

**RIALTO UNIFIED SCHOOL DISTRICT**  
**Regular Meeting of the Board of Education**  
**Dr. John R. Kazalunas Education Center**  
**182 East Walnut Avenue**  
**Rialto, California**

**DINA WALKER**  
President

**EDGAR MONTES**  
Clerk

**NANCY G. O'KELLEY**  
Member



**JOSEPH W. MARTINEZ**  
Vice President

**JOSEPH AYALA**  
Member

**JAWAUN COLLIER**  
Student Board Member

**CUAUHTÉMOC AVILA, ED.D.**  
Superintendent

**January 25, 2017**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee in writing.

**AGENDA**

- A. OPENING**  
**Call to Order – 6:00 P.M.**

**OPEN SESSION**

1. Comments on Closed Session Agenda Items. Any person wishing to speak on any item on the Closed Session Agenda will be granted three minutes.

**CLOSED SESSION**

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

As provided by law, the following are the items for discussion and consideration at the Closed Session of the Board Meeting:

1. Public Employee Employment/Discipline/Dismissal/Release/ Reassignment of Employees (Government Code section 54957)

2. Student Expulsions/Reinstatements/Expulsion Enrollments
3. **CONFERENCE WITH LABOR NEGOTIATORS**  
 Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent, Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services, and Rhonda Kramer, Director, Personnel Services.  
 Employee organizations: California School Employees Association, Chapter 203 (CSEA), Rialto Education Association (REA), Communications Workers of America (CWA)

4. **CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (Gov. Code § 54956.9(a)):**

Rialto Unified School District v. Project Management and Integration Service, LLC (Case No. CIVDS1518115)

Rialto Unified School District v. Educational Consulting Services, Inc., et al. (Case No. CIVDS1518116)

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_ Time:\_\_\_\_\_

**ADJOURNMENT OF CLOSED SESSION**

Moved\_\_\_\_\_ Seconded\_\_\_\_\_ Vote\_\_\_\_\_ Time\_\_\_\_\_

**OPEN SESSION RECONVENED – 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**PRESENTATION BY PRESTON ELEMENTARY SCHOOL**

**REPORT OUT OF CLOSED SESSION**

**ADOPTION OF AGENDA**

Moved\_\_\_\_\_ Seconded\_\_\_\_\_

Preferential Vote by Student Board Member: Aye:\_\_\_\_\_ No:\_\_\_\_\_ Abstain:\_\_\_\_\_

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**B. PRESENTATIONS**

1. Middle School – District Student Advisory Committee (DSAC) Presentation
2. Presentation by Vicenti, Lloyd & Stutzman, LLP, regarding the Fiscal Year 2015-2016 Annual Audited Financial Report

3. Parent Engagement Presentation (Family Leadership Institute)
4. Parent Engagement Presentation (Hispanic Association of Colleges and Universities).

**C. COMMENTS**

1. Public Comments from the Floor: At this time, any person wishing to speak on any item **not on** the Agenda will be granted three minutes.
2. Public Comments on Agenda Items: Any person wishing to speak on any item **on** the Agenda will be granted three minutes.
3. Comments from Association Executive Board Members: Rialto Education Association (REA), California School Employees Association (CSEA), Communications Workers of America (CWA), Rialto School Managers Association (RSMA).
4. Comments from the Superintendent
5. Comments from Members of the Board of Education

**D. PUBLIC HEARING - None**

**CONSENT CALENDAR ITEMS**

All items on the Consent Calendar will be acted upon in one motion unless pulled by Board of Education members or the Superintendent for individual action.

**Approve Consent Calendar Items (Ref. E – J)**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Preferential Vote by Student Board Member: Aye: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_  
 Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**E. MINUTES**

1. Approve the minutes of the Regular Board of Education meeting held January 11, 2017. (Ref. E 1.1-20)

**F. GENERAL FUNCTIONS CONSENT ITEMS**

1. Second reading of revised Board Policy 4151, 4251, 4351(a-d); All Personnel: Employee Compensation. (Ref. F 1.1-4)

2. Second reading of revised Board Bylaw 9010(a-b); Bylaws of the Board: Public Statements. (Ref. F 2.1-2)
3. First reading of revised Board Policy 0460(a-f); Philosophy, Goals, Objectives and Comprehensive Plans: Local Control and Accountability Plan. (Ref. F 3.1-6)
4. First reading of revised Board Policy 4030(a-e); All Personnel: Nondiscrimination in Employment. (Ref. F 4.1-5)
5. First reading of revised Board Policy 4119.11, 4219.11, 4319.11(a-c); All Personnel: Sexual Harassment. (Ref. F 5.1-3)
6. First reading of revised Board Policy 6152(a-d); Instruction: Class Assignment. (Ref. F 6.1-4)
7. First reading of revised Board Policy 6164.2(a-i); Instruction: Guidance/Counseling Services. (Ref. F 7.1-9)
8. First reading of revised Board Bylaw 9323(a-e); Bylaws of the Board: Meeting Conduct. (Ref. F 8.1-5)

**G. INSTRUCTION CONSENT ITEMS**

1. Approve thirty (30) parents/guardians from Rialto Unified School District to attend a parent workshop on February 24, 2017, at San Bernardino Valley College, in San Bernardino, California, for a total cost not-to-exceed \$600.00, to be paid from Title III Funds. (Ref. G 1.1)
2. Approve thirty-seven (37) students of the Carter High School Cheer Team and four (4) chaperones to attend the Jamz Cheerleading National Championship in Las Vegas, Nevada, February 16, 2017 through February 18, 2017, at an approximate cost of \$2,000.00, to be paid from the Carter Cheer Booster Club, at no cost to the District. (Ref. G 2.1)
3. Approve fourteen (14) Carter High School Competitive Speech and Debate student team members, two (2) advisors, and one (1) parent chaperone to attend the 2017 Stanford University High School Speech and Debate Tournament at Stanford University, February 10, 2017 through February 13, 2017, for a total estimated cost of \$5,000.00, to be paid from the team's ASB account, at no cost to the District. (Ref. G 3.1)
4. Approve travel reimbursement for two (2) Western Association of Schools and Colleges (WASC) visiting committee members conducting the midterm visitation of Focus on Learning Joint WASC/CDE process at Milor High School on April 26, 2017, for a total cost not-to-exceed \$2,000.00, to be paid from the General Fund. (Ref. G 4.1)

5. Approve one (1) Region Officer/chapter member (student) of the Family Community Career Leaders of America (FCCLA) and one (1) advisor from Eisenhower High School, to attend the FCCLA 2017 Capitol Leadership Experience in Sacramento, California, on February 5, 2017 through February 7, 2017, for an approximate cost of \$3,200.00, to be paid from FCCLA State Department for the Region Officer (student) and Perkins Funds for the advisor/chaperone at approximately \$1,600.00 each, for a total of \$3,200.00. (Ref. G 5.1)
6. Approve the proposed student eligibility plan, course of study, calendar and schedule of classes for the 2017-2018 Summer School Programs. (Ref. G 6.1-4)

**H. BUSINESS AND FINANCIAL CONSENT ITEMS**

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from December 12, 2016 through January 9, 2017, (sent under separate cover to Board Members). A copy for public review will be available at the Board Meeting.
2. Accept the donations from The Way Bible Fellowship, Lifetouch National School Studios, Boston's Restaurant, Anonymous, Dell, Inc., Masonic Lodge Chapter No. 306, and Google.org and DonorsChoose.org, and request that a letter of appreciation be sent to the donors. (Ref. H 2.1)
3. Approve the Memorandum of Understanding between Rialto Unified School District and WestEd for a fifth grade teacher volunteer Study of *Newsefa: Building Reading Comprehension Through Level Nonfiction Content at Fifth Grade*, from February 2017 to May 2017, at no cost to the District. (Ref. H 3.1)
4. Accept the FEDCO Classroom Enrichment Grant from the Center for Excellence in Mathematics and Science Teaching (CEMaST) of Cal Poly Pomona College of Science for Simpson Elementary School, in the amount of \$700.00, to be used for transportation and admission to the Living Desert Zoo, effective January 2017 through May 15, 2017. (Ref. H 4.1)
5. Approve an agreement with Clay Counseling Solutions to provide direct counseling service to fifteen to twenty (15-20) students at Curtis, Dollahan, Dunn, and Preston Elementary Schools, for a total cost not-to-exceed \$16,000.00, effective January 26, 2017 through May 30, 2017, to be paid from the General Fund. (Ref. H 5.1)
6. Approve an agreement with Young Visionaries Youth Leadership Academy for fifteen to twenty (15-20) Eisenhower High School students and Assistant Principal Enice Jackson, to participate in the SMAART

program, which will be held at Eisenhower High School, January 26, 2017 through June 30, 2017, to be paid by San Bernardino County Department of Behavior Health, at no cost to the District. (Ref. H 6.1)

7. Approve an agreement with SPARK to provide staff development to K-5 teachers on K-5 Physical Education Curriculum for a total cost not-to-exceed \$15,600.00, effective March 15, 2017 through April 19, 2017, to be paid from the General Fund. (Ref. H 7.1)
8. Approve an agreement with Pathfinder Ranch for approximately seventy (70) fifth grade students, two (2) staff members, and eight (8) parent chaperones (who have been approved by RUSD as Level 1 Volunteers), from Fitzgerald Elementary School to attend the outdoor education program in Mountain Center, California, for a total cost of approximately \$11,130.00, effective May 3, 2017 through May 5, 2017, to be paid from student fundraisers and donations, and at no cost to the District. (Ref. H 8.1)
9. Approve an agreement with Pathfinder Ranch for approximately fifty (50) fifth grade students, five (5) staff members, and five (5) parent chaperones (who have been approved by RUSD as Level 1 Volunteers), from Preston Elementary School to attend the outdoor education program in Mountain Center, California, for a total cost of approximately \$12,000.00, effective April 12, 2017 through April 14, 2017, to be paid from student fundraisers, donations, and ASB funds, and at no cost to the District. (Ref. H 9.1)
10. Approve an agreement with Fuel for Success to provide a science competition, materials, and a field trip to Fontana Speedway for Frisbie Middle School for the 2016-2017 school year. The only cost to the school is transportation to the Fontana Speedway on race day at an approximate cost of \$446.00, to be paid from the General Fund. (Ref. H 10.1)
11. Approve an agreement with Ludwig Engineering Associates, Inc., to provide civil engineering services for the addition of one relocatable classroom building and one relocatable restroom building at Bemis Elementary School for a total cost not-to-exceed \$3,000.00, to be paid from Fund 25, Capital Facilities Fund. (Ref. H 11.1)
12. Approve agreements with Miller Architectural Corporation, to provide architectural services for the Installation of heating, ventilation, and air conditioning (HVAC) in the Gymnasium Building at Kucera Middle School for a cost not-to-exceed \$23,910.00, and an allowance for reimbursable expenses not-to-exceed \$1,000.00 for a total cost not-to-exceed \$24,910.00, to be paid from Fund 40, Special Reserve Fund. (Ref. H 12.1)

13. Award Bid No. 16-17-010, Central Kitchen Heating, Ventilation, and Air Conditioning (HVAC) Upgrade Project, to ACH Mechanical Contractors, Inc. in the amount of \$1,022,000.00. All costs to be paid from Fund 40, Special Reserved Fund. (Ref. H 13.1)

14. Approve an agreement between the San Bernardino Community College District for the San Bernardino Valley College – Child Development Program for the purpose of offering a mentoring program that recognizes the District as a Mentor Teacher site at Myers Elementary School for San Bernardino Community College District students, effective January 26, 2017 through June 30, 2017, to be funded by the California Early Childhood Mentor Program (CECMP), at no cost or liability to the District. (Ref. H 14.1)

I. **FACILITIES PLANNING CONSENT ITEMS - None**

J. **PERSONNEL SERVICES CONSENT ITEMS**

1-3. Approve Personnel Report No. 1166 for classified and certificated employees. (Ref. J 1.1-3.1-2)

K. **DISCUSSION/ACTION ITEMS**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

1. Ratify an agreement with 3 Chords, Inc. dba: Therapy Travelers to provide a Speech Pathologist to provide speech and language assessments and services to current identified speech and language students for a total cost not-to-exceed \$57,600.00, effective January 11, 2017 through June 30, 2017, to be paid from Special Education Funds. (Ref. K 1.1)

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

2. Approve a Memorandum of Understanding (MOU) with the City of Fontana to provide crossing guard services from January 1, 2017 through June 30, 2018, with the City of Fontana paying up to 50% of the total annual estimated costs. The terms of the MOU may be extended for an additional one (1) year up to four (4) additional years upon mutual agreement. (Ref. K 2.1)

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

3. Approve the early notification one-time incentive to those permanent certificated full-time employees who desire to resign or retire at the end of the 2016-2017 school year, who have fifteen (15) years or more of experience within the District, by notifying Personnel Services of their intent with an irrevocable Letter of Retirement or Resignation by 4:00 p.m. on February 28, 2017, with a payment of \$500.00 per employee to be issued on the employee's last pay warrant issued on July 1, 2017, with a total estimated cost of \$79,000.00, to be paid from the General Fund.  
(Ref. K 3.1)

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

4. Accept the Fiscal Year 2015-16 Annual Audited Financial Report completed by Vicenti, Lloyd & Stutzman LLP.  
(Ref. K 4.1)

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

5. Approve the recommendations of the Administrative Hearing Panel (AHP):

**ADMINISTRATIVE HEARING**

Case Number:  
16-17-19

**STIPULATED**

Case Numbers:  
16-17-26  
16-17-25  
16-17-20

**REINSTATEMENT HEARING**

Case Number:  
15-16-38

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_



**L. ADJOURNMENT**

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Preferential Vote by Student Board Member: Aye: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_  
Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**Time** \_\_\_\_\_

The next regular meeting of the Board of Education of the Rialto Unified School District will be held on Wednesday, February 8, 2017, at 7:00 p.m., at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, California.

\*Materials distributed or presented to the Board of Education at the Board Meeting are available upon request from the Superintendent's Office.



**MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**RIALTO UNIFIED SCHOOL DISTRICT**  
**DR. JOHN R. KAZALUNAS EDUCATION CENTER**  
**182 EAST WALNUT AVENUE, RIALTO, CA 92376**

**January 11, 2017**

**A. OPENING**

**CALL TO ORDER AND ROLL CALL**

The regular meeting of the Board of Education of the Rialto Unified School District was called to order at 6:00 p.m. by President Walker at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, CA 92376.

Members present: Dina Walker, President; Joseph Ayala, Member; and Nancy G. O'Kelley, Member. Edgar Montes, Clerk, arrived at 6:05 p.m., and Joseph W. Martinez, Vice President, arrived at 6:44 p.m.

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Mohammad Z. Islam, Associate Superintendent, Business Services; Jinane Annous, Ed.D., Lead Innovation Agent; Education Services; Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services; and Rhonda Kramer, Senior Director, Personnel Services. Also present was Rosie Williams, Executive Secretary.

**OPEN SESSION**

1. Comments on Closed Session Agenda Items. Any person wishing to speak on any item on the Closed Session Agenda will be granted three minutes.

There were no comments.

**CLOSED SESSION**

Upon a motion by Member O'Kelley, seconded by Member Ayala, and approved by a 3-0 vote, the Board of Education entered into Closed Session at 6:03 p.m. to consider and discuss the following items:

1. Public Employee Employment/Discipline/Dismissal/Release/ Reassignment of Employees (Government Code section 54957)

**Administrative Appointments:**

- Elementary Principal
- High School Assistant Principal

(Ref. E 1.1)

2. Student Expulsions/Reinstatements/Expulsion Enrollments
3. **CONFERENCE WITH LABOR NEGOTIATORS**  
Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent, Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services, and Rhonda Kramer, Director, Personnel Services.  
Employee organizations: California School Employees Association, Chapter 203 (CSEA), Rialto Education Association (REA), Communications Workers of America (CWA)
4. Review Liability Claim Numbers 16-17-07 and 16-17-09.
5. **CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (Gov. Code § 54956.9(a)):**  
  
Rialto Unified School District v. Project Management and Integration Service, LLC (Case No. CIVDS1518115)  
  
Rialto Unified School District v. Educational Consulting Services, Inc., et al. (Case No. CIVDS1518116)

#### **ADJOURNMENT OF CLOSED SESSION**

Upon a motion by Member Montes, seconded by Vice President Martinez, and passed by a unanimous 5-0 vote, Closed Session adjourned at 7:08 p.m.

