

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

**NANCY G. O'KELLEY**  
President

**JOSEPH W. MARTINEZ**  
Clerk

**EDGAR MONTES**  
Member



**DINA WALKER**  
Vice President

**JOSEPH AYALA**  
Member

**JAWAUN COLLIER**  
Student Board Member

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

**November 16, 2016**

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)

**Administrative Appointments:**

- High School Assistant Principal
- Central Kitchen Supervisor
- Coordinator, Special Education

2. Student Expulsions/Reinstatements/Expulsion Enrollments

3. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent, and Rhonda Kramer, Director, Personnel Services.

Employee organizations: California School Employees Association, Chapter 203 (CSEA), Rialto Education Association (REA), Communications Workers of America (CWA)

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

2. Parent Summit/Parent School Recognition

3. Key to the District from Member Joseph Ayala to Stefanie Chamberlain, Eisenhower High School Music Teacher

4. Secondary Block Grant Presentation by Edward D’Souza, Ph.D., Patricia Chavez, Ed.D., Arnie Ayala, Scott Sparks and Andres Luna

**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**

**PUBLIC INFORMATION**

1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary covering July – September 2016. (Ref. D 1.1)
2. Williams Inspection Reports – 2016/2017, First Quarterly Report. (Ref. D 2.1)

**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 October 19, 2016. (Ref. E 1.1-11)

**F. GENERAL FUNCTIONS CONSENT ITEMS**

1. Second reading of revised Board Policy 1325(a-g); Community Relations: Advertising and Promotion. (Ref. F 1.1-7)
2. Second reading of revised Board Policy 1431(a-d); Community Relations: Waivers. (Ref. F 2.1-4)
3. Second reading of revised Board Policy 4131.1(a-e); Certificated Personnel: Teacher Support and Guidance. (Ref. F 3.1-5)
4. Second reading of revised Board Policy 4231(a-e); Classified Personnel: Staff Development. (Ref. F 4.1-5)
5. Second reading of revised Board Policy 5113.1(a-e); Students: Chronic Absence and Truancy. (Ref. F 5.1-5)
6. Second reading of revised Board Policy 6163.4(a-f); Instruction: Student Use of Technology. (Ref. F 6.1-6)
7. Second reading of revised Board Policy 6200(a-d); Instruction: Adult Education. (Ref. F 7.1-4)
8. First reading of revised Board Policy 4112.2(a-f); Certificated Personnel: Certification. (Ref. F 8.1-6)
9. First reading of revised Board Policy 4113(a-e); Certificated Personnel: Assignment. (Ref. F 9.1-5)
10. First reading of revised Board Policy 4118(a-e); Personnel: Dismissal/Suspension/Disciplinary Action. (Ref. F 10.1-5)
11. First reading of revised Board Policy 4154, 4254, 4354(a-d); All Personnel: Health and Welfare Benefits. (Ref. F 11.1-4)
12. First reading of revised Board Policy 5148.2(a-d); Students: After School Programs. (Ref. F 12.1-4)

**G. INSTRUCTION CONSENT ITEMS**

1. Approve thirty (30) parents/guardians from Rialto Unified School District to attend a Parent Workshop at San Bernardino Valley College, in the city of San Bernardino, on November 18, 2016. Transportation will be provided via charter bus, at a cost not-to-exceed \$600.00, to be paid from Title III funds. (Ref. G 1.1)

2. Approve an agreement for Maricel Silvestre to provide extended day services to students identified as English Learners at St. Catherine of Siena School, between November 17, 2016 and February 28, 2017, at a cost not-to-exceed \$1,500.00, to be paid from Title III funds. (Ref. G 2.1)
3. Approve the Educator Effectiveness Funding and Professional Development Plans that were presented to the Board on April 20, 2016, in the listed academic areas for the 2015-2018 fiscal years, not-to-exceed the \$1,829,546.00 Educator Effectiveness funding entitlement, from April 21, 2016 to June 30, 2018, for professional development and technical assistance to certificated staff. (Ref. G 3.1-2)
4. Ratify the attendance of forty-five (45) students, four (4) advisors, and four (4) parents from the Eisenhower High School Golden Eagle Marching Regiment Band who attended the Independence High School Band show in San Jose, California, November 4, 2016 through November 6, 2016, at a cost not-to-exceed \$12,000.00, to be paid by student donations and fundraisers, at no cost to the District. (Ref. G 4.1)
5. Approve the list of CTE/ROP Advisory Committee Members for the 2016-2017 school year at no cost to the District. (Ref. G 5.1-6)
6. Approve the following High Schools currently operating as Targeted Assistance, Title I High Schools to operate as School Wide Title I High Schools: Carter High School, Eisenhower High School, Rialto High School, and Milor High School, with no additional cost to the District. (Ref. G 6.1)

**H. BUSINESS AND FINANCIAL CONSENT ITEMS**

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from October 3, 2016 through October 27, 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 Target, Lifetouch National School Studios, Los Takos, Valley Obstetrics and Gynecology, Cal Med Physicians and Surgeons, Inc., David and Rachel Taylor, The Way Bible Fellowship, Farmer Boys, RP Universal Concepts/Pablo and Jacqueline Urbieto, Niagra Water, Coffee Nutzz/Andy Carrizales, Old Grove Orange, Lakeshore Learning, Catapult Learning, L.L.C., McGraw-Hill Education, Mirna Ruiz, 5<sup>th</sup> District PTA, Mr. and Mrs. Ochoa, and House of Roses Ministries, and request that a letter of appreciation be sent to the donors. (Ref. H 2.1-2)

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. (Ref. H 3.1)
4. Declare the specified Nutrition Services 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. (Ref. H 4.1)
5. Approve the agreement with Trane US, Inc., to prepare the fourth and fifth year Energy Expenditure Plan for Proposition 39 in the amount not-to-exceed \$30,000.00, to be paid from Proposition 39 Planning Fund. (Ref. H 5.1)
6. Approve an agreement with PF Vision, Inc. to provide Division of the State Architect (DSA) inspection services for the new portable classroom at Dunn Elementary School, relocation of a portable classroom from Kelley Elementary School to Dollahan Elementary School, relocation of two (2) portable classrooms from Kolb Middle School to Boyd Elementary School projects at the rate of \$55.00 per hour for a Class 3 Inspector, and \$48.00 per hour for a Class 4 Inspector. Overtime and Saturday services will be paid at one and one-half times the normal rate, and Sunday services will be billed at two times the normal rate. Estimated total cost for the services is not-to-exceed \$24,000.00, to be paid from Fund 25, Capital Facilities Fund. (Ref. H 6.1)
7. Approve an agreement with Knowland Construction Services to provide Division of the State Architect inspection services for the District-wide Solar Energy Project at the rate of \$68.00 per hour for a Class 2 Inspector for a total cost not-to-exceed \$39,712.00. Overtime and Saturday services will be paid at one and one-half times the normal rate, and Sunday services will be billed at two times the normal rate, to be paid from Fund 40, Special Reserve Fund, and will be reimbursed by SunEdison at the end of the project. (Ref. H 7.1)
8. Approve an agreement with Miller Architectural Corporation, to provide architectural services for the addition of a shaded enclosure for the dugout of the girls' softball field at Rialto High School for an amount not-to-exceed \$14,630.00, and reimbursable expenses in the amount not-to-exceed \$500.00, to be paid from Fund 40, Special Reserve Fund. (Ref. H 8.1)
9. Approve an agreement with Miller Architectural Corporation, to provide architectural and engineering services for the addition of a portable restroom building at Dunn Elementary School for a cost not-to-exceed \$23,820.00, and also at Bemis Elementary School for a cost not-to-exceed

\$24,590.00 for a total cost of both restroom buildings not-to-exceed \$48,410.00, and reimbursable expenses not-to-exceed \$1,000.00, to be paid from Fund 25, Capital Facilities Fund. (Ref. H 9.1)

10. Approve extending the contract with The Cambrian Group through June 30, 2017, at no additional cost to the District, and ratify Amendment No. 1 to the agreement for Strategic Thinking training provided on Friday, September 30, 2016. The additional amount not-to-exceed \$10,000.00 is increasing the original contract from \$155,152.31 to \$165,152.31, to be paid from the General Fund. (Ref. H 10.1)
11. Approve Amendment No. 1 to Contract No. C-16-0157 with Twining Consulting, Inc., approved on March 9, 2016, for additional services required by the Division of State Architect (DSA) Inspector on Record (IOR) to continue the Eisenhower High School Campus-wide Mechanical Upgrade Project for an additional amount not-to-exceed \$7,304.00 increasing the contract value from \$21,784.45 to \$29,088.45, to be paid from Fund 21, Measure Y Series "C", General Obligation Bonds Fund. (Ref. H 11.1)
12. Approve the ratified agreement with Casa Colina Children Services to provide compensatory Occupational Therapy (OT) hours to Student No. 167315, effective October 24, 2016 through June 30, 2017, at a cost not-to-exceed \$7,500.00, to be paid from Special Education funds. (Ref. H 12.1)
13. Approve the following school-connected organizations of Parent Teacher Organizations (PTO) and Parent Teacher Associations (PTA) for the 2016-2017 school year as follows: Kelley Elementary School Parent Teacher Association (PTA), Morgan Elementary School Parent Teacher Organization (PTO), Jehue Middle School Parent Teacher Association (PTA), Kolb Middle School Parent Teacher Association (PTA), and Kucera Middle School Parent Teacher Association (PTA). (Ref. H 13.1)
14. Approve the proposed Memorandum of Understanding (MOU) with Women on the Move Network to provide an after-school activities-based mentoring program instilling core characteristics of respect, integrity and nobility for District middle school female students, effective December 1, 2016 through June 30, 2017, at no cost to the District. (Ref. H 14.1)
15. Approve an agreement with Heider Inspection Group to provide soil tests, structural tests, and special inspection services for the Phase 1 of District-wide Solar Energy Project for a not-to-exceed amount of \$40,498.00 to be paid from Fund 40, Special Reserve Fund, and will be reimbursed by SunEdison at the end of the project. (Ref. H 15.1)

16. Ratify Memorandum of Understanding (MOU) with VNA Private Duty Care. VNA Private Duty Care will assist a student with required medical needs for the 2016-2017 school year at a cost not-to-exceed \$7,500.00, to be paid from the General Fund. (Ref. H 16.1)

**I. FACILITIES PLANNING CONSENT ITEMS**

1. Accept the work completed on October 28, 2016, by Line Tech Contractors for all work required in connection with the Cesar Chavez/Dolores Huerta Center for Education Site Improvement Phase II for the parking lot expansion project, and authorize District personnel to file a Notice of Completion with the San Bernardino County Recorder. (Ref. I 1.1)

**J. PERSONNEL SERVICES CONSENT ITEMS**

- 1-3. Approve Personnel Report No. 1163 for classified and certificated employees. (Ref. J 1.1-3.2)

**K. DISCUSSION/ACTION ITEMS**

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

1. Approve the California Career Technical Education Incentive Grant's (CTEIG) amended amount of \$260,868.00 bringing our total allocation of \$2,122,902.00 for career technical education program improvements beginning in 2015-2016 and ending in the 2018-2019 school year. (Ref. K 1.1)

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

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

2. Ratify the agreement with Ludwig Engineering Associates, Inc., effective November 10, 2016, to provide civil engineering services for the improvement of pedestrian safety to Werner Elementary School project. The engineering services are for a not-to-exceed amount of \$26,900.00, to be paid from Fund 40, Special Reserve Fund. (Ref. K 2.1)

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

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

3. Approve an agreement with San Bernardino Community College, Valley College Campus to establish a college level Computer Aided Design and Manufacturing I course at the Cesar Chavez/Dolores Huerta Center for Education Engineering Academy with expenses including books,



commencing January 2017 and ending May 25, 2017, at an estimated cost not-to-exceed \$7,000.00, to be paid from the General Fund. This term may be extended for an additional period by written agreement between the two parties for a total period not-to-exceed five (5) years.

(Ref. K 3.1)

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

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

4. Approve an agreement with San Bernardino Community College, Valley College Campus to establish a college level American Politics (Polit 100) course for high school students from Carter, Eisenhower, and Rialto High Schools, and the additional expenses including books, commencing January 2017 and ending May 25, 2017, at an estimated cost not-to-exceed \$21,566.00, to be paid from the General Fund. This term may be extended for an additional period by written agreement between the two parties for a total period not-to-exceed five (5) years. (Ref. K 4.1)

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

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

5. Approve an agreement with San Bernardino Community College, Valley College Campus to establish a college level Culinary Arts 101 course at the Cesar Chavez/Dolores Huerta Center for Education Culinary Arts Academy at a cost not-to-exceed \$3,750.00, to be paid from General Funds, commencing January 2017 and ending May 25, 2017. This term may be extended for an additional period by written agreement between the two parties for a total period not-to-exceed five (5) years. (Ref. K 5.1)

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

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

6. Award Bid No. 16-17-005 for the Eisenhower High School Stadium Reconstruction, Track and Field project, to Los Angeles Engineering, Inc., as the lowest responsible contractor meeting District specifications in the amount of \$2,691,880.00. All costs to be paid from Measure Y, Series "C", General Obligation Bonds Fund. (Ref. K 6.1)

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

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

7. Award Bid No. 16-17-007, for one (1) additional portable classroom for the Dunn Elementary School project, to IVL Contractors, Inc., as the lowest responsible contractor meeting District specifications in the amount of \$119,400.00. All costs to be paid from Fund 25, Capital Facilities Fund. (Ref. K 7.1)

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

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

8. Award Bid No. 16-17-008, relocation of two (2) portable classrooms from Kolb Middle School to Boyd Elementary School Project, to IVL Contractors, Inc., as the lowest responsible contractor meeting District specifications in the amount of 144,600.00. All costs to be paid from Fund 25, Capital Facilities Fund. (Ref. K 8.1)

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

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

9. Award Bid No. 16-17-009, relocation of one (1) portable classroom from Kelley Elementary School to Dollahan Elementary School project, to IVL Contractors, Inc., as the lowest responsible contractor meeting District specifications in the amount of \$194,400.00. All costs to be paid from Fund 25, Capital Facilities Fund. (Ref. K 9.1)

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

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

10. Adopt Resolution No. 16-17-19 authorizing entering into an amended 2016-2017 of State Preschool Contract Number CSPP-6405, Project Number 36-6785-00-6, Amendment 01, with the California Department of Education, increasing the original contract amount from \$3,192,027.00 to \$3,355,986.00 to reflect a 5% increase. (Ref. K 10.1)

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

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

11. Adopt Resolution No. 16-17-20, Annual Accounting of Developer Fees for the Fiscal Year 2015-2016, in compliance with Government Code Section 66006. (Ref. K 11.1-12)

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

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

12. Approve a 5% increase to the classified hourly/daily pay schedule effective November 20, 2016. This will increase the cost of classified substitutes to the District by approximately \$111,135.00 per year.  
(Ref. K 12.1)

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

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

13. Deny approval of a Joint Meeting between Rialto Unified School District (RUSD) and San Bernardino Community College District on Wednesday, January 25, 2017, from 4:00 p.m. to 6:00 p.m., to discuss the San Bernardino County Cradle to Career Initiative and related collaborative opportunities, due to the RUSD's Regular Board of Education meeting scheduled on the same date.  
(Ref. K 13.1)

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

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

**ADMINISTRATIVE HEARING:**

Case Numbers:

16-17-11

16-17-10

**STIPULATED:**

Case Number:

16-17-13

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, December 7, 2016, 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.



**Williams Settlement Legislation**  
**Quarterly Uniform Complaint Report Summary**  
*For submission to school district governing board and county office of education*

District Name: Rialto Unified School District

Quarter covered by this report: July – September 2016

	<b>Number of complaints received in quarter</b>	<b>Number of complaints resolved</b>	<b>Number of complaints unresolved</b>
<b>Instructional Materials</b>	0	0	0
<b>Facilities</b>	0	0	0
<b>Teacher Vacancy and Misassignments</b>	0	0	0
<b>Totals</b>	0	0	0

UCP contact: Mr. Mohammad Z. Islam

Title: Associate Superintendent

Board Submission Date: 11/16/2016

Submitted by: Karen Smith

Title: Administrative Secretary I

Entered on Date: 11/09/2016

**INSPECTION REPORTS  
WILLIAMS INSPECTIONS - 2016/2017  
FIRST QUARTERLY REPORT**

November 16, 2016

As per California Education Code Section 1240, the San Bernardino County Superintendent of Schools (SBCSS) staff has visited all decile 1-3 schools (Williams monitored schools currently based on the 2012 Academic Performance Index [API]) identified in San Bernardino County and report the results of their findings on a quarterly basis. The instructional materials sufficiency reviews, facilities inspections and School Accountability Report Card (SARC) reviews were conducted during the first quarter of the 2016/2017 fiscal year and the findings were reported in October 2016.

The annual teacher assignment monitoring and review process for the 2016-17 fiscal year began on November 7, 2016, and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. Findings will be provided in the fourth quarterly report.

Following are the number of deficiencies reported by the San Bernardino County Superintendent of Schools:

Site	Instructional Materials	School Facilities Extreme Deficiencies	School Facilities Good Repair Deficiencies	SARC	Teacher Assignment
Bemis ES	0	0	4	0	0
Boyd ES	0	0	1	0	0
Casey ES	0	0	2	0	0
Curtis ES	0	0	0	0	0
Dunn ES	0	0	0	0	0
Frisbie MS	0	0	3	0	0
Jehue MS	0	0	0	0	0
Kelley ES	0	0	0	0	0
Kolb MS	0	0	7	0	0
Preston ES	0	0	1	0	0
Rialto MS	0	0	1	0	0

There were no findings in the areas of Instructional Materials, School Facilities Extreme Deficiencies, SARC, or Teacher Assignments. School Facilities "Good Repair" Deficiencies reflected in this report were observed with some of the good repair deficiencies remedied prior to the end of the visit, and others are in the process of being corrected. This report serves as the District's first quarterly report for the 2016/2017 fiscal year.

**Submitted by:** Mohammad Z. Islam

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

(Ref. D 2.1)





**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**

**October 19, 2016**

**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 6:01 p.m. by President O'Kelley at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, CA 92376.

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

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Mohammad Z. Islam, Associate Superintendent, Business Services; Jinane Annous, Ed.D., Lead Innovation Agent; 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 Ayala, seconded by Vice President Walker, and approved by a 5-0 vote, the Board of Education entered into Closed Session at 6:05 p.m. to consider and discuss the following items:

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

**Administrative Appointment:**

- Middle School Principal

(Ref. E 1.1)

2. Student Expulsions/Reinstatements/Expulsion Enrollments
3. **CONFERENCE WITH LABOR NEGOTIATORS**  
Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent, 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 LABOR NEGOTIATOR (Government Code section 54957.6)**  
Designated Representative: Board President, Nancy G. O'Kelley  
Unrepresented Employee: Superintendent

### **ADJOURNMENT OF CLOSED SESSION**

Upon a motion by Member Montes, seconded by Member Ayala, 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: Nancy G. O'Kelley, President; Dina Walker, Vice President; Joseph W. Martinez, Clerk; Joseph Ayala, Member; Edgar Montes, Member; and Jawaun Collier, Student Board Member.

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Mohammad Z. Islam, Associate Superintendent, Business Services; Jinane Annous, Ed.D., Lead Innovation Agent; 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**

Amishi Bhagat, Kiwanis Student of the Month, led the Pledge of Allegiance.

### **PRESENTATION BY EISENHOWER HIGH SCHOOL**

The Eisenhower High School *Pacific Islander Club* performed a special Island Dance led by Advisor Ms. Samy Rodriguez.

## REPORT OUT OF CLOSED SESSION

Superintendent Avila reported that in Closed Session the Board of Education, by a unanimous 5-0 vote, accepted the administrative appointment of Adam Waggoner as Middle School Principal at Rialto Middle School.

## ADOPTION OF AGENDA

Upon a motion by Vice President Walker, seconded by Member Montes, the Agenda was adopted, *as corrected*, by Student Board Member Collier's preferential vote, and a unanimous 5-0 vote by the Board of Education.

***CORRECTION: "Interim Administrative Assignment" on page (Ref. J 2.1) - the dates of the assignment should be from September 7, 2016 through October 7, 2016, and the salary is revised to reflect Range I, \$136,540.00.***

## B. PRESENTATIONS

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

The following DSAC students shared activities held at their schools:

Gino Rhoten and Cardina Sarabia – Kolb Middle School  
Stephanie Rodas - Kucera Middle School  
Destiny Lopez – Rialto Middle School  
Christian Flores – Jehue Middle School

2. REA/CSEA/RSMA "Employees of the Quarter"

President O'Kelley presented Shelley Castelo, Instructional Strategist, with a Certificate of Recognition for earning the REA "Employee of the Quarter" award.

Clerk Martinez and CSEA President Linda Silva presented Rubi Amezcua-Sandoval, Secretary II at Eisenhower High School, with Certificates of Recognition for earning the CSEA "Employee of the Quarter" award.

Member Ayala presented Derek Harris, Senior Director of Risk/Transportation Department, with a Certificate of Recognition for earning the RSMA "Employee of the Quarter" award.

## 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.

Gabriela Solis, parent, expressed her dissatisfaction with the service she received from an employee in the Transportation Department when she called for information regarding a late bus.

Maria Sandoval, parent, expressed her concern regarding volunteers distributing incorrect information to parents regarding the Parent Summit. She shared a flyer with the Board that she received that only contained information regarding a prize and no Parent Summit information. She stated, "I would like for the parents and the people who do this to be a little more intelligent about it."

Russel Silva, resident, spoke regarding Clerk Martinez' comments at Board meetings recently. He shared that Clerk Martinez has been providing demographics and statistical information regarding student grades, successes and accomplishments both in high school and college levels pointing out the importance of a higher education. He felt that most people know of the importance and that if he was relaying this information designed to demonstrate to us in an election year how knowledgeable he is on student demographics, success, and failures. He stated, "please stop." He also asked that the Board move the comments section back to the end of the Agenda as it was in the past.

Celia Zelaya-Saravia, representing Amigos Unidos, a support group for parents of children with special needs, thanked the District for the Parent Summit, particularly Mrs. Linda Miner, and everyone that made the event possible. She thanked Superintendent Avila for the Keynote Speaker that was very motivational for parents and students. She congratulated Rubi Amezua-Sandoval and Derek Harris for earning *Employee of the Quarter*. She also wished President O'Kelley a happy belated birthday.

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

Linda Silva, CSEA President, expressed concern regarding Board item (Ref. J 3.1) EXTRA DUTY COMPENSATION for Instructional Strategist. She stated that classified staff are very upset for being overlooked and not considered to perform the written translation required for the parent meeting at Simpson Elementary School. She also expressed concern regarding item (Ref. K.3.1-8) for approval of agreement with Dell Financial

(Ref. E 1.4)

Services, L.L.C. She asked that the Board approve the contract for the Microsoft Surface Pro 4 Tablets, however, allow classified staff to image and tag the tablets, not outsource the work.

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)

Leslie Chambers, REA Representative, thanked Eva Serrato and Rhonda Kramer for their help and support on issues they have helped resolve. She also provided a Demand to Bargain document to Superintendent Avila.

Linda Silva, CSEA President, stated that CSEA members approved their contract and she asked the Board to support the contract and vote yes on item (Ref. K 6.1-10).

Connie Richardson, RSMA President, reported that RSMA had a great turnout at the reception in September to welcome new administrators and managers. She shared that several Board Members attended the ACSA Region 12 meeting, which was very informative. She invited Board Members to attend an RSMA Social Gathering on Thursday, October 20, 2106, from 4:30 to 6:30 p.m., at the Victoria Gardens Brio Tuscan Grill. Lastly, she stated that RSMA is planning a holiday gathering on December 9, 2016, and more information will be coming.

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

#### **D. PUBLIC HEARING**

##### **OPEN PUBLIC HEARING**

Upon a motion by Vice President Walker, seconded by Member Ayala, Public Hearing was opened at 8:46 p.m. by a unanimous 5-0 vote by the Board of Education.

1. Public Hearing: Pursuant to the requirements of Government Code and Board Policy, the Form for Public Disclosure of Proposed Collective Bargaining Agreement [AB1200 (Statutes of 1991, Chapter 1213) as revised by AB2756 (Statutes of 2004, Chapter 25), Government Code 3547.5] between the Communications Workers of America (CWA), and

(Ref. E 1.5)

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 Montes, seconded by Member Ayala, Public Hearing was closed at 8:47 p.m. by a unanimous 5-0 vote by the Board of Education.

#### **OPEN PUBLIC HEARING**

Upon a motion by Member Montes, seconded by Member Ayala, Public Hearing was opened at 8:47 p.m. by a unanimous 5-0 vote by the Board of Education.

2. Public Hearing: Pursuant to the requirements of Government Code and Board Policy, the Form for Public Disclosure of Proposed Collective Bargaining Agreement [AB1200 (Statutes of 1991, Chapter 1213) as revised by AB2756 (Statutes of 2004, Chapter 25), Government Code 3547.5] 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 Montes, seconded by Member Ayala, Public Hearing was closed at 8:48 p.m. by a unanimous 5-0 vote by the Board of Education.

