

**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

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

# BOARD OF EDUCATION

## AGENDA

October 19, 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**  
**4:45 p.m. – Closed Session • 6:00 p.m. – Regular Meeting**  
**October 19, 2023**

**AGENDA**

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

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

**I. OPENING BUSINESS**

**I.A. CALL TO ORDER – 4:45 P.M.**

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

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

- a. Conference With Legal Counsel-Existing Litigation (Paragraph (1) of subdivision (d) Government Code 54956.9): San Bernardino County Superior Court Case No. CIVSB2317301. (Liberty Justice Center) (Atkinson, Andelson, Loya, Ruud, and Romo) (20 minutes)
- b. Conference With Legal Counsel, Existing Litigation (Government Code 54956.9(d)(4)): San Bernardino Superior Case No. SB 2300095. (Tao Rossini, APC) (20 minutes)
- c. Student Discipline Matters (Education Code 35146, 48918 (c) & (j)): Expulsion Cases 23/24-13, 23/24-15, 23/24-18, and 23/24-21. (20 minutes)
- d. Public Employee Appointment (Government Code 54957): Coordinator, Expanded Learning and Support Programs; and Junior High School Principal. (5 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. (5 minutes)
- f. Public Employee Discipline/Dismissal/Release (Government Code 54957): (5 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

**I.C. STAFF REPORT**

1. Essential Standards and the Smarter Balanced Assessment Results

**I.D. COMMENTS FROM STUDENT REPRESENTATIVE**

Proceedings of this meeting are recorded.

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

## II. ACTION

### II.A. 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 Motion \_\_\_\_ Second \_\_\_\_  
Page 6 Preferential Vote: \_\_\_\_  
Vote: Yes \_\_\_\_ No \_\_\_\_

Recommend the Board of Education 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.

- II.A.2. Compensation Increase for Certified Registered Nurse Substitute Services Provided for School Nurse Employees Motion \_\_\_\_ Second \_\_\_\_  
Page 10 Preferential Vote: \_\_\_\_  
Vote: Yes \_\_\_\_ No \_\_\_\_

Recommend the Board of Education approve a compensation increase for certified registered nurse substitute services provided for school nurse employees.

## III. CONSENT

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

### III.A. ADMINISTRATION

- III.A.1. Minutes of the October 5, 2023 Regular Meeting  
Page 11 Recommend the Board of Education approve 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  
Page 18 Recommend the Board of Education adopt Resolution 2023/2024-17, Board Compensation for Don Bridge for September 21, 2023 Missed Meeting.

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

Page 20

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 21

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 23

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

**III.B.4. Donations**

Page 26

Recommend the Board of Education accept 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**

Page 28

Recommend the Board of Education approve student expulsion cases 23/24-13, 23/24-15, 23/24-18, and 23/24-21.

**III.C.2. School Sponsored Trip**

Page 29

Recommend the Board of Education approve/ratify the school-sponsored trip for Wickman ES.

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

Page 30

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

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

Page 31

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

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

Page 35

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 38

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

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

Page 40

Recommend the Board of Education approve 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**

Page 44

Recommend the Board of Education approve 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**

Page 48

Recommend the Board of Education adopt Resolution 2023/2024-19, Authorization to Utilize a Piggyback Contract.

**III.E.        HUMAN RESOURCES**

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

Page 52

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

**III.E.2.      Rejection of Claim**

Page 69

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

**IV.        INFORMATION**

**IV.A.        ADMINISTRATION**

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

Page 70

Recommend the Board of Education receive for information the revision of Board Policy 6163.1—Library Media Centers.

**V.        COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**VI.        ADJOURNMENT**

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
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**DATE:** October 19, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: MINIMUM WAGE AND COMPENSATION INCREASE TO THE  
CLASSIFIED SERVICE (NON-BARGAINING UNIT), EFFECTIVE  
JANUARY 1, 2024, AND REVISIONS TO THE CLASSIFIED  
SUBSTITUTE SALARY SCHEDULE**

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**BACKGROUND**

Effective January 1, 2024, the minimum wage will increase to \$16.00 an hour. As a result, the District is adjusting the hourly rate from \$15.50 to \$16.00 for the AVID Tutors and Playground Supervisor positions. Additionally, the Classified Substitute Salary schedule is being revised to align the Nutrition Services' classifications to the job descriptions that were Board approved on April 20, 2023.

New hourly rate is provided in **bold**, while the old hourly rate 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 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.

**FISCAL IMPACT**

The fiscal impact is unknown at this time due to the fluctuation of substitutes.

NE:LF:jw

Chino Valley Unified School District  
**Classified Service (Non-Bargaining Unit) Salary Schedule**  
EFFECTIVE JANUARY 1, ~~2023~~ **2024**

<u>RANGE</u>	<u>POSITION</u>	<u>DAYS</u>	<u>STEP A</u>
21A	Playground Supervisor	180	<del>15.50</del> <b>16.00</b>

Board Approved:

**Classified Substitute Salary Schedule**

Effective 01/01/2023

CLERICAL	RANGE	STEP A
Account Clerk I	28	\$19.94
Account Clerk II	32	\$22.03
Account Clerk III	36	\$24.31
Account Clerk III/Facilities & Planning	37	\$24.93
Accountant I	43	\$28.89
Accountant II	46	\$31.15
Accountant II/Facilities & Planning	46	\$31.15
Accountant II/Position Control	46	\$31.15
Administrative Secretary I	40	\$26.85
Administrative Secretary II	48	\$32.69
Administrative Secretary III	50	\$34.37
Administrative Secretary IV	52	\$36.08
Alternative Ed. Work Center Outreach Advisor	30	\$20.98
ASB Student Store Clerk	27	\$19.44
Assessment Technician	40	\$26.85
Assistant Principal Secretary	32	\$22.03
Attendance Clerk	29	\$20.45
Behavior Intervention Records Asst.	31	\$21.49
Bilingual (Desig. Lang.) Admin. Secretary I	42	\$28.20
Bilingual Typist Clerk I	28	\$19.94
Billing Specialist	43	\$28.89
Career Center Guidance Technician	34	\$23.13
Categorical Programs Technician	40	\$26.85
Child Development Program Clerk II	30	\$20.98
Child Development Program Technician	40	\$26.85
Communications Technician	40	\$26.85
Counseling Assistant	33	\$22.57
Credential Technician	44	\$29.62
District Attendance Aide II	30	\$20.98
District Attendance Liaison	29	\$20.45
District Attendance Specialist	46	\$31.15
District Community Attendance Liaison	28	\$19.94
District Media Center Clerk	27	\$19.44
District Media Center Operations Technician	34	\$23.13
District Media Center Specialist	32	\$22.03
District Postal Specialist	29	\$20.45
District Purchasing Assistant	41	\$27.51
District Receptionist	27	\$19.44
District Secretary	32	\$22.03
District Student Body Finance Technician	40	\$26.85
District Student Records Specialist	29	\$20.45
Elementary Library/Media Center Assistant	28	\$19.94
Family Services Program Specialist	50	\$34.37
Finance Technician	54	\$37.91
Fringe Benefits Technician	40	\$26.85
Grant Program Support Spec./Suppl. Funding	30	\$20.98
Health Technician	30	\$20.98
High School Receptionist	27	\$19.44
Insurance Claims Examiner	36	\$24.31
Interfund Control Clerk	38	\$25.53
Nutrition Eligibility Specialist	32	\$22.03
Nutrition Services Fiscal Technician	40	\$26.85
Payroll Clerk II	32	\$22.03
Payroll Clerk III	36	\$24.31
Payroll Technician	40	\$26.85
Personnel Clerk I	28	\$19.94
Personnel Clerk II	32	\$22.03
Personnel Clerk III	36	\$24.31
Purchasing Clerk II	32	\$22.03
Purchasing Clerk III	36	\$24.31

	RANGE	STEP A
Registrar	32	\$22.03
Risk Management Specialist	46	\$31.15
School Secretary I	36	\$24.31
School Secretary II	38	\$25.53
Secondary Library/Media Asst.	30	\$20.98
Student Personnel Specialist	31	\$21.49
Student Body Finance Clerk	31	\$21.49
Supplemental Instruction Support Technician	34	\$23.13
Transportation Technician	40	\$26.85
Typist Clerk I	26	\$19.00
Typist Clerk II	29	\$20.45
WIOA Employment Placement Specialist	29	\$20.45
Workforce Investment Act Career Technician	35	\$23.72
<b>INSTRUCTIONAL</b>		
Behavior Intervention Aide/Spec. Ed.	28	\$19.94
Bilingual-Biliterate/Generic	26	\$19.00
Bilingual-Biliterate/Spanish	26	\$19.00
Bilingual-Portuguese	26	\$19.00
Child Care Specialist	30	\$20.98
Ged Test Proctor	26	\$19.00
IA/Childhood Education	26	\$19.00
IA/Computer Assisted Instruction	26	\$19.00
IA/Curriculum Lab	26	\$19.00
IA/Elementary Physical Education	26	\$19.00
IA/Elementary Grade Level	26	\$19.00
IA/Secondary Grade Level	26	\$19.00
IA/Severely Handicapped/SH	26	\$19.00
IA/Special Education	26	\$19.00
IA/Visually Handicapped	26	\$19.00
IA/Voc./Special Education	26	\$19.00
Interpreter-Deaf/Hard of Hearing	58	\$41.85
Remedial Reading	26	\$19.00
ROP/Auto Body/Paint	26	\$19.00
School Community Liaison	28	\$19.94
Community Liaison/Bilingual-Spanish	28	\$19.94
Speech-Language Pathology Assistant	30	\$20.98
Testing Aide/Biling.-Bilit.	28	\$19.94
<b>NUTRITIONAL SERVICES</b>		
Central Kitchen Assistant I*	18	\$15.58
Central Kitchen Assistant II	23	\$17.65
Nutrition Eligibility Specialist	32	\$22.03
Nutrition Services Assistant I*	16	\$15.50
Nutrition Services Assistant II*	18	\$15.58
Nutrition Services Manager I	23	\$17.65
Nutrition Services Manager II	28	\$19.94
Nutrition Services Manager III	35	\$23.72
<b>NUTRITION SERVICES MANAGER ROVER</b>	30	\$20.98
<b>NUTRITION SERVICES PROFESSIONAL</b>	23	\$17.65
<b>NUTRITION SERVICES PROFESSIONAL/ROVER</b>	25	\$18.53
NS/Roving Mgr./Caterer/Central Kitchen Asst.	35	\$23.72
Nutrition Services Roving Assistant	20	\$16.38
<b>TECHNICAL</b>		
Athletic Trainer	42	\$28.20
Audio Visual/Computer Elec. Technician	52	\$36.08
Computer Operations Technician I	40	\$26.85
Computer Operations Technician II	46	\$31.15
District Videographer	40	\$26.85
Duplicating Department Clerk	27	\$19.44
Electronics Communication Systems Technician	51	\$35.22
Electronics Display Systems Technician	51	\$35.22
Electronics Security Systems Technician	51	\$35.22
Electronics Technician I	39	\$26.19



**Classified Substitute Salary Schedule**

Effective 01/01/2023

<b>TECHNICAL (cont.)</b>	<b>RANGE</b>	
Four-Color Specialist	38	\$25.53
Junior Database Administrator	51	\$35.22
Lead Duplicating Technician	41	\$27.51
Lead Electronics Technician	56	\$39.85
Lead Network Technician	60	\$44.00
Licensed Vocational Nurse	38	\$25.53
Public Information Officer	50	\$34.37
Network Support Technician	46	\$31.15
Network Technician	56	\$39.85
Offset Press Operator Spec.	35	\$23.72
Printer/Publisher Operator	35	\$23.72
Programmer I	41	\$27.51
Programmer Analyst I	51	\$35.22
Technology/Computer Assistant	32	\$22.03
Technology Technician	40	\$26.85
<b>MAINTENANCE/OPERATIONS</b>		
Custodian I	29	\$20.45
Custodian II	32	\$22.03
Custodian I/Carpet-Flooring	29	\$20.45
Custodian II/Carpet-Flooring	32	\$22.03
Custodian III/Carpet-Flooring	38	\$25.53
Custodian Specialist	38	\$25.53
Draftsperson	41	\$27.51
Energy/Resource Conservation Tech.	39	\$26.19
Groundsworker I	29	\$20.45
Groundsworker II	32	\$22.03
Groundsworker III	36	\$24.31
Grounds Equipment Operator II	34	\$23.13
Pesticide Appl./Grounds Equipment Operator II	36	\$24.31
Grounds Equipment Operator III	40	\$26.85
Heavy Grounds Equipment Operator II	34	\$23.13
Heavy Grounds Equipment Operator III	40	\$26.85
<b>Maintenance I</b>		
Carpenter	35	\$23.72
Electrician	35	\$23.72
Fire System Repair	32	\$22.03
General Maintenance	32	\$22.03
Heating/Ventilating Air Cond./Refrigeration	38	\$25.53
Locksmith	32	\$22.03
Painter	32	\$22.03
Plumber	38	\$25.53
Sheet Metal	32	\$22.03
Small Engine Repair	32	\$22.03
Welder	32	\$22.03
<b>Maintenance II</b>		
Carpenter	39	\$26.19
Electrician	39	\$26.19
Equipment Repair	36	\$24.31
Fire System Repair	36	\$24.31
General Maintenance	36	\$24.31
Heating/Ventilating Air Cond./Refrigeration	42	\$28.20
Locksmith	36	\$24.31
Painter	36	\$24.31