#### **OPEN SESSION RECONVENED – 7:08 P.M.**

Members present: Dina Walker, President; Joseph W. Martinez, Vice President; Edgar Montes, Clerk; Joseph Ayala, Member; and Nancy G. O’Kelley, Member.

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Mohammad Z. Islam, Associate Superintendent, Business Services; Jinane Annous, Ed.D., Lead Innovation Agent; Education Services; Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services; and Rhonda Kramer, Senior Director, Personnel Services. Also present was Rosie Williams, Executive Secretary, and Jose M. Reyes, Interpreter.

#### **PLEDGE OF ALLEGIANCE**

Emely Cano, Kolb Middle School student, led the Pledge of Allegiance.

#### **PRESENTATION BY KOLB MIDDLE SCHOOL**

Kolb Middle School students Troia Upton, Matthew Rosario, Emely Cano, Lesly Cano, and Leslie Lopez performed “*Aura Lee.*”

## REPORT OUT OF CLOSED SESSION

Superintendent Avila reported that in Closed Session the Board of Education, by a unanimous 5-0 vote, took the following action:

- Accepted the administrative appointment of Sarah Vielma as High School Assistant Principal, Eisenhower High School.
- Accepted the administrative appointment of Raymond Delgado as Elementary Principal, Kelley Elementary School.
- Accepted the temporary administrative appointment of Karen Good as Interim Elementary Principal, Kordyak Elementary School, effective January 12, 2017.
- Accepted the request for a leave of absence for classified employee #1990927, April 20, 2017 through May 25, 2017.
- Accepted the request for a leave of absence for classified employee #1489137, January 17, 2017 through May 31, 2017.
- Denied the request for a leave of absence for classified employee #1273327, January 17, 2017 through May 22, 2017.
- Accepted the request for a leave of absence for classified employee #1958527, January 17, 2017 through May 25, 2017.

## ADOPTION OF AGENDA

Upon a motion by Clerk Montes, seconded by Member O'Kelley, the Agenda was adopted, as amended, by unanimous 5-0 vote by the Board of Education.

The Agenda was amended as follows:

On page 3 under section D. PUBLIC HEARING

1. Public Hearing: *Pupil Public* Textbook and Instructional Materials Programs

## B. PRESENTATIONS

1. High School – District Student Advisory Committee (DSAC) Presentation

The following DSAC students shared information on activities held at their schools:

Alexis Rodriguez – Rialto High School  
Gilbert Mosqueda – Carter High School  
Keon Collins – Milor/Zupanic High School  
Dorrien Hunter – Eisenhower High School

2. Elementary Spelling Bee 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Place Winners

Superintendent Avila presented Certificates of Recognition to the following Elementary Spelling Bee winners:

Isaac Perez – Garcia Elementary – 1<sup>st</sup> place  
Diane Ponce, Bemis Elementary – 2<sup>nd</sup> place  
Aidan Keo, Bemis Elementary – 3<sup>rd</sup> place

3. Werner Elementary School Safe Walk to School Plan

Superintendent Avila conducted a PowerPoint presentation highlighting the Safe Walk to School Plan. The PowerPoint is attached, see pages (Ref. E 1.13 - Ref. E 1.20)

4. Key to the District from Vice President Joseph W. Martinez to Mr. Rod Campbell, Rialto Middle School Teacher

Vice President Martinez presented Mr. Rod Campbell, Rialto Middle School Teacher, with a Key to the District for his outstanding service to the Rialto Unified School District.

**C. COMMENTS**

1. Public Comments from the Floor: At this time, any person wishing to speak on any item **not on** the Agenda will be granted three minutes.

Michael L. Calof, Attorney for Genevieve Nevarez, spoke regarding issues relating to her leave of absence.

Greg Bell, Athletes for Life, asked for support with his 12<sup>th</sup> Annual Summer Life Skills Camp.

Kalynne Brantley, Carter High School Senior, spoke regarding a service project she created at Carter High School called Helping Hands, providing clothing, toiletries, etc., for McKinney Vento students. She thanked everyone who provided support with this project.

Daniel Peeden, District Representative for Assemblymember Eloise Reyes, wanted to introduce himself and offer his services to the District and the community.

Enaz Wanzer, parent, expressed her concerns with issues she is having regarding her special education student.

Celia Zelaya-Saravia, representing Amigos Unidos, a support group for parents of children with special needs, expressed her gratitude to everyone who helped celebrate with them at the Christmas celebration for Special Education students, and for those who donated toys for the students. She also shared her belief that things are getting better in every aspect regarding Special Education.

Mirna Ruiz, parent, asked the Board to revise the policy allowing parents to have more time for parents to speak. She also asked that the Board have the Special Education team collaborate, communicate and consult with parents regarding their students instead of evade, fight or blame parents or each other.

Acquanetta Warren, Mayor of Fontana, spoke regarding her new educational initiative she is working on where cities, counties and schools work together to help our students. She will be forming focus groups in the next few months and would love RUSD's participation.

2. Public Comments on Agenda Items: Any person wishing to speak on any item on the Agenda will be granted three minutes.

Mirna Ruiz, parent, asked the Board to look into item (Ref. H 6.1) questioning why it was necessary to spend \$11,075 on a survey.

3. Comments from Association Executive Board Members: Rialto Education Association (REA), California School Employees Association (CSEA), Communications Workers of America (CWA). Rialto School Managers Association (RSMA)

Linda Silva, former CSEA President, shared her positive wishes for the new year. She acknowledged classified staff members who put in hours and hours of extra time in order to get the retro pay out to classified and management personnel. She stated that her term as CSEA President has ended and she wanted to thank the Board, Superintendent Avila, and administrative staff for all their help with the concerns and problems brought forth. She requested the Board, Superintendent Avila, and District administrators work one day as a job shadow along a classified staff member. Lastly, she introduced the new CSEA President, Raquel Torres.

Raquel Torres, CSEA President, introduced herself and shared that she looks forward to having a collaborative working relationship with members of the Board and Superintendent Avila.

Ron Fletcher, CWA President, wished everyone a Happy New Year. He congratulated Ms. Walker on her position as President, and Superintendent Avila for the Patriot Award. He shared that San

Bernardino City Schools is still working on selecting a Student Board Member. He is looking forward to substitute training this school year.

4. Comments from the Superintendent
5. Comments from Members of the Board of Education

**D. PUBLIC HEARING**

Upon a motion by Clerk Montes, seconded by Vice President Martinez, Public Hearing was opened at 9:24 p.m. by a unanimous 5-0 vote by the Board of Education.

1. Public Hearing: Pupil Textbook and Instructional Materials Programs

Upon a motion by Member Ayala, seconded by Member O'Kelley, Public Hearing was closed at 9:25 p.m. by a unanimous 5-0 vote by the Board of Education.

Upon a motion by Clerk Montes, seconded by Member O'Kelley, Public Hearing was opened at 9:25 p.m. by a unanimous 5-0 vote by the Board of Education.

2. Public Hearing: Williams Settlement Visits Fiscal Year 2015-2016 Annual Report

Upon a motion by Member O'Kelley, seconded by Vice President Martinez, Public Hearing was closed at 9:26 p.m. by a unanimous 5-0 vote by the Board of Education.

Upon a motion by Member O'Kelley, seconded by Clerk Montes, Public Hearing was opened at 9:26 p.m. by a unanimous 5-0 vote by the Board of Education.

3. Public Hearing: Pursuant to the requirements of Government Code and Board Policy, the initial 2017-2018 proposal submitted by the Rialto Education Association (REA), for an agreement between the Rialto Education Association (REA) and the Rialto Unified School District, Board of Education, is hereby posted in compliance with the legislative requirements for public notice.

Upon a motion by Member O'Kelley, seconded by Clerk Montes, Public Hearing was closed at 9:28 p.m. by a unanimous 5-0 vote by the Board of Education.



## **CONSENT CALENDAR ITEMS**

Upon a motion by Clerk Montes, seconded by Member O'Kelley, Items E – H5, H7, H11, H13 – J were approved by a unanimous 5-0 vote by the Board of Education. Items H6, H8, H9, H10 and H12 were voted on separately.

### **E. MINUTES**

1. Approve the minutes of the Regular Board of Education Meeting held December 7, 2016.
2. Approve the minutes of the Special Board of Education meeting held December 16, 2016.
3. Approve the minutes of the Special Board of Education meeting held December 21, 2016.

### **F. GENERAL FUNCTIONS CONSENT ITEMS**

1. Second reading of revised Board Policy 3555(a-h); Business and Noninstructional Operations: Nutrition Program Compliance.)
2. Second reading of new Board Policy 4331(a-c); Management, Supervisory and Confidential Personnel: Staff Development.)
3. Second reading of revised Board Policy 5126(a-c); Students: Awards for Achievement.)
4. First reading of revised Board Policy 4151, 4251, 4351(a-d); All Personnel: Employee Compensation.)
5. First reading of revised Board Bylaw 9010(a-b); Bylaws of the Board: Public Statements.

### **G. INSTRUCTION CONSENT ITEMS**

1. Approve twenty (20) members of the Rialto High School softball team and five (5) coaches to attend the Ted Yoneda Classic presented by St. Mary's High School softball tournament in Stockton, California, from March 8-12, 2017, at an estimated cost of \$3,000.00, to be paid from Rialto High School athletic and ASB funds, at no cost to the District.
2. Approve twenty-one (21) members of the Rialto High School Varsity Cheerleading Squad and four (4) advisors/chaperones, to attend the USA Nationals Cheerleading Competition at the Anaheim Convention Center

from March 17-20, 2017, at a cost not-to-exceed \$5,300.00, to be paid from Rialto High School athletic and ASB funds, at no cost to the District.

3. Approve fifty (50) AVID students and five (5) chaperones to attend a trip on March 15-17, 2017, to the following universities: Fresno State University; University of California, Merced; University of California, Davis; Sacramento State University; University of California, Berkeley; Stanford University; and San Jose State, at a cost not-to-exceed \$10,000.00, to be paid from the College and Career Grant.
4. Approve the modified Educator Effectiveness Funds and Professional Development Plan for Gifted and Talented Education that was presented to the Board on April 20, 2016, for the 2015-2018 fiscal years, not-to-exceed the \$47,000.00 for Gifted and Talented Education and \$20,000.00 for the GATE/Science Summer Enrichment trainings both from Educator Effectiveness funding entitlement, effective from April 21, 2016 through June 30, 2018, for professional development and technical assistance to certificated staff.

#### **H. BUSINESS AND FINANCIAL CONSENT ITEMS**

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from November 14, 2016 through December 12, 2016 (sent under separate cover to Board Members). A copy for public review will be available at the Board Meeting.
2. Accept the donations from SLP Communications, Veolia North America, Onyx Renewable Partners L.P., Walmart, Wells Fargo Community Support Campaign, Shoparoo, Wells Fargo Matching Gifts Program, The Way Bible Fellowship, Lifetouch National School Studios, Ohiopyle Prints, Inc., Positive Prevention Plus, Harvey and Andrea Marco, Ross Stores, Inc., Coffee Nutzz, Demolay Rialto Chapter, Dell Financial Services, L.L.P., Think Together, Inc., and Kennon & Associates, and request that a letter of appreciation be sent to the donors.
3. Declare the specified surplus equipment and miscellaneous items as obsolete and not-serviceable for school use, and authorize the Superintendent/designee to sell or dispose of these items as specified in the Education Code Sections 17545 and 17546.
4. Declare the specified surplus equipment and miscellaneous items from Nutrition Services as obsolete and not-serviceable for school use, and authorize the Superintendent/designee to sell or dispose of these items as specified in the Education Code Sections 17545 and 17546.

5. Approve an agreement with Coast 2 Coast Coaching for the 2016-2017 school year to provide Soccer/STEM activities for identified students at Dunn, Morgan, and Werner Elementary Schools, and Jehue Middle School, at a total cost not-to-exceed \$30,000.00, effective January 12, 2017 through May 4, 2017, to be paid from the General Fund, Title I, Part A.

Upon a motion by Clerk Montes, seconded by Vice President Martinez, Item H6 was approved by a unanimous 5-0 vote by the Board of Education.

6. Approve the increase in cost of \$6,075.00 to the September 21, 2016, Memorandum of Understanding (MOU) with WestEd to provide individual site reports as they relate to the access of and the administration of the California Healthy Kids Survey, the California School Staff Survey, and the California School Parent Survey, at a total cost not-to-exceed \$11,075.00, to be paid from the General Fund.
7. Approve an agreement with Casa Colina Children Services to provide compensatory Physical Therapy (PT) hours to Student No. 139046 and travel expenses between Casa Colina Children Services and LeRoy Haynes Non-Public School (NPS) in La Verne, California, effective January 12, 2017 through June 30, 2017, at a total cost not-to-exceed \$1,500.00, to be paid from the General Fund.

Upon a motion by Vice President Martinez, seconded by Member O'Kelley, Item H8 was approved by a unanimous 5-0 vote by the Board of Education.

8. Approve an agreement with Educational Achievement Services, Inc., for administration, staff, and/or parents from Bemis, Myers, Boyd, and Garcia Elementary Schools, and Kolb Middle School, to attend the Family Leadership Institute (FLI) Practitioners' Training Summit in Las Vegas, Nevada, from January 17, 2017 through January 20, 2017, at a total cost not-to-exceed \$14,000.00, to be paid from site Title I funds.

Upon a motion by Vice President Martinez, seconded by Member Ayala, Item H9 was approved by a unanimous 5-0 vote by the Board of Education.

9. Approve an agreement with Clay Counseling Solutions, effective January 12, 2017 through June 30, 2017, to provide small group counseling, individual assessment, and teacher/parent consultation to enhance the social and behavioral skills of student participants for a 10-week program, at a total cost not-to-exceed \$5,000.00, to be paid from the General Fund.

Upon a motion by Member Ayala, seconded by Vice President Martinez, Item H10 was approved by a unanimous 5-0 vote by the Board of Education.

10. Approve an agreement with Young Women's Empowerment Foundation to provide essential support services that reduce destructive barriers of youth at-risk from dropping out of school to the students of Frisbie Middle School, effective January 12, 2017 through May 19, 2017, at a total cost not-to-exceed \$15,100.00, to be paid from the General Fund.
11. Approve the use of the piggyback bid from Fullerton Joint Union High School District, Bid Pack 1516-15 with McGrath Rent Corps dba Mobile Modular, per Public Contract Code 20118, for purchase and/or lease of portable classroom buildings, as needed, to be paid from the General Fund and/or Fund 25, Developer Fee funds.

Upon a motion by Member Ayala, seconded by Vice President Martinez, Item H12 was approved by a unanimous 5-0 vote by the Board of Education.

12. Approve an agreement with Ludwig Engineering Associates, Inc., to provide civil engineering services for the addition of shade structures at the Rialto High School girls' softball field, at a total cost not-to-exceed \$3,400.00, to be paid from Fund 40, Special Reserve Fund.
13. Accept the grant from the Department of Resources Recycling and Recovery 2016-2017 Tire Derived Product Grants program in the amount of \$55,999.00, to be deposited into Fund 40, Special Reserve Fund.
14. Accept the FEDCO Classroom Enrichment Grant from the Center for Excellence in Mathematics and Science Teaching (CEMaST) of Cal Poly Pomona College of Science, in the amount of \$1,400.00, to be used for Rialto High School's Mathematics, Engineering, Science Achievement (MESA) Thematic Pathway.
15. Approve extending Bid No. T12-13-010 to American Logistics Company, to be paid from the General Fund and/or Categorical Funds.
16. Approve extending Bid No. T13-14-021 to First Student, to be paid from the General Fund and/or Categorical Funds.

**I. FACILITIES PLANNING CONSENT ITEMS - None**

**J. PERSONNEL SERVICES CONSENT ITEMS**

- 1-3. Approve Personnel Report No. 1165 for classified and certificated employees.

**K. DISCUSSION/ACTION ITEMS**

Upon a motion by Clerk Montes, seconded by Vice President Martinez, Item K1 was approved by a unanimous 5-0 vote by the Board of Education.

1. Deny Liability Claim Numbers 16-17-07 and 16-17-09.

Upon a motion by Member O'Kelley, seconded by Clerk Montes, Item K2 was approved by a unanimous 5-0 vote by the Board of Education.

