

CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION

AGENDA

November 16, 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
November 16, 2023

AGENDA

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

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

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:30 P.M.

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

Discussion and possible action (times are approximate):

- a. Conference With Legal Counsel, Existing Litigation (Government Code 54956.9(d)(4)): San Bernardino Superior Case No. SB 2300095. (Tao Rossini, APC) (15 minutes)
- b. Conference With Legal Counsel-Existing Litigation (Paragraph (1) of subdivision (d) Government Code 54956.9): San Bernardino County Superior Court Case No. CIVSB2317301. (Liberty Justice Center) (Atkinson, Andelson, Loya, Ruud, and Romo) (5 minutes)
- c. Student Discipline Matters (Education Code 35146, 48918 (c) & (j)): Expulsion Cases 23/24-17, 23/24-22, 23/24-23, 23/24-24, 23/24-25, 23/24-27, 23/24-28, 23/24-30, 23/24-31, 23/24-32, and 23/24-33. (50 minutes)
- d. Public Employee Appointment (Government Code 54957): Coordinator, Expanded, Learning, and Support Programs; Coordinator Security; Boys Republic/Adult School Principal; Elementary Principal. (10 minutes)
- e. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA Negotiations. Agency Designated Representatives: Lea Fellows, Sandra Chen, Joseph Durkin, and Jaime Ortega. (10 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

Proceedings of this meeting are recorded.

I.C. RECOGNITIONS

1. Student Leadership: Levi Dickey ES
2. Performing Arts: Chino HS Band, Doug Bowden

I.D. STAFF REPORT

1. Positive Behavioral Interventions and Support

I.E. COMMENTS FROM STUDENT REPRESENTATIVE**I.F. COMMENTS FROM EMPLOYEE REPRESENTATIVES****I.G. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA****I.H. CHANGES AND DELETIONS****II. ACTION****II.A. ADMINISTRATION****II.A.1. Revision of Board Policy 6163.1—Library Media Centers and Administrative Regulation 1312.2—Complaints Concerning Instructional Materials**

Page 7

Recommend the Board of Education approve the revision of Board Policy 6163.1—Library Media Centers and Administrative Regulation 1312.2—Complaints Concerning Instructional Materials.

Motion ____ Second ____
Preferential Vote: ____
Vote: Yes ____ No ____

III. CONSENT

Motion ____ Second ____
Preferential Vote: ____
Vote: Yes ____ No ____

III.A. ADMINISTRATION**III.A.1. Minutes of the October 19, 2023 Regular Meeting and October 30, 2023 Special Meeting**

Page 22

Recommend the Board of Education approve the minutes of the October 19, 2023 regular meeting and October 30, 2023 special meeting.

III.A.2. Establishment of Date and Time for Annual Organizational Meeting

Page 31

Recommend the Board of Education establish December 14, 2023, at 6:00 p.m. as the annual organizational meeting of the Chino Valley Unified School District Board of Education.

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

Page 32 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 33 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 35 Recommend the Board of Education approve/ratify the fundraising activities.

III.B.4. Donations

Page 40 Recommend the Board of Education accept the donations.

III.B.5. Legal Services

Page 43 Recommend the Board of Education approve payment for legal services to the law offices of Margarat A. Chidester & Associates; Atkinson, Andelson, Loya, Ruud & Romo; and Tao Rossini, APC.

III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**III.C.1. Student Expulsion Cases 23/24-17, 23/24-22, 23/24-23, 23/24-24, 23/24-25, 23/24-27, 23/24-28, 23/24-30, 23/24-31, 23/24-32, and 23/24-33**

Page 44 Recommend the Board of Education approve student expulsion cases 23/24-17, 23/24-22, 23/24-23, 23/24-24, 23/24-25, 23/24-27, 23/24-28, 23/24-30, 23/24-31, 23/24-32, and 23/24-33.

III.C.2. School Sponsored Trips

Page 45 Recommend the Board of Education approve/ratify the school-sponsored trips for Cal Aero K-8, Ayala HS, and Chino Hills HS.

III.C.3. Memorandum of Understanding Between Chino Valley Unified School District and the Foster Grandparent/Senior Companion Program of San Gabriel/Pomona Regional Center

Page 47 Recommend the Board of Education approve the Memorandum of Understanding between Chino Valley Unified School District and the Foster Grandparent/Senior Companion Program of San Gabriel/Pomona Regional Center.

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

Page 53 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 54 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

Page 59 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 71 Recommend the Board of Education approve the Notices of Completion for CUPCCAA Projects.

III.D.5. Change Orders and Notices of Completion for Bid No. 21-22-20F, Dickey ES, Dickson ES, Eagle Canyon ES, Ayala HS, and Chino Hills HS Roofing Project

Page 73 Recommend the Board of Education approve the Change Orders and Notices of Completion for Bid No. 21-22-20F, Dickey ES, Dickson ES, Eagle Canyon ES, Ayala HS, and Chino Hills HS Roofing Project.

III.D.6. Change Order and Notice of Completion for Bid No. 22-23-31I, Ayala HS Gymnasium Sound System Replacement—Rebid

Page 79 Recommend the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-31I, Ayala HS Gymnasium Sound System Replacement—Rebid.

III.D.7. Award of Bid No. 23-24-05I, Cal Aero K-8 New Playground Equipment Installation

Page 83 Recommend the Board of Education award of Bid No. 23-24-05I, Cal Aero K-8 New Playground Equipment Installation to J2 Builders, Inc.

III.D.8. Resolution 2023/2024-20, Annual and Five-Year Developer Fee Reports for Fiscal Year 2022/2023

Page 84 Recommend the Board of Education adopt Resolution 2023/2024-20, Annual and Five-Year Developer Fee Reports for Fiscal Year 2022/2023.

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

Page 91 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

III.E.2. Rejection of Claims

Page 99

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

IV. INFORMATION

IV.A. BUSINESS SERVICES

IV.A.1. Adopted 2023/2024 Organized and Unorganized Student Body Budgets

Page 100

Recommend the Board of Education receive for information the adopted 2023/2024 organized and unorganized student body budgets.

IV.B. FACILITIES, PLANNING, AND OPERATIONS

IV.B.1. Community Facilities District 4 (College Park) Special Tax Accountability Report for Fiscal Year 2022/2023

Page 102

Recommend the Board of Education receive and file the Community Facilities District 4 (College Park) Special Tax Accountability Report for Fiscal Year 2022/2023.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

VI. ADJOURNMENT

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Sonja Shaw, President, Board of Education

**SUBJECT: REVISION OF BOARD POLICY 6163.1—LIBRARY MEDIA
CENTERS AND ADMINISTRATIVE REGULATION 1312.2—
COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS**

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BACKGROUND

Board policies, administrative regulations, and Bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice related to the operation of the District. Board Policy 6163.1—Library Media Centers and Administrative Regulation 1312.2—Complaints Concerning Instructional Materials are being revised to provide the complaint process regarding non-curricular obscene materials. Board Policy 6163.1—Library Media Centers was presented as information on October 19, 2023.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the revision to Board Policy 6163.1—Library Media Centers and Administrative Regulation 1312.2—Complaints Concerning Instructional Materials.

FISCAL IMPACT

None.

NE:pk

LIBRARY MEDIA CENTERS

The Board of Education recognizes that school libraries support the educational program by providing access to a variety of informational and supplemental resources that can help raise the academic achievement of all students. To the extent that funding is available, school libraries shall be stocked with up-to-date books, reference materials and electronic resources that promote literacy, support academic standards, and prepare students to become lifelong learners.

(cf. 0440 - District Technology Plan)
(cf. 6011 - Academic Standards)
(cf. 6163.4 - Student Use of Technology)
(cf. 7110 - Facilities Master Plan)

School Libraries shall be open for use by students and teachers during the school day (Education Code 18103) as funding allows.

With the approval of the Board, a school library may be open at other hours outside the school day, including evenings and Saturdays. Any library open to serve students during evening and Saturday hours shall be under the supervision of a certificated employee who consents to the assignment. (Education Code 18103)

Staffing

To staff school libraries, the District may employ one or more teacher librarians who possess appropriate credentials issued by the Commission on Teacher Credentialing. (Education Code 18120, 44868; 5 CCR 80024.6, 80053)

(cf. 4112.2 - Certification)
(cf. 4113 - Assignment)

The Superintendent or designee may assign teacher librarians to perform the following duties in accordance with the authorizations of their credential: (5 CCR 80053, 80053.1)

1. Instruct students in accessing, evaluating, using, and integrating information and resources in the library program and/or provide departmentalized instruction in information literacy, digital literacy, and digital citizenship
2. Plan and coordinate school library programs with the District's instructional programs through collaboration with teachers.
3. Select materials for school and District libraries
4. Develop and deliver staff development programs for school library services

LIBRARY MEDIA CENTERS (cont.)

5. Coordinate or supervise library programs at the school or District level
6. Plan and conduct a course of instruction for students who assist in the operation of school libraries
7. Supervise classified personnel assigned school library duties
8. Develop procedures for and management of the school and District libraries

The Board also may appoint classified paraprofessionals to serve as library aides or library technicians. Volunteers may assist with school library media assistants in accordance with law, Board policy, and administrative regulation.

(cf. 1240 - Volunteer Assistance)

(cf. 4222 – Teachers' Aides/Paraprofessionals)

District Library Plans

Whenever a school receives state funding for school and library improvement pursuant to Education Code 41570-41573, the school site council shall develop a single plan for student achievement which incorporates a district-wide plan for school libraries. (Education Code 41572)

(cf. 0420 - School Plans/Site Councils)

In developing the District-wide plan, the Superintendent or designee is encouraged to consult with teacher librarians, classroom teachers, library/media center assistants, administrators, parents/guardians, and students as appropriate.

The District-wide library plan shall describe the District's vision and goals for the District's libraries and how funds will be distributed to school sites to support libraries. As appropriate, the plan may also address staffing, facilities, selection and evaluation of materials, prioritization of needs, and other related matters.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The District-wide library plan shall be regularly reviewed and updated.

Classroom Libraries for Grade K-4

When state funding is available for classroom library materials in grades K-4, the Superintendent or designee shall develop, for certification by the Board, a District-wide classroom library plan grades K-4. The plan shall include a means of preventing loss,

LIBRARY MEDIA CENTERS (cont.)

damage, or destruction of materials. (Education Code 60242)

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)
(cf. 6161.2 - Damaged or Lost Instructional Materials)

The District-wide library plan developed pursuant to Education Code 41572 may fulfill this requirement provided the plan meets the criteria specified in Education Code 60242.

The Superintendent or designee is encouraged to consult with primary grade teachers and teacher librarians employed by the District and/or county office of education in the development of the K-4 classroom library plan and to consider selections from the list of books recommended by the California Department of Education (CDE).

Selection and Evaluation of School Library Materials

Library materials shall include print and electronic resources that align with the curriculum and are accessible to students with varying cognitive or language needs.

Library materials shall be evaluated and selected, in accordance with law, Board policy, and administrative regulation through a selection process that invites recommendations from administrators, teachers, other staff, parents/guardians, library/media center assistants and students as appropriate.

Schools without a certificated librarian are encouraged to select materials in consultation with a library media teacher, administrators, teachers, other staff, parents/guardians, library/media center assistants and students.

(cf. 6144 - Controversial Issues)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)

Library materials should be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs of students and teachers. Materials that contain outdated subject matter or are no longer appropriate shall be removed, and lost or worn materials may be replaced.

(cf. 3270 - Sale and disposal of books, equipment and supplies)

All gifts and donations of school library materials shall be subject to the same criteria as materials selected for purchase by the District.

(cf. 1260 - Educational Foundation)
(cf. 3290 - Gifts, Grants and Bequests)

LIBRARY MEDIA CENTERS (cont.)

THE CHINO VALLEY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION SUPPORTS THE FUNDAMENTAL RIGHT OF PARENTS AND GUARDIANS TO DIRECT THE CARE AND UPBRINGING OF THEIR CHILDREN, INCLUDING THE RIGHT TO BE INFORMED ABOUT AND INVOLVED IN ALL ASPECTS OF THEIR CHILD'S EDUCATION. THIS INCLUDES THE RIGHT TO MONITOR AND CHALLENGE NON-CURRICULAR READING MATERIALS IN THE SCHOOL LIBRARY AND WITHIN A TEACHER'S CLASSROOM LIBRARY.

Complaints regarding the appropriateness of library materials shall be addressed using the District's procedures for complaints regarding instructional materials. HOWEVER, IF THE COMPLAINT ALLEGES THE LIBRARY MATERIALS CONTAIN SEXUALLY OBSCENE CONTENT CONSIDERED UNSUITABLE FOR STUDENTS, THE FOLLOWING PROCESS WILL BE FOLLOWED.

PARENTS/GUARDIANS, STUDENTS, STAFF, OR DISTRICT RESIDENTS MAY REGISTER A COMPLAINT AND REQUEST TO REMOVE A SPECIFIC ITEM FROM A SCHOOL OR CLASSROOM LIBRARY THAT IS ALLEGED TO CONTAIN SEXUALLY OBSCENE CONTENT CONSIDERED UNSUITABLE FOR STUDENTS.

ONCE A FORMAL COMPLAINT IS RECEIVED, THE PRINCIPAL OF THE SCHOOL WHERE THE CHALLENGED MATERIAL IS LOCATED MUST REMOVE THE ITEM AND NOTIFY THE SUPERINTENDENT OF THE REMOVAL WITHIN THREE DAYS.

ONCE NOTIFIED, THE SUPERINTENDENT SHALL NOTIFY THE SCHOOL BOARD WITHIN TWO BUSINESS DAYS.

THE BOARD SHALL THEN HOLD A PUBLIC HEARING WITHIN FORTY-FIVE DAYS TO DETERMINE WHETHER THE MATERIAL IS APPROPRIATE FOR STUDENT USE OR HARMFUL TO STUDENTS AND, THEREFORE, SHOULD BE PERMANENTLY REMOVED FROM ALL DISTRICT FACILITIES.

THE PUBLIC HEARING MAY BE AT A REGULARLY SCHEDULED BOARD MEETING OR A SPECIAL MEETING FOR THIS SPECIFIC PURPOSE. THE BOARD SHALL VOTE TO DETERMINE IF THE BOOK IS SUITABLE FOR STUDENTS THROUGHOUT THE CHINO VALLEY UNIFIED SCHOOL DISTRICT. IF THE BOARD VOTES THAT IT IS UNSUITABLE, SAID MATERIAL SHALL BE REMOVED FROM ALL SCHOOL AND CLASSROOM LIBRARIES WITHIN FIVE DAYS.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

Fees

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. (5 CCR 16042)

LIBRARY MEDIA CENTERS (cont.)

(cf. 3260 - Fees and charges)

To encourage students to return materials in a timely manner, a nominal fee shall be charged for the later return of materials.

Library Instruction

Teacher librarians, library/media center assistants, and/or classroom teachers shall provide library instruction to develop students' information literacy skills. Such instruction shall be aligned with state academic standards for library instruction and shall prepare students to:

1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources
2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry
3. Organize, synthesize, create, and communicate information
4. Integrate information literacy skills into all areas of learning and pursue information independently to become life-long learners

Teacher librarians and/or library/media center assistants may provide support to teachers, administrators, and other staff by identifying instructional materials that will aid in the development of curriculum and instructional activities and by providing information about effective and ethical uses of school library services and equipment.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 6141 - Curriculum Development and Evaluation)

Program Evaluation

The Superintendent or designee shall annually assess and report to the Board regarding the condition and use of school libraries. The assessment shall evaluate, at a minimum:

1. Access of students and staff to school libraries during school hours and, as appropriate, access outside the school day
2. The process and frequency by which students are allowed to check out library materials

LIBRARY MEDIA CENTERS (cont.)