<b>MAINTENANCE/OPERATIONS (cont.)</b>	<b>RANGE</b>	
Plumber	42	\$28.20
Sheet Metal	36	\$24.31
Welder	36	\$24.31
<b>Maintenance III</b>		
Carpenter	43	\$28.89
Crafts Specialist	40	\$26.85
Electrician	46	\$31.15
Equipment Repair	40	\$26.85
Fire System Technician	40	\$26.85
Heating/Ventilating Air Cond./Refrigeration	46	\$31.15
Locksmith	46	\$31.15
Metal Worker/Welder	46	\$31.15
Painter	40	\$26.85
Plumber	46	\$31.15
Sheet Metal	40	\$26.85
Small Engine Repair	40	\$26.85
Welder	40	\$26.85
<b>Maintenance Leadworker</b>		
Carpenter	46	\$31.15
Electrician	46	\$31.15
Heating/Ventilating Air Cond./Refrigeration	49	\$33.51
Painter	43	\$28.89
Plumber	49	\$33.51
Maintenance Pool Technician	36	\$24.31
Maintenance Scheduler/Parts Fac.	42	\$28.20
Maintenance Sprinkler Tech. I	35	\$23.72
Maintenance Sprinkler Tech. II	39	\$26.19
Maintenance Sprinkler Tech. III	43	\$28.89
Office Machines Tech. I	32	\$22.03
Office Machines Tech. II	36	\$24.31
Office Machines Tech. III	40	\$26.85
Security Person	34	\$23.13
Senior Security Officer	36	\$24.31
Lead Storekeeper/Warehouse Delivery Person	39	\$26.19
Storekeeper	36	\$24.31
Maintenance Material/Equipment Facilitator	43	\$28.89
Warehouse and/or Delivery Worker	31	\$21.49
<b>TRANSPORTATION</b>		
Automotive Service Person	31	\$21.49
Bus Driver	35	\$23.72
Driver Trainer	40	\$26.85
Dispatcher/Scheduler	37	\$24.93
Mechanic I	35	\$23.72
Mechanic II	44	\$29.62
Mechanic III	46	\$31.15
Transportation Glazer/Upholster	40	\$26.85
<b>OTHER</b>		
AVID Tutor	NA	\$15.50
Playground Supervisor	21A	\$15.50
WIOA Student	NA	\$15.50

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** October 19, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: COMPENSATION INCREASE FOR CERTIFIED REGISTERED  
NURSE SUBSTITUTE SERVICES PROVIDED FOR SCHOOL  
NURSE EMPLOYEES**

=====

**BACKGROUND**

Pursuant to Education Code 44917, the Board of Education “shall classify as substitute employees those persons employed in positions requiring certification qualifications, to fill positions of regularly employed persons absent from service.” The District must provide a competitive salary to ensure it has an adequate and well-qualified pool of certificated substitutes.

The District currently provides a daily rate of \$180.00 for its school nurse certificated substitutes. Substitutes working on a long-term assignment receive a rate of \$200.00 per day. This rate becomes retroactive on the eleventh consecutive day worked in the same assignment. The proposed increase for school nurse substitutes would augment the daily rate to \$280.00, with a long-term assignment increase to a daily rate of \$300.00, for a substitute that is a certified registered nurse. A certified registered nurse that also holds a credential through the California Commission on Teacher Credentials (CTC) will receive a daily rate of \$380.00 and a long-term assignment will increase the daily rate to \$400.00. These new rates shall be effective October 20, 2023.

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

**RECOMMENDATION**

It is recommended the Board of Education approve a compensation increase for certified registered nurse substitute services provided for school nurse employees.

**FISCAL IMPACT**

The fiscal impact is unknown at this time due to the fluctuation of substitutes.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**October 5, 2023**

**MINUTES**

<b>I.        OPENING BUSINESS</b>
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**I.A.        CALL TO ORDER – 4:50 P.M.**

1. Roll Call

President Shaw called to order the regular meeting of the Board of Education, Thursday, October 5, 2023, at 4:50 p.m. with Bridge, Cruz, Monroe, Na, and Shaw present.

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Shaw adjourned to closed session at 4:40 p.m. regarding conference with legal counsel existing litigation: three cases: student discipline matters; public employee appointment: high school assistant principal; Director, Access & Equity; 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, Cruz, Monroe, Na, and Shaw present. The Board met in closed session from 4:50 p.m. to 5:42 p.m. regarding conference with legal counsel existing litigation: three cases: student discipline matters; public employee appointment: high school assistant principal and Director, Access & Equity; conference with labor negotiators: A.C.T. and CSEA; and public employee discipline/dismissal/release. The Board took the following action: appointed Todd Finkbiner as Director, Access & Equity 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 Bear.

**I.C. RECOGNITION**

1. Advanced Placement Research Exam Perfect Score: Ky-An Dinh and Lukas Cao, Ayala HS Students

President Shaw presented certificates to Ky-An Dinh and Lukas Cao in recognition of receiving perfect scores in the Advanced Placement Research Exam and being in the 1.26% of 2023 Advanced Placement Research Exam takers from around the world.

**I.D. STAFF REPORT**

1. Facilities, Planning, and Operations: Measure G Citizens' Oversight Committee 2022/2023 Annual Report

Art Bennett provided the Measure G Citizens Oversight Committee 2022/2023 Annual Report.

**I.E. COMMENTS FROM STUDENT REPRESENTATIVE**

Chloe Kubeldis congratulated Ayala HS students Ky-An Dinh and Lukas Cao for their perfect AP exam scores; congratulated Ayala HS student Zachary Chang for his achievement at a live debate tournament that qualified him for the *Tournament of Champions* to be held in Kentucky; reported on the recent Student Advisory Council meeting; spoke about upcoming high school homecoming activities; and announced the District's annual Career Fair on October 9 at Ayala HS.

**I.F. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

Brenda Walker, A.C.T. President, spoke about the purpose of function of school Board meetings; spoke about safety issues related to rodents on campuses; spoke about what is being done to increase the number of nurses and the number of fun club teachers and aides; asked for an update on what the District is doing to keep staff and students safe on campuses; spoke about a special education forum; and spoke about good faith negotiations with the District.

Danny Hernandez, CSEA President, recognized October 2 as National Custodian Day; and announced recipients of proceeds from CSEA's car show.

Emily Lao, CHAMP President, congratulated Todd Finkbiner on his position as the Director, Access & Equity; congratulated students who were recognized for their achievements; and said 416 Chino Valley USD students are being acknowledged by San Bernardino County for being on track to receive recognition for their biliteracy.

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

The following individuals addressed the Board: Matt Sprankle to thank the Board for the parental notification policy; Kristi Hirst regarding community input; Jennie Gorton regarding the adult school; Misty to speak against the personal attacks on President Shaw and encourage the Board to not give up; Len Beckman regarding Chino Valley families; Lisa Greathouse regarding ethical questions of the Board; Amanda Swager regarding Chino HS visits and effects of District policy on students; Eric Shamp regarding understanding students; Glory Ciccarelli regarding white privilege; Chantal Fox regarding the Bible; Byron Gonzalez regarding the current political climate; Rochelle Henare and La'maya Epps regarding being Black on campus; Agnes Mazur and anonymous regarding book bans; Mary Thisis and Christa Irwin regarding nurse concerns and staffing ratios; Stephanie Stabio, Priscilla Garcia, and Daniel Sarimento regarding Ayala HS pool reconstruction and repairs.

**I.H. CHANGES AND DELETIONS**

The following change was read into the record: Item III.D.2., Contractor/Consultant Services was yellow-sheeted.

<b>II. ACTION</b>
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**II.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****II.A.1. Public Hearing Regarding the Sufficiency of Instructional Materials 2023/2024 and Adoption of Resolution 2023/2024-16**

President Shaw opened the public hearing regarding the Sufficiency of Instructional Materials 2023/2024 at 7:30 p.m. There were no speakers, and the hearing was closed at 7:30 p.m. Moved (Na) seconded (Cruz) carried unanimously (5-0) to adopt Resolution 2023/2024-16. Student representative voted yes.

**II.B. HUMAN RESOURCES****II.B.1. Resolution 2023/2024-15, Week of the School Administrator**

Moved (Na) seconded (Bridge) carried unanimously (5-0) to adopt Resolution 2023/2024-15, Week of the School Administrator. Student representative voted yes.

<b>III. CONSENT</b>
---------------------

Items pulled for separate action: Andrew Cruz pulled item III.C.3. and Don Bridge pulled item III.D.2. Moved (Na) seconded (Bridge) carried unanimously (5-0) to approve the remainder of the consent items, as amended. Student representative voted yes.

**III.A. ADMINISTRATION****III.A.1. Minutes of the September 21, 2023 Regular Meeting**

Approved the minutes of the September 21, 2023 regular meeting.

**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 office of Tao Rossini, APC.

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

Approved the signature authorizations for Chino Valley Unified School District.

**III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****III.C.1. Student Expulsion Cases 23/24-01, 23/24-02, 23/24-05, 23/24-08, and 23/24-09**

Approved student expulsion cases 23/24-01, 23/24-02, 23/24-05, 23/24-08, and 23/24-09.

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

Approved/ratified the school-sponsored trips for Rolling Ridge ES, Chino HS, and Don Lugo HS.

**III.C.3. Proclamation for Red Ribbon Week, October 23-31, 2023**

Moved (Cruz) seconded (Bridge) carried unanimously (5-0) to adopt the proclamation for Red Ribbon Week, October 23-31, 2023. Student representative voted yes.

**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**

Moved (Shaw) seconded (Monroe) carried unanimously (5-0) to approve/ratify the Agreements for Contractor/Consultant Services, as amended. Student representative voted yes.

**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 for Bid No. 22-23-08F, Preserve II School—New Construction (BP 03-01)**

Approved the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 03-01).

**III.D.6. Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 31-01)**

Approved the Change Order for Bid No. 22-23-08F, Preserve II School—New Construction (BP 31-01).

**III.E. HUMAN RESOURCES**

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

Approved/ratified the certificated/classified personnel items.

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

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

**III.E.3. Student Fieldwork, Student Teaching, and Teaching Internship Agreements with Point Loma Nazarene University School of Education**

Approved the Student Fieldwork, Student Teaching, and Teaching Internship agreements with Point Loma Nazarene University School of Education.

**IV. INFORMATION****IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July Through September 2023**

Received for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for July Through September 2023.

**IV.B. HUMAN RESOURCES****IV.B.1. New Administrative Regulation 4119.12—All Personnel Title IX Sexual Harassment Complaint Procedures and Exhibit 4119.12—All Personnel Notice of Title IX Sexual Harassment Policy**

Received for information the new Administrative Regulation 4119.12—All Personnel Title IX Sexual Harassment Complaint Procedures and Exhibit 4119.12—All Personnel Notice of Title IX Sexual Harassment Policy.

**V. COMMUNICATIONS****BOARD MEMBERS AND SUPERINTENDENT**

Don Bridge said he attended the Don Lugo HS football game last Friday; announced that on October 14 Ayala HS is hosting its *16<sup>th</sup> Annual Music in Motion Band Field Show Tournament*; and asked Dr. Enfield for a brief explanation as to why there is a donation button on the District's website related to legal costs.

James Na asked for staff to review Ayala HS pool documents presented to the Board secretary; commented on Adult School concerns; spoke about student achievement; spoke about the concerns expressed by District nurses; and spoke about parents and stakeholders and providing quality education.

Jonathan Monroe asked Dr. Enfield for a safety report; congratulated Ky-An and Lukas for the perfect AP scores; said he attended Don Lugo HS's homecoming and commended the support the booster club has fostered; and invited student speakers to speak to him regarding their experiences at Ayala HS.



Andrew Cruz said he supports the Adult School concerns; said he thinks a water polo committee is a good idea; spoke about nurse ratios; announced *16<sup>th</sup> Annual Music in Motion Band Field Show Tournament* high school performance times; announced the District College Fair on October 9 at Ayala HS; shared an audio clip of Chino HS band music; shared student art and spoke about memories invoked by them and presented student Board representative Chloe with a gift to share with her friends to make memories; donated the book *I SPY* to Anna Borba; spoke about remembering people he has met since being on the Board since 2012; suggested using the Miller test, a Supreme Court ruling, to discern inappropriate materials in our schools; and said that he is proud to be himself and will do what he can to protect kids.

Superintendent Enfield made no comments.

President Shaw apologized to Ms. Swager for not being able to visit her classroom during her site visit; said that staff would meet with the water polo parents; said she and Dr. Enfield are looking into concerns raised related to choir; commended Ky-An and Lukas and their families; recognized custodians for the hard work they do to keep campuses clean; acknowledged the Board secretary for her work; spoke about invitations she receives from various site clubs; spoke about concerns related to internet safety; said she appreciates her site visits because it gives her a better insight; announced the next special education meeting scheduled for November; thanked the community for supporting her; spoke about untrue things on the internet creating hostile environments; clarified that she has been transparent and provided specific lists of inappropriate books at specific sites; said one or two pages of inappropriate materials shouldn't be available to our kids; read a passage from an inappropriate book found in our libraries; clarified the difference between book banning, inappropriate materials, and enrichment; and addressed and clarified the false allegations made by Mrs. Greathouse regarding District travel.

## **VI. ADJOURNMENT**

President Shaw adjourned the regular meeting of the Board of Education at 8:06 p.m.