2. Approve the agreement with Behavioral Autism Therapies, LLC to provide an Applied Behavior Analyst (ABA) aide to assist with current students' behaviors during the school day. This also includes the supervision cost of a Board Certified Behavioral Analyst (BCBA) to supervise the Applied Behavior Analyst (ABA) aide. The Individual Education Program (IEP) team approved these services for the remainder of the 2016-2017 school year and the 2016 Extended School Year (ESY), effective January 12, 2017 through June 30, 2017, at a total cost not-to-exceed \$50,000.00, to be paid from Restricted General Funds.

Upon a motion by Vice President Martinez, seconded by Clerk Montes, Item K3 was approved by a unanimous 5-0 vote by the Board of Education.

3. Adopt Resolution No. 16-17-21, Sufficiency of Standards – Aligned Textbooks and Instructional Materials.

Upon a motion by Vice President Martinez, seconded by Clerk Montes, Item K4 was approved by a unanimous 5-0 vote by the Board of Education.

4. Approve the Credit Recovery Courses that are aligned to the Common Core ELA, Mathematics Standards, Next Generation Science Standards, and Social Studies and will be utilized by all high schools in the district.

Upon a motion by Member Ayala, seconded by Member O'Kelley, Item K5 was approved by a unanimous 5-0 vote by the Board of Education.

5. Approve the hourly wage increase for AVID Tutors to \$11.50 an hour, effective January 1, 2017.

Upon a motion by Clerk Montes, seconded by Vice President Martinez, Item K6 was approved by a unanimous 5-0 vote by the Board of Education.

6. Approve the recommendations of the Administrative Hearing Panel (AHP):

**ADMINISTRATIVE HEARING:**

Case Number:  
16-17-18

**STIPULATED:**

Case Numbers:  
16-17-23  
16-17-21  
16-17-17

**L. ADJOURNMENT**

Upon a motion by Clerk Montes, seconded by Member O'Kelley, and approved by a unanimous 5-0 vote by the Board of Education, the meeting was adjourned at 10:13 p.m.

\_\_\_\_\_  
Clerk, Board of Education

\_\_\_\_\_  
Secretary, Board of Education



## RIALTO UNIFIED SCHOOL DISTRICT

# WERNER ELEMENTARY SCHOOL SAFE WALK TO SCHOOL PLAN

PRESENTED BY:  
Cauhtémoc Avila Ed. D.  
Superintendent

January 11, 2017

## WERNER ES

### CONCERNS

- **Pedestrian and vehicular traffic (congestion)**
- **Vehicles and pedestrians in bus drop-off zones**
- **Multiple driveway entries**
- **Left-turn exits**
- **Supervision at Rails to Trails gate**
- **Drop-off on south side of Rialto Ave.**

### PROPOSED SOLUTIONS

- **Redirect traffic flow**
- **Limit pedestrian and vehicular interaction**
- **Adjust Bus drop off location**
- **Limit or eliminate left-turns**
- **New pedestrian connector**
- **Provide supervision at gate**
- **Add traffic signage and painting**
- **Relocate staff parking**

# CONCERNS



(Ref. E 1.14)





(Ref. E 1.15)

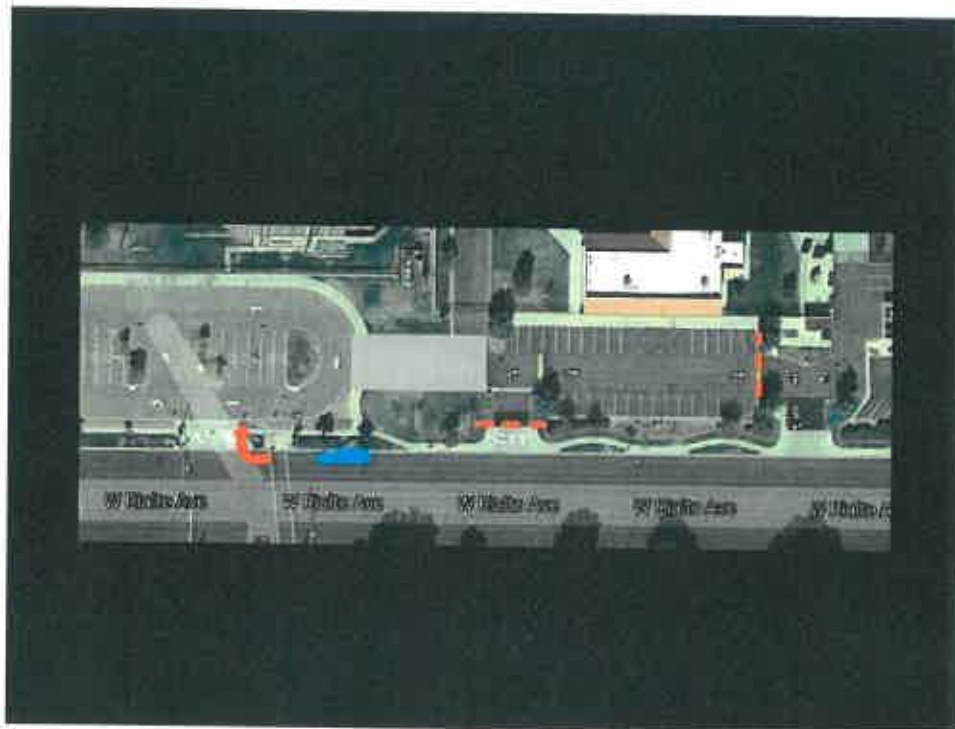


# PROPOSED SOLUTIONS

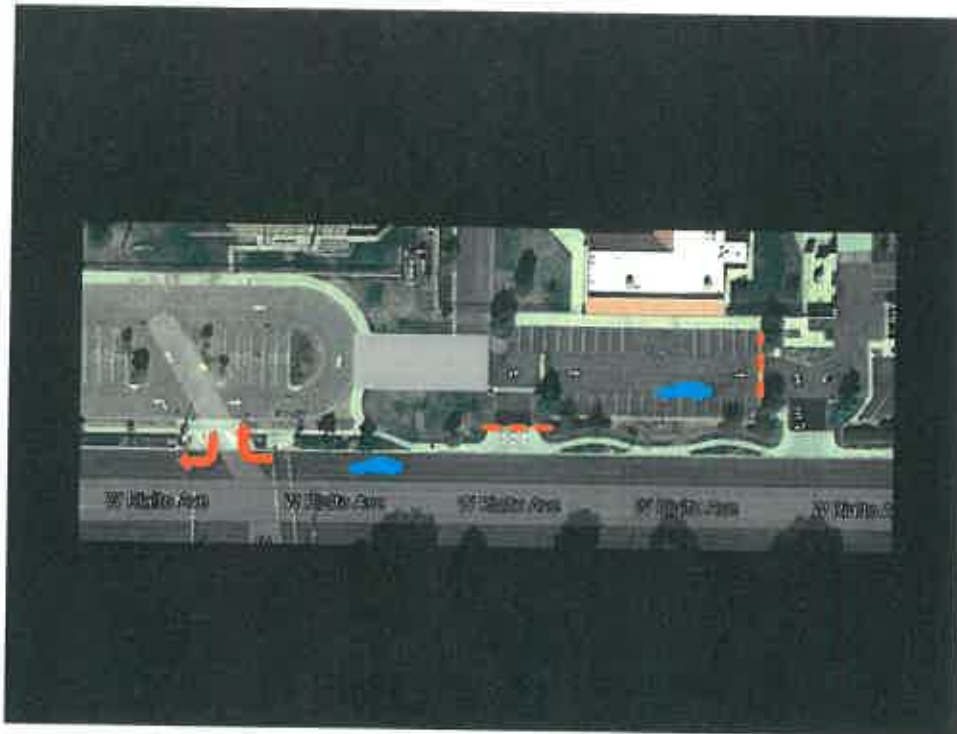
(Ref. E 1.16)



(Ref. E 1.17)



(Ref. E 1.18)



(Ref. E 1.19)

## ESTIMATED COSTS

<b>S-E</b>	<b>\$15,500</b>	INSTALL CURB RAMP, GRIND SPEED BUMP INSTALL 5' WIDE SIDE WALK, INSTALL 3' HIGH CHAINLINK FENCE INSTALL RETAINING CURB, REMOVE SHRUBBERY AND MOW STRIP
<b>S-W</b>	<b>52,500</b>	NEW SIDEWALK AND CURB RAMP, REMOVE EXISTING CURB ISLAND & CREATE NEW CURB ISLAND, REMOVE EXISTING SIDEWALK & EXPAND PARKING, NEW ASPHALT DRIVEWAY, INSTALL DELINEATOR BARRIER INSTALL DIRECTIONAL PAVEMENT MARKINGS
<b>N-E</b>	<b>48,300</b>	INSTALL 5' WIDE SIDEWALK, INSTALL 3' HIGH CHAINLINK FENCE RELOCATE CHAIN LINK FENCE & GATE PAINT STRIPS AT CROSSING
<b>MISC</b>	<b>15,000</b>	INSTALL DELINEATOR OR BARRIER INSTALL DIRECTIONAL PAVEMENT MARKINGS, PAINT RED "NO STOPPING" STREET CURB, INSTALL SIGNS
<b>FEES</b>	<b>26,900</b>	ENGINEERING FEES
<b>TOTAL</b>	<b>\$158,200</b>	

# Q & A

**F GENERAL FUNCTIONS CONSENT**



## RIALTO UNIFIED SCHOOL DISTRICT

All Personnel

BP 4151(a)  
4251  
4351

### EMPLOYEE COMPENSATION

In order to recruit and retain employees committed to the District's goals for student learning, the Board of Education recognizes the importance of offering a competitive compensation package which includes salaries and health and welfare benefits.

*(cf. 3100 - Budget)*  
*(cf. 3400 - Management of District Assets/Accounts)*  
*(cf. 4000 - Concepts and Roles)*  
*(cf. 4154/4254/4354 - Health and Welfare Benefits)*

The Board shall adopt separate salary schedules for certificated, classified, and supervisory and administrative personnel. These schedules shall comply with law and ~~negotiated~~ **collective bargaining** agreements and shall be printed and made available for review at the District office. (Education Code **45022, 45023, 45028, 45160, 45162**)

*(cf. 4121 - Temporary/Substitute Personnel)*  
*(cf. 4141/4241 - Collective Bargaining Agreement)*  
*(cf. 4143/4243 - Negotiations/Consultation)*

**Each certificated employee, except an employee in an administrative or supervisory position, shall be classified on the salary schedule on the basis of uniform allowance for years of training and years of experience, unless the Board and employee organization negotiate and mutually agree to a salary schedule based on different criteria. Certificated employees shall not be placed in different classifications on the schedule, nor paid different salaries, solely on the basis of the grade levels at which they teach. (Education Code 45028)**

*(cf. 4030 - Nondiscrimination in Employment)*

Salary schedules for staff who are not a part of a bargaining unit shall be determined by the Board at the recommendation of the Superintendent or designee.

*(cf. 4140/4240/4340 - Bargaining Units)*



## EMPLOYEE COMPENSATION (continued)

*(cf. 4312.1 – ~~Contracts~~Contracts)*

The Superintendent or designee shall ensure that the District's payroll system complies with all applicable laws and bargaining agreements, including, but not limited to, timelines regarding payment of compensation and deductions of dues for employee organizations. The Board shall determine the frequency and schedule of salary payments, including whether payments for employees who work less than 12 months per year will be made over the course of the school year or in equal installments over the calendar year. (Education Code 45038, 45039, 45048, 45165)

The Superintendent or designee shall post a notice explaining the Fair Labor Standards Act's wage and hour provisions in a conspicuous place at each work site. (29 CFR 516.4)

*(cf. 4140/4240 – Bargaining Units)*

### Overtime Compensation

A District employee shall be paid on overtime rate of not less than one and one-half times his/her regular rate of pay for any hours worked in excess of eight hours in one day or 40 hours in one work week. However, employees shall be exempt from overtime rules if they are employed as teachers or school administrators or if they qualify as being employed in an executive, administrative, or professional capacity and are paid a fixed salary at or above the salary level established by federal regulations. (Labor Code 510; 29 USC 213; 29 CFR 541.0-541.710, 553.27, 553.32)

When authorized in a collective bargaining agreement or other agreement between the District and employees, an employee may take compensatory time off in lieu of overtime compensation, provided he/she has not accrued compensatory time in excess of the limits specified in 29 USC 207. An employee who has requested the use of compensatory time shall be allowed to use such time within a reasonable period after making the request if the use of the compensatory time does not unduly disrupt District operations. (29 USC 207; 29 CFR 553.20-553.25)

For each nonexempt employee, the Superintendent or designee shall maintain records on the employee's wages, hours, and other information specified in 29 CFR 516.5-516.6.

*(cf. 3580 – District Records)*

**EMPLOYEE COMPENSATION (continued)**

(cf. 4112.6/4212.6/4312.6 – Personnel Files)

*Legal Reference:*

EDUCATION CODE

- 45022-45061.5 Salaries, especially:
- 45023 Availability of salary schedule
- 45028 Salary schedule for certificated employees
- 45160-45169 Salaries for classified employees
- 45268 Salary schedule for classified service in merit system districts

GOVERNMENT CODE

- 3540-3549 Meeting and negotiating, especially:
- 3543.2 Scope of representation
- 3543.7 Duty to meet and negotiate in good faith

LABOR CODE

- 226 Employee access to payroll records
- 232 Disclosure of wages
- 510 Overtime compensation; length of work day and week; alternative schedules

UNITED STATES CODE, TITLE 26

- 409A Deferred compensation plans

UNITED STATES CODE, TITLE 29

- 201-219 Fair Labor Standards Act, especially:
- 203 Definitions
- 207 Overtime
- 213 Exemptions from minimum wage and overtime requirements

CODE OF FEDERAL REGULATIONS, TITLE 26

- 1.409A-1 Definitions and covered plans

CODE OF FEDERAL REGULATIONS, TITLE 29

- 516.4 Notice of minimum wage and overtime provisions
- 516.5-516.6 Records
- 541.0-541.710 Exemptions for executive, administrative, and professional employees
- 553.1-553.51 Fair Labor Standards Act; applicability to public agencies

COURT DECISIONS

- Flores v. City of San Gabriel, 9<sup>th</sup> Cir., June 2, 2016, No. 14-56421

*Management Resources:*

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

NEA and NSBA Joint Guidance on the Tax Consequences of Deferred Compensation – Section 409A of the Internal Revenue Code, January 2008

WEB SITES

*Management Resources continued (see next page)*

**EMPLOYEE COMPENSATION (continued)**

*CSBA: <http://www.csba.org>*

*Internal Revenue Service: <http://www.irs.gov>*

*National School Boards Association: <http://www.nsba.org>*

*School Services of California, Inc.: <http://www.sscal.com>*

*U.S. Department of Labor, Wage and Hour Division: <https://www.dol.gov/whd>*

Policy

adopted: August 11, 1999  
revised: November 10, 2010

revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Submitted by:** Rhea McIver Gibbs and Rhonda Kramer  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. F 1.4)



## RIALTO UNIFIED SCHOOL DISTRICT

### Bylaws of the Board

BB 9010(a)

### PUBLIC STATEMENTS

The Board of Education recognizes the rights of Board members, in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the District, and their right to freely express their personal views and encourages open discussion of issues during the Board meeting. However, to ensure communication of a consistent, unified message regarding District issues, Board members are expected to respect the authority of the Board to choose its representatives to communicate its positions and to abide by established protocols. ~~The Board believes that effective Board members have a responsibility to express themselves, whether in agreement or disagreement with the Board majority, in ways that promote the Board's ability to govern the District.~~

~~When speaking to community groups, the media, or other members of the public, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.~~

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or other designated representative.

*(cf. 2110 – Superintendent Responsibilities and Duties)*  
*(cf. 9011 – Disclosure of Confidential/Privileged Information)*  
*(cf. 9121 – President)*  
*(cf. 9200 – Members)*

When speaking for the District, the Board encourages its spokesperson(s) to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the Board's leadership.