3. Staffing levels, qualifications, and number of hours worked
4. The quality of the collection at each library, including, but not limited to, the total number of books in the collection, number of books per student, amount expended during the year for the purchase of new resources and the number of resources discarded and added during the year
5. Any special programs offered at the school to encourage reading and/or library use
6. The adequacy of the facility space and equipment designated for the school library
7. Source(s) and adequacy of funding for school libraries

The District shall, on or before August 31 each year, report to the CDE on the condition of school libraries. This survey is conducted online via the CDE's website. (Education Code 18122)

Legal Reference:

EDUCATION CODE

1703 Coordination of district library services by county superintendent

1770-1775 Provision of library services by county superintendent

18100-18203 School libraries

18300-18571 Union high school district/unified school district library district

19335-19336 Reading Initiative Program; recommended books

35021 Volunteer aides

41570-41573 School and Library Improvement Block Grant

42605 Tier 3 categorical flexibility

44868-44869 Qualifications and employment of library media teachers

45340-45349 Instructional aides

60240-60251.5 State Instructional Materials Fund, purchase of classroom library materials

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

18181 Districtwide library plan

52012 Establishment of school site council 52014-52015 School plans

CODE OF REGULATIONS, TITLE 5

16040-16043 School libraries

80023-80023.2 Emergency permits, general requirements

80024.6 Emergency teacher librarian services permit 80026-80026.6 Emergency permits

80053-80053.1 Teacher librarian services credential

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Examples of model school library standards for California Public Schools Supporting Common Core State Standards (CCSS) for English Language Arts and Literacy in History/Social Studies, Science, and Technical subjects, rev. February 2012

Model School Library Standards for California Public Schools: Kindergarten Through Grade Twelve, 2010 (includes standards for student instruction as well as program standards)

Looking at the School Library: An Evaluation Tool, 2003 Recommended Literature: Kindergarten Through

LIBRARY MEDIA CENTERS (cont.)

Grade Twelve

CALIFORNIA SCHOOL LIBRARY ASSOCIATION PUBLICATIONS

Standards and Guidelines for Strong School Libraries, 2004

WEBSITES

American Association of School Librarians: www.ala.org/aasl

California Department of Education, School Libraries: www.cde.ca.gov/ci/cr/lb

California School Library Association: www.csla.net

Chino Valley Unified School District

Policy Adopted: August 21, 1997

Revised: February 4, 2010

Revised: June 27, 2013

REVISED:

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS**Acceptance of Complaints**

Complaints concerning instructional materials will be accepted only from staff, District residents, STUDENTS, or the parents/guardians of children in a District school. Anonymous complaints will not be accepted.

Step 1: Informal Resolution

When questions of suitability arise, the complainant shall discuss the issue with the appropriate teacher and/or administrator involved. However, until the complaint is resolved, the complainant shall follow the following procedures

Individual students shall be excused from using challenged materials or participating in the study of controversial or religious issues upon written request from the parent/guardian using the "Request for Excuse from Participation." The teacher shall provide the student an alternate assignment, deemed by the teacher to be appropriate to the course of study and adopted reading lists, but the teacher shall not be required to provide individualized instruction.

During the investigation of the complaint, any challenged material that is considered State board of education adopted core instructional material may remain in use until a final decision has been reached. However, upon request of the parent/guardian who has filed the complaint, his/her child may be excused from using challenged materials until a resolution has been reached. The teacher shall assign the student an alternate material of equal merit.

The use of challenged supplemental materials by class, school or District shall be restricted until a decision is made through the complaint process. The procedure of hearing the complaint in an orderly and objective manner with careful consideration by appropriate staff members, parents and/or community members shall occur prior to any action taken by the Board.

Upon receiving a complaint, the principal will, within five school days, acknowledge its receipt, answer questions regarding procedure, and arrange a meeting with the teacher and the person submitting the complaint to resolve the issue. The complainant shall be provided a copy of this Board policy and administrative regulation. The principal will then notify the Superintendent or designee of the complaint.

If the challenged issue is not resolved, the principal shall notify the Assistant Superintendent, Curriculum, ~~and~~ Instruction, INNOVATION AND SUPPORT and the complaint shall proceed to Formal Resolution Procedures.

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (cont.)

The teacher may also request Formal Resolution if he/she believes a material will be improperly removed from use.

Step 2: Formal Resolution Procedures

1. If the complainant is not satisfied with the principal's initial response, he/she shall present a written complaint to the principal using the "Request for Review of Education Materials or Curricular Content Form." Forms may be obtained from the school office. Complaints regarding printed material must name the author, title, and publisher, and identify the objection by page numbers. In the case of non-printed material, written information specifying the precise nature of the objection shall be given. The statement must be signed and identified in such a way that a proper reply will be possible.
2. A copy of the complaint form shall be forwarded to the Assistant Superintendent, Curriculum, ~~and~~ Instruction, INNOVATION AND SUPPORT. A summary of the issues, conferences held, and disposition of the complaint shall be also prepared by the principal and submitted with the complaint. The Assistant Superintendent, Curriculum, ~~and~~ Instruction, INNOVATION AND SUPPORT, may arrange a conference with the complainant, site administrator and teacher to discuss the concern, sending a formal response to the complainant and to the principal within ten school days. Alternately, the Assistant Superintendent, Curriculum, ~~and~~ Instruction, INNOVATION AND SUPPORT may proceed immediately to a review panel.
3. If the problem has not been resolved, the complainant may request that the complaint proceed to a District panel to review the issue.

Step 3: Review Committee Resolution

1. If the Superintendent or designee determines that a review committee is not necessary, he/she shall issue a decision regarding the complaint. The response of the Superintendent or designee will be communicated in writing to the complainant within 10 school days after the written complaint is received.

If the Superintendent or designee determines that a review committee is necessary, the committee shall be formed under the direction of the Assistant Superintendent, Curriculum, ~~and~~ Instruction, INNOVATION AND SUPPORT. It shall be composed of members deemed to have competence in the subject area concerned and knowledge about the age group with which the material is used. The review committee shall consist of:

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (cont.)

- a. The Assistant Superintendent, Curriculum,~~and~~ Instruction, INNOVATION AND SUPPORT or designee
- b. A principal and/or appropriate members of the District administrative staff selected by the Assistant Superintendent, Curriculum,~~and~~ Instruction, INNOVATION AND SUPPORT
- c. Two teachers in the appropriate content area selected in consultation and agreement with the Associated Chino Teachers
- d. A certificated librarian
- e. Two members of the community selected in consultation with the PTA/PFA Council
- f. When appropriate, a student selected by the principal of the school where the complaint was filed.

The Assistant Superintendent, Curriculum,~~and~~ Instruction, INNOVATION AND SUPPORT shall ensure that an uneven number of participants sit on the review panel.

- 2. The purpose of the panel shall be to study and evaluate the questioned material or issue related to the curriculum. The panel shall determine the extent to which the challenged material supports the curriculum, the educational appropriateness of the material and the suitability of the material for the age level of the students. The complainant shall be allowed to make a 30-minute presentation regarding the issue. The site where the issue originated shall be allowed to present a 30-minute presentation. All panelists shall have the opportunity to review the contested material prior to the hearing.
- 3. In deliberating challenged materials, the review committee shall consider the educational philosophy of the District, the professional opinions of other teachers of the subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's stated objectives in using the materials, and the objections of the complainant.

Criteria for removing a material from use could include:

- a. The material presents only one side of a controversial issue in an inflammatory or sensational manner. One-sided materials which are not inflammatory should be balanced by comparable materials which present opposing viewpoints.

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (cont.)

- b. The material is not as factual or objective as other materials which meet the same purpose.
- c. The material is not age-appropriate for the students for whom its use was intended.
- d. The material is contrary to the moral and ethical standards generally held by the community, and has no redeeming artistic merit to withstand an appeal to prurient interests of students.

The panel shall deliberate regarding the material presented and prepare a recommendation to the Superintendent.

- 4. Within 30 school days of being convened, the review committee shall summarize its findings in a written report and submit it to the Superintendent or designee for action.
- 5. The Superintendent or designee shall notify the complainant of his/her decision no later than 30 days after the complaint was filed.

Step 4. Appeal to the Board of Education

The decision of the Superintendent or designee may be appealed to the Board of Education, whose decision will be final. The response of the Board should be communicated in writing to the complainant within 10 school days after Board action.

When any challenged instructional material is reviewed by the District, it shall not be subject to any additional reconsideration for 12 months.

County or State Adopted Material

If the challenged material has been adopted by the San Bernardino County Board of Education, the Superintendent or designee may forward the complaint, without action, to the office of the County Superintendent of Schools for reevaluation and decision. If the questioned material has been adopted by the State of California, the Superintendent or designee may forward the complaint, without action, to the California Department of Education for reevaluation and decision.

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (cont.)

COMPLAINTS CONCERNING SEXUALLY OBSCENE LIBRARY BOOKS

STEP 1: INFORMAL RESOLUTION

1. WHEN QUESTIONS OF SUITABILITY ARISE REGARDING SEXUALLY OBSCENE MATERIALS IN THE SCHOOL OR CLASSROOM LIBRARY, THE COMPLAINANT SHALL DISCUSS THE ISSUE WITH THE SCHOOL SITE ADMINISTRATOR INVOLVED.
2. THE INDIVIDUAL FILING THE COMPLAINT SHALL ENSURE THE LIBRARY MATERIAL IS IN THE SCHOOL OR CLASSROOM LIBRARY. THE COMPLAINANT SHALL PRESENT A WRITTEN COMPLAINT TO THE PRINCIPAL IDENTIFYING THE AUTHOR, TITLE, AND THE PAGE NUMBERS CONTAINING THE OBSCENE MATERIAL.
3. UPON RECEIVING A COMPLAINT, THE PRINCIPAL WILL, WITHIN TWO DAYS, REVIEW THE MATERIAL TO DETERMINE IF THERE IS ANY SEXUALLY OBSCENE LANGUAGE AND/OR CONTENT. IF THERE IS ANY SEXUALLY OBSCENE LANGUAGE AND/OR CONTENT, THE PRINCIPAL WILL PULL/RESTRICT THE AVAILABILITY OF THE CHALLENGED BOOKS/MATERIALS FROM ALL LIBRARIES-WITHIN THE SCHOOL. THE PRINCIPAL SHALL REPORT THE COMPLAINT TO THE SUPERINTENDENT WITHIN THREE DAYS OF THE COMPLAINT BEING FILED.
4. IF THE PRINCIPAL DETERMINES THERE IS NO ISSUE WITH THE CHALLENGED MATERIAL(S), THE PRINCIPAL WILL ARRANGE A MEETING WITH THE COMPLAINANT TO RESOLVE THE ISSUE. THE COMPLAINANT SHALL BE PROVIDED A COPY OF BOARD POLICY AND ADMINISTRATIVE REGULATION 1312.2.
5. IF THE CHALLENGED ISSUE IS NOT RESOLVED, THE PRINCIPAL SHALL NOTIFY THE SUPERINTENDENT, AND THE COMPLAINT SHALL PROCEED TO FORMAL RESOLUTION PROCEDURES.

STEP 2: FORMAL RESOLUTION PROCEDURES

1. IF THE COMPLAINANT IS NOT SATISFIED WITH THE PRINCIPAL'S INITIAL RESPONSE, THE COMPLAINANT SHALL PRESENT A WRITTEN COMPLAINT TO THE PRINCIPAL IDENTIFYING THE AUTHOR, TITLE, AND THE PAGE NUMBERS CONTAINING THE OBSCENE MATERIAL. THE STATEMENT MUST BE SIGNED AND IDENTIFIED IN SUCH A WAY THAT A PROPER REPLY WILL BE POSSIBLE.

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (cont.)

2. A COPY OF THE COMPLAINT SHALL BE FORWARDED TO THE SUPERINTENDENT WITHIN THREE SCHOOL OR BUSINESS DAYS. A SUMMARY OF THE ISSUES, CONFERENCES HELD, AND DISPOSITION OF THE COMPLAINT SHALL BE ALSO PREPARED BY THE PRINCIPAL AND SUBMITTED WITH THE COMPLAINT.
3. THE SUPERINTENDENT SHALL SUBMIT THE COMPLAINT AND THE PRINCIPAL'S RESPONSE TO THE BOARD OF EDUCATION WITHIN TWO BUSINESS DAYS. ADDITIONALLY, THE SUPERINTENDENT WILL PROVIDE THE BOARD OF EDUCATION COPIES OF THE BOOK/MATERIAL TO REVIEW THE COMPLAINT.
4. WITHIN FORTY-FIVE DAYS, THE SUPERINTENDENT SHALL PREPARE AN AGENDA ITEM REGARDING THE COMPLAINT FOR THE BOARD OF EDUCATION TO TAKE ACTION.

STEP 3: BOARD OF EDUCATION REVIEW AND RESOLUTION

1. THE BOARD OF EDUCATION WILL REVIEW THE COMPLAINT, PRINCIPAL RESPONSE, AND THE BOOK/MATERIAL REGARDING THE COMPLAINT.
2. THE BOARD OF EDUCATION SHALL EVALUATE THE COMPLAINT REGARDING A BOOK/MATERIAL BEING EDUCATIONALLY UNSUITABLE DUE TO ITS SEXUALLY OBSCENE CONTENT.
3. THE BOARD OF EDUCATION SHALL NOT REMOVE BOOKS BECAUSE THEY DISAGREE WITH THE IDEAS OF AN AUTHOR.
4. THE BOARD OF EDUCATION SHALL VOTE PUBLICLY TO KEEP OR REMOVE A BOOK/MATERIAL. THE BOARD OF EDUCATION SHOULD ONLY VOTE TO REMOVE A BOOK IF IT IS EDUCATIONALLY UNSUITABLE DUE TO SEXUALLY OBSCENE CONTENT.
5. IF THE BOARD OF EDUCATION VOTES TO KEEP THE BOOK/MATERIAL, THE BOOK/MATERIAL WILL BE RETURNED TO THE SCHOOL OR CLASSROOM LIBRARY.
6. IF THE BOARD OF EDUCATION VOTES TO REMOVE THE BOOK/MATERIAL, IT SHALL BE REMOVED FROM ALL SCHOOL OR CLASSROOM LIBRARIES BY THE SUPERINTENDENT OR DESIGNEE WITHIN FIVE DAYS

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (cont.)

Chino Valley Unified School District
Regulation approved: October 19, 1995
Revised: September 8, 2011
REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
October 19, 2023

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:45 P.M.

1. Roll Call

President Shaw called to order the regular meeting of the Board of Education, Thursday, October 19, 2023, at 4:45 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present.

Administrative Personnel

Norm Enfield, Ed.D., Superintendent

Sandra H. Chen, Associate Superintendent, Business Services

Grace Park, Ed.D., Associate Superintendent, CIIS

Lea Fellows, Assistant Superintendent, CIIS

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

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

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Shaw adjourned to closed session at 4:45 p.m. regarding conference with legal counsel existing litigation: two cases: student discipline matters; public employee appointment: coordinator, expanded learning and support programs, and junior high school principal; 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

President Shaw reconvened the regular meeting of the Board of Education at 6:00 p.m. with Bridge, Monroe, Na, and Shaw present. Mr. Cruz left closed session at 5:24 p.m. and returned at 7:40 p.m. The Board met in closed session from 4:45 p.m. to 5:24 p.m. regarding conference with legal counsel existing litigation: two cases: student discipline matters; public employee appointment: coordinator, expanded learning and support programs, and junior high school principal;

conference with labor negotiators: A.C.T. and CSEA; and public employee discipline/dismissal/ release. The Board appointed David Ries as principal of Canyon Hills JHS by a unanimous vote of 5-0 with Bridge, Cruz, Monroe, Na, and Shaw voting yes. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Led by Gudalupe Guzman, District security.

I.C. STAFF REPORT

1. Essential Standards and the Smarter Balanced Assessment Results

Curriculum, Instruction, Innovation, and Support administrators presented the Essential Standards and the Smarter Balanced Assessment results.

President Shaw presented certificates of appreciation to Superintendent Enfield and Cabinet.

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

Chloe Kubeldis reported on high school activities; said the college fair was successful; said football games are continuing for all four high schools; and expressed her concerns regarding the proposed revisions to Board policy 6163.1.

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Brenda Walker, A.C.T. President, spoke about culture war distractions; and spoke in opposition to the proposed revision to Board policy 6163.1.

Dr. Gerald Matthews, CHAMP, said that site administrators met in teams last week to conduct collaborative learning realms.

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

The following individuals addressed the Board: Daniel Mora and Phoenix Guiza regarding President Shaw; Max Ibarra alleging District racism; Jessica S. regarding ruling by Judge Sachs; Lance Asbra to pray for the District; Steven Paez to encourage the Board to stand strong for parental involvement; Jess Holden regarding student abilities; Nichole Vicario regarding Judge Sachs granting a motion for parents to intervene in the lawsuit, and CTA materials at school sites; Robert Davis regarding funding for visual and performing arts; Elder Casley regarding overtone of community; Byron Gonzalez regarding the way the country is going; Amanda Swager regarding conflict management and to thank District security for taking care of her during a campus altercation; Marisol DiPaolo regarding donations to

Liberty Justice Center; Glory Ciccarelli regarding an email she sent to the Board; La'Maya Epps regarding racism at her school; Art Bennett to announce city of Chino Hills activities; Lisa Greathouse regarding Board member behavior; and Kenneth Zhou to thank the Board for protecting parental rights.