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Sonja Shaw, President

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Andrew Cruz, Clerk

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 19, 2023

**TO:** Members, Board of Education

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

**SUBJECT: RESOLUTION 2023/2024-17, BOARD COMPENSATION FOR  
DON BRIDGE FOR SEPTEMBER 21, 2023 MISSED MEETING**

=====

**BACKGROUND**

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

This resolution recognizes that Don Bridge was absent from the September 21, 2023 regular meeting of the Board of Education due to a hardship deemed acceptable by the Board.

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2023/2024-17, Board Compensation for Don Bridge for September 21, 2023 Missed Meeting.

**FISCAL IMPACT**

None.

NE:pk

**RESOLUTION 2023/2024-17**  
**BOARD COMPENSATION FOR DON BRIDGE**  
**SEPTEMBER 21, 2023 MISSED MEETING**

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

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

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

**WHEREAS**, the Board finds that Don Bridge did not attend the September 21, 2023 Board meeting for the following reason(s):

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of the Chino Valley Unified School District approves compensation of the Board member for the September 21, 2023 missed meeting.

**APPROVED, PASSED, AND ADOPTED** this 19<sup>th</sup> day of October 2023 at a regular meeting, by the following vote:

Bridge	_____
Cruz	_____
Monroe	_____
Na	_____
Shaw	_____

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

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** October 19, 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**

\$6,649,081.47 to all District funding sources.

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** October 19, 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**  
**October 19, 2023**

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

**School**

**Organization**

Butterfield ES

PTA

Magnolia JHS

Music Boosters

Ayala HS

Grad Night '24

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** October 19, 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**  
**October 19, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Butterfield ES</u></b>		
PTA	Thankful Grams	11/6/23 - 11/10/23
PTA	Penny Wars	3/4/24
<b><u>Country Springs ES</u></b>		
PFA	Gobble Grams	10/30/23 - 11/17/23
<b><u>Eagle Canyon ES</u></b>		
PTA	Holiday Boutique	12/5/23 - 12/7/23
<b><u>Liberty ES</u></b>		
ASB - 4th Grade	Jog-a-Thon Donations	10/20/23 - 10/24/23
<b><u>Newman ES</u></b>		
ASB - General	Smencils	10/30/23 - 12/4/23
ASB - General	Fall School Grams	11/1/23 - 11/13/23
<b><u>Briggs K-8</u></b>		
PFA	Scholastic Book Fair	10/23/23 - 6/1/24
<b><u>Canyon Hills JHS</u></b>		
ASB - General	Pizza Combo & Dance	10/27/23
<b><u>Magnolia JHS</u></b>		
ASB - General	Penny Drive	10/23/23 - 10/27/23
Music Boosters	Pledge Drive	10/1/23 - 5/30/24
<b><u>Ayala HS</u></b>		
ASB - Foster Love	7 Leaves Café	10/20/23
ASB - South Asian Culture Club	Henna	10/20/23 - 11/10/23
Grad Night Boosters '24	Crumb! Cookie	10/20/23 - 4/1/24
Grad Night Boosters '24	Thinknlocal	10/20/23 - 4/1/24
ASB - Debate	Chipotle Dine Out	10/21/23 - 10/24/23
ASB - Find Kind Club	Ding Tea	10/23/23



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**October 19, 2023**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Ayala HS (cont.)</u></b>		
Cross Country Boosters	Hoka Postal Nationals Concessions	10/28/23
ASB - Debate	Donation Drive	10/29/23 - 5/23/24
Grad Night Boosters '24	Active Socks	11/1/23 - 2/1/24
<b><u>Chino HS</u></b>		
ASB - Link Crew	Movie Night	11/3/23
ASB - Makers Club	3D Print	10/20/23 - 4/30/24
Sports Boosters	Raising Cane's	10/26/23
<b><u>Chino Hills HS</u></b>		
Music Boosters	Double Good Popcorn	10/25/23 - 10/29/23
<b><u>Don Lugo HS</u></b>		
ASB - Volleyball	Thinknlocal	10/20/23
ASB - Hearts for Heroes	Dine Outs	10/20/23 - 5/30/24
ASB - Wish You Well Club	Grams	11/1/23 - 4/30/24
Grad Night Boosters	Mountain Mike's	11/2/23 - 11/3/23

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** October 19, 2023  
**TO:** Members, Board of Education  
**FROM:** Norm Enfield, Ed.D., Superintendent  
**PREPARED BY:** Sandra H. Chen, Associate Superintendent, Business Services  
Liz Pensick, Director, Fiscal Services  
**SUBJECT: DONATIONS**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

It is recommended the Board of Education accept the donations.

**FISCAL IMPACT**

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

NE:SHC:LP:lf

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**October 19, 2023**

<b><u>DEPARTMENT/SITE DONOR</u></b>	<b><u>ITEM DONATED</u></b>	<b><u>APPROXIMATE VALUE</u></b>
<b><u>Office of Assessment &amp; Instructional Technology</u></b>		
Starbucks Central	Gift Basket of Coffee Goods	\$50.00
Starbucks Grand	Gift Basket of Coffee Goods	\$50.00
Trader Joe's	Gift Basket Goods	\$50.00
ThinkWrite Technologies	Gaming Headset	\$80.00
Starbucks Soquel Canyon	Coffee Cambro	\$100.00
Renaissance Learning, Inc.	Various SWAG Items	\$100.00
Chino Valley Chamber of Commerce	Golf Course Passes x 2	\$150.00
	Angel Hats x 2	
IPEVO	IPEVO Creator's Edition	\$170.00
	USB Document Camera	
ClassLink, Inc.	Cash	\$500.00
QUIZZZ	QUIZZZ Premium Accounts x 3	\$1,728.00
<b><u>Don Lugo HS</u></b>		
Carol Brodack	Cash	\$200.00
Dr. Lally	Cash	\$4,800.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** October 19, 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 23/24-13, 23/24-15, 23/24-18, AND 23/24-21**

=====

**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 23/24-13, 23/24-15, 23/24-18, and 23/24-21.

**FISCAL IMPACT**

None.

NE:HF:SJ:kd

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** October 19, 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 TRIP**

=====

**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 trip for:

<b>School-Sponsored Trip</b>	<b>Date</b>	<b>Fiscal Impact</b>
Site: Wickman ES Event: Three Oaks Outdoor Science School Place: Twin Peaks, CA Chaperone: 118 students/12 chaperones	January 9-12, 2024	Cost: \$344.00 per student Funding Source: Parents

**FISCAL IMPACT**

None.

NE:HF:gks

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** October 19, 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**

\$5,062,467.57 to all District funding sources.

NE:GJS:kc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** October 19, 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

<b>SUPERINTENDENT</b>	<b>FISCAL IMPACT</b>
<b>S-2324-007 Robert K Wiltsey, Jr dba School Shine.</b> To provide production of one Measure G update video, one BST video, graduation videos, and two additional productions TBD. Submitted by: Superintendent Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$18,290.33  Funding source: General
<b>S-2324-008 Sprout Social Inc.</b> To provide social media management to optimize social media publishing, and analytics for the District. Submitted by: Communications Duration of Agreement: October 18, 2023 - October 18, 2024	Contract amount: \$2,700.00  Funding source: General

<b>CALIFORNIA DEPARTMENT OF EDUCATION</b>	<b>FISCAL IMPACT</b>
<b>CDE GRANT 23-14332-6767-00 California Department of Education, Fiscal Administrative Services Division.</b> To provide support services for identified McKinney-Vento students. Submitted by: Health Services/McKinney-Vento EHCY Program Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: \$134,532.89  Funding source: Education for Homeless Children and Youth Grant

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-2324-134 Lexia Learning Systems, LLC.</b> To provide Lexia Core5 reading student subscription. Submitted by: Litel ES Duration of Agreement: September 1, 2023 - August 31, 2024	Contract amount: \$5,460.00  Funding source: General Fund
<b>CIIS-2324-135 Ponzuric Learning Solutions.</b> To provide in person training, live virtual training, small group coaching, remote consultation, memberships. Submitted by: Special Education/Behavior Intervention Duration of Agreement: October 19, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: LCAP
<b>CIIS-2324-136 IXL Learning, Inc.</b> To provide upgrade IXL site license (grades 4-6) 250 students, and add science and social studies access. Submitted by: Country Springs ES Duration of Agreement: October 20, 2023 - August 12, 2024	Contract amount: \$1,375.00  Funding source: Arts/Music Block Grant
<b>CIIS-2324-137 Marzano Resources.</b> To provide professional development. Submitted by: Chino Hills HS Duration of Agreement: August 7, 2023 - June 30, 2024	Contract amount: \$39,000.00  Funding source: ESSER



<b>FACILITIES, PLANNING, AND OPERATIONS</b>	<b>FISCAL IMPACT</b>
<b>F-2324-044 San Bernardino County Fire Protection District.</b> To provide disposal of hazardous waste material. Submitted by: Maintenance & Operations Duration of Agreement: July 1, 2023 - June 30, 2024	Contract amount: Per Rate Sheet  Funding source: General Fund
<b>F-2324-045 Elite Modular Leasing &amp; Sales, Inc.</b> To provide 3-year lease of two (2) 24'x40' relocatable modular buildings, serial numbers 37261-37362 (CPX-201691) and 37311-37312 (CPX-201696). Submitted by: Facilities, Planning & Operations Duration of Agreement: January 1, 2024 - December 31, 2026	Contract amount: \$52,200.00  Funding source: Capital Facilities
<b>F-2324-046 Eide Bailly, LLP.</b> To provide performance audit of the Non-Financial Hardship projects at Litel ES, Cattle ES, Oak Ridge ES, Rolling Ridge ES, Country Springs ES, and Ayala HS in accordance with the compliance requirements of Section 8 of Article II of the California Constitution (Proposition 51). Submitted by: Facilities, Planning & Operations Duration of Agreement: July 1, 2023 - June 30, 2025	Contract amount: \$48,000.00  Funding source: Fund 21
<b>F-2324-047 Davis Demographics MGT, LLC.</b> To provide SIS Address Directory. Submitted by: Technology Duration of Agreement: November 1, 2023 - October 31, 2024	Contract amount: \$2,995.00  Funding source: General Fund

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2324-059 Marc Griffiths.</b> To provide motivational speaker, and ventriloquist show assemblies. Submitted by: Rhodes ES Duration of Agreement: September 1, 2023 - June 30, 2026	Contract amount: Per Invoice  Funding source: ASB/USB/PFA/PTA/PEP/Boosters
<b>MC-2324-060 Guac N Roll Foods dba Guac N Roll Tacos.</b> To provide food truck. Submitted by: Cal Aero Preserve Academy Duration of Agreement: October 20, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: Various
<b>MC-2324-061 Brock Edward Satterthwaite dba Brock Edwards.</b> To provide illusion shows, comedy magic shows, and assemblies. Submitted by: Country Springs ES Duration of Agreement: October 20, 2023 - June 30, 2026	Contract amount: Per Rate Sheet  Funding source: ASB/USB/PFA/PTA/PEP/Boosters
<b>MC-2324-062 Fuego Me Up</b> To provide food truck. Submitted by: Cal Aero Preserve Academy Duration of Agreement: October 20, 2023 - June 30, 2024	Contract amount: Per Rate Sheet  Funding source: ASB/USB/PFA/PTA/PEP/Boosters

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-2324-063 FasTrak Productions</b> To provide DJ services at school events. Submitted by: Cal Aero Preserve Academy Duration of Agreement: October 20, 2023 - June 30, 2024	Contract amount: Per Rate Sheet  Funding source: ASB/USB/PFA/PTA/PEP/Boosters

<b>APPROVED CONTRACTS TO BE AMENDED</b>	<b>AMENDMENT</b>
<b>CIIS-2324-085 Nuestra Escuelita Spanish Academy.</b> To provide Spanish enrichment. Submitted by: Anna Borba Duration of Agreement: August 1, 2023 - June 30, 2024 Original Board Approval: June 15, 2023	Contract amount: \$33,246.00  Increase contract amount from \$7,026.00 to \$33,246.00 for a full year of Spanish enrichment classes.  Funding source: Title 1
<b>CIIS-2324-125 Wendy Wiechel Murawski dba 2Teach Global, LLC.</b> To provide professional development. Submitted by: Chino HS Duration of Agreement: September 21, 2023 - May 28, 2024 Original Board Approval: September 21, 2023	Contract amount: \$8,000.00  Change contract amount from \$20,000.00 to \$8,000.00 due to clerical error, and revise the end date from May 28, 2023, to May 28, 2024.  Funding source: Title 1
<b>RFP-20-21-03 Visser Bus Services.</b> To provide charter bus services. Submitted by: Purchasing Duration of Agreement: November 5, 2020 - November 5, 2023 Original Board Approval: November 5, 2020	Contract amount: Per Rate Sheet  To correct end date from June 30, 2023, to November 5, 2023.  Funding source: Various

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 19, 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](mailto:Anna_Hamilton@chino.k12.ca.us). Equipment that is not transferred to another site/department will be taken before the Governing Board for approval to surplus/dispose. A work order should be submitted via School Dude for surplus to be scheduled for pick up. Items over \$500 and purchased with Restricted Funds should be marked with an asterisk (\*).

School Site/Department	Glenmeade Elementary School	Date Submitted:	09/26/2023
Site Contact & Extension	Kylene Valles – ext. 8575		

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
Refridgerator	Whirlpool	PY0220599	30747	<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
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## CHINO VALLEY UNIFIED SCHOOL DISTRICT SURPLUS / OBSOLETE EQUIPMENT LIST

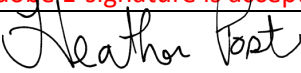
Purchasing Use Only

Board Approval Date

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

School Site/Department	Jeanne Sexton/Jose Aguilar	Date Submitted:	9-25-23
Site Contact & Extension	X7247		

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
AV Equipment	Yamaha Portatone Electric Keyboards, QTY 28	Model PSR E313	N/A	<input type="checkbox"/>
AV Equipment	On Stage brand Keyboard stands, QTY 30	N/A	N/A	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/>
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"/>
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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"/>

## CHINO VALLEY UNIFIED SCHOOL DISTRICT

### Our Motto:

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

**DATE:** October 19, 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. \* Indicates that this project had a bond deficiency.