Board spokesperson(s) shall not disclose confidential information or information received in closed session except when authorized by a majority of the Board. (Government Code 54963)

*(cf. 6005 – Governance Standards)*  
*(cf. 9011 – Disclosure of Confidential/Privileged Information)*

**PUBLIC STATEMENTS (continued)**

**When speaking to community groups, members of the public, or the media, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.**

*(cf. 1100 – Communication with the Public)*  
*(cf. 1112 – Media Relations)*

**In addition, the Board encourages members who participate on social networking sites, blogs, or other discussion or informational sites to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for District students, parents, staff, and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.**

*(cf. 1113 – District and School Web Sites)*  
*(cf. 1114 – District-Sponsored Social Media)*  
*(cf. 1340 – Access to District Records)*  
*(cf. 9012 – Board Member Electronic Communications)*

*Legal Reference:*

**EDUCATION CODE**  
35010 Control of district; prescription and enforcement of rules  
**GOVERNMENT CODE**  
6250-6270 California Public Records Act  
54960 Actions to stop or prevent violation of meeting provisions  
54963 Confidential information in closed sessions

*Management Resources:*

**WEB SITES**  
CSBA: <http://www.csba.org>

Bylaw  
adopted: May 12, 1999

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Submitted by:** Syeda Jafri  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. F 2.2)



## RIALTO UNIFIED SCHOOL DISTRICT

### Philosophy, Goals, Objectives and Comprehensive Plans

BP 0460(a)

### LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Board of Education desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions ~~aligned with state and local priorities~~ and to facilitate continuous improvement of District practices.

*(cf. 0000 – Vision)*

*(cf. 0200 – Goals for the School District)*

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided ~~by the State Board of Education, in 5 CCR 15497.5, which that~~ addresses the state priorities ~~specified~~ in Education Code 52060 **and any local priorities adopted by the Board**. The LCAP shall be ~~effective for three (3) years and shall be updated on or before July 1 of each year~~ **and, like the District budget, shall cover the next fiscal year and subsequent two fiscal years**. (Education Code 52060, 5 CCR 15497.5)

*(cf. 3100 – Budget)*

~~In addition, the LCAP shall address any local priorities adopted by the Board.~~

The LCAP shall focus on improving outcomes for all students, particularly those who are “unduplicated students” and other underperforming students.

Unduplicated students include students who are eligible for free and reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

*(cf. 3553 – Free and Reduced Price Meals)*

*(cf. 6173.1 – Education for Foster Youth)*

*(cf. 6174 – Education for English Language Learners)*

**The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each District school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)**

*(cf. 0420 – School Plans/Site Councils)*

## LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

~~To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other District and school plans shall be aligned to the extent possible.~~

**The LCAP shall also be aligned with other District and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.**

*(cf. 0400 – Comprehensive Plans)  
(cf. 0440 – District Technology Plan)  
(cf. 0450 – Comprehensive Safety Plan)  
(cf. 5030 – Student Wellness)  
(cf. 6171 – Title I Programs)  
(cf. 7110 – Facilities Master Plan)*

~~The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each District school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)~~

*(cf. 0420 – School Plans/Site Councils)*

Any complaint that the District has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 – Uniform Complaint Procedures. (Education Code 52075)

*(cf. 1312.3 – Uniform Complaint Procedures)*

### Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and Community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. **Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meeting with student government bodies or other groups representing students.** (Education Code 52060; 5 CCR 15495)

## LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

*(cf. 1220 – Citizen Advisory Committees)*  
*(cf. 4140/4240/4340 – Bargaining Units)*  
*(cf. 4143/4243 – Negotiations/Consultation)*  
*(cf. 6020 – Parent Involvement)*

### Public Review and Input

The Board shall establish ~~the following~~ a parent advisory committee to review and comment on the LCAP: The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code 52063; **5 CCR 15495**)

~~Superintendent’s advisory committee will include:~~

- ~~1. At least one parent/guardian of unduplicated students as defined above~~
- ~~2. An English learner parent whenever District enrollment includes at least 15 percent English learners and at least 50 students who are English learners~~

Whenever District enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners. (Education Code 52063; **5 CCR 15495**)

The Superintendent or designee shall present the LCAP ~~or the annual update~~ to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update to the LCAP~~. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP ~~or the annual update~~ shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

*(cf. 5145.6 – Parental Notifications)*



## LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update~~. The public hearing shall be held at the same meeting as the public hearing required prior to the adoption of the District budget in accordance with Education Code 42127 and AR 3100 – Budget. (Education Code 42127, 52062)

*(cf. 3100 – Budget)*

*(cf. 3460 – Financial Reports and Accountability)*

*(cf. 9320 – Meetings and Notices)*

### Adoption and Plan

~~Prior to adopting the District budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update.~~ **The Board shall adopt the LCAP prior to adopting the District budget, but at the same public meeting.** This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

### Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP ~~or the annual update to the LCAP~~, the Board shall file the LCAP or the annual update with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP ~~or the annual update~~, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

### Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the District's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

**LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)**

*(cf. 0500 – Accountability)*

**Technical Assistance/Intervention**

When it is in the best interest of the District, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52017)

1. Assistance in the identification of District strengths and weaknesses in regard to state priorities and review of effective-based programs that apply to the District's goals.
2. Assistance from an academic expert, team of academic experts, or another District in the county in identifying and implementing effective programs to improve the outcomes for student subgroups.
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074.

In the event that the County Superintendent requires the District to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the District as needing intervention pursuant to Education Code 52072, the District shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the District's LCAP
2. Revision of the District's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any District action that would prevent the District from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

*Legal Reference: (see next page)*

(Ref. F 3.5)

**LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)**

*Legal Reference:*

EDUCATION CODE

17002 *State School Building Lease-Purchase Law, including definition of good repair*

41020 *Audits*

42127 *Public hearing on budget adoption*

42238.01-42238.07 *Local control funding formula*

44258.9 *County superintendent review of teacher assignment*

48985 *Parental notices in languages other than English*

51210 *Course of study for grades 1-6*

51220 *Course of study for grades 7-12*

52052 *Academic Performance Index; numerically significant student subgroups*

52060-52077 *Local control and accountability plan*

52302 *Regional occupational centers and programs*

52372.5 *Linked learning pilot program*

54692 *Partnership academics*

60119 *Sufficiency of textbooks and instructional materials; hearing and resolution*

60605.8 *California Assessment of Academic Achievement; Academic Content Standards Commission*

60811.3 *Assessment of language development*

64001 *Single plan for student achievement*

99300-99301 *Early Assessment Program*

UNITED STATES CODE, TITLE 20

6312 *Local educational agency plan*

6826 *Title III funds, local plans*

*Management Resources:*

CSBA PUBLICATIONS

*Impact of Local Control Funding Formula on Board Policies, November 2013*

*Local Control Funding Formula 2013, Governance Brief, August 2013*

*State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*California School Accounting Manual*

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy  
adopted: February 12, 2014  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Submitted by:** Jinane Annous, Ed.D.  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.  
(Ref. F 3.6)



## RIALTO UNIFIED SCHOOL DISTRICT

All Personnel

BP 4030(a)

### **NONDISCRIMINATION IN EMPLOYMENT**

The Board of Education is determined to provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants.

*(cf. 1240 - Volunteer Assistance)*

*(cf. 4111/4211/4311 - Recruitment and Selection)*

~~The Board prohibits No~~ district employees ~~from discriminating~~ shall be discriminated against or ~~harassing~~ harassed by any coworker, supervisor, manager, or other ~~district employee or job applicant~~ person with whom the employee comes in contact in the course of employment, on the basis of the ~~person's~~ employee's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation, or his/her association with a person or group with one or more of these actual or perceived characteristics.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

~~The Board also prohibits discrimination against any employee or job applicant~~ Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment.
- ~~and the~~ Taking of any adverse employment action, ~~including, but not limited to, such as~~ as termination or the denial of employment, promotion, job assignment, or training, ~~against an employee or job applicant based on any of the categories listed above.~~

*(cf. 4151/4251/4351 - Employee Compensation)*

*(cf. 4154/4254/4354 - Health and Welfare Benefits)*

(Ref. F 4.1)

## NONDISCRIMINATION IN EMPLOYMENT (continued)

~~3. Harassment consists of a~~ **Unwelcome conduct, whether** verbal, physical, or visual, ~~conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe or pervasive that it as to~~ adversely affect an individual's **employee's** employment opportunities, **or that** has the purpose or effect of unreasonably interfering with the individual's work performance or ~~creates~~ **ing** an intimidating, hostile, or offensive work environment.

**4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:**

~~a. Prohibited s~~ **Sex discrimination includes discrimination based on an employee's or job applicant's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status.**

*(cf. 4033 - Lactation Accommodation)*

*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

~~b. Prohibited discrimination on the basis of religious creed includes~~ **Religious creed** discrimination based on an employee's or job applicant's religious belief or observance, including his/her religious dress or grooming practices, ~~in accordance with Government Code 12940, prohibited discrimination on the basis of religious creed also includes~~ **or based on** the district's failure or refusal to use reasonable means to accommodate an employee's or job applicant's religious belief, observance, or practice which conflicts with an employment requirement. ~~However, the district shall not accommodate an employee's religious dress practice or religious grooming practice if it requires segregation of the individual from other employees or the public or if it would result in a violation of this policy or any law prohibiting discrimination.~~

~~c. Disability discrimination based on a district requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity.~~

*(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)*

## NONDISCRIMINATION IN EMPLOYMENT (continued)

- d. Disability discrimination based on the district's failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee, to determine effective reasonable accommodations for the employee, when he/she has requested reasonable accommodation for a known physical or mental disability or medical condition.**

*(cf. 4032 - Reasonable Accommodation)*

The Board also prohibits retaliation against any district employee ~~or job applicant~~ who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint ~~procedure~~ **process** pursuant to this policy. No employee ~~or job applicant~~ who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Superintendent or designated district coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who ~~does reports~~ such incidents from retaliation.

The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy. He/she shall provide training and information to employees about how to recognize harassment, ~~and discrimination,~~ **or other related conduct**, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.

**In addition, the Superintendent or designee shall post, in a conspicuous place on district premises, the California Department of Fair Employment and Housing publication on workplace discrimination and harassment issued pursuant to 2 CCR 11013.**

## NONDISCRIMINATION IN EMPLOYMENT (continued)

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

### *Legal Reference:*

#### EDUCATION CODE

200-262.4 *Prohibition of discrimination*

#### CIVIL CODE

51.7 *Freedom from violence or intimidation*

#### GOVERNMENT CODE

11135 *Unlawful discrimination*

11138 *Rules and regulations*

12900-12996 *Fair Employment and Housing Act*

#### PENAL CODE

422.56 *Definitions, hate crimes*

#### CODE OF REGULATIONS, TITLE 2

**11006-11086 Discrimination in employment**

**11013 Recordkeeping**

11019 *Terms, conditions and privileges of employment*

**11023 Harassment and discrimination prevention and correction**

**11024 Sexual harassment training and education**

#### CODE OF REGULATIONS, TITLE 5

4900-4965 *Nondiscrimination in elementary and secondary education programs*

#### UNITED STATES CODE, TITLE 20

1681-1688 *Title IX of the Education Amendments of 1972*

#### UNITED STATES CODE, TITLE 29

621-634 *Age Discrimination in Employment Act*

794 *Section 504 of the Rehabilitation Act of 1973*

#### UNITED STATES CODE, TITLE 42

2000d-2000d-7 *Title VI, Civil Rights Act of 1964, as amended*

2000e-2000e-17 *Title VII, Civil Rights Act of 1964, as amended*

2000ff-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

2000h-2-2000h-6 *Title IX of the Civil Rights Act of 1964*

6101-6107 *Age discrimination in federally assisted programs*

12101-12213 *Americans with Disabilities Act*

#### CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 *Americans with Disabilities Act*

#### CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 *Compliance information*

104.7 *Designation of responsible employee for Section 504*

104.8 *Notice*

*Legal Reference continued (see next page)*

(Ref. F 4.4)

**NONDISCRIMINATION IN EMPLOYMENT (continued)**

*Legal Reference continued:*

*106.8 Designation of responsible employee and adoption of grievance procedures*

*106.9 Dissemination of policy*

*110.1-110.39 Nondiscrimination on the basis of age*

COURT DECISIONS

*Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863*

*Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837*

*Management Resources:*

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

*California Law Prohibits Workplace Discrimination and Harassment, December 2014*

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

*Notice of Non-Discrimination, August 2010*

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

*Questions and Answers: Religious Discrimination in the Workplace, 2008*

*New Compliance Manual Section 15: Race and Color Discrimination, April 2006*

*Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999*

WEB SITES

*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*

*U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>*

*U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>*

Policy  
adopted: July 14, 1999  
revised: December 8, 2010  
revised: October 5, 2016  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Submitted by:** Rhea McIver Gibbs and Rhonda Kramer  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. F 4.5)





## RIALTO UNIFIED SCHOOL DISTRICT

All Personnel

BP 4119.11(a)

4219.11

**SEXUAL HARASSMENT**

4319.11

The Board of Education prohibits sexual harassment of district employees ~~and job applicants~~. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify, or otherwise participate in the complaint process established pursuant to this policy and accompanying administrative regulation. This policy shall apply to all district employees and, when applicable, to interns, volunteers, and job applicants.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*  
*(cf. 4030 - Nondiscrimination in Employment)*

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to staff

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

3. Ensuring prompt, thorough, and fair investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. ~~(SCCR 4964-2 CCR 11023)~~

Any district employee ~~or job applicant~~ who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment by or against another employee, ~~a job applicant or a student~~, shall immediately report the incident to his/her supervisor, the principal, district administrator, or Superintendent.

A supervisor, principal, or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.

(Ref. F 5.1)

## SEXUAL HARASSMENT (continued)

Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

Any district employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment against a district employee, job applicant, or student is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

### *Legal Reference:*

#### EDUCATION CODE

200-262.4 *Prohibition of discrimination on the basis of sex*

#### GOVERNMENT CODE

12900-12996 *Fair Employment and Housing Act, especially:*

12940 *Prohibited discrimination*

12950.1 *Sexual harassment training*

#### LABOR CODE

1101 *Political activities of employees*

1102.1 *Discrimination: sexual orientation*

#### CODE OF REGULATIONS, TITLE 2

7287.8 *Retaliation*

7288.0 *Sexual harassment training and education*

11009 Employment discrimination

11021 Retaliation

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

11034 Terms, conditions, and privileges of employment

#### CODE OF REGULATIONS, TITLE 5

4900-4965 *Nondiscrimination in elementary and secondary education programs receiving state financial assistance*

#### UNITED STATES CODE, TITLE 42

2000d-2000d-7 *Title VI, Civil Rights Act of 1964*

2000e-2000e-17 *Title VII, Civil Rights Act of 1964, as amended*

2000h-2-2000h-6 *Title IX, 1972 Education Act Amendments*

#### CODE OF FEDERAL REGULATIONS, TITLE 34

*Legal Reference continued (see next page)*

(Ref. F 5.2)

**SEXUAL HARASSMENT (continued)**

*Legal Reference continued:*

106.9 Dissemination of policy

COURT DECISIONS

Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026

Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998

Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57

*Management Resources:*

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL

Protecting Students from Harassment and Hate Crime, January 1999

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/index.html>

Policy  
adopted: July 28, 1999  
revised: October 26, 2005  
revised: December 18, 2015  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Submitted by:** Rhea McIver Gibbs and Rhonda Kramer  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. F 5.3)



## RIALTO UNIFIED SCHOOL DISTRICT

### Instruction

BP 6152 (a)

### CLASS ASSIGNMENT

The Board of Education believes students should be assigned to classes and/or grouped in a manner that provides the most effective learning environment for all students.

When assigning students to specific **courses and** classes, the principal or designee may consider the following criteria **as appropriate for the grade level and course:**

1. Staff recommendation, including, but not limited to, the recommendations of teachers and counselors
2. Skills and classroom management style of individual teachers
3. Student skill level as indicated by **multiple objective academic measures, such a student assessment results, grade point average, and grades in prerequisite courses achievement and test data**

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

***(cf. 6152.1 - Placement in Mathematics Courses)***

***(cf. 6162.5 - Student Assessment)***

*(cf. 6162.51 - Standardized Testing and Reporting Program)*

4. Balance of ~~advanced, proficient, and below basic~~ **high, medium, and low** academic achievers
5. Student interests, readiness, behavior, and motivation
6. Student/teacher ratios and, if relevant, class size reduction considerations

*(cf. 6151 - Class Size)*

The principal or designee may accept from parents/guardians any information which would be helpful in making placement decisions. However, a parent/guardian who provides such information shall be informed that a request for a specific teacher shall be one of many factors which may be taken into account when determining his/her student's placement.

During the school year, the principal or designee may make any adjustments in class placement which s/he considers beneficial to the student or the educational program.

