



# BOARD OF EDUCATION REGULAR MEETING AGENDA

BOARD OF EDUCATION Sandra Ruane, President Mary Burns, Clerk David Barnes John Chavez Jose Medina  
SUPERINTENDENT John P. Wilson, Ed.D

JUNE 4, 1990

EDUCATION CENTER BOARD ROOM #16 - 3924 Riverview Drive, Riverside, CA 7:00 p.m.

## OPENING

Call to Order

\* Indicates supporting document

Roll Call

\*\* Indicates supporting document  
for Board Members only

## CLOSED SESSION 6:00 P.M.

The Board will meet in Closed Session at 6:00 p.m. in the Superintendent's office to consider qualified matters of litigation, negotiation, student discipline, professional services, and/or personnel qualifications which are timely.

## PUBLIC SESSION 7:00 P.M.

Speaker cards are available on the side table for citizens wishing to address the Board in either a hearing session or communications session. Speakers are requested to limit comments to five minutes.

Call to Order in Public Session

(President Ruane)

Roll Call: President Ruane, Mrs. Burns, Mr. Barnes, Mr. Chavez, Mr. Medina

Flag Salute

(Mrs. Ruane)

Invocation

(Mr. Medina)

## 1. Recognition

### a. Recognize CSEA 1990 Special Services Employee of the Year

(Mrs. Twombly)

The District is proud to recognize Mrs. Dee Jacobsen, Campus Supervisor at Jurupa Valley High School, as the California School Employees Association's 1990 Special Services Employee of the Year representing the State. This award will be presented to Mrs. Jacobsen at the annual CSEA conference to be held in August in Sacramento.

Dee Jacobsen has been the President of the Jurupa CSEA Chapter since 1988 and has also served as a reporter, conference delegate, job steward and negotiating team member. Her supervisors and co-workers describe her as energetic, competent, enthusiastic, involved and creative. She has worked closely with the district and classified union to bring about successful employee contracts and positive working relations. In her dealings with students, she is characterized as a supportive, caring staff member.

## 1. Recognition

### a. Recognize CSEA 1990 Special Services Employee of the Year (Cont'd)

In addition to her duties as Campus Supervisor, she is a Community Intervention Program facilitator, a site reporter for the district newsletter, and all around cheerleader for staff pride and spirit.

The Board and administration are pleased to express congratulations to Dee Jacobsen as the recipient of the CSEA 1990 Special Services Employee of the Year award.

### b. Recognize New 1989/90 Mentor Teachers (Mrs. Roberts)

Annually, the State Department of Education provides certificates for newly appointed mentor teachers. Several new mentors have been appointed by the Board of Education since the last recognition. Certificates are being presented to the following mentors:

#### MENTOR

Sandra Allen  
Tony Arredondo  
Madelaine Havey  
Karen Lancaster  
Rhoda Layton  
Sheila Medina  
Consuelo Nagle  
Beverly Mae Rosten  
Nanette Seago  
Carole Zuloaga

#### SCHOOL

Camino Real Elementary  
Mission Bell Elementary  
Mission Middle School  
Nueva Vista High School  
Rustic Lane Elementary  
Jurupa Valley High School  
Ina Arbuckle Elementary  
Indian Hills Elementary  
Mission Middle School  
Rustic Lane Elementary

### \* c. Recognize 1989/90 School Volunteers (Mrs. Roberts)

Members of the Board of Education and administration wish to acknowledge publicly their gratitude to the hundreds of volunteers who have assisted school personnel in the conduct of the educational program during the 1989/90 school year. Volunteers have assisted in classrooms, offices, libraries, as field trip chaperons, and in countless other ways. Those individuals who have worked twenty-five (25) hours or more will receive a certificate of award by their site principal. The names of recipients, by school site, are listed in the supporting documents.

## 2. Administrative Reports and Written Communications

### a. Accept Donations for Schools (Mr. Edmunds)

All donations are given to Jurupa Unified School District with the request the money or item be used at the designated school.

Indian Hills Elementary School PTA wishes to donate \$1,000 to purchase instructional supplies and for field trips; and \$1,500 to be used for building improvements such as a patio cover.

## **2. Administrative Reports and Written Communications**

### **a. Accept Donations for Schools (Cont'd)**

The Financial Clinic wishes to donate \$45.00, with the request it be distributed to rooms 5 and 18 of Sky Country Elementary School for transportation to the Jurupa Rodeo Buck-Out on June 1, 1990.

Sunnyslope Elementary School PTA wishes to donate \$2,500.00, with the request it be used for school field trips; and \$1,000 to be used to purchase student incentives.

Jose Ruiz, a bilingual tutor at Mission Middle School, wishes to donate a "WordPerfect" software package valued at \$300 to be used at the school.

Administration recommends acceptance of these donations with letters of appreciation to be sent.

### **\* b. Consider Nominations for California School Boards Association Directors-at-Large (Dr. Wilson)**

At the last Board meeting Mr. Chavez noted that as a member of the CSBA Delegate Assembly, he received an announcement from CSBA requesting nominations for Directorships of the even-numbered regions and the three Director-at-Large positions which represent the Black, Hispanic and other ethnic constituencies.

He indicated that Dr. John Arvizu, president of the Hispanic Caucus, an association of Hispanic California School Board Members, and Board member at Gilroy Unified School District, has expressed an interest in being considered for nomination to the Hispanic Director-at-Large position. The Board may nominate up to three candidates. Written nominations by the Board are due at CSBA by September 29, 1990.

### **c. Other Communications/Reports (Dr. Wilson)**

## **3. Report of Student Representatives**

The Board welcomes Sophie Deason, Rubidoux High School Student Representative, and Jennifer Challacombe, Jurupa Valley High School Student Representative. They may wish to address the Board regarding student achievements, interests, or other matters. The Board and administration recognize Ms. Deason's and Ms. Challacombe's valuable contributions during this past year and wish them much success in future endeavors.

## **4. Public Verbal Comments**

This communication opportunity is included on the agenda of each regular Board meeting so citizens can make suggestions or identify concerns about matters affecting the school district, or request an item on a future agenda. **California law states that there shall be no action on items not shown on the published Board Agenda.**

#### **4. Public Verbal Comments (Cont'd)**

The Board President will call on speakers who have completed cards requesting to be heard. Comments should be limited to five minutes. The Board may not have complete information available to answer questions and may refer specific concerns to the staff for appropriate attention.

#### **Request to Make Presentation**

Mr. Chuck Dunn, Resource Specialist at Jurupa Valley High School, has asked to make a presentation before the Board regarding distribution of bumper stickers.

#### **5. Board Member Reports and Comments**

Individual Board members may wish to share information about topics not on the agenda, report on committee activities or request items on a future agenda.

