	90901	yes
7/12/2023 22:15	Computer	Chromebook	31D0893	90902	yes
7/12/2023 22:15	Computer	Chromebook	3SK1893	90859	yes
7/12/2023 22:15	Computer	Chromebook	F7SZ793	90828	yes
7/12/2023 22:16	Computer	Chromebook	BCD0893	90879	yes
7/12/2023 22:16	Computer	Chromebook	DXGR793	90851	yes
7/12/2023 22:16	Computer	Chromebook	JFR0893	90930	yes
7/12/2023 22:16	Computer	Chromebook	7JZG893	90885	yes
7/12/2023 22:16	Computer	Chromebook	D9D0893	90830	yes
7/12/2023 22:16	Computer	Chromebook	D7Y0893	90917	yes
7/12/2023 22:16	Computer	Chromebook	941S793	90925	yes
7/12/2023 22:16	Computer	Chromebook	FCXC893	90919	yes
7/12/2023 22:17	Computer	Chromebook	C8Y0893	90842	yes
7/12/2023 22:17	Computer	Chromebook	2T50893	90899	yes
7/12/2023 22:17	Computer	Chromebook	p207ztw5	84248	yes
7/12/2023 22:17	Computer	Chromebook	p207zykd	69581	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/12/2023 22:17	Computer	Chromebook	p2080f3n	84216	yes
7/12/2023 22:17	Computer	Chromebook	c6x8qt2	81994	yes
7/12/2023 22:18	Computer	Chromebook	p207ztp6	84195	yes
7/12/2023 22:18	Computer	Chromebook	BV9Y793	90889	yes
7/12/2023 22:18	Computer	Chromebook	p207zzyh	84290	yes
7/12/2023 22:18	Computer	Chromebook		82048	yes
7/12/2023 22:18	Computer	Chromebook	8jv8qt2	82033	yes
7/12/2023 22:19	Computer	Chromebook	3VK0893	90862	yes
7/12/2023 22:19	Computer	Chromebook	F5ZD893	90920	yes
7/12/2023 22:19	Computer	Chromebook	p20891rf	85239	yes
7/12/2023 22:19	Computer	Chromebook	3LD4593	90846	yes
7/12/2023 22:19	Computer	Chromebook	B01S793	90926	yes
7/12/2023 22:19	Computer	Chromebook	4N50893	90916	yes
7/12/2023 22:19	Computer	Chromebook	5MLZ793	90924	yes
7/12/2023 22:19	Computer	Chromebook	PF22VTDA	97867	yes
7/12/2023 22:19	Computer	Chromebook	6M4M893	90922	yes
7/12/2023 22:20	Computer	Chromebook	FY41893	90847	yes
7/12/2023 22:20	Computer	Chromebook	6lf0qt2	82039	yes
7/12/2023 22:20	Computer	Chromebook	50JT793	90929	yes
7/12/2023 22:20	Computer	Chromebook	p206drfep2n0b980900e	80564	yes
7/12/2023 22:20	Computer	Chromebook	HYZ793	90863	yes
7/12/2023 22:20	Computer	Chromebook	17D0893	90840	yes
7/12/2023 22:20	Computer	Chromebook	BYHT793	90923	yes
7/12/2023 22:20	Computer	Chromebook	GC85733	67484	yes
7/12/2023 22:21	Computer	Chromebook	p206drglp2n0b980900e	79675	yes
7/12/2023 22:21	Computer	Chromebook	9YYZ6Y2	81020	yes
7/12/2023 22:21	Computer	Chromebook	4K1T593	90836	yes
7/12/2023 22:21	Computer	Chromebook	p207pkwa	68578	yes
7/12/2023 22:21	Computer	Chromebook	BG0X493	90833	yes
7/12/2023 22:21	Computer	Chromebook	JJ96733	67459	yes
7/12/2023 22:21	Computer	Chromebook	dyjyt2	76129	yes
7/12/2023 22:21	Computer	Chromebook	p20891st	85243	yes
7/12/2023 22:21	Computer	Chromebook	1sv8qt2	82006	yes
7/12/2023 22:21	Computer	Chromebook	BV5X533	67490	yes
7/12/2023 22:22	Computer	Chromebook	FSR0893	90829	yes
7/12/2023 22:22	Computer	Chromebook	1SW4733	67467	yes
7/12/2023 22:22	Computer	Chromebook	p203xw7zp2n0b9110009	73632	yes
7/12/2023 22:22	Computer	Chromebook	G251893	90896	yes
7/12/2023 22:22	Computer	Chromebook	b8v8qt2	82032	yes
7/12/2023 22:22	Computer	Chromebook	73M6Q73	90323	yes
7/12/2023 22:22	Computer	Chromebook	17x8qt2	82012	yes
7/12/2023 22:22	Computer	Chromebook	4KR0893	90831	yes
7/12/2023 22:22	Computer	Chromebook	3S2D893	90827	yes
7/12/2023 22:22	Computer	Chromebook	6PTW533	67460	yes
7/12/2023 22:22	Computer	Chromebook	9nv8qt2	82000	yes
7/12/2023 22:23	Computer	Chromebook	37BT793	90869	yes
7/12/2023 22:23	Computer	Chromebook	1mg0qt2	82042	yes
7/12/2023 22:23	Computer	Chromebook	31DBQ73	90071	yes
7/12/2023 22:23	Computer	Chromebook	4P9Y793	90906	yes
7/12/2023 22:23	Computer	Chromebook	6LHY793	90898	yes
7/12/2023 22:23	Computer	Chromebook	9J3M893	90876	yes
7/12/2023 22:23	Computer	Chromebook	p208002a	84332	yes
7/12/2023 22:23	Computer	Chromebook	6FSZ793	90878	yes
7/12/2023 22:24	Computer	Chromebook	2SC1893	90881	yes
7/12/2023 22:24	Computer	Chromebook	9tpzt2	76124	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
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Purchasing Use Only

Board Approval Date

7/12/2023 22:24	Computer	Chromebook	p201wr3b	63571	yes
7/12/2023 22:24	Computer	Chromebook	8qv8qt2	81983	yes
7/12/2023 22:24	Computer	Chromebook	p206edrj	79818	yes
7/12/2023 22:24	Computer	Chromebook	62D0893	90835	yes
7/12/2023 22:24	Computer	Chromebook	p2080dnw	84121	yes
7/12/2023 22:24	Computer	Chromebook	1GFX493	90834	yes
7/12/2023 22:24	Computer	Chromebook	4pv8qt2	81990	yes
7/12/2023 22:24	Computer	Chromebook	1RCX533	67461	yes
7/12/2023 22:24	Computer	Chromebook	p207zt9	84150	yes
7/12/2023 22:24	Computer	Chromebook	20L0893	90832	yes
7/12/2023 22:25	Computer	Chromebook	p206e18c	79662	yes
7/12/2023 22:25	Computer	Chromebook	93q2vt2		yes
7/12/2023 22:25	Computer	Chromebook	p206dr60	79668	yes
7/12/2023 22:26	Computer	Chromebook	p2080f5z	84669	yes
7/12/2023 22:26	Computer	Chromebook	p207zv1w	83685	yes
7/12/2023 22:27	Computer	Chromebook	p206dr9g	79866	yes
7/12/2023 22:27	Computer	Chromebook	p2081gy1	84744	yes
7/12/2023 22:27	Computer	Chromebook	nxgnjaa0027251223387600	59960	yes
7/12/2023 22:28	Computer	Chromebook	p206dr3n	79835	yes
7/12/2023 22:28	Computer	Chromebook	p201ww1x	60993	yes
7/12/2023 22:28	Computer	Chromebook	p203zaug	74377	yes
7/12/2023 22:28	Computer	Chromebook	p2080ee1	69235	yes
7/12/2023 22:28	Computer	Chromebook	p207y75v	69652	yes
7/12/2023 22:29	Computer	Chromebook	p207zzqk	69182	yes
7/12/2023 22:29	Computer	Chromebook	p207zz8f	84599	yes
7/12/2023 22:31	Computer	Chromebook	p207zxxf	69616	yes
7/12/2023 22:31	Computer	Chromebook	p207zzrh	84335	yes
7/12/2023 22:31	Computer	Chromebook	p207zzcq	84484	yes
7/12/2023 22:32	Computer	Chromebook	p206edrt		yes
7/12/2023 22:32	Computer	Chromebook	p206edve	80579	yes
7/12/2023 22:33	Computer	Chromebook	p207zze6	84595	yes
7/12/2023 22:33	Computer	Chromebook	p207zzdk	84631	yes
7/12/2023 22:34	Computer	Chromebook	p207zzgv	69500	yes
7/12/2023 22:34	Computer	Chromebook	p207zxw2	69160	yes
7/12/2023 22:34	Computer	Chromebook	p207zt2e	84232	yes
7/12/2023 22:34	Computer	Chromebook	PF22WEN4	97792	yes
7/12/2023 22:34	Computer	Chromebook	p207ztry	84144	yes
7/12/2023 22:35	Computer	Chromebook	p20894k4	85217	yes
7/12/2023 22:35	Computer	Chromebook	p207zjl7	69678	yes
7/12/2023 22:35	Computer	Chromebook	p207ztp3	84246	yes
7/12/2023 22:35	Computer	Chromebook	p2080ee8	69234	yes
7/12/2023 22:36	Computer	Chromebook	p207zjpt	70565	yes
7/13/2023 21:40	Computer	Chromebook	3GX0N13	67721	yes
7/13/2023 21:40	Computer	Chromebook	4099N13	67722	yes
7/13/2023 21:41	Computer	Chromebook	43D7N13	67730	yes
7/13/2023 21:41	Computer	Chromebook	1JLZX33	67731	yes
7/13/2023 21:41	Computer	Chromebook	DJM9N13	67692	yes
7/13/2023 21:41	Computer	Chromebook	CGVFN13	67697	yes
7/13/2023 21:41	Computer	Chromebook	1HSFN13	67804	yes
7/13/2023 21:41	Computer	Chromebook	86PKX33	67706	yes
7/13/2023 21:41	Computer	Chromebook	JHSFN13	67707	yes
7/13/2023 21:41	Computer	Chromebook	29C2N13	67796	yes
7/13/2023 21:42	Computer	Chromebook		67699	yes
7/13/2023 21:42	Computer	Chromebook	6YX1N13	67704	yes
7/13/2023 21:42	Computer	Chromebook	36WFN13	67792	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

