

**December 11, 2019 Regular-Organizational Board Meeting**  
**Bonita USD**  
**December 11, 2019 6:00PM**  
**115 W. Allen Avenue San Dimas, CA 91773**

## **1. ANNOUNCEMENTS**

### **Quick Summary / Abstract:**

Bonita Unified School District Board of Education meetings are recorded pursuant to Gov. Code 54953.5 and available for public viewing on the District website. A recording may capture images and sounds of those attending the meeting.

Copies of the Board agenda materials are available upon request at Bonita Unified School District, 115 W. Allen Avenue, San Dimas, CA 91773.

## **2. CALL TO ORDER**

## **3. ROLL CALL**

## **4. REQUESTS TO SPEAK ON CLOSED SESSION AGENDA ITEMS**

### **Quick Summary / Abstract:**

The public has the opportunity to address the Board on agenda items. The Board may limit the total time for each agenda item to twenty (20) minutes. Any person wishing to speak on an agenda item may be granted up to three (3) minutes at the time the item appears on the agenda. In the case of a non-agenda item, comments may be made under Requests to Speak On Non-Agenda Items-Communication From The Public. Prior to addressing the Board, please fill out the "Request to Address the Board" card, which may be picked up from Adela Droe, Senior Executive Assistant to the Superintendent. Any person addressing the Board should first state their name, association with the District, and address.

## **5. CLOSED SESSION AGENDA - 4:45 PM**

### **5.1. Consideration of Student Discipline Matters Pursuant to Education Code Sections 35146, 48900, 48915, 48919, 48918(c)**

#### **Speaker:**

Carl Coles, Superintendent

#### **Rationale:**

Consideration of Student Discipline Matters Pursuant to Education Code Sections 35146, 48900, 48915, 48919, 48918(c). See Student Disciplinary Action for student matters under consideration.

### **5.2. Conference with Legal Counsel - Existing Litigation, Pursuant to Government Code 54956.9(a)**

#### **Speaker:**

Carl Coles, Superintendent

#### **Rationale:**

Approval/Ratification of the November 1, 2019 Final Settlement Agreement and General Release, AB v. Bonita Unified School District, OAH Case No. 2019100025.

### **5.3. Public Employee Discipline/Dismissal/Release - Pursuant to**

**Government Code 54957**

**Speaker:**

Carl Coles, Superintendent

**Rationale:**

Public Employee Discipline/Dismissal/Release - Government Code 54954.5(e) Pursuant to Government Code 54957

**5.4. Conference with Labor Negotiators Pursuant to Government Code 54957.6**

**Speaker:**

Carl Coles, Superintendent

**Rationale:**

Conference with Labor Negotiators Pursuant to Government Code 54957.6

District Representatives: Carl Coles, Superintendent, and Kevin Lee, Assistant Superintendent-Human Resources

Employee Organizations: Bonita Unified Teachers Association (BUTA) and California School Employees Association (CSEA)

**6. OPEN SESSION AGENDA**

**7. CALL TO ORDER**

**Quick Summary / Abstract:**

The Board of Education will reconvene into Open Session to report those actions taken in Closed Session, if any, that are required to be reported pursuant to Government Code Section 54957.1.

**8. REPORT OUT OF CLOSED SESSION**

**Quick Summary / Abstract:**

Pursuant to Gov. Code Section 54957.1

**9. PLEDGE OF ALLEGIANCE TO THE FLAG**

**Rationale:**

Ryder Vitale and Maya Yassine, Gladstone Elementary student council co-presidents, will lead the Pledge of Allegiance.

**10. APPROVAL OF AGENDA ORDER AND CONTENT**

**11. ANNUAL ORGANIZATIONAL MEETING - BOARD OF EDUCATION**

**11.1. Election of Board Officer - President**

**Rationale:**

Elect \_\_\_\_\_ to serve as President of the Board of Education

**Comments:**

Pursuant to California Education Code 35143

**11.2. Election of Board Officer - Vice President**

**Rationale:**

Elect \_\_\_\_\_ to serve as Vice President of the Board of Education

**Comments:**

Pursuant to California Education Code 35143

**11.3. Election of Board Officer - Clerk**

**Rationale:**

Elect \_\_\_\_\_ to serve as Clerk of the Board of Education

**Comments:**

Pursuant to California Education Code Section 35143

**12. REPORTS FROM MEMBERS OF THE BOARD AND SUPERINTENDENT**

**Quick Summary / Abstract:**

Reports from Members of the Board and from the Superintendent

**13. COMMUNICATIONS FROM STUDENT REPRESENTATIVES**

**Rationale:**

The Board of Education will receive reports from the following student representatives:

- Ryder Vitale and Maya Yassine – Gladstone Elementary School
- Adjoa Amonoo-Money – Ramona Middle School
- Chloe Chin – Bonita High School
- Justine Plowman – Chaparral High School
- Bernadine See – San Dimas High School

**14. FEATURED PRESENTATIONS**

**14.1. Holiday Music Performance - Elementary School Allegro Honor Choir, Directed by Mrs. Heidi Bird - Introduced by Matt Wien**

**Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

A holiday music performance will be performed by the Elementary Allegro Honor Choir under the direction of Mrs. Heidi Bird.