#### **OPEN PUBLIC HEARING**

Upon a motion by Member Ayala, seconded by Member Montes, Public Hearing was opened at 8:48 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 Form for Public Disclosure of Proposed Collective Bargaining Agreement [AB1200 (Statutes of 1991, Chapter 1213) as revised by AB2756 (Statutes of 2004, Chapter 25), Government Code 3547.5] between the California School Employees Association (CSEA), 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 Vice President Walker, seconded by Member Montes, Public Hearing was closed at 8:49 p.m. by a unanimous 5-0 vote by the Board of Education.

## **CONSENT CALENDAR ITEMS**

Upon a motion by Member Montes, seconded by Clerk Martinez, Items E – H3, and H5 – H6 were approved by Student Board Member Collier's preferential vote, and a unanimous 5-0 vote by the Board of Education. Items H4 and J1-3 were voted on separately.

### **E. MINUTES**

1. Approve the minutes of the Regular Board of Education Meeting held October 5, 2016.

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

1. Second reading of revised Board Policy 3311(a-c); Business and Noninstructional Operations: Bids.
2. Second reading of revised Board Policy 3580(a-c); Business and Noninstructional Operations: District Records.
3. First reading of revised Board Policy 1325(a-g); Community Relations: Advertising and Promotion.
4. First reading of revised Board Policy 1431(a-d); Community Relations: Waivers.
5. First reading of revised Board Policy 4131.1(a-e); Certificated Personnel: Teacher Support and Guidance.
6. First reading of revised Board Policy 4231(a-e); Classified Personnel: Staff Development.
7. First reading of revised Board Policy 5113.1(a-e); Students: Chronic Absence and Truancy.
8. First reading of revised Board Policy 6163.4(a-f); Instruction: Student Use of Technology.
9. First reading of revised Board Policy 6200(a-d); Instruction: Adult Education.

(Ref. E 1.7)

**G. INSTRUCTION CONSENT ITEMS**

1. Adopt Resolution No. 16-17-17 declaring the week of October 23-31, 2016, as National Red Ribbon Week.
2. Approve a trip to Riverside, California, on November 5-6, 2016, for four (4) students and two (2) adult supervisors from the Eisenhower High School FBLA Club to attend the 2016 FBLA Leadership Development Institute at a total cost not-to-exceed \$1,090.00, to be paid by the FBLA Club and FBLA Chapter Support Grant, at no cost to the District General Fund.

**H. BUSINESS AND FINANCIAL CONSENT ITEMS**

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from September 19, 2016 through October 3, 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 Bill and Helen Trac, Patio West Deli, Rialto Escrow Company, Lawrence L. Wong, D.D.S., Inc., Coffee Nutzz, Inc., Kenneth L. Shattuck, CPA, FMS Performance, Dr. Ahi Animal Hospital, Inc.
3. Approve twenty-one (21) Rialto High School students of the Peer Counseling and Student Leadership classes and four (4) advisors/chaperones to attend the Youth for Unity Camp at Pali Mountain Retreat and Conference Center, Running Springs, California, on October 21-23, 2016, at a total cost of \$1,847.34, to be paid from the General Fund.

Upon a motion by Member Ayala, seconded by Clerk Martinez, Item H4 was approved by Student Board Member Collier's preferential vote, and a unanimous 5-0 vote by the Board of Education.

4. Approve the Agreement with The Brightest Star, Inc., to provide Tier II level support for twenty five (25) students at Casey Elementary School to promote pro-social skills, character building and academic empowerment, effective November 1, 2016 through May 30, 2017, at a cost not-to-exceed \$35,000.00, to be paid from the General Fund.
5. Approve participation of approximately one hundred (100) Kordyak Elementary School fifth (5<sup>th</sup>) grade students, six (6) staff members, and up to twenty (20) adult chaperones (upon verification of fingerprint clearance), to attend an outdoor education program at Pathfinder Outdoor Science



School, Mountain Center, California, April 26-28, 2017, at a cost of approximately \$18,800.00 for students and up to ten (10) additional adult chaperones, to be paid by school fund raisers, donations, and ASB funds, at no cost to the District.

6. Approve Amendment No. 1 to the contract with Integral Electrical Engineering to extend the construction time by 100 calendar days in order to complete the internal combustion engine (generator) project by December 4, 2016, at no additional cost to the District.

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

**J. PERSONNEL SERVICES CONSENT ITEMS**

Upon a motion by Member Ayala, seconded by Member Montes, Item J1-3 was approved by Student Board Member Collier's preferential vote, and a unanimous 5-0 vote by the Board of Education.

- 1-3. Approve Personnel Report No. 1162 for classified and certificated employees.

**K. DISCUSSION/ACTION ITEMS**

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

1. Ratify the agreement with Protocol Professional Staffing to provide Speech and Language Pathologist Assistants starting on October 10, 2016 through May 25, 2017, at a total cost not-to-exceed \$130,500.00, to be paid from Special Education funds.

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

2. Ratify the agreement with Staff Therapy Rehab to provide a Speech Language Pathologist Assistant and/or a Speech Language Pathologist, effective October 13, 2016 through June 30, 2017, at a cost not-to-exceed \$150,000.00, to be paid from Special Education funds.

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

3. Adopt Resolution No. 16-17-18 authorizing the procurement of Microsoft Surface Pro 4 Tablets under a master agreement and/or piggyback

(Ref. E 1.9)

contract, MNWNC-108, WSCA-NASPO California Participating Addendum 7-15-70-34-003, and the delegation of authority to the Superintendent or the Superintendent's designee to execute the Equipment-Lease Purchase Agreement with Dell Financial Services, L.L.C., dated October 20, 2016, and any other documents required for this transaction. The annual payment will be \$862,322.05 for a three year lease-period beginning April 1, 2017, for a total cost of \$2,586,966.15, to be paid from the General Fund.

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

4. Ratify the *Tentative Settlement Agreement* between the Rialto Unified School District and the Communications Workers of America ("CWA").

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

5. Ratify the *Tentative Settlement Agreement* between the Rialto Unified School District and the Rialto Education Association ("REA").

Upon a motion by Member Montes, seconded by Member Ayala, Item K6 was approved by a unanimous 5-0 vote by the Board of Education.

6. Ratify the *Tentative Settlement Agreement* between the Rialto Unified School District and the California School Employees Association ("CSEA").

Upon a motion by Member Ayala, seconded by Clerk Martinez, Item K7 was approved by a unanimous 5-0 vote by the Board of Education.

7. Approve the contract with Catapult Learning West, LLC, for the 2016-2017 school year, to provide Alternative Support Tutoring services under the Title I, Part A, Every Student Succeed Act (ESSA) Alternative Support services for identified students at eligible school sites including Bemis, Curtis, Dollahan, Dunn, Hughbanks, Morris, Preston, and Simpson Elementary Schools, and Jehue, Frisbie, Kolb, Kucera, and Rialto Middle Schools, effective November 29, 2016 through April 30, 2017, at an approximate cost of \$1,170.00 per student, with a total cost not-to-exceed \$1,500,000.00, to be paid from Title I, Part A funds.

(Ref. E 1.10)

Upon a motion by Clerk Martinez, seconded by Member Montes, Item K8 was approved by a unanimous 5-0 vote by the Board of Education.

8. Ratify an agreement with School Improvement Network, LLC, for a one-year subscription from July 1, 2016 through June 30, 2017, funded from Title II, Part A (90%) \$59,165.34 and General Fund (10%) \$6,573.93, at a cost not-to-exceed a total of \$65,739.27.

Upon a motion by Member Ayala, seconded by Vice President Walker, Item K9 was approved by a unanimous 5-0 vote by the Board of Education.

9. Approve a salary increase of 5% for all certificated and classified management, supervisory, confidential, and contract management employees effective July 1, 2015.

Upon a motion by Member Montes, seconded by Member Ayala, Item K10 was approved by a unanimous 5-0 vote by the Board of Education.

10. Approve the 2017-2022 Rialto Unified School District Strategic Plan.

Upon a motion by Vice President Walker, seconded by Member Montes, Item K10 was approved by a unanimous 5-0 vote by the Board of Education.

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

**REINSTATEMENT OF EXPULSION:**

Case Number:  
15-16-52

**L. ADJOURNMENT**

Upon a motion by Clerk Martinez, seconded by Member Montes, and approved by a unanimous 5-0 vote by the Board of Education, the meeting was adjourned at 9:26 p.m., with a moment of silence in honor of Mrs. Maria Guadalupe and Eric Arrington, District employees who passed away recently.

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

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

(Ref. E 1.11)

**F GENERAL FUNCTIONS CONSENT**



## RIALTO UNIFIED SCHOOL DISTRICT

Community Relations

BP 1325(a)

### ADVERTISING AND PROMOTION

The Board of Education establishes this policy to ensure effective and consistent implementation of its directions related to advertisements and promotions by nonschool groups in school-sponsored publications, web sites, and social media and on school facilities. Student speech shall be regulated in accordance with BP/AR 5145.2 - Freedom of Speech/Expression.

#### Nonpublic Forum

The Board believes that in order to maintain focus on academic achievement in District schools, students' exposure to the persuasive influence of marketing should be minimized. The Superintendent or designee shall not allow any advertisement from any nonschool group to be included in any District- or school-sponsored publication, web site, or social media, or to be posted on any school property such as scoreboards and billboards. In addition, no nonschool group's announcement, flyer, or other promotional material shall be disseminated by the District or distributed at any school facility or grounds.

The Superintendent or designee may approve: ~~the distribution of materials to students prepared by organizations which are school-sponsored or school-related. Materials approved for distribution shall further the District's intended purpose, directly benefit the students, support the basic educational mission of the district or be of intrinsic value to the students. Materials shall not promote any particular religious or political interest except as specified below.~~

1. **Distribution of noncommercial materials that publicize services, special events, public meetings, or other gatherings of interest to students or parents/guardians**

*(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*  
*(cf. 6162.8 - Research)*

2. **Distribution of promotional materials of a commercial nature to students or parents/guardians**

*(cf. 1700 - Relations Between Private Industry and the Schools)*

**ADVERTISING AND PROMOTION (continued)**

- 3. Paid advertisements on school property, including, but not limited to, advertisements on billboards and scoreboards**
- 4. Paid advertisements in school-sponsored publications, yearbooks, announcements, and other school communications, including websites and social media**
- 5. Products and materials donated by commercial enterprises for education use, including those that bear the name and/or logo of the donor, as long as they do not unduly promote the donor or any commercial activity or product**

*(cf. 3290 - Gifts, Grants and Bequests)*

*(cf. 6161.11 - Supplementary Instructional Materials)*

**Prior to the distribution, posting, or publishing of any nonschool group's promotional materials or advertisement, the Superintendent, principal, or designee shall review the materials or advertisement based on the criteria listed below. He/she may not disapprove materials or advertisement in an arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that is otherwise allowed by Board policy.**

**All materials to be distributed shall bear the name and contact information of the sponsoring entity.**

**As necessary, the Superintendent, principal, or designee shall require a disclaimer on any nonschool group's promotional materials to be distributed online, posted, or published, stating that the distribution, posting, or publishing of the materials does not imply District endorsement of the group's activities, products, or services. District- and school-sponsored publications shall include an official disclaimer stating that the District or school does not endorse any advertised products or services.**

**Criteria for Approval**

**The Superintendent, principal, or designee shall not accept for distribution any materials or advertisements that:**

- 1. Are lewd, obscene, libelous, or slanderous**

**ADVERTISING AND PROMOTION (continued)**

- 2. Incite students to commit unlawful acts, violate school rules, or disrupt the orderly operation of the schools**
- 3. Promote any particular political interest, candidate, party, or ballot measure, unless the candidates or advocates from all sides are provided the opportunity to present their views to the students during school hours or during events scheduled pursuant to the Civic Center Act**

*(cf. 1160 - Political Processes)*

*(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)*

- 4. Proselytize or position the District on any side of a controversial issue**

*(cf. 6144 - Controversial Issues)*

- 5. Discriminate against, attack, or denigrate any group on account of any unlawful consideration**

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

- 6. Promote the use or sale of materials or services that are illegal or inconsistent with school objectives, including, but not limited to, materials or advertisements for tobacco, intoxicants, non-nutritious foods and beverages, and movies or products unsuitable for children**

*(cf. 5030 - Student Welfare)*

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

*(cf. 5131.62 - Tobacco)*

- 7. Solicit funds or services for an organization, with the exception of solicitations authorized in Board policy**

*(cf. 1321 - Solicitation of Funds from and by Students)*

- 8. Distribute unsolicited merchandise for which an ensuing payment is requested**

## ADVERTISING AND PROMOTION (continued)

The Superintendent or designee also may consider the educational value of the materials or advertisements, the age or maturity of the students in the intended audience, and whether the materials or advertisements support the basic educational mission of the District, directly benefit the students, or are of intrinsic value to the students or their parents/guardians.

*(cf. 0000 - Vision)*

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks, as deemed appropriate by the Superintendent or designee in accordance with law and Board policy.

### ~~Distribution of Political Materials~~

~~Neither the facilities, the name, the staff nor the students of the District, nor any part thereof shall be employed to advertise or otherwise promote the interests of any political or religious organization.~~

~~Nothing herein shall be construed to prevent advertising in student publications published by student organizations.~~

~~Political campaign, religious or commercial advertising materials shall not be distributed to any student or employee on District property except through U.S. Mail.~~

### ~~Distribution of Publicity for Community Organizations~~

~~Students may not be used as the agents for distributing non-school materials to the homes without the approval of the Superintendent or designee.~~

~~The basis for the decision to allow distribution of materials shall be as follows:~~

- ~~1. — The campaign shall be educational in nature, preferably concerning children of school age; and~~
- ~~2. — It shall take a minimum amount of time to effect the schools' service~~

~~All requests from outside agencies regarding circulating their publicity materials through the medium of the schools shall be channeled through the office of the Superintendent or designee.~~



## ADVERTISING AND PROMOTION (continued)

~~Service of this kind shall be limited to not more than once per year and shall not disrupt the school program.~~

~~(cf. 1160—Political Processes)~~

~~(cf. 1330—Use of School Facilities)~~

~~(cf. 4119.25/4219.25/4319.25—Political Activities of Employees)~~

### **Publications of the Board**

~~The Superintendent or designee will be responsible for authorizing all Rialto Unified School District publications. Such publications may be sold at a reasonable price to persons outside of the district.~~

~~The District may accept paid advertising in publications, except for that prohibited by law and administrative regulation. The Superintendent or designee may prohibit advertisements which are inconsistent with district objectives and do not reasonably relate to the educational purpose of district sponsored publications. In addition, the Superintendent or designee may allow the distribution of promotional material of a commercial nature within the parameters of law and administrative regulation.~~

### **Distribution of Commercial Materials/Advertising**

~~School sponsored publications, announcements and other school communications may accept paid advertising except for that prohibited by law and administrative regulation. The Superintendent or designee may prohibit advertisements which are inconsistent with school objectives. In addition, the Superintendent or designee may allow the distribution of promotional material of a commercial nature within the parameters of law and administrative regulation.~~

~~Students shall not be exploited to raise money, and time spent securing advertising shall not infringe upon the school program.~~

~~(cf. 5145.2—Freedom of Speech/Expression: Publications Code)~~

~~(cf. 6145.3—Publications)~~

~~Students shall not be required to view commercials during instructional time. Advertisements may be studied, however, as part of the consumer education curriculum.~~

## ADVERTISING AND PROMOTION (continued)

~~Products and materials donated by commercial enterprises may be used in the classroom as long as they serve an educational purpose and do not unduly promote any commercial activity or products. Such materials may bear the name or logo of the donor. The use of such materials does not imply District endorsement of any identified commercial products or services.~~

~~(cf. 1700—Relations between Private Industry and the Schools)~~

~~(cf. 3290—Gifts, Grants and Bequests)~~

~~(cf. 6161.11—Supplementary Instructional Materials)~~

~~Notwithstanding the aforementioned, the Superintendent or designee, with the approval of the Board, may enter into any exclusive or non-exclusive contract for the placement of advertisements in school facilities except for that prohibited by law or administrative regulation. The basis for the decision to enter into such advertising contracts shall be as follows:~~

- ~~1. The contract shall not provide for the placement of advertisements containing obscene, libelous, slanderous, or otherwise inappropriate content.~~
- ~~2. The contract shall not provide for the placement of advertisements inciting students to commit unlawful acts, violate school rules, or disrupt the orderly operation of the schools.~~
- ~~3. The contract shall not provide for the placement of advertisements in or on instructional materials.~~
- ~~4. The contract shall not provide that the viewing of advertisements be part of the educational curriculum, unless such viewing has distinct educational value.~~
- ~~5. The contract shall not provide for the placement of advertisements in the schools where students are compelled to view them as a captive audience during instruction time.~~

~~The Superintendent or designee shall ensure compliance with any limitation concerning the duration of contracts for services and supplies pursuant to the Educational Code.~~

~~(cf. 3312—Business and Non-Instructional Operations)~~

*Legal Reference: (see next page)*

## ADVERTISING AND PROMOTION (continued)

### Legal Reference:

#### CALIFORNIA CONSTITUTION

*Article 1, Section 2 Free Speech rights*

#### EDUCATION CODE

*7050-7058 Political activities of school officers and employees*  
*17596 ~~Duration of continuing contracts for services and supplies~~*

*35160 Authority of governing boards*

*35160.1 Broad authority of school districts*

*35172 Promotional activities*

*35182.5 ~~Sale of advertising products~~*

*38130-38138 Civic Center Act*

*48907 ~~Student exercise of free expression~~*

*51520 ~~School premises; prohibited solicitations~~*

*60048 ~~Commercial brand names, products, logos~~*

*60200 ~~Adoption of list of basic instructional materials~~*

#### BUSINESS AND PROFESSIONS CODE

*22961 ~~Advertisements of tobacco products~~*

*25664 ~~Advertisements encouraging minors to drink~~*

#### U.S. CONSTITUTION

*Amendment 1, Freedom of speech and expression*

#### COURT CASES

*Hills v. Scottsdale Unified School District 48, (2003) 329 F.3d 1044*

*DiLoreto v. Downey Unified School District Board of Education, (1999) 196 F.3d 958*

*Yeo v. Town of Lexington, (1997) U.S. First Circuit Court of Appeals, No 96-1623*

*Henry v. School Board of Colorado Springs, (D.Col. 1991) 760 F.Supp.856*

*Bright v. Los Angeles Unified School District (1976) 134 Cal. Rptr. 639, 556 P.2d 1090, 18 Cal. 3d 450*

*Dawson v. East Side Union High School District (1994) 28 Cal.App.4th 998, 34 Cal.Rptr.2d108*

*Lehman v. Shaker Heights (1974) 418 U.S. 298*

### Management Resources:

#### CSBA PUBLICATIONS

*School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006*

#### WEB SITES

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

Policy

adopted: May 26, 1999

revised: November 4, 2009

revised:

**RIALTO UNIFIED SCHOOL DISTRICT**

Rialto, California

**Submitted by: Syeda Jafri**

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

(Ref. F 1.7)



## RIALTO UNIFIED SCHOOL DISTRICT

Community Relations

BP 1431(a)

### WAIVERS

**The Board of Education recognizes that strict compliance with the law may sometimes hinder the District's ability to provide its students with an effective, well-rounded education program.**

**When it is in the interest of District students, the Board may request that the State Board of Education (SBE) waive any provision of state or federal law or regulation which it has authority to waive pursuant to Education Code 33050.**

~~The Board of Education may request that the State Board of Education waive certain provisions of the Education Code, Title 5 regulations, or the federal law when such provisions prevent the district from offering its students the best possible educational program. The Superintendent or designee, advisory committees, or site councils shall identify the need for the Board to submit waiver requests and shall provide the Board with the necessary information to analyze the need for the waiver.~~

~~The Board shall hold a properly noticed public hearing on all waiver requests. (Education Code 33050)~~

~~(cf. 9320 Meetings and Notices)~~

~~The Board shall include the exclusive employee representative in the development of the waiver.~~

~~(cf. 4140/4240 Bargaining Units)~~

~~A waiver request must include a statement as to whether the exclusive employee representative participated in the development of the waiver and the exclusive employee representative's position on the waiver. Waiver requests shall include a written summary of any objections to the request by the councils or advisory committees. (Education Code 33051)~~

~~If the waiver affects a program that requires the existence of a School Site Council, the School Site Council shall first approve the request.~~

**Any waiver request to be submitted to the SBE shall first be approved by the Board. The Superintendent or designee shall ensure that each proposed waiver request includes all information necessary for the Board to analyze the need for the waiver and make an informed decision.**

(Ref. F 2.1)

**WAIVERS (continued)**

**Prior to presenting the proposed request for Board approval, the Superintendent or designee shall consult with and obtain the approval of any advisory committee or site council when required by law.**

*(cf. 0420 - School Plans/Site Councils)*  
*(cf. 0420.1 - School-Based Program Coordination)*  
*(cf. 1220 - Citizen Advisory Committees)*

~~For general waivers, the request to the State Board of Education shall include a statement as to whether the exclusive employee representative participated in the development of the waiver and the exclusive employee representative's position on the waiver. General waiver requests shall include a written summary of any objections to the request by the councils or advisory committees. (Education Code 33050)~~

**In addition, the Superintendent or designee shall involve the exclusive representative of District employees in the development of the waiver request, and shall include in the request the exclusive representative's position regarding the waiver. (Education Code 33050)**

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

**To receive public testimony on each waiver request proposal, the Board shall hold a properly noticed public hearing during a Board meeting. (Education Code 33050)**

**The notice, which shall state the time, date, location, and subject of the public hearing, may be printed in a newspaper of general circulation or posted on the District's website, and at each school and three public places in the District.**

*(cf. 9320 - Meetings and Notices)*

**When the District has requested and received the same general waiver from the SBE for two consecutive years, the Board is not required to reapply annually if the information contained on the request remains current. However, the District shall apply annually for the renewal of any waiver regarding teacher credentialing. (Education Code 33051)**

*Legal Reference: (see next page)*

**WAIVERS (continued)***Legal Reference:*EDUCATION CODE

**305-311 Structured English immersion program; parental exception waivers**  
 5000-5033 Governing board elections  
 8750-8754 Grants for conservation education  
 10400-10407 Cooperative improvement programs  
 17047.5 Facilities used by special education students  
 17291 Portable school buildings  
 33050-33053 General waiver authority  
 37202 Equity length of time  
 41000-41360 School finance  
 41381 Minimum school day  
 41600-41854 Computation of allowances  
 41920-42842 Budget requirements; local taxation by school districts  
 44520-44534 New program for careers  
 44666-44669 School-Based Management and Advanced Career Opportunities  
 44681-44689 Administrator Training and Evaluation  
 45108.7 Maximum number of senior management positions  
 48660-48666 Community day schools  
**48800 Attendance at community college**  
 49550-49560 Meals for needy students  
 51224.5 Algebra instruction  
 51745.6 Charter school independent study ratio  
 51870-51874 Educational technology  
~~52053-52055.55 Immediate Intervention for Underperforming Schools Program~~  
~~52055.600-52055.662 High Priority Schools Grant Program~~  
 52080-52090 Class size reduction grade 9  
 52122.6-52122.8 Class size reduction - impacted school sites  
 52160-52178 Bilingual-Bicultural Education Act of 1976  
 52180-52186 Bilingual teacher waiver  
 52200-52212 Gifted and Talented Pupils Program  
 52340-52346 Career Guidance Centers  
 52522 Plans for adult education  
 52850-52863 School-Based Coordinated Program  
 54000-54028 Disadvantaged Youth Program  
 54100-54145 Miller-Unruh Basic Reading Program  
 54407 Waiver for compensatory education programs  
 56000-56867 Special education programs  
 58407 Waiver related to individualized instruction program  
 58900-58928 Restructuring demonstration programs  
 60119 Public hearing on sufficiency of instructional materials  
~~60422 Instructional materials funding realignment program~~  
**60851 High school exit examination, waiver for student with disabilities**

*Legal Reference continued: (see next page)*

**WAIVERS (continued)**

CODE OF REGULATIONS, TITLE 5

1032 Academic Performance Index

3100 Resource specialist caseload waivers

3945 Cooperative programs

9531 Instructional materials funding

11960 Charter school attendance

11963.4 Charter school percentage funding

13017 Waivers, compensatory education New Careers in Education Program

13044 Waivers, compensatory education Professional Development and Program Improvement Programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

7115 Safe and Drug Free Schools, authorized activities

*Management Resources:*

WEB SITES

California Department of Education, Waiver Office: <http://www.cde.ca.gov/re/tr/wr>

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

Policy

adopted: May 26, 1999

revised: August 9, 2000

revised: October 12, 2005

revised:

**RIALTO UNIFIED SCHOOL DISTRICT**

Rialto, California

**Submitted by:** Syeda Jafri

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

(Ref. F 2.4)



## RIALTO UNIFIED SCHOOL DISTRICT

Certificated Personnel

BP 4131.1(a)

### ~~BEGINNING TEACHER SUPPORT/INDUCTION~~ TEACHER SUPPORT AND GUIDANCE

The Board of Education recognizes the link between teacher effectiveness and student learning and desires to provide structured, individualized support and guidance to teachers as necessary to enhance their performance and support teacher retention. The Superintendent or designee shall develop a program of that intensive professional development and consultation to help support will to help interns and beginning teachers apply their academic preparation more effectively in the classroom and to assist other teachers who need additional development in subject matter knowledge, instructional methods, and/or classroom management. Beginning teachers apply their academic preparation more effectively in the classroom and result in greater retention of capable beginning teachers. The Superintendent or designee shall ensure that first and second-year teachers receive individualized guidance to help them make an effective transition into the teaching career.