I.G. CHANGES AND DELETIONS

The following change was read into the record: Item II.A.1., Minimum Wage and Compensation Increase to the Classified Service (Non-Bargaining Unit), Effective January 1, 2024, and Revisions to the Classified Substitute Salary Schedule was yellow-sheeted; and Item III.E.1., Certificated/Classified Personnel Items, under *Promotion*, Danna Kaululaau, corrected the location to read From Don Lugo HS to Briggs K-8.

II. ACTION

II.A. HUMAN RESOURCES

II.A.1. Minimum Wage and Compensation Increase to the Classified Service (Non-Bargaining Unit), Effective January 1, 2024, and Revisions to the Classified Substitute Salary Schedule

Moved (Na) seconded (Monroe) motion carried (4-0, Cruz absent) to approve the minimum wage and compensation increase to the Classified Service (Non-Bargaining Unit), effective January 1, 2024, and the revisions to the Classified Substitute Salary Schedule. Student representative voted yes.

II.A.2. Compensation Increase for Certified Registered Nurse Substitute Services Provided for School Nurse Employees

Moved (Na) seconded (Bridge) motion carried (4-0, Cruz absent) to approve a compensation increase for certified registered nurse substitute services provided for school nurse employees. Student representative voted yes.

III. CONSENT

Don Bridge pulled for separate action Item III.A.2. Moved (Na) seconded (Bridge) motion carried (4-0, Cruz absent) to approve the consent items, as amended. Student representative voted yes.

III.A. ADMINISTRATION**III.A.1. Minutes of the October 5, 2023 Regular Meeting**

Approved the minutes of the October 5, 2023 regular meeting.

III.A.2. Resolution 2023/2024-17, Board Compensation for Don Bridge for September 21, 2023 Missed Meeting

Moved (Monroe) seconded (Na) motion carried (3-0-1, Bridge abstained, and Cruz absent) to adopt Resolution 2023/2024-17, Board Compensation for Don Bridge for September 21, 2023 Missed Meeting. Student representative voted yes.

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.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**III.C.1. Student Expulsion Cases 23/24-13, 23/24-15, 23/24-18, and 23/24-21**

Approved student expulsion cases 23/24-13, 23/24-15, 23/24-18, and 23/24-21.

III.C.2. School Sponsored Trip

Approved/ratified the school-sponsored trip for Wickman ES.

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 CUPCCAA Projects

Approved the Notices of Completion for CUPCCAA Projects.

III.D.5. Change Order and Notice of Completion for Bid No. 22-23-31F, Don Lugo HS Soffit Repair

Approved the Change Order and Notice of Completion for Bid No. 22-23-31F, Don Lugo HS Soffit Repair.

III.D.6. Change Order and Notice of Completion for Bid No. 22-23-32F, Ayala HS and Briggs K-8 Painting Project

Approved the Change Order and Notice of Completion for Bid No. 22-23-32F, Ayala HS and Briggs K-8 Painting Project.

III.D.7. Resolution 2023/2024-19, Authorization to Utilize a Piggyback Contract

Adopted Resolution 2023/2024-19, Authorization to Utilize a Piggyback Contract.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

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

III.E.2. Rejection of Claim

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

Mr. Cruz rejoined the meeting at 7:40 p.m.

IV. INFORMATION

IV.A. ADMINISTRATION

IV.A.1. Revision of Board Policy 6163.1—Library Media Centers

The Board of Education received for information the revision of Board Policy 6163.1—Library Media Centers. The following individuals addressed the Board opposed to the revisions: Krista Landgraph; Kristi Hirst; Ashlee Peters; Lisa Greathouse; Jim Gallagher; Bobby Omari; Sara Omari; Darlene Berg; Bethany Saunders-Medina; Megan Garcia; Lauren Daniel; Angela Liu; Tony Montanez; Eric Shamp; Lonna Rojas; and Jeremiah Park. The following individuals addressed the Board in support of the revisions: Amy Davlin; John Cervantes; Jonathan Marcus; Maria Carrillo; Candy Olson; Christine Collinsworth; James Reid; Karen England; Eric Martinez; Maribel Beltran; Gina Gleason; Oscar Avila; Steven Paez; Michael Sherman; David Whitford; Nichole Vicario; Tiffany Guerrero; London Guerrero; and Michael Hagberg.

V. COMMUNICATIONS**BOARD MEMBERS AND SUPERINTENDENT**

Don Bridge said he visited Levi Dickey ES's AVID program and attended by County Superintendent Ted Alejandre; attended the Music in Motion program at Ayala HS; attended the Ayala HS versus Bonita HS football game; attended the Chino Hills Parks and Recreation Committee meeting and said that the teen advisory committee is complete and have met; said he was glad to hear that a campus security update would be at the December meeting; requested a legal opinion on the proposed revision to Board Policy 6163.1 and if it is affected by AB 1078; asked how Board Policy 1312 does not pertain; requested that he and Mrs. Shaw visit school sites to confirm the availability of the books at particular sites; suggested to Mr. Cruz that he should stop reading portions of books during his Board comments; commented on the Israel-Hamas conflict and how or if this topic is covered in class; and said he was sad to hear of the passing of District teacher Tracy Buss.

James Na said he was shocked and disgusted at the content of the books read by community members at the meeting; spoke about providing the best education to students, inviting and appreciating parent involvement, and students and stakeholders respecting teachers and staff members; and said it's a shame to allow books like he heard at the meeting to be available to students.

Jon Monroe spoke about AR 1312.2 being in place to regulate books in our schools and asked if that process has been applied to the current concerns with books; asked if the process has failed; said he would like to have some of those questions answered before going into a new policy; and responded to an issue that was specifically targeted at him by a community member.

Andrew Cruz said he has deep respect for Mr. Monroe; said his daughter received an award tonight and is grateful to have had that experience to be with her; spoke about individual human experiences; spoke about a gate issue at Country Spring ES; spoke about the generous donation from the District security team of IPADS for the special education department; spoke about showing gratitude when one is complimented; said the counseling department at Ayala HS received a Golden Bell Award for their "Road Show" program; shared a memory from his culinary teacher; spoke about the success of Levi Dickey's AVID program; spoke about Ayala HS's Music in Motion program; said that he enjoys doing what he does during his comment period; donated a book to the student representative; and shared some student art.

Superintendent Enfield spoke about Ayala HS being the recipient of a Golden Bell Award for their “Road Show” program; commended all three of our other high schools for the same work and program; and announced that Chino HS has a biomedical science and technology program called BST for interested 8th grade students.

President Shaw asked for clarification regarding the holding of Prop 28 funds; Dr. Enfield gave a detailed explanation of audit guidelines related to the release of funding; asked Dr. Enfield for clarification regarding attorney DiMarco’s Zoom participation for the public hearing in San Bernardino County; extended condolences to the Buss family, a student facing cancer, and Mathew Barajas, who passed away in a tragic accident; attended the Baldy View ROP commissioners’ meeting; attended Ayala HS’s presentation of IPADs to special education by the security team; attended the AVID program at Levi Dickey ES; attended the Music in Motion program at Ayala HS; spoke about her site visits; spoke about the special education parent committee; spoke about the Board policy regarding appropriate learning materials in our libraries; said the current policy does not address sexually obscene material; said that fighting for what is right is tough; spoke about the need to address sexually obscene materials in our schools; clarified that the Board policy revision is not banning classics book and the narrative needs to stop; explained why the website has an option for donating to Liberty Justice Center; said she and Board member Cruz attended an event where they were awarded plaques for their service to public education and presented Mr. Monroe and Mr. Na their award; acknowledged Breast Cancer Awareness month; and closed the meeting in memory of Tracy Buss and Mathew Barajas.

VI. ADJOURNMENT

President Shaw adjourned the regular meeting of the Board of Education at 9:12 p.m.

Sonja Shaw, President

Andrew Cruz, Clerk

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION
October 30, 2023

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 1:00 P.M.

1. Roll Call

President Shaw called to order the special meeting of the Board of Education, Monday, October 30, 2023, at 1:08 p.m. with Bridge, Cruz, and Shaw present, and Monroe and Na absent.

Administrative Personnel

Norm Enfield, Ed.D., Superintendent

Hilda Flores, Ed.D., Assistant Superintendent, CIIS

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

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Shaw adjourned to closed session at 1:08 p.m. regarding student discipline matters.

I.B. RECONVENE TO OPEN SPECIAL MEETING IMMEDIATELY FOLLOWING CLOSED SESSION

President Shaw reconvened the special meeting of the Board of Education at 1:12 p.m. with Bridge, Cruz, and Shaw present, and Monroe and Na absent. The Board met in closed session from 1:08 p.m. to 1:12 p.m. regarding student discipline matters. No action was taken that required public disclosure.

1. Pledge of Allegiance

Led by Board Clerk Andrew Cruz.

I.C. COMMENTS FROM THE AUDIENCE ON ITEMS ON THE AGENDA

None.

I.D. CHANGES AND DELETIONS

None.

II. CONSENT

Moved (Bridge) seconded (Cruz) motion carried (3-0, Monroe and Na absent) to approve the consent items.

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

II.A.1. Student Expulsion Cases 23/24-04 and 23/24-11

Approved student expulsion cases 23/24-04 and 23/24-11.

II.B. FACILITIES, PLANNING, AND OPERATIONS

II.B.1. Award of Bid No. 23-24-02F, Chino HS Aquatic Center, Gymnasium, and Locker Modernization, Bid Package 08-Rebid

Awarded Bid No. 23-24-02F, Chino HS Aquatic Center, Gymnasium, and Locker Modernization, Bid Package 08—Rebid, to Bogh Engineering, Inc.

III. ADJOURNMENT

President Shaw adjourned the special meeting of the Board of Education at 1:13 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: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

SUBJECT: ESTABLISHMENT OF DATE AND TIME FOR ANNUAL ORGANIZATIONAL MEETING

=====

BACKGROUND

Education Codes 5017, 35143 and 72000(c)(2)(a) require that governing boards hold an annual organizational meeting and that each member of the board be notified in writing of the date and time selected. The 2023 organizational meeting must be held at the first meeting within fifteen days commencing with and including the second Friday in December between December 8 and December 22. The organizational meeting must be selected by the Board at its regular meeting held immediately prior to the first day of the 15-day period.

The annual organizational meeting will be held on December 14, 2023, at 6:00 p.m. At that time, a president, vice president, clerk, and representatives to various organizations will be selected.

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

RECOMMENDATION

It is recommended the Board of Education establish December 14, 2023, at 6:00 p.m. as the annual organizational meeting of the Chino Valley Unified School District Board of Education.

FISCAL IMPACT

None.

NE:pk

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

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

=====

BACKGROUND

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

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

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

RECOMMENDATION

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

FISCAL IMPACT

\$20,362,102.59 to all District funding sources.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: 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
November 16, 2023

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

School

Ayala HS

Organization

PTSA

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: FUNDRAISING ACTIVITIES

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

None.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT
November 16, 2023

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Butterfield ES</u>		
PTA	Donut Sales	11/16/23 - 5/19/24
<u>Chaparral ES</u>		
PTO	Thankful Grams	11/1/23 - 11/30/23
PTO	Movie Night	11/9/23
PTO	Winter Grams	12/1/23 - 12/29/23
PTO	Christmas Boutique	12/4/23 - 12/8/23
PTO	Penny Wars	1/8/24 - 1/12/24
PTO	Love Grams	2/1/24 - 2/29/24
PTO	Breakfast with Loved Ones	2/14/24
PTO	Fun Run	2/13/24 - 2/23/24
PTO	Lucky Grams	3/1/24 - 3/29/24
PTO	Spring Dance	3/15/24
PTO	Spring Grams	4/1/24 - 4/4/24
<u>Country Springs ES</u>		
PFA	Father Son Laser Tag	11/3/23
PFA	Magic Night	11/16/23
PFA	Winter Wishes Grams	12/4/23 - 12/20/23
PFA	Aloha Grams	4/6/24 - 4/22/24
<u>Glenmeade ES</u>		
PTA	Crumbl Cookies	11/30/23
PTA	Christmas Boutique	12/4/23 - 12/8/23
<u>Hidden Trails ES</u>		
PTA	Crumbl Cookies	10/20/23 - 10/24/23
PTA	Book Fair	12/4/23 - 12/8/23
PTA	Christmas Boutique	12/4/23 - 12/8/23
PTA	Breakfast with Santa	12/9/23
PTA	Rubio's Dine Out	1/12/24
PTA	Valentine See's Candy	1/17/24 - 1/31/24
PTA	Panda Express Dine Out	2/8/24
PTA	Movie Night & Concessions	2/23/24
PTA	Cookie Co.	5/9/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT
November 16, 2023

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Liberty ES</u>		
ASB - 4th Grade	Jog-a-Thon	11/17/23
ASB - 5th Grade	Jog-a-Thon	11/17/23 - 12/1/23
<u>Newman ES</u>		
ASB - General	Can Drive	11/3/23
ASB - 6th Grade	GroupRaise	11/6/23 - 12/6/23
ASB - General	Holiday Grams	11/27/23 - 12/8/23
ASB - General	Toy Drive	12/1/23 - 12/15/23
ASB - General	Smencils	1/8/24 - 2/5/24
ASB - General	Valentine Grams	1/29/24 - 2/9/24
ASB - General	Spring Grams	4/1/24 - 4/12/24
ASB - General	End of Year School Grams	5/1/24 - 5/10/24
<u>Oakridge ES</u>		
PTA	Thinknlocal	11/1/23 - 6/1/24
<u>Briggs K-8</u>		
PFA	Holiday Boutique	12/4/23 - 12/8/23
PFA	Entrepreneur Night	12/6/23
PFA	Valentine Grams	1/1/24 - 2/14/24
PFA	Penny Wars	1/1/24 - 6/1/24
PFA	Shoe Drive	1/1/24 - 6/1/24
<u>Cal Aero K-8</u>		
ASB - Athletics	Volleyball Tournament	10/16/23 - 10/27/23
ASB - Athletics	March Madness	2/19/24 - 3/22/24
<u>Canyon Hills JHS</u>		
ASB - NJHS	Club Shirts	10/23/23 - 11/3/23
PTSA	November Nocturne	11/4/23
PTSA	Family Dine Outs	11/8/23 - 5/26/24
ASB - AVID	Snap! Raise	11/10/23 - 11/20/23
ASB - General	Holiday Grams	12/4/23 - 12/12/23
PTSA	Barnes & Noble Winter Event	12/8/23
PTSA	Thinknlocal	12/8/23 - 2/8/24
ASB - General	Valentine Grams	1/29/24 - 2/6/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT
November 16, 2023

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Magnolia JHS</u>		
ASB - AVID	World's Finest Chocolate	10/20/23 - 11/17/23
<u>Ayala HS</u>		
ASB - Boys' Soccer	Donation Drive	11/3/23 - 6/1/24
ASB - Females Fueling the Future	7 Leaves Café	11/17/23
ASB - Heal Club	7 Leaves Café	11/17/23 - 11/7/23
ASB - Project Lady Bulldogs	Bake Sale	11/17/23 - 11/30/23
Band & Color Guard Boosters	Poinsettia Sales	11/17/23 - 12/15/23
Band & Color Guard Boosters	See's Candies	11/17/23 - 12/15/23
ASB - Girls' Basketball	Team Store	11/17/23 - 12/22/23
ASB - Girls' Basketball	Snap! Raise	11/17/23 - 12/22/23
Girls' Water Polo Boosters	Banner Sponsorships	11/17/23 - 2/28/24
Girls' Water Polo Boosters	Concessions	11/17/23 - 2/28/24
PTSA	Membership Drive	11/17/23 - 5/31/24
Boys' Water Polo Boosters	CPK Dine Out	11/30/23
Girls' Water Polo Boosters	Donation Drive	11/30/23 - 12/31/23
ASB - Debate	Concessions	12/1/23
ASB - Girls' Basketball	Chipotle Dine Out	12/1/23 - 1/19/24
Girls' Water Polo Boosters	Applebee's Flapjack Breakfast	12/3/23
ASB - Amnesty Club	Bake Sale	12/4/23 - 12/8/23
ASB - Wrestling	HK 10-Way Tournament	1/6/24
ASB - Wrestling	Wrestling Invitational	1/19/24 - 1/20/24
Boys' Water Polo Boosters	Bulldog Aquatic Clinics	1/1/24 - 6/30/24
ASB - Debate	Chipotle Dine Out	1/23/24
<u>Chino HS</u>		
Sports Boosters	Pick a Date Night Digital Calendar	11/3/23 - 11/30/23
ASB - AVID	AVID Apparel	11/3/23 - 12/8/23
Sports Boosters	Cannataro's Dine Out	11/8/23
Sports Boosters	Raising Cane's Dine Out	11/13/23
Band & Auxiliary Boosters	Buffalo Wild Wings Dine Out	11/27/23
Sports Boosters	Waba Grill Dine Out	11/30/23
ASB - Class of '25	Holiday Movie Night	12/1/23
ASB - Class of '25	Holiday Grams	12/4/23 - 12/8/23
ASB - Black Student Union	Chipotle Dine Out	12/5/23
Sports Boosters	Leading Edge Online Snacks	12/11/23 - 1/3/24
ASB - Class of '26	Wingstop Dine Out	12/13/23
Sports Boosters	Chipotle Dine Out	1/6/24
Sports Boosters	Comedy Show	1/13/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT
November 16, 2023