### **ACTION SESSION**

#### **\* A. Approve Minutes of the May 21, 1990 Regular Meeting**

Recommend approval as printed.

#### **\* B. Approve Incentives for District Rideshare Plan**

(Mrs. Twombly)

On February 24, 1990, the district received official notification from the South Coast Air Quality Management District that a Regulation XV trip reduction plan must be developed and implemented for each site with 100 or more employees. The plan must be submitted by June 27, 1990.

Regulation XV was developed to reduce emissions from vehicle sources in the South Coast Air Basin. the goal of the program is to reduce air pollution by reducing the number of commuter trips between home and work during the 6 a.m. to 10 a.m. peak traffic period. These four hours are the most important to air quality, because the pollutants emitted during this period are the culprits that react with sunlight and lead to high ozone concentrations later in the day.

The Regulation requires that the district aim for an average ridership of 1.5 persons per vehicle. The average of the four affected JUSD sites is presently 1.05. To reach the 1.5 goal, an additional 143 persons would need to participate in the rideshare program.

The four JUSD sites which must comply with Regulation XV are: Rubidoux High School, Jurupa Valley High School, Jurupa Middle School with the MOT facility and West Riverside School with the Education Center and IMC facilities.

The supporting documents contain the proposed incentives and marketing plan which, when approved by AQMD, will be offered to employees at the four affected sites. The incentives are summarized below:

1. Educational Awareness Program - This will include the required Coordinator training, information in each issue of the "JUSD Reports" and quarterly presentations at each site.

\* **B. Approve Incentives for District Rideshare Plan** (Cont'd)

2. Matchlist Assistance - Interested employees will be provided with a list of employees who live near them so they may establish carpools, if they so desire.
3. Guaranteed Ride Home - This guarantees an employee who participates in the program transportation home in case of an emergency.
4. Preferential Parking - A minimum number of parking spaces at each site, closest to buildings, will be reserved for rideshare vehicles.
5. Special Awards - A monthly drawing for a dinner certificate or voucher valued at \$40.00 will be held at each site. Each time an employee rideshares, walks or bicycles to work, he/she will be eligible to put his/her name in for the drawing. On a quarterly basis, all employees who have been eligible for the monthly drawings will also be eligible for a drawing for a travel voucher valued at \$250.00.
6. Flexible Hours - Where appropriate, and only with the approval of the supervisor, employees' work hours may be adjusted to an earlier or later starting time.

We have been advised by AQMD personnel that in order to be effective in encouraging employees to reduce their driving and/or to consider alternative modes of transportation financial incentives must be included in the plan. In addition, a letter of commitment from the Superintendent will accompany the plan, as well as several sections with statistical data on present ridesharing practices. The proposed incentives and printing needs for the JUSD Rideshare Program have a budget impact of \$6,000. (The complete plan, with statistical data, will be brought to the Board for final approval on June 25th.)

In order to proceed with development of the plan, administration recommends that the Board approve the proposed incentives for compliance with the South Coast Air Quality Management District's Regulation XV trip reduction plan.

\*\* **C. Approve Mentor Teachers**

(Mrs. Roberts)

The Mentor Teacher Program, established by Senate Bill 813, is intended to recognize outstanding teachers and to provide incentives to remain in the profession. Mentor teachers may provide assistance and guidance to new teachers and they may provide assistance to more experienced teachers. In addition, they may provide staff development for teachers or develop special curriculum projects or programs.

Each district electing to participate in the program is allocated a number of mentor teacher positions approximately equal to 5 percent of the teaching staff. An agreement with the certificated bargaining unit delineates the procedures under which the program operates. A mentor teacher selection committee composed of four teachers elected by their peers and three administrators determines which candidates will be recommended to the Board for appointment.

**\*\* C. Approve Mentor Teachers (Cont'd)**

All applicants are required to submit a proposal which includes a description of the proposed mentor service, a statement of educational qualifications and any specialized training, the goals of the mentor teacher in his/her assignment, a statement concerning why the applicant should be considered for mentor teacher service and any professional experience related to the proposed service.

Selection Committee members read and rate every proposal, interview administrators and teachers designated by the candidate and the entire committee interviews each candidate before a final recommendation is made. Candidates must receive a majority vote of the committee.

It is recommended that the Board approve mentor teachers from the list submitted by the Mentor Teacher Selection Committee.

**\*\* D. Approve Submittal of Part 1 of 1990/91 Consolidated Application (Mrs. Roberts)**

Each year the district submits a Consolidated Application to declare its intent to apply for funding of consolidated categorical educational programs. Six categorical programs are a part of this application.

Economic Impact Aid (E.I.A.) funds State Compensatory Education (SCE) programs and state bilingual education programs. Federal Chapter 1 also finances compensatory programs for low-achieving students and preschool classes. For the 1990/91 school year, eight (8) elementary schools are eligible to receive compensatory education funds. These include: Glen Avon, Ina Arbuckle, Pacific Avenue, Rustic Lane, Sunnyslope, Troth Street, Van Buren, and West Riverside Elementary Schools.

The School Improvement Program (S.I.P.) is designed to provide support for schools to upgrade their programs to be consistent with the quality criteria for elementary and secondary schools developed by the State Department of Education. All elementary and both middle schools will receive S.I.P. funding during the next school year.

The federal Chapter 2 program gives school districts resources for a variety of programs, including library services, staff development, and guidance and counseling. All schools will receive a portion of the federal Chapter 2 funds. Professional Development funding is targeted for Rubidoux High School. Its purpose is to allow the school to develop, and implement, a professional development plan to support their school improvement program. Both Jurupa Valley and Rubidoux High Schools receive a Tenth Grade Counseling allocation. The intent of this program is to provide extra assistance to students in meeting the graduation requirements. Economic Impact Aid (E.I.A.) bilingual funds are available for all schools with limited English proficient pupils and primarily supports salaries of bilingual language tutors, special materials, and staff development.

**\*\* D. Approve Submittal of Part 1 of 1990/91 Consolidated Application (Cont'd)**

The current funding request is based on this year's allocation and includes: Economic Impact Aid (State Compensatory Education and Bilingual Education) \$546,700; Chapter 1 \$845,170; Chapter 2 \$91,000; School Improvement \$845,170; Professional Development \$88,000, and 10th Grade Counseling \$17,302. After the State budget is adopted, the district will be notified of the actual 1990/91 entitlement; the application will be amended and Part II will be submitted in November. A copy of the Consolidated Application is included in the supporting documents for Board members.

It is recommended that the Board approve submittal of Part 1 of the 1990/91 Consolidated Application.