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7/13/2023 21:42	Computer	Chromebook	CPSFN13	67709	yes
7/13/2023 21:42	Computer	Chromebook	35CNX33	67753	yes
7/13/2023 21:42	Computer	Chromebook	39D9N13	67746	yes
7/13/2023 21:42	Computer	Chromebook	CFK9N13	67757	yes
7/13/2023 21:43	Computer	Chromebook	GMP9N13	67703	yes
7/13/2023 21:43	Computer	Chromebook	6L39N13	67780	yes
7/13/2023 21:43	Computer	Chromebook	24RFN13	67690	yes
7/13/2023 21:43	Computer	Chromebook	6QR9N13	67831	yes
7/13/2023 21:43	Computer	Chromebook	63GM2X2	83014	yes
7/13/2023 21:43	Computer	Chromebook	GDSFN13	67809	yes
7/13/2023 21:44	Computer	Chromebook	D8RFN13	67782	yes
7/13/2023 21:44	Computer	Chromebook	G4J9N13	67826	yes
7/13/2023 21:44	Computer	Chromebook	8QYJX33	67769	yes
7/13/2023 21:44	Computer	Chromebook	5X52N13		yes
7/13/2023 21:44	Computer	Chromebook	CDM9N13	67691	yes
7/13/2023 21:44	Computer	Chromebook	C5K9N13	67774	yes
7/13/2023 21:44	Computer	Chromebook	6PG9N13	67802	yes
7/13/2023 21:45	Computer	Chromebook	84J2N13	67701	yes
7/13/2023 21:46	Computer	Chromebook		67702	yes
7/13/2023 21:46	Computer	Chromebook	DCL6N13	67719	yes
7/13/2023 21:46	Computer	Chromebook	BBM9N13	67811	yes
7/13/2023 21:46	Computer	Chromebook	8FJ7N13	67737	yes
7/13/2023 21:46	Computer	Chromebook	DKM9N13	67700	yes
7/13/2023 21:46	Computer	Chromebook	33RFN13	67713	yes
7/13/2023 21:46	Computer	Chromebook	3ZRJX33	67795	yes
7/13/2023 21:47	Computer	Chromebook	6X59N13	67829	yes
7/13/2023 21:47	Computer	Chromebook	70N6Q73	90572	yes
7/13/2023 21:47	Computer	Chromebook	DPLM2X2	83020	yes
7/13/2023 21:47	Computer	Chromebook	FFZ4Q73	90596	yes
7/13/2023 21:47	Computer	Chromebook	FYM6Q73	90585	yes
7/13/2023 21:47	Computer	Chromebook	2GJ7N13	67716	yes
7/13/2023 21:48	Computer	Chromebook	3NX2N13	67714	yes
7/13/2023 21:48	Computer	Chromebook	HZ7R2X2	83003	yes
7/13/2023 21:48	Computer	Chromebook	c049nv2	75283	yes
7/13/2023 21:48	Computer	Chromebook	9CCBQ73	90588	yes
7/13/2023 21:43	Computer	Chromebook	HM59N13	67818	yes
7/13/2023 21:48	Computer	Chromebook	6S61R73	90592	yes
7/13/2023 21:48	Computer	Chromebook	8JR9N13	67815	yes
7/13/2023 21:49	Computer	Chromebook	GD8M2X2	83019	yes
7/13/2023 21:49	Computer	Chromebook	HNCN2X2	83026	yes
7/13/2023 21:49	Computer	Chromebook	FYG9N13	67760	yes
7/13/2023 21:49	Computer	Chromebook	G4TS2X2	83021	yes
7/13/2023 21:49	Computer	Chromebook	9YF6Q73	90579	yes
7/13/2023 21:49	Computer	Chromebook	CQZPQ73	90597	yes
7/13/2023 21:49	Computer	Chromebook	88G6Q73	90578	yes
7/13/2023 21:49	Computer	Chromebook	5J3PQ73	90574	yes
7/13/2023 21:50	Computer	Chromebook	4FS8N13	67749	yes
7/13/2023 21:50	Computer	Chromebook	69V7Q73	90591	yes
7/13/2023 21:50	Computer	Chromebook	98D9N13	67770	yes
7/13/2023 21:50	Computer	Chromebook	9B3K2X2	83004	yes
7/13/2023 21:50	Computer	Chromebook	HYQBQ73	90576	yes
7/13/2023 21:50	Computer	Chromebook	CDKN2X2	83012	yes
7/13/2023 21:50	Computer	Chromebook	f2hknv2	75242	yes
7/13/2023 21:50	Computer	Chromebook	71RFN13	67738	yes
7/13/2023 21:51	Computer	Chromebook	JJ39N13	67816	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/13/2023 21:51	Computer	Chromebook	CNLM2X2	83002	yes
7/13/2023 21:51	Computer	Chromebook	5LG9N13	67765	yes
7/14/2023 17:46	Computer	Chromebook	p2080f2s	83816	yes
7/14/2023 17:46	Computer	Chromebook	p206dr35p2n0b980900e	78550	yes
7/14/2023 17:47	Computer	Chromebook	p206drjzp2n0b980900e	78525	yes
7/14/2023 17:47	Computer	Chromebook	p207zjrp	69306	yes
7/14/2023 17:47	Computer	Chromebook	p207zs6f	69264	yes
7/14/2023 17:48	Computer	Chromebook	p2081gbr	84011	yes
7/14/2023 17:48	Computer	Chromebook	p207zzqy	69308	yes
7/14/2023 17:49	Computer	Chromebook	p207ztv3	84090	yes
7/14/2023 17:49	Computer	Chromebook	p2080dqq	83925	yes
7/14/2023 17:49	Computer	Chromebook	p207zjte	70362	yes
7/14/2023 17:50	Computer	Chromebook	p207ztkh	83912	yes
7/14/2023 17:50	Computer	Chromebook	p207yajk	69768	yes
7/14/2023 17:50	Computer	Chromebook	p206drqwp2n0b980900e	78549	yes
7/14/2023 17:50	Computer	Chromebook	p207zsc3	70983	yes
7/14/2023 17:51	Computer	Chromebook	p207y7xz		yes
7/14/2023 17:51	Computer	Chromebook	p2080dl3	84094	yes
7/14/2023 17:51	Computer	Chromebook	p207ztl	83910	yes
7/14/2023 17:52	Computer	Chromebook	p206ds9vp2n0b980900e	78544	yes
7/14/2023 17:52	Computer	Chromebook	p2080ddw	83913	yes
7/14/2023 17:53	Computer	Chromebook	p206drjd	78551	yes
7/14/2023 17:53	Computer	Chromebook	p207zt5l	83566	yes
7/14/2023 17:54	Computer	Chromebook	p206ds38		yes
7/14/2023 17:54	Computer	Chromebook	p207zjnw	69281	yes
7/14/2023 17:55	Computer	Chromebook	p207zt5e		yes
7/14/2023 17:55	Computer	Chromebook	p208005z	73493	yes
7/14/2023 17:55	Computer	Chromebook	p2081ezn	83838	yes
7/14/2023 17:56	Computer	Chromebook	p207yaw2	83892	yes
7/14/2023 17:56	Computer	Chromebook	p2080dmk	84065	yes
7/14/2023 17:56	Computer	Chromebook	p207zts2	83928	yes
7/14/2023 17:57	Computer	Chromebook	p206dr66p2n0b980900e	78800	yes
7/14/2023 17:57	Computer	Chromebook	p207zsd3	73489	yes
7/14/2023 17:57	Computer	Chromebook	p207zv6j	83914	yes
7/14/2023 17:58	Computer	Chromebook	p207zs7f	73492	yes
7/14/2023 17:58	Computer	Chromebook	p207zyxs	69250	yes
7/14/2023 17:58	Computer	Chromebook	p206edlyp2n0b980900e	78545	yes
7/14/2023 17:59	Computer	Chromebook	p206dr5rp2n0b980900e	78518	yes
7/14/2023 17:59	Computer	Chromebook	p207zspn	83559	yes
7/14/2023 17:59	Computer	Chromebook	p207zyc6	83837	yes
7/14/2023 17:59	Computer	Chromebook	p207zspx	83638	yes
7/14/2023 18:00	Computer	Chromebook	p207ztne	83911	yes
7/14/2023 18:00	Computer	Chromebook	p2081gpl	83839	yes
7/14/2023 18:00	Computer	Chromebook	p207zvfa	83895	yes
7/14/2023 18:00	Computer	Chromebook	p207ztz2	83522	yes
7/14/2023 18:00	Computer	Chromebook	p206drndp2n0b980900e	78519	yes
7/14/2023 18:01	Computer	Chromebook	p207zz82	69267	yes
7/14/2023 18:01	Computer	Chromebook	p208009y	83604	yes
7/14/2023 18:01	Computer	Chromebook	p206edtjp2n0b980900e	78546	yes
7/14/2023 18:01	Computer	Chromebook	p2081gcl	83904	yes
7/14/2023 18:02	Computer	Chromebook	p207zs7m	83713	yes
7/14/2023 18:02	Computer	Chromebook	p201wza6	60763	yes
7/14/2023 18:02	Computer	Chromebook	p201wwg7	60762	yes
7/14/2023 18:03	Computer	Chromebook	p2041v4n	75208	yes
7/14/2023 18:03	Computer	Chromebook	p201wq9p		yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/14/2023 18:04	Computer	Chromebook	p201wtb7	60742	yes
7/14/2023 18:04	Computer	Chromebook	p201wwjn	60774	yes
7/14/2023 18:05	Computer	Chromebook	p2041v33	75218	yes
7/14/2023 18:06	Computer	Chromebook	p2041uqk	75221	yes
7/14/2023 18:07	Computer	Chromebook	p2041uvq	75213	yes
7/14/2023 18:07	Computer	Chromebook	p2041v1g	75209	yes
7/14/2023 18:07	Computer	Chromebook	p2041v4s	75230	yes
7/14/2023 18:08	Computer	Chromebook	p201wqza	60761	yes
7/14/2023 18:09	Computer	Chromebook	END BV		yes
7/17/2023 21:24	Computer	Chromebook	p207y79a	69449	yes
7/17/2023 21:25	Computer	Chromebook	p20800lp	70709	yes
7/17/2023 21:25	Computer	Chromebook	p207y9rr	69185	yes
7/17/2023 21:25	Computer	Chromebook	p206dr7lp2n0b980900e	80108	yes
7/17/2023 21:25	Computer	Chromebook	p206dsa3p2n0b980900e	80006	yes
7/17/2023 21:26	Computer	Chromebook	p206dr5mp2n0b980900e	72810	yes
7/17/2023 21:26	Computer	Chromebook	p2088eka	85087	yes
7/17/2023 21:26	Computer	Chromebook	p207pce5	68698	yes
7/17/2023 21:27	Computer	Chromebook	p207y793	69676	yes
7/17/2023 21:28	Computer	Chromebook	p207pcew	68719	yes
7/17/2023 21:28	Computer	Chromebook	p206dr5ap2n0b980900e	80012	yes
7/17/2023 21:29	Computer	Chromebook	p2080edf	69219	yes
7/17/2023 21:29	Computer	Chromebook	p2081emn	85711	yes
7/17/2023 21:29	Computer	Chromebook	p206ee5ap2n0b980900e	80899	yes
7/17/2023 21:29	Computer	Chromebook	p206e15mp2n0b980900e	80083	yes
7/17/2023 21:30	Computer	Chromebook	p206dr1qp2n0b980900e	80850	yes
7/17/2023 21:30	Computer	Chromebook	p207zzn6	70558	yes
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7/17/2023 21:31	Computer	Chromebook	p207zvbz	70806	yes
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7/17/2023 21:31	Computer	Chromebook	p2080g00	85833	yes
7/17/2023 21:31	Computer	Chromebook	p206e2cxp2n0b980900e	80047	yes
7/17/2023 21:31	Computer	Chromebook	p206drzjp2n0b980900e	80064	yes
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7/17/2023 22:56	Computer	Chromebook	p207yc0v	69196	yes
7/17/2023 22:56	Computer	Chromebook	p2088azn	85075	yes
7/17/2023 22:56	Computer	Chromebook	p207zse5	69055	yes
7/17/2023 22:57	Computer	Chromebook	p2080ea4	69225	yes
7/17/2023 22:57	Computer	Chromebook	p207pjse	68710	yes
7/17/2023 22:57	Computer	Chromebook	p207bezxp2n0b9b29001	73399	yes
7/17/2023 22:58	Computer	Chromebook	p207bezxp2n0b9b29001	73399	yes
7/17/2023 22:58	Computer	Chromebook	p207b7g1p2n0b9b2802b	73163	yes
7/17/2023 22:58	Computer	Chromebook	p207b2atp2n0b9b28004	73167	yes
7/17/2023 22:58	Computer	Chromebook	p207pjnl	68633	yes
7/17/2023 22:59	Computer	Chromebook	p207bemtp2n0b9b2900f	73172	yes
7/17/2023 22:59	Computer	Chromebook	p207bg22p2n0b9b29001	73173	yes
7/17/2023 22:59	Computer	Chromebook	p207pc58	68720	yes
7/17/2023 22:59	Computer	Chromebook	p207pjtk	68657	yes
7/17/2023 23:01	Computer	Chromebook	p20891xz	85245	yes
7/18/2023 16:48	Computer	Chromebook	4ww8qt2	X7271624	yes
7/18/2023 16:48	Computer	Chromebook	GGK88C3	X7320479	yes
7/18/2023 16:49	Computer	Chromebook	dbxfnv2	x7272583	yes
7/18/2023 16:49	Computer	Chromebook	816XX33	X7289550	yes
7/18/2023 16:50	Computer	Chromebook	ckg0qt2	X7271658	yes
7/18/2023 16:50	Computer	Chromebook	D8Y8N13	X7289560	yes
7/18/2023 16:51	Computer	Chromebook	42F68C3	x7320482	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/18/2023 16:52	Computer	Chromebook	8jndnv2	X7272595	yes
7/18/2023 16:53	Computer	Chromebook	clkfnv2	X7272588	yes
7/18/2023 16:54	Computer	Chromebook	cr2cnv2	X7272589	yes
7/18/2023 16:54	Computer	Chromebook	p2081ete	X7291921	yes
7/18/2023 16:55	Computer	Chromebook	PF2RXZ4K	X7306091	yes
7/18/2023 16:56	Computer	Chromebook	PF2QFLJ9	X7312537	yes
7/18/2023 16:56	Computer	Chromebook	PF2RXZPW	X7317475	yes
7/18/2023 16:57	Computer	Chromebook	PF2QEJ7M	X7312289	yes
7/18/2023 16:57	Computer	Chromebook	p207zzwz	X7291712	yes
7/18/2023 16:58	Computer	Chromebook	p207ztch	X7292294	yes
7/18/2023 17:00	Computer	Chromebook	PF2SBX9X	X7311041	yes
7/18/2023 17:00	Computer	Chromebook	p206dre6	X7274383	yes
7/18/2023 20:43	Computer	Chromebook	47x8qt2	X7271635	yes
7/18/2023 20:43	Computer	Chromebook	B06XX33	X7289545	yes
7/19/2023 19:19	Computer	Chromebook	PF2S05MP	111657	yes
7/19/2023 19:20	Computer	Chromebook	PF393BFQ		yes
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7/19/2023 19:23	Computer	Chromebook	p206ds5z	78794	yes
7/19/2023 19:23	Computer	Chromebook	p207zzt5	70292	yes
7/19/2023 19:25	Computer	Chromebook	p201wq11	63600	yes
7/19/2023 19:26	Computer	Chromebook	PF3DGWGR		yes
7/19/2023 19:27	Computer	Chromebook	PF3JTSGX		yes
7/19/2023 20:46	Computer	Chromebook	p203z7kbp2n0b9302003	75854	yes
7/19/2023 20:47	Computer	Chromebook	p201wvxm	63978	yes
7/19/2023 20:47	Computer	Chromebook	p203z4h2		yes
7/19/2023 20:48	Computer	Chromebook	p201wptb	64049	yes
7/19/2023 20:49	Computer	Chromebook	p201wzba	60693	yes
7/19/2023 20:49	Computer	Chromebook	p201wzb5	64059	yes
7/19/2023 20:50	Computer	Chromebook	p201w2p7	63986	yes
7/19/2023 20:50	Computer	Chromebook	p201wprf	64320	yes
7/19/2023 20:51	Computer	Chromebook	p201wtfg	60673	yes
7/19/2023 20:52	Computer	Chromebook	p203z3qv	75845	yes
7/19/2023 20:52	Computer	Chromebook	p203z6p4		yes
7/19/2023 20:52	Computer	Chromebook	p2041jc0		yes
7/19/2023 20:53	Computer	Chromebook	p201zn90	64076	yes
7/19/2023 20:54	Computer	Chromebook		64006	yes
7/19/2023 20:54	Computer	Chromebook	p201wwje	60692	yes
7/19/2023 20:55	Computer	Chromebook	p203z3qn	75884	yes
7/19/2023 20:55	Computer	Chromebook	p203z4a7	75862	yes
7/19/2023 20:56	Computer	Chromebook	p201znfg	64099	yes
7/19/2023 20:56	Computer	Chromebook	p2020ded	64008	yes
7/19/2023 20:56	Computer	Chromebook	p201znry	64088	yes
7/19/2023 20:57	Computer	Chromebook	p201wzpd	64039	yes
7/19/2023 20:57	Computer	Chromebook	p203z3l0	75866	yes
7/19/2023 20:58	Computer	Chromebook	p203z3u4	75791	yes
7/19/2023 20:58	Computer	Chromebook	p201wzcm	64028	yes
7/19/2023 20:59	Computer	Chromebook	p203z7fu	75796	yes
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7/19/2023 21:00	Computer	Chromebook	p201zmzw	64295	yes
7/19/2023 21:00	Computer	Chromebook	p201wzkh	63987	yes
7/19/2023 21:01	Computer	Chromebook	p203z48y		yes
7/19/2023 21:01	Computer	Chromebook	p201wza4	63609	yes
7/19/2023 21:02	Computer	Chromebook	p201zmve	64074	yes
7/19/2023 21:02	Computer	Chromebook	p201wqlr	64293	yes
7/19/2023 21:03	Computer	Chromebook	p201zna7	64264	yes





CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

7/19/2023 21:03	Computer	Chromebook	p201zn2r	64307	yes
7/19/2023 21:03	Computer	Chromebook	p203z7fc	75877	yes
7/19/2023 21:04	Computer	Chromebook	p201wr2j	60678	yes
7/19/2023 21:05	Computer	Chromebook	p203z7hh	75843	yes
7/19/2023 21:05	Computer	Chromebook	p2020e52	64256	yes
7/19/2023 21:06	Computer	Chromebook	p203z44a	75827	yes
7/19/2023 21:06	Computer	Chromebook	p203z7l4	75892	yes
7/19/2023 21:07	Computer	Chromebook	p203z6n7	75867	yes
7/19/2023 21:07	Computer	Chromebook	p201wyzp	64257	yes
7/19/2023 21:08	Computer	Chromebook	p2020du3	64109	yes
7/19/2023 21:08	Computer	Chromebook	p201znzs	64094	yes
7/19/2023 21:09	Computer	Chromebook	p203z40j	75842	yes
7/19/2023 21:09	Computer	Chromebook	p201zng8	64009	yes
7/19/2023 21:10	Computer	Chromebook	p201wztu	64085	yes
7/19/2023 21:11	Computer	Chromebook	p201znz8	64055	yes
7/19/2023 21:11	Computer	Chromebook	p203z777	75786	yes
7/19/2023 21:12	Computer	Chromebook	p201wqyb	63793	yes
7/19/2023 21:12	Computer	Chromebook	p201wwrn	63990	yes
7/19/2023 21:13	Computer	Chromebook	p203z42w	75851	yes
7/19/2023 21:13	Computer	Chromebook	p203z7fe	75863	yes
7/19/2023 21:13	Computer	Chromebook	p201zmtd	64067	yes
7/19/2023 21:14	Computer	Chromebook	p203z6te	75793	yes
7/19/2023 21:14	Computer	Chromebook	p201yqmm	64309	yes
7/19/2023 21:15	Computer	Chromebook	p201wrat	64144	yes
7/19/2023 21:15	Computer	Chromebook	p203z3md	75830	yes
7/19/2023 21:16	Computer	Chromebook	p2041v0j	75219	yes
7/19/2023 21:16	Computer	Chromebook	p2020ecu	64079	yes
7/19/2023 21:17	Computer	Chromebook	p201znev	64031	yes
7/19/2023 21:17	Computer	Chromebook	p203z7me	75905	yes
7/19/2023 21:18	Computer	Chromebook	p2020de9	64328	yes
7/19/2023 21:18	Computer	Chromebook	p201zngf	64061	yes
7/19/2023 21:23	Computer	Chromebook	p201wwm3	64274	yes
7/19/2023 21:23	Computer	Chromebook	p201wzd0	64092	yes
7/19/2023 21:24	Computer	Chromebook	p201znpr	64004	yes
7/19/2023 21:24	Computer	Chromebook	p201wqjg	60686	yes
7/19/2023 21:25	Computer	Chromebook	p2020e21	64139	yes
7/19/2023 21:25	Computer	Chromebook	p201wr0e	60698	yes
7/19/2023 21:26	Computer	Chromebook	p201wvus	64108	yes
7/19/2023 21:26	Computer	Chromebook	p201wpty	64265	yes
7/19/2023 21:27	Computer	Chromebook	p203z3ll	75844	yes
7/19/2023 21:27	Computer	Chromebook	p201znw2	64302	yes
7/19/2023 21:28	Computer	Chromebook	p203z3z6	75864	yes
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7/19/2023 21:28	Computer	Chromebook	p201wwwx	64267	yes
7/19/2023 21:29	Computer	Chromebook	p201wtmp	64013	yes
7/19/2023 21:29	Computer	Chromebook	p201wwgm	60675	yes
7/19/2023 21:30	Computer	Chromebook	p201wzbr	60671	yes
7/19/2023 21:30	Computer	Chromebook	p201wzrl	60696	yes
7/19/2023 21:31	Computer	Chromebook	p201wq0g	60699	yes
7/19/2023 21:31	Computer	Chromebook	p203z6xy	75797	yes
7/19/2023 21:31	Computer	Chromebook	p203z794	75798	yes







## 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	Canyon Hills JHS , Library	Date Submitted:	8/18/23
Site Contact & Extension	Jeanne Sexton x7247		

Adobe E-signature is acceptable

Department Head/Principal Approval:	<i>Heather Post</i>
Technology Review:	

THIS FORM MUST BE TYPED

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	Dell Optiplex 3010	HZF9K02	42179	<input type="checkbox"/>
Computer Equipment	Dell Optiplex 3010	HZF1K02	42191	<input type="checkbox"/>
Computer Equipment	Dell Optiplex 3010	HZB4K02	42187	<input type="checkbox"/>
Computer Equipment	Dell Optiplex 3010	HZD4K02	42175	<input type="checkbox"/>
Computer Equipment	E178FPv	CN-0TP222-73731-795-EM6C	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	1908FPb	CN-0G313H-74261-8BO-4ATL	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	P1913b	CN-0T0PH-74261-425-2FRU	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	P1913b	CN-0DT0PH-74261-425-2GKU	Click or tap here to enter text.	<input type="checkbox"/>
Computer Equipment	P1913b	CN-0DT0PH-74261-425-2GHU	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"/>
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"/>



## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** September 7, 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.

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source	Completion Date
CC2024-10	Dickson ES Planter Project	Angelo Construction	\$16,454.00	N/A	\$16,454.00	01	August 5, 2023
CC2024-11	Districtwide Asphalt Repairs	Premier Paving, Inc.	\$38,550.00	N/A	\$38,550.00	01	August 4, 2023
CC2024-13	Eagle Canyon ES Tree Maintenance	Mission Landscape Co., Inc.	\$24,695.00	N/A	\$24,695.00	01	July 25, 2023
CC2024-14	Adult School Administration Office HVAC Replacement	Air Tyme A/C & Heating Service	\$24,495.00	N/A	\$24,495.00	01	July 25, 2023
CC2024-15	Walnut ES MPR Floor Replacement	CCF Flooring Contractors, Inc. dba Custom Craft Flooring	\$16,617.00	N/A	\$16,617.00	01	August 2, 2023
CC2023-57	Buena Vista HS Fire Alarm System Upgrade	Time & Alarm Systems	\$15,490.00	N/A	\$15,490.00	01	July 28, 2023

CUPCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source	Completion Date
CC2023-72	Hidden Trails ES Slope Maintenance	Greenfield Landscaping & Maintenance, Inc.	\$24,345.00	N/A	\$24,345.00	01	July 28, 2023
CC2023-73	Liberty ES MPR Audio Upgrade	Ireland Sound Systems, Inc.	\$24,985.79	N/A	\$24,985.79	01	August 3, 2023

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

Staff recommends approval of the 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 CUPCAA Projects.

### **FISCAL IMPACT**

\$185,631.79 to General Fund 01.

NE:GJS:ms

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR  
BID NO. 19-20-32F, CHINO HS RECONSTRUCTION PHASE 2 (BP 6)**

=====

**BACKGROUND**

On June 18, 2020, the Board of Education awarded Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 6) to Sierra Lathing Company, 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	Sierra Lathing Company, Inc.	\$173,272.09
	Bid Amount:	\$5,643,099.00
	Revised Total Project Amount:	\$5,816,371.09
	Retention Amount:	\$8,663.60

The change order resulted in a net increase of \$173,272.09 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 August 5, 2022.

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

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

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

### **RECOMMENDATION**

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 6).

### **FISCAL IMPACT**

\$173,272.09 to Measure G Fund 21.

NE:GJS

9/7



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

## CHANGE ORDER

Date: 07/26/2023 BID/ CUPCAA #: 19-20-32F Change Order #: 001  
Project Title: Chino High School Reconstruction Phase 2  
Owner: Chino Valley Unified School District DSA Application #: 04-117507 DSA File #: 36-H3  
Architect: PBK Contractor: Sierra Lathing Company Inc. (BP#6)

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:            | Bldg. G - Ceiling Joist at Metal Canopies        |
|             | Reason:                 | Design Change                                    |
|             | Document Ref:           | RFI 374  |
|             | Requested by:           | Architect  |
|             | Change in Contract Sum: | \$30,713.96                                      |
|             | Time Extension:         | None   |
| ITEM NO. 2: | Description:            | Athletic & Activities Director's Office Changes  |
|             | Reason:                 | Design Change                                    |
|             | Document Ref:           | ASI 021  |
|             | Requested by:           | Architect  |
|             | Change in Contract Sum: | \$26,738.11                                      |
|             | Time Extension:         | None   |
| ITEM NO. 3: | Description:            | Bldg. H South Canopy Parapet Height              |
|             | Reason:                 | Design Change                                    |
|             | Document Ref:           | RFI 491  |
|             | Requested by:           | Architect  |
|             | Change in Contract Sum: | \$16,074.81                                      |
|             | Time Extension:         | None   |
| ITEM NO. 4: | Description:            | Bldg. G – Added Drywall Locations at G153 & G155 |
|             | Reason:                 | Design Change                                    |
|             | Document Ref:           | RFI 382  |
|             | Requested by:           | Architect  |
|             | Change in Contract Sum: | \$31,414.85                                      |
|             | Time Extension:         | None   |

ITEM NO. 5:	Description:	Re-work for Larger Access Panels per DSA Field Trip Note
	Reason:	Design Change
	Document Ref:	RFI 455
	Requested by:	DSA
	Change in Contract Sum:	\$34,754.65
	Time Extension:	None
ITEM NO. 6:	Description:	Added Scoreboard Attachment Detail
	Reason:	Design Change
	Document Ref:	RFI 485
	Requested by:	Architect
	Change in Contract Sum:	\$7,685.76
	Time Extension:	None
ITEM NO. 7:	Description:	Bldg. G Upright Head Spacing in Lobby G107 / Added Fire Safing
	Reason:	Design Change
	Document Ref:	RFI 220
	Requested by:	Architect
	Change in Contract Sum:	\$3,136.04
	Time Extension:	None
ITEM NO. 8:	Description:	Gym & Weight Room Added Fire Safing
	Reason:	Design Change
	Document Ref:	RFI 377
	Requested by:	Architect
	Change in Contract Sum:	\$8,821.02
	Time Extension:	None
ITEM NO. 9:	Description:	Bldg. H - Fire Smoke Damper Locations at CMU Wall Penetrations
	Reason:	Design Change
	Document Ref:	RFI 405
	Requested by:	Architect
	Change in Contract Sum:	\$7,602.05
	Time Extension:	None
ITEM NO. 10:	Description:	Bldg. G – Exterior Column Changes
	Reason:	Design Change
	Document Ref:	RFI 426
	Requested by:	Architect
	Change in Contract Sum:	\$1,237.72
	Time Extension:	None

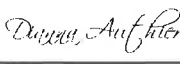
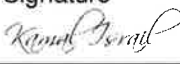
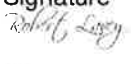

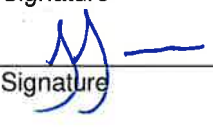

ITEM NO. 11:	Description:	Bldg. H – Metal Stud Framing at Perimeter of Lecture Hall
	Reason:	Design Change
	Document Ref:	RFI 483/CCD 137
	Requested by:	Architect
	Change in Contract Sum:	\$5,093.12
	Time Extension:	None

## CONTRACT SUMMARY

The original contract amount was:	\$5,643,099.00
Previously approved change order amount(s):	\$0.00
The contract amount will be increased by this Change Order:	\$173,272.09
The new contract amount including this change order will be:	\$5,816,371.09

The original contract completion date was:	08/05/2022
Previously approved Change Order for contract time:	0 days
The contract time will be increased by this Change Order:	0 days
The date of completion as a result of this Change Order is:	08/05/2022

## APPROVED BY:

Dianna Authier		08/03/2023
Contractor	Signature	Date
Kamal Israil		08/04/2023
DSA Inspector of Record (if applicable)	Signature	Date
Robert Lavey		08/04/2023
Architect / Engineer (if applicable)	Signature	Date
Robert Stewart		08/03/2023
Construction / Project Manager	Signature	Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Samuel Sousa		8/4/23
CVUSD Project Manager	Signature	Date
Director, Maintenance & Operations (if applicable)	Signature	Date
Beverly Beemer		8/4/2023
Director, Planning (if applicable)	Signature	Date

Greg Stachura  
Owner (Authorized Agent)

  
Signature

  
Date



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR  
BID NO. 20-21-02F, CHINO HS RECONSTRUCTION PHASE 2  
FLOORING REBID (BP 13)**

=====

**BACKGROUND**

On September 17, 2020, the Board of Education awarded Bid No. 20-21-02F, Chino HS Reconstruction Phase 2 Flooring Rebid (BP 13) to Continental Flooring, 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	Continental Flooring, Inc.	(\$393,914.56)
	Bid Amount:	\$1,235,103.00
	Revised Total Project Amount:	\$841,188.44
	Retention Amount:	\$42,059.42

The change order results in a net decrease of \$393,914.56 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 July 14, 2023.