**14.2. Accept Annual Report from the Citizen's Bond Oversight Committee - Introduced by Susan Cross Hume**

**Speaker:**

Susan Cross Hume, Assistant Superintendent

**Rationale:**

The voters in La Verne and San Dimas approved both Measure C in 2004, and Measure AB in 2008, authorizing the District to issue General Obligation Bonds. The elections were conducted under Proposition 39, the Strict Accountability in Local School Construction Bonds Act of 2000, Section 15264 et seq. of the Education Code. Pursuant to Education Code

Section 15278, the District was obligated to establish a Citizen's Bond Oversight Committee.

One of the duties of the Committee is to present an annual written report in public session to the Board of Education. The report shall include a statement indicating compliance with the requirements of Article XIII A, Section 1 (b)(3) of the California Constitution and a summary of the Committee's proceedings and activities for the preceding year.

The current members of the Citizen's Bond Oversight Committee are:

Doug Tubbs, Committee Chairman

Krista Chakmak

Natalie Curley

Chris Crum

Jim Elliot

Bob Ketterling

Andrea Knox

Patti Latourelle

Michelle Riddell

**Attachments:**

Bond Audit Report 12-11-19

**14.3. Recognition of the Citizen's Bond Oversight Committee -  
Introduced by Susan Cross Hume**

**Speaker:**

Susan Cross Hume, Assistant Superintendent

**Rationale:**

Susan Cross Hume would like to recognize the current members of the Bond Oversight Committee for their service on the Committee.

The District has maintained a Citizens' Bond Oversight Committee since the passage of Measure C in 2004. BOC members serve as representatives of District voters, verifying that all bond fund expenditures meet the criteria for approved capital projects as listed in the ballot measure language. Members meet quarterly to review expenditure reports, hear from our construction management firm and District staff on the progress of construction, receive and review the annual audit from our independent CPA firm, and review budgets. Members also visit school sites and inspect construction in progress and completed projects.

The District wishes to recognize and thank our Bond Oversight Committee

members. They have contributed to the District in ways far beyond being mere auditors. Their oversight, knowledge, experience, and thoughtful suggestions have been of great value to the overall bond program. They have served as unofficial ambassadors of the District, shining a spotlight on the District in the community. The Board, staff and students of BUSD appreciate their service.

The current members of the Citizen's Bond Oversight Committee are:

Doug Tubbs, Committee Chairman

Krista Chakmak

Natalie Curley

Chris Crum

Jim Elliot

Bob Ketterling

Andrea Knox

Patti Latourelle

Michelle Riddell

## **15. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

### **15.1. Adopt the Minutes of the November 6, 2019 Regular Board of Education Meeting**

#### **Speaker:**

.....  
Carl Coles, Superintendent

#### **Attachments:**

.....  
November 6, 2019 Unofficial Board of Education Meeting Minutes

## **16. REQUESTS TO SPEAK ON OPEN SESSION AGENDA ITEMS**

### **Quick Summary / Abstract:**

.....  
The public has the opportunity to address the Board on Agenda Items. The Board may limit the total time for each agenda item to twenty (20) minutes. Any person wishing to speak on an agenda item may be granted up to three (3) minutes at the time the item appears on the agenda. In the case of a non-agenda item, comments may be made under Requests to Speak On Non-Agenda Items-Communication from The Public. Prior to addressing the Board, please fill out the "Request to Address the Board" card, which may be picked up from Adela Droe, Senior Executive Assistant to the Superintendent. Any person addressing the Board should first state their name, association with the District and address.

## **17. CONSENT AGENDA**

### **Quick Summary / Abstract:**

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Matters listed under the Consent Agenda are considered by the Board of Education to be routine or sufficiently supported by prior or accompanying

reference materials and information as to not require additional discussion. If any member of the Board so requests, an item shall be removed from this section and placed in the regular order of business following the approval of the Consent Agenda. Items will be approved with one motion, which is not debatable and which requires a unanimous vote for passage.

## **17.1. EDUCATIONAL SERVICES**

### **17.1.1. Approve Extended and Overnight Educational Field Trips**

#### **Speaker:**

Matthew Wien, Assistant Superintendent, Educational Services

#### **Rationale:**

Approve extended and overnight educational field trips as listed. The itineraries are on file in the Educational Services Department.