**\* E. Approve Submittal of 1990/91 Drug, Alcohol, and Tobacco Education Consolidated Application (Mrs. Roberts)**

During the past three years, the district has submitted individual grant applications for various substance abuse education/prevention grant programs, (i.e. SB 110, Primary Prevention Program; Drug Free Schools and Communities Act; Comprehensive Alcohol and Drug Prevention Education (CADPE); and Proposition 99, Tobacco Use Prevention Education). This year the state has developed a consolidated application thus, combining several application processes into a single consolidated procedure. In Riverside County, this procedure is the Drug, Alcohol, and Tobacco Education (D.A.T.E.) Consolidated Application. The D.A.T.E. Consolidated Application, if approved, would provide \$204,415 to our district for drug, alcohol, and tobacco education efforts in the 1990/91 school year. This figure is derived from the following individual grant entitlements:

Tobacco Use Prevention Education	\$80,676
Comprehensive Alcohol and Drug Prevention Education	\$40,421
Drug Free Schools and Communities Act	\$83,318

School districts throughout California are being encouraged by the State Department of Education to begin development of a "Healthy Kids, Healthy California" comprehensive health program using the D.A.T.E. program funding. In Jurupa, a twenty-one (21) member task force, chaired by Dr. Bill Hendrick, has been formed to help identify curriculum issues, student needs, staff training, and equipment requirements for the implementation of a comprehensive, kindergarten through 12th grade, health program. The current Consolidated D.A.T.E. Application represents the initial efforts of this task force.

The supporting documents contain an abstract of the proposal that will be submitted, upon Board approval, to the Riverside County Office of Education. Copies of the D.A.T.E. Consolidated Application will be available for public review in the Education Support Services office.

Administration recommends the Board approve submittal of the 1990/91 Drug, Alcohol, and Tobacco Education (D.A.T.E.) Consolidated Application for \$204,415 to the Riverside County Office of Education.

**F. Review and Act on Award of Legal Bids**

**1. Award Legal Bid #90/08L, Construction of Jurupa Valley High School Phase II**

On Thursday, May 17, 1990 at 2:00 p.m., the District held the public opening of Legal Bid #90/08L for the Phase II construction of Jurupa Valley High School. The following District employees were present: Bill Anderson, Director of Administrative Services; Phil Wilkeson, Director of Purchasing; and Bob Iverson, Buyer. John Trittipo and Fred Gualda, the architects for this project, were also present. Three contractors submitted bids as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Deduct Alternate "A"</u>	<u>Deduct Alternate "B"</u>
<b>Rossetti Construction</b>	<b>\$1,997,300</b>	<b>\$38,000</b>	<b>\$17,000</b>
M.L. Hansen Construction	2,044,000	51,000	18,600
J. Murray Construction	2,100,000	45,000	15,000

All bidders were advised that a contract could be awarded only if the school construction bond initiative passed in the June election.

The state allocation for this project is \$2,180,000 thus enabling us to award the entire project without using either of the deductive alternates.

Administration recommends that, subject to voter approval of Proposition 123 (1990 School Facilities Bond Act) on the June 5th Ballot and approval of the State Allocation Board, Legal Bid #90/08L, Construction of Jurupa Valley High School Phase II, be awarded to Rossetti Construction Company of Ontario, California, and Purchase Order #62761, in the amount of \$1,997,300, be issued to cover this project.

**2. Award Legal Bid #90/11L, Construction of Stone Avenue Elementary School**

On Thursday, May 3, 1990, at 3:00 p.m., the District held the public opening of Legal Bid #90/11L for the construction of Stone Avenue Elementary School. The following District employees were present: Dr. John Wilson, Superintendent; Bill Anderson, Director of Administrative Services; Phil Wilkeson, Director of Purchasing; and Bob Iverson, Buyer. Clerk of the Board, Mary Burns, was also present as were Kal Porter and David Lystrup, the architects for this project. Seven contractors submitted bids as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Deduct Alternate "A"</u>	<u>Deduct Alternate "B"</u>
<b>RJW Construction</b>	<b>\$3,794,000</b>	<b>\$ 84,190</b>	<b>\$176,180</b>
Martin J. Jaska	3,969,114	70,779	139,982
Rossetti Construction	3,979,400	99,750	112,000
Capitol Systems	3,992,000	81,595	120,252
Berry Construction	4,088,776	135,000	100,000
Robert McMullan & Son	4,148,000	95,700	187,200
Wadman Corporation	4,217,000	110,000	18,000



**F. Review and Act on Award of Legal Bids**

**2. Award Legal Bid #90/11L, Construction of Stone Avenue Elementary School (Cont'd)**

All bidders were advised that a contract could be awarded only if the school construction bond initiative passed in the June election.

The state allocation for this project is \$4,110,118 thus enabling us to award the entire project without using either of the deductive alternates.

Administration recommends that, subject to voter approval of Proposition 123 (1990 School Facilities Bond Act) on the June 5th Ballot and approval of the State Allocation Board, Legal Bid #90/11L, Construction of Stone Avenue Elementary School, be awarded to RJW Construction Company, Inc., of Yorba Linda, California, and Purchase Order #62758, in the amount of \$3,794,000, be issued to cover this project.

**3. Award Legal Bid #90/12L, Construction of Granite Hill Elementary School**

On Thursday, May 10, 1990, at 2:00 p.m., the District held the public opening of Legal Bid #90/12L for the construction of Granite Hill Elementary School. The following District employees were present: Bill Anderson, Director of Administrative Services; and Phil Wilkeson, Director of Purchasing. Kal Porter and David Lystrup, the architects for this project, were also present: Seven contractors submitted bids as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Deduct Alternate "A"</u>	<u>Deduct Alternate "B"</u>
<b>RJW Construction</b>	<b>\$3,440,200</b>	<b>\$123,000</b>	<b>\$167,000</b>
Capitol Systems	3,541,700	150,000	125,000
Martin J. Jaska	3,644,820	157,906	29,400
Rossetti Construction	3,693,000	149,000	176,000
Robert McMullan & Son	3,732,000	132,000	232,000
Wadman Corporation	3,787,000	118,000	61,000
Berry Construction	3,872,126	130,000	150,000

All bidders were advised that a contract could be awarded only if the school construction bond initiative passed in the June election.

The state allocation for this project is \$3,899,330 thus enabling us to award the entire project without using either of the deductive alternates.

Administration recommends that, subject to voter approval of Proposition 123 (1990 School Facilities Bond Act) on the June 5th Ballot and approval of the State Allocation Board, Legal Bid #90/12L, Construction of Granite Hill Elementary School, be awarded to RJW Construction Company, Inc., of Yorba Linda, California, and Purchase Order #62759, in the amount of \$3,440,200, be issued to cover this project.