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Fund Source	Completion Date
CC2024-07	Wickman ES MPR Projector and Audio Visual Replacement Project	Ireland Sound Systems, Inc.	\$43,671.94	N/A	\$43,671.94	01	September 15, 2023
CC2024-19	Marshall ES MPR Drinking Fountain Drain Repair	Frasca Plumbing Company	\$23,849.12	N/A	\$23,849.12	01	August 29, 2023
CC2024-22	Adult School Irrigation Wire Repair	Hernandez Landscaping, Inc.	\$13,000.00	N/A	\$13,000.00	11	September 18, 2023
CC2024-35	Eagle Canyon ES ViewSonic Installation	TDV Innovations, Inc.	\$49,500.00	N/A	\$49,500.00	01	September 23, 2023
CC2024-43*	Wickman ES Playground Shade Structure	USA Shade Structures, Inc.	\$56,330.06	N/A	\$56,330.06	01	September 25, 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**

\$117,021.03 to General Fund 01

\$13,000.00 to Adult Education Fund 11

\$56,330.06 to Measure G Fund 21

NE:GJS:ms

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** October 19, 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. 22-23-31F, DON LUGO HS SOFFIT REPAIR**

=====

**BACKGROUND**

On June 1, 2023, the Board of Education awarded Bid No. 22-23-31F, Don Lugo HS Soffit Repair to Caston, 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	Caston, Inc.	(\$25,000.00)
	Bid Amount:	\$808,585.00
	Revised Total Project Amount:	\$783,585.00
	Retention Amount:	\$39,179.25

The change order results in a net decrease of \$25,000.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on August 11, 2023.

Documentation indicating satisfactory completion and compliance with specifications has been obtained from the following individuals: Kirk Jesse, DSA Inspector of Record, Robert Lavey, PBK Architects, and Sam Sousa, CVUSD Construction Coordinator.

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. 22-23-31F, Don Lugo HS Soffit Repair.

### **FISCAL IMPACT**

(\$25,000.00) Measure G Fund 21.

NE:GJS



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

## CHANGE ORDER

Date: 9/20/23 BID/ CUPCCAA #: 22-23-31F Change Order #: 1  
Project Title: Don Lugo HS Soffit Repair  
Owner: Chino Valley Unified School District DSA Application #: 04-121824 DSA File #: 36-H3  
Architect: PBK Architects Contractor: Caston, 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:	Deductive change order
	Reason:	Unused Allowance
	Document Ref:	
	Requested by:	CVUSD
	Change in Contract Sum:	(\$25,000.00)
	Time Extension:	0

### CONTRACT SUMMARY

The original contract amount was:	<u>\$808585.00</u>
Previously approved change order amount(s):	<u></u>
The contract amount will be increased/decreased by this Change Order:	<u>(\$25,000.00)</u>
The new contract amount including this change order will be:	<u>\$783,585.00</u>
The original contract completion date was:	<u>08/11/2023</u>
Previously approved Change Order for contract time:	<u>0</u>
The contract time will be increased by this Change Order:	<u>0</u>
The date of completion as a result of this Change Order is:	<u>08/11/2023</u>

### APPROVED BY:

David Haight, Caston Inc.  
Contractor

David Haight

Signature

9/22/2023  
Date

Kirk Jesse, TYR  
DSA Inspector of Record (if applicable)

Kirk Jesse  
Digitally signed by Kirk Jesse  
Date: 2023.09.27  
08:03:10-07'00'

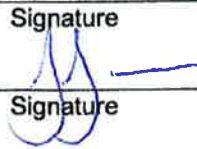


Signature

09/27/2023  
Date

Bob Lavey, PBK Architects  
Architect / Engineer (if applicable)

Signature

9.25.2023  
Date

Construction / Project Manager	Signature	Date
Authorized Department Head (if applicable)	Signature	Date
Director, Technology (if applicable)	Signature	Date
Sam Sousa CVUSD Project Manager	 Signature	9/29/23 Date
Martin Silveira Director, Maintenance & Operations (if applicable)	Signature	Date
Beverly Beemer Director, Planning (if applicable)	 Signature	9/29/2023 Date
Greg Stachura Owner (Authorized Agent)	 Signature	9/29/23 Date

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 19, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR BID NO. 22-23-32F, AYALA HS AND BRIGGS K-8 PAINTING PROJECT**

=====

**BACKGROUND**

On June 1, 2023, the Board of Education awarded Bid No. 22-23-32F, Ayala HS, and Briggs K-8 Painting Project to AM Painting, 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	AM Painting, Inc.	\$34,380.00
	Bid Amount:	\$484,800.00
	Revised Total Project Amount:	\$519,180.00
	Retention Amount:	\$25,959.00

The change order results in a net increase of \$34,380.00 to the construction cost and no days added to the contract time. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on September 15, 2023.

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

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

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

### **RECOMMENDATION**

It is recommended the Board of Education approve the Change Order and Notice of Completion for Bid No. 22-23-32F, Ayala HS and Briggs K-8 Painting Project.

### **FISCAL IMPACT**

\$34,380.00 Measure G Fund 21.

NE:GJS:ms



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

## CHANGE ORDER

Date: September 20, 2023 BID/ CUPCAA #: 22-23-32F Change Order #: 01  
 Project Title: Ayala HS and Briggs Painting Project  
 Owner: Chino Valley Unified School District DSA Application #: NA DSA File #: NA  
 Architect: NA Contractor: AM Painting, Inc. dba AM Contractors, 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: Additional painting required for front of school  
 Reason: Prep, prime, and paint street view cap flashing, six red squares and entry roof at administration building.  
 Document Ref: Change Order Request #2  
 Requested by: Chino Valley USD  
 Change in Contract Sum: \$34,380.00  
 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:

## PROJECT SUMMARY

Location	Original Contract Amount	Previous Change Orders	This Change Order	Revised Amount
Ayala HS	\$369,400.00	\$0.00	\$34,380.00	\$403,780.00
Briggs	\$115,400.00	\$0.00	\$0.00	\$115,400.00
<b>Totals:</b>	<b>\$484,800.00</b>	<b>\$0.00</b>	<b>\$34,380.00</b>	<b>\$519,180.00</b>

## CONTRACT SUMMARY

The original contract amount was: \$484,800.00

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

The contract amount will be **increased** by this Change Order: \$34,380.00

The new contract amount including this change order will be: \$519,180.00




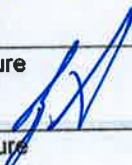
The original contract completion date was: XX/XX/XXXX

Previously approved Change Order for contract time: XX days

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

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

## APPROVED BY:

Ante I Marjanovic, President Contractor	 Signature	09/21/2023 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
Carlos Camarena CVUSD Project Manager	 Signature	9/25/2023 Date
Martin Silveira Director, Maintenance & Operations (if applicable)	 Signature	9/25/23 Date
Director, Planning (if applicable)	Signature	Date
Greg Stachura Owner (Authorized Agent)	 Signature	9/25/23 Date

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 19, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: RESOLUTION 2023/2024-19, AUTHORIZATION TO UTILIZE A PIGGYBACK CONTRACT**

=====

**BACKGROUND**

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

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

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

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

Resolution	Contract	Contractor	Description	Term
2023/2024-19	Waterford Unified School District Bid #01/22 School Bus(es)	A-Z Bus Sales	School Buses	11/3/2021-12/31/2023

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



## **RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2023/2024-19, Authorization to Utilize a Piggyback Contract.

## **FISCAL IMPACT**

Unknown.

NE:GJS:kc

**Chino Valley Unified School District  
Resolution 2023/2024-19  
Authorization to Utilize the Waterford Unified School District Bid #01/22  
School Bus(es) With A-Z Bus Sales  
to Purchase School Buses  
Through the Piggyback Contract**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure school buses for the District;

**WHEREAS**, Waterford Unified School District currently has a piggyback contract, Bid #01/22 School Bus(es), in accordance with Public Contract Code 20118 with A-Z Bus Sales, that contains the materials, supplies, equipment and/or other personal property the District currently requires;

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

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

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of school buses through the piggyback contract procured by the Waterford Unified School District Bid #01/22 School Bus(es).

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

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

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of school buses through the piggyback contract originally procured by the Waterford Unified School District Bid #01/22 School Bus(es) is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of school buses in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the Waterford Unified School District Bid #01/22 School Bus(es).

Section 4. Other Actions. The Superintendent or his designee are each hereby

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

Section 5. Effective Date. This resolution shall be effective as of November 3, 2021, for the term ending December 31, 2023.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 19th day of October 2023 by the following vote:

Bridge	_____
Cruz	_____
Monroe	_____
Na	_____
Shaw	_____

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

---

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

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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

**DATE:** October 19, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS**

=====

**BACKGROUND**

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

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

NE:LF:JD:JO:jw

**CERTIFICATED PERSONNEL**

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

JEWELL, Patricia	Program Specialist	Special Education	12/02/2023
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**HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2023/2024 SCHOOL YEAR****APPOINTMENT**

BALLARD, Ryan	Special Education Teacher	Butterfield Ranch ES	10/20/2023
HERNANDEZ, Noemi	SAI Early Childhood Ed. Teacher	Walnut ES	10/20/2023
Fogg, Caitlin	Elementary Teacher	Wickman ES	10/27/2023
Lee, Timothy M.	Science Teacher	Woodcrest JHS	10/20/2023
DELLOSA, Amy	Intervention Counselor K-12	Chino Hills HS	10/20/2023
WEBB-WILLIAMS, Demaree	Special Education Teacher	Chino Hills HS	09/15/2023

**TEACHER INDUCTION MENTORS 2023/2024 SCHOOL YEAR**

FINNERAN-HOFMANN, Susan	Teacher Induction Mentor	Chaparral ES	10/21/2023
PARGA, Marcia	Teacher Induction Mentor	Cortez ES	10/21/2023
BONDOC, Charlotte	Teacher Induction Mentor	Eagle Canyon ES	10/21/2023
DEMING, Abigail	Teacher Induction Mentor	Eagle Canyon ES	10/21/2023
MATA, Connie	Teacher Induction Mentor	Eagle Canyon ES	10/21/2023
ROSENBAUM, Lindsay	Teacher Induction Mentor	Eagle Canyon ES	10/21/2023
LAGUNAS, Silva	Teacher Induction Mentor	Glenmeade ES	10/21/2023
MURRAY, Alecia	Teacher Induction Mentor	Liberty ES	10/21/2023
SALAZAR, Matt	Teacher Induction Mentor	Liberty ES	10/21/2023
STEINBRENK, Ann	Teacher Induction Mentor	Litel ES	10/21/2023
ESCOBEDO, Maggie	Teacher Induction Mentor	Marshall ES	10/21/2023
WHITE, Kelsey	Teacher Induction Mentor	Marshall ES	10/21/2023
LONG, Amanda	Teacher Induction Mentor	Newman ES	10/21/2023
DAVIS, Mary	Teacher Induction Mentor	Rhodes ES	10/21/2023
BUFFINGTON-HUNTER, Carrie	Teacher Induction Mentor	Walnut ES	10/21/2023
BERTELLO, Amber	Teacher Induction Mentor	Wickman ES	10/21/2023
SPRAGUE, Shelly	Teacher Induction Mentor	Wickman ES	10/21/2023
TEDESCO, Tammy	Teacher Induction Mentor	Wickman ES	10/21/2023
OLSEN, Miki	Teacher Induction Mentor	Briggs K-8	10/21/2023
LEE, Alice	Teacher Induction Mentor	Cal Aero K-8	10/21/2023
SAVAGE, Lara	Teacher Induction Mentor	Cal Aero K-8	10/21/2023
LANE, Cheryl	Teacher Induction Mentor	Canyon Hills JHS	10/21/2023
MARTY, Rachel	Teacher Induction Mentor	Magnolia JHS	10/21/2023
AGUIRRE, Tricia	Teacher Induction Mentor	Townsend JHS	10/21/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**TEACHER INDUCTION MENTORS 2023/2024 SCHOOL YEAR** (cont.)

