

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**September 1, 2016**

**MINUTES**

<b>I.        OPENING BUSINESS</b>
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**I.A.        CALL TO ORDER – 5:15 P.M.**

1. Roll Call

President Cruz called to order the regular meeting of the Board of Education, Thursday, September 1, 2016, at 5:15 p.m. with Blair, Cruz, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Jeanette Chien, Ed.D., Assistant Superintendent, Educational Services

Grace Park, 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 Cruz adjourned to closed session at 5:15 p.m. regarding conference with legal counsel existing litigation; public employee appointment high school assistant principal, junior high school principal and assistant principal; public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent.

**I.B.        RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.**

1. Report Closed Session Action

President Cruz reconvened the regular meeting of the Board of Education at 7:00 p.m. The Board met in closed session from 5:15 p.m. to 6:54 p.m. regarding conference with legal counsel existing litigation; public employee appointment high school assistant principal, junior high school principal and assistant principal; public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent.

The Board took action to appoint Todd Finkbiner as principal at Canyon Hills JHS effective September 9, 2016; and Monica Hyland as assistant principal at Briggs K-8 effective September 6, 2016. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Liz Avila led the Pledge of Allegiance.

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

Student Carlos Ruelas acknowledged newly appointed administrators.

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

Todd Hancock, A.C.T. President, congratulated the two newly appointed administrators; spoke in support of a Proposition 55 extension; and spoke about elementary report card.

Denise Arroyo, CSEA President, congratulated newly appointed administrators; said CSEA ratified its contract last week; thanked the negotiating teams for finalizing the Tentative Agreement; spoke about adequate staffing and thanked Dr. Park for following up on her concerns; thanked the District for reconvening the safety committee; spoke about Proposition 55; and expressed concern about Aeries.net.

Yvette Farley, CHAMP, recognized some of the District retirees who have put in many work years; said CHAMP gave out two high school scholarships; spoke about rounding up the third week of school; spoke about the roll out on standards based report cards; spoke about the new way of assessment and information being provided; thanked behavioral counselors for meeting with administration and assisting students who may have difficulty adjusting; and thanked staff from Aeries training.

**I.E. COMMENTS FROM COMMUNITY LIAISONS**

Melissa Compani, Field Representative, County Supervisor Curt Hagman's office spoke about Chino's Community Clean Up Day, which took place on August 27.

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

Jessie Soto, Danielle Brooks, and Jesse Garcia addressed the Board regarding prayer; Jim Gallagher addressed the Board to announce the League of Women Voters September 21 candidate forum; Pam Levac addressed the Board regarding elementary report cards; and Flory Welsh addressed the Board regarding instructional coaches.

**I.G. CHANGES AND DELETIONS**

The following change was read into the record: Item III.C.5., new Board Policy 3515.7, corrected to read Board Policy 3515.8; Item III.E.1., Human Resources, under Hired at the Appropriate Placement on the Certificated Salary Schedule and Appropriate Credential for the 2016/2017 School Year, added the names Sarah Scheetz, elementary teacher, Newman ES, effective September 2, 2016; Celia Twiford, Special Education, effective September 7, 2016; and Zachary Edwards, English teacher, Chino Hills HS effective September 6, 2016.

**II. ACTION****II.A. HUMAN RESOURCES****II.A.1. Public Hearing and Ratification of the Tentative Agreement Between the Chino Valley Unified School District and the California School Employees Association (CSEA) and its Chino Chapter 102**

President Cruz opened the public hearing at 7:35 p.m. There were no speakers, and the hearing was closed at 7:35 p.m. Moved (Na) seconded (Feix) carried unanimously (5-0) to ratify the Tentative Agreement between the Chino Valley Unified School District and the California School Employees Association and its Chino Chapter 102. Student representative voted yes.

**II.A.2. Approval of Salary Increase for Management and Classified Confidential Employees**

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve the salary increase for management and classified confidential employees, in paid status between November 1, 2015, through February 29, 2016, shall receive a 2.5% off schedule one-time payment. The payment will be on the base salary received in the 2015/2016 school year, and effective July 1, 2016, the District shall provide a 3.5% on going on schedule salary increase. Student representative voted yes.