**F. Review and Act on Award of Legal Bids**

**4. Award Legal Bid #90/15L, Service, Site and Landscape Work for Granite Hill**

On Thursday, May 10, 1990, at 3:30 p.m., the District held the public opening of Legal Bid #90/15L for the earthwork portion of Granite Hill Elementary School. The following District employees were present: Bill Anderson, Director of Administrative Services; and Phil Wilkeson, Director of Purchasing. Kal Porter and David Lystrup, the architects for this project, were also present. Four contractors submitted bids as follows:

<u>Contractor</u>	<u>Bid</u>
Capitol Systems	\$653,900
RJW Construction	657,800
Rossetti Construction	679,000
Berry Construction	912,034

All bidders were advised that a contract could be awarded only if the school construction bond initiative passed in the June election.

Administration recommends that, subject to voter approval of Proposition 123 (1990 School Facilities Bond Act) on the June 5th Ballot and approval of the State Allocation Board, Legal Bid #90/15L, Service, Site, and Landscape Work for Granite Hill Elementary School, be awarded to Capitol Systems of Garden Grove, California, and Purchase Order #62760, in the amount of \$653,900, be issued to cover this project.

**5. Award Legal Bid #90/14L, Supply General Warehouse Stock**

Advertisements inviting bids for general warehouse stock were published on April 20 and 27, 1990, in the Riverside Press Enterprise. A public bid opening was held on May 10, 1990, at 2:00 p.m. in the Director of Purchasing's office.

We received quotes from eleven of the sixteen companies that were sent bid packets. However, four of the bids had to be rejected because a required bid bond was not included with the bid. Six of the remaining seven had low bids on 25 or more items. There were 314 items on the bid. We are accepting the low bid on 302 of the 314 items. The remaining 12 items were either no bid or we rejected the items bid as unacceptable substitutes of items specified. Rather than list all items in the Agenda, we are listing summaries by low bidder showing the number of items and dollar amount awarded to each bidder.

<u>Vendor</u>	<u># of Items</u>	<u>\$ Amount</u>
Waxie/Kleenline	32	\$24,454.70
Pioneer Chemical	25	9,910.12
Eastman Inc.	56	13,468.48
Pioneer Stationers	83	22,615.96
Southwest School Supply	70	27,751.31
Stockwell & Binney	36	9,373.86

Administration recommends that the Board approve issuing Purchase Orders 62808 through 62813 to the above vendors in the amounts listed, as submitted on Legal Bid 90/14L. Copies of the bids submitted are on file in the Purchasing Department.

**G. Review and Act on Timely School Facility Matters**

(Mr. Anderson)

**\* 1. Adopt Resolution #90/49, Authorizing Thompson & Colegate to Execute Documents**

Resolution #90/49 authorizes Thompson & Colegate (attorneys) to execute documents on the District's behalf pertaining to the purchase of the South Belt property (Third High School). Administration recommends that we authorize Thompson & Colegate to execute the documents on the District's behalf pertaining to the purchase of the South Belt property (Third High School).

**2. Hear and/or Approve Other School Facility Matters**

Due to frequent changes taking place in facility improvement programs, items which require Board discussion or action may arise between agenda preparation and meeting times. Administration may provide such items as verbal information reports or recommendations for action.

**\* H. Review and Approve at Informational First Reading Section 5000, Students, of the Policies and Regulations Handbook**

(Mr. Huckaby)

District policies and regulations are developed for the orderly and consistent operation of the school district. Intermittently, as policies/regulations are added, revised, or deleted, they are brought to the Board in sections for review and approval. Included in the supporting documents is Section 5000, Students, of the Policies and Regulations Handbook.

Administration recommends the Board approve at informational first reading Section 5000, Students, of the Policies and Regulations Handbook.

**I. Special Education Complaint, Case #L175-89-90**

(Mrs. Roberts)

Administration recommends the Board find that the District did not violate Education Code 56321 et. seq., in Case #L175-89-90 and, therefore, cannot be found as non-compliant.

**J. Act on Personnel Matters**

(Mr. Campbell)

**\* 1. Approve Personnel Report #22**

Administration recommends approval of Personnel Report #22 as printed subject to corrections and changes resulting from review in Closed Session.

**\* 2. Ratify Memorandum of Agreement with California School Employees, Chapter #392**

Agreements have been reached with representatives of CSEA on the rate of pay for the new job classification Accounting Technician, as well as the 1990/91 Salary Range placement for Bus Driver/Bus Driver Trainer. A copy of the Memorandum of Agreement is included in the supporting documents. It is recommended that the Board ratify the Memorandum of Agreement.

**K. Act on Student Discipline Matters**

(Mr. Taylor)

- \*\* 1. The Administrative Hearing Panel recommends the readmission of the pupil in Discipline Case #87/15 and placement at Nueva Vista High School.
- \*\* 2. The Administrative Hearing Panel recommends the readmission of the pupil in Discipline Case #90/1 and placement in the Independent Study Program of Jurupa Middle School for the balance of this school year.

**L. Approve Routine Action Items by Consent**

Administration recommends the Board approve Routine Action Items L 1-9 as printed.

- \* 1. Purchase Orders (Ms. Reul)
- \* 2. Disbursements (Ms. Reul)
- \* 3. Appropriation Transfers (Ms. Reul)
- \* 4. Agreements (Mr. Edmunds)
- 5. Rejection of Claim (Mr. Edmunds)

On May 10, 1990, administration received a Claim for Apportionment of Fault, Indemnification and Declaratory Relief Against the Jurupa Unified School District in regard to the Nickolas Green case. Administration recommends rejection of the claim with appropriate notice to the district insurance carrier. (A copy of the claim is available for Board review.)

- \* 6. Resolution #90/48, Renew Eligibility to Participate in Federal Surplus Property Program (Mr. Edmunds)

The State of California Department of General Services manages the Federal Surplus Property Program. Per Federal Regulations, public agencies that wish to remain eligible to participate in the program must renew their eligibility periodically. There is no cost involved in maintaining eligibility. While the District has not obtained any surplus equipment in the past few years, it is in our best interest to have this source available in case a requirement should ever arise that could be filled with surplus.

Administration recommends approval of Resolution #90/48 authorizing renewal of eligibility for the District to participate in the Federal Surplus Property Program.

- \* 7. State Science Fair Competition (Mr. Huckaby)

The following students have qualified to compete in the State Science Fair at the Los Angeles Museum of Science and Industry on May 23-24, 1990: Jenel Bosze, Mission Middle School; Michelle Church, Jurupa Valley High School; Eric Bosze and Herb Singh, Rubidoux High School.

**L. Approve Routine Action Items by Consent**

**\* 7. State Science Fair Competition (Cont'd)**

Students will be accompanied by Mrs. Bosze, parent volunteer; Carl Cardey, Mission Middle School teacher; and Terry Snell, Rubidoux High School teacher. Transportation will be provided by district van. All expenses for this trip will be paid with district funds.

It is recommended that the Board support administration's decision to approve this non-routine field trip to the Los Angeles Museum of Science and Industry to compete in the State Science Fair.