- a. Bonita High School Girls Basketball Team to attend the So Cal Holiday Prep Classic Tournament, in San Diego, CA, December 26-30, 2019
- b. San Dimas High Schools Science Olympiad Team to attend the Science Olympiad Competition, in Palmdale, CA, February 1, 2020
- c. Bonita High School Chamber Singers to attend the Manhattan Concert Production-Carnegie Hall, in New York City, NY, March 20-24, 2020
- d. San Dimas High School Social Science Students to attend the Close Up Washington High School Program in Washington DC, March 21-27, 2020

#### **Attachments:**

Extended/Overnight Field Trips-Dec.

### **17.1.2. Approve Renewal Agreement Between Bonita Unified School District and Document Tracking Services (DTS)**

#### **Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

#### **Rationale:**

Document Tracking Services (DTS) provides templates and data services to support the creation and updates for many State-required reporting documents. Their reports meet all the State requirements and are approved by the California Department of Education. As the State has changed the Local Control Accountability Plan (LCAP) template every year, this service will help make transitions as the State continues to modify their required reports.

With this service, Bonita Unified School District will have access to five different templates of our choice, such as the Single Site School Plans, Safety Plans, and the School Accountability Report Card. This service will streamline our reporting processes and create consistent reports

across all of our schools.

A copy of the Agreement is available for review in the Business Services Department.

**Comments:**

In addition to the reports, DTS also provides translation services for reports. Additionally, they prepopulate all of the CDE data required in reports for us.

**Financial Impact:**

Educational Services - Not to Exceed \$4,000

**17.1.3. Approve Specialized Services Master Contract between Bonita Unified School District and Spectrum Center Schools and Programs**

**Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

Spectrum Center Schools and Programs is a certified non-public residential school that provides special education instructional services and related services to students as specified in their Individual Education Programs (IEP) in accordance with the Education Code.

**Financial Impact:**

Specialized Services - Not to Exceed \$28,000

**17.1.4. Approve Adoption of AP Economics Textbook: Krugman's Economics for the AP Course**

**Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

Through a collaborative process with AP Economics teachers from the high schools, it was determined that a new textbook is needed for our AP Economics course. An important part of this process was making the decision on which materials will best meet the needs of our students, and to best prepare our students to take the Advanced Placement exam. Additionally, AP Course Audits for submission to College Board require that "the teacher and students have access to college-level resources including a recently published (within the last 10 years) college-level textbook and reference materials in print or electronic format". Many of our AP textbooks are over 10 years old.

College Board recently announced that all AP courses will have updates for the coming school year. The Bedford, Freeman, and Worth published text, *Krugman's Economics for the AP Course* program contained all the components that we feel will give our students the curriculum they will need to be successful with both the AP Course and the AP Economics Exam. *Krugman's Economics for the AP Course* was assembled by experts and divided into short modules, the

organization, language, and emphasis perfectly mirrors the College Board Framework for the AP Economics exam.

**Financial Impact:**

Educational Services - Not to Exceed \$48,000

**17.1.5. Approve/Ratify Memorandum of Understanding (MOU) Between Bonita Unified School District and Math Shelf**

**Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

Math Shelf is an early learning Math program for preschool and Kindergarten classrooms. Many schools across the country are using it and receiving great results. Math Shelf was awarded the 2019 Best App from Re-Imagine Education, and recipient of impact investments from the Heising-Simons and Valhalla Foundation.

Piloting Math Shelf for one year will provide us the opportunity to evaluate if it could be a useful tool in helping us achieve the 70% proficiency BUSD has set to achieve by 2025.

J. Marion Roynon School has been awarded a Math Shelf Start-Up Grant. The Grant includes twenty (20) Math Shelf classroom Kindergarten licenses, twenty (20) Amazon Fire 8 Tablets, and twenty (20) protective tablet cases. In order to receive the Grant Bonita Unified School District must enter an MOU agreeing to participate in the following:

- Two, 1-hour face-to-face training sessions
- Participating students play Math Shelf twice a week
- District Administrator participates in three conference calls analyzing data

**Comments:**

At the end of year 1, BUSD may agree to purchase Math Shelf Licenses for classrooms, and implement the program in year 2 at a cost of \$450 per class. If BUSD decides not to implement Math Shelf, BUSD agrees to return the tablets they purchased with the grant funds back to Math Shelf.