CLASS ASSIGNMENT (continued)

Additional Requirement for Grades 9-12

Except for a student enrolled in an alternative school, community day school, continuation high school, or opportunity school, or as otherwise specified below, no student enrolled in grades 9-12 shall be assigned:

1. To any course without educational content for more than one week in any semester, including any of the following situations: (Education Code 51228.1)
  - a. The student is sent home or released from campus before the conclusion of the designated school day.
  - b. The student is assigned to a service, instructional work experience, or other course in which he/she is assigned to assist a certificated employee, but is not expected to complete curricular assignments, in a course the certificated employee is teaching during that period and where the ratio of certificated employees to students assigned to the course for curricular purposes is less than one to one.
  - c. The student is not assigned to any course for the relevant course periods.
2. To a course that he/she has previously completed and received a grade determined by the District to be sufficient to satisfy minimum high school graduation requirements and the requirements and prerequisites for admission to California public postsecondary institutions, unless the course has been designed to be taken more than once because students are exposed to a new curriculum year to year and are therefore expected to derive education value from taking the course again (Education Code 51228.2)

*(cf. 6181 - Alternative Schools/Programs of Choice)*

*(cf. 6184 - Continuation Education)*

*(cf. 6185 - Community Day School)*

An exception to item #1 or #2 above may be made only if all of the following conditions are satisfied: (Education Code 51228.1, 51228.2)

1. The student, or the student's parent/guardian if he/she is younger than age 18 years, has consented in writing to the assignment.

CLASS ASSIGNMENT (continued)

2. A school official has determined that the student will benefit from being assigned to the course period.
3. The principal or assistant principal has stated in a written document maintained at the school that, for the relevant school year, no students are assigned to those classes unless the school has obtained the student's or parent/guardian's consent and determined that the student will benefit from the assignment.

In addition, under no circumstances shall a student be assigned to a course period without educational content or a course he/she has already satisfactorily completed because there are insufficient curricular course offerings for the student to take during the relevant period of the school day. (Education Code 51228.1, 51228.2)

The above limitations on class assignments shall not affect the authority of the Superintendent or designee to permit the enrollment of a student in a dual enrollment, independent study, evening high school program, or other class or course authorized by law. (Education Code 51228.1, 51228.2)

*(cf. 6158 - Independent Study)*

*(cf. 6172.1 - Concurrent Enrollment in College Courses)*

Any complaint that the District has not complied with the requirements in this section regarding assignments in grades 9-12 may be filed in accordance with the District's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant not satisfied with the District's decision may appeal the decision to the California Department of Education (CDE). If the District or the CDE finds merit in an appeal, the District shall provide a remedy to the affected student. (Education Code 51228.3; 5 CCR 4600-4687)

*(cf. 1312.3 - Uniform Complaint Procedures)*

*Legal Reference: (see next page)*

**CLASS ASSIGNMENT (continued)**

*Legal Reference:*

EDUCATION CODE

35020 Duties of employees fixed by Governing Board

35160 Authority of the Board

51224.7 California Mathematics Placement Act of 2015

51228.1 Assignment to courses without educational content, grades 9-12

51228.2 Assignment to courses previously completed, grades 9-12

51228.3 Uniform complaint procedures noncompliance with assignment limitations for grades 9-12

CODE OF REGULATIONS, TITLE 3

4600-4687 Uniform complaint procedures

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Elementary Makes the Grade! 2000

WEB SITES

California Department of Education, Curriculum and Instruction: <http://www.cde.ca.gov/ci>

National Association for the Education of Young Children: <http://www.naeyc.org>

Policy  
adopted: September 22, 1999  
revised:  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California  
July 25, 2007

**Submitted by:** Jinane Annous, Ed.D.  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.



## RIALTO UNIFIED SCHOOL DISTRICT

Instruction

BP 6164.2(a)

### GUIDANCE/COUNSELING SERVICES

The Board of Education recognizes that a **structured, coherent, and** comprehensive counseling program promotes academic achievement and serves the diverse needs of all District students. Counseling staff shall be available to ~~meet with~~ **provide** students **with individualized reviews of** ~~regarding~~ their educational progress toward academic and/or ~~career~~ **vocational** goals and, ~~as appropriate~~ may discuss social, personal, or other issues that may impact student learning.

*(cf. 0460—Local Control and Accountability Plan)*

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

*(cf. 4112.2 - Certification)*

#### **Responsibilities of school counselors include, but are not limited to:**

- 1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement**
- 2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities**
- 3. Using multiple courses of information to monitor and improve student behavior and achievement**
- 4. Collaborating and coordinating with school and community resources**
- 5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services**

(Ref. F 7.1)



**GUIDANCE/COUNSELING SERVICES (continued)**

*(cf. 5131 - Conduct)*

*(cf. 5131.2 - Bullying)*

*(cf. 5138 - Conflict Resolution/Peer Mediation)*

*(cf. 5144 - Discipline)*

**6. Intervening to ameliorate school-related problems, including issues related to chronic absences**

*(cf. 5113.1 - Chronic Absence and Truancy)*

**7. Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying**

**8. Improving school climate and student well-being**

*(cf. 5137 - Positive School Climate)*

**9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs**

*(cf. 6142.4 - Service Learning/Community Service Classes)*

**10. Providing counseling interventions and support services for students classified as English learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services**

*(cf. 0460 - Local Control and Accountability Plan)*

*(cf. 6173 - Education for Homeless Children)*

*(cf. 6173.1 - Education for Foster Youth)*

*(cf. 6174 - Education for English Language Learners)*

**11. Engaging in continued development as a professional school counselor**

*(cf. 4131 - Staff Development)*

## GUIDANCE/COUNSELING SERVICES (continued)

### ***Academic and Career Educational Counseling***

~~The District's academic counseling program shall be designed to assist students to establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities and interests. Insofar as possible, parents/guardians shall be included when making educational plans.~~

~~(cf. 6011—Academic Standards)~~

~~(cf. 6020—Parent Involvement)~~

~~(cf. 6174—Education for English Language Learners)~~

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. (Education Code 221.5)

*(cf. 5145.6 - Parental Notifications)*

The educational counseling program for high school students ~~may~~ **shall** include **academic counseling in the following areas**, at appropriate grade levels: **(Education Code 49600)**

- 1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans**
- 2. Optimizing progress towards achievement of proficiency standards**
- 3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes**
- 4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid**
- 5. Career and vocational counseling, in which students are assisted in doing all of the following:**
  - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition**

**GUIDANCE/COUNSELING SERVICES (continued)**

- b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success**
- c. Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle**
- d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options**
- e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experiences**

*(cf. 6178 - Career Technical Education)*

*(cf. 6178.1 - Work-Based Learning)*

*(cf. 6178.2 - Regional Occupational Center/Program)*

- f. Understanding the need to develop essential employable skills and work habits**
- g. Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment procedures**

**The District's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their class, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for a student to continue his/her education if he/she fails to meet graduation requirements.**

*(cf. 6184 - Continuation Education)*

- 1. Information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships**

**GUIDANCE/COUNSELING SERVICES (continued)**

- ~~(cf. 6141.5—Advanced Placement)~~
- ~~(cf. 6143—Courses of Study)~~
- ~~(cf. 6146.1—High School Graduation Requirements)~~
- ~~(cf. 6146.11—Alternative Credits Toward Graduation)~~
- ~~(cf. 6146.2—Certificate of Proficiency/High School Equivalency)~~

~~2. An opportunity for each student and, if practicable, his/her parent/guardian to meet with a counselor to discuss the student's career goals, available educational and career technical education options, and community and workplace experiences to support the student's goals~~

- ~~(cf. 6178—Career Technical Education)~~
- ~~(cf. 6178.1—Work Based Learning)~~
- ~~(cf. 6178.2—Regional Occupational Center/Program)~~

~~3. Monitoring of each student's fulfillment of required coursework and progress toward promotion and graduation, and notification of the student and his/her parent/guardian of remaining academic requirements~~

- ~~(cf. 5123—Promotion/Acceleration/Retention)~~
- ~~(cf. 6162.52—High School Exit Examination)~~

~~4. Additional specialized counseling services for students identified as at risk of not graduating with their class~~

- ~~(cf. 6176—Weekend/Saturday Classes)~~
- ~~(cf. 6177—Summer Learning Programs)~~
- ~~(cf. 6179—Supplemental Instruction)~~

~~The Superintendent or designee shall establish and maintain a program of guidance, placement and follow up for all District students subject to compulsory continuation education. (Education Code 48431)~~

- ~~(cf. 6184—Continuation Education)~~

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

- ~~(cf. 0410 - Nondiscrimination in District Programs and Activities)~~
- ~~(cf. 5145.3 - Nondiscrimination/Harassment)~~

## **GUIDANCE/COUNSELING SERVICES (continued)**

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the District shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (20 USC 7908; 10 USC 503; Education Code 49603)

*(cf. 5125.1 - Release of Directory Information)*

### **Personal or Mental Health Counseling**

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

*(cf. 1020 - Youth Services)*

*(cf. 5113 - Absences and Excuses)*

~~*(cf. 5113.1 - Truancy)*~~

*(cf. 5131.6 - Alcohol and Other Drugs)*

~~*(cf. 5137 - Positive School Climate)*~~

~~*(cf. 5138 - Conflict Resolution/Peer Mediation)*~~

*(cf. 5141.4 - Child Abuse Reporting Procedures)*

*(cf. 5141.6 - Student Health and Social Services)*

*(cf. 5145.9 - Hate-Motivated Behavior)*

*(cf. 5147 - Dropout Prevention)*

~~*(cf. 5149 - At Risk Students)*~~

*(cf. 6164.5 - Student Study Teams)*

~~*(cf. 6173 - Education for Homeless Children)*~~

~~*(cf. 6173.1 - Education for Foster Youth)*~~

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

## **GUIDANCE/COUNSELING SERVICES (continued)**

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602 . (Education Code 49602)

*(cf. 5022 - Student and Family Privacy Rights)*  
*(cf. 5125 - Student Records)*

A counselor shall consult with the Superintendent or designee and, as appropriate, with the District's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student. ~~Parent/guardian consultation and consent shall be obtained as appropriate.~~

### **Crisis Counseling**

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 3516 - Emergencies and Disaster Preparedness Plan)*

In addition, the Superintendent or designee shall identify crisis counseling resources to train District staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with such a crises if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

~~*(cf. 5131 - Conduct)*~~  
~~*(cf. 5131.2 - Bullying)*~~  
*(cf. 5136 - Gangs)*  
*(cf. 5141.52 - Suicide Prevention)*

**GUIDANCE/COUNSELING SERVICES (continued)****Teacher-Based Advisory Program**

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

(cf. 4131 - Staff Development)

*Legal Reference:*EDUCATION CODE

221.5 Prohibited sex discrimination

~~41505-41508 Pupil Retention Block Grant~~

44266 Pupil retention services credential

48431 Establishing and maintaining high school guidance and placement program

49600-49604 Educational counseling

51250-51251 School age military dependents

51513 Personal beliefs

~~52378-52380 Supplemental school counseling program~~

FAMILY CODE

6920-6929 Consent by minor for treatment or counseling

HEALTH AND SAFETY CODE

124260 Mental health services; consent by minors age 12 and older

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

80049-80049.1 Pupil personnel services credential

80632-80632.5 Preparation programs for pupil personnel services

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

*Management Resources: (see next page)*

(Ref. F 7.8)

**GUIDANCE/COUNSELING SERVICES (continued)**

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counseling Association: <http://www.schoolcounselor.org>

California Assoc. of School Counselors: <http://www.schoolcounselor-ca.org>

California Dept. of Education: <http://www.cde.ca.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Dept. of Education, Access to military recruiters:

<http://www.ed.gov/policy/gn/guid/fpc/hottopics/ht10-09-02.html>

Policy  
adopted: September 22, 1999  
revised: September 24, 2014  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Submitted by:** Jinane Annous, Ed.D.

**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. F 7.9)





## RIALTO UNIFIED SCHOOL DISTRICT

### Bylaws of the Board

BB 9323(a)

### MEETING CONDUCT

#### Meeting Procedures

All Board of Education meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

*(cf. 9322 – Agenda/Meeting Materials)*

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

*(cf. 9121 – President)*

*(cf. 9320 – Meetings and Notices)*

#### Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

*(cf. 9323.2 – Actions by the Board)*

#### Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct District business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)

(Ref. F 8.1)

**MEETING CONDUCT (continued)**

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or District staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide through the Superintendent, reference to staff or other resources for factual information, ask the Superintendent to report back to the Board at a subsequent meeting concerning any matter, or request the Superintendent to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

*(cf. 9130 – Board Committees)*

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

**MEETING CONDUCT (continued)**

**Upon reasonable notification to the Board President or designee, the Board may allow individuals with disabilities or individuals who require interpretation services a reasonable amount of time beyond the typically allotted three minutes, as determined by the Board, to participate in public comment.**

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of District employees.

*(cf. 1312.1 – Complaints Concerning District Employees)*  
*(cf. 9321 – Closed Session Purposes and Agendas)*

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

**Recording by the Public**

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph, or tape record open meetings without causing a distraction.

*(cf. 9324 – Board Minutes and Recordings)*

## MEETING CONDUCT (continued)

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

### *Legal Reference:*

#### EDUCATION CODE

- 5095 Powers of remaining board members and new appointees*
- 32210 Willful disturbance of public school or meeting a misdemeanor*
- 35010 Prescription and enforcement of rules*
- 35145.5 Agenda; public participation; regulations*
- 35163 Official actions, minutes and journal*
- 35164 Vote requirements*
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board*

#### GOVERNMENT CODE

- 54953.5 Audio or video tape recording of proceedings*
- 54953.6 Broadcasting of proceedings*
- 54954.2 Agenda; posting; action on other matters*
- 54954.3 Opportunity for public to address legislative body; regulations*
- 54957 Closed sessions*
- 54957.9 Disorderly conduct of general public during meeting; clearing of room*

#### PENAL CODE

- 403 Disruption of assembly or meeting*

#### COURT DECISIONS

- McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275*
- Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194*
- Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719*

#### ATTORNEY GENERAL OPINIONS

- 76 Ops. Cal. Atty. Gen. 281 (1993)*
- 66 Ops. Cal. Atty. Gen. 336 (1983)*
- 63 Ops. Cal. Atty. Gen. 215 (1980)*
- 61 Ops. Cal. Atty. Gen. 243, 253 (1978)*
- 55 Ops. Cal. Atty. Gen. 26 (1972)*
- 59 Ops. Cal. Atty. Gen. 532 (1976)*

*Management Resources: (see next page)*

(Ref. F 8.4)

*Management Resources: (see next page)*

BB 9323(e)

## **MEETING CONDUCT (continued)**

*Management Resources:*

CSBA PUBLICATIONS

*The Brown Act: School Boards and Open Meeting Laws, rev. 2005*

*Board Presidents' Handbook, rev. 2002*

*Maximizing School Board Governance: Boardmanship*

ATTORNEY GENERAL PUBLICATIONS

*The Brown Act: Open Meetings for Legislative Bodies, 2003*

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.caag.state.ca.us>

Bylaw  
adopted: May 12, 1999  
revised: July 20, 2011  
revised: March 13, 2013  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. F 8.5)

**G INSTRUCTION CONSENT**

**SAN BERNARDINO VALLEY COLLEGE  
PARENT WORKSHOP**

January 25, 2017

Education Services requests the Board of Education approve thirty (30) parents/guardians from Rialto Unified School District (RUSD) to attend a Parent Workshop at San Bernardino Valley College (SBVC), in San Bernardino, California, on February 24, 2017.

The training is provided by San Bernardino Valley College. The parent workshop will include:

- Completing Last Requirements for Programs
- Extended Opportunity Programs and Services (EOPS)
- Valley Bound Commitment
- First Year Enrollment
- Registration Process
- Web Advisor

Transportation will be provided via charter bus for parents to attend this workshop.

It is recommended that the Board of Education approve thirty (30) parents/guardians from Rialto Unified School District to attend a parent workshop on February 24, 2017, at San Bernardino Valley College, in San Bernardino, California, for a total cost not-to-exceed \$600.00, to be paid from Title III Funds.

**Submitted by:** Marina Madrid and Jasmin Valenzuela

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. G 1.1)

**CARTER HIGH SCHOOL CHEER TEAM  
LAS VEGAS, NEVADA**

January 25, 2017

Carter High School requests the Board of Education approve thirty-seven (37) students of the Carter High School Cheer Team and four (4) chaperones to attend the Jamz Cheerleading National Championship in Las Vegas, Nevada, February 16, 2017 through February 18, 2017.