**\* 8. Non-Routine Field Trip to Long Beach Naval Base (Mr. Huckaby)**

ROTC summer school classes will be relocated to a military environment to give the students firsthand experience of military life. Regular classes will be conducted and will include trips around the base to reinforce the curriculum.

Students will be housed at no cost in rooms provided by the Navy. The cost per student is \$45. Meals will be paid for by the students and transportation will be provided by parents of the cadets. Colonel William R. Carroll and Chief Master Sergeant Frank Cohens will provide adult supervision for the duration of the trip.

No student shall be denied the opportunity to participate in this activity due to lack of personal funds.

Administration recommends that the Board approve this non-routine field trip request for 30 members of the Rubidoux High School ROTC unit to attend a summer school program at the Long Beach Naval Base, July 22-27, 1990.

**\* 9. Youth to Youth Summer Conference Series, July 4-9, 1990 (Mr. Huckaby)**

A requirement of the CADPE grant is to train students to work with other teens and adults to design positive prevention programs. This conference provides that type of training.

Board members will recall that Jim Turner, a Rubidoux High School student, attended this kind of training and is now on the Riverside County Drug Abuse Control Advisory Board; he is a very positive force on campus and in our community.

Ten Rubidoux high School students plus one advisor, Harrison Cole, Campus supervisor, would attend the July training. LIVE IT UP, DRUG FREE is the theme. Students will be celebrating the beginning of a drug free decade and a renewed commitment to a drug free lifestyle.

Administration recommends the Board approve this non-routine student field trip for Youth to Youth Summer Conference Series, July 4-9, 1990.

**M. Review Routine Information Reports**

- \* 1. Minutes of District Advisory Council Meeting #4 (Mrs. Roberts)

Minutes of the fourth meeting of the District Advisory Council held on Thursday, May 17, 1990 at the Professional Development Center are included in the supporting documents for the Board's review. Information only.

2. Receive Reports Pursuant to Education Code #48915 (Mr. Martinez)

Education Code #48915 requires that when a school principal determines that expulsion is inappropriate for specific student discipline violations, the principal will report in writing to the Governing Board. Such reports are included in the supporting documents for Board members only. Information only.

ADJOURNMENT

Jurupa Unified School District

**SCHOOL VOLUNTEERS**

1989-1990 School Year

**CAMINO REAL**

Marie Adams  
Sharon Alvey  
Linda Antoine  
Debra Barnes  
Theresa Berg  
Susan Bochicchio  
Susie Boess  
Amber Bushore  
Terri Chao  
Cheri Childress  
Cindy Copeland  
Chris Cote (Tut)  
Steve Craft  
Donna Dougan  
Lana Downs  
Brian Duffy  
Angie Duncan  
Sue Edmundson  
Karlyne Engendaal  
Tanya Erwin  
Debbie Finch  
Jean Foreman  
Sandra Garcia  
Kathryn Gidney  
Harold Glick  
Linda Gonzales  
Candy Grant  
Stacy Gutierrez  
Nancy Hanson  
Marilyn Harmon  
Diane Harmon  
Chris Harris  
Lori Hernandez  
Cathy Hills  
Laurine Jack  
Donna Jackson  
Susan Jahn  
Kameron Jamneshan  
Pepper Junus

Blanche Knight  
Kendal Lampe  
Karen Mahoney-Bain  
Tia May  
Jodi McGowen  
Vanna McNeal  
Angela McRea  
Rose Mijares  
Marty Millerleile  
Dan Moore  
Lyn Moreland  
Linda Murillo  
Hazel Olsen  
Ray Parimore  
Jami Parimore  
Jeremy Parimore  
Jason Parimore  
Janice Pellegrin  
JoAnn Pennell  
Kathy Ramirez  
Veronica Robinson  
Gwen Roble  
Pamela Scheibe  
Dana Schultz  
Victoria Shockey  
Tracy Snell  
Bernarda Steinmann  
Cheri Sundeen  
Rita Tate  
Charles Templin  
Claudette Thure  
Amelia Urena  
Pat Valles  
Lydia Vargas  
Mickey Weldon  
Tiffany Whiddon  
Paula Wolf  
Susan Wright  
Noel Yannacone  
Nicole Yannacone

**GLEN AVON**

Erick Baskerville  
Tammy Belcher  
Jennifer Cauzza  
Donna Coburn  
Lauri Comstock  
Edgar Dileo  
Sandy Duffy  
Miki Gibson  
Theresa Gibson  
Linda Gonzalez  
Sue Ann Gutierrez  
Amber Hardman  
Mary Jones  
Kathleen Jump  
Tammy King  
Margaret Mahoney  
Steve Mendoza  
Judy Nason  
Greg Norrod  
Laurie Optebeke  
Landy Pace  
Tina Pitman  
Irma Rangel  
Perry Smith  
LaVon Spencer  
Lester Watkins  
Jennifer Welch  
Deanna Whitaker  
Deana Whitaker

**INA ARBUCKLE**

Estela Ahumada  
Martha Arce  
Sandra Artalejo  
Bonnie Andrejck  
Nora Barger  
Judy Baynton  
Annie Beld

**INA ARBUCKLE (Con't.)**

Michael Cabrera  
Mary Castillo  
Graciela Davila  
Sherri Dodge  
Janet Forrest  
Brenda Green  
Marie Hamilton  
Maria Hernandez  
Linda Hogarth  
Della Huerta  
Teresa Hughlett  
Michelle Ivey  
Iris Klawitter  
Diane Knight  
Debbie Kreutzer  
Rosa Delia Lopez  
Sue McMillin  
Mrs. Mendez  
Lory Michaels  
Helen Millar  
Silvia Munoz  
Jeanne Nickles  
Rhonda Niemeyer  
Annie Patino  
Cindy Pennington  
Mary Ann Portillo  
Deborah Robertson  
Mary Rodriguez  
Paula Rodriguez  
Rosemary Rodriguez  
Debbie Roseborough  
Maria Ruvalcaba  
Juana Santillanes  
Dorcas Serrano  
Virginia Shellman  
Shirley Smee  
Jeri Smith  
Jacqueline Swilley  
Amelia Valdovino  
Rosa Maria Villagrana  
Louise Viramontes  
Linda Walker  
Melody Waltz  
Cynthia Young

**INDIAN HILLS**

Connie Aguirre  
Deana Alves  
Carol Anderson  
Karen Atkinson  
Keya Banerjee  
Tapan Banerjee  
Becky Bely  
Laura Black  
Dona Braniff  
Virginia Braun  
Pam Burt  
April Connally  
Malena Cordero  
Julie Cordova  
Debbie Cunningham  
Judy Dalton  
Emma De Valk  
Jeanette Dickson  
Becy Doolittle  
Warren Dottl  
Diana Dominey  
Donna Finefrock  
Elaine Finkle  
Brian Finkle  
Cheryl Forte  
Sondra Garrett  
Sandy Gomez  
GiGi Gonzales  
Alyse Gradillas  
Victoria Harkness  
Diana Harris  
Desmond Harris  
John Hill  
Sylvia Holguin  
Cathy Hood  
Michelle Howse  
Debi Isherwood  
Kristie Johnsen  
Debbie Johnson  
Lisa Johnson  
Mary Jones  
Connie Kammerzell  
Tami Lay  
Donna Liggan  
Diane Longo

