

JURUPA UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES
RIVERSIDE COUNTY

June 17, 1963

MINUTES OF THE REGULAR MEETING

OPENING PROCEDURE

CALL TO ORDER

The meeting of the Jurupa Unified School District Board of Trustees was called to order by President John Burge at 7:45 p.m. on Monday, June 17, 1963 in the library of the Rubidoux High School, Riverside (Rubidoux), California.

FLAG SALUTE

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

INVOCATION

All remained standing for the invocation given by Mrs. Helen Kutch in the absence of Reverend Lloyd Sturtevant, Grace Lutheran Church, Glen Avon.

The roll call of members present indicated the following record of attendance:

BOARD ATTENDANCE

John Burge, Jr., President
William H. Hughes, Clerk (arrived 7:47 during dis-
Paul E. Johnson, Member (cussion-cafeteria workers
George Pentland, Member salaries)
Jerry A. Gardner, Member

Others Present:

OTHERS PRESENT

Dr. Robert E. Hummel, Secretary & Authorized Agent
Mrs. Evelyn Ford, Administrative Secretary
Mr. Richard Holzer, Instructional Materials Const.
Mrs. Helen Kutch, Coordinator-Pupil Personnel Serv.
Mr. Ansgar Larsen, Ass't Supt. - Business
Dr. Kenneth Norton, Ass't Supt. - Instruction
Mr. James Rowe, Coordinator-Elementary & Secondary Ed.
Mr. Ernest Miller, Administrative Ass't

Each board member present was in attendance until the conclusion of the meeting.

The following visitors were in attendance at the meeting:

VISITORS

Bill Vernon	Ass't Princ., Jurupa Jr. High School
E. D. Flannagan	Princ., Glen Avon School
S. A. Komarek	Teacher, Rubidoux High School
L. H. Stolsek	Teacher, Rubidoux High School
Bill Barnett	Teacher, Rubidoux High School
John Sarina	Teacher, Rubidoux High School
Bruce Paulson	Counselor, Rubidoux High School
Lois Cooper	Teacher, Rubidoux High School
John Ron	Teacher, Rubidoux High School
Lillian Barnes	Counselor, Rubidoux High School
Phil Laney	Counselor, Rubidoux High School
Charles A. Shewman	Counselor, Rubidoux High School
Margarito (Mac) Molina	Custodian, Mira Loma
Carl Burrow	Custodian, Mira Loma
Walter Hutchinson	Custodian, Mira Loma
Irene Barker	Cook, Ina Arbuckle School

VISITORS

Ruby Martus	Cook's Helper, West Riverside School
Fern Thomson	Jurupa Teachers' Assoc. President
Jean Cates	Parent
Doris Strother	Rubidoux High School P.T.A. Pres.
Ray M. Florez	Custodian, Rubidoux High School
Chet Ratliff	Custodian, Rubidoux High School
Louise A. Yeast	Glen Avon P.T.A. President
Lloyd P. Smith	Custodian, Glen Avon School
Claud W. Jones	Custodian, Van Buren School
Glenn O. Squires	Visitor
Howard Peters	Custodian, Rubidoux High School
Burt Barnes	Custodian, Rubidoux High School
Clarence J. Lantz	Custodian, Jurupa Jr. High School
Richard L. Hannock	Custodian, Jurupa Jr. High School
David Ott	Custodian, West Riverside School Dist.
Evelyn Morrarty	West Riverside Cafeteria
Mary Beeman	Rustic Lane Cafeteria
Thomas Beeman	Custodian, Rubidoux High School
Emilia Rogers	Cafeteria, Jurupa Jr. High School
Edmund Rogers	Custodian, Rubidoux High School
Barbara Duff	Teacher, Rubidoux High School
Robert W. Wolfe	Teacher, Rubidoux High School
J. H. Griffin	Vice Princ., Rubidoux High School
Georgia Cox	Attendance Clerk, Rubidoux High School
Ethel Chavez	Secretary, Rubidoux High School
Walter D. Gardner	Princ., Jurupa Jr. High School
John Correll	Chairman, Citizens' Committee
Gilbert O. Vasquez	Custodian, Rubidoux High School
William Lewis	Princ., Pacific Avenue School
Morgan Kenney	Princ., Rustic Lane School
U. K. Garrett	Princ., West Riverside School

APPROVAL OF
MINUTES

Mr. Pentland moved to accept the minutes of the regular meeting of June 3, 1963 as presented. Mr. Gardner seconded the motion.