**Financial Impact:**

Funded by Math Shelf Start-Up Grant

**17.1.6. Approve Enrollment of the Spring Transitional Kindergarten Students**

**Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

Per Education Code 48000 (B)(i), the Governing Board of any school



district maintaining one or more transitional kindergartens may, on a case-by-case basis, admit a transitional kindergarten child having attained the age of five years after December 2, but during that same school year, at any time during the school year with the approval of the parent or guardian, subject to the following conditions: (1) The Governing Board determines that the admittance is in the best interests of the child; and (2) The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

Bonita Unified School District will begin morning and afternoon Spring Transitional Kindergarten programs on January 6, 2020 at Ekstrand Elementary School and at Allen Avenue Elementary School. Students eligible for these programs must turn 5 years of age by June 4, 2020. The Spring Transitional Kindergarten program will focus on development of phonemic awareness and mathematical concepts, which will prepare students for success in the full year kindergarten program. The morning class will be in session from 8:15 a.m. to 11:15 a.m. and the afternoon class will be in session from 11:45 a.m. to 2:45 p.m. Students who enroll in the Spring Transitional Kindergarten program will continue in the full-year kindergarten program for the 2020-2021 school year. These students generate funding based upon ADA for the period beginning January 6, 2020 or once the child turns five. The following 75 students have enrolled in Spring Transitional Kindergarten:

Temporary Student ID#s:

ID#902460, ID#902461, ID#902462, ID#902463, ID#902464,  
ID#902465, ID#902466  
ID#902467, ID#902468, ID#902469, ID#902470, ID#902471,  
ID#902472, ID#902473  
ID#902474, ID#902475, ID#902476, ID#902477, ID#902478,  
ID#902479, ID#902480  
ID#902481, ID#902482, ID#902483, ID#902484, ID#902485,  
ID#902486, ID#902487  
ID#902488, ID#902489, ID#902490, ID#902491, ID#902492,  
ID#902493, ID#902494  
ID#902495, ID#902496, ID#902497, ID#902498, ID#902499,  
ID#902500, ID#902501  
ID#902502, ID#902503, ID#902504, ID#902505, ID#902506,  
ID#902507, ID#902508  
ID#902509, ID#902510, ID#902511, ID#902512, ID#902513,  
ID#902514, ID#902515  
ID#902516, ID#902517, ID#902518, ID#902519, ID#902520,  
ID#902521, ID#902522  
ID#902523, ID#902524, ID#902525, ID#902526, ID#902527,  
ID#902528, ID#902529  
ID#902530, ID#902531, ID#902532, ID#902533, ID#902534

**17.1.7. Approve Agreement Between Bonita Unified School District and 2080 Media Inc. D/B/A PlayOn! Sports from August 1, 2019 - June 30, 2024**

**Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

PlayOn! Sports (PlayOn) is a high school media company that live streams sports events. PlayOn will provide Bonita High School (BHS) with access to two units of hardware and software (Pixellot Systems) to use for the next five school years (through June 30, 2024); however, PlayOn will retain title to such items.

BHS will live broadcast all regular season sports events held in the gym and stadium.

A copy of the agreement can be found in the Business Services Department.

**Financial Impact:**

Site Funds - Not to Exceed \$5,000

**17.2. BUSINESS SERVICES**

**17.2.1. Approve and/or Ratify "A" Warrants (Payments for School Employees) and "B" Warrants (Payments for Equipment, Supplies, Services of Non-School Employees and Other Non-Salary Expenditures), as Listed**

**Speaker:**

Susan Cross Hume, Assistant Superintendent, Business Services

**Attachments:**

A Warrants 12-11-19

B Warrants 12-11-19

**17.2.2. Approve and/or Ratify Purchase Orders (Authorization for Purchase of Equipment, Supplies and the Services of Non-School Employees), as Listed**

**Speaker:**

Susan Cross Hume, Assistant Superintendent, Business Services

**Attachments:**

PO Report 12-11-19

**17.2.3. Approve Budget Transfers Between Major Object Codes, as Listed**

**Speaker:**

Susan Cross Hume, Assistant Superintendent, Business Services

**Attachments:**

Budget Adjustment Summary 12-11-19

#### **17.2.4. Declare Items Listed as Surplus in Accordance with Education Code 17545 and Authorize Disposal**

##### **Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

##### **Rationale:**

Allen Avenue Elementary School, Ekstrand Elementary School, Gladstone Elementary School, La Verne Heights Elementary School, Shull Elementary School, Lone Hill Middle School, Ramona Middle School, Bonita High School, San Dimas High School, and the Educational Technology Department have requested that the equipment listed on the attached lists be declared obsolete. Schools and departments periodically review their furniture and equipment items to identify obsolete items for disposal.

Board Policy 3270 details the various options for the disposal of surplus property, with the exception of E-waste. The District is currently disposing of salvageable items by using a public auction service. E-waste, which includes computers, printers, and other technology equipment, is palletized and identified by a serial number. In order to comply with current regulations on the disposal of E-waste, the equipment is then disposed of by a qualified contractor.

The obsolete items identified by the school sites and departments have a value of less than \$2,500 and will be disposed of as detailed in Education Code Section 17546(2).

Storage of these items creates an unnecessary hazard that can be eliminated by declaring the items as surplus and approving their disposal.

##### **Comments:**

School sites and departments continue to monitor classrooms, offices, and storage areas in an effort to identify and dispose of unusable and obsolete items.