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Chino HS (cont.)</u>		
Sports Boosters	Chipotle Dine Out	1/15/24
Sports Boosters	Clothing Drive	1/20/24
Sports Boosters	Brunch Fundraiser	2/25/24
<u>Chino Hills HS</u>		
ASB - AVID	World's Finest Chocolate	11/6/23 - 12/6/23
PTSA	Cookie Co.	11/9/23
General Boosters - Baseball	Thinknlocal	11/15/23 - 1/6/24
ASB - Club Ed	Thinknlocal	11/17/23 - 12/17/23
General Boosters - Girls' Basketball	Thinknlocal	11/17/23 - 12/18/23
ASB - Wrestling	Snap! Raise	11/17/23 - 1/17/24
ASB - DECA	Husky Café	11/17/23 - 5/10/24
General Boosters - Boys' Soccer	Donation Drive	11/27/23 - 1/20/24
General Boosters - Baseball	Spirit Wear	12/1/23 - 2/1/24
General Boosters - Baseball	Applebee's Breakfast	12/10/23
General Boosters - Baseball	Banner Sponsorship	12/15/23 - 1/15/24
General Boosters - Baseball	Donation Drive	1/4/24 - 5/5/24
General Boosters - Baseball	Youth Clinic	1/13/24
General Boosters - Spirit Leaders	Spirit Leader Showcase	1/19/24
General Boosters - Baseball	Youth Clinic	1/20/24
<u>Don Lugo HS</u>		
ASB - Theater	Christmas Cards	11/16/23 - 12/15/23
Sports Boosters	Pick a Date & Donate	11/17/23 - 11/30/23
Grad Night Boosters	Chick-fil-A Dine Out	11/27/23 - 11/28/23
Grad Night Boosters	Los Portales Dine Out	12/6/23
ASB - Theater	Clue on Stage	12/7/23 - 12/9/23
Sports Boosters	Applebee's Breakfast	1/6/24

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

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

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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
November 16, 2023

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Office of Assessment & Instructional Technology</u>		
Septembers Eatery	Gift Card, Copper Mug & SWAG	\$45.00
<u>HOPE Program/Care Closet</u>		
Kathy & Ernie Reed	Stater Bros. Gift Cards 10 at \$10.00 ea.	\$100.00
Ben Montgomery	Old Navy Gift Cards	\$150.00
Nails for Justice	Cash	\$200.00
Veterans of Foreign Wars, Post 11546	99 Cents Store Gift Cards 16 at \$25.00 ea.	\$400.00
<u>Eagle Canyon ES</u>		
California Credit Union	Cash	\$500.00
<u>Glenmeade ES</u>		
Verneiza Benwikere	Cash	\$100.00
Glenmeade PTA	Cash	\$716.00
<u>Hidden Trails ES</u>		
Hidden Trails PTA	Cash	\$310.00
<u>Buena Vista HS</u>		
Tulare County of Education	Cash	\$3,000.00
<u>Chino HS</u>		
M.K. Smith Chevrolet	Cash	\$500.00
<u>Don Lugo HS</u>		
Audrey Rohrer	Cash	\$10.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
November 16, 2023

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Don Lugo HS (cont.)</u>		
Michael & Mary Ragland Living Trust	Cash	\$40.00
Marilyn Duckett	Cash	\$50.00
Liliana Brito	Cash	\$100.00
Barbara Tuyen	Cash	\$100.00
Don Lugo Sports Boosters	Cash	\$171.00
Ronald & Carmen Sinsabaugh	Cash	\$200.00
Sophie Yu	Cash	\$200.00
Regal Packaging, Inc.	Cash	\$810.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
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DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: LEGAL SERVICES

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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	August	\$104,867.13	\$190,768.76
	September	\$ 54,998.38	
Margaret A. Chidester & Associates	September	\$ 1,178.00	\$ 3,563.00
Tao Rossini, APC	September	\$ 33,046.25	\$ 67,487.50
		-	
	Total	\$194,089.76	\$261,819.26

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

RECOMMENDATION

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

FISCAL IMPACT

\$194,089.76 to the General Fund.

NE:SHC:LP:lf

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: STUDENT EXPULSION CASES 23/24-17, 23/24-22, 23/24-23, 23/24-24, 23/24-25, 23/24-27, 23/24-28, 23/24-30, 23/24-31, 23/24-32, AND 23/24-33

BACKGROUND

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

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

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

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

RECOMMENDATION

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 23/24-17, 23/24-22, 23/24-23, 23/24-24, 23/24-25, 23/24-27, 23/24-28, 23/24-30, 23/24-31, 23/24-32, and 23/24-33.

FISCAL IMPACT

None.

NE:HF:SJ:jg

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: **SCHOOL-SPONSORED TRIPS**

BACKGROUND

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

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

RECOMMENDATION

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

School-Sponsored Trips	Date	Fiscal Impact
Site: Cal Aero K-8 Event: Thousand Pines Outdoor Science School Place: Crestline, CA Chaperone: 82 students/9 chaperones	January 16-19, 2024	Cost: \$360.00 per student Funding Source: Parents
Site: Ayala HS Event: California Interscholastic Federation Girls Golf Division 2 Team Championship Place: Oxnard, CA Chaperone: 6 students/2 chaperones	October 29-30, 2023	Cost: \$75.00 per student Funding Source: Booster donations
Site: Ayala HS Event: United Dance Association Nationals Place: Lake Buena Vista, FL Chaperone: 14 students/2 chaperones	January 31 - February 5, 2024	Cost: \$1,000.00 per student Funding Source: Fundraising and parents

Site: Chino Hills HS Event: California Interscholastic Federation Girls Golf Team Championship Place: Oxnard, CA Chaperone: 6 students/3 chaperones	October 29-30, 2023	Cost: \$100.00 per student Funding Source: Athletics and booster donations
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FISCAL IMPACT

None.

NE:HF:gks

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Hilda Flores, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support
Willa McReynolds, Director, Special Education

**SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN CHINO
VALLEY UNIFIED SCHOOL DISTRICT AND THE FOSTER
GRANDPARENT/SENIOR COMPANION PROGRAM OF SAN
GABRIEL/POMONA REGIONAL CENTER**

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BACKGROUND

The Foster Grandparent/Senior Companion Program began in 1965 with 800 volunteers in more than 45 institutions and is part of the national AmeriCorps organization. Today nearly 30,000 volunteers help more than 280,000 children through Corporation for National and Community Service nationwide network of organizations. Currently at San Gabriel/Pomona Regional Center the volunteers serve over 100 children with special needs daily. They help to mentor, train, coach, and become a friend to the students. The 1:1 attention that the children receive makes a positive difference on their academic experience.

With the direction and oversight of Department of Developmental Services, San Gabriel/Pomona Regional Center and other Regional Centers across the state, oversee the Foster Grandparent and Senior Companion volunteers. These volunteers go through a background screening, orientation, and ongoing monthly trainings provided by each corresponding Regional Center. Foster Grandparents work with school age children, while the Senior Companions work with adults in day programs within the Regional Centers system. Each Foster Grandparent is matched with two students at their assigned school sites. Children who would benefit from having the assistance of a Foster Grandparent are determined and matched by teachers at each of the schools. The volunteers provide mentorship, encourage academic success, provide tutoring throughout the student's school day, and assist students with goals determined by the teacher and agreed upon by the Foster Grandparent/Senior Companion Program

Manager. Volunteers typically work between 3-5 days a week and most work 4-6 hours per day. Volunteer services will take place at Borba ES as well as Dickson ES.

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 Chino Valley Unified School District and the Foster Grandparent/Senior Companion Program of San Gabriel/Pomona Regional Center.

FISCAL IMPACT

None.

NE:HF:WM:gks



**Memorandum of Understanding
San Gabriel/Pomona Regional Center Foster Grandparent Program**

This Memorandum of Understanding (this “**MOU**”) contains basic provisions, which will guide the working relationship between both parties. It is entered into by and between **San Gabriel/Pomona Regional Center FOSTER GRANDPARENT PROGRAM**, sponsored by the California Department of Developmental Services and the following agency and/or entity (the “**Station**”):

Station Name: Chino Valley Unified School District

Station Site Address: 5130 Riverside Drive. **City:** Chino **State:** CA **Zip:** 91710

Station email: hilda_flores@chino.k12.ca.us **Phone:** 909-628-1202, Ext 1690

The **San Gabriel/Pomona Regional Center** and the *Station* may be referred to herein as the “**Parties.**”

This MOU is effective from 11/01/2023 through 11/01/2026 and must be negotiated prior to volunteer placement. This MOU may be amended in writing at any time with the concurrence of both parties and must be renegotiated at least every three (3) years.

Basic Provisions

San Gabriel/Pomona Regional Center’s Responsibilities

1. Recruit, interview, select, and enroll volunteers in the program. The volunteers will meet the criteria in the AmeriCorps Seniors Foster Grandparent Program (FGP) Federal Regulations for enrollment in the program.
2. Unless otherwise specified herein, conduct and document a criminal history check for all AmeriCorps Seniors volunteers in the FOSTER GRANDPARENT PROGRAM in accordance with the requirements established for a National Service Criminal History Check by the AmeriCorps.
3. Refer AmeriCorps Seniors volunteers in FOSTER GRANDPARENT PROGRAM to the Station. Permit and encourage the Volunteer Station to screen AmeriCorps Seniors volunteers pursuant to established criteria of Volunteer Station.
4. *(If Applicable)* Arrange for pre-service physical examinations for new AmeriCorps Seniors volunteers assigned to the Volunteer Station.
5. Conduct pre-service orientation and ongoing in-service instruction for volunteers.
6. Instruct AmeriCorps Seniors volunteers in proper use of volunteer timesheets, reimbursement guidance, and the AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM procedures.
7. Provide an AmeriCorps Seniors volunteers in FOSTER GRANDPARENT PROGRAM orientation to the Station staff prior to placement of volunteers and at other times as needed.
8. Initiate publicity regarding AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM.
9. Furnish accident, liability, and excess automobile liability insurance for enrolled volunteers as required by AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM regulation. The insurance provided by the sponsor is secondary coverage and is not primary insurance.

10. Staff an Advisory Council to AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM. Along with the advisory council, arrange for appeals procedure to address problems arising between the volunteer, the Station and/or AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM.
11. Arrange for appropriate AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM recognition.
12. Coordinate with other volunteer and aging programs in the area to foster effective communication and avoid duplication.
13. Reimburse AmeriCorps Seniors volunteers for transportation costs between their home and volunteer station in accordance with AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM policies and availability of funds.
14. Arrange with the Station for meals and/or snacks, whenever possible, for volunteers on assignment.
15. *(if applicable)* Provide photo identification for volunteers if not provided by the station.

The Station's Responsibilities

1. In partnership with the project staff, the station staff will develop an assignment plan for each AmeriCorps Seniors volunteers in FGP and for each child served. The sponsor's representative, and the volunteer must sign the written assignment plan that: identifies the children to be served; the role and activities of the volunteer; the expected outcomes for each child; and addresses the period of time each child should receive such services. Volunteer station staff, AmeriCorps Seniors FGP project staff, and the volunteer will review the AmeriCorps Seniors volunteer's assignment as well as the impact of the assignment on the child's development.
2. Assign children with designated special or exceptional needs to each volunteer.
3. Exclude Foster Grandparents as supervising adults when calculating state-mandated adult-to-child ratios.
4. Supervise Foster Grandparents at all times while they are performing as volunteers and not leave the Foster Grandparent alone with children. (Supervisor name and contact information on next page.)
5. Provide site specific and special training (i.e. confidentiality training) to the volunteers as needed.
6. Furnish volunteers with materials required for assignment. These materials may include station uniform and photo I.D.
7. Assure adequate health and safety provisions for volunteers.
8. Investigate and report any accidents and injuries involving AmeriCorps Seniors volunteers immediately to **San Gabriel/Pomona Regional Center**. All reports shall be submitted in writing.
9. Specify, either by written information or verbally, that AmeriCorps Seniors volunteers are participants in the Station's programming in publicity featuring such volunteers. Display an AmeriCorps Seniors placard where it may be viewed by the public.
10. **Reports:** The Station Representative shall:
 - Assignment Plan: See # 1 above.
 - Timesheets: Report volunteer hours on a monthly basis on or before 10th of the following month (Insurance coverage is only effective with verified records of hours served.)
 - Progress Reports: Stations are requested to complete a short bi-annual survey provided by AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM documenting the impacts of services provided by volunteers.
 - Volunteer Performance Evaluations: For each assigned volunteer, stations are required to complete an annual performance evaluation using the template provided by the sponsor.

Other Provisions

1. **Separation from Volunteer Service:** The Station may request the removal of an AmeriCorps Seniors volunteer at any time. An AmeriCorps Seniors volunteer may withdraw from service at the Station or from the AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM at any time. The AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM staff, the Station staff, and volunteers are encouraged to communicate to resolve concerns or conflicts, or take remedial action, including, but not limited to, placement with another station.
2. **Religious/Political Activities:** The Station will not request or assign AmeriCorps Seniors volunteers to conduct or engage in religious, sectarian, or political activities.
3. **Displacement of Employees:** Ensure that AmeriCorps Seniors volunteers serve in a volunteer capacity. AmeriCorps Seniors volunteers will not displace nor replace paid or contracted employees, relieve staff of their routine duties or infringe upon the site supervisor's supervisory role with the children.
4. **Compensation:** Neither the station nor AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM will request or receive compensation from the beneficiaries of AmeriCorps Seniors volunteers. AmeriCorps Seniors volunteers will not receive a fee for service from beneficiaries.
5. **Accessibility and Reasonable Accommodation:** The station shall maintain the program's accessibility to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in program and activities.
6. **Prohibition of Discrimination:** The Station will not discriminate against AmeriCorps Seniors volunteers, service beneficiaries, or in the operation of its program on the basis of race, color, national origin including individuals with limited English proficiency, gender, age, religion, sexual orientation, disability, gender identity or expression, political affiliation, marital or parental status, or military service.
7. **Non-Discrimination Declaration:** The FG/SCP is available to all individuals who qualify to work or serve per AmeriCorps' program guidelines, without regard to race, color, national origin, gender, age, religion, sexual orientation, gender identity or expression, political affiliation, marital or parental status, genetic information, military service, formal education, experience, or based on disability.
8. **Reasonable Accommodation:** The station shall maintain the program's accessibility to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
9. **Termination of MOU:** This MOU may be terminated at any time by either party by sending written notice of termination of the MOU to the other party. This MOU shall be reviewed at least every three (3) years by the Parties.
10. **Signatures.** By signing this MOU, the Station, through its authorized representative, self-certifies that it meets the requirements necessary to become an AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM Station.

For All Stations

Volunteer Supervisor [Station Staff]

Name:	Title:
Phone:	Email:

Volunteer Station Primary Type: To qualify as an AmeriCorps Seniors FOSTER GRANDPARENT PROGRAM Station, an agency/office/department must self-certify that it is one of the following:

☐ Public Non-Profit ☐ Private Non-Profit ☐ Proprietary Health Care Agency ☐ Governmental Agency

Authorized Signatures

Authorized Station Representative

Date

Maria Vargas

Date

**Foster Grandparent/Senior Companion Program Manager, AmeriCorps Seniors
San Gabriel/Pomona Regional Center**

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: PURCHASE ORDER REGISTER

=====

BACKGROUND

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

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

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

RECOMMENDATION

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

FISCAL IMPACT

\$16,470,140.41 to all District funding sources.

NE:GJS:kc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES

=====

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

As indicated.