KUNISHIMA, John	Teacher Induction Mentor	Townsend JHS	10/21/2023
GARCIA, Lisa	Teacher Induction Mentor	Ayala HS	10/21/2023
GUO, Lin	Teacher Induction Mentor	Ayala HS	10/21/2023
LUCZ, Pam	Teacher Induction Mentor	Ayala HS	10/21/2023
MCKEE, Randi	Teacher Induction Mentor	Ayala HS	10/21/2023
ROSA, Karen	Teacher Induction Mentor	Ayala HS	10/21/2023
ROUCHON, Joy	Teacher Induction Mentor	Ayala HS	10/21/2023
YEH, Wei	Teacher Induction Mentor	Ayala HS	10/21/2023
NEWCOMB, James	Teacher Induction Mentor	Buena Vista HS	10/21/2023
VEGA, Maria	Teacher Induction Mentor	Buena Vista HS	10/21/2023
BUTLER, Debbie	Teacher Induction Mentor	Chino HS	10/21/2023
HERNANDEZ, Robyn	Teacher Induction Mentor	Chino Hills HS	10/21/2023
LINDEMULDER, Char	Teacher Induction Mentor	Chino Hills HS	10/21/2023
MANSOUR, Menrit	Teacher Induction Mentor	Chino Hills HS	10/21/2023
SCHEMPP, Michelle	Teacher Induction Mentor	Chino Hills HS	10/21/2023
WILLIAMS, Bridgette	Teacher Induction Mentor	Chino Hills HS	10/21/2023
ARMIGO, Michelle	Teacher Induction Mentor	Don Lugo HS	10/21/2023
BROWN, Jamie	Teacher Induction Mentor	Don Lugo HS	10/21/2023
YU, Sophie	Teacher Induction Mentor	Don Lugo HS	10/21/2023
ARREY, Amanda	Teacher Induction Mentor	District Office	10/21/2023
BAKER, Andrea	Teacher Induction Mentor	District Office	10/21/2023
GARCIA, Heather	Teacher Induction Mentor	District Office	10/21/2023
GOSS, Heidi	Teacher Induction Mentor	District Office	10/21/2023
IVES, Kris	Teacher Induction Mentor	District Office	10/21/2023
MENDOZA, Alejandra	Teacher Induction Mentor	District Office	10/21/2023
MENDOZA, Norma	Teacher Induction Mentor	District Office	10/21/2023
NOFFSINGER, Mike	Teacher Induction Mentor	District Office	10/21/2023
SHERZADA, Alison	Teacher Induction Mentor	District Office	10/21/2023
STRADLING, Sandra	Teacher Induction Mentor	District Office	10/21/2023
WAY, Jenni	Teacher Induction Mentor	District Office	10/21/2023
REYNOLDS, Vicki	Teacher Induction Mentor	Human Resources	10/21/2023

**APPOINTMENT - EXTRA DUTY**

DONOHU, Julie	Track (GF)	Briggs K-8	10/05/2023
DONOHU, Julie	Volleyball (GF)	Briggs K-8	10/05/2023
GARCIA, Briana	100 Mile Club (GF)	Briggs K-8	
SILVA, Michael	Boys Basketball (GF)	Briggs K-8	09/27/2023
TROUT, Lynda	100 Mile Club (GF)	Briggs K-8	10/04/2023
DURAN, Emily	Girls Basketball (GF)	Cal Aero K-8	10/03/2023
SANDERS, Marshall	Volleyball (GF)	Cal Aero K-8	09/28/2023
SANDERS, Marshall	Boys Basketball (GF)	Cal Aero K-8	09/28/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT - EXTRA DUTY</u></b> (cont.)			
THOMAS, Janet	Girls Basketball (GF)	Cal Aero K-8	10/02/2023
HOOTON, Christopher (NBM)	Boys Basketball (GF)	Canyon Hills JHS	09/27/2023
JENKINS, Elizabeth	Color Guard (GF)	Magnolia JHS	10/10/2023
FREDERICKS, Kathryn	Girls Basketball (GF)	Townsend JHS	10/04/2023
HUTCHINS, Kelly	Girls Basketball (GF)	Townsend JHS	10/03/2023
SANDINO, Stephanie	Track (GF)	Townsend JHS	10/02/2023
GOMEZ, James (NBM)	Wrestling (GF)	Chino Hills HS	10/13/2023
CORONA, Jake (NBM)	Soccer (B)	Don Lugo HS	09/29/2023

TOTAL: \$23,795.66

**APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR**

ARVIZU-QUIROZ, Hilda	TK-1 Grade Level Chair	Borba ES	10/20/2023
CRAFT, Jerri Lynn	TK-1 Grade Level Chair	Borba ES	10/20/2023
DUARTE, Kim	2-3 Grade Level Chair	Borba ES	10/20/2023
GRACIA, Valerie	4-6 Grade Level Chair	Borba ES	10/20/2023
TELLEZ, Tiffany	4-6 Grade Level Chair	Borba ES	10/20/2023
CISNEROS-ALBA, Melissa	4-6 Grade Level Chair	Butterfield Ranch ES	10/20/2023
JAMES, Maria	4-6 Grade Level Chair	Butterfield Ranch ES	10/20/2023
KRUEGER, Kelly	2-3 Grade Level Chair	Butterfield Ranch ES	10/20/2023
LYCKLAMA, Tania	TK-1 Grade Level Chair	Butterfield Ranch ES	10/20/2023
REYES, Kelly	TK-1 Grade Level Chair	Butterfield Ranch ES	10/20/2023
SCHULTZ, Patricia	TK-1 Grade Level Chair	Butterfield Ranch ES	10/20/2023
THOMPSON, Jennifer	2-3 Grade Level Chair	Butterfield Ranch ES	10/20/2023
CONTRERAS, Carrie	TK - 1 Grade Level Chair	Cattle ES	10/20/2023
DALTON, April	4 - 6 Grade Level Chair	Cattle ES	10/20/2023
DENNARD, Eric	2 - 3 Grade Level Chair	Cattle ES	10/20/2023
FLORES, Aileen	4 - 6 Grade Level Chair	Cattle ES	10/20/2023
HIPPEN, Denise	4 - 6 Grade Level Chair	Cattle ES	10/20/2023
KOOISTRA, Shannon	2 - 3 Grade Level Chair	Cattle ES	10/20/2023
BHAKTA, Hemali	4-6 Grade Level Chair	Chaparral ES	10/20/2023
CLAUSEN, Traci	TK-1 Grade Level Chair	Chaparral ES	10/20/2023
FINNERAN-HOFMANN, Susan	4-6 Grade Level Chair	Chaparral ES	10/20/2023
FOSS, Raechel	2-3 Grade Level Chair	Chaparral ES	10/20/2023
GRIEGO, Samantha	4-6 Grade Level Chair	Chaparral ES	10/20/2023
HANGER, Francisca	TK-1 Grade Level Chair	Chaparral ES	10/20/2023
SIROTA, Valerie	2-3 Grade Level Chair	Chaparral ES	10/20/2023
BHAKTA, Hemali	4-6 Grade Level Chair	Chaparral ES	10/20/2023
BARTEL, Mari	2 - 3 Grade Level Chair	Cortez ES	10/20/2023
FELLER, Emily	TK - 1 Grade Level Chair	Cortez ES	10/20/2023
GOSSETT, Natasha	4 - 6 Grade Level Chair	Cortez ES	10/20/2023
LAMB, Arlene	2 - 3 Grade Level Chair	Cortez ES	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

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

PARGA, Marcia	4 - 6 Grade Level Chair	Cortez ES	10/20/2023
PIASECKYJ, Nina	TK - 1 Grade Level Chair	Cortez ES	10/20/2023
CABRAL, Israel	4-6 Grade Level Chair	Country Springs ES	10/20/2023
CACHO, Debra	TK-1 Grade Level Chair	Country Springs ES	10/20/2023
CHUN, Esther	TK-1 Grade Level Chair	Country Springs ES	10/20/2023
FALLS, Melissa	4-6 Grade Level Chair	Country Springs ES	10/20/2023
HALL, Jennifer	TK-1 Grade Level Chair	Country Springs ES	10/20/2023
KEUNING, Kristi	4-6 Grade Level Chair	Country Springs ES	10/20/2023
KILLAM, Amy	2-3 Grade Level Chair	Country Springs ES	10/20/2023
SHULER, Laurie	2-3 Grade Level Chair	Country Springs ES	10/20/2023
CAHILL, Denice	4 - 6 Grade Level Chair	Dickey ES	10/20/2023
DELEEUW, Christina	TK - 1 Grade Level Chair	Dickey ES	10/20/2023
DURAN, Kathleen	4 - 6 Grade Level Chair	Dickey ES	10/20/2023
HUBBARD, Amanda	2 - 3 Grade Level Chair	Dickey ES	10/20/2023
ROGERS, Kelly	TK - 1 Grade Level Chair	Dickey ES	10/20/2023
WHITE, Justin	2 - 3 Grade Level Chair	Dickey ES	10/20/2023
WILLIAMS, Amber	4 - 6 Grade Level Chair	Dickey ES	10/20/2023
ALVO, Samantha	4-6 Grade Level Chair	Dickson ES	10/20/2023
BAEZA, Art	4-6 Grade Level Chair	Dickson ES	10/20/2023
BILOON, Jody	2-3 Grade Level Chair	Dickson ES	10/20/2023
FLEMING, Kristine	TK-1 Grade Level Chair	Dickson ES	10/20/2023
JACKSON, Christa	TK-1 Grade Level Chair	Dickson ES	10/20/2023
MCCONNELL, Kristin	4-6 Grade Level Chair	Dickson ES	10/20/2023
DEMING, Abigail	2-3 Grade Level Chair	Eagle Canyon ES	10/20/2023
EGAN, Madison	4-6 Grade Level Chair	Eagle Canyon ES	10/20/2023
ENGEL-RODRIGUEZ, Leann	4-6 Grade Level Chair	Eagle Canyon ES	10/20/2023
LEE, John	2-3 Grade Level Chair	Eagle Canyon ES	10/20/2023
MCDERMOTT, Megan	2-3 Grade Level Chair	Eagle Canyon ES	10/20/2023
MEJIA, Stephanie	TK-1 Grade Level Chair	Eagle Canyon ES	10/20/2023
SUMMERFORD, Karin	TK-1 Grade Level Chair	Eagle Canyon ES	10/20/2023
VELEZ-LYNCH, Arcelia	4-6 Grade Level Chair	Eagle Canyon ES	10/20/2023
FRIESEN, Sandra	4-6 Grade Level Chair	Glenmeade ES	10/20/2023
KERN, Kristen	2-3 Grade Level Chair	Glenmeade ES	10/20/2023
LANE, Vivi	2-3 Grade Level Chair	Glenmeade ES	10/20/2023
LAU, Eva	TK-1 Grade Level Chair	Glenmeade ES	10/20/2023
MORSE, Karen	4-6 Grade Level Chair	Glenmeade ES	10/20/2023
FALLS, Jamie	TK-1 Grade Level Chair	Hidden Trails ES	10/20/2023
FULKERSON, Amy	4-6 Grade Level Chair	Hidden Trails ES	10/20/2023
MORENO, Maricela	2-3 Grade Level Chair	Hidden Trails ES	10/20/2023
ZUBER, LauraLee	2-3 Grade Level Chair	Hidden Trails ES	10/20/2023
BOONSTRA, Jodi	TK - 1 Grade Level Chair	Liberty ES	10/20/2023
COOPER, Sarah	TK - 1 Grade Level Chair	Liberty ES	10/20/2023
GONZALES, Alyssa	4 - 6 Grade Level Chair	Liberty ES	10/20/2023



**CERTIFICATED PERSONNEL** (cont.)

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

KESSLER, Kimberly	2 - 3 Grade Level Chair	Liberty ES	10/20/2023
MERRILL-BISHOP, Mya	4 - 6 Grade Level Chair	Liberty ES	10/20/2023
ON, Bic	2 - 3 Grade Level Chair	Liberty ES	10/20/2023
YLLANES, Samantha	4 - 6 Grade Level Chair	Liberty ES	10/20/2023
ACOSTA, Jeannette	4-6 Grade Level Chair	Litel ES	10/20/2023
CHAMBERLAIN, Colleen	TK-1 Grade Level Chair	Litel ES	10/20/2023
MARTINEZ, Tierney	4-6 Grade Level Chair	Litel ES	10/20/2023
MCDONOUGH, Kimberly	4-6 Grade Level Chair	Litel ES	10/20/2023
PATALANO, Catherine	2-3 Grade Level Chair	Litel ES	10/20/2023
WHIPPO, Karen	TK-1 Grade Level Chair	Litel ES	10/20/2023
WIERSEMA-SANDVIK, Judith	2-3 Grade Level Chair	Litel ES	10/20/2023
ARAGON, Loraine	TK-1 Grade Level Chair	Marshall ES	10/20/2023
CHURCHILL, Stacy	2-3 Grade Level Chair	Marshall ES	10/20/2023
DWYER, Lyana	4-6 Grade Level Chair	Marshall ES	10/20/2023
LARA, Emily	TK-1 Grade Level Chair	Marshall ES	10/20/2023
PEREZ, Erica	2-3 Grade Level Chair	Marshall ES	10/20/2023
SIMS, Crista	TK-1 Grade Level Chair	Marshall ES	10/20/2023
VEITCH, Jill	2-3 Grade Level Chair	Marshall ES	10/20/2023
WHITE, Kelcey	4-6 Grade Level Chair	Marshall ES	10/20/2023
WIDNER, Kimberly	4-6 Grade Level Chair	Marshall ES	10/20/2023
DOUGLASS, Kathleen	2-3 Grade Level Chair	Newman ES	10/20/2023
JOHNSTON, Sarah	4-6 Grade Level Chair	Newman ES	10/20/2023
WILSON, Lisa	2-3 Grade Level Chair	Newman ES	10/20/2023
ZOETEMELK, Tracy	TK-1 Grade Level Chair	Newman ES	10/20/2023
ALONSO, Selina	4-6 Grade Level Chair	Oak Ridge ES	10/20/2023
CONTINI, Jamie	2-3 Grade Level Chair	Oak Ridge ES	10/20/2023
ERVIN, Kristen	4-6 Grade Level Chair	Oak Ridge ES	10/20/2023
IWAI, Julie	TK-1 Grade Level Chair	Oak Ridge ES	10/20/2023
MARTINEZ, Selena	2-3 Grade Level Chair	Oak Ridge ES	10/20/2023
SPICER, Sarah	TK-1 Grade Level Chair	Oak Ridge ES	10/20/2023
WATSON, Jessie Rose	4-6 Grade Level Chair	Oak Ridge ES	10/20/2023
BERNARD-SANDOVAL, Michelle	TK - 1 Grade Level Chair	Rhodes ES	10/20/2023
BUTORAC, Christine	TK - 1 Grade Level Chair	Rhodes ES	10/20/2023
CALAWAY, Joleen	2 - 3 Grade Level Chair	Rhodes ES	10/20/2023
JUAREZ, Ileana	2 - 3 Grade Level Chair	Rhodes ES	10/20/2023
ROSSEN, Scott	4 - 6 Grade Level Chair	Rhodes ES	10/20/2023
UHRICH, Karen	4 - 6 Grade Level Chair	Rhodes ES	10/20/2023
WALKER, Kimberly	4 - 6 Grade Level Chair	Rhodes ES	10/20/2023
ADAMS, Tracy	TK-1 Grade Level Chair	Rolling Ridge ES	10/20/2023
AHN, Susan	2-3 Grade Level Chair	Rolling Ridge ES	10/20/2023
BEARDEN, Leonor	4-6 Grade Level Chair	Rolling Ridge ES	10/20/2023
BROWN, Breanna	TK-1 Grade Level Chair	Rolling Ridge ES	10/20/2023
GARCIA SAMONTE, Kirstie	TK-1 Grade Level Chair	Rolling Ridge ES	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