Transportation will be via District transportation. Head Coach Charlene Cannon, Certificated Advisor Barbara Robins, Cheer Booster President Tamara Gutierrez, and Cheer Booster Vice President Mona Skinner will be chaperoning the trip. Lodging will be in Las Vegas, Nevada. Lodging and registration costs will be paid by the Carter Cheer Booster Club.

It is recommended that the Board of Education approve thirty-seven (37) students of the Carter High School Cheer Team and four (4) chaperones to attend the Jamz Cheerleading National Championship in Las Vegas, Nevada, February 16, 2017 through February 18, 2017, at an approximate cost of \$2,000.00, to be paid from the Carter Cheer Booster Club, at no cost to the District.

**Submitted by:** Patricia Chavez, Ed.D.

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. G 2.1)



**2017 STANFORD UNIVERSITY INVITATIONAL  
HIGH SCHOOL SPEECH AND DEBATE TOURNAMENT  
CARTER HIGH SCHOOL**

January 25, 2017

Carter High School requests the Board of Education approve fourteen (14) Carter High School Competitive Speech and Debate student team members, two (2) advisors, and one (1) parent chaperone to attend the 2017 Stanford University High School Speech and Debate Tournament at Stanford University in Stanford, California, February 10, 2017 through February 13, 2017.

The purpose of the trip is to provide an opportunity to our Speech and Debate team members to compete in various public speaking events on a state-wide level. Whereas, the various league tournaments they attend throughout the season offer the opportunity to compete with students from nearby schools, this tournament draws schools from all over the state and offers our students a tremendous opportunity to hone their public speaking skills in a more competitive arena.

The tournament will be held at the Stanford University campus in Stanford, California. Lodging will be in the Stanford area, approximately 15 minutes from the campus. Transportation will be via district vans.

It is recommended that the Board of Education approve fourteen (14) Carter High School Competitive Speech and Debate student team members, two (2) advisors, and one (1) parent chaperone to attend the 2017 Stanford University High School Speech and Debate Tournament at Stanford University, February 10, 2017 through February 13, 2017, for a total estimated cost of \$5,000.00, to be paid from the team's ASB account, at no cost to the District.

**Submitted by:** Patricia Chavez, Ed.D.

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. G 3.1)

**WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES (WASC) VISITATION  
MILOR HIGH SCHOOL**

January 25, 2017

Milor High School requests the Board of Education approve travel reimbursement for two (2) Western Association of Schools and Colleges (WASC) visiting committee members conducting the Midterm visitation of Focus on Learning Joint WASC/CDE for 2016-2017 at Milor High School on April 26, 2017.

The following individuals are members of the WASC visiting committee:

Mrs. Judy L. Brown  
Ms. Tina Callahan

The purpose of the WASC visiting committee is to conduct the WASC Accreditation midterm visit for the 2016-2017 school year. The WASC Visiting Committee will validate and report on the WASC Focus on Learning Self-Study report during their visit April 26, 2017. In accordance with the WASC visitation process, the visiting committee follows up with the implementation of school improvement needs, supports, and accountability.

Travel expenses will include mileage and meals.

It is recommended that the Board of Education approve travel reimbursement for two (2) Western Association of Schools and Colleges (WASC) visiting committee members conducting the midterm visitation of Focus on Learning Joint WASC/CDE process at Milor High School on April 26, 2017, for a total cost not-to-exceed \$2,000.00, to be paid from the General Fund.

**Submitted by:** Andres Luna, II

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. G 4.1)

## FAMILY COMMUNITY CAREER LEADERS OF AMERICA

January 25, 2017

Eisenhower High School requests the Board of Education approve one (1) Region Officer/chapter member (student) of the Family Community and Career Leaders of America (FCCLA) and one (1) advisor, to attend the FCCLA 2017 Capitol Leadership Experience in Sacramento, California, February 5, 2017 through February 7, 2017.

This is the Region Officer training for the Career Technical Student Organization FCCLA. The student will learn leadership skills and network with fellow region officers of FCCLA.

Transportation will be via plane. Lodging will be in Sacramento, California. Travel, lodging, meals and registration costs will be paid through FCCLA State Department for the Region Officer (student) and Perkins Funds for the advisor/chaperone at approximately \$1,600.00 each, for a total of \$3,200.00.

It is recommended that the Board of Education approve one (1) Region Officer/chapter member (student) of the Family Community Career Leaders of America (FCCLA) and one (1) advisor from Eisenhower High School, to attend the FCCLA 2017 Capitol Leadership Experience in Sacramento, California, on February 5, 2017 through February 7, 2017, for an approximate cost of \$3,200.00, to be paid from FCCLA State Department for the Region Officer (student) and Perkins Funds for the advisor/chaperone at approximately \$1,600.00 each, for a total of \$3,200.00.

**Submitted by:** Scott Sparks

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. G 5.1)

## SECONDARY SCHOOL SUMMER PROGRAM 2017-2018

January 25, 2017

The Rialto Unified School District is authorized to offer summer school classes to students who need to meet graduation proficiency requirements: seniors and juniors who will not graduate with their class; students who are retained or at risk of being retained; and those in need of intensive remediation of basic skills. Opportunity for students to take "academic core" classes for other than the reasons cited above will be limited. Funding for secondary programs is derived from the Local Control Funding Formula.

In 2017-2018, it is proposed to continue summer school classes primarily Monday through Thursday with longer instructional days to meet the State requirement for instructional minutes. Student and staff participation has been greatly achieved using this format.

Summer School is planned to serve the needs of students who wish to facilitate their four-year plan through summer school participation. However, participation will be through petition. Enrichment and reducing a senior's second semester academic program through summer school participation may not be available due to budget restraints.

### HIGH SCHOOL SUMMER PROGRAM - Grades 9-12

Location: Rialto High School

Calendar:	June 2 <sup>nd</sup> (Friday)	Teacher Prep Day	(4 hours paid)
	First Semester:	June 5 – June 22	(12 days)
	Second Semester:	June 26 – July 13	(12 days)

Time: 7:30 a.m. - 1:20 p.m.

*No school June 9, June 16, June 23, June 30, July 4, 2017  
There is school on Friday, July 7, due to holiday on Tuesday, July 4*

(Ref. G 6.1)

## **COURSE OF STUDY:**

### **Mandated Summer School: Classes Needed for Graduation**

Classes will be provided for students in the following categories:

- Any Grade 9-12 student who has either failed or has not made sufficient progress in acquiring skills outlined in grade level standards, or
- **Seniors who need fifteen (15) semester units** or less in order to graduate prior to August 2017
- Students who have failed classes and are in need of remediation

### **High School Preparatory Program: Grade 9**

All incoming 9<sup>th</sup> grade students who have received an achievement mark of F in Language Arts/English and/or Math in Grade 8 are not proficient in grade-level skills. These students are placed in the high school program, and are considered at-risk of not passing high school coursework. They will be placed in appropriate standards-based courses with Language Arts/English and Math proficiency as the top priority. Students will receive 10 elective credits for this class.

### **Enrichment Academy: Grade 9**

This academy is offered to selected 8<sup>th</sup> graders entering the 9<sup>th</sup> grade who have demonstrated exceptional mathematics potential. These students will be accelerated in Math 1 over the summer so that they can take Math 2 their freshman year of high school. Successful students will receive 10 mathematics credits for taking this course.

### **Academic Core Summer School: Grades 9-12**

The offering of courses and the number of sections are contingent upon adequate enrollment and staffing. Not all courses will be available at each high school and participation may be on a space available basis. Classes will be provided for students in the following categories:

1. Any Grade 10-12 student who has failed a course in a core academic area.
2. Any Grade 10-12 student who is credit deficient as per Board Policy 5123.
3. Students who petition for inclusion based on the need to facilitate graduating with their class as identified in the student's four-year plan.
4. Advancement Via Individual Determination (AVID) students needing summer participation as part of a four-year AVID pathway and not solely for enrichment.

## SUMMER SCHOOL PROGRAM 2017-2018

### High School Course Offerings

<p><b><u>Social Studies</u></b>                  20<sup>th</sup> Century U.S. History P(A)                  20<sup>th</sup> Century U.S. History P(B)                  World History P(A)                  World History P(B)                  Economics P (A/B)                  American Government P (A/B)</p> <p><b><u>English</u></b>                  ELD I (A)                  ELD I (B)                  ELD II (A)                  ELD II (B)                  English 9 P(A)                  English 9 P(B)                  English 10 P(A)                  English 10 P(B)                  English 9 P(A)                  English 9 P(B)                  English 10 P(A)                  English 10 P(B)                  ** Reading/Language Arts Skills(A)                  ** Reading/Language Arts Skills(B)</p> <p><b><u>Science</u></b>                  Biology P(A)                  Biology P(B)                  Earth Science (A)                  Earth Science (B)</p> <p><b><u>Mathematics</u></b>                  *Algebra I P(A) [2017 Seniors only]                  *Algebra I P(B) [2017 Seniors only]                  Integrated Math 1, Integrated Math 1A/B                  Integrated Math 2, Integrated Math 2A/B                  Integrated Math 3, Integrated Math 3A/B</p>	<p><b><u>Foreign Language</u></b>                  Spanish IP(A)                  Spanish IP(B)                  Spanish IIP(A)                  Spanish IIP(B)</p> <p><b><u>Electives</u></b>                  + Art I P(A)                  + Art I P(B)                  + Art History P(A)                  + Art History P(B)                  + Health                  + Physical Education (A)                  + Physical Education (B)</p> <p><b><u>Special Education</u></b>                  HS Life Skills (A)                  HS Life Skills (B)                  MS/MH Class</p> <p>+ <b><u>Independent Study</u></b> (Grade 12 only)</p> <p><b><u>APEX Online</u></b>                  All courses offered</p>
<b>Explanation of Symbols</b>	
<p>All courses offered only as a 5-unit class                  ** Offered to incoming Grade 9                  * Offered to Seniors Only                  + Enrollment by petition                  A First Semester Course                  B Second Semester Course                  P Course which meets University of California requirements</p> <p style="text-align: center;"><i>Preparation for High School Algebra is the only math class offered to incoming Grade 9 students.</i></p>	

**TOTAL STAFFING:**

<b>STAFF</b>	<b>HIGH SCHOOL</b>
<i>The number of positions will be determined by site enrollment needs</i>	
Teachers as required	(3, 5 or 6.25 hours per day at the hourly rate for 12, 16 or 24 days)
Attendance Clerks	5 hours-per day
Campus Security Officers	6.5 hours-per day
Clerk Typists II	7 hours-per day
Counselors	90 hours for session
Health Clerk	6.5 hours-per day
MH Instructional Aides	3, 5 or 6.25 hours-per day at the hourly rate
Student Assistants	5 hours-per day
Noon Duty Aides	Hours as needed

**SPECIALIZED and CATEGORICAL PROGRAMS - Middle Schools**

The following programs may be offered through targeted funding at selected sites:

- English Learner Summer School Program (MS/HS)
- Site Title I Summer School Intervention Program (MS)
- Specialty Academies in Mathematics, English, Science and Social Studies

Staffing **will** be determined by student need.

Eligible enrollees in high school Academic Core classes **will** be required to finish the summer session to receive credit.

It is recommended that the Board of Education approve the proposed student eligibility plan, course of study, calendar and schedule of classes for the 2017-2018 Summer School Programs.

**Submitted by:** Edward D'Souza, Ph.D.

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. G 6.4)





## DONATIONS

January 25, 2017

<u>Name of Donors</u>	<u>Location/Description</u>	<u>Amount</u>
<u>MONETARY DONATIONS</u>		
The Way Bible Fellowship	Kordyak Elementary/ Principal's Donation Account	\$ 100.00
Lifetouch National School Studios	Early Education/ Student Rewards	\$ 44.89

### NON-MONETARY DONATIONS

Boston's Restaurant	Casey Elementary/ Sixty Coupons for a Free Kid's Meal	
Anonymous	Carter High School/ Five \$25 Ralph's Gift Cards for Five McKinney-Vento Families	
Dell, Inc.	Information Technology Department/ Two Dell S560T Projectors, Two Wallmounts (S560T and S560P)	
Masonic Lodge Chapter No. 306	Casey Elementary School/ Eight Wilson NCAA Basketballs for the Playground	
Google.org and DonorsChoose.org	Myers Elementary School/ Five Google Chromebooks for RSP Classroom	

It is recommended that the Board of Education accept the listed donations from The Way Bible Fellowship, Lifetouch National School Studios, Boston's Restaurant, Dell, Inc., Masonic Lodge Chapter No. 306, and Google.org and DonorsChoose.org, and request that a letter of appreciation be sent to the donors.

#### District Summary

Monetary Donations – January 25, 2017	\$ 144.89
Donations – Fiscal Year-To-Date	\$ 26,892.11

**Submitted by:** Mohammad Z. Islam

**Reviewed by and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 2.1)

**MEMORANDUM OF UNDERSTANDING  
BETWEEN RIALTO UNIFIED SCHOOL DISTRICT AND WestEd**

January 25, 2017

Education Services requests the Board of Education to approve a Memorandum of Understanding between Rialto Unified School District and WestEd for a volunteer Study of *Newsela*: Building Reading Comprehension Through Level Nonfiction Content at Fifth Grade, from February 2017 to May 2017.

*Newsela* and WestEd, a non-profit agency that specializes in education research, is conducting a study about how the *Newsela* supplementary program impacts students' reading comprehension and vocabulary knowledge. *Newsela* is an online literacy platform that helps students develop their nonfiction reading skills through high-interest content available at multiple reading levels. *Newsela* is used by more than 6.4 million students and 600,000 teachers in classrooms nationwide. The platform provides thousands of pieces of high-quality article-length nonfiction content with accompanying reading and writing assessments at each of five levels spanning grades 2-12.

Volunteer 5<sup>th</sup> grade teachers will implement *Newsela* for sixteen (16) weeks with their students and administer student assessments. Half of the teachers chosen to participate in the study will be randomly assigned to the group that implements *Newsela* in 2016-17. The other teachers will teach as they normally would over the course of the study, but will be offered the *Newsela* program and PD following completion of the study in the early spring of 2017. Teachers will be randomly assigned to the treatment condition (i.e., using *Newsela*) or to the control condition (i.e., not using *Newsela*) for 16 weeks during the 2016-2017 school year.

Treatment teachers who use *Newsela* will receive \$600.00 for their participation. Control teachers who are NOT assigned to use *Newsela* will receive \$300.00. Regardless of condition, all participating teachers will receive the PD and a free one-year *Newsela* license for the students in their class. The control teachers will receive the license after the study period. The cost of substitutes for fifth grade teachers that attend the *Newsela* training will be reimbursed by the WestEd study at \$157.40 per day.

It is recommended that the Board of Education approve the Memorandum of Understanding between Rialto Unified School District and WestEd for a fifth grade teacher volunteer Study of *Newsela*: Building Reading Comprehension Through Level Nonfiction Content at Fifth Grade, from February 2017 to May 2017, at no cost to the District.

**Submitted by:** Jasmin Valenzuela

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

**FEDCO CLASSROOM ENRICHMENT GRANT  
SIMPSON ELEMENTARY SCHOOL**

January 25, 2017

Simpson Elementary School requests the Board of Education accept the FEDCO Classroom Enrichment Grant from the Center for Excellence in Mathematics and Science Teaching (CEMaST) of Cal Poly Pomona College of Science, in the amount of \$700.00.

The FEDCO Charitable Foundation is providing grants for full-time public school teachers serving students in grades Kindergarten through 12<sup>th</sup> in all school districts in San Bernardino County. Grants support hands-on, classroom, or “real-world” study trip projects that “bring learning to life” and increase student academic achievement. Grants are designed to encourage experiential learning, enhance student understanding, and increase student achievement in relation to the curriculum standards in one of the core subject areas of language arts, social studies, mathematics or science.

The grant will be used for fifty (50) second grade students at Simpson Elementary School to support a classroom enrichment project. This grant is designated for the study trip to the Living Desert Zoo and Gardens in Palm Desert.

It is recommended that the Board of Education accept the FEDCO Classroom Enrichment Grant from the Center for Excellence in Mathematics and Science Teaching (CEMaST) of Cal Poly Pomona College of Science for Simpson Elementary School, in the amount of \$700.00, to be used for transportation and admission to the Living Desert Zoo, effective January 2017 through May 15, 2017.

**Submitted by:** Connie Richardson

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Approval:** Cuauthémoc Avila, Ed.D.