##### **Financial Impact:**

Not Applicable

##### **Attachments:**

Surplus Obsolete 12-11-19

#### **17.2.5. Independent Contract Agreements**

##### **Speaker:**

Susan Cross Hume, Assistant Superintendent, Business Services

##### **Rationale:**

Approve Independent Contract Agreements between Bonita Unified School District and consultant(s)/contractors(s). Copies of each Independent Contract Agreement are kept on file in the Business

Office.

a.) Kathleen Lindenmayer

Ms. Lindenmayer will provide consultation for the Health Services Department on an as-needed basis from January 1, 2020 through June 30, 2021, not to exceed \$70,451. Funding: Health Services

b.) Pedro Olvera

Mr. Olvera will conduct a half-day training for District Psychologists and Speech and Language Pathologists in English Language Assessments in January, 2020, not to exceed \$1,000. Funding: Specialized Services.

### **17.2.6. Approve Agreement Between Bonita Unified School District and Purple Easel**

#### **Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

#### **Rationale:**

The Board of Education, at its regularly scheduled meeting on October 2, 2019, approved an agreement with Purple Easel to provide an art class to Gladstone Elementary School students through the Enrichment Program. At the time of the approval, the total financial impact was reported as \$666 for the class.

#### **Comments:**

Due to an increase in student involvement, it is necessary to increase the financial impact for the art class. The amended cost is \$684. This amount supersedes the original Board approval of \$666 on October 2, 2019.

#### **Financial Impact:**

Site Funds - \$684

### **17.2.7. Approve Agreement Between Bonita Unified School District and Williams Data Management**

#### **Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

#### **Rationale:**

Williams Data Management will provide regular document destruction services to all school sites and the District Office through June 30, 2020.

#### **Comments:**

Williams Data Management has the expertise to provide secure, mobile document destruction.

#### **Financial Impact:**

General Fund - \$4,200

### **17.2.8. Approve Agreement Between Bonita Unified School District and All Pro Plumbing Heating, Air & Electrical**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

All Pro Plumbing, Heating, Air & Electrical will remove and replace a broken drain line in the Bonita High School girl's restroom.

**Comments:**

All Pro Plumbing, Heating, Air & Electrical has the experience and expertise to provide plumbing services throughout the term of the project.

**Financial Impact:**

General Fund - \$27,000.

### **17.2.9. Approve Amended Agreement Between Bonita Unified School District and Linik Corporation**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

In 2016, the Board of Education approved an agreement with Linik Corporation to provide construction management services for the Bonita High School Stadium Project. To allow Linik to finalize the project and complete all paperwork, the agreement will be increased by \$25,500, bringing the total project cost to \$456,700.

**Comments:**

The construction management firm is a key member of the project team throughout construction and into the final project close-out. Linik Corporation has the experience and technical expertise necessary to manage the project.

**Financial Impact:**

Measure AB Fund - \$25,500

### **17.2.10. Approve Change Order #6 Bid 18-19:05 for the Bonita High School Stadium Project - Telacu Construction Management**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

The Board of Education, at its regularly scheduled meeting on August 1, 2018, authorized staff to award bid 18-19:05 to Telacu Construction Management for bleacher replacement and building construction related to the Bonita High School Bleacher Replacement/Stadium Project.

District staff, in conjunction with the architect and project manager, have determined that the changes to the construction plan was necessary. The changes identified in Change Order #6 include:

Credit for repair of damaged asphalt in parking lot	\$(14,655.00)
Cost to add base to field to meet elevations	\$46,579.76
Provide additional underlayment around field perimeter	\$8,308.67
Revised bleacher footings for visitor's side	\$25,690.62
Revision to home bleacher ticket booth ramp	\$23,040.83
Add handrail and concrete at new restroom	<u>\$8,946.80</u>

**Total Amount of Change Order #6: \$97,911.68**

**Total Contract Amount including Change Order #6: \$5,568,363.18**

**Comments:**

During the course of construction, various items were identified that needed to be added to the construction plan. In order to proceed with construction and complete the project in a timely manner, District staff, the architect, and the project manager determined that the activities detailed in Change Order #6 were appropriate and should be completed.

**Financial Impact:**

Building Fund - Measure AB - Change Order #6 - \$97,911.68.

**17.2.11. Approve Notice of Completion for Bid 18-19:05 Stadium Project at Bonita High School**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

On August 1, 2018, the Board of Education awarded Bid 18-19:05 Stadium Project at Bonita High School.

**Comments:**

Telacu Construction Management, Inc., has completed the project as called for in Bid 18-19:05.

**Financial Impact:**

Measure AB Fund - \$5,470,452.

**17.2.12. Approve Associated Student Body Financial Statements from Lone Hill Middle School, Ramona Middle School, Bonita High School, Chaparral High School, and San Dimas High School**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

The secondary schools, which have active Associated Student Body (ASB) accounts, submit financial statements on a monthly basis. The reports are presented to the Board on a quarterly basis. Detailed reports are on file in the Business Office.