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

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 20-21-02F, Chino HS Reconstruction Phase 2 Flooring Rebid (BP 13).

**FISCAL IMPACT**

(\$393,914.56) to Measure G Fund 21.

NE:GJS



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

## CHANGE ORDER

Date: 07/26/2023 BID/ CUPCAA #: 20-21-02F Change Order #: 001  
Project Title: Chino High School Reconstruction Phase 2  
Owner: Chino Valley Unified School District DSA Application #: 04-117507 DSA File #: 36-H3  
Architect: PBK Contractor: Continental Flooring, Inc. (BP#13)

---

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

ITEM  
NO. 1: Description: Deductive Change Order For Unused Contract Allowance  
Reason: Contract Complete  
Document Ref:  
Requested by: District  
Change in Contract Sum: \$-393,914.56  
Time Extension: None

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

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

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

## CONTRACT SUMMARY

The original contract amount was:	\$1,235,103.00
Previously approved change order amount(s):	\$0.00
The contract amount will be decreased by this Change Order:	\$-393,914.56
The new contract amount including this change order will be:	\$841,188.44

The original contract completion date was:	07/14/2023
Previously approved Change Order for contract time:	0 days
The contract time will be increased by this Change Order:	0 days
The date of completion as a result of this Change Order is:	07/14/2023

### APPROVED BY:

Todd Distelrath Contractor	 Signature	08/01/2023 Date
Kamal Israil DSA Inspector of Record (if applicable)	 Signature	08/03/2023 Date
Robert Lavey Architect / Engineer (if applicable)	 Signature	08/03/2023 Date
Robert Stewart Construction / Project Manager	 Signature	08/02/2023 Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Samuel Sousa CVUSD Project Manager	Signature	Date
Director, Maintenance & Operations (if applicable)	Signature	Date
Beverly Beemer Director, Planning (if applicable)	 Signature	8/4/2023 Date
Greg Stachura Owner (Authorized Agent)	 Signature	8/8/23 Date

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: NOTICE OF COMPLETION FOR BID NO. 19-20-32F, CHINO HS RECONSTRUCTION PHASE 2 (BP 21)**

=====

**BACKGROUND**

On June 18, 2020, the Board of Education awarded Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 21) to Southern California West Coast Electric, Inc.

Original Bid Amount	Approved Change Orders	Total Contract	5% Retention Amount
\$7,950,000.00	\$428,815.05	\$8,378,815.05	\$418,940.75

All contracted work was completed on April 28, 2023. Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kamal Israil, DSA Inspector of Record; Robert Lavey, PBK Architects; Robert Stewart, Balfour Beatty Construction Management; Samuel Sousa, CVUSD Construction Coordinator; and Beverly Beemer, CVUSD Director of Planning.

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 21).

**FISCAL IMPACT**

None.

NE:GJS

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR  
BID NO. 19-20-32F, CHINO HS RECONSTRUCTION PHASE 2 (BP 23)**

=====

**BACKGROUND**

On June 18, 2020, the Board of Education awarded Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 23) to Conserve Landcare, LLC. 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	Conserve Landcare, LLC.	(\$86,879.55)
	Bid Amount:	\$2,060,100.00
	Revised Total Project Amount:	\$1,973,220.45
	Retention Amount:	\$98,661.02

The change order resulted in a net decrease of \$86,879.55 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 August 15, 2023.

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

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

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 19-20-32F, Chino HS Reconstruction Phase 2 (BP 23).

**FISCAL IMPACT**

(\$86,879.55) to Measure G Fund 21.

NE:GJS



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

## CHANGE ORDER

Date: 08/15/2023 BID/ CUPCAA #: 19-20-32F ✓ Change Order #: 001  
Project Title: Chino High School Reconstruction Phase 2 ✓  
Owner: Chino Valley Unified School District DSA Application #: 04-117507 ✓ DSA File #: 36-H3  
Architect: PBK Contractor: Conserve Landcare, LLC (BP#23) ✓

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

ITEM  
NO. 1: Description: Deductive Change Order For Unused Contract Allowance  
Reason: Contract Complete  
Document Ref:  
Requested by: District  
Change in Contract Sum: \$-86,879.55  
Time Extension: None

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

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

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



## CONTRACT SUMMARY

The original contract amount was:	\$2,060,100.00
Previously approved change order amount(s):	\$0.00
The contract amount will be increased/decreased by this Change Order:	\$-86,879.55
The new contract amount including this change order will be:	\$1,973,220.45

The original contract completion date was:	08/15/2023
Previously approved Change Order for contract time:	0 days
The contract time will be increased by this Change Order:	0 days
The date of completion as a result of this Change Order is:	08/15/2023

## APPROVED BY:

Kevin Rocker		08/15/2023
Contractor	Signature	Date
Kamal Israil		08/16/2023
DSA Inspector of Record (if applicable)	Signature	Date
Robert Lavey		08/21/2023
Architect / Engineer (if applicable)	Signature	Date
Robert Stewart		08/16/2023
Construction / Project Manager	Signature	Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Samuel Sousa		8/21/23
CVUSD Project Manager	Signature	Date
Director, Maintenance & Operations (if applicable)	Signature	Date
Beverly Beemer		8/21/2023
Director, Planning (if applicable)	Signature	Date
Greg Stachura		8/21/23
Owner (Authorized Agent)	Signature	Date

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

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

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

=====

### **BACKGROUND**

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

Change Order	Contractor	Amount
1	JPI Development Group, Inc.	\$54,016.00
	Bid Amount:	\$2,294,000.00
	Revised Total Project Amount:	\$2,348,016.00

The change order results in a net increase of \$54,016.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described.

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

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

### **RECOMMENDATION**

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

### **FISCAL IMPACT**

\$54,016.00 to Measure G Fund 21

NE:GJS

9/7



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

## CHANGE ORDER

Date: 08/02/2023 BID/ CUPCCAA #: 22-23-08F Change Order #: 001  
 Project Title: Preserve II School – New Construction  
 Owner: Chino Valley Unified School District DSA Application #: 04-120512 DSA File #: 36-11  
 Architect: PBK Contractor: JPI Development Group Inc. (BP 22-01)  
P.O. 241343

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

ITEM NO. 1:	Description:	ASI#011/CCD#011 Added Exterior Hose Bibbs
	Reason:	Provide additional hose bibbs pursuant to Architectural Supplemental Instruction ASI#011/CCD#011 and Request for Information #132, 185, 185.1, 185.2 responses. The contract drawings did not show hose bibbs on the exterior of the building. ASI#011/CCD#011 provided locations where hose bibbs are to be added.
	Document Ref:	Change Order Request P-006 (PCO #P-038)
	Requested by:	District
	Change in Contract Sum:	\$21,082.00 / ADD
	Time Extension:	0
ITEM NO. 2:	Description:	RFI#038 Added Plumbing Seismic Expansion Loops
	Reason:	Provide seismic expansion loops for the plumbing system pursuant to Request for Information #038. Architectural drawings show expansion joints along gridlines AA-3, AB-1 and AB-12 with plumbing lines crossing these areas without seismic expansion loops indicated. This is the cost to provide added seismic expansion loops for all plumbing lines crossing thru the expansion joints.
	Document Ref:	Change Order Request P-005 (PCO #P-050)
	Requested by:	District
	Change in Contract Sum:	\$32,934.00 / ADD
	Time Extension:	0

### CONTRACT SUMMARY

The original contract amount was:	<u>\$2,294,000.00</u>
Previously approved change order amount(s):	<u>\$0.00</u>
The contract amount will be <b>increased</b> by this Change Order:	<u>\$54,016.00</u>
The new contract amount including this change order will be:	<u>\$2,348,016.00</u>
The original contract completion date:	<u>05/30/2024</u>
The contract time will be increased/decreased by days:	<u>0 days</u>
The date of completion as a result of this Change Order is:	<u>05/30/2024</u>

**APPROVED BY:**

Dylan Janikowski

Contractor – JPI Development Group Inc.

DocuSigned by:  
  
 837E3851C7C34B1...

Signature

08/03/2023 | 08:35 PDT

Date

Kamal Israil  
TYR Inc.

DSA Inspector of Record (if applicable)

DocuSigned by:  
**KAMAL ISRAIL**  
 A85D347C199F461


Signature

08/03/2023 | 13:32 PDT

Date

Bob Lavey  
PBK

Architect / Engineer (if applicable)

DocuSigned by:  
  
 0953B2CA4BF6419...

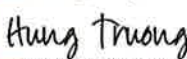
Signature

08/06/2023 | 07:38 PDT

Date

Hung Truong  
CW Driver

Construction/Project Manager

DocuSigned by:  
  
 DB919CAC3A0446B...

Signature

08/04/2023 | 15:04 PDT

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Cesar Portugal

CVUSD Project Manager

  
 Signature

Date

8/10/23

Beverly Beemer

Director, Planning (if applicable)

  
 Signature

Date

8/11/2023

Greg Stachura

Owner (Authorized Agent)

  
 Signature

Date

8/14/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 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>
--------------------	------------------------	------------------------	------------------------------

**CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2023/2024 SCHOOL YEAR****REVISION TO THE EFFECTIVE DATE**

JAHAHN, Ann Marie	Assistant Principal – HS	Don Lugo HS	09/04/2023
-------------------	--------------------------	-------------	------------

**HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2023/2024 SCHOOL YEAR**

ROCKWELL, Genette	Elementary Teacher	Cattle ES	08/11/2023
THOMAS, Anjanette	TK Teacher	Walnut ES	08/17/2023
DAVIS, Timothy	Social Science Teacher	Woodcrest JHS	08/09/2023
PROPROFSKY, Thomas	Special Education Teacher	Ayala HS	08/21/2023

**RESIGNATION**

VENEGAS, Ryan	Counselor – High School	Ayala HS	08/19/2023
WEBB-WILLIAMS, Demaree	Special Education Teacher	Chino Hills HS	07/31/2023

**PLACED ON THE 39 MONTH LIST**

BOOTHROYD, Christa	Elementary Teacher	Wickman ES	08/17/2023
--------------------	--------------------	------------	------------

**APPOINTMENT - EXTRA DUTY**

ALONZO, Elizabeth (NBM)	Band (B)	Ayala HS	08/02/2023
BIZUB, Kevin (NBM)	Football (B)	Ayala HS	08/22/2023
MORENO, Isabella (NBM)	Competitive Cheer (B)	Ayala HS	07/22/2023
WOLF, David (NBM)	Water Polo (B)	Ayala HS	08/16/2023
YEE, Jonathan (NBM)	Water Polo (B)	Ayala HS	08/16/2023
ZHANG, Alvina (NBM)	Band (B)	Ayala HS	07/20/2023
DELGADO, Sebastian (NBM)	Band (B)	Chino HS	08/15/2023
FREGOSO, Sabrina (NBM)	Water Polo (B)	Chino HS	08/12/2023
NASH, Frederick (NBM)	Volleyball (B)	Chino HS	06/27/2023
GAMBLIN, Tyler (NBM)	Basketball (B)	Chino Hills HS	08/04/2023
LIN, Brandon (NBM)	Water Polo (B)	Chino Hills HS	08/22/2023
O'DELL, Daniel (NBM)	Football (B)	Chino Hills HS	07/17/2023
ALDAVE, Gabriel (NBM)	Football (B)	Don Lugo HS	08/22/2023
LIN, Brandon (NBM)	Water Polo (B)	Don Lugo HS	08/22/2023
PINON, Jesus (NBM)	Football (B)	Don Lugo HS	08/18/2023

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

JONES, Markus

WEBB-WILLIAMS, Demaree

**CLASSIFIED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
--------------------	------------------------	------------------------	------------------------------

**CLASSIFIED MANAGEMENT PERSONNEL FOR THE 2023/2024 SCHOOL YEAR****PROMOTION**

ALOR, Marlette	FROM: Behavior Intervention Associate (MH)	Special Education	08/14/2023
	8 hrs./220 contract days		
	TO: Behavior Intervention Counselor (MH)	Special Education	
	8 hrs./220 contract days		