Motion carried.

Mr. Gardner moved to accept the minutes of the reconvened regular meeting of June 7, 1963 as presented. Mr. Pentland seconded the motion.

Motion carried.

President Burge opened the meeting to general discussion from the floor in order that questions or points for consideration might be brought before the Board. There being no discussion from the floor, the President proceeded with the regular order of the agenda.

I. INSTRUCTION

REPORT CARD
INFORMATION

Mr. Rowe distributed information sheets on report cards for the Board's perusal and study.

Mr. Pentland moved to approve the proposed calendar for 1963 - 64 as presented by the Superintendent on page 8 of the supporting documents. Mr. Gardner seconded the motion.

Motion carried.

II. FINANCE AND BUSINESS PROCEDURES

CLASSIFIED
SALARY SCHEDULES

Mr. Larsen presented for the Board's consideration the proposed classified salary schedules.

CAFETERIA
WORKERS

Mr. Gardner moved to approve the proposed Cafeteria Workers' salary schedule as presented by the administration on page 9 of the supporting documents. Mr. Pentland seconded the motion.

Motion carried.

CUSTODIAN -
MAINTENANCE

Mr. Larsen noted that a classification had been omitted on the Custodial and Maintenance salary schedule as presented on page 10 of the supporting documents: Class I-Field Man at High School at a beginning salary of \$355 with an increase of \$15 per step for 6 steps.

Mr. Gardner moved to approve the proposed Custodial and Maintenance salary schedule as presented by the administration. Mr. Burge seconded the motion. Mr. Johnson moved to amend the motion by adding a 7th step to Class C in the amount of \$405. Mr. Hughes seconded the motion.

An amendment to the amendment to drop the 7th step of Class B was not carried.

The amendment was carried by Mr. Johnson, Mr. Hughes, and Mr. Gardner voting yes; Mr. Pentland and Mr. Burge voting no.

The main motion was carried.

Mr. Gardner moved to approve the proposed Kindergarten Aides salary schedule as presented by the administration on page 11 of the supporting documents. Mr. Pentland seconded the motion.

Motion carried.

Mr. Hughes moved to approve the Secretary-Clerk salary schedule as presented by the administration on page 12 of the supporting documents. Mr. Pentland seconded the motion.

Motion carried.

A resume of duties and responsibilities along with a description of existing school lunch facilities in the district was presented on page 13 of the supporting documents.

Mr. Johnson moved to approve the recommendation of the Superintendent to hire Mrs. Bessie Pontius as Food Supervisor at a salary of \$475.00 with employment effective July 1, 1963. Mr. Gardner seconded the motion.

Motion carried.

Mr. Gardner moved to accept the recommendation of the administration to place the following people on the C & D columns of the certificated salary schedule without the Masters degree since they held this position on the Riverside City Schedule.

William Barnett	Ed Brophy
Barbara Duff	Stanley A. Komarek
Robert O. Lepper	Louis H. Stolsek
John Sarina	Lewis Vanderzyl

Mr. Pentland seconded the motion.

The Motion carried with Mr. Gardner, Mr. Pentland and Mr. Hughes voting yes; Mr. Burge and Mr. Johnson voting no.

Mr. Pentland moved to approve the Purchase Orders #2245 through #2249, and #2651 through #2656 as presented on page 17 of the supporting documents. Mr. Johnson seconded the motion.

Motion carried.

SECRETARY -
CLERK

FOOD
SUPERVISOR
APPROVED

RE*ADJUSTMENT
OF
CERTIFICATED
SALARIES

APPROVAL OF
PURCHASE
ORDERS

TENTATIVE
BUDGET
APPROVED

Mr. Hughes moved to approve the tentative budget as presented on pages 19 through 25 of the supporting documents. Mr. Gardner seconded the motion.

Motion carried.