(Ref. H 4.1)

**AGREEMENT WITH  
CLAY COUNSELING SOLUTIONS**

January 25, 2017

The Student Services Department requests the Board of Education approve an agreement with Clay Counseling Solutions to provide direct counseling services to fifteen to twenty (15-20) students at Curtis, Dollahan, Dunn, and Preston Elementary Schools on early intervention, and behavioral support to the existing Positive Behavior Intervention Support (PBIS) framework.

Clay Counseling Solutions will provide support services that will modify behavior of students on PBIS Tier II and Tier III, to increase social skills and emotional awareness of students, enhance existing behavior modification plans with clinical intervention and support, and reduce problem behaviors within schools that lead to office discipline referrals and suspensions.

It is recommended that the Board of Education approve an agreement with Clay Counseling Solutions to provide direct counseling service to fifteen to twenty (15-20) students at Curtis, Dollahan, Dunn, and Preston Elementary Schools, for a total cost not-to-exceed \$16,000.00, effective January 26, 2017 through May 30, 2017, to be paid from the General Fund.

**Submitted by:** Angela Brantley

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 5.1)

**AGREEMENT WITH  
YOUNG VISONARIES YOUTH LEADERSHIP ACADEMY  
SMAART PROGRAM**

January 25, 2017

Eisenhower High School requests approval from the Board of Education for fifteen to twenty (15-20) students and Assistant Principal Enice Jackson to participate in the Young Visionaries Youth Leadership Academy SMAART Program, to be held at Eisenhower High School, January 26, 2017 through June 30, 2017.

This program is designed to provide conflict resolution strategies, cultural awareness, mentorship, as well as educational tutoring for students. Participants will meet once per week, for one hour. The program is also designed to help individuals identify their strengths, as well as, personal and social issues that affect them. Students will work with trained staff members towards improving their levels of confidence, self-awareness, and self-esteem.

It is recommended that the Board of Education approve an agreement with Young Visionaries Youth Leadership Academy for fifteen to twenty (15-20) Eisenhower High School students and Assistant Principal Enice Jackson, to participate in the SMAART program, which will be held at Eisenhower High School, January 26, 2017 through June 30, 2017, to be paid by San Bernardino County Department of Behavior Health, at no cost to the District.

**Submitted by:** Enice Jackson

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 6.1)

**AGREEMENT WITH  
SPARK  
K-5 PHYSICAL EDUCATION CURRICULUM**

January 25, 2017

The Student Services Department requests the Board of Education approve an agreement with SPARK to provide staff development to K-5 teachers on K-5 Physical Education Curriculum to be used in conjunction with the Physical Education Framework for California Public School.

SPARK is a multi-faceted approach for teaching physical education to students from kindergarten through 5<sup>th</sup> grade. It offers developmentally appropriate instruction and practice through a large variety of sport skills and fitness activities.

One elementary teacher from each site, in each grade level for kindergarten, second, third, and fifth grades, will participate in a train-the-trainer session during March and April for a seven (7) hour, one day training. Another training session will take place during March for teachers who have previously been trained with SPARK.

It is recommended that the Board of Education approve an agreement with SPARK to provide staff development to K-5 teachers on K-5 Physical Education Curriculum for a total cost not-to-exceed \$15,600.00, effective March 15, 2017 through April 19, 2017, to be paid from the General Fund.

**Submitted by:** Angela Brantley  
**Reviewed by:** Jinane Annous, Ed.D.  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 7.1)

**AGREEMENT WITH  
PATHFINDER RANCH OUTDOOR SCIENCE SCHOOL  
FITZGERALD ELEMENTARY SCHOOL**

January 25, 2017

Fitzgerald Elementary School requests the Board of Education approve an agreement with Pathfinder Ranch for approximately seventy (70) fifth grade students, two (2) staff members, and eight (8) parent chaperones to attend the Outdoor Education Program in Mountain Center, California, on May 3, 2017 through May 5, 2017.

Pathfinder Ranch is a fully staffed and accredited outdoor school that offers a broad selection of Common Core State Standards (CCSS) based academic and recreational learning opportunities. Fitzgerald staff will design the course activities with the Pathfinder Ranch instructors to best meet the needs of the students.

Transportation will be via District buses. The total cost per student is \$159.00 which covers lodging, meals, transportation, camp supervision, and instructors. Two (2) nights' lodging and six (6) meals are included for each student. The total cost of the program will be approximately \$11,130.00, to be paid from student fundraisers and donations.

It is recommended that the Board of Education approve an agreement with Pathfinder Ranch for approximately seventy (70) fifth grade students, two (2) staff members, and eight (8) parent chaperones (who have been approved by RUSD as Level 1 Volunteers), from Fitzgerald Elementary School to attend the outdoor education program in Mountain Center, California, for a total cost of approximately \$11,130.00, effective May 3, 2017 through May 5, 2017, to be paid from student fundraisers and donations, and at no cost to the District.

**Submitted by:** Yolanda Jackson

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 8.1)

**AGREEMENT WITH  
PATHFINDER RANCH OUTDOOR SCIENCE SCHOOL  
PRESTON ELEMENTARY SCHOOL**

January 25, 2017

Preston Elementary School requests the Board of Education approve an agreement with Pathfinder Ranch for approximately fifty (50) fifth grade students, five (5) staff members, and five (5) parent chaperones to attend the Outdoor Education Program in Mountain Center, California, on April 12, 2017 through April 14, 2017.

Pathfinder Ranch is a fully staffed and accredited outdoor school that offers a broad selection of Common Core State Standards (CCSS) based academic and recreational learning opportunities. Preston staff will design the course activities with the Pathfinder Ranch instructors to best meet the needs of the students.

Transportation will be via District buses. The total cost per student is \$185.00 which covers lodging, meals, transportation, camp supervision, and instructors. Two (2) nights' lodging and six (6) meals are included for each student. The total cost of the program will be approximately \$12,000.00, to be paid from student fundraisers, donations, and ASB funds.

It is recommended that the Board of Education approve an agreement with Pathfinder Ranch for approximately fifty (50) fifth grade students, five (5) staff members, and five (5) parent chaperones (who have been approved by RUSD as Level 1 Volunteers), from Preston Elementary School to attend the outdoor education program in Mountain Center, California, for a total cost of approximately \$12,000.00, effective April 12, 2017, through April 14, 2017 to be paid from student fundraisers, donations, and ASB funds, and at no cost to the District.

**Submitted by:** Robin S. McMillon

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 9.1)



## **AGREEMENT WITH FUEL FOR SUCCESS**

January 25, 2017

Frisbie Middle School requests the Board of Education approve an agreement with Fuel for Success to offer a science competition, materials, and a field trip to Fontana Speedway for all middle schools that would like their students to participate in the program.

Fuel for Success proposes to provide materials and support for middle school students at, but not limited to, Frisbie Middle School for the 2016-2017 school year. The Fuel for Success program offers a science competition for middle school students. Students will build model race cars and have an opportunity to compete against each other. Finalists in the competition will receive a trip to Fontana Speedway to meet Joey Logano and Helio Castroneves. Students will also be able to watch the NASCAR race. The only cost to the school is transportation to the Fontana Speedway on race day at an approximate cost of \$446.00. Fuel for Success provides materials and support to the sites that choose to participate.

It is recommended that the Board of Education approve an agreement with Fuel for Success to provide a science competition, materials, and a field trip to Fontana Speedway for Frisbie Middle School for the 2016-2017 school year. The only cost to the school is transportation to the Fontana Speedway on race day at an approximate cost of \$446.00, to be paid from the General Fund.

**Submitted by:** Akinlana Osonduagwuike

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 10.1)

**AGREEMENT WITH  
LUDWIG ENGINEERING ASSOCIATES, INC.**

January 25, 2017

Civil engineering services are needed to prepare topographical maps for the addition of one relocatable classroom building and one relocatable restroom building at Bemis Elementary School. The consultant's services provide a topographical survey for the architect and engineer to prepare site work plans for the project.

It is recommended that the Board of Education approve an agreement with Ludwig Engineering Associates, Inc., to provide civil engineering services for the addition of one relocatable classroom building and one relocatable restroom building at Bemis Elementary School for a total cost not-to-exceed \$3,000.00, to be paid from Fund 25, Capital Facilities Fund.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

**Presented For Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 11.1)

**AGREEMENT WITH  
MILLER ARCHITECTURAL CORPORATION**

January 25, 2017

An architectural firm is needed to provide architectural and engineering services for the Installation of heating, ventilation, and air conditioning (HVAC) in the Gymnasium Building at Kucera Middle School. The architectural services will consist of preparation of construction documents, project schedule, agency approval of plans, and support services during the bidding, construction, and project close out.

The District received proposals from Miller Architectural Corporation to provide the necessary services at a cost not-to-exceed \$23,910.00 for the above referenced project, and an allowance for reimbursable expenses not-to-exceed \$1,000.00.

It is recommended that the Board of Education approve agreements with Miller Architectural Corporation, to provide architectural services for the Installation of heating, ventilation, and air conditioning (HVAC) in the Gymnasium Building at Kucera Middle School for a cost not-to-exceed \$23,910.00, and an allowance for reimbursable expenses not-to-exceed \$1,000.00 for a total cost not-to-exceed \$24,910.00, to be paid from Fund 40, Special Reserve Fund.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 12.1)

**BID NO. 16-17-010**  
**CENTRAL KITCHEN HVAC UPGRADE PROJECT**

January 25, 2017

Public Contract Code 20111 requires that contracts for public works projects exceeding \$15,000.00 be legally advertised and awarded to the lowest responsible bidder who shall have such surety as required by the Board of Education.

The Central Kitchen Heating, Ventilation, and Air Conditioning (HVAC) Upgrade Project was bid in December, 2016. It was published in the San Bernardino Sun, The Voice, and El Chicano newspapers, on December 1, 2016 and December 8, 2016. Bid documents were also available in two "plan room" services at BidClerk ([www.bidclerk.com](http://www.bidclerk.com)) and Dodge Plan Room ([www.construction.com/dodge](http://www.construction.com/dodge)).

Bids were opened at 2:00 p.m. on Tuesday January 10, 2017. Three (3) bids were received. The responsive bidders were:

<u>CONTRACTOR</u>	<u>Base Bid</u>
ACH MECHANICAL CONTRACTORS, INC.	\$1,022,000.00
ALLISON MECHANICAL, INC.	\$1,065,378.00
CMC SERVICES	\$1,242,218.19

It is recommended that the Board of Education award Bid No. 16-17-010, Central Kitchen Heating, Ventilation, and Air Conditioning (HVAC) Upgrade Project, to ACH Mechanical Contractors, Inc. in the amount of \$1,022,000.00. All costs to be paid from Fund 40, Special Reserved Fund.

**Submitted by:** Iris Chu  
**Reviewed by:** Mohammad Z. Islam  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 13.1)

**AGREEMENT WITH  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

January 25, 2017

Early Education requests the Board of Education approve an agreement with the San Bernardino Community College District (SBCCD) for the San Bernardino Valley College (SBVC) Child Development Program to offer a mentoring program to be funded by the California Early Childhood Mentor Program (CECMP) which is a Quality Improvement Program sponsored by the California Department of Education.

Mentor Teachers are paid stipends directly from the California Early Childhood Mentor Program. The program is supervised through the CECMP Valley/Crafton Coordinator, Kellie Barnett, who approves all placements and stipends to the Mentor Teachers. The District will be recognized as a Mentor Teacher site, and Danya Sanders-Hester, Preschool Teacher at Myers Elementary School, will act as a Mentor Teacher to SBCCD students. Danya Sanders-Hester was selected by the Valley/Crafton Mentor Program Selection Committee to serve as a Mentor Teacher for the program as her classroom was rated as an excellent environment with high quality early childhood education practices. SBCCD instructors may send practicum and observation students who need placements for lab hours to Danya Sanders-Hester at Myers Elementary School. SBCCD students will be interacting with children under the supervision of Danya Sanders-Hester.

It is recommended that the Board of Education approve an agreement between the San Bernardino Community College District for the San Bernardino Valley College – Child Development Program for the purpose of offering a mentoring program that recognizes the District as a Mentor Teacher site at Myers Elementary School for San Bernardino Community College District students, effective January 26, 2017 through June 30, 2017, to be funded by the California Early Childhood Mentor Program (CECMP), at no cost or liability to the District.

**Submitted by:** Pat Krizek, Ed.D.

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.



**I. FACILITIES PLANNING CONSENT ITEMS**

**NONE**

**J PERSONNEL SERVICES CONSENT**



PERSONNEL REPORT NO. 1166  
CLASSIFIED EXEMPT EMPLOYEES  
January 25, 2017

**BACKGROUND/CRIMINAL HISTORY CHECKS HAVE BEEN COMPLETED, AS PER LAW, ON ALL INDIVIDUALS RECOMMENDED FOR EMPLOYMENT.**

**None**

**Submitted and Reviewed By:** Rhea McIver Gibbs and Rhonda Kramer  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.  
(Ref. J 1.1)

PERSONNEL REPORT NO. 1166  
 CLASSIFIED EMPLOYEES  
 January 25, 2017

**PROMOTIONS**

Acosta, Richard (Repl. M. Forcen)	To: Custodian II Milor High School	01/26/2017	To: 34-5	\$22.92 per hour (8 hours, 12 months)
	From: Custodian I** Rialto High School		From: 33-5	\$22.34 per hour (8 hours, 12 months)
Walters, Brandon (Repl. R. Robinson)	To: Grounds Maintenance Worker II Maintenance & Operations	01/26/2017	To: 34-5	\$22.92 per hour (8 hours, 12 months)
	From: Grounds Maintenance Worker I Maintenance & Operations		From: 32-5	\$21.84 per hour

**EMPLOYMENT**

Alvarez, Karina	Instructional Assistant II/B.B. Kelley Elementary School	01/10/2017	25-1	\$15.09 per hour (3 hours, 203 days)
Gomez, Cinthia (Repl. M. Canela)	Clerk Typist II Child Welfare and Attendance	01/26/2017	31-1	\$17.50 per hour (8 hours, 237days)
Hernandez Sanchez, Bertha (Repl. S. Garcia)	Instructional Assistant II/B.B. Frisbie Middle School	01/10/2017	25-1	\$15.09 per hour (3 hours, 203 days)
Gonzalez, Monica (Repl. M. Del Rio)	Instructional Assistant II/B.B. Casey Elementary School	01/10/2017	25-1	\$15.09 per hour (3 hours, 203 days)
Maravillas, Carolina (Repl. A. Arreola)	Instructional Assistant II/B.B. Kelley Elementary School	01/23/2017	25-1	\$15.09 per hour (3 hours, 203 days)
McGuire, Donna (Repl. G. Paredes)	Special Ed. Child Development Instructional Assistant Boyd Elementary School	01/10/2017	29-1	\$16.63 per hour (3.5 hours, 203 days)
Moreno, Noemi	Instructional Assistant II/B.B. Boyd Elementary School	01/10/2017	25-1	\$15.09 per hour (3 hours, 203 days)
Moore, LaRhonda	Instructional Assistant III – SE (SED/MH/AUTISM) Eisenhower High School	01/23/2017	29-1	\$16.63 per hour (3.5 hours, 203 days)
Ornoz, Claudia (Repl. R. Gonzalez)	Instructional Assistant II/B.B. Carter High School	01/10/2017	25-1	\$15.09 per hour (3 hours, 203 days)
Sanchez, Denisse (Repl. A. Gonzalez)	Instructional Assistant II/B.B. Eisenhower High School	01/10/2017	25-1	\$15.09 per hour (3 hours, 203 days)

**SUBSTITUTES**

Anthony, Eric	Custodian I	01/18/2017	32-1	\$ 17.93 per hour
Barabino Smith, Julie	Nutrition Service Worker I	01/13/2017	19-1	\$ 13.01 per hour
Flores, Anthony	Custodian I	01/18/2017	32-1	\$ 17.93 per hour
Gonzalez, Jasmine	Instructional Assistant III	01/10/2017	29-1	\$ 16.63 per hour
Gonzalez, Jessica	Nutrition Service Worker I	01/13/2017	19-1	\$ 13.01 per hour

**ADDITION OF BILINGUAL STIPEND (2.75% of base Salary)**

Alvarez, Karina	Instructional Assistant II/B.B.	01/10/2017		
				(Ref. J 2.1)