**II.A.3. Addendum to the Employment Contracts for the Superintendent; Deputy Superintendent; and the Assistant Superintendents of Business Services; Educational Services; Facilities, Planning and Operations; and Human Resources Divisions of the Chino Valley Unified School District**

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve the addendum to the employment contracts for the Superintendent; Deputy Superintendent; and the Assistant Superintendents of Business Services; Educational Services; Facilities, Planning and Operations; and Human Resources Divisions as follows: For the 2015/2016 school year, receive a 2.5% off schedule one-time payment.

This payment will be on the salary received in the 2015/2016 school year; and, for the 2016/2017 school year, provide a 3.5% salary increase retroactive to July 1, 2016. Student representative voted yes.

<b>III.        CONSENT</b>
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Moved (Blair) seconded (Na) carried unanimously (5-0) to approve the consent items, as amended. Student representative voted yes.

**III.A.        ADMINISTRATION****III.A.1.        Minutes of the Regular Meeting of August 18, 2016**

Approved the minutes of the regular meeting of August 18, 2016.

**III.A.2.        Revision of Board Bylaw 9222 Bylaws of the Board—Resignation**

Approved the revision of Board Bylaw 9222 Bylaws of the Board—Resignation.

**III.A.3.        Revision of Board Bylaw 9321 Bylaws of the Board—Closed Session Purposes and Agendas**

Approved the revision of Board Bylaw 9321 Bylaws of the Board—Closed Session Purposes and Agendas.

**III.A.4.        Revision of Board Bylaw Exhibit 9323.2 Bylaws of the Board—Actions by the Board**

Approved the revision of Board Bylaw Exhibit 9323.2 Bylaws of the Board—Actions by the Board.

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

Approved/ratified the warrant register.

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

Approved/ratified the fundraising activities.

**III.B.3.        Donations**

Accepted the donations.

**III.B.4.        Legal Services**

Approved payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; and Parker and Covert LLP.

**III.B.5.        Signature Authorizations for Chino Valley Unified School District**

Approved the signature authorizations for Chino Valley Unified School District.

**III.C. EDUCATIONAL SERVICES**

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

Approved/ratified the following school-sponsored trips: Hidden Trails ES; Rhodes ES; and Don Lugo HS.

**III.C.2. Revision of Board Policy 0450 Philosophy, Goals, Objectives, and Comprehensive Plans—Comprehensive Safety Plans**

Approved the revision of Board Policy 0450 Philosophy, Goals, Objectives, and Comprehensive Plans—Comprehensive Safety Plans.

**III.C.3. Revision of Board Policy 3541.2 Business and Noninstructional Operations—Transportation for Students with Disabilities**

Approved the revision of Board Policy and 3541.2 Business and Noninstructional Operations—Transportation for Students with Disabilities.

**III.C.4. Revision of Board Policy 3515.2 Business and Noninstructional Operations—Disruptions**

Approved the revision of Board Policy 3515.2 Business and Noninstructional Operations—Disruptions.

**III.C.5. New Board Policy 3515.78 Business and Noninstructional Operations—Firearms on School Grounds**

Approved the new Board Policy 3515.78 Business and Noninstructional Operations—Firearms on School Grounds, as amended.

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

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

Approved/ratified the purchase order register.

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

Approved/ratified the Agreements for Contractor/Consultant Services.

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

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

**III.D.4. Change Orders and Notice of Completion for Bid No. 15-16-05, Installation of New Single Ply Roofing at Various Sites**

Approved the Change Orders and Notice of Completion for Bid No. 15-16-05, Installation of New Single Ply Roofing at Various Sites.

**III.D.5. Change Order and Notice of Completion for Bid No. 15-16-07, Exterior Painting at Various Sites**

Approved the Change Order and Notice of Completion for Bid No. 15-16-07, Exterior Painting at Various Sites.

**III.D.6. Notice of Completion for CUPCCAA Projects**

Approved the Notice of Completion for CUPCCA Projects.

**III.D.7. Revision of Board Policy 3270 Business and Noninstructional Operations—Sale and Disposal of Books, Equipment, and Supplies**

Approved the revision of Board Policy 3270 Business and Noninstructional Operations—Sale and Disposal of Books, Equipment, and Supplies.