NE:GJS:kc

BUSINESS SERVICES	FISCAL IMPACT
B-2324-013 Super Co-Op c/o San Mateo-Foster City School District. To provide authorization to contract for USDA foods and related services on behalf of Member and Participant Districts. Submitted by: Nutrition Services Duration of Agreement: July 1, 2024 - June 30, 2025	Contract amount: 0.3% of current year USDA Foods estimated entitlement on July 1 st . Funding source: Cafeteria Fund 13

CALIFORNIA DEPARTMENT OF EDUCATION	FISCAL IMPACT
CDE GRANT 2023-23297-67678-05 California Department of Education TUPE Office. To provide 23/24 tobacco-use prevention education and Tier 2 Grant funding for Grades 6-12 Submitted by: Health Services/TUPE Grant Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: \$278,387.00 Funding source: CDE TUPE

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-2324-138 TechSmith Corporation. To provide software license upgrade. Submitted by: Assessment & Instructional Technology Duration of Agreement: October 17, 2023 - October 17, 2024	Contract amount: \$229.98 Funding source: General Fund
CIIS-2324-139 Ilene L Anderson. To provide administrative coaching. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: October 15, 2023 - May 30, 2024	Contract amount: \$10,000.00 Funding source: Title II
CIIS-2324-140 Bonita Unified School District. To provide student transportation. Submitted by: Health Services/CARE Program Duration of Agreement: August 21, 2023 - December 22, 2023	Contract amount: \$5,200.00 Funding source: Title 1
CIIS-2324-141 ASLdeafined. To provide app, and software license. Submitted by: Secondary Curriculum Duration of Agreement: October 4, 2023 - September 30, 2025	Contract amount: \$7,200.00 Funding source: LCAP

FACILITIES, PLANNING, AND OPERATIONS	FISCAL IMPACT
F-2324-048 Colbi Technologies, Inc. To pre-qualify contractors for District construction projects. Submitted by: Facilities, Planning, and Operations Duration of Agreement: January 1, 2024 - December 31, 2024	Contract amount: \$52,000.00 Funding source: Measure G Fund 21

HUMAN RESOURCES	FISCAL IMPACT
HR-2324-023 California Consulting, Inc. To provide grant writing and administration. Submitted by: Risk Management Duration of Agreement: September 28, 2023 - September 28, 2025	Contract amount: \$12,000.00 Funding source: General Fund

MASTER CONTRACTS	FISCAL IMPACT
MC-2324-064 n2y, LLC. To provide software license subscription. Submitted by: Magnolia JHS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Quote Funding source: Various
MC-2324-065 RescueStat LLC. To provide program management for defibrillators. Submitted by: Don Lugo HS Duration of Agreement: November 1, 2023 - November 30, 2026	Contract amount: Per Quote Funding source: Various
MC-2324-066 The Phoenix Project Inc. To provide fundraising. Submitted by: Ayala HS Duration of Agreement: October 20, 2023 - October 20, 2026	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-067 Smooth Operator Enterprises, Inc. To provide catering services. Submitted by: Chino HS Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-068 Nuestra Escuelita Spanish Academy. To provide Spanish classes. Submitted by: Country Springs ES Duration of Agreement: July 1, 2023 - June 30, 2026	Contract amount: Per Rate Sheet Funding source: Various
MC-2324-069 Seesaw Learning, Inc. dba Seesaw. To provide online subscription. Submitted by: Dickson ES Duration of Agreement: December 1, 2023 - November 30, 2026	Contract amount: Per Rate Sheet Funding source: Various

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
CIIS-2223-166 806 Technologies, Inc. To provide software to support compliance documentation related to categorical programs. Submitted by: Access & Equity Duration of Agreement: June 16, 2023 - June 30, 2024 Original Board Approval: June 15, 2023	Contract amount: \$19,850.00 Increase the contract by \$600.00 for the addition of Legacy Academy. Funding source: Title I
CIIS-2223-054 Document Tracking Services. To provide software to support compliance documentation related to categorical programs. Submitted by: Access & Equity Duration of Agreement: July 2, 2022 - July 15, 2025 Original Board Approval: June 16, 2022	Contract amount: \$13,375.00 Increase the contract amount by \$400.00 for the addition of Legacy Academy. Funding source: Title 1 & Title III EL
CIIS-2324-061 The Stepping Stones Group. To provide psychologists, behavior intervention plan staffing, nurses, interpreting, paraprofessionals, and special education teachers. Submitted by: Special Education Duration of Agreement: July 1, 2023 - June 30, 2024 Original Board Approval: June 1, 2023	Contract amount: Per Rate Sheet Addition of speech and occupational therapy, SLPA/COTA, and PTA. Funding source: Special Education
CIIS-2324-063 Soliant Health, LLC. To provide psychologists, behavior intervention plan staffing, nurses, interpreting, paraprofessionals, and special education teachers. Submitted by: Special Education Duration of Agreement: July 1, 2023 - June 30, 2024 Original Board Approval: June 1, 2023	Contract amount: Per Rate Sheet Addition of Speech Language Pathologist. Funding source: Special Education
CIIS-2324-073 Point Quest Pediatric Therapies, LLC. To provide behavior intervention plan staffing, nurses, speech-language pathologists, and occupational therapists. Submitted by: Special Education Duration of Agreement: July 1, 2023 - June 30, 2024 Original Board Approval: June 15, 2023	Contract amount: Per Rate Sheet Removal of physical therapy, psychologist, and APE services from contract. Funding source: Special Education
HR-2324-017 Concentra Medical Centers. To provide pre-employment physicals Submitted by: Human Resources Duration of Agreement: September 1, 2023 - June 30, 2025 Original Board Approval: September 21, 2023	Contract amount: Per Rate Sheet Audiogram rate increase. Funding source: General Fund
RFP-20-21-03 Carreras Tours LLC. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024. Funding source: Various

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
RFP-20-21-03 Durham School Services L.P. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024. Funding source: Various
RFP-20-21-03 H & L Charter. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024. Funding source: Various
RFP-20-21-03 LuxBus America. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024. Funding source: Various
RFP-20-21-03 Student Transportation of America. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024 Funding source: Various
RFP-20-21-03 Transportation Charter Services. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024. Funding source: Various
RFP-20-21-03 Visser Bus Services. To provide charter bus services. Submitted by: Transportation Duration of Agreement: November 5, 2023 - November 6, 2024 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet Extend RFP 20-21-03 from November 5, 2023, through November 6, 2024. Funding source: Various
CIIS-2324-050 Prevention Plus. To provide assemblies for tobacco, vaping, and drug prevention education. Submitted by: Health Services/TUPE Grant Duration of Agreement: July 1, 2023 - June 30, 2024 Original Board Approval: June 1, 2023	Contract amount: \$16,622.32 Increase the contract by \$9,800.32 for additional presentations. Funding source: TUPE Grant

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: SURPLUS/OBSOLETE PROPERTY

=====

BACKGROUND

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

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

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

RECOMMENDATION

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

FISCAL IMPACT

Increase to the General Fund from proceeds of sale.

NE:GJS:kc



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. 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	Anna Borba Elementary School	Date Submitted:	10/10/23
Site Contact & Extension	Belle Ramirez ext 8475		

Adobe E-signature is acceptable

Department Head/Principal Approval:	
Technology Review:	

THIS FORM MUST BE TYPED

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Classroom Furniture	6 Drawer utility table top	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	2 Door wooden cupboard	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Kidney table	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Kidney table	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Upright vacuum + box of V-bags	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Upright vacuum + box of V-bags	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Upright vacuum + box of V-bags	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 Wooden 2 drawer file cabinet w/lesteronic II- plug in charger	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 Metal two tier table cart on wheels	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 blue rolling chair	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 triangle table w/cubby attached	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 NSS Wrangler 2008 floor buffer	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>

Rev. 11/1/2022

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

November 16, 2023

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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	Belle Ramirez	Date Submitted:	10/10/2023
Phone	Ext 8475	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	12AB34CD	58821	Non-working	XXX Elementary
AV Equipements	LES 820IR	RX820-071011-0101	27402		Anna BorBa
AV Equipements	LES 820IR	RX820-071011-0295	27417		
AV Equipements	LES 820IR	RX820-071011-0177	27412		
AV Equipements	LES 820IR	RX820-071011-0258	27416		
AV Equipements	LES 820IR	RX820-071011-0240	27418		
AV Equipements	LES 820IR	RX820-071011-0296	27420		
AV Equipements	LES 820IR	RX820-071011-0317	27403		
AV Equipements	LES 820IR	RX820-071011-0296	27424		
Wireless Mic for Classroom	LT-71	TXLT71-080312-1408			
Wireless Mic for Classroom	LT-71	TXLT71-080312-1405			
Wireless Mic for Classroom	LT-71	TXLT71-080312-1480			
Wireless Mic for Classroom	LT-71	TXLT71-080312-1420			
Wireless Mic for Classroom	LT-71	TXLT71-080312-1460			
Wireless Mic for Classroom	LT-71	TXLT71-080312-1428			
Chromebook	Dell 5190 2in1	X7271274	91486		
Chromebook	Dell 5190 2in1	X7289881	81446		
Chromebook	Dell 5190 2in1	R0006950	89145		
Tie Clip Headset Mic	N/A	N/A	N/A		
Laptop Adapter	N/A	N/A	N/A		
Laptop Adapter	N/A	N/A	N/A		
Laptop Adapter	N/A	N/A	N/A		
Laptop Adapter	N/A	N/A	N/A		
Laptop MP3 Input	N/A	N/A	N/A		
AV Equipements		TX-RMV2-A-170713-0063			
AV Equipements		TX-RMV2-A-170713-0920			

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.

November 16, 2023

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CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

AV Equipements		TX-RMV2-A-170713-0083			
Desktop Charger	BC-RMCC	1611302389			
Switching Adapter	DSA-6PFO-05	PS-5V-1.0-C			
Switching Adapter	EUS 050100	PS-5V-1.0-C			

Site Responsibility:

1. Inventory all equipment and furniture that is being submitted for surplus or disposal.
2. PLEASE TYPE THE FORM. Accurate information is required to be reported to the Board for approval, to the Warehouse for pick up and to Accounting for asset accounting.
3. Ensure that the Surplus/Obsolete Equipment List is completed and is legible. Include:
 - a. Product description
 - b. Make and model when available
 - i. All computer equipment and printers must include the serial number
 - c. CVUSD asset tag
 - d. Indicate if the item is working or non-working.
 - e. Obtain Principal or Department Head approval.
4. Submit the completed form to [Patty Wolfe@chino.k12.ca.us](mailto:Patty_Wolfe@chino.k12.ca.us), Facilities/Planning, via email or intra-district mail.
5. Prior to pick up of the surplus items, it is the site's/department's responsibility to prepare the items for pick up.
 - a. All items must be on the list and organized and separate for items not listed.
 - b. All items should be in a central location so as to minimize pick-up time.
 - c. All items not in a central location should be identified on the form AND must be easily identifiable within the pickup location.

Purchasing Responsibility:

1. Review the list for completeness and authorization. If items are technology related equipment, submit form to Technology Director for review.
2. Upon Board approval, schedule the equipment pick-up with the Warehouse or submit a work order with Facilities for pick-up.



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. 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	Anna Borba Elementary School	Date Submitted:	10/02/2023
Site Contact & Extension	Belle Ramirez EXT 8475		

Adobe E-signature is acceptable

Department Head/Principal Approval:	
Technology Review:	

THIS FORM MUST BE TYPED

Description REQUIRED	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Choose an item.	DELL P2412Hb	CNOWGXRF-74261-377-1YU	NA	<input type="checkbox"/>
Computer Equipment	DELL P2412Hb	CNOWGXRF-74261-377-ITLU	NA	<input type="checkbox"/>
Computer Equipment	DELL P2412Hb	CNOWGXRF-74261-377-1RNU	NA	<input type="checkbox"/>
Computer Equipment	DELL P2412Hb	CNOWGXRF-74261-377-28HU	NA	<input type="checkbox"/>
Computer Equipment	DELL P2412Hb	CNOWGXRF-74261-377-22PU	NA	<input type="checkbox"/>
Computer Equipment	DELL	NA	NA	<input type="checkbox"/>
Computer Equipment	DELL	NA	NA	<input type="checkbox"/>
Computer Equipment	DELL	NA	NA	<input type="checkbox"/>
Computer Equipment	DELL	NA	NA	<input type="checkbox"/>
Computer Equipment	DELL	NA	NA	<input type="checkbox"/>
AV Equipment	Click or tap here to enter text.	ZOZT0417	12634	<input type="checkbox"/>
Computer Equipment	DELL	NA	NA	<input type="checkbox"/>
AV Equipment	ELMO TT-02s	NO. 502792	25291	<input type="checkbox"/>
AV Equipment	ELMO TT-02s	NO. 502667	25295	<input type="checkbox"/>
Description REQUIRED	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
AV Equipment	ELMO TT-02s	NO. 070143	29533	<input type="checkbox"/>
AV Equipment	ELMO TT-02s	NO.502791	25284	<input type="checkbox"/>
AV Equipment	POLYVISION PJ905	NA	34643	<input type="checkbox"/>
AV Equipment	POLYVISION PJ905	NA	34642	<input type="checkbox"/>
Computer Equipment	L100	CN-ORH659-73571-6BC-OORH	OORH	<input type="checkbox"/>



CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date

AV Equipment	AMPLIFIER	MODEL LES8201R	27431	<input type="checkbox"/>
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Site Responsibility:

1. Inventory all equipment and furniture that is being submitted for surplus or disposal.
2. THIS FORM MUST BE TYPED. Accurate information must be reported on the (1) Board Agenda for approval, (2) to the Warehouse for pick up, and for (3) asset accounting.
3. Ensure that the Surplus/Obsolete Equipment List is completed and is legible. Include:
 - a. Product description – choose from the download
 - b. Make and model, when available
 - i. All computer equipment and printers must include the serial number
 - c. CVUSD asset tag
 - d. Only if the item is in good working condition, select the box.
 - e. Obtain Principal or Department Head approval. Adobe E-signature is acceptable.
4. Submit the completed form to Anna_Hamilton@chino.k12.ca.us, Purchasing Department, via email.
5. If items are technology related equipment, submit form to Technology Director for review.
6. Prior to pick up of the surplus items, it is the site/department responsibility to prepare the items for pick up.
 - a. All items must be on the list and organized and separated from items not listed.
 - b. All items should be in a central location to minimize pick-up time.
 - c. All items not in a central location should be identified on the form AND must be easily identifiable within the pickup location.
7. Submit a work order, via School Dude, for Warehouse to schedule a pick-up the surplus items.

Purchasing Responsibility:

1. Review the list for completeness and authorization.
2. Remove assets from Financial 2000.

Textbooks & Library Books:

1. Do not complete this form for Surplus or Obsolete Textbooks and Library Books.
2. Contact the Media Center, or email Troy_Ingram@chino.k12.ca.us for instructions on how to proceed with this request. (Education Code 60510.5)



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. 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	Anna Borba Elementary School	Date Submitted:	Click or tap here to enter text.
Site Contact & Extension	Belle Ramirez		

Adobe E-signature is acceptable

Department Head/Principal Approval:	
Technology Review:	

THIS FORM MUST BE TYPED

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Classroom Furniture	3 sided computer table	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	3 sided computer table	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 rectangle table	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	1 rectangle desk	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	3 sided privacy desk	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	3 sided privacy desk	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	3 sided privacy desk	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	2 drawer file cabinet brown metal	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	2 drawer file cabinet brown metal	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Gray chain on wheels	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Student chair 7 orange	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Student chair 2 beige	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Student chair 2 pink	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Student chair 5 yellow	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>

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

November 16, 2023

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CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

Purchasing Use Only

Board Approval Date _____

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Classroom Furniture	Student chair 4 blue	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Student chair 1 green	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Gray desk	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Old stage	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	Closet cupboard shelf hanger rod 1 orange	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Classroom Furniture	6 Drawer Utility tabletop	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>

Site Responsibility:

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2. THIS FORM MUST BE TYPED. Accurate information must be reported on the (1) Board Agenda for approval, (2) to the Warehouse for pick up, and for (3) asset accounting.
3. Ensure that the Surplus/Obsolete Equipment List is completed and is legible. Include:
 - a. Product description – choose from the download
 - b. Make and model, when available
 - i. All computer equipment and printers must include the serial number
 - c. CVUSD asset tag
 - d. Only if the item is in good working condition, select the box.
 - e. Obtain Principal or Department Head approval. Adobe E-signature is acceptable.
4. Submit the completed form to Anna_Hamilton@chino.k12.ca.us , Purchasing Department, via email.
5. If items are technology related equipment, submit form to Technology Director for review.
6. Prior to pick up of the surplus items, it is the site/department responsibility to prepare the items for pick up.
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 - b. All items should be in a central location to minimize pick-up time.
 - c. All items not in a central location should be identified on the form AND must be easily identifiable within the pickup location.
7. Submit a work order, via School Dude, for Warehouse to schedule a pick-up the surplus items.