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

GILLESPIE-DIEKMANN, Jennifer	IA/Elementary Grade Level (C)	Butterfield Ranch ES	08/21/2023
PHUA, Bernadette	Playground Supervisor (GF)	Butterfield Ranch ES	08/30/2023
SAROOGHI, Maria	Playground Supervisor (GF)	Butterfield Ranch ES	08/28/2023
QUASH, Ashley	Elementary Library/Media Center Assistant (GF)	Chaparral ES	09/08/2023
ARCOS, Leila	Paraprofessional I (SELPA/GF)	Cortez ES	09/08/2023
MERGY, Monique	Paraprofessional II (SELPA/GF)	Eagle Canyon ES	08/24/2023
NELSON, Blanca	Playground Supervisor (GF)	Litel ES	08/31/2023
MATTHEWS, Brittany	Paraprofessional II (SELPA/GF)	Marshall ES	08/28/2023
TOLER, Katrina	Paraprofessional II (SELPA/GF)	Marshall ES	09/01/2023
WAGGENER, Monique	Playground Supervisor (GF)	Oak Ridge ES	08/31/2023
RILEY, Raeanna	Paraprofessional II (SELPA/GF)	Rolling Ridge ES	08/21/2023
BRAGHIN MARQUES, Flavia	Playground Supervisor (GF)	Wickman ES	08/30/2023
STEWART, LaToya	Playground Supervisor (GF)	Wickman ES	08/29/2023
STUBBE, Nicole	Playground Supervisor (GF)	Wickman ES	08/30/2023
BROWN, Kayden	Playground Supervisor (GF)	Cal Aero K-8	08/28/2023
ARAGON NAVA, Gisela	Bilingual Typist Clerk I (C)	Chino HS	09/05/2023
JONES, Christina	Paraprofessional II (SELPA/GF)	Chino Hills HS	08/16/2023
MLADOSICH, Andrew	Custodian I (GF)	Alternative Education	08/21/2023
CEJA, Manuel	Maintenance III/HVAC-R (GF)	Maintenance	09/05/2023

**PROMOTION**

MACHADO, Monica	FROM: Nutrition Services Professional (NS)	Butterfield Ranch ES	09/11/2023
	2 hrs./181 work days		
	TO: Typist Clerk I (GF)	Ayala HS	
	8 hrs./201 work days		
KURZ, Mitzi	FROM: Playground Supervisor (GF)	Butterfield Ranch ES	08/21/2023
	1.5 hrs./180 work days		
	TO: Paraprofessional II (SELPA/GF)	Butterfield Ranch ES	
	6 hrs./181 work days		



**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>PROMOTION</u></b> (cont.)			
SHUE, Nicole	FROM: IA/Elementary Grade Level (C) 5 hrs./180 work days TO: Paraprofessional I (SELPA/GF) 5 hrs./181 work days	Chapparal ES Dickson ES	08/23/2023
AMBRIZ, Brianna	FROM: IA/Elementary Grade Level (C) 3 hrs./180 work days TO: Child Care Specialist (C) 6 hrs./181 work days	Dickson ES Child Development	08/07/2023
CHAVEZ, Linda	FROM: IA/Computer Assisted Instruction (GF) 3 hrs./136 work days and Elementary Library/Media Center Assistant (GF) 3.5 hrs./174 work days TO: Student Body Finance Clerk (GF) 8 hrs./213 work days	Walnut ES Walnut ES Chino Hills HS	09/05/2023
ORTEGA, Gerardo	FROM: Custodian I (GF) 8 hrs./261 contract days TO: Custodian II (GF) 8 hrs./261 contract days	Chino HS Hidden Trails ES	09/05/2023
CASASOLA, Gabrielle	FROM: Payroll Clerk III (GF) 8 hrs./261 contract days TO: Fringe Benefits Technician (GF) 8 hrs./261 contract days	Business Services Business Services	09/08/2023
MAISTERRENA, Maite	FROM: Purchasing Clerk III (GF) 8 hrs./261 contract days TO: District Purchasing Assistant (GF) 8 hrs./261 contract days	Purchasing Purchasing	08/21/2023

**ASSIGNMENT CHANGE**

KURZ, Mitzi	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	08/21/2023
ARENAS, Tatiana	FROM: Paraprofessional I (SELPA/GF) 5 hrs./181 work days TO: Behavior Intervention Aide (MH) 6 hrs./190 work days	Litel ES Special Education	09/08/2023

**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.)

ROMERO, Kerbyn	FROM: Security Person (GF) 8 hrs./261 contract days TO: Security Person (GF) 8 hrs./181 work days	Risk Management Don Lugo HS	09/01/2023
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**ADDITIONAL ASSIGNMENT**

FOLEY, Christopher	IA/Elementary Grade Level (C)	Borba ES	08/28/2023
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**INCREASE OF HOURS**

SABUHA, Syeda	FROM: Paraprofessional II (SELPA/GF) 3 hrs./181 work days TO: Paraprofessional II (SELPA/GF) 6 hrs./181 work days	Ayala HS Ayala HS	08/07/2023
JUAREZ, Sophia	FROM: Paraprofessional II (SELPA/GF) 5 hrs./181 work days TO: Paraprofessional II (SELPA/GF) 6 hrs./181 work days	Special Education Special Education	08/07/2023

**REVISION TO RESIGNATION DATE**

LIZARRAGO, Trynity	Security Person (GF)	Chino Hills HS	08/22/2023
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**RESIGNATION**

DORADO, Yesina	Paraprofessional II (SELPA/GF)	Country Springs ES	08/23/2023
CHUC, Nancy	IA/Bilingual-Biliterate Spanish (C)	Don Lugo HS	08/25/2023
RODRIGUEZ, Veronica	IA/Childhood Education (C)	Child Development	08/24/2023

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

ALVARADO, Eva	Paraprofessional I	Chaparral ES
FARAJ, Wansa	Paraprofessional II	Canyon Hills JHS

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

BUSTILLOS, Michael	DUENAS, Dominique	JIMENEZ, Katelyn
MEZA, Richard	RAYA, Angeles	SWIFT, Nathan
VALDEZ, Janell		

(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:** September 7, 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 CLAIM**

=====

**BACKGROUND**

Claim 23-08-14 was submitted on August 17, 2023, from Infinity Insurance Company on behalf of Adrian Luna. The claimant alleges damages to their insured, whose parked vehicle was hit by a District vehicle. Claimant seeks a settlement demand for an unspecified amount.

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

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

**RECOMMENDATION**

It is recommended the Board of Education reject the claim 23-08-14 and refer it to the District's insurance adjuster.

**FISCAL IMPACT**

Unknown at present.

NE:LF:WF:lag

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** September 7, 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: REVISION TO THE JOB DESCRIPTION FOR COORDINATOR,  
SECURITY**

=====

**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.

The job description of Coordinator, Security was initially approved on May 9, 2002, and last revised on January 24, 2008. The position is being revised to reflect the responsibilities and duties that have evolved and become necessary. 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 to the job description for the Coordinator, Security.

**FISCAL IMPACT**

None.

NE:LF:JD:JO:jw

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

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<b>TITLE:</b>	Coordinator, Security	<b>REPORTS:</b>	Director, <del>Student Support Services</del> <b>RISK MANAGEMENT AND HUMAN RESOURCES</b>
<b>DEPARTMENT:</b>	<del>Student Support</del> <b>RISK MANAGEMENT</b>	<b>CLASSIFICATION:</b>	<b>CLASSIFIED</b> Management
<b>FLSA:</b>	Exempt	<b>WORK YEAR:</b>	226
<b>ISSUED:</b>	05/09/2002	<b>SALARY:</b>	Range 31

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**BASIC FUNCTION:**

Under the direction of the Director, ~~Student Support Services~~, **RISK MANAGEMENT AND HUMAN RESOURCES**, plans, organizes, controls, and directs the overall safety and security of District personnel, students, guests, and property on District premises, including the responsibility for the supervision and training of security staff; promotes school safety, reduces school site violence, and implements the purpose of Assembly Bill 1600, the School Safety and Violence Prevention Act; plans, organizes, and coordinates the District's emergency planning, crisis response, and safety programs; provides assistance and support to schools and departments; and, evaluates the performance of assigned staff.

**DISTINGUISHING CHARACTERISTICS:**

This position is characterized by the responsibility to perform a variety of safety, security, and related functions with a high degree of accuracy and accountability; to demonstrate knowledge and experience with communication devices, familiarity with "at risk" students, conflict resolution skills, and familiarity with school safety plans; to demonstrate the ability to work effectively under extreme conditions related to school security, natural disasters, emergency conditions, and multi-agency operations; and, to demonstrate substantial knowledge of security functions and operations, and substantial experience in the management, supervision, and training of security operations.

**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 principle job elements.

**E = Essential Functions**

Plans, organizes, controls, and directs the District's day-to-day operations of its security programs, including crises response, safety, and emergency planning, and provides assistance and support to schools and departments.  
(E)

**PARTICIPATES AS A FIELD SUPERVISOR IN MAINTAINING LAW AND ORDER ON DISTRICT SCHOOL FACILITIES SUCH AS PATROLLING DISTRICT PROPERTY ON FOOT AND/OR BY MEANS OF RADIO AND/OR PATROL CAR; CHECKS FOR UNLOCKED OR OPEN DOORS AND**

**WINDOWS; CHECKS FOR EVIDENCE OF VANDALISM AND/OR OTHER CONDITIONS AFFECTING SECURITY. (E)**

**PLANS, ORGANIZES, AND TRAINS ASSIGNED SECURITY STAFF. BRIEFS EMPLOYEES REGARDING CURRENT POLICE AND SECURITY EVENTS, AND NEW POLICIES, PROCEDURES, AND OTHER PERTINENT INFORMATION. ACTS AS AN ADVISOR REGARDING PROPER SECURITY PROCEDURES. COORDINATES PATROL ACTIVITIES OF SECURITY STAFF ON DUTY TO ENSURE PROTECTION AND SECURITY. (E)**

Maintains and updates District Security Program's Procedures Manual annually, or as needed. (E)

Identifies need for, plans, and conducts community relations programs to obtain District, public support, and citizen cooperation with security operations and procedures. (E)

Responds, as needed, to calls for assistance from campuses, other District offices, ~~from~~ allied agencies (Police/Fire/Utility), ~~or~~ **AND** District contractors/vendors for District assistance. (E)

Contracts with outside agencies regarding the employment of School Resource Officers and Crossing Guards; manages and supervises the contract performance of the School Resource Officers and Crossing Guard Programs. (E)

Develops, manages, and maintains a permit-parking program for all District Sites. (E)

Manages the District's radio communication system. (E)

Coordinates District Security and Protective Services with local law enforcement agencies. (E)

Establishes and directs command post communication system during crisis and emergency situations. (E)

Develops, implements, directs, and evaluates safety compliance activities, and establishes a program to prevent crisis and emergency situations. (E)

Identifies potential areas of vulnerability and risk; develops and recommends corrective action plans for resolution of problematic issues, and provides recommendations on how to avoid or deal with similar situations in the future. (E)

Coordinates training and works with site **AND DEPARTMENT** administrators to supervise ~~site~~ security personnel with regard to District-wide policies, procedures, and standards of safe and effective ~~campus~~ **DISTRICT** security practices. **ASSISTS AND ADVISES IN DISASTER PREPAREDNESS, SAFETY, CRISIS RESPONSE, POLICE AND SECURITY ISSUES AND MAKES RECOMMENDATIONS REGARDING SCHOOL SECURITY. PARTICIPATES IN EMERGENCY DRILLS. (E)**

~~Advises site and department administrators on security and protective measures; conducts training sessions and workshops; and, provides written materials and instructions related to safety, crisis response, and emergency planning. (E)~~

Develops District security program budget and exercises control over approved fiscal budget. (E)

Maintains familiarity with provisions of education code, penal code, municipal code, health and safety code, and other codes and regulations affecting activities of the District security program services. (E)



May conduct sensitive and confidential investigations as required by the Superintendent, his/her designee, or Board. **(E)**

Directs security coverage for athletic, **SPECIAL EVENTS (E.G. BOARD MEETING, GRADUATIONS)**, and other pupil or public event activities. **COORDINATES WITH LOCAL LAW ENFORCEMENT TO SECURE SUPPORT AND PROVIDES COORDINATION AND SUPERVISION OF SECURITY STAFF.** **(E)**

Directs coordination of security matters and provides site administrative assistance with student discipline, criminal investigations, and arrest activities. **(E)**

Reviews existing policies, laws, codes, regulations, procedures, and pending legislation affecting the District security program operations and recommends **MEASURES FOR IMPROVEMENT.** ~~origination, modification or supportive measures and/or related activities.~~ **(E)**

Develops and organizes emergency procedure programs **AND ADVISES ADMINISTRATORS** at each school site and District facility **REGARDING SAFETY, POLICE AND SECURITY ISSUES**, and ensures distribution of emergency plans to appropriate staff. **MAKES RECOMMENDATIONS REGARDING SCHOOL SAFETY.** **(E)**

Develops direction and protocol and schedules yearly mock disaster drills and simulated crises; monitors, evaluates, and makes recommendations regarding the drills, training, equipment, and event response. **(E)**

Directs and coordinates all interaction with police, fire, and disaster preparedness agencies at the local, county, and state levels; represents the District at all District, County, and State Emergency Preparedness meetings. **(E)**

Establishes, maintains, and supports standards of personnel conduct and discipline in accordance with current discipline policies approved by the Board.