Dianne Marshall  
Janice Marshall  
Kathy Miller  
Connie Mlynarski  
Lorelei Morse  
Claudette Neice  
Pauline Parker  
Debbie Pekarck  
Ida Picou  
Donna Pontious  
Barbara Real  
Jacqueline Romano  
Colleen Rutter  
Ardath Sandoval  
Judy Smith  
Bobby Steward  
Kathy Thompson  
Eva Tordesillas  
Ron Tordesillas  
Sara Torres  
Vicki Umscheid  
Carol Vance  
Richard Walker  
Jan Warshaw  
Diane West  
Marilyn White  
Julie Wight  
Jennifer Wilson  
Beth Wing  
Linda Woodruff  
Janalyn Woods  
Sue Wooten

**MISSION BELL**

Darlene Aquirre  
Judy Atkinson  
Kim Baker  
Jeanette Bernd  
Mieka Bledsee  
Tamara Bloom  
Mary Boisseau  
Elizabeth Burton  
Lynne Craig  
Lisa Crease  
Michelle Dascaldas  
Beth Dravis



**MISSION BELL (Con't.)**

Rhonda Gettis  
Jan Gonzales  
Monica Graves  
Marylou Hahn  
Linda Hall  
Dave Henry  
Laurel Henry  
Patti Krotje  
Carol Leon  
Kim Nelson  
Jean Overholt  
Debbie Parrack  
Judi Pronovost  
Pam Robinson  
Deanna Schafer  
Heather Shupp  
Melody Teagarden  
Donna Theiss  
Rosa Toledo  
Charlotte Vondersaar

**PACIFIC AVENUE**

Judy Chagris  
Sandy Dutton  
Tami Edelbrock  
Aggie Jenkins  
Laura Rosenbaum  
Debbie Thuve  
Judy Wigg

**PEDLEY**

Sofia Alcala  
Sheri Arellano  
Pam Beaver  
Jayne Benites  
Peggy Bridges  
Debra Cook  
Barbara Dean  
Julie Fairburn  
Sue Feild  
Amy Finnerty  
Alba Garcia  
Esther Green

Judy Hesler  
Lyn Johnston  
Karen Kehr  
Sue Neal  
Kolleen Powell  
Dale Reich  
Linda Reich  
Rosemary Rodriguez  
Lucia Sagasta  
Mark Slakter  
Lou Carol Stevens  
Neal Summers  
Glenda Swager  
Juanita Vasquez  
Cheri Watson  
Tom Welch  
Leslie Wilmott

**RUSTIC LANE**

Angie Batiz  
Patricia Clayton  
Carol Cowan  
Joni Fitz  
Jerry Hamilton  
Doreen Hoffman  
Ethel Kahlefent  
Ernie Pena  
Linda Serrano  
Beverly Shelton  
Linda Spargo  
Cynthia Tracht  
Lisa Wassem

**SKY COUNTRY**

Patty Belair  
Jean Belangeri  
Loretta Castoreale  
Gwen D'Agosta  
Amy Davidson  
Tina Diestmann  
Joan Dorn  
Sharlie Gros  
Pamela Guy  
Linda Herndon  
Nancy Majer

Laura Moore  
Kathy Pagano

**SUNNYSLOPE**

Marylou Barela  
Cook Barela  
Cathy Grover-Boughan  
Susana Collier  
Betty Castillo  
Rose De Los Reyes  
Joyce Dorchincez  
Esther Garcia  
Debbie Herbert  
Anne Humphreys  
Lori Issac  
Cindy Krause  
Akiko Loyd  
Debra McKinley  
Patty Morris  
Sally Morris  
Chris Madrid  
Cheryl Magana  
Robin Mensior  
Miroslava Mumoz  
Karen Miller  
Mariblanca Pena  
Debbie Provenzano  
Mary Page  
Kathy Reimer  
Virginia Rodriquez  
Jan Rose  
Phillipa Ruiz  
Jeanne Sadler  
Cecilia Sacramento  
Linda Snyder  
Barbara Tyer  
Margaret Viafora  
Elizabeth Weeks  
Lucille Wright  
Kim Wheeler  
Linda Wesley  
Sylvia Zamora

**TROTH STREET**

Sue Albring

**TROTH STREET (Con't.)**

Jill Barney  
Gina Brison  
Germaine DeMott  
Debbie Garcia  
Jessica Garcia  
Chris Gomez  
Loretta Graydon  
Linda Guadan  
Tania Haiman  
Julie Harper  
Casey Kennedy  
Joan Montano  
Crystall Moss  
Linda Pavon  
Margarita Perez  
Colleen Readinger  
Karen Reynolds  
Rosa Reynosa  
Debby Robertson  
Wanita Rodriguez  
Terry Rowe  
Teresa Schopp  
Cindy Seeley  
Teresa Staley  
Lora Trapp  
Kiki Webb  
Kim Williams

**VAN BUREN**

Jeannie Albergo  
Robbie Andrusak  
Mildred Artichie  
Audrey Ashmore  
Eva Barber  
Kathy Barnett  
Teresa Beckman  
Joyce Brannies  
Diana Burch  
Erma Cabral  
Elvia Cesena  
Alice Ciprian  
Tammi Coffey  
Maureen Davidson  
Segrid Davidson

Diana Dodd  
Laurie Eliassen  
Erica Fatigati  
Cindy Fiechter  
Sally Garibay  
Karen Graves  
Pam Halling  
Terri Hamrick  
Valerie Hansley  
Christine Hertz  
Sue Holt  
Kelly Hults  
Marysia Hurtz  
Karen Jurgensen  
Margaret Kebler  
Dar Levine  
Michelle Little  
Brenda Livingston  
Kathleen Long  
Debbie Long  
Patti McClain  
Pat McGuire  
Sally Merha  
Marie Milton  
Linda Needham  
Julie Pothier  
Evelyn Priest  
Anita Ragland  
Sandra Reilly  
Debbie Renfrow  
Karma Roberson  
Sam Roper  
Liza Sandoval  
Josie Shanchez  
Sabina Smida  
Jill Sontag  
Berta Spielman  
Roberta Stoffel  
Peggy Taken  
Jennifer Todd  
Loretta Trabue  
Leticia Vasquez  
Alice Vasquez  
Michelle Walton  
Louisa Weaver  
Karen Wilson  
Lara Winchester