III. PERSONNEL

EMPLOYMENT
OF
CERTIFICATED
PERSONNEL

Mr. Johnson moved to accept the recommendation of the Superintendent to offer the following persons employment as teachers in the Jurupa Unified School District for the 1963 - 64 school year:

Mrs. Dorothy H. Gilliland, Rubidoux - \$6,360

Mr. Charles Terrell Snell, Rubidoux - \$5,100

Mr. Hughes seconded the motion.

Motion carried.

EMPLOYMENT
OF SUMMER
SCHOOL
PERSONNEL

Mr. Pentland moved to accept the recommendation of the Superintendent to employ the following persons as Summer School teachers with a pay rate of \$20.00 per school day for a period beginning July 1 through August 12. These persons are to serve only if enrollment justifies their employment.

Ed Brophy	American Government
L. J. Read	Art
Arlo Gard	Driver Education
Ronald Welch	Driver Education
Lars Peterson	Driver Education
Steve Bystry	Driver Education
Bert Barnes	Driver Education
Judy Schmidt	English
Richard Harding	Mathematics
Ruben Perley, Jr.	Mathematics
John Anderson	U. S. Government
Henry Robertus, Jr.	U. S. Government
Sally Pidgeon	Social Studies
John Sarina	World Cultures
Verl Wolfe	Librarian
Barbara Stanford	Teacher Ass't - Typing

Mr. Hughes seconded the motion.

Motion carried.

RE-EMPLOYMENT
OF TEACHERS
RECOMMENDED BY
COMPONENT
ADMINISTRATORS

Mr. Gardner moved to approve the re-employment of teachers as recommended by the component district superintendents and presented in the supporting documents on pages 27 - A through 27 - L. Mr. Pentland seconded the motion.

Motion carried.

RESIGNATIONS

Mr. Johnson moved to accept with regret the resignations of the following people:

Mr. Robert S. Bennett, Teacher, Pedley School
Mr. Albert Brenner, Teacher, Rubidoux High School
Mrs. Sharron Cordaro, Teacher, Pedley School
Mrs. Louise James, Librarian, Rubidoux High School
Mr. L. J. Read, Art Teacher, Rubidoux High School

Mr. Gardner seconded the motion.

Motion carried.

IV. PUPIL PERSONNEL

INTER-DISTRICT
AGREEMENT
POLICY
APPROVED

Mr. Johnson moved to adopt the proposed policy on Inter-district Agreements as presented on page 28 of the supporting documents. Mr. Pentland seconded the motion.

Motion carried.

INTRADISTRICT
ATTENDANCE
AREA POLICY
APPROVED

Mr. Johnson moved to adopt the proposed policy on Intradistrict Attendance Areas as presented on page 28 of the supporting documents. Mr. Hughes seconded the motion.

Motion carried.

SUMMER SCHOOL
INTER-DISTRICT
AGREEMENT

Mr. Gardner moved to ratify the Inter-district Agreement with Riverside City Schools for the following students to attend Summer School only as presented on page 29 of the supporting documents:

Michelle Lenzner, Social & Trig; Poly High
Marsha Lenzner, Social & Trig; Poly High
John Center, Chemistry; Poly High
Mary Sue Cleveland, Science; Poly High
Clifford Reid, Remedial Reading; Pachappa
David Dark, Algebra I; Poly High
George Hay, English II; Poly High
Theodore C. Munson, Math; Poly High
Stanley Ehrenfeld, Math; Poly High
Michael Lucas, Arithmetic; Longfellow.

Mr. Johnson seconded the motion.

Motion carried.

VI. PUBLIC RELATIONS

CITIZENS' COMMITTEE
MEETING

Mr. John Correll, chairman of the Citizens' Committee reported that the next meeting of the Committee would be June 19, 1963, 7:30 p.m. at the Glen Avon School.

VII. ADMINISTRATION

AMENDED
BOARD BY-LAWS
APPROVED

Mr. Hughes moved to accept the amended Board By-Laws as presented on Insert 1-8 of the supporting documents. Mr. Pentland seconded the motion.

Motion carried.