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

MCCAIN, Tracy	4-6 Grade Level Chair	Rolling Ridge ES	10/20/2023
MCKINNEY, Natalie	4-6 Grade Level Chair	Rolling Ridge ES	10/20/2023
PETERSON, Mary	2-3 Grade Level Chair	Rolling Ridge ES	10/20/2023
GATICA, Stephanie	TK - 1 Grade Level Chair	Walnut ES	10/20/2023
HUNTER-BUFFINGTON, Carri	4 - 6 Grade Level Chair	Walnut ES	10/20/2023
LUEVANOS, Jessica	4 - 6 Grade Level Chair	Walnut ES	10/20/2023
RITCHIE, Lauryi	2 - 3 Grade Level Chair	Walnut ES	10/20/2023
SAUCEDO, Breanna	4 - 6 Grade Level Chair	Walnut ES	10/20/2023
SU, Linda	4 - 6 Grade Level Chair	Walnut ES	10/20/2023
VALADEZ, Jessica	TK - 1 Grade Level Chair	Walnut ES	10/20/2023
BAKER, Thomas	4-6 Grade Level Chair	Wickman ES	10/20/2023
BERTELLO, Amber	4-6 Grade Level Chair	Wickman ES	10/20/2023
HARRIS, Marlene	2-3 Grade Level Chair	Wickman ES	10/20/2023
HEISER, Lauren	TK-1 Grade Level Chair	Wickman ES	10/20/2023
MALO, Cynthia	TK-1 Grade Level Chair	Wickman ES	10/20/2023
STUART, Lisa	4-6 Grade Level Chair	Wickman ES	10/20/2023
TEDESCO, Tammy	2-3 Grade Level Chair	Wickman ES	10/20/2023
BADER, Lisa	Dept. Chair Voc. Education Programs/Music/Art	Briggs K-8	10/20/2023
BROWN, Breann	Dept. Chair Science	Briggs K-8	10/20/2023
COLLINS, Celia	Dept. Chair English/Reading/Lang. Arts	Briggs K-8	10/20/2023
DONOHOO, Julie	4-6 Grade Level Chair	Briggs K-8	10/20/2023
GARCIA, Briana	Dept. Chair Special Education	Briggs K-8	10/20/2023
GEORGE, David	Dept. Chair Social Science	Briggs K-8	10/20/2023
GOMEZ, Marlena	Dept. Chair Science	Briggs K-8	10/20/2023
PALMER, Sarah	2-3 Grade Level Chair	Briggs K-8	10/20/2023
PLASCENCIA, Diana	TK-1 Grade Level Chair	Briggs K-8	10/20/2023
POPOCA, Victor	Dept. Chair Math	Briggs K-8	10/20/2023
SILVA, Michael	Dept. Chair Physical Education	Briggs K-8	10/20/2023
TROUT, Lynda	4-6 Grade Level Chair	Briggs K-8	10/20/2023
ADAMS, Christopher	Dept. Chair Voc. Ed/Music/Art	Cal Aero K-8	10/20/2023
BALLEIN, Michelle	4-6 Grade Level Chair	Cal Aero K-8	10/20/2023
BROOKS, Noelle	2-3 Grade Level Chair	Cal Aero K-8	10/20/2023
BURTON, Michelle	Dept. Chair P.E.	Cal Aero K-8	10/20/2023
CAMBREROS, Allisson	TK-1 Grade Level Chair	Cal Aero K-8	10/20/2023
DONAHUE, Elizabeth	2-3 Grade Level Chair	Cal Aero K-8	10/20/2023
FELLOWS, Amber	Dept. Chair Science	Cal Aero K-8	10/20/2023
GUTIERREZ, Yadhira	TK-1 Grade Level Chair	Cal Aero K-8	10/20/2023
GUTOWSKI, Kristi	4-6 Grade Level Chair	Cal Aero K-8	10/20/2023
LOMELI, Leah	TK-1 Grade Level Chair	Cal Aero K-8	10/20/2023
MALIXI, Jennifer	4-6 Grade Level Chair	Cal Aero K-8	10/20/2023
NOVICK, Jennifer	2-3 Grade Level Chair	Cal Aero K-8	10/20/2023
PROULX, Lesley	Dept. Chair Special Ed.	Cal Aero K-8	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR</u></b> (cont.)			
QUEZADA, Melissa	Dept. Chair Social Science	Cal Aero K-8	10/20/2023
RAMOS RAMIREZ, Ricardo	TK-1 Grade Level Chair	Cal Aero K-8	10/20/2023
RODRIGUEZ, Quynh	Dept. Chair Math	Cal Aero K-8	10/20/2023
RUDY, Natalee	4-6 Grade Level Chair	Cal Aero K-8	10/20/2023
SANCHEZ, Kaleigh	4-6 Grade Level Chair	Cal Aero K-8	10/20/2023
SANDERS, Marshall	Dept. Chair P.E.	Cal Aero K-8	10/20/2023
SAVAGE, Lara	4-6 Grade Level Chair	Cal Aero K-8	10/20/2023
VINEY, Brittany	2-3 Grade Level Chair	Cal Aero K-8	10/20/2023
WISE, Melissa	Dept. Chair Eng/Read/LA	Cal Aero K-8	10/20/2023
CAREW, Kimberly	Dept. Chair English/Reading/Lang. Arts	Canyon Hills JHS	10/20/2023
HEACOCK, Jacqueline	Dept. Chair Science	Canyon Hills JHS	10/20/2023
HEMSLEY, Charles	Dept. Chair Voc. Education Programs/Music/Art	Canyon Hills JHS	10/20/2023
REZA-SETO, Christine	Dept. Chair Special Education	Canyon Hills JHS	10/20/2023
ROWCLIFFE, Tamra	Dept. Chair Social Science	Canyon Hills JHS	10/20/2023
SENSAT, Pamela	Dept. Chair Math	Canyon Hills JHS	10/20/2023
WALKER, Carri	Dept. Chair Physical Education	Canyon Hills JHS	10/20/2023
BARRETT, Arthur	Dept. Chair Math	Magnolia JHS	10/20/2023
CRUZ, Claudia	Dept. Chair Special Education	Magnolia JHS	10/20/2023
HORSLEY, Christopher	Dept. Chair Science	Magnolia JHS	10/20/2023
LARNED, Kelly	Dept. Chair Science	Magnolia JHS	10/20/2023
MARTY, Rachel	Dept. Chair Physical Education	Magnolia JHS	10/20/2023
MAYORGA, Nadia	Dept. Chair Special Education	Magnolia JHS	10/20/2023
ST. CLAIRE, Tracy	Dept. Chair English/Reading/Lang. Arts	Magnolia JHS	10/20/2023
STANFIELD, Julie	Dept. Chair Social Science	Magnolia JHS	10/20/2023
VALDEZ, Maria	Dept. Chair Voc. Education Programs/Music/Art	Magnolia JHS	10/20/2023
ALBERS, Victoria	Dept. Chair English/Reading/Lang. Arts	Ramona JHS	10/20/2023
CERVANTES, Kirstie	Dept. Chair Science	Ramona JHS	10/20/2023
ITAGAKI, Shirl	Dept. Chair Math	Ramona JHS	10/20/2023
LEATHERWOOD, Joe	Dept. Chair Social Science	Ramona JHS	10/20/2023
MEHAFFIE, James	Dept. Chair Physical Education	Ramona JHS	10/20/2023
NAJERA, Nadia	Dept. Chair English/Reading/Lang. Arts	Ramona JHS	10/20/2023
REYES, Kriselle	Dept. Chair Special Education	Ramona JHS	10/20/2023
DYER, Mark	Dept. Chair P.E.	Townsend JHS	10/20/2023
CALLACI, Robert	Dept. Chair Eng/Read/LA	Townsend JHS	10/20/2023
KUNISHIMA, John	Dept. Chair Science	Townsend JHS	10/20/2023
MURILLO, Christopher	Dept. Chair Math	Townsend JHS	10/20/2023
NOBLETT, Jodie	Dept. Chair Social Science	Townsend JHS	10/20/2023
ROMAN, Mary	Dept. Chair Special Ed.	Townsend JHS	10/20/2023
RUTT, Anne	Voc. Education Programs/Music/Art	Townsend JHS	10/20/2023
COLOCHO, Mercedes	Dept. Chair Special Education	Woodcrest JHS	10/20/2023
DREW, Scot	Dept. Chair Physical Education	Woodcrest JHS	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR</u></b> (cont.)			
KEMBLE-MYERS, Tristan	Dept. Chair Social Science	Woodcrest JHS	10/20/2023
LINSDEY Jr., Patrick	Dept. Chair Science	Woodcrest JHS	10/20/2023
LOCKMAN, Kelly	Dept. Chair English/Reading/Lang. Arts	Woodcrest JHS	10/20/2023
OH, Susan	Dept. Chair English/Reading/Lang. Arts	Woodcrest JHS	10/20/2023
QUIJANO, Jennifer	Dept. Chair Math	Woodcrest JHS	10/20/2023
YURK, Timothy	Dept. Chair Voc. Education Programs/Music/Art	Woodcrest JHS	10/20/2023
BELL, Ryan	Dept. Chair Counseling	Ayala HS	10/20/2023
CABASE, Isaac	Dept. Chair Computer Science	Ayala HS	10/20/2023
CAMPBELL, Amy	Dept. Chair Social Science	Ayala HS	10/20/2023
CAPPS, Ronald	Dept. Chair Physical Education	Ayala HS	10/20/2023
DAVIS, Robert	Dept. Chair Performing Arts	Ayala HS	10/20/2023
EUBANKS, Yi	Dept. Chair Special Education	Ayala HS	10/20/2023
FAN, Zhijing	Dept. Chair ESL	Ayala HS	10/20/2023
FRAZER, Steven	Dept. Chair Science	Ayala HS	10/20/2023
GARCIA, Lisa	Dept. Chair Science	Ayala HS	10/20/2023
HARMON, Jane	Dept. Chair Foreign Language	Ayala HS	10/20/2023
HOFSTETTER, Christina	Dept. Chair Performing Arts	Ayala HS	10/20/2023
KOENIG, Christy	Dept. Chair SWAS	Ayala HS	10/20/2023
MCKEE, Randi	Dept. Chair Special Education	Ayala HS	10/20/2023
MEHAFFIE, Jennifer	Dept. Chair Home Economics	Ayala HS	10/20/2023
MENSEN, Jessica	Dept. Chair English	Ayala HS	10/20/2023
MOSQUEDA, Ashley	Dept. Chair Counseling	Ayala HS	10/20/2023
MOUNCE, John	Dept. Chair Math	Ayala HS	10/20/2023
OJINAGA, Paulette	Dept. Chair Physical Education	Ayala HS	10/20/2023
SPELLMAN, Daniel	Dept. Chair Art	Ayala HS	10/20/2023
ARROYO, Rosalia	Dept. Chair Core/Elective Classes	Buena Vista HS	10/20/2023
KELLY, Erica	Dept. Chair Core/Elective Classes	Buena Vista HS	10/20/2023
BURNS, John	Dept. Chair Math & Science	Boys Republic	10/20/2023
CHRISTENSEN, Niel	Dept. Chair English and Social Studies	Boys Republic	10/20/2023
DIAZ, Sandra	Dept. Chair Physical Ed/Voc. Ed/Special Ed	Boys Republic	10/20/2023
ANGULO, Alex	Dept. Chair Social Science	Chino HS	10/20/2023
BUTLER, Deborah	Dept. Chair Special Education	Chino HS	10/20/2023
CAHILL, Daniel	Dept. Chair Performing Arts	Chino HS	10/20/2023
CASTANEDA, Hannah	Dept. Chair Science	Chino HS	10/20/2023
FLORES, Elvira	Dept. Chair Foreign Language	Chino HS	10/20/2023
GIBBS, Lucia	Dept. Chair Counseling	Chino HS	10/20/2023
INGLIMA, Tom	Dept. Chair Physical Education	Chino HS	10/20/2023
JOHNSON, Lindsay	Dept. Chair Math	Chino HS	10/20/2023
LEGAZCUE, Monique	Dept. Chair English	Chino HS	10/20/2023
SCHUMANN, Donald	Dept. Chair Social Science	Chino HS	10/20/2023
SULLIVAN, Dorinda	Dept. Chair Computer Science	Chino HS	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT- EXTRA DUTY – DEPARTMENT CHAIR</u></b> (cont.)			
BATEMEN, Shelley	Dept. Chair Counseling	Chino Hills HS	10/20/2023
BENTON, Megan	Dept. Chair P.E.	Chino Hills HS	10/20/2023
CAMPER, Janyt	Dept. Chair Counseling	Chino Hills HS	10/20/2023
GARCIA, Abraham	Dept. Chair Foreign Language	Chino Hills HS	10/20/2023
GOMEZ, Anna	Dept. Chair Special Ed.	Chino Hills HS	10/20/2023
HERNANDEZ, Robyn	Dept. Chair English	Chino Hills HS	10/20/2023
LINDEMULDER, Charlene	Dept. Chair English	Chino Hills HS	10/20/2023
LINDEMULDER, Craig	Dept. Chair Computer Science	Chino Hills HS	10/20/2023
LOPEZ, Christine	Dept. Chair ESL	Chino Hills HS	10/20/2023
MCINTOSH, William	Dept. Chair Math	Chino Hills HS	10/20/2023
MEYERS, Eric	Dept. Chair Social Science	Chino Hills HS	10/20/2023
REYES, Albert	Dept. Chair Art	Chino Hills HS	10/20/2023
ROBLEDO, Melissa	Dept. Chair Home Economics	Chino Hills HS	10/20/2023
ROGERS, Cayce	Dept. Chair Social Science	Chino Hills HS	10/20/2023
RUTHERFORD, Laura	Dept. Chair Performing Arts	Chino Hills HS	10/20/2023
SCHEMPP, Michele	Dept. Chair Math	Chino Hills HS	10/20/2023
TASANONT, Chirichan	Dept. Chair Science	Chino Hills HS	10/20/2023
VAZQUEZ-ALVARADO, Socorro	Dept. Chair Foreign Language	Chino Hills HS	10/20/2023
WILLIAMS, Bridgette	Dept. Chair Special Ed.	Chino Hills HS	10/20/2023
BROWN, Jamie	Dept. Chair English	Don Lugo HS	10/20/2023
CANTOS, Odyssees John	Dept. Chair Science	Don Lugo HS	10/20/2023
CELAYA, Candida	Dept. Chair Career Tech. Ed	Don Lugo HS	10/20/2023
CONACHER, Ian	Dept. Chair Social Science	Don Lugo HS	10/20/2023
CORTES, Jacqueline	Dept. Chair Special Education	Don Lugo HS	10/20/2023
CURETON, Ashley	Dept. Chair Agriculture	Don Lugo HS	10/20/2023
DVORAK, Angelin	Dept. Chair Performing Arts	Don Lugo HS	10/20/2023
FINCH, Richard	Dept. Chair Counseling	Don Lugo HS	10/20/2023
NELSON, Kenya	Dept. Chair Science	Don Lugo HS	10/20/2023
ROBINSON, David	Dept. Chair Math	Don Lugo HS	10/20/2023
ROBLES, Daniel	Dept. Chair Physical Education	Don Lugo HS	10/20/2023
SALES, Diana	Dept. Chair Foreign Language	Don Lugo HS	10/20/2023
ABEL, Lorraine	Dept. Chair Independent Study	Alternative Education	10/20/2023
HANNA, Cynthia	Dept. Chair Independent Study	Alternative Education	10/20/2023
STREMIZ, Marcela	Dept. Chair Virtual Program	Alternative Education	10/20/2023
BYRNE, Leslie	APE	Special Education	10/20/2023
STRAHAN, Thomas	APE	Special Education	10/20/2023
TIERNEY, Brooke	SLP	Special Education	10/20/2023