Purchasing Responsibility:

1. Review the list for completeness and authorization.
2. Remove assets from Financial 2000.

Textbooks & Library Books:

1. Do not complete this form for Surplus or Obsolete Textbooks and Library Books.
2. Contact the Media Center, or email Troy_Ingram@chino.k12.ca.us for instructions on how to proceed with this request. (Education Code 60510.5)



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. 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	Office of Assessment/Instructional Tech	Date Submitted:	October 4, 2023
Site Contact & Extension	Mary Roy, x-1640		

Adobe E-signature is acceptable

Department Head/Principal Approval:	<i>Mary Roy</i>
Technology Review:	<i>Del B...</i>

THIS FORM MUST BE TYPED

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Computer Equipment	Chromebook 3100 2-in-1	16851872559	83461	<input type="checkbox"/>
Computer Equipment	Dell Latitude 3189	7439767634	56959	<input type="checkbox"/>
Computer Equipment	Dell Latitude 3189	8055300242	56961	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>
Choose an item.	///	///	///	<input type="checkbox"/>

Site Responsibility:

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

Rev. 11/1/2022

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

November 16, 2023

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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 approved form to Kathy_Casino@chino.k12.ca.us. Equipment that is not transferred to another site/department will be taken before the Governing Board for approval to surplus/dispose. A work order should be submitted via SchoolDude for surplus to be scheduled for pick up.

Site Contact Person Andrew Black Submitted Date: 10/16/23
 Phone Ext. 1350 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
9/1/2023 14:51	Computer	Chromebook Device	PF2QE7FF	110842	No
9/1/2023 14:52	Computer	Chromebook Device	p206ds1tp2n0b980900e	79797	No
9/1/2023 14:53	Computer	Chromebook Device	p207zscf	69086	No
9/1/2023 14:53	Computer	Chromebook Device	p208004d	70595	No
9/1/2023 14:54	Computer	Chromebook Device	p206e1a7p2n0b980900e	79630	No
9/1/2023 14:54	Computer	Chromebook Device	G110204400	59949	No
9/1/2023 14:55	Computer	Chromebook Device	b4jjnf2	75970	No
9/1/2023 14:55	Computer	Chromebook Device	chkjnf2	75976	No
9/1/2023 14:55	Computer	Chromebook Device	4lj7zm2	63437	No
9/1/2023 14:56	Computer	Chromebook Device	9fqrmq2	71777	No
9/1/2023 14:56	Computer	Chromebook Device	8b2cnf2	75981	No
9/1/2023 14:56	Computer	Chromebook Device	9twbnf2	75967	No
9/1/2023 14:57	Computer	Chromebook Device	12xjnf2	75988	No
9/1/2023 14:57	Computer	Chromebook Device	dbqbnf2	75975	No
9/1/2023 14:57	Computer	Chromebook Device	PF2QEEB7	96270	No
9/1/2023 14:58	Computer	Chromebook Device	PF2RZZBD	115807	No
9/1/2023 15:01	Computer	Chromebook Device	4K5QQ73	90461	No
9/1/2023 15:02	Computer	Chromebook Device	2BN1633	83186	No
9/1/2023 15:02	Computer	Chromebook Device	9KC5M33	68460	No
9/1/2023 15:03	Computer	Chromebook Device	p201wqsc	60887	No
9/1/2023 15:03	Computer	Chromebook Device	4ZW0633	83228	No
9/1/2023 15:03	Computer	Chromebook Device	2MT6Q73	90632	No
9/1/2023 15:04	Computer	Chromebook Device	3VNSW33	68056	No
9/1/2023 15:05	Computer	Chromebook Device	D2BPQ73	90275	No
9/1/2023 15:05	Computer	Chromebook Device		60735	No
9/1/2023 15:06	Computer	Chromebook Device	PF4BC1KP	R0013428	No
9/1/2023 15:06	Computer	Chromebook Device	CVV9ZY2	82712	No
9/1/2023 15:07	Computer	Chromebook Device	dng0qt2	81933	No
9/1/2023 15:07	Computer	Chromebook Device	3B8DZY2	82747	No
9/1/2023 15:07	Computer	Chromebook Device	HZCYCB3	116416	No
9/1/2023 15:08	Computer	Chromebook Device	GC8GZY2	82762	No
9/1/2023 15:08	Computer	Chromebook Device	7Y92ZY2	82724	No
9/1/2023 15:08	Computer	Chromebook Device	2WBDZY2	82765	No
9/1/2023 15:09	Computer	Chromebook Device	jsv8qt2	81954	No
9/1/2023 15:29	Computer	Chromebook Device	2VK8Q73	90495	No
9/1/2023 15:29	Computer	Chromebook Device	gp3rjm2	63488	No
9/1/2023 15:29	Computer	Chromebook Device	FKT6Q73	90488	No
9/1/2023 15:29	Computer	Chromebook Device	F36GZY2	82707	No
9/1/2023 15:30	Computer	Chromebook Device	4XCNQ73	90424	No
9/1/2023 15:31	Computer	Chromebook Device	2DBPQ73	90456	No
9/1/2023 15:31	Computer	Chromebook Device	8N1K3X2	82936	No
9/1/2023 20:18	Computer	Chromebook Device	PF2QFV5Hp9xb1326009	115437	No
9/1/2023 20:19	Computer	Chromebook Device	gjw8w33	88521	



CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

9/1/2023 20:19	Computer	Chromebook Device	PF35BFPJpf9xb1909007		No
9/1/2023 20:20	Computer	Chromebook Device	PF382L5Ypf9xb1c29158		No
9/1/2023 20:20	Computer	Chromebook Device	PF2QEC2Vpf9xb1326009		No
9/1/2023 20:21	Computer	Chromebook Device	PF2S380Xpf9xb1329041	109844	No
9/1/2023 20:22	Computer	Chromebook Device	P207ZJVVP2N0B032002Z	70561	No
9/1/2023 20:22	Computer	Chromebook Device	g110204755	59939	No
9/1/2023 20:23	Computer	Chromebook Device	p201wqkyp29yb830100k	63577	No
9/1/2023 20:23	Computer	Chromebook Device	P2081GEWP2N0B032300B	84701	No
9/5/2023 18:17	Computer	Windows Device	5CD730QBM	59276	No
9/11/2023 15:20	Computer	Chromebook Device	80RFN13	67788	No
9/11/2023 15:37	Computer	Desktop Computer	4MBMH2	56852	No
9/13/2023 22:23	Aruba switch	Network Equipment	by0015384	50685	Yes
9/13/2023 22:24	Aruba switch	Network Equipment	by0015486	49340	Yes
9/13/2023 22:25	Aruba Switch	Network Equipment	by0014409	48397	Yes
9/13/2023 22:27	Aruba Switch	Network Equipment	bz0011181	49220	Yes
9/13/2023 22:29	Aruba Switch	Network Equipment	bz0%10686	50556	Yes
9/13/2023 22:31	Aruba Switch	Network Equipment	bz0011178	49223	Yes
9/13/2023 22:33	Aruba WAP	Network Equipment	vnlmk9y0kk	92583	Yes
9/13/2023 22:34	Aruba WAP	Network Equipment	cnj6k9y1yf		Yes
9/13/2023 22:36	Aruba WAP	Network Equipment	ct0344457	46673	Yes
9/13/2023 22:37	Aruba WAP	Network Equipment	ct0694781	50362	Yes
9/13/2023 22:40	Aruba WAP	Network Equipment	ct0794608	52506	Yes
9/13/2023 22:41	Aruba WAP	Network Equipment	ct0691303	49416	Yes
9/13/2023 22:41	Aruba WAP	Network Equipment	ct0694100	49610	Yes
9/13/2023 22:43	Aruba WAP	Network Equipment	vnijk9y0km	92590	Yes
9/14/2023 21:41	Computer	Chromebook Device	64l6vt2	75672	No
9/14/2023 21:42	Computer	Chromebook Device	63scvt2	75606	No
9/19/2023 14:46	Computer	Chromebook Device	P2081GF0	84934	No
9/22/2023 15:58	Computer	Chromebook Device	PF3CZTDXpf9xb1c08006	r0004511	No
9/22/2023 15:58	Computer	Chromebook Device	PF2RX692pf9xb1327016		No
9/22/2023 15:59	Computer	Chromebook Device	PF2S1Y17pf9xb1327016	97835	No
9/22/2023 15:59	Computer	Chromebook Device	PF2S18HJpf9xb1327016	96798	No
9/22/2023 15:59	Computer	Chromebook Device	PF2QGTKKpf9xb1326009	115626	No
9/22/2023 16:00	Computer	Chromebook Device	PF38181Lpf9xb1c29158	r0004026	No
9/22/2023 16:00	Computer	Chromebook Device	PF2QDYNMpf9xb1326009	110360	No
9/22/2023 16:00	Computer	Chromebook Device	PF2S1XNFPf9xb1327016	109074	No
9/22/2023 16:01	Computer	Chromebook Device	PF2SC6M8pf9xb1327016	109691	No
9/22/2023 16:02	Computer	Chromebook Device	PF2RZ20Ppf9xb1328014	96784	No
9/22/2023 16:02	Computer	Chromebook Device	PF341RDJpf9xb1909007		No
9/22/2023 16:03	Computer	Chromebook Device	PF2S2QYYpf9xb1329041	109516	No
9/22/2023 16:04	Computer	Chromebook Device	PF2QWTFcPf9xb1325014	110345	No
9/22/2023 16:04	Computer	Chromebook Device	PF2QF649pf9xb1326009	110432	No
9/22/2023 16:04	Computer	Chromebook Device	PF2RKWSApf9xb1329041	106911	No
9/22/2023 16:05	Computer	Chromebook Device	P207BBK3P2N0B9B2800Z	68532	No
9/22/2023 16:05	Computer	Chromebook Device	PF2SG70Rpf9xb1327016	109051	No
9/22/2023 16:05	Computer	Chromebook Device	P206DRPWP2N0B980900E	78965	No
9/22/2023 16:06	Computer	Chromebook Device	PF382B3Gpf9xb1c29158	r0004128	No
9/22/2023 16:06	Computer	Chromebook Device	P206DR3TP2N0B980900E	80639	No
9/22/2023 16:07	Computer	Chromebook Device	pf2s0v43		No
9/22/2023 16:07	Computer	Chromebook Device	PF2QFL1Dpf9xb1326009	97146	No



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. 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	Adult School/Health Services	Date Submitted:	10/19/23
Site Contact & Extension	Anna Mata 8918		

Adobe E-signature is acceptable

Department Head/Principal Approval:	
Technology Review:	

THIS FORM MUST BE TYPED

Description <i>REQUIRED</i>	Model #	Serial #	CVUSD Asset Tag	Good Working Condition
Office Furniture	Desk	Click or tap here to enter text.	Click or tap here to enter text.	<input checked="" type="checkbox"/>
Office Furniture	File cabinet	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Appliance / Food Service Equipment	Kitchen cabinet	Click or tap here to enter text.	Click or tap here to enter text.	<input checked="" type="checkbox"/>
Computer Equipment	Computer monitor	Click or tap here to enter text.	Click or tap here to enter text.	<input checked="" 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"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>

Rev. 11/1/2022

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

November 16, 2023

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CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 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	Fund Source	Completion Date
CC2024-05	Districtwide Exterior Pest Control	Earlybird Extermination, Inc.	\$24,250.00	N/A	\$24,250.00	01	September 14, 2023
CC2024-17	Districtwide Palm Tree Trimming	Tree Pros, Inc.	\$22,725.00	N/A	\$22,725.00	01	September 9, 2023
CC2024-24	Dickson ES Siding Repairs	Bizal Hoff Company, Inc.	\$59,968.22	N/A	\$59,968.22	01	October 13, 2023
CC2024-32	Ayala HS HVAC Units Replacement	Leading Edge Air Conditioning	\$51,500.00	N/A	\$51,500.00	01	October 9, 2023
CC2024-48	Ayala HS Underground Fire Service Main Repair	Inland Empire Fire & Safety Enterprises	\$24,675.00	N/A	\$24,675.00	01	October 21, 2023

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

Staff recommends approval of the Notices of Completion for these projects.

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

RECOMMENDATION

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

FISCAL IMPACT

\$183,118.22 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: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: CHANGE ORDERS AND NOTICES OF COMPLETION FOR
BID NO. 21-22-20F, DICKEY ES, DICKSON ES, EAGLE CANYON ES,
AYALA HS, AND CHINO HILLS HS ROOFING PROJECT**

BACKGROUND

On May 5, 2022, the Board of Education awarded Bid No. 21-22-20F, Dickey ES, Dickson ES, Eagle Canyon ES, Ayala HS, and Chino Hills HS Roofing Project to San Marino Roof Co., Inc., and Letner Roofing Co., Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change orders have been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
1	San Marino Roof Co., Inc. (Dickey ES & Chino Hills HS)	\$21,893.79
	Bid Amount:	\$2,626,212.00
	Revised Total Project Amount:	\$2,648,105.79
	Retention Amount:	\$132,405.29

Change Order	Contractor	Amount
1	Letner Roofing, Co., Inc. (Ayala HS & Eagle Canyon ES)	(\$57,688.00)
	Bid Amount:	\$1,384,632.00
	Revised Total Project Amount:	\$1,326,944.00
	Retention Amount:	\$66,347.20

The change orders result in a net decrease of \$35,794.21 to the construction cost and 121 days added to the contract time. Approval of the change orders allows for compensation to the contractors to perform the additional work as described. All contracted work was completed on September 22, 2023.

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

Staff recommends the approval of the Change Orders and Notices 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 Orders and Notices of Completion for Bid No. 21-22-20F, Dickey ES, Dickson ES, Eagle Canyon ES, Ayala HS, and Chino Hills HS Roofing Project.

FISCAL IMPACT

(\$35,794.21) Deferred Maintenance Fund 14.

NE:GJS



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

CHANGE ORDER

Date: 10/11/2023 BID/ CUPCCAA #: 21-22-20F Change Order #: 1
Project Title: 21-22-20F Ayala HS, Chino Hills HS, Dickey ES, Dickson ES, and Eagle Canyon ES Roofing Project
Owner: Chino Valley Unified School District DSA Application #: N/A DSA File #: N/A
Architect: N/A Contractor: San Marino Roof Co. Inc.

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

- | | | |
|----------------|---|--|
| ITEM
NO. 1: | Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Dickey ES & Chino Hills HS - time extension due to material shortages.
Material shortages nationwide from manufacturer

Chino Valley USD
\$0
121 Days |
| ITEM
NO. 2: | Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Dickey ES - project allowance transfer to Chino Hills HS
Allowance not required for this school site, transfer funds to Chino Hills HS

Chino Valley USD
(\$26,259.60)
0 Days |
| ITEM
NO. 3: | Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Chino Hills HS - project allowance transfer from Dickey ES
Increase in allowance to cover unforeseen issues, transfer funds from Dickey ES

Chino Valley USD
\$26,259.60
0 Days |
| ITEM
NO. 4: | Description:
Reason:
Document Ref:
Requested by:
Change in Contract Sum:
Time Extension: | Chino Hills HS – Additional work required
Install new Sarnafil on back lower roof
CO1
Chino Valley USD
\$21,893.79
0 Days |

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Dickey ES	\$764,347.00	\$0.00	(\$26,259.60)	\$738,087.40
Chino Hills HS	\$1,861,865.00	\$0.00	\$48,153.39	\$1,910,018.39
Totals:	\$2,626,212.00	\$0.00	\$21,893.79	\$2,648,105.79

CONTRACT SUMMARY

The original contract amount was:	\$2,626,212.00
Previously approved change order amount(s):	\$0.00
The contract amount will be increased by this Change Order:	\$21,893.79
The new contract amount including this change order will be:	\$2,648,105.79
The original contract completion date was:	5/24/2023
Previously approved Change Order for contract time:	0 days
The contract time will be increased by this Change Order:	121 days
The date of completion as a result of this Change Order is:	9/22/2023

APPROVED BY:

Contractor	Signature	Date
DSA Inspector of Record (if applicable)	Signature	Date
Architect / Engineer (if applicable)	Signature	Date
<i>Andy Torrey</i>	<i>Andy Torrey</i>	10/11/23
Construction / Project Manager <i>San Marino Roof Co. Inc</i>	Signature	Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
<i>Alex Rivera</i>	<i>Alex Rivera</i>	10-11-2023
CVUSD Project Manager	Signature	Date
<i>Martin Silveira</i>	<i>Martin Silveira</i>	10/11/23
Director, Maintenance & Operations (if applicable)	Signature	Date
Director, Planning (if applicable)	Signature	Date
<i>Greg Stachura</i>	<i>Greg Stachura</i>	10/23/23
Owner (Authorized Agent)	Signature	Date



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

CHANGE ORDER

Date: 10/3/2023 BID/ CUPCCAA #: 21-22-20F Change Order #: 1
Project Title: 21-22-20F Ayala HS, Chino Hills HS, Dickey ES, Dickson ES, and Eagle Canyon ES Roofing Project
Owner: Chino Valley Unified School District DSA Application #: N/A DSA File #: N/A
Architect: N/A Contractor: Letner Roofing Co.

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

ITEM
NO. 1: Description: Eagle Canyon ES and Ayala HS - time extension due to material shortages.
Reason: Material shortages nationwide from manufacturer
Document Ref:
Requested by: Chino Valley USD
Change in Contract Sum: \$0.00
Time Extension: 121 Days

ITEM
NO. 2: Description: Eagle Canyon ES - project allowance not used
Reason: Allowance not required for this school site
Document Ref:
Requested by: Chino Valley USD
Change in Contract Sum: (\$35,000.00)
Time Extension: 0 Days

ITEM
NO. 3: Description: Ayala HS - project allowance not used
Reason: Remaining balance of allowance not required for this site
Document Ref:
Requested by: Chino Valley USD
Change in Contract Sum: (\$22,688.00)
Time Extension: 0 Days

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

PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Eagle Canyon ES	\$828,933.00	\$0.00	(\$35,000.00)	\$793,933.00
Ayala HS	\$555,699.00	\$0.00	(\$22,688.00)	\$533,011.00
Totals:	\$1,384,632.00	\$0.00	(\$57,688.00)	\$1,326,944.00

CONTRACT SUMMARY

The original contract amount was: \$1,384,632.00

Previously approved change order amount(s): \$0

The contract amount will be **decreased** by this Change Order: (\$57,688.00)

The new contract amount including this change order will be: \$1,326,944.00

The original contract completion date was: 5/24/2023

Previously approved Change Order for contract time: 0 days

The contract time will be increased by this Change Order: 121 days

The date of completion as a result of this Change Order is: 9/22/2023

APPROVED BY:

Letner Roofing Company - Dennis Olson, President

Contractor

Signature

10/16/23

Date

DSA Inspector of Record (if applicable)

Signature

Date

Architect / Engineer (if applicable)

Signature

Date

Construction / Project Manager

Signature

Date

Authorized Department Head (if applicable)

Signature

Date

Director, Technology (if applicable)

Signature

Date

Alex Rivera

CVUSD Project Manager

Signature

10-16-2023

Date

Martin Silveira

Director, Maintenance & Operations (if applicable)

Signature

10/16/23

Date

Director, Planning (if applicable)

Signature

Date

Greg Stachura

Owner (Authorized Agent)

Signature

10/23/23

Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR
BID NO. 22-23-33I, AYALA HS GYMNASIUM SOUND SYSTEM
REPLACEMENT - REBID**

=====

BACKGROUND

On June 15, 2023, the Board of Education awarded Bid No. 22-23-33I, Ayala HS Gymnasium Sound System Replacement - Rebid to Sunset Audio Visual, 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	Sunset Audio Visual, Inc.	\$6,117.51
	Bid Amount:	\$81,729.00
	Revised Total Project Amount:	\$87,846.51
	Retention Amount:	\$4,392.33

The change order results in a net increase of \$6,117.51 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 September 13, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Diana Yarboi, Principal, Ayala HS; Sam Sousa, Construction Coordinator; Beverly Beemer, Director, Planning; and Martin Silveira, Director, Maintenance and Operations.

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

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

RECOMMENDATION

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-33I, Ayala HS Gymnasium Sound System Replacement - Rebid.

FISCAL IMPACT

\$6,117.51 Arts, Music, and Instructional Materials Discretionary Block Grant Funding

NE:GJS



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

CHANGE ORDER

Date: 9/27/2003 BID/ CUPCAA #: 22-23-33I Change Order #: 1
Project Title: Ayala HS Gymnasium Sound System Replacement -Rebid
Owner: Chino Valley Unified School District DSA Application #: N/A DSA File #: N/A
Architect: N/A Contractor: Sunset A/V

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: Microphones and receivers changed for different brands.
Reason: Site requested.
Document Ref:
Requested by: Robert Davis, Ayala HS
Change in Contract Sum: \$6,117.51
Time Extension: 0 Days

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

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

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

CONTRACT SUMMARY

The original contract amount was:	\$81,729.00
Previously approved change order amount(s):	\$0
The contract amount will be increased/decreased by this Change Order:	\$6,117.51
The new contract amount including this change order will be:	\$87,846.44

The original contract completion date was:	09/13/2023
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:	09/13/2023

APPROVED BY:

Stan Kojder		09/29/2023
Contractor	Signature	Date
N/A		
DSA Inspector of Record (if applicable)	Signature	Date
N/A		
Architect / Engineer (if applicable)	Signature	Date
N/A		
Construction / Project Manager		10/3/23
Diana Yarboi	Signature	Date
Authorized Department Head (if applicable)		
Director, Technology (if applicable)	Signature	Date
Sam Sousa		10/4/23
CVUSD Project Manager	Signature	Date
Martin Silveira		10/4/23
Director, Maintenance & Operations (if applicable)	Signature	Date
Beverly Beemer		10/5/2023
Director, Planning (if applicable)	Signature	Date
Greg Stachura		10/5/23
Owner (Authorized Agent)	Signature	Date

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: AWARD OF BID NO. 23-24-05I, CAL AERO K-8 NEW PLAYGROUND EQUIPMENT INSTALLATION

=====

BACKGROUND

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

A Notice to Contractors Calling for Bids for Bid No. 23-24-05I, Cal Aero K-8 New Playground Equipment Installation, was emailed on October 19, 2023, to contractors currently listed on the 2023 list of qualified contractors. Bids were submitted at 1:00 p.m. on November 2, 2023. The bid results are as follows:

Contractor	Bid Amount
J2 Builders, Inc.	\$117,350.00
Western State Builders, Inc.	\$170,607.00

The basic scope of work for this project is the installation of new playground equipment and poured-in-place rubber fall zone surfacing.

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

RECOMMENDATION

It is recommended the Board of Education award Bid No. 23-24-05I Cal Aero K-8 New Playground Equipment Installation to J2 Builders, Inc.

FISCAL IMPACT

\$117,350.00 to Capital Facilities Fund 25.

NE:GJS:kc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: **RESOLUTION 2023/2024-20, ANNUAL AND FIVE-YEAR DEVELOPER FEE REPORTS FOR FISCAL YEAR 2022/2023**

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BACKGROUND

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

The Chino Valley Unified School District Annual and Five-Year Developer Fee Reports for fiscal year 2022/2023 are attached.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2023/2024-20, Annual and Five-Year Developer Fee Reports for Fiscal Year 2022/2023.

FISCAL IMPACT

None.

NE:GJS

**Chino Valley Unified School District
Resolution 2023/2024-20
Annual and Five-Year Developer Fee Reports
For Fiscal Year 2022/2023**

WHEREAS, pursuant to its authority under Education Code 17620, *et seq.*, and Government Code 65995, *et seq.*, the Board of Education has previously adopted and imposed statutory Level 1 school fees for the 2022/2023 fiscal year on residential, commercial, and industrial development (Developer Fees) to mitigate the impact of new development on the Chino Valley Unified School District (District);

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

WHEREAS, the District has made available to the public within one hundred and eighty (180) days of the end of the 2022/2023 fiscal year the Annual and Five-Year Developer Fee Reports for Fiscal Year 2022/2023;

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED as follows:

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

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

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

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

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

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

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

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District on November 16, 2023 by the following vote:

Bridge	_____
Cruz	_____
Monroe	_____
Na	_____
Shaw	_____

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

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT
ANNUAL DEVELOPER FEE REPORT
FOR FISCAL YEAR 2022/2023**

I. Introduction

This Annual Developer Fee Report for Fiscal Year 2022/2023 ("Report") provides an annual accounting of school facilities fees collected by the Chino Valley Unified School District ("District") during fiscal year 2022/2023 as required by Government Code 66006(b).

II. Description of School Facilities Fees in Capital Facilities Fund

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

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

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

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

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

III. Activity for Fiscal Year

See Exhibit A, as attached.

IV. Public Improvement Expenditures

- A. Growth projects: Continued lease of existing modular buildings; additional furniture and equipment at Chino HS, Chino Hills HS, Butterfield Ranch ES, Chaparral ES, Rhodes ES, and Cal Aero Preserve Academy, architectural and consultant fees for Preserve School #2.
- B. Land Purchase: Land purchase for Preserve School #2.
- C. Site Improvements: New/replacement playground equipment and Poured-in-Place Rubber at various sites, architectural and consultant fees on projects at various sites.
- D. Administrative support and reporting.

V. Planned Future Improvements

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

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

VII. Refunds Made Pursuant to Government Code Section 66001(e) and (f) – \$1,253.60.

Exhibit A

Developer Fees and Special Tax A

Summary of Revenues, Expenditures and Changes in Fund Balance

Fiscal Year Ending June 30, 2023

	Special Tax A Fund 25.9812	General Fund 25.9815	CFD4 Fund 25.9816	Preserve Fund 25.9817	Total
REVENUES					
Fees and Taxes		5,260,582.33			5,260,582.33
Interest	104,024.13	391,457.54	58,625.29	1,259.06	555,366.02
All Other Local Revenue		142,439.28			142,439.28
All Other State Revenue					0.00
Transfers In From Other Funds					0.00
Total Revenues	104,024.13	5,794,479.15	58,625.29	1,259.06	5,958,387.63
EXPENDITURES					
Supplies		10,408.52			10,408.52
Other Operating Expenses		6,501.08			6,501.08
Rentals & Leases	13,800.00	243,329.58		40,000.00	297,129.58
Repairs					0.00
Contracts/Legal Expenses/Administration Fees	4,003.30	54,610.70			58,614.00
Land Purchases					0.00
Improvements to Sites	1,226,848.76	313,479.49			1,540,328.25
Buildings & Improvements to Buildings	48,168.75	414,231.62			462,400.37
Equipment		71,571.48			
Indirect Costs to General Fund	46,106.31	157,817.47			203,923.78
Total Expenditures	1,338,927.12	1,271,949.94	0.00	40,000.00	2,579,305.58
TRANSFERS OUT					
Transfers Out To Other Funds					0.00
Transfers to Debt Service					0.00
Total Transfers Out	0.00	0.00	0.00	0.00	0.00
Total Expenditures and Transfers	1,338,927.12	1,271,949.94	0.00	40,000.00	2,579,305.58
Excess (Deficiency) of Revenues over Expenditures/Transfers	(1,234,902.99)	4,522,529.21	58,625.29	(38,740.94)	3,307,510.57
BEGINNING BALANCE 7/1/2022	4,784,596.91	11,787,074.64	2,589,620.42	71,640.51	19,232,932.48
ENDING BALANCE 6/30/2023	3,549,693.92	16,309,603.85	2,648,245.71	32,899.57	22,540,443.05

**CHINO VALLEY UNIFIED SCHOOL DISTRICT
FIVE YEAR DEVELOPER FEE REPORT
FOR FISCAL YEAR 2022/2023**

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

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

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

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

The District's School Fee Justification Study ("Fee Justification Study") dated June 20, 2022, is incorporated herein by this reference and on file at the District office, demonstrates the reasonable relationship between the new residential, commercial, and industrial development upon which fees are charged and the need for additional school facilities. Additional students will be generated from new development within the District and the District does not have existing capacity in its schools to accommodate these new students. The fees charged on new development will be used to fund school facilities necessary to serve the students generated from new development. The fees do not exceed the costs of providing school facilities for new students as demonstrated in the Fee Justification Study. In addition to developer fees, the District also collects Special Tax "A" payments in accordance with those certain Special Tax "A" agreements entered into between the District and the City of Chino Hills.

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

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

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

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: November 16, 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

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BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

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

NE:LF:JD:JO:jw

CERTIFICATED PERSONNEL

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

HARBOUR, Sydney	Special Education Teacher	Wickman ES	11/17/2023
AVANS, Ryan	Math Teacher	Briggs K-8	11/13/2023
NAVARRO, David	English Teacher	Ramona JHS	11/06/2023
NG, Vanessa	School Nurse	Health Services	10/26/2023

TEACHER INDUCTION MENTORS 2023/2024 SCHOOL YEAR

ESCOBEDO, Sarah	Teacher Induction Mentor	Butterfield Ranch ES	11/17/2023
HUBBARD, Amanda	Teacher Induction Mentor	Dickey ES	11/17/2023
HERNANDEZ, Melissa	Teacher Induction Mentor	Marshall ES	11/17/2023
DEMMING, Abigail	Teacher Induction Mentor	Newman ES	11/17/2023
BERTELLO, Amber	Teacher Induction Mentor	Oak Ridge ES	11/17/2023
ESCOBEDO, Maggie	Teacher Induction Mentor	Rolling Ridge ES	11/17/2023
TEDESCO, Tammy	Teacher Induction Mentor	Wickman ES	11/17/2023
DIAZ, Sandra	Teacher Induction Mentor	Boys Republic	11/17/2023
HARIRCHI, Maria	Teacher Induction Mentor	District Office	11/17/2023
OIE, Stephanie	Teacher Induction Mentor	District Office	11/17/2023

RESIGNATION

LINDSAY, Patrick, Jr.	Science Teacher	Woodcrest JHS	10/19/2023
HAYGOOD, Nichole	Speech Language Pathologist	Special Education	11/10/2023

CLOSING OF OFFICIAL RECORDS

BUSS, Tracy	Elementary Teacher	Liberty ES	10/06/2023
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APPOINTMENT - EXTRA DUTY

RASH, Carissa (NBM)	Sideline Cheer (B)	Cattle ES	10/19/2023
SILVA, Michael	Basketball (GF)	Briggs K-8	11/03/2023
QUEZADA, Melissa	Track (GF)	Cal Aero K-8	10/30/2023
EVANOFF, Ethan (NBM)	Band (B)	Canyon Hills JHS	10/18/2023
RODRIGUEZ, Ramiro (NBM)	Drumline (GF)	Ramona JHS	11/06/2023
CAMPBELL, Amy	Girls Flag Football (GF)	Ayala HS	10/25/2023
CHAVEZ, Mark (NBM)	Baseball (B)	Ayala HS	10/30/2023
DOUGLASS, James	Soccer (B)	Ayala HS	10/18/2023
REAMS, Randall	Girls Flag Football (GF)	Ayala HS	10/25/2023
VERPLANCKE, Joseph	Baseball (B)	Ayala HS	10/27/2023

CERTIFICATED PERSONNEL (cont.)