**WEST RIVERSIDE**

Duana Anderson  
Margarita Ascencio  
Wilma Cameron  
Sue Eggleston  
Sandra Garcia  
Catherine Hills  
Barbara Holzknicht  
Amy Hughes  
Gaby Kerklin  
Debie Lassiter  
Linda Massie  
Vivian Moran  
Joe Panattoni  
Sheri Panattoni  
Donna Penor  
Linda Postl  
Susan Ray  
Cheri Rieder  
Patricia Schupp  
Shelley Seymore  
Julie Sippola  
Olivia Ugale  
Doreen Westerman  
Lois Westerman

**JURUPA MIDDLE**

Martha Alcantar  
David Alcantar  
Barbara Anaya  
Vivian Carrasco  
Nancy Chevalier  
Rhonda Deering  
Donna Dougan  
Rosario Gomez  
Bob Hahn  
Marylou Hahn  
Joyce Hampton  
Chris Hertz  
Debbie Huffert  
Candy Lebo  
Barbara Moore  
Debbie Ordenez  
Carole Schiessel  
Ward Strona

**JURUPA MIDDLE (Con't.)**

Diana Strona  
Arlene Van Laar

**MISSION MIDDLE**

Nicky Burton  
Wendy Dottl  
Madelaine Havey  
Donna Jacobs  
Elaina Morino  
Marty Shumaker  
Teri Sommer

**JURUPA VALLEY HIGH**

Beverly Barnes  
Roy Barnes  
Geneine Bennett  
Steve Buchanan  
Jennifer Buchanan  
Lynette Challacombe  
Betty Cooper  
Darlene Crow  
Lucille Davis  
Alvin Davis  
Mike Dieleman  
Vickie Dieleman  
Dan Duncan  
Jerry Finklea  
JoAnn Finklea  
Charlie Gann  
Robert Garcia  
Linda Garcia  
Dennis Gates  
Marilyn Gordon  
Larry Hartzell  
Linda Hartzell  
Penny Hojdila  
Gary Hojdila  
Kathy Hollisi  
Mona Horn  
T. J. Jordan  
David Jones  
Don King  
Diana King

Junji Kumamoto  
Linda Lamb  
Sara Lampe  
George Marquecho  
Ellen McIntosh  
Robyn McKay  
Sandra Michelson  
Kathy Mize  
Judy Montgomery  
John Montgomery  
Barbara Mouro  
Jerry Pritchard  
Truda Reynolds  
Mike Robertson  
Thomas Saxon  
Nancy Saxon  
Melody Scott  
Dennis Seaton  
Steve Smith  
Kathy Snow  
Karen Speikerman  
Don Speikerman  
Anita Swanson  
Steve Thomas  
Roxie Thomas  
Carol Tibbits  
Sonia Walton  
Richard Walton  
Candy Weikel  
Mike Wilcox  
Bob Williams

**RUBIDOUX HIGH**

Doris Adams  
George Allie  
Ralph Andrews  
Peggy Baldwin  
Paula Beard  
John Bell  
Cecilia Bell  
Kaye Broda  
Stanley Broda  
Ken Brown  
Ellen Buckingham  
Tom Buckingham  
Karen Calhoun

Glen Callison  
Lee Cameron  
Sharon Cameron  
Jean Castro  
Alvin Chard  
Linda Chard  
Marilyn Chegwiddden  
Thomas Chegwiddden  
Barbara Chester  
Marinell Cochran  
Harrison Cole  
JoEllen Cole  
Ray Collier  
Jon Cubos  
C. A. Culwell  
Dean Cunningham  
Rita Davenport  
David Davenport  
Isabel Diaz  
Allan Duncan  
Linda Duncan  
Peter Duran  
Lori Duran  
Bud Farris  
Kathy Florin  
Jim Fuller  
Oscar Garcia  
Alba Garcia  
Tony Gill  
Stephen Goodwin  
Deborah Goodwin  
Joyce Green  
Jay Hakomaki  
Kathy Hakomaki  
Darrell Hansen  
Sandy Harwood  
Bernie Harwood  
Virgil Hayden  
Karen Hayden  
Robert Hernandez  
Gary Holt  
Candy Holt  
Mona Horn  
Carol Hudson  
Larry Hudson  
Patricia Hunt  
Frank Jansen

**RUBIDOUX (Con't.)**

Mary Jones  
Bruce Jones  
Joan Jordan  
Mike Jordan  
Wendal Kelly  
Nancy Kretz  
Linda Lamb  
Vicki Lane  
Jim Lane  
Rebecca Larson  
Sue Lauritzen  
Verne Lauritzen  
Val Limar  
Kim Lombard  
Ric Lucore  
Carol Lucore  
Sophia Martinez  
Della Massioni  
Richard Massioni  
Kikuko McDaniel  
David McDaniel  
Kathy McDonald  
Don McDonald  
Kay Meyerett  
Beverly Mize  
Andy Moreno  
Elena Moreno  
Michael Nelson  
Trent Newton  
Frank Ormsby  
Carol Payne  
Mark Pellerin  
Larry Perkins  
Darlene Pierce  
Kathy Pieson  
Renee Popevis  
Dave Ramirez  
Mary Reader  
Bob Reinen  
Audrey Reinen  
Mike Roach  
Karen Roach  
Maria Romano  
William Romano  
Lorenzo Sanchez

Fran Scoggin  
Lawrence Sherwood  
Thelma Sherwood  
Kathy Tinder  
Lee Tinder  
Betty Tupua  
Anita Vallejo  
Wayne Van Aken  
Walt Vermillion  
Stan Wagner  
Karen Wagner  
Ronnie Walker  
Karol Wallace  
Michelle Wareing  
James Watson  
Carl Webb  
Bobbie Webb  
Gloria Welch  
Lori Welch  
Tim Wendt  
Kelly Wendt  
Carol Whitaker  
George Wood  
Patricia Yonos  
Teri York



May 7, 1990

TO: Board Presidents/Superintendents

FROM: Maureen DiMarco, President

SUBJECT: Nominations for CSBA Directorships - Even-Numbered Regions and  
Directors-at-Large

Enclosed is a copy of a letter which is being sent today to members of CSBA's Board of Directors and Delegate Assembly. This information is being provided to encourage member boards to provide input to their representative delegates for nominations for regional directorships in even-numbered regions, as well as to solicit nominations from member boards for the three Director-at-Large positions which represent the Black, Mexican-American and Asian/Pacific Islander constituencies. A form is provided for nominating candidates for the director-at-large positions.

You may contact Pat McManus, Board Secretary, at the CSBA office if you have any questions.

Please note the deadline is September 29, 1990.