Demonstrates familiarity of school safety plans for each school site **AND “AT-PROMISE” STUDENTS, UTILIZES CONFLICT RESOLUTION SKILLS AND COMMUNICATION PROFICIENCY.**

~~Demonstrates familiarity with “at risk” students and has expertise in the determination of the best practices and procedures to deal with such matters.~~

~~Demonstrates sound conflict resolution skills and excellent interpersonal communication skills.~~

Ensures all security personnel receive mandated trainings and professional development necessary to perform required duties. **(E)**

Participates in screening, hiring, assignment, supervision, and evaluation of District security personnel, temporary employees, and develops work schedules to provide maximum-security services. **(E)**

Directs the preparation and maintenance of a variety of narrative and statistical reports, records, and files regarding the District security program and such activities as intrusion alarms, crime, and investigation reports; ~~and, prepares agendas and memos.~~ **DEVELOPS AND IMPLEMENTS SHORT AND LONG-TERM PLANS AND ACTIVITIES, DISSEMINATES INFORMATION ACCURATELY AND IN A TIMELY MANNER.** **(E)**

~~Develops and implements long and short term plans and activities.~~ **(E)**

~~Assures accurate and timely dissemination of information. (E)~~

Serves on committees and represents the District at a variety of meetings related to assigned functions, including those related to crisis response, safety, and emergency preparedness. (E)

Writes and revises policies and administrative regulations pertaining to assigned functions. (E)

Keeps informed of current trends for improving service delivery methods, procedures, equipment, and standards of conduct related to safety, crisis response, and emergency programs. ~~by evaluating and recommending the initiation of corrective procedures; reviews with appropriate staff and implements improvements.~~ (E)

**ENSURES COMPLIANCE WITH POLICIES AND REGULATIONS AS DEFINED BY BOARD POLICY, CALIFORNIA PENAL CODE, EDUCATION CODE, AND DISTRICT SECURITY PROCEDURES. (E)**

**REVIEWS SECURITY REPORTS TO ENSURE THEY ARE PROPERLY WRITTEN AND PROVIDES ACCURATE INFORMATION FOR THE DISTRICT AND LAW ENFORCEMENT AGENCIES. (E)**

**MONITORS ALCOHOL, DRUG AND TOBACCO USE AND PROBLEMS ON CAMPUSES. MAY MAKE PRESENTATIONS TO STUDENTS, PARENTS, AND COMMUNITY MEMBERS REGARDING PREVENTION. MEETS WITH STUDENTS AND STAFF MEMBERS TO DISCOURAGE SUBSTANCE ABUSE AND PROVIDES ADVICE REGARDING INVOLVEMENT IN DRUGS. (E)**

**COORDINATES THE DISTRICT NARCAN TRAINING OR OTHER APPLICABLE TRAININGS FOR ADMINISTRATION, REGISTRATION, AND USE POLICY FOR THE DISTRICT.**

**IN-SERVICES DISTRICT EMPLOYEES, ADMINISTRATORS AND COMMUNITY MEMBERS REGARDING GANG AWARENESS AND PREVENTION STRATEGIES. (E)**

**PROVIDES RELIEF AS THE EMERGENCY OPERATIONS CENTER (EOC) DIRECTOR, COORDINATOR, AND/OR SAFETY OFFICER IN COORDINATION WITH THE DISASTER PREPAREDNESS PROTOCOLS AND EMERGENCY OPERATIONS/INCIDENT COMMAND SYSTEM ACTIVATIONS. (E)**

**ACTS AS A LIAISON WITH LOCAL LAW ENFORCEMENT AS NEEDED. (E)**

**OPERATES, MAINTAINS, AND INSTRUCTS OTHERS IN THE USE OF A VARIETY OF SECURITY EQUIPMENT. (E)**

Performs other duties as assigned.

#### **MINIMUM REQUIREMENTS:**

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

Bachelor's degree in Police Science, Business Administration, Administration of Justice, Criminal Justice, Public Administration, Security Management or Administration, or closely related field is ~~preferred~~ **REQUIRED. AN EQUIVALENT** combination of **EDUCATION AND** experience **MAY BE CONSIDERED.** ~~and accredited academies may be substituted for A the bachelor's degree.~~ **TWO YEARS EXPERIENCE IN A CLOSELY RELATED FIELD CAN BE SUBSTITUTED FOR EACH YEAR OF EDUCATION.**

**MUST CURRENTLY POSSESS OR COMPLETE SB 1626 WITHIN 30 DAYS AFTER EMPLOYMENT.**

Completion of Peace Officer Standards and Training (Penal Code 832) is required within ninety (90) days after employment.

**POSSESSION OF A CURRENT FIRST AID AND CPR CARD.**

Minimum of three (3) years experience in school security and/or law enforcement, private sector security, or school administration, including related managerial and training functions. Experience working directly with public school students and staff is highly desirable.

Present or recent full-time employment in municipal, state, or local law enforcement **IS** highly desirable.

Employment eligibility that may include 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. Must have ability to obtain and maintain insurability status under the District's vehicle insurance policy.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

- Accepted personnel management practices, including those pertaining to District Security Officers, School Resource Officers, and Crossing Guards.
- Investigation techniques and procedures.
- Legal mandates related to crisis response, emergency planning, and safety.
- Research methods and report writing techniques, including crime reporting.
- Record-keeping techniques.
- Laws of arrest, search and seizure, ~~and~~ evidence, **AND SECURITY PRACTICES, PROCEDURES AND METHODS DEALING WITH GROUP AND INDIVIDUAL BEHAVIOR.**
- Applicable sections of the **STATE** Education Code, **CALIFORNIA PENAL CODE, VEHICLE CODE, HEALTH AND SAFETY CODE, USE OF FORCE, AND** other laws, rules, and regulations related to assigned activities, **PARTICULARLY AS THEY PERTAIN TO JUVENILES.**
- District organizations, operations, policies, and procedures.
- Technical aspects of field of specialty.
- Principles of organization, operation, and supervision of District safety and prevention programs.
- Principles and practices of management.
- 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, and procedures.
- Oral and written communication skills, including English usage, grammar, spelling, punctuation, vocabulary, compositions, and mathematics.
- **INTERESTS, ATTITUDES AND DEVELOPMENTAL PROCESS OF ELEMENTARY, MIDDLE, AND HIGH SCHOOL STUDENTS.**
- **FIRST AID, CPR AND NARCAN.**
- **PROCEDURES FOR DIRECTING AND ALL ASPECTS OF TRAFFIC CONTROL STRATEGIES.**
- **METHODS AND PROCEDURES USED FOR SECURITY OPERATIONS.**
- **INVESTIGATIVE PROCEDURES.**

## **ABILITY TO:**

- Provide counsel to District staff on crisis response, safety, and emergency preparedness issues.
- Respond calmly and effectively in emergency or confusing situations.
- Plan, organize, and administer comprehensive crisis response, safety, and emergency planning preparedness programs.
- Ensure compliance with safety programs and procedures.
- Operate a computer terminal and audio-visual equipment.
- Administer assigned budgets and allocate funds.
- Communicate effectively, both orally and in writing.
- 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.
- Analyze situations carefully and adopt an effective course of action.
- Interpret, apply, and explain administrative and Board policies, laws, regulations, and collective bargaining agreements.
- Plan, organize, and prioritize work to meet multiple schedules and deadlines, and manage simultaneous tasks, with many interruptions.
- Work independently; 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 local, state, and federal agencies.
- Supervise and evaluate the performance of assigned staff.

## **WORKING CONDITIONS:**

### **ENVIRONMENT:**

- District office environment, school sites, Board meetings, and meetings with local, state, and federal agencies.
- Demanding timelines.
- Subject to **RESPONDING AND** driving to a variety of locations to conduct work during day, evening, **AND/OR VARIOUS** hours, and emergency response.
- Subject to frequent interruptions and extensive contact with students, parents, and the public.
- Indoor and outdoor environment.
- Subject to various emergency situations.

### **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 the 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 for extended periods.
- Walking over rough or uneven surfaces.

- Physical activity may be required, which could include moderate lifting.
- Pushing and pulling heavy objects (separating/controlling junior high or high school students engaged in a physical altercation).

**HAZARDS:**

- Extended viewing of computer monitor.
- Working around and with office equipment having moving parts.
- Exposure to verbal abuse and harassment.
- Potential physical hazards involved in intervening in antisocial, illegal and violent behavior.
- Exposure to contact with blood or body fluids.
- Exposure to adverse weather conditions.

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I have read the above position description and fully understand the requirements set forth therein. I hereby accept the position of Coordinator, Security and agree to abide by the requirements and duties set forth. I will perform all duties and responsibilities to the best of my ability.

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(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 Human Resources Office.

Board Approved: 05-09-02  
Revised: 10-05-06  
Revised: 01-24-08  
REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 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: SPEECH-LANGUAGE PATHOLOGY ASSISTANT PRACTICUM  
AGREEMENT WITH CHEMEKETA COMMUNITY COLLEGE**

=====

**BACKGROUND**

Student teaching, internship, and practicum experience provides a high quality of learning, support, and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish a Speech-Language Pathology Assistant Practicum Agreement with Chemeketa Community College.

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

**RECOMMENDATION**

It is recommended the Board of Education approve the Speech-Language Pathology Assistant Practicum Agreement with Chemeketa Community College.

**FISCAL IMPACT**

None.

NE:LF:JD:JO:jw



**Speech-Language Pathology Assisting Department - 306 NE Norton Lane McMinnville, OR 97128**  
**Phone: 503.589-7815 - Fax: 503. 584-7546 E-Mail: [jprice59@chemeketa.edu](mailto:jprice59@chemeketa.edu)**

**Practicum Agreement**  
**Speech-Language Pathology Assisting Program**

**Contract No: 10725100**

**1) Parties to the Contract**

This Contract is by and between Chemeketa Community College hereafter known as College, and **Chino Valley Unified School District** hereafter known as Contractor. College and Contractor may be hereinafter identified individually as the “Party” and collectively as the “Parties”.

**2) Recitals**

The College has established training programs providing education in Speech-Language Pathology Assisting which require the use of facilities at schools, clinics and other sites for practicum education. Contractor sites provide practicum facilities suitable for the educational needs of the program. Parties agree that mutual benefits will result from ensuring that students have opportunities for practicum education prior to entry employment as speech-language pathology assistants.

**3) Purpose of Contract**

It is the intention of the Parties to prepare students for positions requiring entry level speech-language pathology assistants. Students are expected to acquire the needed skills through participation with the Parties of this Contract. These skills are further described in Attachment A. Course Outline (Attachment A). Specific student assignments shall be made according to a separate student practicum site agreement attached as Attachment B. Site Agreement (Attachment B). Attachment A and Attachment B are attached hereto and incorporated herein by this reference.

**4) Consideration**

The Parties enter into this Contract in consideration of the mutual benefits and obligations herein.

**5) Term and termination**

- a) This Contract shall be effective upon signature by both Parties and shall continue through September 30, 2024 unless earlier terminated or later extended as provided herein.
- i) This agreement shall be automatically renewed in one year increments from the original expiration date of the Contract or successive renewal periods thereafter, unless either Party notifies the other of its intention not to renew, in writing, not later than 30 days prior to the expiration date of the Contract or Contract renewal period.



- b) This Contract may be terminated by mutual consent of both Parties at any time or by either Party upon 180 days' notice, in writing, and delivered by email, mail or in person.
- c) Either Party may terminate this agreement upon the other's material breach of any of its terms, by giving written notice to the Party in breach at least 60 days in advance of the effective date of termination.
  - i) Cure of the breach by the Party in breach within the 60-day period shall void the notice of termination.
- d) Either Party may terminate this Contract effective upon delivery of written notice to the other Party, or at such later date as may be established by either Party under any of the following conditions:
  - i) If federal or state regulations or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate under this Contract;
  - ii) If any license or certificate required by law or regulation to be held by Contractor or College to provide the services required by this Contract is for any reason denied, revoked, or not renewed; or
  - iii) If funding from federal, state, or other sources is not obtained or continued at levels sufficient to allow for the continuation of services, this Contract may be modified or terminated accordingly.
- e) Any such termination of this Contract shall be without prejudice to any obligations or liabilities of either Party already accrued prior to such termination.

**6) Under the terms of this Contract the College shall**

- a) Assume full responsibility for offering an approved educational program;
- b) Provide sustained general supervision for all students and the overall coordination of training activities;
- c) Provide and plan for initial orientation and subsequent opportunities for participating College faculty and Contractor site personnel to discuss and evaluate the practicum students;
- d) Assume responsibility for all student records;
- e) Assure that the established course outline is followed;
- f) Respect the confidential nature of student and Contractor site records;
- g) Provide Workers' Compensation Insurance coverage in the amount of \$500,000 per occurrence for registered students "on-site." Maintain, in the amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, professional and general liability insurance for College and College's students participating in practicum placement and provide Contractor with a certificate of insurance evidencing the coverage required by this Contract upon request;
- h) Indemnify, defend and hold harmless the Contractor its officers, directors, employees and members of its staff who participate in the speech-language pathology assistant program offered through College at the Contractor's site from and against all claims, damages, losses and liabilities arising from the acts or omissions of College or College's faculty or students with respect to the speech-language pathology assistant program offered at the Contractor's site;

- i) Provide students and instructors with training about federal HIPAA regulations and any and all applicable ORS or OAR which implement HIPAA regulations;
- j) Require students and faculty to review the institutions HIPAA guidelines prior to their assignment and to use its protocols during their clinical rotation at the Contractor sites;
- k) Ensure that students assigned to the Contractor site meet both College and Contractor site standards of health and have the academic ability to profit from the experience;
- l) Schedule and assist in evaluation conferences;
- m) Ensure that the established course outline is followed; and
- n) Ensure that students will have passed a criminal background check prior to assignment to the Contractor site pursuant to Oregon Administrative Rules 409-030-0100 to 409-030-0220.

**7) Under the terms of this Contract the Contractor shall**

- a) Provide practicum facilities, supervision, and guided work experience;
- b) Maintain approved standards of health care practice;
- c) Assist with evaluation of student performance as needed;
- d) Follow established course outline in Attachment A;
- e) Accept students for supervised experience and function as a site for clinical interaction hours;
- f) Provide the minimum clock hours per term of practicum experience required by the program as described in Attachment B; and
- g) Agree not to reimburse any student for services provided under this Contract.