~~(cf. 4131 – Staff Development)~~  
~~(cf. 4112.21 – Interns)~~

The Superintendent or designee shall coordinate individualized teacher support and guidance activities developed pursuant to this policy and with other District staff development programs and staff evaluation processes.

~~(cf. 4115 – Evaluations/Supervision)~~  
~~(cf. 4131 – Staff Development)~~

The Superintendent or designee shall inform beginning teachers about induction programs that are available to help them fulfill the requirements of the professional clear multiple or single subject teaching credential pursuant to Education Code 44259.

~~(cf. 4112.2 – Certification)~~  
~~(cf. 4112.21 – Interns)~~  
~~(cf. 4112.24 – Teacher Qualifications Under the No Child Left Behind Act)~~

Teachers may volunteer to participate in a teacher support and guidance program or may be referred to such services based on their performance evaluation.

(Ref. F 3.1)



**~~BEGINNING TEACHER SUPPORT/INDUCTION~~ (continued)  
TEACHER SUPPORT AND GUIDANCE**

**Support providers shall be experienced certificated personnel who are knowledgeable about teacher development and needed competencies and have strong interpersonal and communication skills.**

**Support may include, but is not limited to, classroom observations, regular meetings with the support provider, and an individualized plan for professional development or course work that takes into consideration the teacher's assignment and prior preparation and experience. The roles and responsibilities of support providers shall be clearly defined in writing and communicated to all participants.**

**The Superintendent or designee shall ensure the timely assignment of qualified support providers to participating teachers and for reassignment as needed. He/she shall also ensure that each support provider receives appropriate training to serve in a support capacity and is provided adequate time and resources to assist other teachers.**

**The District may provide a stipend to support providers in accordance with the collective bargaining agreement and District budget.**

*(cf. 3100 – Budget)  
(cf. 4141/4241 – Collective Bargaining Agreement)*

**The performance of a participating teacher shall be monitored by the support provider, Superintendent or designee, and/or a panel of teachers and administrators in order to determine whether the teacher has met program goals and to make recommendations for follow-up support or employment action, as appropriate.**

*(cf. 4112.6/4212.6/4312.6 – Personnel Files)  
(cf. 4117.4 – Dismissal)  
(cf. 4117.6 – Decisions Not to Rehire)  
(cf. 4118 – Suspension/Disciplinary Action)*

**The Superintendent or designee shall regularly evaluate the District's teacher support and guidance programs and shall report to the Board regarding program effectiveness in meeting District goals for teacher quality and retention. Evaluation reports may include, but are not limited to, data on program enrollment and completion, subsequent retention rates of participating teachers, and interviews or surveys of program participants.**

**~~BEGINNING TEACHER SUPPORT/INDUCTION~~ (continued)  
TEACHER SUPPORT AND GUIDANCE**

*(cf. 0500 – Accountability)*

**~~District-Sponsored Beginning Teacher Induction Program~~**

**The Superintendent or designee shall inform beginning teachers who possess a preliminary credential about induction programs or other options that are available to help them fulfill the requirements of the clear multiple subject, single subject, or education specialist credential pursuant to Education Code 44259.**

*(cf. 4112.2 – Certification)*

*(cf. 4112.24 – Teacher Qualification Under no Child Left Behind Act)*

**The District’s beginning teacher induction program shall meet program standards adopted by the CTC and shall support beginning teachers in meeting the competencies described in the California Standards for the Teaching Profession.**

~~When approved by the California Commission on Teacher Credentialing (CCTC) and the Superintendent of Public Instruction, the district may serve as a sponsor of an induction program. The program shall support beginning teachers in meeting the competencies described in the California Standards for the Teaching Profession adopted by the CCTC, state-adopted academic content standards and performance levels for students and state-adopted curriculum frameworks.~~

*(cf. 6011 – Academic Standards)*

~~Participation in the induction program shall be voluntary. (Education Code 44279.1)~~

~~Each participating teacher shall be assigned to a support provider who is an experienced teacher, knowledgeable about beginning teacher development and needed competencies, and effective in interpersonal and communication skills. The Superintendent or designee shall develop processes for identifying support providers and pairing the providers with participating teachers.~~

~~Professional development provided to a participating teacher shall be based on an individual induction plan which takes into consideration the teacher's prior preparation and experience. The participating teacher's knowledge and classroom practice shall be regularly assessed using multiple measures, and the results shall be used to monitor and revise subsequent individual induction plans.~~

**~~BEGINNING TEACHER SUPPORT/INDUCTION~~ (continued)**  
**TEACHER SUPPORT AND GUIDANCE**

The beginning teacher's knowledge and classroom practice shall be regularly assessed using multiple measure and the results shall be used to monitor and revise individual induction plans. The Superintendent or designee shall maintain a complete record of each participating teacher's participation and progress toward completion of professional credential requirements.

When the teacher has successfully completed the induction program, the Board shall recommend to the CTC that he/she be awarded a clear teaching credential.

~~The Superintendent or designee shall conduct an annual evaluation of the induction program and shall report to the Board regarding its effectiveness in meeting District program goals and state standards.~~

(cf. 0500 - Accountability)  
 (cf. 9000 - Role of the Board)

*Legal Reference:*

EDUCATION CODE

~~41520-41522 Teacher Credentialing Block Grant~~

~~41530-41532 Professional Development Block Grant~~

44259 Credential requirements

44259.5 Standards for professional preparation programs

44275.4 Credential requirements, induction, out-of-state teachers

~~44279.1-44279.7 Beginning Teacher Support and Assessment Program (B TSA)~~

44325-44328 District interns

44450-44468 University interns

44830.3 Interns, professional development and guidance

CODE OF REGULATIONS, TITLE 5

6100-6125 Teacher qualifications, No Child Left Behind Act

80021 Short-term staff permit

80021.1 Provisional internship permit

80026.5 Orientation, guidance, and assistance for emergency permit holders

80033 Intern teaching credential

80055 Intern credential

80413 Credential requirements

80413.3 Credential requirements; teachers with out-of-state credentials

UNITED STATES CODE, TITLE 20

6319 Highly qualified teachers

6601-6702 Preparing, training and recruiting high quality teachers and principals

7801 Definitions, highly qualified teacher

*Management Resources: (see next page)*

(Ref. F 3.4)

**BEGINNING TEACHER SUPPORT/INDUCTION (continued)**  
**TEACHER SUPPORT AND GUIDANCE**

*Management Resources:*

CTC PUBLICATIONS

*BP 2042 Multiple Subject and Single Subject Preliminary Credential Program Standards, rev. February 2014*

*Intern Preservice, Support and Supervision Requirements: Preparation to Teach English Learners, Program Sponsor Alert 13-06, June 3, 2013*

*Education Specialist Teaching and Other Related Services Credential Program Standards, rev. May 2013*

*Multiple and Single Subject Induction Programs (program standards, preconditions, and language addressing the teaching of English learners), rev. January 2013*

*Induction Manual: A Credential Application Processing Guidebook for Commission Approved Induction Programs, June 2004*

*Final Report on the Individual Implementation of the Beginning Teacher Support and Assessment Program, 2003*

*Standards of Quality and Effectiveness for Professional Teacher Induction Programs (SB 2042), March 2002*

*California Standards for the Teaching Profession, 1997 October 2009*

CDE PUBLICATIONS

*NCLB Teacher Requirements Resource Guide, March 2004*

WEB SITES

*Beginning Teacher Support and Assessment: <http://www.btsa.ca.gov>*

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

*California Federation of Teachers: <http://www.cft.org>*

*California Teachers Association: <http://www.cta.org>*

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

Policy  
adopted: July 12, 2006  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

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

(Ref. F 3.5)



## RIALTO UNIFIED SCHOOL DISTRICT

### Classified Personnel

BP 4231(a)

### STAFF DEVELOPMENT

The Board of Education recognizes that classified staff does essential work that supports a healthy school environment and the education program. Classified staff shall have opportunities to participate in staff development activities in order to improve job skills, learn best practices, retrain as appropriate in order to meet changing conditions in the District, and/or enhance personal growth.

*(cf. 3100 - Budget)*

*(cf. 3350 - Travel Expenses)*

*(cf. 4200 - Classified Personnel)*

*(cf. 4261.3 - Professional Leaves)*

The Superintendent or designee shall involve classified staff, site and District administrators, and others, as appropriate, in the development of the District's staff development program. He/she shall ensure that the District's staff development program is aligned with District goals, school improvement objectives, the local control and accountability plan, and other District and school plans.

*(cf. 0000 - Vision)*

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

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

*(cf. 0420.1 - School-Based Program Coordination)*

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

*(cf. 0520.2 - Title I Program Improvement Schools)*

*(cf. 0520.3 - Title I Program Improvement Schools)*

Staff development may address general workplace skills and/or skills and knowledge specific to the duties of each classified position, including, but not limited to, the following topics: (Education Code 45391)

1. Student learning and achievement
  - a. How paraprofessionals can assist teachers and administrators to improve the academic achievement of students
  - b. Alignment of curriculum and instructional materials with Common Core State Standards

(Ref. F 4.1)

**STAFF DEVELOPMENT (continued)**

- c. The management and use of state and local student data to improve student learning
- d. Best practices in appropriate interventions and assistance to at-risk students

*(cf. 4222 - Teacher Aides/Paraprofessionals)*  
*(cf. 5121 - Grades/Evaluation of Student Achievement)*  
*(cf. 5123 - Promotion/Acceleration/Retention)*  
~~*(cf. 5149 - At Risk Students)*~~  
*(cf. 6011 - Academic Standards)*  
*(cf. 6141 - Curriculum Development and Evaluation)*  
*(cf. 6143 - Courses of Study)*  
*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*  
*(cf. 6162.5 - Student Assessment)*  
*(cf. 6162.51 - State Academic Achievement Tests)*

**2. Student and campus safety**

*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 3515.3 - District Police/Security Department)*  
*(cf. 3515.5 - Sex Offender Notification)*  
*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*  
~~*(cf. 4119.43/4219.43/4319.43 - Universal Precautions)*~~  
*(cf. 4157/4257/4357 - Employee Safety)*  
*(cf. 4158/4258/4358 - Employee Security)*  
*(cf. 5131 - Conduct)*  
*(cf. 5131.2 - Bullying)*  
*(cf. 5137 - Positive School Climate)*  
*(cf. 5138 - Conflict Resolution/Peer Mediation)*  
*(cf. 5145.9 - Hate-Motivated Behavior)*  
*(cf. 5145.3 - Nondiscrimination/Harassment)*  
*(cf. 5145.7 - Sexual Harassment)*

**3. Education technology, including management strategies and best practices regarding the use of education technology to improve student performance**

*(cf. 0440 - District Technology Plan)*  
~~*(cf. 1114 - District Sponsored Media)*~~  
*(cf. 4040 - Employee Use of Technology)*  
*(cf. 6163.4 - Student Use of Technology)*

**4. School facility maintenance and operations, including new research and best practices in the operation and maintenance of school facilities, such as green technology and energy efficiency, that help reduce the use and cost of energy at school sites**

(Ref. F 4.2)

**STAFF DEVELOPMENT (continued)**

*(cf. 3510 - Green School Operations)*  
*(cf. 3511 - Energy and Water Management)*

5. Special education, including best practices to meet the needs of special education students and to comply with any new state and federal mandates

*(cf. 6159 - Individualized Education Program)*  
*(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)*  
*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*  
*(cf. 6164.6 - Identification and Education Under Section 504)*

6. School Transportation and bus safety

*(cf. 3540 - Transportation)*  
*(cf. 3541 - Transportation for School-Related Trips)*  
*(cf. 3541.2 - Transportation for Student with Disabilities)*  
*(cf. 3542 - Bus Drivers)*  
*(cf. 3543 - Transportation Safety and Emergencies)*

7. Parent involvement, including ways to increase parent involvement at school sites

*(cf. 1240 - Volunteer Assistance)*  
*(cf. 6020 - Parent Involvement)*

8. Food service, including ~~new research on~~ food preparation to provide nutritional meals, **food safety**, and food management

*(cf. 3550 - Food Service/Child Nutrition Program)*  
*(cf. 3551 - Food Service Operations/Cafeteria Fund)*  
*(cf. 3555 - Nutrition Program Compliance)*  
*(cf. 5030 - Student Wellness)*

9. Health, counseling, and nursing services

*(cf. 5141 - Health Care and Emergencies)*  
*(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)*  
*(cf. 5141.22 - Infectious Diseases)*  
*(cf. 5141.23 - Asthma Management)*  
*(cf. 5141.24 - Specialized Health Care Services)*  
*(cf. 5141.26 - Tuberculosis Testing)*  
*(cf. 5141.27 - Food Allergies/Special Dietary Needs)*  
*(cf. 5141.3 - Health Examinations)*

**STAFF DEVELOPMENT (continued)**

*(cf. 5141.52 - Suicide Prevention)*  
*(cf. 5141.6 - School Health Services)*  
*(cf. 6164.2 - Guidance/Counseling Services)*

10. Environmental safety, including pesticides and other possibly toxic substances so that they may be safely used at school sites

*(cf. 3514 - Environmental Safety)*  
*(cf. 3514.1 - Hazardous Substances)*  
*(cf. 3514.2 - Integrated Pest Management)*  
*(cf. 6161.3 - Toxic Art Supplies)*

For classroom instructional aides or other classified staff involved in direct instruction of students, staff development activities may also include academic content of the core curriculum, teaching strategies, classroom management, or other training designed to improve student performance, conflict resolution, and relationships among students. **Such professional learning opportunities shall be evaluated based on criteria specified in Education Code 44277 and BP 4131 – Staff Development.**

*(cf. 4131 – Staff Development)*

The District’s staff evaluation process may be used to recommend additional **individualized** staff development for individual employees.

*(cf. 4215 - Evaluation/Supervision)*

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program.

*(cf. 0500 - Accountability)*

*Legal Reference:*

EDUCATION CODE  
~~41530-41533 Professional Development Block Grant~~  
44032 Travel expense payment  
44277 Professional growth programs for individual teachers

*Legal Reference continued: (see next page)*



**STAFF DEVELOPMENT (continued)**

*45380-45387 Retraining and study leave (classified employees)*

*44390-44392 Professional development for classified school employees*

*52060-52077 Local control and accountability plan*

*56240-56245 Staff development; service to persons with disabilities*

GOVERNMENT CODE

*3543.2 Scope of representation of employee organization*

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

*United Faculty of Contra Costa Community College District v. Contra Costa Community College District, (1990) PERB Order No. 804, 14 PERC P21, 085*

*Management Resources:*

WEB SITES

*California Association of School Business Officials: <http://www.casbo.org>*

*California School Employees Association: <http://www.csea.com>*

Policy  
adopted: December 8, 2010  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

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

(Ref. F 4.5)



## RIALTO UNIFIED SCHOOL DISTRICT

Students

BP 5113.1(a)

### CHRONIC ABSENCE AND TRUANCY

The Board of Education believes that excessive ~~student~~ absenteeism ~~and tardiness~~, whether caused by excused or unexcused absences, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities **provided by the District.**

*(cf. 5113 – Absences and Excuses)*

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students ~~classified as who are~~ chronic absentees and truants, as defined in law and administrative regulation, **and to identify patterns of absence throughout the District. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates for all District students, for each school, and for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be disaggregated and used in the development of annual goals and specific actions for student attendance and engagement and for inclusion in the District's local control and accountability plan and other applicable school and District plans.**

*(cf. 0400 – Comprehensive Plans)*

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

*(cf. 0450 – Comprehensive Safety Plan)*

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

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.

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

(Ref. F 5.1)

**CHRONIC ABSENCE AND TRUANCY (continued)**

*(cf. 0450 – Comprehensive Safety Plan)*  
*(cf. 5126 – Awards for Achievement)*  
*(cf. 5131 – Conduct)*  
*(cf. 5131.2 – Bullying)*  
*(cf. 5137 – Positive School Climate)*  
*(cf. 5141.6 – School Health Services)*  
*(cf. 5145.3 – Nondiscrimination/Harassment)*

The Superintendent or designee shall work with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy. He/she also may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.

*(cf. 1020 – Youth Services)*  
*(cf. 5030 – Student Welfare)*  
*(cf. 5146 – Married/Pregnant/Parenting Students)*  
*(cf. 5147 – Dropout Prevention)*  
*(cf. 5149 – At-Risk Students)*  
*(cf. 6158 – Independent Study)*  
*(cf. 6164.2 – Guidance/Counseling Services)*  
*(cf. 6164.5 – Student Success Teams)*  
*(cf. 6173 – Education for Homeless Children)*  
*(cf. 6173.1 – Education for Foster Youth)*  
*(cf. 6173.2 – Education of Children of Military Families)*  
*(cf. 6175 – Migrant Education Program)*  
*(cf. 6179 – Supplemental Instruction)*  
*(cf. 6181 – Alternative Schools/Programs of Choice)*  
*(cf. 6183 – Home and Hospital Instruction)*  
*(cf. 6184 – Continuation Education)*  
*(cf. 6185 – Community Day School)*

Students who are identified as truants shall be subject to the interventions specified in law and administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the sole basis for his/her out-of-school suspension or expulsion. Alternative disciplinary strategies and positive reinforcement for attendance shall be used whenever possible.

**CHRONIC ABSENCE AND TRUANCY (continued)***(cf. 5144 – Discipline)**(cf. 5144.1 – Suspension and Expulsion/Due Process)*

~~The Superintendent or designee shall regularly analyze data on student absence to identify patterns of absence districtwide and by school, grade level, and student population. Such data shall be used to identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time.~~ The Superintendent or designee shall periodically report to the **Board regarding the District's progress in improving student attendance rates for all students and for each numerically significant student population.** ~~this~~ Such information ~~to the Board for purposes of~~ shall be used to evaluating the effectiveness of strategies implemented to reduce chronic absence and truancy and to making changes as needed. As appropriate, the Superintendent or designee also shall ~~provide this information to key school staff and community agency partners to engage them~~ **school staff** in program evaluation and improvement and in identification of how to best allocate available community resources.

**School Attendance Review Board**

In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).

The Board may submit a nomination to the County Superintendent of Schools for a person who will serve on the county SARB as a representative of school districts. (Education Code 48321)

The Board shall appoint members of the District's SARB, who may include, but are not limited to, a parent/guardian as well as representatives of the District; county probation department; county welfare department; county office of education; law enforcement agencies; community-based youth service centers; school guidance personnel; child welfare and attendance personnel; school or county health care personnel; ~~and~~ school, county, or community mental health personnel; **the county district attorney's office; and the county public defender's office.** (Education Code 48321)

The District's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.

**CHRONIC ABSENCE AND TRUANCY (continued)**

*Legal Reference:*

EDUCATION CODE

1740 *Employment of personnel to supervise attendance (County Superintendent)*

37223 *Weekend classes*

41601 *Reports of average daily attendance*

46000 *Records (attendance)*

46010-46014 *Absences*

46110-46119 *Attendance in kindergarten and elementary schools*

46140-46147 *Attendance in junior high and high schools*

48200-48208 *Children ages 6-18 (compulsory full-time attendance)*

48225.5 *Work permits, entertainment and allied industries*

48240-48246 *Supervisors of attendance*

48260-48273 *Truants*

48290-482967 *Failure to comply; complaints against parents*

48320-48325 *School attendance review boards*

48340-47341 *Improvement of student attendance*

48400-48403 *Compulsory continuation education*

48900 *Suspension and expulsion*

49067 *Unexcused absences as cause of failing grade*

52052 *Academic Performance Index; numerically significant student subgroups*

60901 *Chronic absence*

GOVERNMENT CODE

54950-54963 *The Ralph M. Brown Act*

PENAL CODE

270.1 *Chronic truancy; parent/guardian misdemeanor*

272 *Parent/guardian duty to supervise and control minor child; criminal liability for truancy*

830.1 *Peace officers*

VEHICLE CODE

13202.7 *Driving privileges; minors; suspension or delay for habitual truancy*

WELFARE AND INSTITUTIONS CODE

256-258 *Juvenile hearing officer*

601-601.4 *Habitually truant minors*

11253.5 *Compulsory school attendance*

CODE OF REGULATIONS, TITLE 5

306 *Explanation of absence*

420-421 *Record of verification of absence due to illness and other causes*

15497.5 *Local control and accountability plan template*

COURT DECISIONS

*L.A. v. Superior Court of San Diego County, (2012) Cal.App.4<sup>th</sup> 976*

## CHRONIC ABSENCE AND TRUANCY (continued)

### *Management Resources:*

#### CSBA PUBLICATIONS

*Attendance Awareness Month, Fact Sheet, September 2014*

*Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010*

#### ATTENDANCE WORKS PUBLICATIONS

*Count Us In! Working Together to Show that Every School Day Matters, 2014*

*The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early Outreach for Positive Linkages and Engagements, 2014*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*School Attendance Review Board Handbook, 2012 2015*

*School Attendance Improvement Handbook, 2000*

#### WEB SITES

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

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

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

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

OnTrackCA: <http://ontrackca.org>

Policy

adopted: November 1999

revised: June 26, 2013

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 5.5)



## RIALTO UNIFIED SCHOOL DISTRICT

**Instruction**

BP 6163.4(a)

### **STUDENT USE OF TECHNOLOGY**

The Board of Education intends that technological resources provided by the District be used in a safe, responsible, and proper manner in support of the instructional program and for the advancement of student learning. **All students using these resources shall receive instruction in their proper and appropriate use.**

*(cf. 0440 - District Technology Plan)*  
*(cf. 1113 - District and School Web Sites)*  
*(cf. 1114 - District-Sponsored Social Media)*  
*(cf. 4040 - Employee Use of Technology)*  
~~*(cf. 5131 - Conduct)*~~  
*(cf. 6163.1 - Library Media Centers)*

**Teachers, administrators, and/or library media specialists are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.**

The Superintendent or designee shall notify students and parents/guardians about authorized uses of District ~~equipment~~ **technology**, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with **Board policy** ~~District regulations~~ and the District's Acceptable Use Agreement.

~~*(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)*~~  
~~*(cf. 5144 - Discipline)*~~  
~~*(cf. 5144.1 - Suspension and Expulsion/Due Process)*~~  
~~*(cf. 5144.2 - Suspension and Expulsion/Due Process- Students with Disabilities)*~~  
~~*(cf. 5145.12 - Search and Seizure)*~~

**District technology includes, but is not limited to, computers, the District's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smart phones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.**

(Ref. F 6.1)

**STUDENT USE OF TECHNOLOGY (continued)**

Before a student is authorized to use the District's technology ~~real~~ resources, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement. ~~specifying user obligations and responsibilities.~~ In that agreement, the student and his/her parent/guardian shall agree not to hold the District or any District staff responsible for the failure of any technology protection measures, ~~violations of copyright restrictions,~~ or user mistakes or negligence, ~~They and~~ shall also agree to indemnify and hold harmless the District and District ~~personnel~~ staff for any damages or costs incurred.

*(cf. 6162.6 - Use of Copyrighted Materials)*

~~The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update this policy, the accompanying administrative regulation, and other relevant procedures to enhance the safety and security of students using the District's technological resources and to help ensure that the District adapts to changing technologies and circumstances.~~

**The District reserves the right to monitor student use of technology within the jurisdiction of the District without advance notice or consent. Students shall be informed that their use of District technology, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, is not private and may be accessed by the District for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in use of the District technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, District policy, or school rules.**

*(cf. 5145.12 - Search and Seizure)*

**The Superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any District student in accordance with Education Code 49073.6 and BP/AR 5125 - Student Records.**

*(cf. 5125 - Student Records)*

**Whenever a student is found to have violated Board policy or the District's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the District's equipment and other technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.**



## STUDENT USE OF TECHNOLOGY (continued)

*(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)*

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process: Students with Disabilities)*

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using District technology and to help ensure that the District adapts to changing technologies and circumstances.

### **Use of District Equipment for Online Services/Internet Access** *Internet Safety*

The Superintendent or designee shall ensure that all District equipment with Internet access have a technology protection measure that **protects against blocks or filters** Internet access to visual depictions that are obscene, child pornography, or harmful to minors, and that the operation of such measures is enforced. (20 USC 6777; 47 USC 254; **47 CFR 54.520**)

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. ~~Staff shall supervise students while they are using online services and may have teacher aides, student aides, and volunteers assist in this supervision.~~

**Harmful matter** includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The District Acceptable Use Agreement shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. **Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs**

(Ref. F 6.3)

**STUDENT USE OF TECHNOLOGY (continued)**

*(cf. 5131 - Conduct)*

*(cf. 5131.2 - Bullying)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 5145.9 - Hate Motivated Behavior)*

2. **Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy District equipment or materials or manipulate the data of any other user, including so-called “hacking”**
3. **Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other personal with the intent to threaten, intimidate, harass, or ridicule that person**

~~The Superintendent or designee also shall establish regulations to address the safety and security of students and student information when using e-mail, chat rooms, and other forms of direct electronic communication.~~

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

~~Student use of District equipment to access social networking sites not related to the instructional program is prohibited. To the extent possible, the Superintendent or designee shall block access to such sites on District equipment with Internet access.~~

*Legal Reference: (see next page)*

(Ref. F 6.4)

**STUDENT USE OF TECHNOLOGY (continued)**

*Legal Reference:*

EDUCATION CODE

*49073.6 Student records; social media*

*51006 Computer education and resources*

*51007 Programs to strengthen technological skills*

~~*51870-51874 Education technology*~~

*60044 Prohibited instructional materials*

PENAL CODE

*313 Harmful Matter*

*502 Computer crimes, remedies*

*632 Eavesdropping on or recording confidential communications*

*653.2 Electronic communication devices, threats to safety*

UNITED STATES CODE, TITLE 15

*6501-6506 Children's Online Privacy Protection Act*

UNITED STATES CODE, TITLE 20

*6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:*

*6777 Internet Safety*

UNITED STATES CODE, TITLE 47

*254 Universal service discounts (E-rate)*

CODE OF FEDERAL REGULATIONS, TITLE 16

*312.1-312.12 Children's Online Privacy Protection Act*

CODE OF FEDERAL REGULATIONS, TITLE 47

*54.520 Internet safety policy and technology protection measures, E-rate discounts*

COURT DECISIONS

*New Jersey v. T.L.O., 91985) 469 U.S. 325*

*Management Resources: (see next page)*

(Ref. F 6.5)

## STUDENT USE OF TECHNOLOGY (continued)

### *Management Resources:*

#### CSBA PUBLICATIONS

*Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007*

#### FEDERAL TRADE COMMISSION PUBLICATIONS

*How to Protect Kids' Privacy Online: A Guide for Teachers, December 2000*

#### MY SPACE.COM PUBLICATIONS

*The Official School Administrator's Guide to Understanding MySpace and Resolving Social Networking Issues*

#### WEB SITES

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

American Library Association: <http://www.ala.org>

California Coalition for Children's Internet Safety: <http://www.cybersafety.ca.gov>

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

Center for Safe and Responsible Internet Use: <http://csriu.org> and <http://cyberbully.org>

Federal Communications Commission: <http://www.fcc.gov>

Federal Trade Commission, Children's Online Privacy Protection:

<http://www.ftc.gov/privacy/privacyinitiatives/children.html>

U.S. Department of Education: <http://www.ed.gov>

Web Wise Kids: <http://www.webwisekids.org>

Policy  
adopted: September 22, 1999  
revised: April 22, 2015  
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 6.6)



## RIALTO UNIFIED SCHOOL DISTRICT

**Instruction**

BP 6200(a)

### **ADULT EDUCATION**

The Board of Education ~~recognizes~~ **believes** that education is a lifelong process and that it is important for individuals to continuously develop new skills. **Eligible adults shall be offered opportunities to enroll in programs and courses that develop academic and workforce skills and, as appropriate, lead to completion or requirements for high school graduation.**

~~The Superintendent or designee shall develop and oversee the district's adult education program. The Board shall approve all courses to be offered in this program~~ **shall recommend, for approval by the Board and the California Department of Education, new courses to be offered through the District's adult education program.**

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

**To ensure efficient and coordinated adult education services, the District shall collaborate with other local educational agencies and the community college district in the region's adult education consortium. The District shall participate in the consortium's identification of the education needs of adults in the region, identification of available funding and services, development and approval of an adult education plan pursuant to Education Code 84906, and implementation of strategies to address the identified needs, improve the effectiveness of District services, and improve students' transitions into postsecondary education and the workforce.**

**The District's representative to the region's adult education consortium shall be designated by the Board. (Education Code 84905)**

*(cf. 9140 - Board Representatives)*

**The Superintendent or designee shall ensure that all teachers of adult education classes possess an appropriate credential issued by the Commission on Teacher Credentialing and have access to high quality professional development to continuously enhance their knowledge and skills.**

(Ref. F 7.1)

**ADULT EDUCATION (continued)**

*(cf. 4112.2 - Certification)*  
*(cf. 4131 - Staff Development)*

**Adult education classes may be offered any day or evening, including weekends, for such length of time during the school year as determined by the Board. (Education Code 52505, 52513)**

**A certificate of completion of the eighth grade shall be awarded through the adult school upon successful completion of both of the following:**

- 1. At least one term in the adult elementary program**
- 2. Overall eighth-grade placement on a recognized standardized achievement test**

**Adult education students who fulfill the District's graduation requirements shall receive a diploma of high school graduation.**

*(cf. 6142.7 - Physical Education and Activity)*  
*(cf. 6146.1 - High School Graduation Requirements)*

**The Superintendent or designee shall regularly report to the Board on the effectiveness of the District's adult education program. This report shall include, but not be limited to, the number of adults and high school students participating in the program, student participation in each type of adult education course or class, and the extent to which students successfully completed these programs, including, as applicable, the completion of requirements for the high school diploma or certificate of equivalency.**

*(cf. 0500 - Accountability)*

*Legal Reference:*

**EDUCATION CODE**

**8500-8538 Adult education**

**10200 CalWORKs education and job training plan**

**41976-41976.2 Adult education; authorized classes and courses**

**44260.2-4260.3 Credential requirements, designated subjects adult education credential**

*Legal Reference continued: (see next page)*

**ADULT EDUCATION (continued)**

- 44865 *Qualifications for home teachers and teachers in special classes*  
 46190-46192 *Adult school; days of attendance*  
 46300.1-46300.4 *Independent study*  
~~46351-46352 *Adult classes*~~  
 51040 *Prescribed courses*  
**51056 *Adult education course of study***  
 51225.3 *Requirements for graduation*  
~~51241 *Temporary or permanent exemption from Physical education exemptions*~~  
~~51242 *Exemption from physical education for athletic program participants*~~  
~~51246 *Exemption from Physical education exemptions for certain students in grade 12*~~  
 51730-51732 *Elementary school special day and evening classes*  
**51745-51749.6 *Independent Study***  
 51810-51815 *Community service classes*  
 52500-52523 *Adult schools*  
 52530-52531 *Use of hospitals*  
 52540-52544 *Adult English classes*  
 52550-52556 *Classes in citizenship*  
 52570-52572 *Disabled adults*  
 52610-52616.24 *Finances*  
 52651-52656 *Immigrant Workforce Preparation Act*  
 52900-52904 *Alternative education and work centers for high school dropouts*  
 60410 *Books for adult classes*  
**84830 *Adult education consortium***  
**84900-84920 *Adult Education Block Grant***  
**WELFARE AND INSTITUTIONS CODE**  
**11320-11329.5 *CalWORKs, including education and job training***  
**CODE OF REGULATIONS, TITLE 5**  
 10501 *Adult education*  
 10508 *Records and reports*  
 10530-1056034 *Standards*  
~~10600-10615 *Adult education innovation*~~  
**80034 *Teaching credentials, adult education***  
**80034.5 *Adult education, substitute teachers***  
**80036-80036.4 *Requirements for designated subjects adult education credential***  
**80040.2-80040.2.7 *Programs of personalized preparation for the designated subjects adult education teaching credentialing***  
**UNITED STATES CODE, TITLE 8**  
~~1184 *Foreign students*~~  
**UNITED STATES CODE, TITLE 20**  
**2301-2415 *Carl D. Perkins Career and Technical Education Act***  
**UNITED STATES CODE, TITLE 29**  
**3101-3255 *Workforce Innovation and Opportunity Act***  
**3271-3333 *Adult Education and Family Literacy Act***

**ADULT EDUCATION (continued)**

*Management Resources:*

*CDE CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

*Adult Education Handbook for California 2005*

*Pupil Fees, Charges, and Other Deposits, Fiscal Management Advisory 12/02, April 24, 2013*

*CDE LEGAL ADVISORIES*

*0319.97 Amendments to F-1 Student Visa Requirements, LO: 1-97*

*CDE MANAGEMENT ADVISORIES*

*0600.92 Using Independent Study in Adult Education Programs: An Option*

*CDE PROGRAM ADVISORIES*

*0609.88 Education Fees for F-1 Visa Students*

*0622.87 Discrimination Against the Handicapped in Adult Education Programs*

*WEBSITES*

*California Council for Adult Education: <http://www.ccaestate.org>*

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

*California Department of Industrial Relations, Division of Apprenticeship Standards:  
<https://www.dir.ca.gov/das>*

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

*Comprehensive Adult Student Assessment Systems: <https://www.casas.org>*

Policy  
adopted: September 22, 1999  
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 7.4)





## RIALTO UNIFIED SCHOOL DISTRICT

**Certificated Personnel**

BP 4112.2(a)

### **CERTIFICATION**

The Board of Education recognizes that the District's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed ~~in~~ **to fill** positions requiring certification qualifications possess the appropriate credential, ~~or~~ **or other certification document** from the Commission on Teacher Credentialing (CTC) **and fulfill any additional state, federal, or district requirements for the** ~~authorizing their employment in such positions.~~

~~(cf. 4111/4211/4311 - Recruitment and Selection)  
(cf. 4112.21 - Interns)  
(cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)  
(cf. 4112.23 - Special Education Staff)  
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)  
(cf. 4113 - Assignment)  
(cf. 4121 - Temporary/Substitute Personnel)  
(cf. 5148 - Child Care and Development)  
(cf. 6178 - Career Technical Education)  
(cf. 6178.2 - Regional Occupational Center/Program)  
(cf. 6200 - Adult Education)~~

~~All teachers shall meet the requirements of the No Child Left Behind Act. (20 USC 6319, 7801; 5 CCR 6100-6125)~~

~~(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)~~

~~When a credentialed teacher or intern is not available, the District may request that the CTC issue a short term staff permit, provisional internship permit (PIP), visiting faculty permit, emergency permit, or credential waiver under the conditions and limitations provided in state or federal law.~~

~~When requesting a PIP, the Board shall approve, as an action item at a public Board meeting, a notice of intent to employ the applicant in the identified position. (5 CCR 80021.1)~~

(Ref. F 8.1)

**CERTIFICATION (continued)**

~~Before requesting a visiting faculty permit or emergency permit, the Board shall annually approve a Declaration of Need for Fully Qualified Educators as an action item at a regularly scheduled public Board meeting. (Education Code 44300.1; 5 CCR 80026)~~

~~The Superintendent or designee shall provide support and guidance to noncredentialed teachers in accordance with law to ensure the quality of the instructional program. He/she also may provide assistance and support to staff holding preliminary credentials to help them meet the qualifications required for the professional clear credential.~~

~~(cf. 4131 – Staff Development)~~

~~(cf. 4131.1 – Beginning Teacher Support/Induction)~~

~~(cf. 4138 – Mentor Teachers)~~

**The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.**

*(cf. 4131 – Staff Development)*

*(cf. 4131.1 – Teacher Support and Guidance)*

**Priorities for Hiring Based on Unavailability of Credentialed Teacher**

**The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher for each assignment. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)**

- 1. A candidate who enrolls in an approved intern program in the region of the District and possesses an intern credential**
- 2. A candidate who is scheduled to complete preliminary credential requirements within six months and who holds a provisional internship permit (PIP) or short-term staff permit issued by the CTC**

**The Board shall approve, as an action item at a public Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)**

**CERTIFICATION (continued)**

3. **An individual who holds an emergency permit or for whom a credential waiver has been granted by the CTC**

**Prior to requesting that the CTC issue an emergency permit pursuant to item #3 above or a limited assignment permit which allows a fully credentialed teacher to teach outside of his/her area of certification while working toward an added or supplementary authorization, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)**

**The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-#2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)**

**Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.**

**National Board for Professional Teaching Standards Certification**

**The Board of Education encourages district teachers to voluntarily complete the requirements for the advanced ~~seek additional~~ certification awarded by ~~from~~ the National Board for Professional Teaching Standards ~~which demonstrates advanced knowledge and teaching skills.~~**

**The Superintendent or designee shall inform all teachers about the program and how to acquire the necessary application and information materials. In accordance with the collective bargaining agreement and the district budget, ~~the Superintendent or designee may provide release time, fee support, a stipend upon completion, or other support to teachers participating in the program contingent upon funding.~~**

*(cf. 4161.3 - Professional Leaves)*

**CERTIFICATION (continued)**

**Professional Notifications**

**At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)**

- 1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction**
- 2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived**
- 3. Is teaching in the field of discipline of his/her certification**

*(cf. 5145.6 - Parental Notifications)*

**In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)**

*Legal Reference:*

EDUCATION CODE

8360-8370 *Qualifications of child care personnel*

32340-32341 *Unlawful issuance of a credential*

35186 *Complaints regarding teacher vacancy or misassignment*

~~41520-41522 *Teacher Credentialing Block Grant*~~

~~42647 *Drawing of warrants*~~

44066 *Limitations on certification requirements*

44200-44399 *Teacher credentialing, especially:*

44250-44277 *Credential types; minimum requirements*

~~44279.1-44279.7 *Beginning Teacher Support and Assessment Program (BTSAP)*~~

~~44300-44302 *Emergency permits and visiting faculty permits*~~

~~44320.2 *Teachers performance assessment*~~

44325-44329.5 *District interns*

44330-44355 *Certificates and credentials*

*Legal Reference Continued: (see next page)*

(Ref. F 8.4)

**CERTIFICATION (continued)***Legal Reference Continued:*

~~44380-44387 Alternative certification program~~  
~~44395-44399 National Board for Professional Teaching Standards~~  
~~44420-44440 Revocation and suspension of credentials~~  
~~44450-44468 University internship program~~  
~~44560-44562 Certificated Staff Mentoring Program~~  
~~44662 Performance evaluation; Stull Act review~~  
~~44735 Teaching as a priority block grant~~  
~~44830-44929 Employment of certificated persons; requirement of proficiency in basic skills~~  
~~56060-56063 Substitute teachers in special education~~  
CODE OF REGULATIONS, TITLE 5  
~~6100-6125 Teacher qualifications, No Child Left Behind Act~~  
~~80001-80674.6 Commission on Teacher Credentialing~~  
UNITED STATES CODE, TITLE 20  
~~6311 Parental notifications~~  
~~6312 District Title I plan Title I local education agency plans; notifications regarding teacher qualifications~~  
  
~~6319 Highly qualified teachers~~  
~~7801 Definitions, highly qualified teacher~~  
CODE OF FEDERAL REGULATIONS, TITLE 34  
~~200.55-200.57 Highly qualified teachers~~  
~~200.61 Parent notification regarding teacher qualifications~~  
COURT DECISIONS  
Association of Mexican-American Educators et. al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

*Management Resources:*

COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE  
~~08-11 Approval of Amendments to Title 5 Regulations Pertaining to Multiple Subject, Single Subject or Education Specialist Short Term Staff Permit, July 18, 2008~~  
~~08-09 New Online Credential View and Print Process, July 3, 2008~~  
~~07-23 Visiting Faculty Permit, December 14, 2007~~  
~~07-19 Designated Subjects Career Technical Education Teaching Credential, December 14, 2007~~  
CTC PUBLICATIONS  
Teacher Supply in California: A Report to the Legislature, April 2008  
Standards of Quality and Effectiveness for Professional Teacher Induction Programs, March 2002-June 2008  
  
~~CL-667 Basic Skills Requirement~~  
~~CL-858 Short-Term Staff Permit~~  
~~13-01 Hiring Hierarchy in Education Code 44225.7, Coded Correspondence, January 30, 2013~~  
~~Subject Matter Authorization Guideline Book, 2012~~  
~~Supplementary Authorization Guideline Book, 2012~~  
~~The Administrator's Assignment Manual, rev. September 2007~~

Management Resources Continued: (see next page)

(Ref. F 8.5)

**CERTIFICATION (continued)**

*Management Resources Continued:*

*Standards of Quality and Effectiveness for Professional Teacher Preparation Programs, September 2001 rev. March 2007*

*California Standards for the Teaching Profession, July 1997 2009*

*The Administrator's Assignment Manual, rev. September 2007*

*U.S. DEPARTMENT OF EDUCATION GUIDANCE*

*Improving Teacher Quality State Grants, rev. October 5, 2006*

*WEB SITES*

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

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

California Teacher Credentialing Examinations: <http://www.ctcexams.nesinc.com>

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

Commission on Teacher Credentialing, *Commission's Information Guide Credential Information Guide (for employers' use only)*: <http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

U.S. Department of Education: <http://www.ed.gov>

Policy

adopted: July 28, 1999

revised: September 15, 2005

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.



## RIALTO UNIFIED SCHOOL DISTRICT

**Certificated Personnel**

BP 4113(a)

### **ASSIGNMENT**

**Cautionary Notice:** As added and amended by SBX3 4 (Ch. 12, Third Extraordinary Session, Statutes of 2009) and ABX4 2 (Ch. 2, Fourth Extraordinary Session, Statutes of 2009), Education Code 42605 grants districts flexibility in "Tier 3" categorical programs. The Rialto Unified School District has accepted this flexibility and thus is deemed in compliance with the statutory or regulatory program and funding requirements for these programs for the 2008-2009 through 2012-2013 fiscal years. As a result, the district may temporarily suspend certain provisions of the following policy or regulation that reflect these requirements. For further information, please contact the Superintendent or designee.

In order to serve the best interests of students and the educational program, the Board of Education authorizes the Superintendent or designee to assign certificated personnel to positions for which their preparation, certification, **professional** experience, and aptitude qualify them.

*(cf. 4112.2 - Certification)*  
*(cf. 4112.21 - Interns)*  
*(cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)*  
*(cf. 4112.23 - Special Education Staff)*  
*(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)*

Teachers may be assigned to any school within the District in accordance with the collective bargaining agreement or Board policy.

*(cf. 4141/4241- Collective Bargaining Agreement)*

### **Assignment to Courses/Classes**

The Superintendent or designee shall assign teachers to courses based on the grade level and subject matter authorized by their credentials.

When there is no credential authorization requirement for teaching an elective course, the Superintendent or designee shall select the credentialed teacher whose knowledge and skills best prepare him/her to provide instruction in that subject.

~~Teachers who are assigned to teach core academic subjects shall meet the requirements of the No Child Left Behind Act (NCLB) pertaining to qualifications of highly qualified teachers. (20 USC 6319, 7801; 5 CCR 6100-6126)~~

(Ref. F 9.1)

**ASSIGNMENT (continued)**

*(cf. 4112.24 – Teacher Qualifications Under the No Child Left Behind Act)*

**When specifically authorized by law or regulation, the Superintendent or designee may assign a teacher, with his/her consent, to a position outside his/her credential authorization in accordance with the local teacher assignment options described in the Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual. Assignments made pursuant to Education Code 44256, 44258.2, and 44263 shall be annually approved by Board resolution. In such cases, the Superintendent or designee shall reference in district records the statute or regulation under which the assignment is authorized.**

*(cf. 3580 – District Records)*

The Superintendent or designee shall periodically report to the Board on ~~any~~ teacher assignments and vacancies, including the number and type of assignments made outside a teacher's credential authorization through a local teaching assignment option. Whenever District misassignments and vacancies are reviewed by the County Superintendent of Schools or ~~Commission on Teacher Credentialing~~ CTC, as applicable, the Superintendent or designee shall report the results to the Board and shall provide recommendations for remedying any identified issues.

*(cf. 1312.4 – Williams Uniform Complaint Procedures)*

**Equitable Distribution of Qualified Teachers**

~~In order to~~ **The Superintendent or designee shall ensure that highly qualified and experienced teachers are equitably distributed among District schools, including those with higher than average levels of low-income, minority, and/or academically underperforming students.; ~~the Superintendent or designee shall:~~ **He/she shall annually report to the Board comparisons of teacher qualifications across district schools, including the number of teachers serving under a provisional internship permit, short-term staff permit, intern credential, emergency permit, or credential waiver.****

*(cf. 0520.2 – Title I Program Improvement Schools)*

**Strategies for ensuring equitable access to experienced teachers may include, but are not limited to, incentives for voluntary transfers, provision of professional development, and/or programs to recruit and retain effective teachers.**



ASSIGNMENT (continued)

~~(cf. 0460 – Local Control and Accountability Plan)  
(cf. 4111 – Recruitment and Selection)  
(cf. 4114 – Transfers)  
(cf. 4131 – Staff Development)  
(cf. 4131.1 – Teacher Support and Guidance)  
(cf. 6171 – Title I Programs)~~

- ~~1. — Verify that all teachers of core academic subjects possess the qualifications of highly qualified teachers as required by NCLB or develop immediate and long term solutions for ensuring that all core academic classes will be taught by highly qualified teachers~~
- ~~2. — Not assign teachers with provisional internship permits, short term staffing permits, or credential waivers to schools that have 40 percent or higher poverty or are ranked in deciles 1-3 on the statewide Academic Performance Index~~
- ~~3. — Not place interns in high poverty, low performing schools in greater numbers than in schools with low poverty or higher academic achievement~~
- ~~4. — Compare teacher retention rates across District schools and develop strategies to recruit and retain experienced and effective teachers in hard-to-staff schools~~

~~(cf. 4111 – Recruitment and Selection)~~

~~The Superintendent or designee shall annually report to the Board and the California Department of Education (CDE) comparisons of teacher qualifications across District schools. When required by the CDE, the Superintendent or designee shall develop an equitable distribution plan to identify strategies for recruiting, developing, and retaining highly qualified teachers in low performing schools. As needed, the Board may direct the~~

~~Superintendent to transfer teachers to high need schools in accordance with law and the collective bargaining agreement, and/or may align District resources to improve the skills and qualifications of teachers at those schools.~~

~~(cf. 4114 – Transfers)  
(cf. 4131 – Staff Development)  
(cf. 4131.1 – Beginning Teacher Support/Induction)  
(cf. 4138 – Mentor Teachers)~~

*Legal Reference: (see next page)*

**ASSIGNMENT (continued)***Legal Reference:*EDUCATION CODE

33126 School accountability report card

35035 Additional powers and duties of superintendent

35186 Complaint process

37616 Assignment of teachers to year-round schools

44225.6 Commission report to the legislature re: teachers

44250-44277 Credentials and assignments of teachers

44314 Subject matter programs, approved subjects

44395-44398 Incentives for assigning NBPTS-certified teachers to low-performing schools

44824 Assignment of teachers to weekend classes

44955 Reduction in number of employees

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5~~6100-6126 Teacher qualifications, No Child Left Behind Act~~

80003-80005 Credential authorizations

80020-80020.5 Additional assignment authorizations

80335 Performance of unauthorized professional services

80339-80339.6 Unauthorized certificated employee assignment

UNITED STATES CODE, TITLE 20

6311 State plan

6312 Local educational agency plans

6319 Highly qualified teachers

6601-6651 Teacher and Principal Training and Recruiting Fund

7801 Definitions, highly qualified teacher

CODE OF FEDERAL REGULATIONS, TITLE 34

200.55-200.57 Highly qualified teachers

*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSCalifornia State Plan to Ensure Equitable Access to Excellent EducatorsRevised State Plan for the No Child Left Behind Act, rev. September 2008Every Student Succeeds Act 2016-17 School Year Transition Plan,COMMISSION ON TEACHER CREDENTIALING PUBLICATIONSAdministrator's Assignment Manual – Updates and Revisions, May 2014The Administrator's Assignment Manual, rev. September 2007U.S. DEPARTMENT OF EDUCATION GUIDANCETransitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, May 4, 2016Improving Teacher Quality State Grants: ESEA Title II, Part A, rev. October 5, 2006WEB SITESCSBA: <http://www.csba.org>California Department of Education: <http://www.cde.ca.gov>Commission on Teacher Credentialing: <http://www.ctc.ca.gov>*Management Resources Continued: (see next page)*

**ASSIGNMENT (continued)**

*Management Resources Continued*

~~*Santa Clara County Office of Education, Personnel Management Assistance Team:*~~

~~*<http://www.seecoe.org/depts/pmat>*~~

~~*U.S. Department of Education: <http://www.ed.gov>*~~

**Policy**

**adopted:** July 28, 1999

**revised:** May 10, 2006

**revised:** May 26, 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 9.5)



## RIALTO UNIFIED SCHOOL DISTRICT

Personnel

BP 4118(a)

### **DISMISSAL/SUSPENSION/DISCIPLINARY ACTION**

The Board of Education expects all employees to **perform their jobs satisfactorily**, exhibit professional and appropriate conduct, and serve as positive role models both at school and in the community. **A certificated employee may be suspended or disciplined for unprofessional or inappropriate conduct or performance** in accordance with law, the ~~District's~~ **applicable** collective bargaining agreement, Board policy, and administrative regulation.

*(cf. 4000 - Concepts and Roles)*  
*(cf. 4112.5/4312.5 - Criminal Record Check)*  
~~*(cf. 4117.4 - Dismissal)*~~  
*(cf. 4119.21/4219.21/4319.21 - Professional Standards)*  
*(cf. 4141/4241 - Collective Bargaining Agreement)*

~~The Superintendent or designee may take~~ Disciplinary action ~~as he/she deems appropriate in light~~ **shall be based on** ~~of~~ the particular facts and circumstances involved and ~~based on~~ the severity of the ~~misconduct or performance~~. Disciplinary actions may include, but not be limited to, verbal warnings, ~~written warnings~~, reassignment, suspension, freezing or reduction of wages, compulsory leave, or dismissal.

*(cf. 4114 - Transfers)*

The Superintendent or designee shall ensure that, ~~consistent with law~~, disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

*(cf. 1312.1 - Complaints Concerning District Employees)*  
*(cf. 4030 - Nondiscrimination in Employment)*  
*(cf. 4031 - Complaints Concerning Discrimination in Employment)*  
*(cf. 4112.6/4212.6/4312.6 - Personnel Files)*  
*(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)*  
*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

### ***Suspension/Dismissal Procedures***

**The Superintendent shall notify the Board whenever he/she believes that there is cause to suspend or dismiss an employee pursuant to Education Code 44932 or 44933.**

(Ref. F 10.1)

***DISMISSAL/SUSPENSION/DISCIPLINARY ACTION*** (continued)

**When the Board finds that there is cause to suspend or dismiss an employee pursuant to Education Code 44932 or 44933, it may formulate a written statement of charges specifying instances of behavior and the acts or omissions constituting the charge, the statutes and rules that the employee is alleged to have violated when applicable, and the facts relevant to each charge. The Board shall also review any duty signed and verified written statement of charges filed by any other person. (Education Code 44934, 44934.1)**

**Based on the written statement of charges, the Board may, upon majority vote, give notice to the employee of its intention to suspend or dismiss him/her at the expiration of 30 days from the date the notice is served. (Education Code 44934, 44934.1)**

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

**Prior to serving a suspension or dismissal notice that includes a charge of unsatisfactory performance, the district shall give the employee written notice of the unsatisfactory performance that specifies the nature of the unsatisfactory performance with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct his/her faults and overcome the grounds for any unsatisfactory performance charges and, if applicable, that includes the evaluation made pursuant to Education Code 44660-44665. The written notice of the unsatisfactory performance shall be provided at least 90 days prior to the filing of the suspension or dismissal notice or prior to the last one-fourth of the school days in the year. (Education Code 44938)**

*(cf. 4115 - Evaluation/Supervision)*

**Prior to serving a suspension or dismissal notice that includes a charge of unprofessional conduct, the district shall give the employee written notice that describes the nature of the unprofessional conduct with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct his/her faults and overcome the grounds for any unprofessional conduct charges and, if applicable, that includes the evaluation made pursuant to Education Code 44660-44665. The written notice of the unprofessional conduct shall be provided at least 45 days prior to the filing of the suspension or dismissal notice. (Education Code 44938)**

**Except for notices that only include charges of unsatisfactory performance, the written suspension or dismissal notice may be served at any time of year. Such notice shall be served upon the employee personally if given outside of the instructional year or, if**

**DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)**

given during the instructional year, may be served personally or by registered mail to the employee's last known address. Notices with a charge of unsatisfactory performance shall be given only during the instructional year of the school site where the employee is physically employed, and may be served personally or by registered mail to the employee's last known address. (Education Code 44936)

If an employee has been served notice and demands a hearing pursuant to Government Code 11505 and 11506, the Board shall either rescind its action or schedule a hearing on the matter. (Education Code 44941, 44941.1, 44943, 44944)

Pending suspension or dismissal proceedings for an employee who is charged with egregious misconduct, immoral conduct, conviction of a felony or of any crime involving moral turpitude, incompetency due to mental disability, or willful refusal to perform regular assignments without reasonable cause as prescribed by District rules and regulations, the Board may, if it deems it necessary, immediately suspend the employee from his/her duties. If the employee files a motion with the Office of Administrative Hearings for immediate reversal of the suspension based on a cause other than egregious misconduct, the Board may file a written response before or at the time of the hearing. (Education Code 44939, 44939.1, 44940)

When a suspension or dismissal hearing is to be conducted by a Commission on Professional Competence, the Board shall, no later than 45 days before the date set for the hearing, select one person with a currently valid credential to serve on the Commission. The appointee shall not be an employee of the District and shall have at least three years' experience within the past 10 years at the same grade span or assignment as the employee, as defined in Education Code 44944. (Education Code 44944)

~~In accordance with law, the Superintendent or designee shall notify the Commission on Teacher Credentialing when the status of a credentialed employee has been changed as a result of alleged misconduct.~~

~~(cf. 4117.7—Employment Status Reports)~~

*Legal Reference: (see next page)*

(Ref. F 10.3)

**DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)**

*Legal Reference:*

EDUCATION CODE

- 44008 *Effect of termination of probation*
- 44009 *Conviction of specified crimes*
- 44010 *Sex offense - definitions*
- 44011 *Controlled substance offense - definitions*
- 44242.5 *Reports and review of alleged misconduct*
- 44425 *Conviction of a sex or narcotic offense*
- 44660-44665 *Evaluation and assessment of performance of certificated employees*
- 44830.1 *Criminal record summary certificated employees*
- 44929.21 *Notice of reelection decision; districts with 250 ADA or more*
- 44929.23 *Reelection and dismissal of probationary employees; district with ADA less than 250*
- 44930-44988 *Resignations, dismissal, and leave of absence, especially:*
- ~~44940 *Sex offenses and narcotic offenses; compulsory leave of absence*~~
- ~~44940.5 *Compulsory leave of absence*~~
- 45055 *Drawing of warrants for teachers*
- 48907 *Exercise of free speech, expression*
- 48950 *Speech and other communication*
- 51530 *Advocacy or teaching of communism*

GOVERNMENT CODE

- 1028 *Advocacy of communism*
- 3543.2 *Scope of representation*
- 11505-11506 *Hearing*

HEALTH AND SAFETY CODE

- 11054 *Schedule I; substances included*
- 11055 *Schedule II, substances included*
- 11056 *Schedule III, substances included*
- 11357-11361 *Marijuana*
- 11363 *Peyote*
- 11364 *Opium*
- 11370.1 *Possession of controlled substances with a firearm*

PENAL CODE

- 187 *Murder*
- 291 *School employees arrested for sex offense*
- 667.5 *Prior prison terms, enhancement of prison terms*
- 1192.7 *Plea bargaining limitation*
- 11165.2-11165.6 *Child abuse or neglect; definitions*

CODE OF REGULATIONS, TITLE 5

- 80303 *Reports of change in employment status*
- 80304 *Notice of sexual misconduct*

COURT DECISIONS

- Vergara v. California (Los Angeles Super. Ct.) BC484642*
- Crowl v. Commission on Professional Competence, (1990) 225 Cal.App. 3d 334*
- Morrison v. State Board of Education (1969) a Cal.3d 214*

*Management Resources: (see next page)*

(Ref. F 10.4)

***DISMISSAL/SUSPENSION/DISCIPLINARY ACTION*** (continued)

*Management Resources:*

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

California's Laws and Rules Pertaining to the Discipline of Professional Certificated Personnel, 2007

WEB SITES

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

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

Policy  
adopted: December 15, 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 10.5)





## RIALTO UNIFIED SCHOOL DISTRICT

All Personnel

BP 4154(a)  
4254  
4354

### HEALTH AND WELFARE BENEFITS

**The Board of Education recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees.** The District shall provide health and welfare benefits for employees in ~~bargaining units~~ in accordance with state and federal law and subject to negotiated employee agreements.

*(cf. 4140/4240 – Bargaining Units)*  
*(cf. 4141/4241 – Collective Bargaining Agreement)*  
*(cf. 4151/4251/4351 – Employee Compensation)*

Certificated management, administrative, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for certificated employees. Classified management, administrative, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for ~~certificated-classified~~ employees.

*(cf. 4300 – Management, Supervisory and Confidential Personnel)*

~~With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the District shall not discriminate in favor of employees who are among the highest paid 25 percent of all District employees. (26 USC 105; 42 USC 300gg 16)~~

For purposes of granting benefits ~~pursuant to state law~~, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child. (Family Code 297.5, 300)

**The District shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years of age a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.**

## HEALTH AND WELFARE BENEFITS (continued)

**With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the District shall not discriminate in favor of employees who are among the highest paid 25 percent of all District employees. (26 USC 105; 42 USC 300gg-16)**

~~The Superintendent or designee shall not use or disclose any medical information the District possesses pertaining to an employee without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)~~

~~(cf. 4112.6/4212.6/4312.6 – Personnel Records)~~

### **Continuation of Coverage**

Retired certificated employees, other employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the District's group health and welfare benefits in accordance with state and federal law.

**Unless otherwise provided for in the applicable collective bargaining agreement, ~~To receive continuation coverage,~~ covered employees and their qualified beneficiaries may receive continuation coverage by ~~shall~~ paying the premiums, dues, and other charges, including any increases in premiums, ~~or~~ dues, and costs incurred by the District in administering this program.**

### ***Confidentiality***

**The Superintendent or designee shall not use or disclose any employee's medical information the District possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law.**

~~(cf. 4112.6/4212.6/4312.6 – Personnel Records)~~

*Legal Reference: (see next page)*

## HEALTH AND WELFARE BENEFITS (continued)

*Legal Reference:*

EDUCATION CODE

7000-7008 Health and welfare benefits, retired certificated employees

17566 Self-insurance fund

35208 Liability insurance

35214 Liability insurance (self-insurance)

44041-44042 Payroll deductions for collection of premiums

44986 Leave of absence, state disability benefits

45136 Benefits for classified employees

CIVIL CODE

56.10-56.16 Disclosure of information by medical providers

56.20-56.245 Use and disclosure of medical information by employers

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

12940 Discrimination in employment

22750-22944 Public Employees' Medical and Hospital Care Act, especially:

53200-53210 Group insurance

HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance

1367.08 Disclosure of fees and commissions paid related to health care service plan

1373 Health services plan, coverage for dependent children over 18 who are full-time students

1373.621 Continuation coverage, age 60 or older after five years with district

1374.58 Coverage for registered domestic partners, health service plans and health insurers

INSURANCE CODE

10116.5 Continuation coverage, age 60 or older after five years with district

10128.50-10128.59 Cal-COBRA program, disability insurance

10277-10278 Group and individual health insurance, coverage for dependent children

10604.5 Annual disclosure of fees and commissions paid

12670-12692.5 Conversion coverage

LABOR CODE

2800.2 Notification of conversion and continuation coverage

4856 Health benefits for spouse of peace officer killed in performance of duties

UNEMPLOYMENT INSURANCE CODE

2613 Education program; notice of rights and benefits

UNITED STATES CODE, TITLE I

7 Definition of marriage, spouse

UNITED STATES CODE, TITLE 26

105 Self-insured medical reimbursement plan; definition of highly compensated individual

4980B COBRA continuation coverage

4980H Penalty for noncompliance with employer-provided health care requirements

*Legal Reference: (continued next page)*

(Ref. F 11.3)

**HEALTH AND WELFARE BENEFITS (continued)**

*5000A Minimum essential coverage*  
*6056 Report of health coverage provided to employees*  
~~*6432 COBRA premium assistance*~~  
UNITED STATES CODE, TITLE 29  
*1161-1168 COBRA continuation coverage*  
UNITED STATES CODE, TITLE 42  
*300gg-300gg95 Patient Protection and Affordable Care Act, especially:*  
*300gg-16 Group health plan; nondiscrimination in favor of highly compensated individuals*  
*1395-1395g Medicare benefits*  
CODE OF FEDERAL REGULATIONS, TITLE 26  
*54.4980B-1-54.4980B-10 COBRA continuation coverage*  
*54.4980h-1-54.4980H-6 Patient Protection and Affordable Care Act*  
*1.105-11 Self-insured medical reimbursement plan*  
CODE OF FEDERAL REGULATIONS, TITLE 45  
*164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)*

*Management Resources:*

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS  
*Health Policy: Implications of Covered California for School Boards, District and Personnel, Governance Brief, January 2013*  
INTERNAL REVENUE SERVICE NOTES  
*2011-1 Affordable Care Act Nondiscrimination Provisions Applicable to Insured Group Health Plans*

U.S. DEPARTMENT OF TREASURY PUBLICATIONS  
*Fact Sheet: Final Regulations Implementing Employer Shared Responsibility Under the Affordable Care Act (ACA) for 2015*  
WEB SITES  
*CSBA: <http://www.csba.org>*  
*California Employment Development Department: <http://www.edd.ca.gov>*  
*Internal Revenue Service: <http://www.irs.gov>*  
*U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services: <http://www.cms.hhs.gov>*  
*U.S. Department of Labor: <http://www.dol.gov>*

Policy  
adopted: July 14, 1999  
revised: August 26, 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.



## RIALTO UNIFIED SCHOOL DISTRICT

Students

BP 5148.2(a)

### **BEFORE/AFTER SCHOOL PROGRAMS**

The Board of Education desires to provide ~~before school and/or~~ after-school enrichment programs that support the regular education program and provide safe, ~~constructive~~ alternatives for students. In order to increase academic achievement of participating students, the content of such programs shall be ~~aligned~~ **coordinated** with the District's vision and goals for student learning, its curriculum, and District and State academic standards ~~and shall be integrated with other learning support activities.~~

- (cf. 0000 – Vision)*
- (cf. 0200 – Goals for the School District)*
- (cf. 5147 – Dropout Prevention)*
- (cf. 5148 – Child Care and Development)*
- (cf. 6011 – Academic Standards)*
- (cf. ~~6162.52 – High School Exit Examination~~)*
- (cf. 6176 – Weekend/Saturday Classes)*
- (cf. 6177 – Summer School)*
- (cf. 6179 – Supplemental Instruction)*

**The District's program shall be planned through a collaborative process that includes parent/guardians, students, and representatives of participating schools, community organization, and, if appropriate, the private sector. (Education Code 8422, 8482.5)**

- (cf. 1020 – Youth Services)*
- (cf. 1400 – Relations Between Other Governmental Agencies and the Schools)*
- (cf. 1700 – Relations Between Private Industry and the Schools)*
- (cf. 6020 – Parent Involvement)*

The establishment of any program at a District school shall be approved by the Board of Education, ~~and the principal of each participating school including participation fees, if any.~~  
(Education Code 8421, 8482.3)

**The Superintendent or designee shall ensure that all staff who directly supervise students in the District's after-school program possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities. (Education Code 8483.4)**

(Ref. F 12.1)

**BEFORE/AFTER SCHOOL PROGRAMS (continued)**

- (cf. 1240 – Volunteer Assistance)*
- (cf. 4131 – Staff Development)*
- (cf. 4222 – Teacher Aides/Paraprofessional)*
- (cf. 4231 – Staff Development)*
- (cf. 4331 – Staff Development)*

~~Before/After School~~ **The programs may shall** include academic ~~or~~ **and** enrichment elements ~~or~~ both in accordance with law and administrative regulation. In addition, the program may include support services that reinforce the educational component and promote student health and well-being. ~~Programs using After School Education and Safety (ASES) Program funding shall provide all components required by law.~~

- (cf. 0450 – Comprehensive Safety Plan)*
- (cf. 3550 – Food Service/Child Nutrition Program)*
- (cf. 5030 – Student Wellness)*
- (cf. 5131.6 – Alcohol and Other Drugs)*
- ~~*(cf. 6020 – Parent Involvement)*~~
- ~~*(cf. 6142.3 – Civic Education)*~~
- (cf. 6142.7 – Physical Education and Activity)*
- ~~*(cf. 6164.2 – Counseling/Guidance Services)*~~

**No fee shall be charged for participation in the program.**

The Board and the Superintendent or designee shall monitor student participation rates and shall identify **multiple** measures that shall be used to ~~determine~~ **evaluate** program effectiveness. ~~Such measures may include, but are not limited to, as~~ **student outcome-based data; on** ~~academic performance, attendance, and positive behavioral changes~~ **program self-assessments; feedback from staff, participating students, and parents/guardians; and observation of program activities.**

- (cf. 0500 – Accountability)*

**Every three years, the program shall review its after-school program plan, including program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years. (Education Code 8482.3)**

- (cf. 3580 – District Records)*

**BEFORE/AFTER SCHOOL PROGRAMS (continued)**

~~The Superintendent shall develop regulations aligned to Education Codes 8482-8484.6 to guide participation of sites in the After School Education and Safety (ASES) Program and ensure application assurances are met.~~

*Legal Reference:*

EDUCATION CODE

8263 Eligibility and priorities for subsidized child development services  
8263.4 Enrollment of students ages 11-12 years  
8273.1 Family fees, exemptions  
8350-8359.1 Programs for CalWORKS recipients  
8360-8370 Personnel qualifications  
8420-8428 21<sup>st</sup> Century After-School Program for Teens  
8460-8480 School-age community child care services  
8482-8484.6 After School Education and Safety Program  
8484.7-8484.9 21<sup>st</sup> Century community learning centers  
8488.5-8489.9 Six by Six before and after school program  
8490-8490.7 Distinguished After School Health Recognition Program  
17264 New construction; accommodation of before- and after-school programs  
35021.3 After-school physical recreation instructors  
45125 Criminal record check  
45330 Paraprofessionals; instructional aides  
49024 Criminal background check; Activity Supervisor Clearance Certificate  
49430-49436 Nutrition standards  
49553 Free or reduced-price meals  
69530-69547.9 Cal Grant program  
UNITED STATES CODE, TITLE 20  
6414 Title I schoolwide programs  
6319 Program improvement  
7171-7176 21<sup>st</sup> Century community learning centers  
UNITED STATES CODE, TITLE 42  
1766-1766a Child and Adult Care Food Program  
CODE OF FEDERAL REGULATIONS, TITLE 7  
226.17 Nutrition Standards

*Management Resources:*

CSBA ADVISORIES

Proposition 49: new Funding for Before and After School Programs, July 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

A Crosswalk Between the Quality Standards for Expanded Learning and Program Quality Assessment Tools, 2014

Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality, 2014

*Management Resources continued: (see next page)*

(Ref. F 12.3)

**BEFORE/AFTER SCHOOL PROGRAMS (continued)**

California After School Physical Activity Guidelines, 2009

21<sup>st</sup> Century High School After School Safety and Enrichment for Teens (ASSETS) Program Evaluation Guidebook 2005-06, July 2006

COUNCIL OF CHIEF STATE SCHOOL OFFICERS (CCSSO) PUBLICATIONS

Using NCLB Funds to Support Extended Learning Time: Opportunities for Afterschool Programs, August 2005

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Building and Sustaining After-School Programs: Successful Practices in School Board Leadership, 2005

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

21<sup>st</sup> Century Community Learning Centers, February 2003

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

21<sup>st</sup> Century Community Learning Centers, Nonregulatory Guidance, February 2003

After-School Programs: Keeping Children Safe and Smart, June 2000

WEB SITES:

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

Academy for Educational Dev., Promising Practices in Afterschool: <http://www.afterschool.org>

California Dept. of Education, After School Partnerships Office: <http://www.cde.ca.gov/ls/ba>

California Healthy Kids Survey: <https://chks.wested.org>

California School-Age Consortium: <http://calsac.org>

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

Partnership for Children and Youth: <http://partnerforchildren.org>

U.S. Department of Agriculture: <http://www.fns.usda.gov/cnd/care/afterschool.htm>

U.S. Department of Education: <http://www.ed.gov>

Children Now: <http://www.childrennow.org>

Council of Chief State School Officers: <http://www.ccsso.org>

National School Boards Assoc., Extended Day Learning Opportunities Program: <http://www.nsba.org/edle>

Policy

adopted: July 12, 2006

revised: May 9, 2007

revised:

**RIALTO UNIFIED SCHOOL DISTRICT**

Rialto, California

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

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



**G INSTRUCTION CONSENT**

**SAN BERNARDINO VALLEY COLLEGE  
PARENT WORKSHOP**

November 16, 2016

Education Services requests approval from the Board of Education for thirty (30) parents/guardians from Rialto Unified School District to attend a Parent Workshop at San Bernardino Valley College (SBVC), in the city of San Bernardino, on November 18, 2016.

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

- A-G Requirements
- SBVC Admission Process
- Importance of Deadlines for Student Services and Programs
- Programs offered at SBVC

Transportation will be provided via charter bus for the 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 at San Bernardino Valley College, in the city of San Bernardino, on November 18, 2016. Transportation will be provided via charter bus, at a cost not-to-exceed \$600.00, to be paid from Title III funds.

**Submitted by:** Marina Madrid

**Reviewed by:** Jasmin Valenzuela

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

(Ref. G 1.1)

**ST. CATHERINE OF SIENA PRIVATE SCHOOL  
TITLE III SERVICES  
MARICEL SILVESTRE**

November 16, 2016

Education Services requests approval from the Board of Education to provide extended day services to students identified as English Learners at St. Catherine of Siena private school.

The Rialto Unified School District has been notified by St. Catherine of Siena School, a private school located within the geographic jurisdiction of this school district, of a request to participate in the Limited English (EL) student program funded under Elementary and Secondary Education Act (ESEA), Title III during the 2016-2017 school year. As required by the "No Child Left Behind" (NCLB) legislation, St. Catherine of Siena School is eligible to participate in the Title III Federal program through our District. Title III services provided to children in private schools must be equitable and timely and address their educational needs. After consultation with St. Catherine of Siena School, the services will be provided by a St. Catherine of Siena teacher who will be employed as a consultant to provide extended day intervention for identified EL students.

Maricel Silvestre, a St. Catherine of Siena teacher, will provide extended day services to students identified as English Learners during non-school hours in reading comprehension, sentence structure and vocabulary. Services will be provided at St. Catherine of Siena School, from 3:00 p.m. to 4:30 p.m., three to five times per week, between November 17, 2016 and February 28, 2017.

It is recommended that the Board of Education approve an agreement for Maricel Silvestre to provide extended day services to students identified as English Learners at St. Catherine of Siena School, between November 17, 2016 and February 28, 2017, at a cost not-to-exceed \$1,500.00, to be paid from Title III funds.

**Submitted by:** Jasmin Valenzuela

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

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

(Ref. G 2.1)

## 2015-18 EDUCATOR EFFECTIVENESS FUNDING

November 16, 2016

Education Services requests the Board of Education approve the proposed professional development plans for the 2015-2018 Educator Effectiveness Funding, that was presented to the Board on April 20, 2016. The plans are being resubmitted with modifications in Technology and Next Generation Science Standards (NGSS), and the addition of Middle School History/Social Studies and secondary APEX professional development.

Educator Effectiveness Funds are available to school districts that reported Full-Time Equivalent (FTE) certificated staff in the California Longitudinal Pupil Achievement Data System (CALPADS) for the 2014-2015 fiscal year. The Educator Effectiveness funds are to promote educator quality and effectiveness, and specifically to be used for professional development, coaching, and support services, as outlined in Section 58 of Assembly Bill (AB) 104, statutes of 2015 and amended by Section 8 of Senate Bill (SB) 103, Chapter 324, statutes of 2015.

The California Department of Education calculated funding rate is approximately \$1,466.00 per FTE and LEAs may expend the funds received over the 2015-2016, 2016-2017, and the 2017-2018 fiscal year, for a total of \$1,829,546.00 allocated for Rialto Unified School District for professional development and technical assistance, including training of district certificated staff, and development of and distribution of best practices, guidance, and other elements of technical support to implement network infrastructure within schools and to provide the district with utilization information for optimal instruction and decisions.

As a condition of receiving the funds allocated, there must be a developed plan delineating how funds allocated shall be spent and explained in a public meeting of the governing board in the academic areas of:

- Gifted and Talented Education (GATE)
- Site Administrators' Instructional Professional Development
- Beginning Teacher Support and Assessment (BTSA)
- Preschool, Transitional Kindergarten (TK) and Kindergarten Early Literacy
- Special Education
- Career Technical Education (CTE)
- Strategics: The Art and Science of Holistic Strategy
- Middle School History/Social Studies
- Secondary APEX
- Next Generation Science Standards (modified to include district led teacher and parent conference and staff development for teachers on Saturdays)
- Technology (modified to include a budget line item; no change in allotment)

It is recommended that the Board of Education approve the Educator Effectiveness Funding and Professional Development Plans that were presented to the Board on April 20, 2016, in the listed academic areas for the 2015-2018 fiscal years, not-to-exceed the \$1,829,546.00 Educator Effectiveness funding entitlement, from April 21, 2016 to June 30, 2018, for professional development and technical assistance to certificated staff.

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

(Ref. G 3.2)

**2016 WBA FIELD BAND COMPETITION  
SAN JOSE, CALIFORNIA**

November 16, 2016

The Eisenhower High School Golden Eagle Marching Regiment Band requests the Board of Education ratify the attendance of forty-five (45) students, four (4) advisors, and four (4) parents attendance at the Independence High School Band show in San Jose, California, on November 4, 2016 through November 6, 2016.

The purpose of this trip is to give the band an opportunity to represent Rialto with pride and compete in a field show within a competitive circuit outside the normal circuit. In addition, this will provide travel experience for possible future circuit competitions. Students will tour Pier 39 and adjacent areas of San Francisco as well as walk across the Golden Gate Bridge and tour the famous Winchester House.

The participants and adult supervisors will depart Eisenhower High School on November 1, 2016. Lodging will be in San Jose, California. Transportation will be via charter buses. All fees and hotel accommodations will be paid for by student donations and fundraisers.

It is recommended that the Board of Education ratify the attendance of forty-five (45) students, four (4) advisors, and four (4) parents from the Eisenhower High School Golden Eagle Marching Regiment Band who attended the Independence High School Band show in San Jose, California, November 4, 2016 through November 6, 2016, at a cost not-to-exceed \$12,000.00, to be paid for by student donations and fundraisers, at no cost to the District.

**Submitted by:** Scott Sparks

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

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

(Ref. G 4.1)

## **CAREER TECHNICAL EDUCATION ADVISORY COMMITTEE**

November 16, 2016

The federal Carl D. Perkins Career Technical Education (CTE) Improvement Act of 2006 (Perkins IV) requires each Local Educational Agency (LEA) receiving Perkins IV funds to include representatives of business and industry, labor organizations, and other interested individuals in the development, implementation, and evaluation of CTE programs. The California Education Code specifies the governing board of each school district participating in a career technical education program shall appoint a career technical education advisory committee to develop recommendations on the program and to provide liaison between the district and potential employers. Business members are invited to participate in the CTE/ROP (Regional Occupational Program) Advisory Committee meetings as part of our annual advisory panel. The Advisory Committee approves the Perkins Plan and validates all CTE/ROP curriculum content and the use of any specialized equipment or software. The curriculum for each course must be reviewed, approved and all recommendations or changes must be noted.

Attached is a list of industry partners/business members and other interested individuals that are invited to the Advisory Committee meetings. These meetings have no fiscal impact on the Rialto Unified School District.

It is recommended that Board of Education approve the list of CTE/ROP Advisory Committee Members for the 2016-2017 school year at no cost to the District.

**Submitted by:** Veronica Smith-Iszard and Edward D'Souza, Ph.D.

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

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

(Ref. G 5.1)

**CTE/ROP Advisory Members**  
**November 16, 2016**

**AGRICULTURE & NATURAL RESOURCES**

Teacher: Elizabeth Burke (Carter High School – RCTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Phyllis Skrivin	Allens Flowers
Jennifer Smith	Allens Flowers
David Johnson	Affordable Flowers
Robin Grudmeyer	Norco High School
Lisa Norkunas	Rialto Animal Hospital
Alondra Luna	Rialto Animal Hospital
Heidi Schroer	Rialto Animal Hospital

**ARTS & MEDIA**

Teacher: Russell Fowler (Carter High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Joseph Flores	93 KHJ Radio
Bob Morgan	Morgan Voice Productions
Tom Bogdus	Landmard Media
Cory Baker	KHIZ TV
Robert Bennett	Anderson Audio Visual

**MARKETING, SALES & SERVICES**

Teachers: Ray Jimmerson (Eisenhower High School – CTE)  
Robert Yarbrough ( Milor High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Lori Ornelas	Del Taco
Mark Lavarrere	Quality Assurance Specialist WSQC
Reginald Adams	March ARB

**FINANCE & BUSINESS**

Teachers: Jaqueline Johnson (Carter High School – CTE)  
Ray Jimmerson (Eisenhower High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Frank Lin	CSU San Bernardino



**CTE/ROP Advisory Members**  
**November 16, 2016**

**BUILDING TRADES & CONSTRUCTION**

Teachers: Denise Miller (Carter High School – CTE)  
Mark Streeter (Eisenhower High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Darren Gilbreath	United Cabinet Company
Bernardo Mariscal	Mariscal Woodwork
Chris Maybee	Stratus Wood
Rick Brown	Rick Brown Enterprises
Lonnie Herrell	Frazier Masonry

**INFORMATION & COMMUNICATIONS TECHNOLOGY**

Teachers: Richard Borman (Rialto High School – CTE)  
Denver Drieberg (Rialto High School – CTE)  
Jacqueline Johnson (Carter High School – CTE)  
Robert Yarborough (Milor High School – CTE)  
LaShon Tilmon (Carter High School – CTE)  
Marilyn Walters (Adult Ed – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Anthony Palmer	Autographix
R. Alex Saucedo	Toyota NAPO-NAPCC
Lorella Botello	Toyota NAPO-NAPCC
Cynthia Fraizer	Tech Diva
Del Lewis	Ipply Global Company
Jorge Avalos	Jose's Mexican Food
Octavious David	ABS Collision Center, Inc.
Anit Mistry	Subway
Albert Manisol	San Bernardino Valley College
Stephan Monteros	SigmaNet

**EDUCATION, CHILD DEVELOPMENT & FAMILY SERVICES**

Teachers: Regina Sells-Arnold (Carter High School – CTE)  
Elizabeth Nilsson (Eisenhower High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Georgette Hicks	State Pre-School
Rebecca Jimenez-Barlow	Early Childhood Education
Denise Knight	Dept. of Child Development
Kathy Adams	Dept. of Child Development

**CTE/ROP Advisory Members  
November 16, 2016**

**EDUCATION, CHILD DEVELOPMENT & FAMILY SERVICES continued**

<u>Business Partner's Name</u>	<u>Business Name</u>
Kelly Barnett	Dept. of Child Development
Rosita R. Smith	Rosie's Preschool
Daniesha Brackett	Rosie's Preschool
Errolyn Romero	Rosie's Preschool
Theresa Salley	La Petite Academy
Mark Groen, Ph.D.	CSU San Bernardino

**HOSPITALITY, TOURISM & RECREATION**

Teachers: Fernando Arjon (Culinary Academy - RCTE)  
Joye Cantrell (Rialto High School – CTE)  
Michael “Daniel” Reyes (Eisenhower High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Melanie Johnson	Rubio's Restaurant
Francisco Roman	The Castaway Restaurant
Mark Mejia	U.S. Foods
Shedric Wallace	Art Institute of California
Albert Manisol	San Bernardino Valley College

**FASHION & INTERIOR DESIGN**

Teachers: Jennifer Beier (Eisenhower High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Miguel Mayoral	Fashion Designer
Anthony Roberson	Fashion Designer
Elisa Shea	Summer Bummer
Michele Telesio	Redlands Sewing Center

**MANUFACTURING & PRODUCT DEVELOPMENT**

Teachers: Kyle Hadley (Eisenhower High School – CTE)

<u>Business Partner's Name</u>	<u>Business Name</u>
Ross Bumcrot	Cal Tool and Welding
Gabriel Uribe	Self Employed Welder
Dwayne Benson	Columbia Steele

**CTE/ROP Advisory Members**  
**November 16, 2016**

**HEALTH, SCIENCE & MEDICAL TECHNOLOGY**

Teachers: Rhonda Savage (Alternative Education – ROP & RCTE)  
Lillian Crawford (Rialto High School – CTE)  
Gretchen Millhollon (Eisenhower High School – RCTE)  
Maria D. Rodriguez (Carter High School – RCTE)  
Marcella Powers (Rialto High School – RCTE)

Business Partner's Name

Shika Gupta  
Annette Valtierra  
Mike Sola  
Denis Lopez  
James Evans, MD  
Erin Tillman  
Karen Beltran  
Janet Sanchez  
Robert Gray DDS  
Barbara Gray DDS  
Tamika Simpson  
Nicole Garrovillas  
Andrew Payan  
Carmen Quiroz-Millhollin  
Dr. Marilyn Stoner  
Chris McClain  
Sue Robertson, RN  
Katharine Contreras  
Selza Ortega  
Julie Dozal  
Julia Dozal

Business Name

Target Pharmacy  
CVS Pharmacy  
ATC San Bernardino Valley College  
ATC Summit High School  
Arrowhead Medical, Family Practice  
ATC University of Hawaii  
Family Medical Clinic  
Family Medical Clinic  
Treehouse Dental  
Treehouse Dental  
Planned Parenthood  
Planned Parenthood  
Planned Parenthood  
Arrowhead Regional Medical Center Pharmacy  
Dept of Nursing at CSU San Bernardino  
Center for Individual Development  
RUSD School Nurse  
Rialto High School Student  
Rialto High School Parent  
Eisenhower High School Parent  
Eisenhower High School Student

**ENGINEERING & DESIGN**

Teachers: Kyle Hadley (Eisenhower High School – CTE)  
Mark Streeter (Eisenhower High School – CTE)

Business Partners

Robert Hesletter  
Kevin Hadley  
Lisa Clark

Business Name

APC/Schneider Electric  
Clark Construction  
Parsons

**CTE/ROP Advisory Members**  
**November 16, 2016**

**TRANSPORTATION**

Teachers: Ryan Crabtree (Rialto High School – CTE)  
Rickie York (Eisenhower High School – RCTE)

Business Partner's Name

Kenny Barker  
Kris Wyatt  
Time Brown  
Marty Prieto  
Randy Wyatt  
Alex Puente  
Mike Hanna  
Mike Sincox  
Albert Manisol  
Peter Amirson

Business Name

Caliber Collision Center  
Wyatt's Paint & Auto Body  
LC Automotive Group  
Wyatt's Paint & Auto Body  
Wyatt's Paint & Auto Body  
P & G Auto  
O'Reillys Auto Parts  
Lucky Seven Motor  
San Bernardino Valley College  
Retired RUSD Auto Maintenance Teacher

**PUBLIC SERVICE**

Teachers: Anthony Alvo (Rialto High School – CTE)  
Robert Carroll (Rialto High School – CTE)  
Juan Escamilla (Eisenhower High School – RCTE)

Business Partner's Name

Chief DeAnda  
Jason Sanders  
Khary Johnson

Business Name

Rialto Police Department  
Rialto Police Department (SRO)  
La Sierra University

## SCHOOL WIDE, TITLE I HIGH SCHOOLS

November 16, 2016

Education Services requests approval from the Board of Education for the following High Schools currently operating as Targeted Assistance, Title I High Schools to operate as School Wide, Title I High Schools: Carter High School, Eisenhower High School, Rialto High School, and Milor High School.

The California Department of Education requires schools requesting to transition from Targeted Assistance, Title I to School Wide, Title I, to have approval from their School Site Council, have a student population that is greater than forty (40) percent poverty, and complete the following ten (10) components:

1. Implement School Wide Reform Strategies
2. Instruction by Highly Qualified teachers
3. High quality and ongoing professional development
4. District strategies to attract highly qualified teachers
5. Strategies to increase parental involvement
6. District Plan for assisting preschool students in the successful transition from early childhood programs to local elementary schoolwide programs
7. Measures to include teachers in decisions regarding the use of academic assessment
8. Activities to ensure that students who experience difficulty attaining proficiency receive effective and timely additional assistance
9. Coordination and integration of Federal, State, and local services and programs
10. Complete Needs Assessment Survey

The Every Student Succeeds Act (ESSA) allows Targeted Assistance, Title I schools having completed the above mentioned criteria to operate as School Wide, Title I schools, with Board approval.

It is recommended that the Board of Education approve the following High Schools currently operating as Targeted Assistance, Title I High Schools to operate as School Wide Title I High Schools: Carter High School, Eisenhower High School, Rialto High School, and Milor High School, with no additional cost to the District.

**Submitted by:** Linda Miner

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

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

(Ref. G 6.1)



## DONATIONS

November 16, 2016

<u>Name of Donors</u>	<u>Location/Description</u>	<u>Amount</u>
<u>MONETARY DONATIONS</u>		
Target	Casey Elementary School/ Principal's Donation Account	\$ 1,500.00
Target	Morgan Elementary School/ Student Wellness	\$ 2,000.00
Lifetouch National School Studios	Preston Elementary School/ Principal's Donation Account	\$ 487.18
Lifetouch National School Studios	Preston Elementary School/ Principal's Donation Account	\$ 504.35
Los Takos	Parent Summit/ 20% Donated to each School Instructional Materials and Supplies	\$ 380.00
Valley Obstetrics and Gynecology	Dollahan Elementary School/ Principal's Donation Account	\$ 200.00
Cal Med Physicians and Surgeons Inc.	Dollahan Elementary School/ Principal's Donation Account	\$ 100.00
David and Rachel Taylor	Dollahan Elementary School/ Principal's Donation Account	\$ 50.00
The Way Bible Fellowship	Kordyak Elementary School/ Principal's Donation Account	\$ 100.00
<u>NON-MONETARY DONATIONS</u>		
Farmer Boys	Dollahan Elementary School/ Three \$10.00 Gift Cards	
RP Universal Concepts/ Pablo and Jacqueline Urbieto	Parent Summit/ 25 Cases of Bottled Water	
Niagra Water	Parent Summit/ 30 Cases of Bottled Water	

(Ref. H 2.1)

NON-MONETARY DONATIONS (continued)

Andy Carrizales/Coffee Nutzz	Parent Summit/ 700 Cups of Coffee
Old Grove Orange	Parent Summit/ 300 Pieces of Fruit
Lakeshore Learning	Parent Summit/ 6 Gift Bags of School and Student Supplies
Catapult Learning, L.L.C.	Parent Summit/ 2,000 Plastic Bags with District Logo
McGraw-Hill Education	Parent Summit/ 300 Parent Summit Bags for Parent Summit
Mirna Ruiz	Parent Summit/ 1 Bicycle
5 <sup>th</sup> District PTA	Parent Summit/ Mariachi Band
Mr. and Mrs. Ochoa	Fitzgerald Elementary/ Bicycle won at Parent Summit
House of Roses Ministries	Bemis Elementary School/ 30 Thanksgiving Baskets with Turkeys

It is recommended that the Board of Education accept the listed donations from Target, Lifetouch National School Studios, Los Takos, Valley Obstetrics and Gynecology, Cal med Physicians and Surgeons Inc., David and Rachel Taylor, The Way Bible Fellowship, Farmer Boys, RP Universal Concepts, Pablo and Jacqueline Urbieta, Niagra Water, Andy Carrizales/Coffee Nutzz, Old Grove Orange, Lakeshore Learning, Catapult Learning, L.L.C., McGraw-Hill Education, Mirna Ruiz, 5<sup>th</sup> District PTA, Mr. and Mrs. Ochoa, and House of Roses Ministries, and request that a letter of appreciation be sent to the donors.

**District Summary**

Monetary Donations – November 16, 2016	\$ 5,321.53
Donations – Fiscal Year-To-Date	\$ 20,940.68

**Submitted by:** Mohammad Z. Islam

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

(Ref. H 2.2)



**SURPLUS EQUIPMENT AND MISCELLANEOUS ITEMS**

November 16, 2016

Quantity	Description	Quantity	Description
92	CPU	20	Computer Table
47	Monitor	25	Teacher Desk
33	Laptop	25	Teacher Chair
2	Floppy Drive	65	Folding Table
20	Scanner	23	Filing Cabinet
3	Radio	8	Rolling Chair
3	CD Player	2	Book Case
12	Projector	2	White Board
5	Printer	1	Typewriter
2	Telephone	1	3 Hole Punch
1	CD Rom	4	Rolling Cabinet
4	Compact Disc drive	1	Paper Shredder
3	Drive/ Seagate		
2	Power Supply		
1	Clock		
2	Elmo Projector		
1	Port 3 Com Office Switch		
13	T.V.		
300	Student Chair		
60	Student / Desk combo		

It is recommended that the Board of Education 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.

**Submitted By:** Daniel Distrola  
**Reviewed By:** Mohammad Z. Islam  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 3.1)

**SURPLUS EQUIPMENT AND MISCELLANEOUS ITEMS  
NUTRITION SERVICES**

November 16, 2016

Quantity	Description	Quantity	Description
14	Cold Food Carts		
14	Hot Food Carts		
1	Preschool Food Cart		
1	2 Door Refrigerator		
2	Cold Speedline Units		
9	Milk Coolers		
8	Juice Coolers		
18	Chairs		

It is recommended that the Board of Education 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.

**Submitted By:** Cinde Stone  
**Reviewed By:** Mohammad Z. Islam  
**Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 4.1)

**AGREEMENT WITH  
TRANE US, INC.**

November 16, 2016

The final California Energy Commission (CEC) implementation guidelines for Proposition 39 were approved on December 19, 2013, making funding available for school districts in the state to implement energy conservation projects from 2014 to 2018. However, there are calculations and energy achievement standards that schools must meet in order to receive these funds. A professional energy consultant is needed for the development of the energy efficiency program. The consultant will prepare data analysis, implementation planning for the identification of grants and other applicable incentives, benchmarking, and post-implementation Measurement & Verification (M&V) requirements as defined by the California Energy Commission in Proposition 39 guidelines.

Trane US, Inc. is a qualified energy firm with many years of experience in the servicing of K-12, community colleges, and local governments in the development and installation of energy projects. Trane US, Inc. has successfully completed the planning, engineering, and implementation of the Energy Expenditure Plan (EEP) No. 1, No. 2 and No. 3 since February, 2014. Facilities Planning recommends Trane US, Inc. to prepare the fourth and fifth year Energy Expenditure Plan for Proposition 39 for the District.

It is recommended that the Board of Education approve the agreement with Trane US, Inc. to prepare the fourth and fifth year Energy Expenditure Plan for Proposition 39 in the amount not-to-exceed \$30,000.00, to be paid from Proposition 39 Planning Fund.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

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

(Ref. H 5.1)

**AGREEMENT WITH  
PF VISION, INC.**

November 16, 2016

As a requirement of the Division of the State Architect (DSA), an Inspector of Record (IOR) must be contracted directly with the District to review the plans/specifications and oversee construction of public school facilities. The IOR must verify that the plans, specifications, and actual construction are in compliance with the DSA-approved construction plans, requirements, and standards for Structural Safety, Fire/Life Safety, and Access Compliance.

The District is in need of a Division of State Architect (DSA) Inspector for the new portable classroom at Dunn Elementary School, relocation of a portable classroom from Kelley Elementary School to Dollahan Elementary School, relocation of two (2) portable classrooms from Kolb Middle School to Boyd Elementary School projects.

Facilities Planning invited proposals from three (3) inspection firms for DSA inspection services for the three (3) portable classroom projects. After review with the architect, PF Vision, Inc. is recommended for the project.

It is recommended that the Board of Education approve an agreement with PF Vision, Inc. to provide Division of the State Architect (DSA) inspection services for the new portable classroom at Dunn Elementary School, relocation of a portable classroom from Kelley Elementary School to Dollahan Elementary School, relocation of two (2) portable classrooms from Kolb Middle School to Boyd Elementary School projects at the rate of \$55.00 per hour for a Class 3 Inspector, and \$48.00 per hour for a Class 4 Inspector. Overtime and Saturday services will be paid at one and one-half times the normal rate, and Sunday services will be billed at two times the normal rate. Estimated total cost for the services is not-to-exceed \$24,000.00, 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 6.1)

## **AGREEMENT WITH KNOWLAND CONSTRUCTION SERVICES**

November 16, 2016

As a requirement of the Division of the State Architect (DSA), an Inspector of Record (IOR) must be contracted directly with the District to review the plans/specifications and oversee construction of public school facilities. The IOR must verify that the plans, specifications, and actual construction are in compliance with the DSA-approved construction plans, requirements, and standards for Structural Safety, Fire/Life Safety, and Access Compliance.

The District is in need of a Division of State Architect (DSA) Inspector for Phase 1 of Solar Photovoltaic Shade Structures at three school sites. The project has been classified by the DSA as a Class 2 project.

Facilities Planning invited proposals from three (3) inspection firms with experience in inspections of solar shade structures for the DSA inspection services required on Phase 1 of the Solar Energy Project. After review with the consultants of the solar company, Knowland Construction Services is recommended for the project.

The fee schedule for the project is \$68.00 per hour for a Class 2 inspector to perform inspection services. Overtime and Saturday services will be paid at one and one-half times the normal rate, and Sunday services will be billed at two times the normal rate.

The solar energy vendor, SunEdison, is responsible for the cost of the DSA inspection services under the Power Purchase Agreement which was signed on June 9, 2015. All payment to the inspection services will be reimbursed by SunEdison.

It is recommended that the Board of Education approve an agreement with Knowland Construction Services to provide Division of the State Architect inspection services for the District-wide Solar Energy Project at the rate of \$68.00 per hour for a Class 2 Inspector for a total cost not-to-exceed \$39,712.00. Overtime and Saturday services will be paid at one and one-half times the normal rate, and Sunday services will be billed at two times the normal rate, to be paid from Fund 40, Special Reserve Fund, and will be reimbursed by SunEdison at the end of the project.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

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

(Ref. H 7.1)

**AGREEMENT WITH  
MILLER ARCHITECTURAL CORPORATION**

November 16, 2016

An architectural firm is needed to provide architectural and engineering services for the addition of a shaded enclosure for the dugout of the girls' softball field at Rialto High School. The architectural services will consist of preparation of construction documents, project cost estimate, project schedule, agency approval of plans, and support services during bidding, construction, and project close out.

The District received a proposal from Miller Architectural Corporation to provide the necessary services for an amount not-to-exceed \$14,630.00, and reimbursable expenses in the amount not-to-exceed \$500.00.

It is recommended that the Board of Education approve an agreement with Miller Architectural Corporation, to provide architectural services for the addition of a shaded enclosure for the dugout of the girls' softball field at Rialto High School for an amount not-to-exceed \$14,630.00, and reimbursable expenses in the amount not-to-exceed \$500.00, 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 8.1)

**AGREEMENT WITH  
MILLER ARCHITECTURAL CORPORATION**

November 16, 2016

An architectural firm is needed to provide architectural and engineering services for the addition of a portable restroom building at both Bemis and Dunn Elementary Schools. The architectural services will consist of preparation of construction documents, project cost estimate, project schedule, agency approval of plans, and support services during bidding, construction, and project close out.

The District received proposals from Miller Architectural Corporation to provide the necessary services for a cost not-to-exceed \$23,820.00 for the portable restroom building at Dunn Elementary School, and a cost not-to-exceed \$24,590.00 at Bemis Elementary School, and reimbursable expenses in the amount not-to-exceed \$500.00 for each project.

It is recommended that the Board of Education approve an agreement with Miller Architectural Corporation, to provide architectural and engineering services for the addition of a portable restroom building at Dunn Elementary School for a cost not-to-exceed \$23,820.00, and also at Bemis Elementary School for a cost not-to-exceed \$24,590.00, for a total cost of both restroom buildings not-to-exceed \$48,410.00, and reimbursable expenses not-to-exceed \$1,000.00, 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 9.1)

**AMENDMENT NO. 1  
TO CONTRACT WITH  
THE CAMBRIAN GROUP**

November 16, 2016

On April 20, 2016, the Board of Education approved an agreement with The Cambrian Group to provide training based on Strategics: The Art and Science of Holistic Strategy and its three areas of emphasis – Strategic Thinking, Strategic Planning, and Strategic Action, from March 24, 2016 through December 31, 2016, for a minimum of 354 staff, parents, and community members, at a cost of not-to-exceed \$129,400.00, plus a not-to-exceed reimbursable travel expense of \$18,800.00 with original receipts, and \$6,952.31 for Software – District Application and 28 school applications, for a not-to-exceed total of \$155,152.31, to be paid from the Educator Effectiveness Fund.

The Superintendent's Office requests the Board of Education ratify Amendment No. 1 to the agreement with The Cambrian Group, approved on April 2016, to provide training on Strategic Thinking: Five arenas of Strategic Thinking 1) Definitions (corporate-management, institutional-administrative, and futuristic); 2) Cause vs. Condition; 3) Leaders vs. Leadership; 4) The Nature of Systems (control, life-span, kind, motivational); 5) Organizing to Action. This session occurred on Friday, September 30, 2016, and was provided to thirty (30) District and Site Administrators who had yet to attend a Strategic Thinking session. This session allowed for greater understanding of our overall District Strategic Plan.

The Superintendent's Office also requests the Board of Education approve extending the contract through June 30, 2017, at no additional cost to the District, in order to allow the District the time needed for implementation of the contract.

It is recommended that the Board of Education approve extending the contract with The Cambrian Group through June 30, 2017, at no additional cost to the District, and ratify Amendment No. 1 to the agreement Strategic Thinking training provided on Friday, September 30, 2016. The additional amount not-to-exceed \$10,000.00 is increasing the original contract from \$155,152.31 to \$165,152.31, to be paid from the General Fund.

**Submitted by:** Rhea McIver-Gibbs and Elizabeth Curtiss  
**Reviewed and Presented for Board Action:** Cuauhtémoc Avila, Ed.D.

(Ref. H 10.1)



**AMENDMENT NO. 1  
TWINING CONSULTING, INC.**

November 16, 2016

On March 9, 2016, the Board of Education approved an agreement with Twining Consulting, Inc. as the engineering firm to provide geotechnical tests, structural tests, and special inspection services for the Eisenhower High School Campus-wide Mechanical Upgrade Project. The original approved contract amount was not-to-exceed \$21,784.45.

During the construction, additional inspection services that were not in the original Testing/Inspection Sheet were identified and requested by the Division of State Architect (DSA) Inspector on Record (IOR). The increased scope for testing lab services must be budgeted and added to the contract scope. The proposed fee for the additional services is \$7,304.00. The requested amount for the change order will increase the contract value for Twining's services from \$21,784.45 to \$29,088.45.

It is recommended that the Board of Education approve Amendment No. 1 to Contract No. C-16-0157 with Twining Consulting, Inc., approved on March 9, 2016, for additional services required by the Division of State Architect (DSA) Inspector on Record (IOR) to continue the Eisenhower High School Campus-wide Mechanical Upgrade Project for an additional amount not-to-exceed \$7,304.00 increasing the contract value from \$21,784.45 to \$29,088.45, to be paid from Fund 21, Measure Y Series "C", General Obligation Bonds Fund.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

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

(Ref. H 11.1)

**AGREEMENT WITH  
CASA COLINA CHILDREN SERVICES**

November 16, 2016

The Special Education Department requests approval from the Board of Education to ratify the agreement with Casa Colina Children Services to provide compensatory Occupational Therapy (OT) hours to Student No. 167315.

It is recommended that the Board of Education approve the ratified agreement with Casa Colina Children Services to provide compensatory Occupational Therapy (OT) hours to Student No. 167315, effective October 24, 2016 through June 30, 2017, at a cost not-to-exceed \$7,500.00, 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. H 12.1)

## **SCHOOL-CONNECTED ORGANIZATIONS**

November 16, 2016

In accordance with Board Policy (BP 1230) and Administrative Regulation (AR 1230), the Board of Education must authorize school-connected organizations such as Parent Teacher Associations (PTA), Parent Teacher Organizations (PTO), and Booster Clubs that desire to raise money to benefit District students. Organizations proposing to establish a school-connected organization shall submit a request to the Board of Education for authorization to operate at the school.

The following organizations have submitted the required documentation to the District for Board approval:

Kelley Elementary School Parent Teacher Association (PTA)  
Morgan Elementary School Parent Teacher Organization (PTO)  
Jehue Middle School Parent Teacher Association (PTA)  
Kolb Middle School Parent Teacher Association (PTA)  
Kucera Middle School Parent Teacher Association (PTA)

It is recommended that the Board of Education approve the following school-connected organizations of Parent Teacher Organizations (PTO) and Parent Teacher Associations (PTA) for the 2016-2017 school year as follows: Kelley Elementary School Parent Teacher Association (PTA), Morgan Elementary School Parent Teacher Organization (PTO), Jehue Middle School Parent Teacher Association (PTA), Kolb Middle School Parent Teacher Association (PTA), and Kucera Middle School Parent Teacher Association (PTA).

**Submitted by:** Diane Romo

**Reviewed by:** Mohammad Z. Islam

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

(Ref. H 13.1)

**MEMORANDUM OF UNDERSTANDING  
WOMEN ON THE MOVE NETWORK**

November 16, 2016

The Student Services Department requests approval from the Board of Education to enter into a Memorandum of Understanding (MOU) with Women on the Move Network, to provide an after-school activities-based mentoring program designed to give girls the tools, strategies, and understanding to help them make good decisions, build confidence, make healthy choices and have fun in a safe and welcoming environment.

Women on the Move Network provides mentorship and programming for District middle school girls. The base program is called "Who's Your Hero?" designed for students to become heroes of their own lives.

It is recommended that the Board of Education approve the proposed Memorandum of Understanding (MOU) with Women on the Move Network to provide an after-school activities-based mentoring program instilling core characteristics of respect, integrity and nobility for District middle school female students, effective December 1, 2016 through June 30, 2017, at no cost to the District.

**Submitted by:** Angela Brantley

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

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

(Ref. H 14.1)

**AGREEMENT WITH  
HEIDER INSPECTION GROUP**

November 16, 2016

A certified testing laboratory is required on any construction project that requires Division of the State Architect (DSA) approval. The testing laboratory must be employed directly by the School District per Section 4-335 (b) of Title 24, Part 1, to perform geotechnical tests, structural tests, and inspection services as prescribed in the DSA Form SSS 103-1. The testing laboratory acts under the direction of the District, coordinates with the DSA Inspector in the field, and produces testing reports which shall be subject to DSA approval. The cost of the testing and inspection services will be paid for by the solar energy vendor, SunEdison, under the Power Purchase Agreement which was signed on May 6, 2015.

Staff invited proposals from four (4) testing inspection firms for DSA testing and inspection services on the Phase 1 of Solar Energy Project. After review with the solar project manager, Heider Inspection Group is recommended for the project.

It is recommended that the Board of Education approve an agreement with Heider Inspection Group to provide soil tests, structural tests, and special inspection services for the Phase 1 of District-wide Solar Energy Project for a not-to-exceed amount of \$40,498.00 to be paid from Fund 40, Special Reserve Fund, and will be reimbursed by SunEdison at the end of the project.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

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

(Ref. H 15.1)

## **VNA PRIVATE DUTY CARE**

November 16, 2016

The Student Services Department requests the Board of Education ratify the Memorandum of Understanding (MOU) with VNA Private Duty Care. VNA Private Duty Care will assist a student with required medical needs.

The student belongs to the Rialto Unified School District and attends Non-Public School (NPS) Leroy Haynes Education Center in La Verne, California. VNA Private Duty Care Services will have a Licensed Vocational Nurse assist the student with his daily medical needs, as defined in the student's care plan.

It is recommended that the Board of Education ratify Memorandum of Understanding (MOU) with VNA Private Duty Care. VNA Private Duty Care will assist a student with required medical needs for the 2016-2017 school year at a cost not-to-exceed \$7,500.00, 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 16.1)

**I FACILITIES PLANNING CONSENT**

**NOTICE OF COMPLETION  
LINE TECH CONTRACTORS**

November 16, 2016

Representatives from the Facilities Planning and Maintenance & Operations Departments, and PCH Architects, LLP completed the final walk-through of the work completed by Line Tech Contractors for all work required in connection with Cesar Chavez/Dolores Huerta Center for Education Site Improvement Phase II for the parking lot expansion project.

The Notice of Completion, when filed with the County Recorder, will begin a thirty-five (35) day period for Stop Notice filing after which our final payment to the contractor may be released.

It is recommended that the Board of Education accept the work completed on October 28, 2016, by Line Tech Contractors for all work required in connection with the Cesar Chavez/Dolores Huerta Center for Education Site Improvement Phase II for the parking lot expansion project, and authorize District personnel to file a Notice of Completion with the San Bernardino County Recorder.

**Submitted By:** Iris Chu

**Reviewed By:** Mohammad Z. Islam

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

(Ref. I 1.1)



**J PERSONNEL SERVICES CONSENT**

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

**AVID TUTOR**

Nunez, Lizeth	Eisenhower High School	10/25/2016	\$11.00 per hour
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**CHILD DEVELOPMENT APPRENTICE**

Barron, Nayra	Dunn Preschool #1	11/08/2016	\$10.00 per hour
Robles, Leanna	Rocking Horse Preschool #1	10/27/2016	\$10.00 per hour
Montano, Diamond	Morris Preschool	10/31/2016	\$10.00 per hour

**WORKABILITY**

Acosta, Omar	Walgreens/Rialto	10/06/2016	\$8.50 per hour
Arroyo, Sozaida	Walgreens/Rialto	11/03/2016	\$8.50 per hour
Carbajal, Noe	Walgreens/Rialto	10/10/2016	\$8.50 per hour
Cortes, Alonso O.	Fallas Stores	10/26/2016	\$8.50 per hour
Hernandez, David	Petco	11/08/2016	\$8.50 per hour
Iker, Matthew	Walgreens/Rialto	11/10/2016	\$8.50 per hour
Macias, Mark	Walgreens/Rialto	11/09/2016	\$8.50 per hour
Rocha, Paul	Walgreens/Rialto	10/27/2016	\$8.50 per hour
Soto-Orozco, Eduardo	Walgreens/Rialto	11/10/2016	\$8.50 per hour
Trujillo, Art	Walgreens/Rialto	11/03/2016	\$8.50 per hour
Vargas, Diego	Fallas Stores	10/06/2016	\$8.50 per hour
Vejar, Steven	Culinary Academy	10/10/2016	\$8.50 per hour

**WORKABILITY – Returning Students**

Anderson, Wyatt	Walgreens/Rialto	10/11/2016	\$10.00 per hour
Arreola, Roman	Culinary Academy	10/10/2016	\$10.00 per hour
Arteaga, Noah	Culinary Academy	10/10/2016	\$10.00 per hour
Boyd, Desirae	Culinary Academy	10/10/2016	\$10.00 per hour
Casas, Elaine	Culinary Academy	10/10/2016	\$10.00 per hour
Castillo, Christian	Culinary Academy	10/10/2016	\$10.00 per hour
De Leon, Ezequiel	Walgreens/Rialto	11/09/2016	\$10.00 per hour
Dominguez, Luis Angel	Culinary Academy	10/10/2016	\$10.00 per hour
Garcia Valencia, Griselda	Culinary Academy	10/10/2016	\$10.00 per hour
Hurtado, Bryan	Fallas Stores	10/05/2016	\$10.00 per hour
Jackson, Najah	Fallas Stores	11/10/2016	\$10.00 per hour
Lopez, Frank	Culinary Academy	10/10/2016	\$10.00 per hour
Mendoza, Christian	Culinary Academy	10/10/2016	\$10.00 per hour
Morales, Mireya	Culinary Academy	10/10/2016	\$10.00 per hour
Munoz, Osvaldo	Culinary Academy	10/10/2016	\$10.00 per hour
Nichols, Brandon	Culinary Academy	10/10/2016	\$10.00 per hour
Spradley, Anthony	Culinary Academy	10/10/2016	\$10.00 per hour
Villegas, Betty	Culinary Academy	10/10/2016	\$10.00 per hour

**NON-CERTIFICATED COACHES**

A search of the certificated staff of the Rialto Unified School District has failed to fulfill the District's coaching needs. Pursuant to the Title 5 California Code of Regulations, Section 5531, this is to certify that the following non-certificated coaches employed by the Rialto Unified School District are competent in first aid and emergency procedures as related to coaching techniques in the sports to which they are assigned:

<u>Rialto Middle School</u>			
Brown, Dejon	Football	2016/2017	\$443.00
<u>Carter High School</u>			
Miller, Robert	Varsity Assistant, Girls' Basketball	2016/2017	\$3,012.00
O'Dell, Thomas	Varsity Head, Softball	2016/2017	\$4,030.00
Rodriguez, Marissa	Frosh Head, Girls' Soccer	2016/2017	\$3,100.00
Sanchez, Joshua	Frosh Head, Boys' Soccer	2016/2017	\$3,100.00
<u>Eisenhower High School</u>			
Jimenez, Julian	Varsity Assistant, Girls' Waterpolo	2016/2017	\$2,835.00
<u>Rialto High School</u>			
Galindo, Ignacio	Varsity Head, Girls' Soccer	2016/2017	\$3,809.00
Gonzalez, Jose Gabriel	Varsity Assistant, Boys' Soccer	2016/2017	\$2,790.00
Guerrero, Alexander	JV Head, Boys' Soccer	2016/2017	\$3,100.00
Meza, Christine	Varsity Assistant, Girls' Soccer	2016/2017	\$2,790.00
Ryan, John	Varsity Head, Baseball	2016/2017	\$4,030.00

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

(Ref. J 1.2)

PERSONNEL REPORT NO. 1163  
 CLASSIFIED EMPLOYEES  
 November 16, 2016

**PROMOTIONS**

Chavarin, Rosina (Repl. S. Bleeker)	To: Instructional Technology Assistant 10/17/2016	To: 31-4 \$20.29 per hour (6 hours, 212 days)
	From: Instructional Assistant II-SE Werner Elementary School Henry Elementary (RSP/SDC)	From: 26-5 \$18.81 per hour (4 hours, 203 days)
Ramirez, Brenda	To: Behavioral Support Assistant 10/24/2016	To: 31-5 \$21.23 per hour (8 hours, 203 days)
	From: Special Ed Child Development Instructional Assistant Dunn Elementary School	From: 29-4 \$19.36 per hour (6 hours, 203 days)
Sanchez, Crystal (Repl. B. Kaye)	To: Secretary III 11/17/2016	To: 40-4 \$25.29 per hour (8 hours, 12 months)
	From: Secretary II Eisenhower High School	From: 36-5 \$24.06 per hour (8 hours, 12 months)
Syed, Crystal	To: Health Aide 11/07/2016	To: 25-1 \$15.09 per hour (7 hours, 203 days)
	From: Nutrition Service Worker I Eisenhower High School Fitzgerald Elementary School	From: 19-2 \$13.68 per hour (2 hours, 203 days)

**EMPLOYMENT**

Gallegos, Priscilla	Health Aide Kordyak Elementary School	10/17/2016	25-1 \$15.09 per hour (7 hours, 203 days)
Gaitan Alvarez, Ana (Repl. M. Overstreet)	Child Development Instructional Assistant Rocking Horse Preschool #2	11/14/2016	26-1 \$15.39 per hour (3.5 hours, 203 days)
Garibay, Alma (Repl. N. Sotelo)	Clerk Typist II Personnel Services	11/17/2016	31-3 \$19.36 per hour (8 hours, 12 months)
Jaimes, Ruvisel (Repl. N. Devault)	School Secretary Curtis Elementary School	12/01/2016	36-1 \$19.77 per hour (8 hours, 12 months)
Maldonado, Magaly (Repl. A. Melendez)	Attendance/Records Clerk Frisbie Middle School	11/17/2016	31-1 \$17.50 per hour (4 hours, 217 days)
Mendoza, Rosa	Health Aide Dunn Elementary School	10/20/2016	25-1 \$15.09 per hour (6 hours, 203 days)
Orozco, Cherie	Health Aide Garcia Elementary School	10/17/2016	25-1 \$15.09 per hour (6 hours, 203 days)
Sandoval, Elizabeth	Instructional Technology Assistant Myers Elementary School	10/24/2016	31-1 \$17.50 per hour (6 hours, 212 days)

**RETIREMENT**

DeVault, Nancy	School Secretary Curtis Elementary School	11/30/2016
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PERSONNEL REPORT NO. 1163  
 CLASSIFIED EMPLOYEES  
 November 16, 2016

**RESIGNATIONS**

Canela, Maricel	Clerk Typist II Child Welfare and Attendance	11/04/2016
Copley, Sean	Campus Security Officer I Educational Safety/Security	10/21/2016
Gonzalez, Lisbet	Instructional Assistant – SE (RSP/SDC) Rialto High School	10/20/2016
Lopez, Berenice	Instructional Assistant – SE (RSP/SDC) Carter High School	10/21/2016
Martinez, Kathy	Lead Nutrition Service Worker Myers Elementary School	10/27/2016
Overstreet, Monique	Child Development Instructional Assistant Rocking Horse Preschool #2	11/11/2016

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

Hall, William	Custodian I Frisbie Middle School	11/23/2016
Nevarez, Genevieve	Secretary II Rialto High School	11/23/2016

**SUBSTITUTES**

Bibiano, Veronica	Health Clerk	10/24/2016	31-1	\$16.67 per hour
Connor, Dominique	Health Clerk	10/14/2016	31-1	\$16.67 per hour
Johnson, Vanessa	Health Aide	10/13/2016	25-1	\$14.37 per hour
Martinez, Kathy	Instructional Assistant II	10/28/2016	26-1	\$14.66 per hour
Robinson, Sonia	Instructional Assistant II	11/07/2016	26-1	\$14.66 per hour
Robles Garcia, Perla	Instructional Assistant II	10/18/2016	26-1	\$14.66 per hour
Spratley, Sarena	Instructional Assistant II	10/24/2016	29-1	\$15.84 per hour
Santana-Esparza, Lucy	Nutrition Service Worker I	10/25/2016	19-1	\$12.39 per hour
Tadrous, Manal	Clerk Typist I	10/07/2016	29-1	\$15.84 per hour

**REINSTATEMENT TO FORMER POSITION**

Alvarez, Ana	Child Development Instructional Assistant Henry Preschool	11/28/2016	26-5	\$18.81 per hour (3.5 hours, 203 days)
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**SHORT TERM ASSIGNMENT** (Not to exceed 40 hours per week)

Clerical Support	EL Programs	11/17/2016 - 05/17/2017	29-1	\$15.84 per hour
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PERSONNEL REPORT NO. 1163  
CLASSIFIED EMPLOYEES  
November 16, 2016

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

Garibay, Alma Clerk Typist II 11/17/2016

**ADDITION OF BILINGUAL STIPEND FOR CONFIDENTIAL EMPLOYEE \***

Carranza, Ricardo To: Personnel Technician \* \*\*\* 10/20/2016 To: 1-4 \$4,601.08 per month  
Personnel Services (8 hours, 12 months)  
From: Personnel Technician From: 1-4 \$4,551.08 per month  
Personnel Services \*\*\* (8 hours, 12 months)

**VOLUNTARY INCREASE IN WORK HOURS**

Brachetti, Maria To: Instructional Assistant III – SE 11/01/2016 To: 29-5 \$20.29 per hour  
(SED/MH/AUTISM) (3.50 hours, 203 days)  
Rialto High School  
From: Instructional Assistant III – SE From: 29-5 \$20.29 per hour  
(SED/MH/AUTISM) (3.25 hours, 203 days)  
Rialto High School

**TERMINATION OF PROBATIONARY CLASSIFIED EMPLOYEE**

Employee # 1269236 Instructional Technology 11/03/2016  
Assistant

**CERTIFICATION OF ELIGIBILITY LIST – Administrative Secretary II**

Eligible: 11/17/2016  
Expires: 05/17/2017

**CERTIFICATION OF ELIGIBILITY LIST – Attendance/Records Clerk**

Eligible: 11/17/2016  
Expires: 05/17/2017

**CERTIFICATION OF ELIGIBILITY LIST – Buyer**

Eligible: 11/17/2016  
Expires: 05/17/2017

**CERTIFICATION OF ELIGIBILITY LIST – Campus Security Officer II/District Patrol**

Eligible: 11/17/2016  
Expires: 05/17/2017

**CERTIFICATION OF ELIGIBILITY LIST – Child Development Instructional Assistant**

Eligible: 11/17/2016  
Expires: 05/17/2017

PERSONNEL REPORT NO. 1163  
CLASSIFIED EMPLOYEES  
November 16, 2016

**CERTIFICATION OF ELIGIBILITY LIST – Special Education Child Development Instructional Assistant**

Eligible: 11/17/2016  
Expires: 05/17/2017

\*Position reflects a \$50.00 monthly Bilingual stipend for Confidential employee  
\*\*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 November 17, 2016 unless earlier date is indicated)

Addison, Shirlene	10/14/2016
Aguayo, Margarita	11/07/2016
Barthelemy, Kellie	10/14/2016
Cerda, Veronica	10/28/2016
Chhunry, Richard	10/14/2016
Day, Kristen	11/02/2016
Landeros, Jessie	10/28/2016
Lara, Samantha	11/08/2016
Magdaleno, Cynthia	10/28/2016
Marron, Gloria	10/28/2016
McCormick, Shane	10/17/2016
Nowlin, Judith	10/14/2016
Parks, Jennifer	11/07/2016
Pastre, Polly	10/14/2016
Petrizzo, Kaitlyn	11/07/2016
Reyes, Joana	10/28/2016
Roth, Honey	10/05/2016
Rubio, Francine	10/27/2016
Ryan, John	10/21/2016
Sanchez, Yurivet	10/28/2016
Ubeda, Jose A.	10/28/2016
Williamson, Kathryn	11/08/2016

**EMPLOYMENT**

Berry, Jeffrey	Secondary Teacher	11/07/2016	I-1	\$51,725.00 (184 days)
Hamdy, Amre	Secondary Teacher	10/24/2016	II-1	\$54,312.00 (184 days)
Tillema, Johannies	Special Education Teacher	11/04/2016	I-1	\$51,725.00 (184 days)

**ADMINISTRATIVE APPOINTMENT**

Roach, John	Lead Academic Technology Agent	11/17/2016	Rg. I	\$143,367.00 (215 days)
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**RETIREMENT**

Arellano, Alfred	Secondary Teacher	12/17/2016
LaCoste, George	Elementary Teacher	12/02/2016
Rauk, Timothy	Elementary Teacher	01/06/2017

**EXTRA DUTY COMPENSATION** (Teacher to provide Mandarin translations for parents at Kordyak Elementary School November 2016 through May 2017, at the hourly rate of \$42.87, not to exceed 10 hours and to be charged to General Fund)

Rowe, Kathy



PERSONNEL REPORT NO. 1163  
CERTIFICATED EMPLOYEES  
November 16, 2016

**EXTRA DUTY COMPENSATION** (Department Chairpersons for the 2016/2017 school year)

Eisenhower High School

Soto, Nidia	Language Arts	89 Sections (1/2 Share)	\$1,563.20
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**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**

## **CAREER & TECHNICAL EDUCATION IMPROVEMENT ACT OF 2006**

November 16, 2016

The California Career Technical Education Incentive Grant (CTEIG) is a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten and grades 1 to 12, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage the development of new career technical education (CTE) programs and enhance and maintain current CTE programs during implementation of the school district's local control funding formula (LCFF) pursuant to California Education Code (EC) Section 42238.02.

Rialto Unified School District received a CTEIG allocation of \$1,862,034.00 for the 2015-17 school year in April 2016. On October 11, 2016, the Rialto Unified School District received an amendment increasing the District's allocation by \$260,868.00 with an award ending date of June 30, 2019. Rialto Unified School District's total CTEIG allocation is now \$2,122,902.00 with an award ending date of June 30, 2019.

The CTEIG grant requires a proportional dollar-for-dollar match for the first funding term. At the end of the grant term, awardees will be expected to generate the following deliverables:

1. The data to be reported includes the following:
  - o The number of pupils completing high school
  - o The number of pupils completing CTE coursework
  - o The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment
  - o The number of former pupils employed and the types of businesses in which they are employed
  - o The number of former pupils enrolled in a postsecondary educational institution, a state apprenticeship program, or another form of job training.
2. Annual progress report on the 10 CTE program requirements.
3. End of project fiscal expenditure claims report including matching funds and their sources.
4. Data to verify matching funds for all CTEIG monies spent.

It is recommended that the Board of Education approve the California Career Technical Education Incentive Grant's (CTEIG) amended amount of \$260,868.00, bringing our total allocation to \$2,122,902.00 for career technical education program improvements beginning in 2015-2016 and ending in the 2018-2019 school year.

**Submitted by:** Veronica Smith-Iszard and Edward D'Souza, Ph.D.

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

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

(Ref. K 1.1)

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

November 16, 2016

Civil engineering services are needed to prepare the construction documents for the improvement of pedestrian safety to Werner Elementary School project. The project is located at Werner Elementary School. The consultant's civil engineering services will consist of preparing 1) topographic maps; 2) analysis and recommendations; 3) construction plans for the walkway in the southeast parking lot and parking expansion of the southwest parking; and 4) civil engineering services for walkway in the northeast field.

It is recommended that the Board of Education ratify the agreement with Ludwig Engineering Associates, Inc., effective November 10, 2016, to provide civil engineering services for the improvement of pedestrian safety to Werner Elementary School project. The engineering services are for a not-to-exceed amount of \$26,900.00, 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. K 2.1)

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
DUAL ENROLLMENT – AB 288 ENGINEERING**

November 16, 2016

Education Services is requesting approval from the Board of Education to enter into a dual enrollment agreement with San Bernardino Community College District, Valley College Campus under Assembly Bill AB 288. AB 288 authorizes the governing board of a community college district to enter into a College and Career Access Pathways partnership with the governing board of a school district located within its service area with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

The agreement would establish a college level course, Computer Aided Design and Manufacturing I, which is a three (3) unit college course available to qualified high school students in grades 11 and 12. The course will begin spring semester of 2016-2017 at the Cesar Chavez/Dolores Huerta Center for Education (CHCE) Engineering Academy. San Bernardino Valley College will provide one (1) qualified college instructor for the course to be offered as an after school class two (2) days a week (a total of 300 instructional minutes per week). The class size range is 15-25 students, and qualified students will be recruited from each campus to take the course.

Under AB 288, San Bernardino Valley College will not charge Rialto Unified School District (RUSD) for cost of the course. RUSD will provide the facility, and the cost of textbooks at a \$250.00 estimate per student. Students will be transported on existing routes at no additional cost.

It is recommended that the Board of Education approve an agreement with San Bernardino Community College, Valley College Campus to establish a college level Computer Aided Design and Manufacturing I course at the Cesar Chavez/Dolores Huerta Center for Education Engineering Academy with expenses including books, commencing January 2017 and ending May 25, 2017, at an estimated cost not-to-exceed \$7,000.00, to be paid from the General Fund. This term may be extended for an additional period by written agreement between the two parties for a total period not-to-exceed five (5) years.

**Submitted by:** Veronica Smith-Iszard and Edward D'Souza, Ph.D.

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

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

(Ref. K 3.1)

**AGREEMENT WITH  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

November 16, 2016

Education Services is requesting approval from the Board of Education to enter into an agreement with San Bernardino Community College District, Valley College Campus. The agreement would establish a college level course, American Politics, a three (3) unit college course for students from our three (3) comprehensive high schools (Carter, Eisenhower and Rialto), for our current qualified 11<sup>th</sup> graders for the spring semester of 2016-2017 at the Cesar Chavez/Dolores Huerta Center for Education.

San Bernardino Valley College will provide one (1) qualified college instructor for the course, to be offered as an after school class, one (1) day a week (a total of 170 instructional minutes per week) There will be approximately 20-35 students taking the course.

The cost to offer the course (contract cost) is \$15,566.00; textbook costs are estimated at \$100.00 per student. Fieldtrip expenses for students to visit Valley College and take the Accuplacer Test are estimated to be an additional \$3,000.00 for a total cost of \$21,566.00.

Students enrolled in this course will then be able to use the transferable credit from this class at any University of California and California State University campus. This course also fulfills the Rialto Unified School District (RUSD) government subject requirement for graduation.

It is recommended that the Board of Education approve an agreement with San Bernardino Community College, Valley College Campus to establish a college level American Politics (Polit 100) course for high school students from Carter, Eisenhower, and Rialto High Schools, and the additional expenses including books, commencing January 2017 and ending May 25, 2017, at an estimated cost not-to-exceed \$21,566.00, to be paid from the General Fund. This term may be extended for an additional period by written agreement between the two parties for a total period not-to-exceed five (5) years.

**Submitted by:** Veronica Smith-Iszard and Edward D'Souza, Ph.D.

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

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

(Ref. K 4.1)

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
DUAL ENROLLMENT OPEN COURSE - CULINARY**

November 16, 2016

Education Services is requesting approval from the Board of Education to enter into a dual enrollment agreement with San Bernardino Community College District, Valley College Campus. The agreement would establish a college level course, Introduction to Culinary Arts 101, which is a three (3) unit college course open to qualified high school students and members of the community. The course will begin spring semester of 2016-2017 at the Cesar Chavez/Dolores Huerta Center for Education (CHCE) Culinary Academy. San Bernardino Valley College will provide one (1) qualified college instructor for the course to be offered as an after school class one (1) day a week (a total of 290 instructional minutes per week). The class size range is 15-25 students, and qualified students will be recruited from each campus to take the course.

Under this agreement, SB Valley College will not charge RUSD for cost of the course, and waives enrollment fees for RUSD students. RUSD will provide the facility. Since this is an open enrollment course, students will be subject to the following fees: campus center (\$1.00), health/accident (\$19.00), and student representative fee (\$1.00), totaling \$21.00. Community enrollees are also responsible for the cost of textbooks. However, RUSD will provide textbooks for RUSD students at an estimated cost of \$150.00 per student, not-to-exceed \$3,750.00. RUSD students will be transported one way on existing routes at no additional cost. Entering into this agreement will facilitate early college access to RUSD students with the benefit of earning college units and high school credit simultaneously. This will ultimately benefit students in the broader community, while establishing a pipeline to postsecondary institutions and shortening the time to complete their education goals.

It is recommended that the Board of Education approve an agreement with San Bernardino Community College, Valley College Campus to establish a college level Culinary Arts 101 course at the CHCE Culinary Arts Academy at a cost not-to-exceed \$3,750.00, to be paid from General Funds, commencing January 2017 and ending May 25, 2017. This term may be extended for an additional period by written agreement between the two parties for a total period not-to-exceed five (5) years.

**Submitted by:** Veronica Smith-Iszard and Edward D'Souza, Ph.D.

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

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

(Ref. K 5.1)

**BID NO. 16-17-005  
AWARD OF CONTRACT  
EHS STADIUM RECONSTRUCTION – TRACK AND FIELD**

November 16, 2016

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 Eisenhower High School Stadium Reconstruction, Track and Field project was bid in September 2016. A Notice to Contractors Calling for Bids for Bid No. 16-17-005 was published in the San Bernardino Sun, The Voice, and El Chicano newspapers, on September 22, 2016, and September 29, 2016.

Bids were opened at 2:00 p.m. on Thursday October 27, 2016. Five (5) bids were received. The responsive bidders are:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Byrom-Davey, Inc.	\$2,995,027.00
Los Angeles Engineering, Inc.	\$2,691,880.00
OHNO Construction Company	\$3,239,000.00
PLYCO Corp.	\$3,597,000.00
Spec Construction Co., Inc.	\$3,267,399.00

The project scope of work is comprised of track and field upgrade, landscape, hardscape, and all underground infrastructure in the Eisenhower High School Stadium Reconstruction project area.

This bid has been reviewed by Neff Construction, Inc., (Construction Manager for the Eisenhower High School projects) and District staff.

It is recommended that the Board of Education award Bid No. 16-17-005 for the Eisenhower High School Stadium Reconstruction, Track and Field project, to Los Angeles Engineering, Inc., as the lowest responsible contractor meeting District specifications in the amount of \$2,691,880.00. All costs to be paid from Measure Y, Series "C", General Obligation Bonds Fund.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

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

(Ref. K 6.1)



**BID NO. 16-17-007  
ADDITION OF ONE PORTABLE CLASSROOM TO  
DUNN ELEMENTARY SCHOOL**

November 16, 2016

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.

One (1) additional portable classroom for the Dunn Elementary School project was bid in October 2016. It was published in the San Bernardino Sun, The Voice, and El Chicano newspapers, on September 29, 2016, and October 6, 2016. Bid documents were also available in two (2) "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 Wednesday, October 26, 2016. Six (6) bids were received. One bidder did not sign in at the mandatory job walk so the bid is not qualified. The responsive bidders are:

<b><u>CONTRACTOR</u></b>	<b><u>BID AMOUNT</u></b>
Handy Industrial	\$210,000.00
Horizons Construction Co.	\$191,000.00
IVL Contractors, Inc.	\$119,400.00
Mobile Modular Construction	\$296,000.00
R. Jenson Co., Inc.	\$161,700.00

It is recommended that the Board of Education award Bid No. 16-17-007, for one (1) additional portable classroom for the Dunn Elementary School project, to IVL Contractors, Inc., as the lowest responsible contractor meeting District specifications in the amount of \$119,400.00. All costs 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. K 7.1)

**BID NO. 16-17-008**  
**RELOCATION OF TWO PORTABLE CLASSROOMS TO**  
**BOYD ELEMENTARY SCHOOL**

November 16, 2016

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 relocation of two (2) portable classrooms from Kolb Middle School to Boyd Elementary School project was bid in October 2016. It was published in the San Bernardino Sun, The Voice, and El Chicano newspapers on September 29, 2016, and October 6, 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 Wednesday, October 26, 2016. Six (6) bids were received. The responsive bidders are:

<u>CONTRACTOR</u>	<u>BASE BID AMOUNT</u>
Handy Industrial	\$220,000.00
Horizons Construction Co.	\$184,000.00
IVL Contractors, Inc.	\$144,600.00
Marjani Builders, Inc.	\$165,000.00
Mobile Modular Construction	\$230,000.00
R. Jenson Co., Inc.	\$187,700.00

It is recommended that the Board of Education award Bid No. 16-17-008, relocation of two (2) portable classrooms from Kolb Middle School to Boyd Elementary School Project, to IVL Contractors, Inc., as the lowest responsible contractor meeting District specifications in the amount of 144,600.00. All costs 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.

**BID NO. 16-17-009  
RELOCATION OF ONE PORTABLE CLASSROOM TO  
DOLLAHAN ELEMENTARY SCHOOL**

November 16, 2016

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 Relocation of one (1) portable classroom from Kelley Elementary School to Dollahan Elementary School project was bid in October 2016. It was published in the San Bernardino Sun, The Voice, and El Chicano newspapers on September 29, 2016, and October 6, 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 Wednesday October 26, 2016. Five (5) bids were received. One bidder did not sign in at the mandatory job walk so the bid is not qualified. Another bidder requested withdrawal from the bid due to a clerical error in the bid proposal. The remaining responsive bidders are:

<u>CONTRACTOR</u>	<u>BASE BID AMOUNT</u>
Handy Industrial	\$295,000.00
Horizons Construction Co.	\$224,000.00
IVL Contractors, Inc.	\$194,400.00

It is recommended that the Board of Education award Bid No. 16-17-009, relocation of one (1) portable classroom from Kelley Elementary School to Dollahan Elementary School project, to IVL Contractors, Inc., as the lowest responsible contractor meeting District specifications in the amount of \$194,400.00. All costs 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. K 9.1)

**RESOLUTION OF THE BOARD OF EDUCATION OF  
THE RIALTO UNIFIED SCHOOL DISTRICT**

**RESOLUTION NO.16-17-19  
2016-2017 CALIFORNIA DEPARTMENT OF EDUCATION CONTRACT FOR  
STATE PRESCHOOL PROGRAM #CSPP-6405  
AMENDMENT 01**

November 16, 2016

**WHEREAS**, the Rialto Unified School District Board of Education adopted resolution number 15-16-68 on June 15, 2016, thereby agreeing to accept the 2016-2017 Child Development Contract number CSPP-6405, Project Number 36-6785-00-6; and

**WHEREAS**, the California Department of Education has designated CSPP-6405, shall be amended in the following particulars but no other; and

**WHEREAS**, the Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$3,192,027 and inserting \$3,355,986 in place thereof; and

**WHEREAS**, the Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$38.53 and inserting \$40.45 in place thereof; and

**WHEREAS**, the Minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 82,845.0 and inserting 82,966.0 in place thereof; and

**WHEREAS**, the Minimum Days of Operation (MDO) Requirement shall be 176 (no change); and

**WHEREAS, EXCEPT AS AMENDED HEREIN**, all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Rialto Unified School District authorizes entering into an amended 2016-2017 Contract Number CSPP-6405 Project Number 36-6785-00-6, Amendment 01, in place of the original contract and authorizes Mohammad Z. Islam, Associate Superintendent, Business Services, as the signer of said agreement.

\_\_\_\_\_  
Nancy G. O'Kelley, President

\_\_\_\_\_  
Dina Walker, Vice President

\_\_\_\_\_  
Joseph W. Martinez, Clerk

\_\_\_\_\_  
Joseph Ayala, Member

\_\_\_\_\_  
Edgar Montes, Member

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

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

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

(Ref. K 10.1)

**APPROVE RESOLUTION NO. 16-17-20  
ANNUAL DEVELOPER FEE REPORT - ANNUAL ACCOUNTING OF  
DEVELOPER FEES FOR THE FISCAL YEAR 2015-2016**

November 16, 2016

In accordance with Government Code Section 66006, the District has established and maintained a Capital Facilities Account. Government Code Section 66006(b)(1) requires that the District make available to the public within one-hundred eighty (180) days after the last day of each fiscal year an Annual Developer Fee Report of the developer fees collected for residential, commercial, and industrial development projects, which must be reviewed by the Board of Education at a regularly scheduled public meeting.

Our Annual Developer Fee Report has been made available to the public and the Board of Education. It contains the requisite information and proposed findings concerning collection and expenditure of Developer Fees related to School Facilities for new development within the District.

The Rialto Unified School District's Annual Developer Fee Report for fiscal year 2015-2016 is attached.

It is recommended that the Board of Education adopt Resolution No. 16-17-20, Annual Accounting of Developer Fees for the Fiscal Year 2015-2016, in compliance with Government Code Section 66006.

**Submitted by:** Iris Chu

**Reviewed by:** Mohammad Z. Islam

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

(Ref. K 11.1)

**RESOLUTION NO. 16-17-20  
RESOLUTION OF THE BOARD OF EDUCATION OF THE  
RIALTO UNIFIED SCHOOL DISTRICT REGARDING  
ANNUAL DEVELOPER FEE REPORT - ANNUAL ACCOUNTING OF  
DEVELOPER FEES FOR THE FISCAL YEAR 2015-16**

November 16, 2016

**WHEREAS**, the Rialto Unified School District ("District") has received and expended Reportable Fees in connection with school facilities ("School Facilities") of the District for new development and these funds have been deposited in a capital facilities account as provided by Section 66006(a) of the Government Code; and

**WHEREAS**, in accordance with Section 66006(a) of the Government Code, the District has established and maintained a separate capital facilities account and maintained such capital facilities account in a manner to avoid any commingling of the Reportable Fees with other revenues and funds of the District, except for temporary investments, and has expended those Reportable Fees collected for the sole purpose for which they were collected; and

**WHEREAS**, Section 66006(b)(1) of the Government Code provides that the District shall make available to the public within one hundred eighty (180) days after the last day of each fiscal year the following information in the form of a Reportable Fees Report:

- (A) A brief description of the type of Reportable Fees in the account.
- (B) The amount of the Reportable Fees.
- (C) The beginning and ending balance of the account.
- (D) The amount of the Reportable Fees collected and the interest earned.

(Ref. K 11.2)

(E) An identification of each project ("Project") of the District on which Reportable Fees were expended and the amount of the expenditures on each Project, including the total percentage of the cost of the Project that was funded with Reportable Fees.

(F) An identification of an approximate date by which the construction of a Project will commence if the District determines that sufficient funds have been collected to complete financing on an incomplete Project, as identified in paragraph (2) of subdivision (a) of Section 66001, and the Project remains incomplete.

(G) A description of each interfund transfer or loan made from the account, including the Project on which the transferred or loaned Reportable Fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

(H) The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001; and

**WHEREAS**, Section 66001(d) of the Government Code provides that for the fifth fiscal year following the first deposit into the account, and every five years thereafter, the District shall make all of the following findings with respect to that portion of the account remaining unexpended, whether committed or uncommitted:

(1) Identification of the purpose to which the Reportable Fees are to be put.

(2) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged.

(3) Identification of all sources and amounts of funding anticipated to complete financing of the K-12 school facilities of the District.

(Ref. K 11.3)

(4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account; and

**WHEREAS**, when findings are required by Section 66001(d) of the Government Code, they shall be made in connection with the information required by Section 66006 of the Government Code; and

**WHEREAS**, Section 66006(b)(2) of the Government Code requires the Board of Education ("Board") to review the information made available to the public at a regularly scheduled public meeting and any other relevant information including, but not limited to, that certain Reportable Fees Report prepared for the District entitled, "Annual Developer Fee Report" Statement of Revenues, Expenditures and Changes in Fund Balance for the Fiscal Year 2015-2016, in compliance with Government Code Sections 66001 and 66006, not less than fifteen (15) days after this Reportable Fees Report is made available to the public; and

**WHEREAS**, the District has complied with all of the foregoing provisions.

**NOW, THEREFORE, ON BEHALF OF THE DISTRICT IT IS HEREBY RESOLVED, DETERMINED AND ORDERED AS FOLLOWS:**

**Section 1.** That the above recitals are true and correct.

**Section 2.** That pursuant to Government Code Sections 66001(d) and 66006 (b) (1) and (2), the District has made available to the public and the Board of Education the requisite information and proposed findings concerning collection and expenditure of Reportable Fees related to School Facilities for new development within the District.



**Section 3.** That the Board of Education of the District at its public meeting of November 16, 2016, has reviewed the following information contained in the “Annual Developer Fee Report” Statement of Revenues, Expenditures and Changes in Fund Balance for the Fiscal Year 2015-2016, attached as Exhibit A, pursuant to Government Code Section 66006(b)(1) as is required by Government Section 66006(b)(2):

- (A) A brief description of the type of Reportable Fees in the account.
- (B) The amount of the Reportable Fees.
- (C) The beginning and ending balance of the account.
- (D) The amount of Reportable Fees collected and the interest earned.
- (E) An identification of each Project on which Reportable Fees were expended and the amount of the expenditures on each Project, including the total percentage of the cost of the Project that was funded with Reportable Fees.
- (F) An identification of an approximate date by which the construction of the Project will commence if the District determines that sufficient funds have been collected to complete financing on an incomplete Project, as identified in paragraph (2) of subdivision (a) of Section 66001, and the Project remains incomplete.
- (G) A description of each interfund transfer or loan made from the account, including the Project on which the transferred or loaned Reportable Fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account will receive on the loan.
- (H) The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001; and

(Ref. K 11.5)

**Section 4.** That the Board of Education of the District at a public meeting has reviewed the proposed findings as required by Government Code Section 66001(d):

(1) Identification of the purpose to which the Reportable Fees are to be put.

(2) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged.

(3) Identification of all sources and amounts of funding anticipated to complete financing of Projects of the District.

(4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account.

**Section 5.** That the Board of Education of the District hereby determines that all Reportable Fees, collections and expenditures have been received, deposited, invested and expended in compliance with the relevant sections of the Government Code and all other applicable laws.

**Section 6.** That the Board of Education of the District hereby determines that no refunds and allocations of Reportable Fees, as required by Government Code Section 66001, are deemed payable at this time.

**Section 7.** That the Board of Education of the District hereby determines that the District is in compliance with Government Code Section 66000 et seq. relative to receipt, deposit, investment, expenditure or refund of Reportable Fees received and expended by School Facilities for new development.

**ADOPTED, SIGNED AND APPROVED, this 16<sup>th</sup> day of November 2016.**

**BOARD OF EDUCATION OF THE  
RIALTO UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_  
President, Board of Education  
Rialto Unified School District

**ATTEST:**

By: \_\_\_\_\_  
Clerk, Board of Education  
Rialto Unified School District

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**



**RIALTO UNIFIED SCHOOL DISTRICT**

**ANNUAL DEVELOPER FEE REPORT**  
**STATEMENT OF REVENUES,**  
**EXPENDITURES AND CHANGES IN**  
**FUND BALANCE FOR THE**  
**FISCAL YEAR 2015-2016**

To be presented to the Board of Education  
of the Rialto Unified School District on  
November 16, 2016, 7:00 p.m.  
182 E. Walnut Avenue, Rialto, CA 92376



**EXHIBIT A**  
**Annual Developer Fee Report Statement of Revenues, Expenditures and**  
**Changes in Fund Balance**  
**For the Fiscal Year 2015-2016**  
**Page 1**

<u>Description</u>	<u>Account Code</u>	<u>Income/Expenditure</u>
<b>Beginning Fund Balance</b>		<b>\$2,326,025.81</b>
<b>A. Revenues:</b>		
Interest	8660	19,769.95
Developer fees	8681	3,172,111.23
Misc	8699	-
<b>Total Revenues:</b>		<b>\$ 3,191,881.18</b>
<b>B. Expenditures:</b>		
Portable Lease/Rental	5612	191,670.98
Advertising Bids	5831	-
Consultant Services	5850	8,600.00 SFNA
Site Testing	6151	-
Surveys or Site Imprv	6170	-
Other Costs on Site Improvement	6190	26,959.00 ReloToilet Project/Classroom-Casey
Architect Fees	6210	22,390.50 Relo Classroom Casey/Dollahan
DSA Fees	6230	2,217.00 ReloToilet Project
CDE Plan Check Fee	6232	50.00 Solar Notice of Exemption
Bldg/Improve Construction	6250	157,707.84 ReloToilet Project/Classroom-Casey
Construction Testing	6275	-
Bldg Inspections	6280	7,584.00 Relo Classroom Casey
Equipment	6400	-
Developer Refund	8681	-
<b>Total Expenditures:</b>		<b>\$417,179.32</b>
<b>C. Excess of Revenues</b>		
<b>Over Expenditures:</b>		<b>\$2,774,701.86</b>
<b>D. Ending Fund Balance:</b>		<b>\$5,100,727.67</b>

(Ref. K 11.9)



**EXHIBIT A**  
**Annual Developer Fee Report**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Fiscal Year 2015-2016**  
**Page 2**

Per Government Code section 66006(b)(1)(A-H) as indicated:

- A. A brief description of the type of fee in the Account:

*Statutory school facilities fees.*

- B. The amount of the fee:

*\$3.36 per square foot of assessable space of residential construction; and \$0.54 per square foot of covered and enclosed space of commercial/Industrial construction; but subject to the District's determination that a particular project is exempt for all or part of these fees. Starting July 2015, the District no longer meets the criteria to impose Level 2 Fees. Developer fees for residential construction have been reset back to Level 1 since July 2015.*

- C. The beginning and ending balance of the Account:

*Beginning Balance:                   \$ 2,326,025.81*

*Ending Balance:                   \$ 5,100,727.67*

- D. The amount of fees collected and the interest earned:

*See attached Statement of Revenues, Expenditures and Changes in Fund Balance for the Fiscal Year 2015/2016.*

- E. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

*See attached Statement of Revenues, Expenditures and Changes in Fund Balance for the Fiscal Year 2015-2016.*



**EXHIBIT A**  
**Annual Developer Fee Report**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Fiscal Year 2015-2016**  
**Page 3**

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) subdivision (a) of section 66001, and the public improvement remains incomplete.

*All monies in this account are expended for relocatable classrooms throughout the District and new construction and renovations of existing buildings. This includes, but is not limited to set up fees, lease payments, and furniture and equipment.*

- G. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan.

*No interfund transfer*

- H. The amount of refunds made pursuant to subdivision (e) of section 66001 and any allocations pursuant to subdivision (f) of section 66001:

*No refund were made.*



**EXHIBIT A**  
**Annual Developer Fee Report**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Fiscal Year 2015-2016**  
**Page 4**

Per Government Code section 66001(d)(1)-(4) as indicated:

1. With respect only to that portion of the Account remaining unexpended at the end of the 2015-2016 fiscal year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified as follows:

*Relocatable leases, new locatable placements, new construction and renovations of existing buildings and the costs associated therewith, including but not limited to set up fees, lease payments and furniture/equipment.*

2. In reference to Government Code section 66001(d)(2), and with respect only to that portion of the Account remaining unexpended at the end of the 2015-2016 fiscal year, the findings and evidence referenced above demonstrate that there is a reasonable relationship between the fee and the purpose for which it is charged.
3. With respect to only that portion of the Account remaining unexpended at the end of the 2015-2016 fiscal year, the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified in paragraph A above are as follows:

*\$ 5,100,727.67 from developer fee collection.*

4. With respect to only that portion of the Account remaining unexpended at the end of the 2015-2016 fiscal year, the following are the approximate dates on which the funding referred to in paragraph C above is expected to be deposited into the appropriate account or fund:

*Funds are deposited into the Account as developer fees are received.*



## **CLASSIFIED HOURLY/DAILY PAY SCHEDULE**

November 16, 2016

The Personnel Department requests the Board of Education approve an increase to the classified hourly/daily pay schedule by 5% effective November 20, 2016, due to the shortage of classified substitutes.

Classified hourly/daily employees and substitutes are an important part of our education system. They are relied upon to continue the daily delivery of necessary services to our students and the overall District. Maintaining an adequate classified substitute and classified hourly/daily pool has become more and more difficult due to the constant turnover of employees. By increasing our classified hourly/daily pay schedule by 5%, we will be able to compete with surrounding school districts.

It is recommended that the Board of Education approve a 5% increase to the classified hourly/daily pay schedule effective November 20, 2016. This will increase the cost of classified substitutes to the District by approximately \$111,135.00 per year.

(Ref. K 12.1)

**JOINT MEETING BETWEEN  
RIALTO UNIFIED SCHOOL DISTRICT  
AND  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT (SBCCD)**

November 16, 2016

The San Bernardino Community College District Board of Trustees President, Mr. John Longville, has requested this item be placed on the Rialto Unified School District (RUSD) Board of Education's meeting agenda for Board action. The item is an invitation for the RUSD Board to attend an All Board Meeting (feeder school districts) at the San Bernardino Community College District Board of Trustees offices on **Wednesday, January 25, 2017, from 4:00 to 6:00 p.m.** This meeting will be posted as a Special Board Meeting of the San Bernardino Community College District Board of Trustees to discuss the San Bernardino County Cradle to Career Initiative and related collaborative opportunities. Below is the draft agenda for this special meeting:

1. Provide information about SBCCD. Who are we? What programs do we offer? Who are our students? Data from feeder high school regarding attendance at CHC and SBVC.
2. What do K-12 Board members hear about the types and quality of the instructional programs we offer at our two colleges?
3. Inland Empire has low college going rate. What opportunities exist for our districts to work together to improve the college going rate? (see attached data which shows the college going rates of all of the regions in the state).
4. Low rate of students in our service area attending CHC and SBVC. Why and how can we improve that attendance?
5. We will expand access to college classes through AB 2898 and extension of Middle College HS. How can we, working together, achieve this goal?
6. How can students become better prepared to enter any and all institutions of higher education?

It is recommended that the Board of Education deny approval of a Joint Meeting between Rialto Unified School District and San Bernardino Community College District on Wednesday, January 25, 2017, from 4:00 p.m. to 6:00 p.m., to discuss the San Bernardino County Cradle to Career Initiative and related collaborative opportunities, due to the RUSD's Regular Board of Education meeting scheduled on the same date.

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

(Ref. K 13.1)