REMOVAL OF
EQUIPMENT
BY RIVERSIDE
CITY SCHOOLS

A report was made to the Board on the conference held with Mr. Harry Young, Riverside City Schools, and Mr. Larsen concerning removal of equipment in Jurupa Jr. High and Rubidoux High Schools. Mr. Larsen suggested that a letter be directed to Mr. Harry Young stating that property belonging in the schools has been removed, and that this district is not satisfied, and that any equipment which belongs to the district would remain or be returned if it has been removed. He reported that Mr. Young had assured him that this matter of equipment would be taken care of properly.

LEGAL
ADVERTISING
TO BE SHARED

Mr. Pentland moved to accept the recommendation of the Superintendent to modify past Board action to permit legal advertising to be shared with any adjudicated newspapers in the district. Mr. Gardner seconded the motion.

Motion carried with Mr. Burge, Mr. Gardner and Mr. Pentland voting yes; Mr. Hughes and Mr. Johnson voting no.

EXECUTIVE SESSION

At the close of the regular agenda the President called for a recess to be followed by an executive session at 9:40 p.m. to permit discussion of proposed administrative salaries and salary schedules.

REGULAR SESSION

At 11:24 p.m. the President reconvened the meeting to regular session.

ADMINISTRATIVE SALARIES APPROVED 1963-64

Mr. Gardner moved the following administrative salaries be paid for the 1963-64 school year and that the salary ratios be adopted as presented. The Superintendent was instructed to place the psychologist on the ratio schedule:

HIGH SCHOOL AND JR. HIGH SCHOOL

Mr. Walter G. Gardner, High School Principal
ratio 1.45 E-7 \$12,559.90

Mr. Joe Werner, High School Assistant Principal
ratio 1.33 C-1 \$ 8,776.67

Mr. Bruce Paulson, High School Dean of Boys
ratio 1.20 E-1 \$ 8,463.60

Mrs. Lillian Barnes, High School Dean of Girls
ratio 1.20 C-1 \$ 7,918.80

Mr. Charles Shewman, High School Director of Attendance
ratio 1.15 E-7 \$ 9,961.30

Mr. Burt Barnes, High School Director of Attendance
ratio 1.10 C-6 \$ 8,571.20

High School Counselors to be placed on teachers salary schedule x 1.05: Miss Nancy Verzuh, Mr. Phil Laney, Mrs. Dorothy Gilliland.

Mr. Joseph Griffin, Jr. High School Principal
ratio 1.35 E-7 \$11,693.70

Mr. William Vernon, Jr. High School Assistant Principal
ratio 1.23 C-6 \$ 9,584.16

Mrs. Janice Covel, Jr. High School Dean of Girls
ratio 1.20 C-3 \$ 8,491.20

The following elementary principals were employed at a ratio of 1.25:

ELEMENTARY PRINCIPALS

William Lewis C-2 \$ 8,547.50

Floyd Lewis C-3 \$ 8,845.00

Edward Flannagan C-4 \$ 9,143.75

Frank Medaris C-4 \$ 9,143.75

Virginia Gump C-4 \$ 9,143.75
(Mrs. Gump to be held at this step for review next year)

Morgan Kenney D-2 \$ 8,848.75

U. K. Garrett D-5 \$ 9,800.00

DISTRICT
ADMINISTRATIVE
PERSONNEL

Neil Williams, E-5, \$10,157.50

Mrs. Helen Kutch, Coordinator-Pupil Personnel Services
1.33 C-5 \$10,046.82

Mr. James Rowe, Coordinator Elementary and Secondary Ed.
C-7 \$10,681.23

Mr. E. A. Miller, Administrative Assistant, \$13,800.00

Dr. Kenneth Norton, Assistant Superintendent-Instruction
\$14,800.00

Mr. Richard Holzer, Instructional Materials Consultant,
to be employed at an annual salary of \$11,339.00

Mr. Hughes seconded the motion.

Motion carried.

ADJOURNMENT

At 11.26 p.m. Mr. Gardner moved the meeting be adjourned. Mr.
Hughes seconded the motion.

Motion carried.

MINUTES OF THE REGULAR MEETING OF JUNE 17, 1963 ARE APPROVED AS

PRESENTED

Motion: _____

Second: _____

Vote: _____

President

Clerk

July 1, 1963