TOTAL: \$486,662.03

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT- EXTRA DUTY – ACTIVITIES</u></b>			
GRACIA, Valerie	Student Council Advisor/Yearbook Coordinator	Borba ES	10/20/2023
MORTON, Roberta	Student Council Advisor/Yearbook Coordinator	Borba ES	10/20/2023
NARAHARA, Judy	Weekly Video	Butterfield Ranch ES	10/20/2023
ZAVALA, Shellie	AR/Awards	Butterfield Ranch ES	10/20/2023
COLCA, Sarah	ASB	Cattle ES	10/20/2023
D'AMATO, Kara	Green Team	Cattle ES	10/20/2023
Reyes, Brianda	ASB	Cattle ES	10/20/2023
CLAUSEN, Traci	Web/Technology	Chaparral ES	10/20/2023
FOSS, Raechel	ASB	Chaparral ES	10/20/2023
GOSSETT, Natasha	Yearbook	Cortez ES	10/20/2023
MOSS, Rochelle	Science Coordinator	Cortez ES	10/20/2023
ALVAREZ, Samantha	Green Team	Country Springs ES	10/20/2023
HENSLEY, Kassondra	Science Fair Coordinator	Country Springs ES	10/20/2023
HUBBARD, Amanda	Talent Show	Dickey ES	10/20/2023
WHITE, Justin	Talent Show	Dickey ES	10/20/2023
COVARRUBIAS, Amparo	Parent Engagement	Dickson ES	10/20/2023
KERTESZ, Kathryn	Tier 1 Coach	Dickson ES	10/20/2023
ASAM, Erin	Student Council	Eagle Canyon ES	10/20/2023
BENNETT, Russell	Student Council	Eagle Canyon ES	10/20/2023
LANDGRAF, Krista	Debate	Eagle Canyon ES	10/20/2023
MATA, Concepcion	Student Council	Eagle Canyon ES	10/20/2023
RICKRODE, Samantha	Student Council	Eagle Canyon ES	10/20/2023
GRAHAM, Cynthia	Science Fair	Glenmeade ES	10/20/2023
KERN, Kristin	PBIS Coach	Glenmeade ES	10/20/2023
BODEN, Richard	Debate	Hidden Trails ES	10/20/2023
O'NEILL, Jennifer	Gate	Hidden Trails ES	10/20/2023
MURRAY, Alecia	ASB/Student Counsel	Liberty ES	10/20/2023
WHITE, Sonya	AR, Lexia IXL	Liberty ES	10/20/2023
GONZALES, Amanda	Extra Supervision	Litel ES	10/20/2023
LINES, David	Extra Supervision	Litel ES	10/20/2023
JOHNSON, Traci	GATE	Marshall ES	10/20/2023
MOET, Camille	Visual and Performing Arts	Marshall ES	10/20/2023
JIMENEZ, Brenda	Yearbook	Newman ES	10/20/2023
JOHNSTON, Sarah	Student Council	Newman ES	10/20/2023
CAMACHO, Christina	100 Mile Club	Oak Ridge ES	10/20/2023
DIAZ, Anibal	Green Team	Oak Ridge ES	10/20/2023
FARMAKIS, Stephanie	After School Intervention	Rolling Ridge ES	10/20/2023
LEVY, Joshua	Independent Study Coordinator	Rolling Ridge ES	10/20/2023
WHYTE, Anne	After School Intervention	Rolling Ridge ES	10/20/2023
CALAWAY, Joleen	Rhodes, Talent Show	Rhodes ES	10/20/2023
HARGROVE, Jennifer	Color Guard, ASB	Rhodes ES	10/20/2023
BELL, Andrea	TK - 1 Grade Level Chair	Walnut ES	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

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

HUNTER-BUFFINGTON, Carri	ASB Coordinator	Walnut ES	10/20/2023
BERTELLO, Amber	Leadership	Wickman ES	10/20/2023
HUERTA, Nancy	Art Fair	Wickman ES	10/20/2023
LARZO, Melinda	Science Fair	Wickman ES	10/20/2023
SCRANTON, Alison	Leadership	Wickman ES	10/20/2023
ASHE, Tyler (NBM)	Jr. High Color Guard Advisor	Briggs K-8	10/20/2023
BADER, Lisa	Jr. High AVID Advisor	Briggs K-8	10/20/2023
BROWN, Breann	Jr. High Activities Director/Leadership	Briggs K-8	10/20/2023
COLLINS, Celia	Jr. High Renaissance	Briggs K-8	10/20/2023
DANIELS, Denise	Jr. High Yearbook Advisor	Briggs K-8	10/20/2023
GILBERT-MCKELLIP, Laurie	100 Mile Club	Briggs K-8	10/20/2023
THORPE, Katherine	Jr. High Yearbook Advisor	Briggs K-8	10/20/2023
ADAMS, Christopher	Jr. High STEM/STEAM Advisor	Cal Aero K-8	10/20/2023
FELLOWS, Amber	Jr. High Activities Director/Leadership	Cal Aero K-8	10/20/2023
FELLOWS, Jeremiah	PBIS Tier Coach	Cal Aero K-8	10/20/2023
FELLOWS, Jeremiah	Student Council Advisor	Cal Aero K-8	10/20/2023
JACKSON-MAGUINNESS, Jillian	Jr. High Renaissance	Cal Aero K-8	10/20/2023
PETTYGROVE, Luke	Jr. High Band Director	Cal Aero K-8	10/20/2023
QUEZADA, Melissa	Jr. High Activity Stipend: Media Publications	Cal Aero K-8	10/20/2023
WISE, Melissa	Jr. High Yearbook Advisor	Cal Aero K-8	10/20/2023
HEACOCK, Jacqueline	Jr. High AVID Advisor	Canyon Hills JHS	10/20/2023
LANE, Cheryl	Jr. High Activities Director/Leadership	Canyon Hills JHS	10/20/2023
LANE, Cheryl	Jr. High Renaissance	Canyon Hills JHS	10/20/2023
LANE, Cheryl	Jr. High Yearbook Advisor	Canyon Hills JHS	10/20/2023
LANE, Cheryl	Jr. High Activity Stipend	Canyon Hills JHS	10/20/2023
RILEY, Christina	Jr. High Activities Director/Leadership	Canyon Hills JHS	10/20/2023
RILEY, Christina	Jr. High Renaissance	Canyon Hills JHS	10/20/2023
RILEY, Christina	Jr. High Yearbook Advisor	Canyon Hills JHS	10/20/2023
RILEY, Christina	Jr. High Activity Stipend	Canyon Hills JHS	10/20/2023
SEYMOUR, Jared	Jr. High Band Director	Canyon Hills JHS	10/20/2023
BARRETT, Arthur	Jr. High AVID Advisor	Magnolia JHS	10/20/2023
LEWIS, Kerry	Jr. High AVID Advisor	Magnolia JHS	10/20/2023
LOMELI, Louise	Jr. High Yearbook Advisor	Magnolia JHS	10/20/2023
ROSSEN, Scott	Jr. High Activities Stipend: Debate	Magnolia JHS	10/20/2023
ST. CLAIRE, Tracy	Jr. High Activities Director/Leadership	Magnolia JHS	10/20/2023
ASHE, Tyler (NBM)	Jr. High Color Guard Advisor	Ramona JHS	10/20/2023
ESPARZA, Taylor-Anne	Jr. High AVID Advisor	Ramona JHS	10/20/2023
KANG, David	Jr. High Visual Performance Arts Advisor	Ramona JHS	10/20/2023
PEREZ, Jaime	Jr. High Activities Director/Leadership	Ramona JHS	10/20/2023
PEREZ, Jaime	Jr. High Renaissance	Ramona JHS	10/20/2023
YANIK, Stephen	Jr. High Band Director	Ramona JHS	10/20/2023
CARLS, Allison	Jr. High AVID Advisor	Townsend JHS	10/20/2023
CUEVAS, Luisa	Jr. High Visual Performance Arts Advisor	Townsend JHS	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT- EXTRA DUTY – ACTIVITIES</u></b> (cont.)			
MURILLO, Christopher	Jr. High Activities Director/Leadership	Townsend JHS	10/20/2023
NOBLETT, Jodie	Jr. High Renaissance	Townsend JHS	10/20/2023
RUTT, Anne	Jr. High Band Director	Townsend JHS	10/20/2023
YOUNG, Joanne (NBM)	Jr. High Drill Team/Dance Advisor	Townsend JHS	10/20/2023
LINSDEY Jr., Patrick	After School Activity Stipend: Microsoft Showcase Advisor	Woodcrest JHS	10/20/2023
LINSDEY Jr., Patrick	Jr. High Activities Director/Leadership	Woodcrest JHS	10/20/2023
WAGNER, Sarah	Jr. High AVID Advisor	Woodcrest JHS	10/20/2023
YURK, Timothy	Jr. High Renaissance	Woodcrest JHS	10/20/2023
YURK, Timothy	Jr. High Yearbook Advisor	Woodcrest JHS	10/20/2023
ALLEN , Stephanie	Pep Sideline Squad Advisor	Ayala HS	10/20/2023
BOREN, Arthur	*FBLA-DECCA	Ayala HS	10/20/2023
CABASE, Isaac	Career Technical Education (CTE)	Ayala HS	10/20/2023
DOUGLASS, James	Career Technical Education (CTE)	Ayala HS	10/20/2023
DAVIS, Robert	Choral Director	Ayala HS	10/20/2023
ELLINGTON, Mathew	Audio-Visual Coordinator	Ayala HS	10/20/2023
ESCOBEDO, Gabriel (NBM)	Drill Team/Dance Advisor	Ayala HS	10/20/2023
GARCIA, Lisa	Freshman Class Advisor	Ayala HS	10/20/2023
HOFSTETTER, Christina	Choreographer	Ayala HS	10/20/2023
IVES, Lenee	Activity Director	Ayala HS	10/20/2023
IVES, Lenee	High School Activity Stipend	Ayala HS	10/20/2023
KOENIG, Christy	AVID Advisor	Ayala HS	10/20/2023
MARTINEZ, Kyle	Assistant Band Director	Ayala HS	10/20/2023
MEHAFFIE, Jennifer	*FHA-HERO	Ayala HS	10/20/2023
MENSEN, Jessica	Sophomore Class Advisor	Ayala HS	10/20/2023
REED, Warren Jr.	Athletic Director	Ayala HS	10/20/2023
SCHULD, Jeffrey	Yearbook Advisor	Ayala HS	10/20/2023
SCOTT, Carter	Freshman Class Advisor	Ayala HS	10/20/2023
SHERRATT, Madeleine	Drama Director	Ayala HS	10/20/2023
TROST, Timothy	Band Director	Ayala HS	10/20/2023
TSE, Eileen	Publications Advisor	Ayala HS	10/20/2023
YEH, Wei	Junior Class Advisor	Ayala HS	10/20/2023
YIM, Robin	Senior Class Advisor	Ayala HS	10/20/2023
BOWDEN, Douglas	Band Director	Chino HS	10/20/2023
BOWDEN, Douglas	Choral Director	Chino HS	10/20/2023
CASTILLO, Eloisa	Activity Director	Chino HS	10/20/2023
CASTILLO, Eloisa	High School Activity Stipend: Renaissance	Chino HS	10/20/2023
DAVILA, Wendy (NBM)	Choreographer	Chino HS	10/20/2023
GIBBS, Lucia	Junior Class Advisor	Chino HS	10/20/2023
HERNANDEZ, Alyssa (NBM)	Assistant Pep Squad	Chino HS	10/20/2023
HINKLE, Michael	Athletic Director	Chino HS	10/20/2023
KUHNS, Richelle (NBM)	Freshman Class Advisor	Chino HS	10/20/2023