**Comments:**

Submission of the financial statements permits the Board of Education to monitor the fiscal aspects of the ASB operation.

**Financial Impact:**

All funds are raised from ASB activities.

**Attachments:**

ASB Balance Sheet Report 12-11-19

**17.2.13. Adopt Resolution 2020-06 Certification of Signatures**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

As part of the Annual Organizational Meeting of the Board of Education, the Los Angeles County Office of Education requires that a Certificate of Signatures for the ensuing year be completed. Resolution 2020-06 Certification of Signatures provides Los Angeles County Office of Education with signatures of the Superintendent, Assistant Superintendent of Business Services, Assistant Superintendent of Human Resources Development, Assistant Superintendent of Educational Services, and Senior Director of Fiscal Services to sign Warrants, Orders for Salary Payment, Notices of Employment, Contracts and Purchase and Payment Authorizations, as designated, signatures of Directors, Principals, Assistant Principals, and Coordinators to sign Approvals for Payment of Invoices, as designated, signature of Director of Purchasing to sign Purchase Orders, as designated, and signatures of the Board of Education members.

**Comments:**

State law requires that authorized signatures be filed with the Los Angeles County Office of Education.

**Financial Impact:**

Not Applicable

**Attachments:**

Certification of Signatures Resolution

**17.3. HUMAN RESOURCES DEVELOPMENT**

**17.3.1. Approve/Ratify Terminations, Resignations, Leaves of Absence, Employment, Changes of Status, Extra Duty and Other Routine Personnel Items for Certificated and Certificated Management Employees as Listed. All Employment at Appropriate Step and Column on Designated Salary Schedule**

**Speaker:**

Kevin Lee, Assistant Superintendent Human Resources Development

**Attachments:**

Certificated Personnel Report

**17.3.2. Approve/Ratify Terminations, Resignations, Leaves of**

**Absence, Employment, Changes of Status, Extra Duty and Other Routine Personnel Items for Classified, Classified Management and Confidential Employees as Listed. All Employment at Appropriate Step and Column on Designated Salary Schedule**

**Speaker:**

Kevin Lee, Assistant Superintendent Human Resources Development

**Attachments:**

Classified Personnel Report

**17.3.3. Approve/Ratify Classified/Certificated Attendance at Conferences, Conventions, Workshops and Meetings as Listed. Actual and Necessary Expenses Incurred by Such Attendance to be Paid by Bonita Unified School District Unless Otherwise Specified in Accordance With Board Policy 3350**

**Speaker:**

Kevin Lee, Assistant Superintendent Human Resources Development

**Attachments:**

Conference Report

**17.3.4. Approve Certification of Management Personnel Assigned as Teacher Evaluators for the 2019-2020 School Year in Accordance with Education Codes 44660-44665**

**Speaker:**

Kevin Lee, Assistant Superintendent Human Resources Development

**Rationale:**

Pursuant to Education Codes 44660-44665, the names of those management personnel assigned to evaluate teachers are listed below. Specific criteria upon which the Superintendent's recommendation for certification include:

- Possession of a valid and appropriate administrative or supervision credential
- Knowledge of District policies, procedures and adopted curriculum
- Knowledge of requirements relative to evaluation procedures
- Understanding of District standards of pupil progress
- Competency in instructional methodologies
- Skill in assessing and remediation of classroom climate
- Skill in techniques and procedures of evaluation and instruction

It is important that management personnel are trained in all phases of the evaluation process in order to provide assistance, direction and support to the personnel who are being evaluated.

1. Abusham, Jaymi - Principal, La Verne Heights Elementary
2. Black, Christine - Principal, Ed Jones Education Center
3. Braswell, Kimberly - Assistant Principal, Ramona Middle School



4. Carter, Tomeika - Principal, Grace Miller Elementary
5. Coles, Carl - Superintendent
6. Coss, Jason - Principal, Lone Hill Middle School
7. Daniels, Allison - Principal, Gladstone Elementary
8. DiGrazia, Tammi - Principal, Roynon Elementary
9. Ellis, James - Principal, Ramona Middle School
10. Grenier, Debbie - Principal, Allen Ave Elementary
11. Gribbon, Dan - Dean of Students, Ed Jones Educational Center
12. Gutierrez, Thomas - Assistant Principal, Ramona Middle School
13. Horsley, Chris Ann - Sr. Director, Elementary Curriculum & Instruction
14. Kear, Rita - Assistant Principal, San Dimas High School
15. Kline-Taylor, Nadia - Assistant Principal, Lone Hill Middle School
16. Lee, Kevin, Assistant Superintendent, Human Resources Development
17. Lindsay, Joy - Assistant Principal, Bonita High School
18. Nance, Jack - Assistant Principal, San Dimas High School
19. Neal, Anne - Sr. Director, Secondary Curriculum & Instruction
20. Patterson, Steven - Principal, Oak Mesa Elementary
21. Pizzolo, Gene - Assistant Principal, Bonita High School
22. Podley, Eric - Assistant Principal, Bonita High School
23. Poma, Andrea - Dean of Students, San Dimas High School
24. Powell, Jennifer - Principal, Shull Elementary
25. Ritchie, Kenny - Principal, Bonita High School
26. Rodgers, Mark - Sr. Director, Specialized Student Services
27. Sandoval, Leslie - Assistant Principal, Roynon Elementary
28. Vaudrey, Matthew - Interim Dean of Students
29. Walker, Danielle - Coordinator, Specialized Services
30. Wang, Ji - Principal, Ekstrand Elementary
31. Wien, Matthew - Assistant Superintendent Educational Services