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

BATISTA, Louis (NBM)	Soccer (B)	Chino HS	10/27/2023
COOPER JR., Eric (NBM)	Basketball (B)	Chino HS	11/07/2023
DOUGHERTY, Bethany (NBM)	Girls Water Polo (GF)	Chino Hills HS	10/27/2023
ERBST, Bob	Track & Field (B)	Chino Hills HS	11/06/2023
JOHNSON, Keland (NBM)	Girls Flag Football (GF)	Chino Hills HS	10/23/2023
LOZA, Trevin (NBM)	Girls Flag Football (GF)	Chino Hills HS	10/23/2023
LOZA, Trevin (NBM)	Football (B)	Chino Hills HS	11/06/2023
PATEL, Ashok (NBM)	Badminton (B)	Chino Hills HS	11/06/2023
PLUNKETT, Noah (NBM)	Water Polo (B)	Chino Hills HS	11/06/2023
PADRON, Nicolas (NBM)	Soccer (B)	Don Lugo HS	10/12/2023

TOTAL: \$17,378.00

APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR

HERNANDEZ, Merced	4-6 Grade Level Chair	Borba ES	08/07/2023
MORRIS, Alexis	Dept. Chair Science	Woodcrest JHS	10/20/2023

TOTAL: \$2,544.92

DELETE - EXTRA DUTY – DEPARTMENT CHAIR

GRACIA, Valerie	4-6 Grade Level Chair	Borba ES	08/07/2023
SIMS, Crista	TK-1 Grade Level Chair	Marshall ES	08/31/2023
VEITCH, Jill	2-3 Grade Level Chair	Marshall ES	08/31/2023
CHURCHILL, Stacy	2-3 Grade Level Chair	Marshall ES	08/31/2023
LINDSEY JR., Patrick	Dept. Chair Science	Woodcrest JHS	10/19/2023

TOTAL: -\$2,544.92

APPOINTMENT- EXTRA DUTY – ACTIVITIES

DREW, Scot	Jr. High Activities Director/Leadership	Woodcrest JHS	10/20/2023
YURK, Timothy	After School Activity: Microsoft Showcase	Woodcrest JHS	10/20/2023
CASTILLO, Eloisa	Audio-Visual Coordinator	Chino HS	10/30/2023
LAWSON, Lora	AVID Advisor	Chino Hills HS	11/01/2023
SYIEM, Esibon	Coach of Academic Competition Team	Chino Hills HS	11/01/2023

TOTAL: \$11,106.61

CERTIFICATED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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DELETE- EXTRA DUTY – ACTIVITIES

LINDSEY JR., Patrick	Jr. High Activities Director/Leadership	Woodcrest JHS	10/19/2023
LINDSEY JR., Patrick	After School Activity: Microsoft Showcase	Woodcrest JHS	10/19/2023
SYIEM, Esibon	AVID Advisor	Chino Hills HS	11/01/2023
TASANONT, Chirichan	Coach of Academic Competition Team	Chino Hills HS	11/01/2023

TOTAL: -\$6,955.61

AMENDMENT TO EXTRA DUTY - ACTIVITIES ON THE 10/19/2023 AGENDA

BELL, Andrea	PBIS – Tier I Coach	Walnut ES	10/20/2023
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CLASSIFIED PERSONNEL

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

CHARPENTIER, Tera	Playground Supervisor (GF)	Butterfield Ranch ES	11/17/2023
LOPEZ, Andrew	Custodian I (GF)	Butterfield Ranch ES	11/17/2023
GONZALEZ, Zayra	IA/Bilingual-Biliterate Spanish (C)	Cattle ES	11/17/2023
RODAS, Ana	Playground Supervisor (GF)	Chaparral ES	11/17/2023
GRANADOS, Jessica	Nutrition Services Professional (NS)	Litel ES	11/17/2023
HARRISON, Melanie	Paraprofessional I (SELPA/GF)	Marshall ES	11/17/2023
MORENO, Lauren	Typist Clerk I (GF)	Rhodes ES	11/17/2023
LUDIN, Tracy	Playground Supervisor (GF)	Cal Aero K-8	11/17/2023
BERRY, Ayanna	Nutrition Services Professional (NS)	Ayala HS	11/17/2023
MENDOZA, George Jr	Paraprofessional I (C)	Chino HS	11/17/2023
MEZA VALENZUELA, Claudia	Security Person (GF)	Chino HS	11/17/2023
PASTOR, Maria	Custodian I (GF)	Chino HS	11/17/2023
AREVALO, Jordyn	Nutrition Services Professional (NS)	Chino Hills HS	11/17/2023
GARCIA, Nicole	Paraprofessional I (SELPA/GF)	Don Lugo HS	11/17/2023
RODRIGUEZ, Carmen	Paraprofessional I (SELPA/GF)	Don Lugo HS	11/17/2023
RIOS, Rosemarie	IA/Childhood Education (C)	Child Development	11/17/2023
DIAZ, Stephanie	Printer/Publisher Operator (GF)	Printing, Graphics & Mail Services	11/17/2023
SUAZO, Anthony	Warehouse Delivery Worker (GF)	Purchasing/Warehouse	11/17/2023

PROMOTION

SOSA, Jasmine	FROM: IA/Computer Assisted Instruction (C) 3 hrs./131 work days TO: Paraprofessional I (SELPA/GF) 5 hrs./181 work days	Chaparral ES Litel ES	11/17/2023
TSENG, Ruby	FROM: Bilingual Typist Clerk I (C) 3.5 hrs./200 work days TO: Attendance Clerk (GF) 8 hrs./195 work days	Rolling Ridge ES Ramona JHS	11/17/2023
BIGGS, Chelsea	FROM: Payroll Technician (GF) 8 hrs./261 contract days TO: Administrative Secretary I (GF) 8 hrs./261 contract days	Business Services Facilities & Planning	11/17/2023
FLORES, Jocelyn	FROM: Account Clerk III (GF) 8 hrs./261 contract days TO: Accountant I (GF) 8 hrs./261 contract days	Business Services Health Services	11/17/2023

CLASSIFIED PERSONNEL (cont.)

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

GONZALEZ, Obdulia	FROM: Nutrition Services Professional/Rover (NS) 3 hrs./181 work days TO: Custodian I (GF) 8 hrs./261 contract days	Nutrition Services Chino HS	11/17/2023
DEAN, Curtis	FROM: Technology Technician (GF) 8 hrs./261 contract days TO: Network Support Technician (GF) 8 hrs./261 contract days	Technology Technology	11/17/2023

CHANGE OF ASSIGNMENT

RIVERA, Kim	FROM: Nutrition Services Professional (NS) 2 hrs./181 work days TO: Nutrition Services Professional (NS) 3 hrs./181 work days	Butterfield Ranch ES Butterfield Ranch ES	11/17/2023
RAZZAK, Amreen	FROM: Health Technician (GF) 5.5 hrs./185 work days TO: Child Care Specialist (C) 6 hrs./180 work days	Briggs K-8 Child Development	11/17/2023
GORDON, Melodee	FROM: Nutrition Services Professional (NS) 3 hrs./181 work days TO: Nutrition Services Professional (NS) 5.5 hrs./181 work days	Don Lugo HS Ramona JHS	11/17/2023
EWELL, Karina	FROM: IA/Childhood Education (C) 3.5 hrs./180 work days TO: IA/Childhood Education (C) 6 hrs./180 work days	Child Development Child Development	10/31/2023
MATA, Anna	FROM: Administrative Secretary I (C) 8 hrs./261 contract days TO: Counseling Assistant (GF) 8 hrs./213 work days	Health Services Woodcrest JHS	11/17/2023
REYES, Jessica	FROM: Paraprofessional II (SELPA/GF) 5 hrs./181 work days TO: Attendance Clerk (GF) 8 hrs./195 work days	Special Education Canyon Hills JHS	11/17/2023

CLASSIFIED PERSONNEL (cont.)

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

SORIANO, Sylvia	IA/Childhood Education (c)	Child Development	11/30/2023
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INCREASE OF HOURS

PEREZ, Shirley	FROM: Child Care Specialist (c)	Child Development	10/30/2023
	6 hrs./180 work days		
	TO: Child Care Specialist (c)	Child Development	
	8 hrs./180 work days		

LEAVE OF ABSENCE

GUERRA, Marlo	Elementary Library/Media Center Assistant (c)	Cortez ES	10/02/2023 through 10/27/2023
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RESIGNATION

ANGUIANO, Leticia	Playground Supervisor (GF)	Borba ES	10/17/2023
CHAPMAN, Eric	Security Person (GF)	Ayala HS	11/03/2023
GARCIA, Lizette	Security Person (GF)	Don Lugo HS	11/02/2023
VELAZQUEZ VELAZQUEZ, Maria	Bus Driver (GF)	Transportation	10/31/2023

RETIREMENT

PURCELL, Nora (17 Years of Service)	School Secretary I (GF)	Cattle ES	12/31/2023
GUARACHA, Daniel (5 Years of Service)	Security Person (GF)	Chino HS	12/30/2023
MARTINEZ, Lilia (18 Years of Service)	Account Clerk III (GF)	Business Services	12/30/2023

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

BASLINGAPPA, Shylaja	GALARZE, Ivonne	GONZALEZ, Teresa
GRANADOS, Tommy Jr	LOZA, Daisy	MALEY, Rylee
MORBITZER, Anthony	PENNINGTON, Brisa	SALAZAR, Nicole

(504)	= Federal Law for Individuals with Handicaps
(ABG)	= Adult Education Block Grant
(ASB)	= Associated Student Body
(ASF)	= Adult School Funded
(ATE)	= Alternative to Expulsion
(B)	= Booster Club
(BTSA)	= Beginning Teacher Support & Assessment
(C)	= Categorically Funded
(CDF)	= Child Development Fund
(CVLA)	= Chino Valley Learning Academy
(CWY)	= Cal Works Youth
(E-rate)	= Discount Reimbursements for Telecom.
(G)	= Grant Funded
(GF)	= General Fund
(HBE)	= Home Base Education
(MAA)	= Medi-Cal Administrative Activities
(MG)	= Measure G – Fund 21
(MH)	= Mental Health – Special Ed.
(NBM)	= Non-Bargaining Member
(ND)	= Neglected and Delinquent
(NS)	= Nutrition Services Budget
(OPPR)	= Opportunity Program
(PFA)	= Parent Faculty Association
(R)	= Restricted
(ROP)	= Regional Occupation Program
(SAT)	= Saturday School
(SB813)	= Medi-Cal Admin. Activities Entity Fund
(SELPA)	= Special Education Local Plan Area
(SOAR)	= Students on a Rise
(SPEC)	= Spectrum Schools
(SS)	= Summer School
(SWAS)	= School within a School
(VA)	= Virtual Academy
(WIA)	= Workforce Investment Act

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

SUBJECT: REJECTION OF CLAIMS

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BACKGROUND

Claim 23.09.21 was submitted on October 11, 2023, from David Mamann, Attorney, on behalf of Thanh Phan Tam. Claimant alleges damages after a District employee, driving a District vehicle crashed into his vehicle that was being driven by another person. Claimant seeks unspecified damages and seeks a settlement demand that lies within the jurisdiction of the Superior Court.

Claim 23.10.22 was submitted on October 24, 2023, from Jenny Duff, Attorney, on behalf of a student at the Wickman ES. Claimant alleges severe injury sustained on the playground while at the Wickman ES After-School Program. Claimant seeks a settlement demand of \$200,000 that lies within the jurisdiction of the Superior Court.

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

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

RECOMMENDATION

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

FISCAL IMPACT

Unknown at present.

NE:LF:WF:lag

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: November 16, 2023
TO: Members, Board of Education
FROM: Norm Enfield, Ed.D., Superintendent
PREPARED BY: Sandra H. Chen, Associate Superintendent, Business Services
Liz Pensick, Director, Fiscal Services
**SUBJECT: ADOPTED 2023/2024 ORGANIZED AND UNORGANIZED STUDENT
BODY BUDGETS**

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BACKGROUND

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds requires organized and unorganized student body budgets to be submitted to the Board of Education each year for information. The list that follows reflects the adopted student body budgets for fiscal year 2023/2024.

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

RECOMMENDATION

It is recommended the Board of Education receive for information the adopted 2023/2024 organized and unorganized student body budgets.

FISCAL IMPACT

None.

NE:SHC:LP:lf

<p style="text-align: center;">CHINO VALLEY UNIFIED SCHOOL DISTRICT ASSOCIATED STUDENT BODY ADOPTED BUDGET 2023-2024</p>

ORGANIZED STUDENT BODIES

COMPREHENSIVE HIGH SCHOOLS		TOTAL	
Ayala High School	\$	2,243,793	
Chino High School	\$	858,130	
Chino Hills High School	\$	1,556,341	
Don Lugo High School	\$	962,867	
TOTAL HIGH SCHOOLS			\$ 5,621,131
JUNIOR HIGH SCHOOLS			
Briggs K-8	\$	55,415	
Cal Aero K-8	\$	100,490	
Canyon Hills Junior High	\$	208,210	
Magnolia Junior High	\$	125,793	
Ramona Junior High	\$	92,899	
Townsend Junior High	\$	174,138	
Woodcrest Junior High	\$	69,494	
TOTAL JUNIOR HIGHS			\$ 826,439
TOTAL ORGANIZED STUDENT BODIES			\$ 6,447,570

UNORGANIZED STUDENT BODIES

CONTINUATION HIGH SCHOOL			
Buena Vista High School	\$	23,453	\$ 23,453
ELEMENTARY SCHOOLS			
Elementary General	\$	10,566	
Anna Borba Elementary *	\$	-	
Butterfield Ranch Elementary *	\$	-	
Cattle Elementary	\$	52,780	
Chaparral Elementary	\$	36,678	
Cortez Elementary *	\$	-	
Country Springs Elementary *	\$	-	
Levi Dickey Elementary	\$	197	
Dickson Elementary	\$	19,116	
Eagle Canyon Elementary	\$	6,619	
Glenmeade Elementary	\$	20,446	
Hidden Trails Elementary	\$	1,480	
Liberty Elementary	\$	77,934	
Litel Elementary	\$	29,768	
Marshall Elementary	\$	28,110	
Newman Elementary	\$	47,884	
Oak Ridge Elementary	\$	8,300	
Rhodes Elementary	\$	381	
Rolling Ridge Elementary	\$	63,252	
Walnut Elementary	\$	6,774	
TOTAL ELEMENTARIES			\$ 410,285
TOTAL-UNORGANIZED STUDENT BODIES			\$ 433,738
TOTAL ASB BUDGETS			\$ 6,881,308

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: November 16, 2023

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

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

**SUBJECT: COMMUNITY FACILITIES DISTRICT 4 (COLLEGE PARK)
SPECIAL TAX ACCOUNTABILITY REPORT FOR FISCAL YEAR
2022/2023**

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BACKGROUND

The Local Agency Special Tax and Bond Accountability Act was enacted by California State Legislature through Senate Bill 165 to provide accountability measures for any local special tax and/or bond measure subject to voter approval on or after January 1, 2001. In accordance with the requirements of the Accountability Act, Sections 50075.1 and 53410 of the Government Code of the State of California, an annual report must be received and filed by the local agency levying a special tax and/or issuing a bond measure and shall contain a description of the amount of funds collected and expended and the status of any project required or authorized to be funded by the special tax and/or bond measure.

On July 20, 2006, the Board of Education adopted resolutions establishing Community Facilities District 4 (College Park, CFD 4) and the qualified electors within CFD 4 approved the levy of a special tax for the purpose of providing for public school and infrastructure facilities; and the incurrence of bonded indebtedness. No bonds have been issued as of this date.

Koppel & Gruber Public Finance, CFD administrator contracted by the District, prepared the Special Tax Accountability Report for Fiscal Year 2022/2023.

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

RECOMMENDATION

It is recommended the Board of Education receive and file the Community Facilities District 4 (College Park) Special Tax Accountability Report for Fiscal Year 2022/2023.

FISCAL IMPACT

None.



Chino Valley Unified School District Community Facilities District No. 4 (College Park)

Special Tax Accountability Report Fiscal Year 2022/2023

KOPPEL & GRUBER
PUBLIC FINANCE

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I. Background

The Local Agency Special Tax and Bond Accountability Act (“Accountability Act”) was enacted by California State Legislature through Senate Bill 165 to provide accountability measures for any local special tax and/or bond measure subject to voter approval on or after January 1, 2001. According to the requirements of the Accountability Act (*Sections 50075.1 and 53410 of the Government Code of the State of California*), an annual report must be filed by the local agency levying a special tax and/or issuing a bond measure on or before each January 1, commencing January 1, 2002 and shall contain a description of the following:

The amount of funds collected and expended to fund authorized facilities.

The status of any project required or authorized to be funded by the special tax and/or bond measure.

The information contained in this Special Tax Accountability Report has been compiled and is being presented for Fiscal Year (“FY”) 2022/2023 pursuant to and in accordance with the requirements outlined in the Accountability Act.

II. Authorized Facilities

The qualified electors within CFD No. 4 authorized the School District to approve the levy of a special tax and the incurrence of bonded indebtedness in an amount not to exceed \$12,000,000 for Improvement Area A and \$18,000,000 for Improvement Area B to provide for the cost of the financing, design, construction, installation, rehabilitation and acquisition of certain school facilities, including repayment of existing indebtedness, the payment of statutory school fees, and incidental expenses.

The authorized school facilities are generally described as elementary, junior and high school buildings and facilities for grades kindergarten through twelve (12), including equipment and furnishing thereof, with an estimated useful life of five (5) years or more.

As of the date of this Report, no bonds have been issued. Special Taxes were levied by CFD No. 4 for the first time in FY 2007/2008.

III. Collection of Special Taxes and Expenditures

A separate account is held by the School District for the deposit of special taxes levied by the CFD and for the disbursement of authorized expenditures. The following table provides a description of the collection of special taxes and the funds disbursed for authorized expenditures in FY 2022/2023.

Description	Amount ¹
Beginning Balance as of July 1, 2022	\$16,303,021.81
<u>Sources of Funds</u>	
Annual Special Tax Collections ²	\$2,224,068.13
Interest Earnings	281,464.94
<i>Subtotal Sources of Funds</i>	<i>\$2,505,533.07</i>
<u>Expenditures</u>	
Administrative Expenses	(\$39,479.72)
Facilities	(\$0.00)
<i>Subtotal Expenditures</i>	<i>(\$39,479.72)</i>
Ending Balance as of June 30, 2023	\$18,769,075.16

1 Amounts include transactions posted on an accrual basis and may not reflect actual cash on hand.

2 Represents the actual special tax collections received from the County, including any penalties and interest accrued from prior year delinquent special taxes that have been paid within the past fiscal year.