**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>APPOINTMENT- EXTRA DUTY – ACTIVITIES</u></b> (cont.)			
LANG, Jennifer	Freshman Class Advisor	Chino HS	10/20/2023
LERMA, Breanne	Yearbook Advisor	Chino HS	10/20/2023
LOWE, Katherine	After School Activity Stipend: Link Crew	Chino HS	10/20/2023
NELSON, Lindsey	ADVID Advisor	Chino HS	10/20/2023
OCHOA, Daniella	Sophomore Class Advisor	Chino HS	10/20/2023
POLLARA, Todd	Junior Class Advisor	Chino HS	10/20/2023
PRESCOTT, Renay (NBM)	Pep Sideline Squad Advisor	Chino HS	10/20/2023
ROSENDAHL, John	Photo Advisor	Chino HS	10/20/2023
SMOUSE, Frank	Drama Director	Chino HS	10/20/2023
SULLIVAN, Dorinda	Senior Class Advisor	Chino HS	10/20/2023
SULLIVAN, Dorinda	Career Technical Education	Chino HS	10/20/2023
SULLIVAN, Dorinda	FBLA-DECCA	Chino HS	10/20/2023
AGUILAR, Jianna (NBM)	Photo Advisor	Chino Hills HS	10/20/2023
AGUILAR, Jianna (NBM)	Publication Advisor	Chino Hills HS	10/20/2023
BATEMAN, Shelley	Junior Class Advisor	Chino Hills HS	10/20/2023
BEHOUNEK, Lisa	Senior Class Advisor	Chino Hills HS	10/20/2023
BENTON, Megan	Freshman Class Advisor	Chino Hills HS	10/20/2023
CAMPER, Janyt	Sophomore Class Advisor	Chino Hills HS	10/20/2023
CHIOTTI, Michelle	Activities Director	Chino Hills HS	10/20/2023
EDWARDS, Zachary	Yearbook Advisor	Chino Hills HS	10/20/2023
GIBO, Paige	High School Activity	Chino Hills HS	10/20/2023
GUTIERREZ, Tiffany	Junior Class Advisor	Chino Hills HS	10/20/2023
KRUMBINE, Steve	Band Director	Chino Hills HS	10/20/2023
LINDEMULDER, Craig	Audio Visual Coordinator	Chino Hills HS	10/20/2023
LOPEZ, Christine	Assistant Pep Squad	Chino Hills HS	10/20/2023
MORALES, Richard	Coach of Academic Comp. Team	Chino Hills HS	10/20/2023
PROBST, Jonathan	Assistant Band Director	Chino Hills HS	10/20/2023
REYES, Albert	Freshman Class Advisor	Chino Hills HS	10/20/2023
ROBLEDO, Melissa	FBLA-DECCA	Chino Hills HS	10/20/2023
RUPE, Kerry	Drama Director	Chino Hills HS	10/20/2023
RUTHERFORD, Laura	Choral Director	Chino Hills HS	10/20/2023
SYIEM, Esibon	AVID Advisor	Chino Hills HS	10/20/2023
TASANONT, Chirichan	Coach of Academic Comp. Team	Chino Hills HS	10/20/2023
TASANONT, Chirichan	Senior Class Advisor	Chino Hills HS	10/20/2023
TRANTOW, Ian	Athletic Director	Chino Hills HS	10/20/2023
TRIBE, Danielle	Drill Team/Dance Advisor	Chino Hills HS	10/20/2023
TRIBE, Danielle	Pep Sideline Squad Advisor	Chino Hills HS	10/20/2023
WALLACE, Richard	Sophomore Class Advisor	Chino Hills HS	10/20/2023
ASHLEY, Mary Jane	Agriculture Advisor	Don Lugo HS	10/20/2023
CARCIDO, Alina (NBM)	Choreographer	Don Lugo HS	10/20/2023
CELAYA, Candida	Drama Director	Don Lugo HS	10/20/2023
CELAYA, Candida	Career Technical Education (CTE)	Don Lugo HS	10/20/2023
CELAYA, Candida	Photo Advisor	Don Lugo HS	10/20/2023

**CERTIFICATED PERSONNEL** (cont.)

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

CRISAFI, William	Yearbook Advisor	Don Lugo HS	10/20/2023
CRISAFI, William	Publications Advisor	Don Lugo HS	10/20/2023
DALY, Jennifer	Senior Class Advisor	Don Lugo HS	10/20/2023
DALY, Jennifer	Freshman Class Advisor	Don Lugo HS	10/20/2023
DONOHOO, James	Audio-Visual Coordinator	Don Lugo HS	10/20/2023
ENCARNACION, Shanette	Senior Class Advisor	Don Lugo HS	10/20/2023
ENCARNACION, Shanette	Freshman Class Advisor	Don Lugo HS	10/20/2023
GARCIA, Phillip	High School Activity Stipend: Work Experience	Don Lugo HS	10/20/2023
LIMA, Jimmy	After School Activity Stipend: Microsoft Showcase Advisor	Don Lugo HS	10/20/2023
MACHUCA, Fabian	Sophomore Class Advisor	Don Lugo HS	10/20/2023
MARSH, Nathalie	Junior Class Advisor	Don Lugo HS	10/20/2023
OVIEDO, Deanna (NBM)	Assistant Pep Squad	Don Lugo HS	10/20/2023
POTEET JR., Ronald	Sophomore Class Advisor	Don Lugo HS	10/20/2023
RIGO-WITT, Farrah	Activity Director	Don Lugo HS	10/20/2023
RIGO-WITT, Farrah	Audio-Visual Coordinator	Don Lugo HS	10/20/2023
RIGO-WITT, Farrah	Pep Sideline Squad Advisor	Don Lugo HS	10/20/2023
SEGOVIANO, Gabriella	Junior Class Advisor	Don Lugo HS	10/20/2023
TUYEN, Barbara	Agriculture Advisor	Don Lugo HS	10/20/2023
YANIK, Stephen	Band Director	Don Lugo HS	10/20/2023
TUYEN, Barbara	Agriculture Advisor	Don Lugo HS	10/20/2023
YANIK, Stephen	Band Director	Don Lugo HS	10/20/2023

TOTAL: \$348,597.66

**LEAVE OF ABSENCE 2023/2024**

HILL, Tracy	English Teacher	Don Lugo HS	10/18/2023
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**RESIGNATIONS**

MARTINEZ, Erik	Special Education Teacher	Eagle Canyon ES	10/02/2023
DELLOSA, Amy	Intervention Counselor K-12	Health Services	10/19/2023

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

BATISTA, Louis	CEBALLOS II, Marcus	CICHIRRILLO, Daniel
EZZEDDINE, Angela	MALISZEWSKI, Vincent	MARKS, Felicia
MARTINEZ, Erik	MCDERMOTT, Kimberly	SEVILLA, Sheri
VANDER ZON, Sarah		

**CLASSIFIED PERSONNEL**

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

GONZALEZ, Erin	Playground Supervisor (GF)	Dickson ES	10/20/2023
SHUPE, Tiffany	Playground Supervisor (GF)	Glenmeade ES	10/20/2023
MADKIN, Brooke	Paraprofessional II (SELPA/GF)	Newman ES	10/20/2023
GOMEZ, Yaritiza	Paraprofessional II (SELPA/GF)	Walnut ES	10/20/2023
ALVAREZ SOSA, Ana	Playground Supervisor (GF)	Cal Aero K-8	10/20/2023
KIM, Bich	Playground Supervisor (GF)	Cal Aero K-8	10/20/2023
KIM, Bich	Playground Supervisor (GF)	Cal Aero K-8	10/20/2023
RAMSEY, Stephanie	Nutrition Services Professional (NS)	Cal Aero K-8	10/20/2023
VEMU, Vasanti	Playground Supervisor (GF)	Cal Aero K-8	10/20/2023
JURETZEK, Johanna	Paraprofessional II (SELPA/GF)	Ayala HS	10/20/2023
WILLIAMS, Jessica	Paraprofessional I (SELPA/GF)	Ayala HS	10/20/2023
ARMSTRONG, Brandon	Paraprofessional II (SELPA/GF)	Chino HS	10/20/2023

**PROMOTION**

KAULULAAU, Deanna	FROM: Custodian I (GF) 8 hrs./180 work days TO: Custodian II (GF) 8 hrs./261 contract days	Briggs K-8  Don Lugo HS	10/20/2023
BADIOS-BOTELLO, Mayra	FROM: Testing Aide/Bilingual-Biliterate (SELPA/GF) 8 hrs./213 work days TO: Typist Clerk II (SELPA/GF) 8 hrs./261 contract days	Special Education  Special Education	10/20/2023

**CHANGE OF ASSIGNMENT**

SEARS, Brianna	FROM: Paraprofessional I (SELPA/GF) 3.5 hrs./181 work days TO: Paraprofessional I (SELPA/GF) 5 hrs./181 work days	Ayala HS  Ayala HS	10/20/2023
MARTINEZ, Carmen	FROM: IA/Childhood Education (C) 3.75 hrs./180 work days TO: IA/Childhood Education (C) 6 hrs./180 work days	Child Development  Child Development	10/20/2023

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>INCREASE IN HOURS/DAYS</u></b>			
GILMORE, Mary	FROM: Nutrition Services Professional (NS) 2 hrs./181 work days	Chino HS	10/20/2023
	TO: Nutrition Services Professional (NS) 3 hrs./181 work days	Chino HS	

**LEAVE OF ABSENCE**

ORTIZ, Julie	Bus Driver (GF)	Transportation	10/01/2023 through 03/01/2024
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**RETIREMENT**

MELO, John (31 Years of Service)	Custodian II (GF)	Maintenance	11/02/2023
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**APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2023, THROUGH JUNE 30, 2024**

AZARTE CAMPOS, Alejandro	BARCELO, Alejandro	FRAUSTO VARGAS, Dayana
HAM, Annette	LOPEZ, Brianna	OKORI, Chinonye Adaku
VAZQUEZ, Sophia		

(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:** October 19, 2023

**TO:** Members, Board of Education

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

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

**SUBJECT: REJECTION OF CLAIM**

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**BACKGROUND**

Claim 23.09.20 was submitted on October 9, 2023, from David Mamann, Attorney, on behalf of Juston Hermes. Claimant alleges vehicle damage and severe injuries after a district employee, driving a district vehicle crashed into him. Claimant seeks unspecified damages and seeks a settlement demand that lies within the jurisdiction of the Superior Court.

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

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

**RECOMMENDATION**

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

**FISCAL IMPACT**

Unknown at present.

NE:LF:WF:lag

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** October 19, 2023

**TO:** Members, Board of Education

**FROM:** Sonja Shaw, President, Board of Education

**SUBJECT: REVISION OF BOARD POLICY 6163.1—LIBRARY MEDIA CENTERS**

=====

**BACKGROUND**

Board Policies and Administrative regulations are routinely developed or revised to provide specific procedural steps for the operation of the District. Board Policy 6163.1—Library Media Centers is being revised to outline a complaint process regarding non-curricular obscene materials.

New language is provided in UPPER CASE.

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

**RECOMMENDATION**

It is recommended the Board of Education receive for information Board Policy 6163.1—Library Media Centers.

**FISCAL IMPACT**

None.

SS: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



## **LIBRARY MEDIA CENTERS (cont.)**

preventing loss, damage, or destruction of the 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 MINORS.

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](http://www.ala.org/aasl)

California Department of Education, School Libraries: [www.cde.ca.gov/ci/cr/lb](http://www.cde.ca.gov/ci/cr/lb)

California School Library Association: [www.csla.net](http://www.csla.net)

Chino Valley Unified School District

Policy Adopted: August 21, 1997

Revised: February 4, 2010

Revised: June 27, 2013

REVISED: