

JURUPA UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES
RIVERSIDE COUNTY

December 3, 1962

MINUTES OF THE REGULAR MEETING

CALL TO
ORDER

The meeting of the Jurupa Unified School District Board of Trustees was called to order by President John T. Burge at 7:30 p.m. on Monday, December 3, 1962, in the Teachers' Lounge and Conference Room of the Rubidoux High School in West Riverside.

FLAG
SALUTE

The meeting was opened by all people present standing and giving the salute to the Flag of the United States.

A roll call of board members present indicated the following record of attendance:

BOARD
ATTENDANCE

John T. Burge, President
William H. Hughes, Clerk
Paul E. Johnson
George Pentland

Secretary and Authorized Agent:

John W. Stallings, County Superintendent of
Schools' Office.

Absent:

Donald A. Howell

Each board member present was in attendance at 7:30 p.m. and in attendance until the conclusion of the meeting.

The following visitors were in attendance at the meeting:

VISITORS

<u>VISITOR</u>	<u>ORGANIZATION</u>
Kenneth S. Norton	Principal, Rubidoux High School
Neil A. Williams	Supt., Mira Loma Schools
Louis Robinson	Riverside Press-Enterprise
Duane E. Abbey	Teacher, Jurupa Jr. High School
Roger Kuhlmann	Teacher, Rubidoux High School
Marvin Kahn	Pres., Riverside City Teachers
Charles A. Shewman	Teacher, Rubidoux High School
Ernest A. Miller	Supt., West Riverside Schools
Herbert Lovett	West Riverside School Board
Edward D. Flannagan	Principal, Glen Avon School
Connie Rose	Rep., Glen Avon Teachers' Assoc.
Peter J. Zaganas	Parent
James A. Rowe	Supt., Pedley School District
Helen B. Kutch	Supt., Glen Avon School Dist.
Viona Gardner	Citizen, Glen Avon
J. H. Griffin	Vice Princ., Rubidoux
Walter D. Gardner	Princ., Jurupa Jr. High School
Gladys M. Shearer	Teacher, Pedley
Emma Hammargren	Teacher, Pedley
Richard Holzer	Ass't Supt., West Riverside Schools
William S. Giles	Teacher, Jurupa Jr. High School
E. C. Ratliff	Custodian, Rubidoux

APPROVAL
OF
MINUTES

A motion was made by Mr. Hughes and seconded by Mr. Pentland that the minutes of the organizational meeting beginning at 7:30 p.m. on Monday, November 26, 1962, be approved as duplicated by the office of Dr. John Stallings.

Ayes 4
Motion carried.

LETTER OF
RESIGNATION

The board members unanimously agreed to change the order of meeting to the first item under New Business on the agenda. President Burge read a letter of resignation from Mr. Donald A. Howell as a member of the Jurupa Unified School District Board of Trustees.

It was moved by Mr. Hughes and seconded by Mr. Pentland to accept the resignation of Mr. Donald A. Howell.

Ayes 4
Motion carried.

Letter placed on file.

President Burge read a communication from Mrs. Helen Kutch, Glen Avon District Superintendent, stating that the Glen Avon School District Board of Trustees wished to submit the name of Mr. Jerry Gardner to fill the vacancy on the board created by the resignation of Mr. Donald Howell.

Discussion followed concerning length of term of the new member elected to fill the vacancy. Dr. Stallings stated that by law the newly appointed member would complete the unexpired term of the resigning member which will run until June 30, 1965. Mrs. Connie Rose, Glen Avon teacher was recognized and spoke in behalf of Mr. Gardner's ability and experience in school boardsmanship.

APPOINTMENT
OF NEW
BOARD MEMBER

Mr. Hughes asked for any other recommendation from the floor. There being none, he moved that the nominations be closed, and Mr. Jerry Gardner be unanimously elected to serve the unexpired term of resigning board member, Donald A. Howell. The motion was seconded by Mr. Pentland.

Ayes 4
Motion carried.

President Burge invited Mr. Gardner to sit with the board members as a duly elected member, but to refrain from casting a vote until he could be officially installed at the next regular board meeting.

REPORTS

ACCEPTANCE
OF ELECTION
RESULTS

1. Acceptance of Election Results. A motion was made by Mr. Johnson and seconded by Mr. Pentland to accept the result of elections held November 6, 1962, in the proposed unified school district as recorded in the board minutes dated November 26, 1962.

NOTICE OF
ADMINISTRATIVE
VACANCY

- o Ayes 4
Motion carried.
2. Report by Superintendent Specifications Committee (Mr. Hughes and Mr. Johnson). Mr. Hughes presented for board review a tentative draft, Notice of Administrative Vacancy, to be distributed to applicants and stating desirable qualifications, desirable characteristics, salary, characteristics of the district, selection procedure, and application.

The board discussed in some detail the points of the draft. It was unanimously agreed to receive applications until January 2, 1963, a thirty-day period then to be allowed for screening, interview, final selection, and the tentative date for announcing the name of the new superintendent set for February 1, 1963. Suggestions were made by Mr. Gardner to add under "characteristics of district" the fact that it is a newly unified district. Also, that the professional screening committee be required to screen applicants to five finalists, but naming three top finalists first to be reviewed by the board.

A motion was made by Mr. Hughes and seconded by Mr. Pentland to adopt the Notice of Administrative Vacancy as drafted with the additions as suggested by Mr. Gardner, and to distribute them to the various colleges, universities, and other placement agencies.

Ayes 4
Motion carried.

Notice attached.

SCREENING
COMMITTEE

Screening Committee. Motion was made by Mr. Johnson and seconded by Mr. Pentland to employ the following men as a professional screening committee: Dr. Lloyd Morrisett, U.C.L.A. professor; Dr. Emery Stoops, U. S. C. professor and County Office representative; and Dr. Patrick Rooney, Superintendent of Moreno Valley Unified School District; and to pay a fee of \$100 per man for their services in this capacity.

Ayes 4
Motion carried.

PERSONNEL
STATEMENT

3. Report by Personnel Statement Committee (Mr. Pentland). Mr. Pentland read a draft of a tentative policy statement regarding contracts and assignments of personnel. The board reviewed the statement and agreed on corrections as follows: the second sentence of the second paragraph to read, "Contracts and offers of employment will be made to those who are recommended by their school boards and administrators and who desire to continue in the newly organized Jurupa Unified School District." The addition of "and personnel policies" made to the last sentence of the second paragraph.

Motion was made by Mr. Johnson and seconded by Mr. Hughes to adopt the Statement regarding Contracts and Assignments of Personnel as corrected, and to release this statement to certificated and classified employees.

Ayes 4
Motion carried.

Statement attached.

OLD BUSINESS

RESOLUTION #1
ADVANCE
APPROPRIATION
OF FUNDS

1. Resolution Requesting Advance Appropriation of Funds. Dr. Stallings reported on his investigation as to sources of current operating funds and presented Resolution #1 for the board's approval and adoption.

Motion was made by Mr. Pentland and seconded by Mr. Johnson to adopt Resolution #1 stating "that the Riverside City Joint Union High School District be requested to make an advanced apportionment to the Jurupa Unified School District in the

amount of \$20,000.00. Said apportionment to be a liability of the Jurupa Unified School District in the distribution of existing funds and obligations between the two districts."

Ayes 4
Motion carried.

Resolution attached.

BOND
ASSUMPTION

2. Bond Assumption. President Burge appointed Mr. Hughes and Mr. Gardner to serve as a committee to study the bonded indebtedness of the new district and the areas of bonding and to make a report at the next meeting.

NEW BUSINESS

ROBERTS' RULES
OF ORDER

1. Rules and Regulations. A motion was made by Mr. Hughes and seconded by Mr. Johnson to adopt Roberts' Rules of Order as the official rules and regulations of the Jurupa Unified School District Board of Trustees.

Ayes 4
Motion carried.

PRESENT
DISTRICT
POLICIES

2. Copies of Policies. Request was made for copies of the present districts' policies and staff handbooks for board study. Dr. Stallings suggested that each board member re-view a set of policies and action be deferred until a superintendent is hired.

VOTE OF
THANKS

3. President Burge thanked Mrs. Helen Kutch, Superintendent of Glen Avon District, and her secretary, Mrs. Evelyn Ford, for the secretarial services offered by her district.

INTERIM
BUDGET

4. Interim Budget. A motion was made by Mr. Hughes and seconded by Mr. Johnson to request the office of the County Superintendent of Schools to prepare an interim budget to be presented at the next meeting.

Ayes 4
Motion carried.

COMMITTEE
ON
POLICIES

5. Committee on Policies. The superintendents of the present districts were requested to act as a committee on policies and to remain in executive session with the board at the close of the meeting.

MIRA LOMA
SECRETARIAL
SERVICES

Mr. Pentland, with the approval of Mr. Neil Williams, Superintendent of Mira Loma Schools, offered the services of the Mira Loma secretary at the next meeting, December 17, 1962.

NEXT
MEETING

TIME, DATE, AND PLACE OF NEXT MEETING. Monday, December 17, 1962, 7:30 p.m., Teachers' Lounge and Conference Room, Rubidoux High School.

ADJOURNMENT

ADJOURNMENT. A motion was made by Mr. Johnson, seconded by Mr. Pentland that the meeting be adjourned at 8:45 p.m.

Ayes 4
Motion carried.

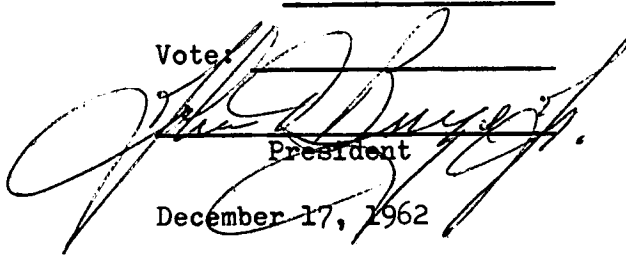
MINUTES OF THE REGULAR MEETING OF DECEMBER 3, 1962 ARE APPROVED

AS PRINTED _____.

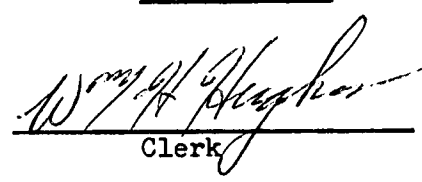
Motion: _____

Second: _____

Vote: _____



President



Clerk

December 17, 1962

9567 51st Street
Riverside, California
November 27, 1962

Mr. John T. Burge, Jr., President
Board of Trustees
Jurupa Unified School District
7341 Font
Riverside, California

Dear Mr. Burge:

It is with extreme regret that I tender my resignation as a member of the Board of Trustees of the Jurupa Unified School District. The necessity for this resignation is my leaving the state. I request that this resignation be effective as of December 1, 1962.

I was extremely gratified by the confidence shown in me in the recent trustee election and was looking forward with a sincere anticipation toward working in the development of the newly formed unified school district. I am deeply sorry that circumstances prevent my remaining in California and participating with the other members on the board planning the educational future for this area. I have the utmost confidence that Jurupa Unified School District will develop into one of the best school districts in the State of California.

Please accept my best wishes for a very pleasant future.

Sincerely,


DONALD A. HOWELL

JURUPA UNIFIED SCHOOL DISTRICT

Resolution No. 1

WHEREAS the Jurupa Unified School District has been formed for certain purposes in accordance with Education Code Section 1603; and

WHEREAS the date of unification for such purposes became effective on November 6, 1962; and

WHEREAS the effectiveness of the Jurupa Unified School District depends upon the accomplishment of certain of the actions authorized by Section 1603 of the Education Code prior to July 1, 1963; and

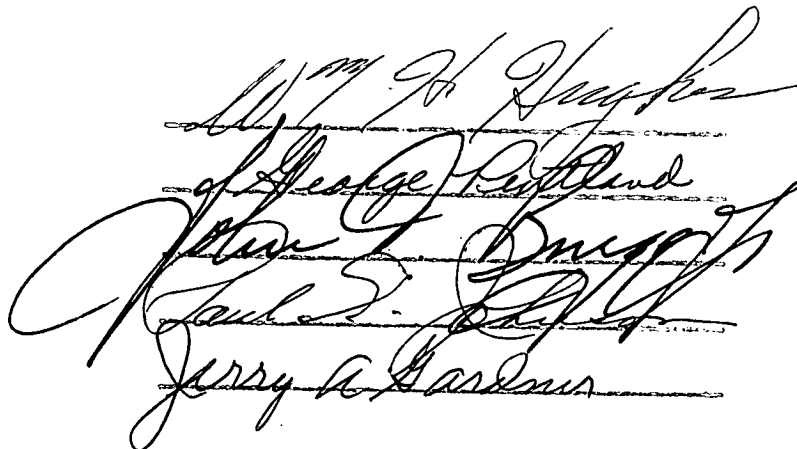
WHEREAS the Jurupa Unified School District does not have funds available for performing such action; and

WHEREAS the Board of Trustees of the Jurupa Unified School District intends to perform such functions prescribed to it by law; and

WHEREAS certain funds now administered by the Riverside City Joint Union High School District shall accrue to the Jurupa Unified School District on July 1, 1963

THEREFORE BE IT RESOLVED THAT the Riverside City Joint Union ^{High} School District be requested to make an advanced apportionment to the Jurupa Unified School District in the amount of \$20,000.00. Said apportionment to be a liability of the Jurupa Unified School District in the distribution of existing funds and obligations between the two districts.

December 3, 1962


George R. Pittlund
John S. Dwyer
Paul S. [unclear]
Jerry A. Gardner