**III.E. HUMAN RESOURCES**

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

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

<b>IV. INFORMATION</b>
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**IV.A. EDUCATIONAL SERVICES**

**IV.A.1. Revision of Board Policy and Administrative Regulation 3513.3 Business and Noninstructional Operations—Tobacco-Free Schools**

Received for information the revisions of Board Policy and Administrative Regulation 3513.3 Business and Noninstructional Operations—Tobacco-Free Schools.

**IV.A.2. Revision of Board Policy 5131.2 Students—Bullying**

Received for information the revision of Board Policy 5131.2 Students—Bullying.

**IV.A.3. Revision of Board Policy 5131.62 Students—Tobacco**

Received for information the revision of Board Policy 5131.62 Students—Tobacco.

**IV.A.4. Revision of Administrative Regulation 5145.7 Students—Sexual Harassment**

Received for information the revision of Administrative Regulation 5145.7 Students—Sexual Harassment.

**IV.B. HUMAN RESOURCES**

**IV.B.1. Revision of Board Policy and Administrative Regulation 1312.3 Community Relations—Uniform Complaint Procedures**

Received for information the revision of Board Policy and Administrative Regulation 1312.3 Community Relations—Uniform Complaint Procedures.

## V. COMMUNICATIONS

### BOARD MEMBERS AND SUPERINTENDENT

Irene Hernandez-Blair advocated for slowing the process down for the new report card system and to seek input from stake holders; shared that the HOPE Resource Center is in need of sundries for families in need; congratulated Howard Cattle ES for being involved in the No Excuses Community Network; and extended a reminder regarding the Board's September 6 study session.

James Na thanked Mia Ontiveros, Lilia Valdivia, and Liz Avila for their attendance at the Board meeting and for volunteering in the community; visited Ayala HS; expressed concerns about sewer drains at Chino Hills HS; expressed a need for the technology department to assist school site secretaries getting attendance set up; and thanked the visiting pastor for expressing great concern for our students.

Pamela Feix visited Chino Hills HS, Townsend JHS and Magnolia JHS to see the opening of schools; expressed gratitude to school crossing guards on Riverside Drive during school dismissal; echoed Ms. Welsh's comments regarding the evaluation of instructional coaches in the LCAP and expressed concerns that there is no measure of how they are doing; brought up employee recognition again and expressed that the District needs something in place; and extended Labor Day wishes.

Sylvia Orozco announced the retirements on the agenda; agreed with Mrs. Feix's comments about employee recognition; asked for more information on the report card process (*is each site making its own rubric that is not district-wide*); said that discussion took place at the July SANDABS meeting regarding supporting Proposition 55; spoke about Aeries software and issues surrounding it; attended the Chino Valley Fire District Maintenance Facility dedication; said that conversation is still taking place regarding the effects of CalSTRS and CalPERS; spoke about San Bernardino County's *Transitioning to a New Accountability System* meeting scheduled for September 13; announced that on October 24 the RCSBA Fall Joint Meeting is taking place; said the County Superintendent's State of Education is scheduled for September 29 and October 21; and invited the public to participate in either the YMCA or Chino Hills HS golf tournaments; and provided a background on each of the Richard Gird Educational Hall of Fame inductees.

Superintendent Joseph announced the Parent Information Forum scheduled for 6:30 p.m. to 8:00 p.m. on September 13 at Don Lugo HS, and said a second forum is scheduled for March 22 at Ayala HS; reminded parents of the new four-week Kindergarten Parent Academy beginning September 6 at the District's new Parent Engagement Center on the Adult School campus; and said a homework workshop for parents of kindergarten through sixth graders is scheduled for September 14 at the Family Engagement Center and another on September 21 with registration and information available on the District's website.

President Cruz said he visited Edwin Rhodes, Walnut, and EJ Marshall elementary schools; spoke about implementing new processes; congratulated Cortez Cougars for their great work on standardized tests; said District students as a whole are doing an awesome job on testing; and spoke in support of instructional coaches.

<b>VI. ADJOURNMENT</b>
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President Cruz adjourned the regular meeting of the Board of Education at 8:03 p.m.

  
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Andrew Cruz, President

  
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Pamela Feix, Clerk

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