**Comments:**

The goal of the evaluation process is to improve teaching strategies and techniques to enhance student learning.

**Financial Impact:**

Not applicable.

**17.4. SUPERINTENDENT**

**17.4.1. Adopt Resolution 2020-07 Requesting Remuneration/Reimbursement for Diane Koach**

**Rationale:**

Pursuant to Education Code 35210, a governing board member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the school district or districts, he or she was ill or on jury duty, or the

absence was due to a hardship deemed acceptable by the board.

Attached is Resolution 2020-07 requesting remuneration/reimbursement for Diane Koach missing a Board of Education Meeting due to illness, jury duty, or hardship on December 11, 2019.

**Attachments:**

Resolution 2020-07

**18. DISCUSSION/ACTION AGENDA**

**18.1. BUSINESS SERVICES**

**18.1.1. Approve 2019-2020 First Interim Financial Report for the 2019-2020 Fiscal Year with a Positive Certification**

**Speaker:**

Susan Cross Hume, Assistant Superintendent Business Services

**Rationale:**

Education Code Section 35035G and AB1200 requires governing boards to approve and submit two interim reports during the fiscal year no later than 45 days after the close of the period being reported. The first report shall cover the financial and budgeting status of the District for the period ending October 31. The Second Interim Report shall cover the period ending January 31. The reports presented to the Board are in the format required by the Superintendent of Public Instruction and based on standards and criteria for fiscal stability developed as per Education Code Section 33127.

Education Code Section 42131 also requires governing boards to file a certification as to whether or not the school district is able to meet its financial obligations for the remainder of the fiscal year and for the two subsequent fiscal years. The certification is based upon the Board's assessment of the District's current budget and projected forecasts of revenues, expenditures and fund balances.

**Comments:**

A copy of the 2019-2020 First Interim Report is attached to this agenda item and available in the Business Office. Also included is a narrative detailing the assumptions and variables, as well as summary comparative financial statements for each fund of the District, presenting original June budget to current First Interim budget amounts.

The District's First Interim Report is certified as "Positive". A positive certification indicates that based on current projections, the District will meet its financial obligations for the current and subsequent two fiscal years.

**Financial Impact:**

**Attachments:**

First Interim Memo 2019-2020  
First Interim Presentation 2019-2020  
First Interim Report 2019-2020

**18.2. SUPERINTENDENT**

**18.2.1. Call for Nominations for California School Boards Association Delegate Assembly**

**Rationale:**

California School Boards Association (CSBA) Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state.

The Delegate Assembly consists of:

- More than 280 elected board members from CSBA's 21 geographic regions
- A 31-member Board of Directors
- Past presidents of CSBA serving on local school boards
- The immediate past president of the California County Boards of Education

Assembly meets twice each year. Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until Tuesday, January 7, 2020.

**Comments:**

Bonita Unified is assigned to CSBA Region 23-C.

**Attachments:**

Call for Nominations to CSBA Delegate Assembly Packet

**18.3. BOARD OF EDUCATION - ASSIGNMENT OF COMMITTEES AND APPROVAL OF MEETING SCHEDULE FOR 2020**

**18.3.1. Appoint One Representative to San Antonio Regional Occupational Program Board of Directors**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as representative to San Antonio Regional Occupational Program Board of Directors

**18.3.2. Appoint One Alternate Representative to San Antonio Regional Occupational Program Board of Directors**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as an alternate representative to San Antonio Regional Occupational Program Board of Directors

**18.3.3. Appoint One Representative to the Los Angeles County School Trustees Association**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as representative to the Los Angeles County

School Trustees Association

**18.3.4. Appoint One Representative to Elect Members to the Los Angeles County Committee on School District Organization**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as representative to Elect Members to the Los Angeles County Committee on School Trustee Organization

**18.3.5. Appoint First of Two Representative to Serve on the City of La Verne Ad Hoc Committee**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as one of two representatives to serve on the City of La Verne Ad Hoc Committee