**8) Compliance with Family Educational Rights and Privacy Act (FERPA) and College Privacy Policies**

- a) Contractor shall maintain the confidence of student educational records in accordance with FERPA, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, OAR 581-021-0220 through 581-021-0440 and OAR 589-004-0100 through 589-004-0750.
- b) Confidential Information. Contractor (and any affiliates, employees and agents to whom it has disclosed Confidential Information) may use confidential information only to fulfill its obligations to College under this Contract, while using reasonable care to protect it. Contractor is responsible for any actions of its affiliates, employees and agents in violation of this section.
- c) Required Disclosure. Each Party may disclose the other Party's Confidential Information when required by law but only after it, if legally permissible: (1) uses commercially reasonable efforts to notify the other Party; and (2) gives the other Party the chance to challenge the disclosure.
- d) FERPA. The Parties acknowledge that (1) College Data includes FERPA records; Contractor will be considered a "School Official" (as that term is used in FERPA and its implementing regulations) and will comply with FERPA.

## **9) Compliance with Laws**

- a) Contractor certifies that in performing this Contract it will comply with all applicable provisions of the federal, state and local laws, regulations, rules, orders, codes, administrative rules, ordinances, and College policies applicable to the provision of goods and/or services under this Contract, including, without limitation, the provisions of ORS 279A, 279B, 279C; the provisions of: (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and the 2008 amendment to the Americans with Disabilities Act; ORS 659A.142 and ORS 659A.400 through ORS 659A.409; (v) the Age Discrimination Act; ORS 659.800 et al, and all amendments of regulations and administrative rules established pursuant to those laws; (vi) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations.
- b) Contractor agrees not to discriminate against any client, employee, or applicant for employment or for services, because of race, religion, color, national origin, ethnicity, sex, sexual orientation or identity, veterans status, pregnancy or related conditions, disability, or age with regard to, but not limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. It is further understood that any contractor who is in violation of this clause may be barred forthwith from receiving awards of any purchase order, purchase agreement, contract, or similar acquisition instrument, from the College unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.
- c) This Contract shall be construed under the laws of the state of California.

## **10) Subcontractors**

Contractor shall identify, and is required to receive prior written approval from College, before the student begins, of all proposed subcontractors which will provide supervision, and guided work experience under this Contract. Although approval shall not be unreasonably withheld, College reserves the right to approve or disapprove all proposed subcontractors.

## **11) Assignment**

Contractor shall not assign or transfer its interest in this Contract without the express written consent of College

## **12) Notices**

All notices and other communication required to be given to a Party under this Contract shall be sufficient if given in writing by email, by first class mail, delivery service, or delivered in person to the contact person(s) listed below:

**Continued on next page**

### 13) Contact Persons


College	Contractor
Jennie Price CCC-SLP; Faculty	Name
Speech Language Pathology Assistant Program	Title
Chemeketa Community College	Contractor
Yamhill Valley Campus	PO Box
306 Norton Lane, NE	Street Address
McMinnville, OR 97128	City, State, Zip
Phone: 503.389.7815	Phone:
Email: <a href="mailto:jprice59@chemeketa.edu">jprice59@chemeketa.edu</a>	Email: xxx@xxxxxx.com

### Signatures

Parties concur and agree that this Contract constitutes the entire Contract between the Parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Contract. Parties, by the signatures below of their authorized representatives, hereby agree to be bound by its terms and conditions.

This Contract and any changes, alterations or amendments will be effective when approved in writing by the authorized representative of the Parties hereto as of the effective date set forth herein.

In witness whereof, the Parties hereto have caused this Contract to be executed on the date set forth below.

College	Contractor
	_____
(Signature) (Date)	(Signature) (Date)
<b>Name: Jennie Price, MS CCC-SLP</b>	
<b>Title: Faculty, SLPA Program Chemeketa</b>	
	Name (Typed or Printed)
<p>Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, genetic information, domestic abuse victim, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state or local laws.</p> <p>Under College policies, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of its policies and other College efforts designed for that purpose.</p> <p>Persons having questions or concerns about Title IX, which includes gender based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503.365.4723, 4000 Lancaster Dr. NE, Salem, OR 97305, or <a href="http://go.chemeketa.edu/titleix">http://go.chemeketa.edu/titleix</a>. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.</p> <p>Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr NE, Salem OR 97305.</p> <p>To request this publication in an alternative format, please call 503.399.5192.</p>	

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** September 7, 2023

**TO:** Members, Board of Education

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

**SUBJECT: NEW ADMINISTRATIVE REGULATION 5020.1—PARENTAL NOTIFICATION**

=====

**BACKGROUND**

Administrative regulations are routinely developed or revised to provide specific procedural steps for the operation of the District. New Administrative Regulation 5020.1—Parental Notification was developed to directly support Board Policy 5020.1.

Administrative Regulation 5020.1—Parental Notification was developed pursuant to Board Bylaw 9310—Board Policies.

New language is provided in UPPER CASE.

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 new Administrative Regulation 5020.1—Parental Notification.

**FISCAL IMPACT**

None.

NE:pk

**PARENTAL NOTIFICATION**

THE BOARD RECOGNIZES THAT PARENTS/GUARDIANS ARE THEIR CHILDREN'S FIRST AND MOST INFLUENTIAL TEACHERS AND THAT SUSTAINED PARENT INVOLVEMENT IN THE EDUCATION OF THEIR CHILDREN CONTRIBUTES GREATLY TO STUDENT ACHIEVEMENT AND A POSITIVE SCHOOL ENVIRONMENT.

THE BOARD BELIEVES THAT THE EDUCATION OF THE DISTRICT'S STUDENTS IS A SHARED RESPONSIBILITY. THE SCHOOL'S PRIMARY RESPONSIBILITY SHALL BE TO PROVIDE A HIGH-QUALITY CURRICULUM AND INSTRUCTIONAL PROGRAM IN A SUPPORTIVE AND EFFECTIVE LEARNING ENVIRONMENT THAT ENABLES ALL STUDENTS TO MEET THE ACADEMIC EXPECTATIONS OF THE SCHOOL. PARENTS/GUARDIANS SHALL HAVE THE OPPORTUNITY TO WORK WITH SCHOOLS IN A MUTUALLY SUPPORTIVE AND RESPECTFUL PARTNERSHIP AND TO HELP THEIR CHILDREN SUCCEED IN SCHOOL. (Education Code 51110)

THE RIGHTS OF PARENTS/GUARDIANS OF DISTRICT STUDENTS INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

1. OBSERVE INSTRUCTIONAL AND OTHER SCHOOL ACTIVITIES THAT INVOLVE THEIR CHILD IN ACCORDANCE WITH BOARD POLICY AND ADMINISTRATIVE REGULATIONS

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

(cf. 6116 - Classroom Interruptions)

2. TO MEET, WITHIN A REASONABLE TIME OF THEIR REQUEST, WITH THEIR CHILD'S TEACHER(S) AND THE PRINCIPAL (Education Code 51101)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 6020 - Parent Involvement)

3. UNDER THE SUPERVISION OF DISTRICT EMPLOYEES, TO VOLUNTEER THEIR TIME AND RESOURCES FOR THE IMPROVEMENT OF SCHOOL FACILITIES AND SCHOOL PROGRAMS, INCLUDING, BUT NOT LIMITED TO, PROVIDING ASSISTANCE IN THE CLASSROOM WITH THE APPROVAL, AND UNDER THE DIRECT SUPERVISION, OF THE TEACHER. (Education Code 51101)

## **PARENTAL NOTIFICATION**

(cf. 1240 - Volunteer Assistance)  
(cf. 1250 - Visitors/Outsiders)  
(cf. 5020 - Parent Rights and Responsibilities)  
(cf. 6020 - Parent Involvement)  
(cf. 6116 - Classroom Interruptions)

4. TO BE NOTIFIED ON A TIMELY BASIS IF THEIR CHILD IS ABSENT FROM SCHOOL WITHOUT PERMISSION (Education Code 51101)

(cf. 5113 - Absences and Excuses)  
(cf. 5113.1 - Chronic Absence and Truancy)

5. TO BE INFORMED OF THEIR CHILD'S PROGRESS IN SCHOOL AND OF THE APPROPRIATE SCHOOL PERSONNEL WHOM THEY SHOULD CONTACT IF PROBLEMS ARISE WITH THEIR CHILD (Education Code 51101)

(cf. 5123 - Promotion/Acceleration/Retention)  
(cf. 5145.6 - Parental Notifications)

6. TO HAVE ACCESS TO THE SCHOOL RECORDS OF THEIR CHILD (Education Code 51101)

(cf. 5125 - Student Records)  
(cf. 5125.3 - Challenging Student Records)  
(cf. 5020 - Parent Rights and Responsibilities)  
(cf. 6159 - Individualized Education Program)

7. TO RECEIVE INFORMATION CONCERNING THE ACADEMIC PERFORMANCE STANDARDS, PROFICIENCIES, OR SKILLS THEIR CHILD IS EXPECTED TO ACCOMPLISH (Education Code 51101)

(cf. 6020 - Parent Involvement)  
(cf. 5121 - Grades/Evaluation of Student Achievement)  
(cf. 5123 - Promotion/Acceleration/Retention)

8. TO QUESTION ANYTHING IN THEIR CHILD'S RECORD THAT THE PARENT/GUARDIAN FEELS IS INACCURATE OR MISLEADING OR IS AN INVASION OF PRIVACY AND TO RECEIVE A RESPONSE FROM THE SCHOOL (Education Code 51101)

(cf. 5121 - Grades/Evaluation of Student Achievement)  
(cf. 5125 - Student Records)  
(cf. 5125.3 - Challenging Student Records)



## **PARENTAL NOTIFICATION**

9. TO PROVIDE INFORMED, WRITTEN PARENTAL CONSENT BEFORE THEIR CHILD IS TESTED FOR BEHAVIORAL, MENTAL, OR EMOTIONAL EVALUATION. A GENERAL CONSENT, INCLUDING MEDICAL CONSENT USED TO APPROVE ADMISSION TO OR INVOLVEMENT IN, A SPECIAL EDUCATION OR REMEDIAL PROGRAM OR REGULAR SCHOOL ACTIVITY, SHALL NOT CONSTITUTE WRITTEN CONSENT FOR THESE PURPOSES. (Education Code 49091.12)

(cf. 6159 - Individualized Education Program)  
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)  
(cf. 6159.4 - Behavioral Interventions for Special Education Students)  
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education Under Section 504)

10. TO HAVE A SCHOOL ENVIRONMENT FOR THEIR CHILD THAT IS SAFE AND SUPPORTIVE OF LEARNING (Education Code 51101)

(cf. 5030 - Student Wellness)  
(cf. 5137 - Positive School Climate)  
(cf. 5142 - Safety)

FOR THE PURPOSES OF APPLYING THESE PROCEDURES, FAMILY CODE SECTION 6924, HEALTH AND SAFETY CODE SECTION 124260, AND EDUCATION CODE SECTION 49602(c), INCLUSION OF PARENT(S)/GUARDIAN(S) IS APPROPRIATE UNLESS SPECIFICALLY PROHIBITED BY LAW. NOTHING IN THIS REGULATION AFFECTS THE OBLIGATIONS OF THE DISTRICT'S EMPLOYEES, ADMINISTRATORS, AND CERTIFICATED STAFF AS MANDATED REPORTERS UNDER ARTICLE 2.5 OF THE CHILD ABUSE AND NEGLECT REPORTING ACT SECTIONS 11164-11174.3 OF THE PENAL CODE, AND THE DISTRICT POLICY 5141 AND ADMINISTRATIVE REGULATIONS 5141.4(a).