**ADDITION OF BILINGUAL STIPEND** (2.75% of base Salary) - continued

Hernandez Sanchez, Bertha	Instructional Assistant II/B.B.	01/10/2017
Gonzalez, Monica	Instructional Assistant II/B.B.	01/10/2017
Maravillas, Carolina	Instructional Assistant II/B.B.	01/23/2017
Moreno, Noemi	Instructional Assistant II/B.B.	01/10/2017
Ornoz, Claudia	Instructional Assistant II/B.B.	01/10/2017
Sanchez, Denisse	Instructional Assistant II/B.B.	01/10/2017

**VOLUNTARY LATERAL TRANSFER AND/OR INCREASE IN WORK HOURS**

Alcantar, Maryolys (Repl. D. Peña)	To: Nutrition Service Worker I Rialto High School	01/26/2017	To: 19-3	\$14.34 per hour (4 hours, 203 days)
	From: Nutrition Service Worker I Rialto High School		From: 19-3	\$14.34 per hour (3 hours, 203 days)
Alvarado, Patricia (Repl. H. Arguijo)	To: Nutrition Service Worker I Eisenhower High School	01/26/2017	To: 19-2	\$13.68 per hour (3 hours, 203 days)
	From: Nutrition Service Worker I Rialto Middle School		From: 19-2	\$13.68 per hour (2 hours, 203 days)
Brachetti, Maria (Repl. K. Hussey)	To: Instructional Assistant III - SE (SED/MH/AUTISM) Rialto High School	01/10/2017	To: 29-5	\$20.29 per hour (3.75 hours, 203 days)
	From: Instructional Assistant III - SE (SED/MH/AUTISM) Rialto High School		From: 29-5	\$20.29 per hour (3.5 hours, 203 days)
Esparza-Diaz, Mayra (Repl. S. Uribe)	To: Nutrition Service Worker I Eisenhower High School	01/26/2017	To: 19-2	\$13.68 per hour (3.75 hours, 203 days)
	From: Nutrition Service Worker I Eisenhower High School		From: 19-2	\$13.68 per hour (2 hours, 203 days)
Garcia, Julie	To: Instructional Assistant III - SE (SED/MH/AUTISM) Garcia Elementary School	01/10/2017	To: 29-2	\$17.50 per hour (6 hours, 203 days)
	From: Instructional Assistant III - SE (SED/MH/AUTISM) Casey Elementary School		From: 29-2	\$17.50 per hour (3.5 hours, 203 days)
Garcia, Vanessa (Repl. M. de la Torre)	To: Nutrition Service Worker I Frisbie Middle School	01/26/2017	To: 19-5	\$15.82 per hour (5 hours, 203 days)
	From: Nutrition Service Worker I Central Kitchen		From: 19-5	\$15.82 per hour (4.25 hours, 203 days)
Granados, Carmen (Repl. S. Montoya)	To: Nutrition Service Worker I Central Kitchen	01/26/2017	To: 19-5	\$15.82 per hour (6 hours, 203 days)
	From: Nutrition Service Worker I Central Kitchen		From: 19-5	\$15.82 per hour (5 hours, 203 days)
Grijalva, Carmen (Repl. J. Navarro)	To: Nutrition Service Worker I Frisbie Middle School	01/26/2017	To: 19-5	\$15.82 per hour (6 hours, 203 days)
	From: Nutrition Service Worker I Carter High School		From: 19-5	\$15.82 per hour (5 hours, 203 days)

**VOLUNTARY LATERAL TRANSFER AND/OR INCREASE IN WORK HOURS** - continued

Huerth, Cyndy (Repl. M. Dominguez)	To: Nutrition Service Worker I Kucera Middle School	01/26/2017	To: 19-2	\$13.68 per hour (3.75 hours, 203 days)
	From: Nutrition Service Worker I Kucera Middle School		From: 19-2	\$13.68 per hour (2.5 hours, 203 days)
Huizar, Valerie (Repl. K. Herrador)	To: Nutrition Service Worker I Kucera Middle School	01/26/2017	To: 19-2	\$13.68 per hour (3 hours, 203 days)
	From: Nutrition Service Worker I Kucera Middle School		From: 19-2	\$13.68 per hour (2 hours, 203 days)
Jimenez, Gloria (Repl. S. Jacobo)	To: Nutrition Service Worker I Rialto High School	01/26/2017	To: 19-3	\$14.34 per hour (3.5 hours, 203 days)
	From: Nutrition Service Worker I Rialto High School		From: 19-3	\$14.34 per hour (3 hours, 203 days)
Loiza, Jazmin (Repl. R. Odgers)	To: Nutrition Service Worker I Central Kitchen	01/26/2017	To: 19-2	\$13.68 per hour (3 hours, 203 days)
	From: Nutrition Service Worker I Central Kitchen		From: 19-2	\$13.68 per hour (2.5 hours, 203 days)
Mejia, Jennifer (Repl. M. Narvaez)	To: Nutrition Service Worker I Kordyak Elementary School	01/26/2017	To: 19-2	\$13.68 per hour (3.5 hours, 203 days)
	From: Nutrition Service Worker I Kordyak Elementary School		From: 19-2	\$13.68 per hour (2 hours, 203 days)
Montoya, Stella (Repl. S. Bruno)	To: Nutrition Service Worker I Central Kitchen	01/26/2017	To: 19-5	\$15.82 per hour (7 hours, 203 days)
	From: Nutrition Service Worker I Central Kitchen		From: 19-5	\$15.82 per hour (6 hours, 203 days)
Moreno, Cecilia (Repl. A. Pichardo)	To: Nutrition Service Worker I Werner Elementary School	01/26/2017	To: 19-5	\$15.82 per hour (5 hours, 203 days)
	From: Nutrition Service Worker I Carter High School		From: 19-5	\$15.82 per hour (4 hours, 203 days)
Murillo, Maria	To: Instructional Assistant III - SE (SED/MH/AUTISM) Morgan Elementary School	01/17/2017	To: 29-5	\$20.29 per hour (6 hours, 203 days)
	From: Instructional Assistant III - SE (SED/MH/AUTISM) Casey Elementary School		From: 29-5	\$20.29 per hour (3 hours, 203 days)
Navarro, Julia (Repl. A. Arreola)	To: Nutrition Service Worker I Central Kitchen	01/26/2017	To: 19-5	\$15.82 per hour (7 hours, 203 days)
	From: Nutrition Service Worker I Frisbie Middle School		From: 19-5	\$15.82 per hour (6 hours, 203 days)
Ortiz, Manuel (Repl. C. Moreno)	To: Nutrition Service Worker I Carter High School	01/26/2017	To: 19-3	\$14.34 per hour (4 hours, 203 days)
	From: Nutrition Service Worker I Carter High School		From: 19-3	\$14.34 per hour (3 hours, 203 days)

**VOLUNTARY LATERAL TRANSFER AND/OR INCREASE IN WORK HOURS** - continued

Pena, Dilva (Repl. V. Garcia)	To: Nutrition Service Worker I Central Kitchen	01/26/2017	To: 19-5	\$15.82 per hour (4.25 hours, 203 days)
	From: Nutrition Service Worker I Rialto High School		From: 19-5	
Uribe, Stephanie (Repl. Y. Lopez)	To: Nutrition Service Worker I Kolb Middle School	01/26/2017	To: 19-5	\$15.82 per hour (5 hours, 203 days)
	From: Nutrition Service Worker I Eisenhower High School		From: 19-5	

**PLACE ON THE 39-MONTH REEMPLOYMENT LIST**

Sanchez, Annette	Campus Security Officer I Jehue Middle School	02/01/2017
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**REINSTATEMENT TO FORMER POSITION**

Palomera, German (Repl. J. Avina)	To: Instructional Assistant III - SE (SED/MH/AUTISM) Eisenhower High School	01/18/2017	To: 29-2	\$17.50 per hour (3.5 hours, 203 days)
	From: Instructional Assistant III - SE (SED/MH/AUTISM) Rialto Middle School		From: 29-2	

**CERTIFICATION OF ELIGIBILITY LIST – Campus Security Officer III - Lead**

Eligible: 01/26/2017  
Expires: 07/26/2017

**CERTIFICATION OF ELIGIBILITY LIST – Fiscal Services Assistant**

Eligible: 01/26/2017  
Expires: 07/26/2017

**CERTIFICATION OF ELIGIBILITY LIST – Payroll Technician**

Eligible: 01/26/2017  
Expires: 07/26/2017

\*\*Position reflects the equivalent to a one-Range increase for night differential

\*\*\* Position reflects a \$50.00 monthly stipend for Confidential position

**Submitted and Reviewed By:** Rhea McIver Gibbs and Rhonda Kramer  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. J 2.4)

**BACKGROUND/CRIMINAL HISTORY CHECKS HAVE BEEN COMPLETED, AS PER LAW, ON ALL INDIVIDUALS RECOMMENDED FOR EMPLOYMENT.**

**SUBSTITUTES** (To be used as needed at the appropriate rate per day, effective January 26, 2017 unless earlier date is indicated)

Corletto, Terrill  
Smith, Travon  
Valenzuela, George

**EMPLOYMENT**

Baty, Rebecca	District Lead ELA/ELD Strategist	01/23/2017	IV-1	\$59,878.00 (184 days)
Guzman, Yesenia	Elementary Teacher	01/09/2017	III-1	\$57,026.00 (184 days)

**TEMPORARY ADMINISTRATIVE ASSIGNMENT** (Payment of 10 Percent of her daily rate from January 26, 2017 until further notice, for services as a Temporary Administrator, as per Board Policy 4121.

Lindblom, Sasha Boyd Elementary School

**CERTIFICATED EXTRA DUTY BLANKET STATEMENTS FOR THE 2016/2017 SCHOOL YEAR – Request to add Statement #19 Below:**

**EXTRA DUTY COMPENSATION** (Approve all contracted certificated personnel to participate in Strategic Planning, training and/or administration, at the regular hourly rate of \$42.87 or other approved rate, and charged to General Fund or any other approved flexible funding.)

**EXTRA DUTY COMPENSATION** (Teacher at Simpson Elementary School to provide support and implement technology utilization and parent communication by keeping School Loop current and up to date and provide support to parents in accessing information, at the hourly rate of \$42.87, not to exceed 16 hours and to be charged to Title I funds)

Vasquez, Jose

**HOME AND HOSPITAL TEACHERS** (To be used during the 2016/2017 school year, as needed, at the regular hourly rate of \$42.87)

Blackstone, Rochelle	Trujillo, David
Rucker, Jerome	Heller-Zdunich, Stephanie

**EXTRA DUTY COMPENSATION** (Additional class assignments at 1/6 of the daily rate or \$42.87, whichever is greater, for the spring semester of the 2016/2017 school year, and to be charged to General Fund)

Jehue Middle School

Dean, Laura	ASB	01/09/2017
Kashiwagi, Keita	STEM	01/09/2017
Kidd, Brian	Physical Education	01/09/2017
Schrier, Edward	Computers	01/09/2017

**EXTRA DUTY COMPENSATION** (Additional class assignments at 1/6 of the daily rate or \$42.87, whichever is greater, for the spring semester of the 2016/2017 school year, and to be charged to Title I)

Jehue Middle School

Kellmer, Michaeline	APEX	01/09/2017
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PERSONNEL REPORT NO. 1166  
CERTIFICATED EMPLOYEES  
January 25, 2017

**EXTRA DUTY COMPENSATION**

Rialto High School

Thompson, Mikal	MESA	2016/2017	\$3,278.00
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**EXTRA DUTY COMPENSATION** (Department Chairpersons for the 2016/2017 school year)

Eisenhower High School

Skidmore, Monte	Social Science	54 Sections	\$1,252.00
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**SUPPLEMENTAL SERVICES** (Retired teacher to work with students at Frisbie Middle School on reading intervention program January 2017 through June 2017, at the hourly rate of \$25.00, not to exceed 184 hours and to be charged to Title I funds)

Wilson, Joan

**Submitted and Reviewed By:** Rhea McIver Gibbs and Rhonda Kramer  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. J 3.2)

**K DISCUSSION/ACTION ITEMS**



**RATIFY AGREEMENT WITH  
3 CHORDS, INC. DBA: THERAPY TRAVELERS**

January 25, 2017

The Special Education Department requests the Board of Education ratify an agreement with 3 Chords, Inc. dba: Therapy Travelers to provide a Speech Pathologist from January 11, 2017 through June 30, 2017, to provide speech and language assessments and services to current identified speech and language students.

It is recommended that the Board of Education ratify an agreement with 3 Chords, Inc. dba: Therapy Travelers to provide a Speech Pathologist to provide speech and language assessments and services to current identified speech and language students for a total cost not-to-exceed \$57,600.00, effective January 11, 2017 through June 30, 2017, to be paid from Special Education Funds.

**Submitted by:** Paulette Koss, Ed.D.

**Reviewed by:** Jinane Annous, Ed.D.

**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. K 1.1)

**MEMORANDUM OF UNDERSTANDING (MOU)  
WITH CITY OF FONTANA  
CROSSING GUARD SERVICES AT KORDYAK ELEMENTARY SCHOOL**

January 25, 2017

The Rialto Unified School District (District) is in need of crossing guard services at the intersection of Terra Vista and Mango for District students attending Kordyak Elementary School. The District and the City of Fontana agree to jointly share in the costs of crossing guard services commencing January 1, 2017 through June 30, 2018. The District will employ and supervise one (1) person to serve as a crossing guard during the designated hours specified in the Memorandum of Understanding (MOU) and is solely responsible for all wages and benefits paid to the crossing guard.

The terms of the MOU may be extended for an additional one (1) year up to four (4) additional years upon mutual agreement. The City of Fontana shall reimburse the District an amount up to fifty percent (50%) of the costs associated with the crossing guard services provided within the City of Fontana.

It is recommended that the Board of Education approve a Memorandum of Understanding with the City of Fontana to provide crossing guard services from January 1, 2017 through June 30, 2018 with the City of Fontana paying up to 50% of the total annual estimated costs. The terms of the MOU may be extended for an additional one (1) year up to four (4) additional years upon mutual agreement.

**Submitted by and Reviewed by:** Mohammad Z. Islam  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. K 2.1)

**EARLY NOTIFICATION ONE-TIME INCENTIVE PLAN  
FOR CERTIFICATED EMPLOYEES  
FISCAL YEAR 2016-2017**

January 25, 2017

The District is offering an early notification one-time incentive plan to all permanent certificated full-time employees who desire to retire or resign at the end of the 2016-2017 school year. The District believes that early notification of retirement or resignation by certificated full-time employees will facilitate timely hiring and assignment of quality teachers and/or administrators before the start of the new school year.

Based on employees who have fifteen (15) or more years of experience within the District, the District projects one-hundred fifty-eight (158) certificated employees may participate in the one-time incentive plan at \$500 per employee; therefore, the total estimated cost is \$79,000.00.

Conditions of this one-time incentive plan include the following: (1) permanent certificated full-time employees must notify the District of their intent to retire or resign with an irrevocable Letter of Resignation or Retirement which must be submitted and received by Personnel Services by 4:00 p.m. on February 28, 2017, (2) certificated employees participating in this incentive plan may not seek future re-employment with the District, and (3) participants will receive payment of a \$500.00 incentive on their last pay warrant issued by the District on July 1, 2017.

It is recommended that the Board of Education approve the early notification one-time incentive to those permanent certificated full-time employees who desire to resign or retire at the end of the 2016-2017 school year, who have fifteen (15) years or more of experience within the District, by notifying Personnel Services of their intent with an irrevocable Letter of Retirement or Resignation by 4:00 p.m. on February 28, 2017, with a payment of \$500.00 per employee to be issued on the employee's last pay warrant issued on July 1, 2017, with a total estimated cost of \$79,000.00, to be paid from the General Fund.

**Submitted and Reviewed by:** Mohammad Z. Islam  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. K 3.1)

**ANNUAL AUDITED FINANCIAL REPORT  
FISCAL YEAR 2015-2016**

January 25, 2017

The certified public accounting firm of Vicenti, Lloyd & Stutzman LLP has completed its audits of the District's accounts for the fiscal year ending June 30, 2016. The auditor's recommendations contained in the current audit and the prior audit have been implemented, or are in the process of being implemented.

A copy of this report was provided to the Board under separate cover and will be available in the Board Room for review by the public.

It is recommended that the Board of Education accept the Fiscal Year 2015-16 Annual Audited Financial Report completed by Vicenti, Lloyd & Stutzman LLP.

**Reviewed and Submitted by:** Mohammad Z. Islam  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. K 4.1)