**18.3.6. Appoint Second of Two Representatives to Serve on the City of La Verne Ad Hoc Committee**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as the second of two representatives to serve on the City of La Verne Ad Hoc Committee

**18.3.7. Appoint One Representative to Serve on the City of La Verne Youth & Family Action Committee**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as representative to serve on the City of La Verne Youth & Family Action Committee

**18.3.8. Appoint First of Two Representatives to Serve on the City San Dimas Ad Hoc Committee**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as one of two representatives to serve on the City of San Dimas Ad Hoc Committee

**18.3.9. Appoint the Second of Two Representatives to Serve on the City of San Dimas Ad Hoc Committee**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as second of two representatives to serve on the City of San Dimas Ad Hoc Committee

**18.3.10. Appoint One Representative to the La Verne-San Dimas Educational Foundation**

**Quick Summary / Abstract:**

Appoint \_\_\_\_\_ as representative to serve on the La Verne-San Dimas Educational Foundation

**18.3.11. Approve Board of Education Regular Meeting Schedule for 2020**

**Rationale:**

Board Bylaw 9100 requires the Governing Board to approve a schedule of regular meetings for the calendar year and the publish the time the Board will address important governance matters.

The Bonita Unified School District Board of Education regular meetings are held monthly at 6:00 PM and are held at 115 W. Allen Avenue, San Dimas.

**Quick Summary / Abstract:**

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Below are the proposed regular meetings and two special meeting dates for 2020:

January 8, 2020

February 5, 2020

March 4, 2020

May 6, 2020

June 10, 2020

June 24, 2020 (Special Meeting: Budget)

July 1, 2020

August 5, 2020

August 12, 2020 (Special Meeting: Areas of Focus)

September 2, 2020

October 7, 2020

November 4, 2020

December 9, 2020

**18.4. STUDENT DISCIPLINARY ACTION**

**Rationale:**

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The Governing Board will take action in open session on the following student disciplinary items listed.

**18.4.1. Student Disciplinary Action for Student #150603329**

**Speaker:**

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Matthew Wien, Assistant Superintendent Educational Services

**Rationale:**

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The Governing Board will take action on the following student disciplinary matter:

Student Disciplinary Action Pursuant to Education Code #48900(a2) & 48915 (A1-A). Recommendation that student #150603329 be expelled for the remainder of the 2019-2020 school year with placement in a Community Day School or Alternative School outside the Bonita Unified School District.

**Financial Impact:**

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Not Applicable

#### **18.4.2. Student Disciplinary Action for Student #130704593**

##### **Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

##### **Rationale:**

The Governing Board will take action on the following student disciplinary matter:

Student Disciplinary Action Pursuant to Education Code #48900(a1) & 48915 (C2). Recommendation that student #130704593 be expelled for a calendar year with placement in a Community Day School or Alternative School outside the Bonita Unified School District.

##### **Financial Impact:**

Not Applicable

#### **18.4.3. Student Disciplinary Action for Student #120402874**

##### **Speaker:**

Matthew Wien, Assistant Superintendent Educational Services

##### **Rationale:**

The Governing Board will take action in open session on the following student disciplinary matter:

Student Disciplinary Action Pursuant to Education Code #48900(D) & 48915(C3). Recommendation that student #120402874 be expelled for a calendar year with placement in a Community Day School or Alternative School outside the Bonita Unified School District.

##### **Financial Impact:**

Not Applicable

### **19. REQUESTS TO SPEAK ON NON-AGENDA ITEMS COMMUNICATION FROM THE PUBLIC**

#### **Quick Summary / Abstract:**

This is an opportunity for the public to address the Board on non-agenda items. No action can be taken on non-agenda items (Board Policy 9055). Individual speakers may be allowed up to three (3) minutes to address the Board on any non-agenda item. The Board reserves the right to limit the time on a non-agenda item. Prior to addressing the Board, please fill out the "Request to Address the Board" card, which may be picked up from Adela Droe, Senior Executive Assistant to the Superintendent. Any person addressing the Board should first state their name, association with the District, and address. At this time, the Board wishes to recognize:

Community (Individuals having completed a Request Card)

Parent Teacher Association (PTA)

Bonita Unified Teachers Association (BUTA)

California School Employees Association (CSEA)

Bonita Unified Management Team (BUMT)

## **20. FUTURE MEETING DATES**

### **20.1. The Next Regular Board of Education Meeting Date**

#### **Speaker:**

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Carl Coles, Superintendent

#### **Quick Summary / Abstract:**

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The next regular Board of Education Meeting is scheduled on January 8, 2020, at 6:00 PM, at the District Office, 115 W. Allen Avenue, San Dimas.

## **21. ITEMS FOR FUTURE AGENDAS**

## **22. ADJOURNMENT**

### **Disability Information:**

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Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Superintendent's Office at 909-971 8200, extension 5101.

**Published: December 6, 2019, 4:15 PM**