(cf. 5141 - Health Care and Emergencies)  
(cf. 5141.4 - Child Abuse Prevention and Training)

## **NOTIFICATION AND RECORD-KEEPING FOR UPDATE REQUESTS**

TO ENSURE THAT PARENTS/GUARDIANS ARE INFORMED AND INVOLVED IN ALL ASPECTS OF THEIR CHILD'S EDUCATION, IF A STUDENT

**PARENTAL NOTIFICATION**

- (A) REQUESTS TO BE IDENTIFIED OR TREATED, AS A GENDER (As defined in Education Code Section 210.7) OTHER THAN THE STUDENT'S BIOLOGICAL SEX OR GENDER LISTED ON THE STUDENT'S BIRTH CERTIFICATE OR ANY OTHER OFFICIAL RECORDS; THIS INCLUDES ANY REQUEST BY THE STUDENT TO USE A NAME THAT DIFFERS FROM THEIR LEGAL NAME (OTHER THAN A COMMONLY RECOGNIZED DIMINUTIVE OF THE CHILD'S LEGAL NAME) OR TO USE PRONOUNS THAT DO NOT ALIGN WITH THE STUDENT'S BIOLOGICAL SEX OR GENDER LISTED ON THE STUDENT'S BIRTH CERTIFICATE OR OTHER OFFICIAL RECORDS;
- (B) REQUESTS TO ACCESS SEX-SEGREGATED SCHOOL PROGRAMS AND ACTIVITIES, INCLUDING ATHLETIC TEAMS AND COMPETITIONS, OR USING BATHROOM OR CHANGING FACILITIES THAT DO NOT ALIGN WITH THE STUDENT'S BIOLOGICAL SEX OR GENDER LISTED ON THE BIRTH CERTIFICATE OR OTHER OFFICIAL RECORDS AND/OR;
- (C) REQUESTS TO CHANGE ANY INFORMATION CONTAINED IN THE STUDENT'S OFFICIAL OR UNOFFICIAL RECORDS, THE DISTRICT SHALL ENACT THE FOLLOWING PROCEDURES:
  - 1. STAFF MEMBER(S) WHO HAVE BEEN MADE AWARE OF THE STUDENT'S REQUEST WILL IMMEDIATELY NOTIFY THE PRINCIPAL/DESIGNEE OF THE REQUEST.
  - 2. PRINCIPAL/DESIGNEE WILL MEET WITH THE STUDENT TO DISCUSS THE REQUEST AND INFORM THE STUDENT ABOUT THE DISTRICT'S PROCEDURES REGARDING PARENTAL/GUARDIAN NOTIFICATION, INCLUDING THE TIMELINES ASSOCIATED WITH PARENTAL/GUARDIAN NOTIFICATION. THE STUDENT SHALL BE INFORMED THAT DUE TO THE SPECIFIC ACTION REQUESTS MADE BY THE STUDENT, PARENT(S)/GUARDIAN(S) WILL BE NOTIFIED IN THREE DAYS. THE STUDENT HAS THE RIGHT TO WITHDRAW THE ACTION REQUESTS PRIOR TO THE EXPIRATION OF THE THREE DAYS. IF THE STUDENT'S REQUEST IS SUBSEQUENTLY WITHDRAWN WITHIN THREE DAYS, PARENTAL/GUARDIAN NOTIFICATION SHALL NOT OCCUR.
  - 3. NO FEWER THAN THREE DAYS FROM THE DATE ANY DISTRICT EMPLOYEE, ADMINISTRATOR, OR CERTIFICATED STAFF BECOMES AWARE OF THE REQUEST, THE PRINCIPAL/DESIGNEE WILL NOTIFY THE PARENT(S)/GUARDIAN(S) OF THE STUDENT'S REQUEST AND IF NECESSARY, SHARE THAT A FACILITATION MEETING WITH THE COORDINATOR OF EQUITY, DIVERSITY, AND SUPPORT SYSTEMS, CAN BE SCHEDULED TO DISCUSS THE SUPPORTS THAT ARE AVAILABLE AT SCHOOL.

**PARENTAL NOTIFICATION**

4. NOTWITHSTANDING THE ABOVE, NO NOTIFICATION TO THE PARENT(S)/GUARDIAN(S) WILL BE MADE IF SUCH NOTIFICATION WOULD VIOLATE EDUCATION CODE SECTION 49602. SPECIFICALLY, NO NOTIFICATION TO THE PARENT(S)/GUARDIAN(S) WILL BE MADE IF SUCH NOTIFICATION WOULD RESULT IN THE DISCLOSURE OF ANY INFORMATION OF A PERSONAL NATURE BY A PUPIL 12 YEARS OF AGE OR OLDER THAT WAS DISCLOSED BY THE PUPIL IN THE PROCESS OF RECEIVING COUNSELING FROM A SCHOOL COUNSELOR AS SPECIFIED IN EDUCATION CODE SECTION 49600.

IF A VERBAL NOTIFICATION TO THE PARENT(S)/GUARDIAN(S) IS FIRST MADE, A FOLLOW-UP WRITTEN NOTIFICATION WILL BE SENT TO THE PARENT(S)/GUARDIAN(S) WITHIN THREE DAYS FROM THE DATE OF THE REQUEST/OCCURRENCE. PRINCIPAL/DESIGNEE WHO MAKES SUCH NOTIFICATION SHALL KEEP A RECORD OF SUCH WRITTEN NOTIFICATION AND DESIGNATED STAFF SHALL DOCUMENT SUCH NOTIFICATION IN THE STUDENT INFORMATION SYSTEM. DISTRICT STAFF IS NOT REQUIRED TO MAKE YEARLY NOTIFICATIONS.

IF NEEDED, IMMEDIATELY FOLLOWING THE NOTIFICATION TO THE PARENT(S)/GUARDIAN(S), THE PRINCIPAL/DESIGNEE WILL CONTACT THE COORDINATOR OF EQUITY, DIVERSITY, AND SUPPORT SYSTEMS AND COORDINATE A MEETING WITH THE SCHOOL, STUDENT, AND PARENT(S)/GUARDIAN(S). IF THE PARENT/GUARDIAN DESIRES NOT TO PARTICIPATE, THE PRINCIPAL/DESIGNEE WILL NOTIFY THE PARENT/GUARDIAN THAT AN INTERACTIVE MEETING SHALL BE HELD WITH THE STUDENT TO DISCUSS THE SUPPORTS AVAILABLE AT THE SCHOOL TO ENSURE THAT THE STUDENT CAN PARTICIPATE AT SCHOOL IN A SAFE AND SUPPORTIVE LEARNING ENVIRONMENT. UPON PARENT/GUARDIAN REQUEST, A PLAN SUMMARY SHALL BE PROVIDED TO THE PARENT/GUARDIAN FOLLOWING THE INTERACTIVE MEETING.

THE DISTRICT DESIGNATES THE COORDINATOR OF EQUITY, DIVERSITY, AND SUPPORT SYSTEMS TO FACILITATE A COLLABORATION WITH THE SCHOOL, PARENT(S)/GUARDIAN(S), AND STUDENT TO DELINEATE A PLAN TO ENSURE THE STUDENT CAN PARTICIPATE IN A SAFE AND SUPPORTIVE SCHOOL LEARNING ENVIRONMENT.

IN THE CASE PARENTAL/GUARDIAN NOTIFICATION CANNOT BE MADE BECAUSE THERE IS REASONABLE SUSPICION OF CHILD ABUSE OR NEGLECT, SCHOOL EMPLOYEES, AS MANDATED REPORTERS, SHALL FOLLOW PROCEDURES OUTLINED IN ADMINISTRATIVE REGULATIONS 5141.4. PARENTAL/GUARDIAN NOTIFICATION REGARDING THE STUDENT'S REQUEST SHALL BE MADE WITHIN THREE DAYS IF THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES OR LAW ENFORCEMENT CONCLUDES THAT THERE IS NO EVIDENCE OF CHILD

## **PARENTAL NOTIFICATION**

ABUSE OR NEGLECT. ABSENT INFORMATION PROVIDED TO THE DISTRICT REGARDING THE DISPOSITION OF THE REPORTED REASONABLE SUSPICION OF CHILD ABUSE, PARENT NOTIFICATION WILL NOT BE MADE UNLESS THE DISTRICT RECEIVES CONFIRMATION THAT THERE IS NO REASONABLE SUSPICION OF CHILD ABUSE WAS ESTABLISHED BY THE APPROPRIATE AUTHORITIES.

(cf. 5141.4 - Child Abuse Prevention and Training)  
(cf. 5020 - Parent Rights and Responsibilities)  
(cf. 5022 - Student and Family Rights)

## **NOTIFICATION AND RECORD-KEEPING FOR INJURIES**

THE PRINCIPAL/DESIGNEE, OR STAFF SHALL NOTIFY THE PARENT(S)/GUARDIAN(S) OF THE STUDENT IMMEDIATELY OR AS SOON AS REASONABLY POSSIBLE, THAT THE STUDENT HAS EXPERIENCED ANY SIGNIFICANT PHYSICAL INJURY WHILE ON SCHOOL PROPERTY OR PARTICIPATING IN A SCHOOL SPONSORED ACTIVITY.

NOTIFICATION CAN BE BY TELEPHONE, MAIL, EMAIL OR CONFERENCE. DESIGNATED STAFF SHALL DOCUMENT SUCH NOTIFICATION IN THE STUDENT INFORMATION SYSTEM.

(cf. 5141 - Health Care and Emergencies)  
(cf. 6145.2 - Athletic Competition)

## **NOTIFICATION AND RECORD-KEEPING FOR SUICIDAL INTENT**

WHEN A SUICIDE ATTEMPT OR THREAT IS KNOWN, THE PRINCIPAL/DESIGNEE SHALL KEEP THE STUDENT UNDER CONTINUOUS ADULT SUPERVISION UNTIL THE PARENT/GUARDIAN AND/OR APPROPRIATE SUPPORT AGENT OR AGENCY CAN BE CONTACTED AND HAS THE OPPORTUNITY TO INTERVENE.

SCHOOL EMPLOYEES SHALL ACT ONLY WITHIN THE AUTHORIZATION AND SCOPE OF THEIR CREDENTIAL OR LICENSE. AN EMPLOYEE IS NOT AUTHORIZED TO DIAGNOSE OR TREAT MENTAL ILLNESS UNLESS SPECIFICALLY LICENSED AND EMPLOYED TO DO SO. (EDUCATION CODE 215).

PROCEDURES OUTLINED IN ADMINISTRATIVE REGULATION 5141.52 – SUICIDE PREVENTION SHALL BE FOLLOWED. THE PRINCIPAL/DESIGNEE SHALL DOCUMENT THE INCIDENT IN WRITING, INCLUDING THE STEPS THAT THE SCHOOL TOOK IN RESPONSE TO THE SUICIDE ATTEMPT OR THREAT IN THE STUDENT INFORMATION SYSTEM.

## **PARENTAL NOTIFICATION**

(cf. 0450 - Comprehensive Safety Plan)  
(cf. 5125 - Student Records)  
(cf. 5141 - Health Care and Emergencies)  
(cf. 5141.4 - Child Abuse Prevention and Training)

(cf. 5141.52 - Suicide Prevention)

## **NOTIFICATION AND RECORD-KEEPING FOR ALTERCATIONS AND BULLYING**

THE PRINCIPAL/DESIGNEE OR CERTIFICATED STAFF SHALL NOTIFY THE PARENT(S)/GUARDIAN(S) OF ANY INCIDENT OR COMPLAINT OF A VERBAL OR PHYSICAL ALTERCATION INVOLVING THEIR CHILD, INCLUDING BULLYING BY OR AGAINST THEIR CHILD, WITHIN THREE DAYS OF THE OCCURRENCE. ANY STUDENT, PARENT/GUARDIAN, OR OTHER INDIVIDUAL WHO BELIEVES THAT A STUDENT HAS BEEN SUBJECTED TO BULLYING OR WHO HAS WITNESSED BULLYING MAY REPORT THE INCIDENT TO A TEACHER, THE PRINCIPAL, DISTRICT COMPLIANCE OFFICER, OR ANY OTHER AVAILABLE SCHOOL EMPLOYEE.

NOTIFICATION FOR VERBAL OR PHYSICAL ALTERCATIONS CAN BE BY TELEPHONE, MAIL, EMAIL AND/OR CONFERENCE. DESIGNATED STAFF SHALL DOCUMENT SUCH NOTIFICATION IN THE STUDENT INFORMATION SYSTEM.

WITHIN TWO BUSINESS DAYS OF RECEIVING A REPORT OF BULLYING, THE PRINCIPAL SHALL NOTIFY THE COORDINATOR OF EQUITY, DIVERSITY, AND SUPPORT SYSTEMS. ANY COMPLAINT OF BULLYING, WHETHER IT IS DISCRIMINATORY OR NONDISCRIMINATORY, SHALL BE INVESTIGATED AND RESOLVED IN ACCORDANCE WITH LAW AND THE DISTRICT'S UNIFORM COMPLAINT PROCEDURES (UCP) SPECIFIED IN ADMINISTRATIVE REGULATION (AR) 1312.3.

(cf. 1312.3 - Uniform Complaint Procedures)  
(cf. 5131.2 - Bullying)  
(cf. 5145.7 - Sexual Harassment)  
(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

## **TRAINING**

TO SUPPORT THE SAFETY AND WELL-BEING OF DISTRICT STUDENTS, THE SUPERINTENDENT OR DESIGNEE SHALL PROVIDE ANNUAL TRAINING TO ALL SCHOOL EMPLOYEES RELATED TO THE FOLLOWING TOPICS:

1. REPORTING PROCEDURES FOR PARENT NOTIFICATION

**PARENTAL NOTIFICATION**

2. CHILD ABUSE PREVENTION AND REPORTING PROCEDURES
3. HOW TO ACCESS APPROPRIATE MENTAL HEALTH SERVICES AND RESOURCES AT SCHOOL
4. SUICIDE PREVENTION TRAINING

(cf. 4131-Staff Development)

(cf. 4231-Staff Development)

(cf. 4331-Staff Development)

(cf. 5141.4 - Child Abuse Prevention and Training)

(cf. 5141.52 - Suicide Prevention)

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
REGULATION APPROVED:

**Chino Valley Unified School District**

**Our Motto:**

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

**DATE:** September 7, 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: LEGACY ACADEMY MULTI TRACK YEAR-ROUND STUDENT ATTENDANCE CALENDARS FOR THE 2024/2025 AND 2025/2026 SCHOOL YEARS**

=====

**BACKGROUND**

The Student Attendance Calendar is adopted sufficiently in advance of the new school year in order to provide educational partners with ample time to provide input and conduct advance planning for the coming year. Additionally, adoption of the Student Attendance Calendar at this time permits the District to meet with exclusive representatives of the District's certificated and classified employees regarding applicable work year calendars. The Student Attendance Calendar is not intended to constitute the employee work year calendar, which will be negotiated to the extent required by law.

This item was presented to the school site for feedback.

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 Legacy Academy Multi Track Year-Round Student Attendance Calendars for the 2024/2025 and 2025/2026 school years.

**FISCAL IMPACT**

None.

NE:GP:gks



○ Workday for ALL Teachers (student free day)

● New Teacher Day

△ 7-8 Teacher Workday

2025-2026 MULTITRACK YEAR-ROUND STUDENT ATTENDANCE CALENDAR  
Legacy Academy