Enclosures

California  
School  
Boards  
Association

(916) 371-1691

3100 Beacon Blvd.  
P.O. Box 1660  
West Sacramento  
CA 95691

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pg. 1



May 7, 1990

TO: Board of Directors and Delegate Assembly

FROM: Maureen DiMarco, President

SUBJECT: Nominations for CSBA Directorships - Even-Numbered Regions and  
Directors-at-Large

This memo is to advise directors and delegates of the process and deadlines for election to positions on the CSBA Board of Directors.

Elections for the above directorships will take place at the November 28-29 meeting of the Delegate Assembly in San Diego. An article will appear in the next issue of the CSBA News announcing the beginning of the process for nominations for directorships of the even-numbered regions and the three director-at-large positions which represent the Black, Mexican-American and Asian/Pacific Islander constituencies.

The processes are different for the type of director. Here are sections from CSBA Bylaws relating to these elections:

Article IV Section 3 (a)

3. Nomination of Directors.

(a) Each geographic region director must be nominated in writing by a delegate from that particular region to the president of the Association at least sixty (60) days prior to the meeting at which the directors are to be elected. Each nominating delegate must certify that the nominee has consented to be nominated at the time of the nomination. Additional nominations may be made from the floor by any delegate from that particular region. If there is more than one nominee from a geographic region, delegates of that region may meet and recommend to the full Delegate Assembly election of one or more of the nominees. (Rev. 7/84)

California  
School  
Boards  
Association

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3100 Beacon Blvd  
P.O. Box 1660  
West Sacramento  
CA 95691

26  
PJ-2

Article IV Section 3 (c)

(c) The three directors-at-large may be nominated by any member board in writing to the president of the Association at least sixty (60) days prior to the meeting at which the directors-at-large are to be elected. Each nominating board must certify that the nominee has consented to be nominated at the time of nomination. Each member-at-large so nominated must be a member of a member board. These nominations shall be placed before the Delegate Assembly at the time nominations are made for regional directors from even-numbered geographic regions. Additional nominations may be made from the floor by Delegate Assembly members.

Article IV Section 4

Election

Election of directors shall be at the Delegate Assembly meeting held prior to the Annual Conference of the Association. Directors from even-numbered geographical regions shall be elected in even-numbered years. Directors from odd-numbered geographical regions shall be elected in odd-numbered years. The county boards of education directors shall be elected each year according to the bylaws of CCBE. Directors-at-large shall be elected in even-numbered years. (Rev/ 7/84)

Nominees will be notified when their name is submitted. A biographical sketch is required and should be included with the nomination form. The biographical sketch will be included in the Delegate Assembly agenda for the November 28-29 meeting when the election will be held.

I would be happy to answer any questions you may have.

DEADLINE FOR BOTH TYPES OF NOMINATIONS WILL BE SEPTEMBER 29, 1990

RECOMMENDED LETTER OF NOMINATION

Directors-at-Large

California School Boards Association  
3100 Beacon Boulevard  
West Sacramento, CA 95691

The governing board of the \_\_\_\_\_  
school district wishes to nominate \_\_\_\_\_  
as a candidate for Director-at-Large of CSBA representing  
the \_\_\_\_\_ ethnic minority.

The nominee is a member of the \_\_\_\_\_  
School District governing board which is a member in good standing of the  
California School Boards Association. The candidate has been contacted  
and has given permission for submission of their name as a candidate for  
this office.

Sincerely,

\_\_\_\_\_  
Signature of Clerk or Secretary



JURUPA UNIFIED SCHOOL DISTRICT  
RIVERSIDE, CALIFORNIA

MINUTES OF THE REGULAR MEETING

MAY 21, 1990

OPENING

CALL TO  
ORDER

The regular meeting of the Jurupa Unified School District Board of Education was called to order by President Sandra Ruane at 7:52 p.m. on Monday, May 21, 1990, in the Education Center Board Room, 3924 Riverview Drive, Riverside, California.

Members of the Board present were:

ROLL  
CALL

Mrs. Sandra Ruane, President  
Mrs. Mary Burns, Clerk  
Mr. David Barnes, Member  
Mr. John J. Chavez, Member  
Mr. Jose Medina, Member

Staff Advisors present were:

STAFF  
PRESENT

Dr. John P. Wilson, Superintendent  
Mr. Kent Campbell, Assistant Superintendent Personnel Services  
Mr. Rollin Edmunds, Assistant Superintendent Business Services  
Mr. Jim Taylor, Director of Education Operations (Elementary)  
Mr. Doug Huckaby, Director of Education Operations (Secondary)  
Mr. Wilbert Anderson, Director of Administrative Services  
Mrs. Jana Twombly, Public Information Officer

FLAG  
SALUTE

Board member Dave Barnes led the pledge of allegiance to the flag of the United States of America.

INSPIRATIONAL  
COMMENTS

Board member John Chavez requested a moment of silent prayer for Chandra Shirley, a 10th grade student at Rubidoux High School, who recently passed away.

COMMUNICATIONS SESSION

RECOGNIZE  
TEACHER AT  
MISSION MIDDLE  
SCHOOL

Mrs. Twombly, Public Information Officer, introduced Mrs. Nanette Seago, mathematics teacher at Mission Middle School, who was recently honored as the Outstanding Mathematics Teacher for Riverside County. Mrs. Seago is a graduate of UCLA and teacher in the Jurupa District since 1984. President Ruane said she was proud to have Mrs. Seago in the Jurupa District.

RECOGNIZE ENERGY  
CONSERVATION  
EFFORTS

Mrs. Twombly reported that Southern California Edison Company recently presented the district with two energy rebate checks totalling \$14,606 for conserving energy at Jurupa Valley High School. A plaque in recognition of the district's efforts was also received. She noted that sometime in the future, recycling and ridesharing may be added as educators take steps to improve the quality of life for everyone.

RECOGNIZE ENERGY  
CONSERVATION  
EFFORTS  
(Cont'd)

Mrs. Twombly also recognized Mr. Bill Anderson, the district's Facilities Planner, for encouraging architects and builders to include energy efficient measures in new and modernized school construction projects.

RECOGNIZE  
TRANSPORTATION  
DEPARTMENT

The Assistant Superintendent Business Services congratulated the Transportation Department for continuous improvement over the past seven years in the CHP inspections of the bus fleet. This year's inspection was the highest rating ever received by the Transportation Department which is under the direction of Curtis Thomas. The Superintendent stated that the results reflect terrific team work.

REPORT FROM  
RUBIDOUX STUDENT  
REPRESENTATIVE

Sophie Deason, Rubidoux High School student representative, made the following reports:

- . Badminton team won CBL championship but loss to Alhambra in the CIF playoffs.
- . Track team will compete in CIF Masters on May 25. The top five will advance to the State Meet on June 1 and 2.
- . Jodie Warr won the CBL championship in shotput and discus throwing and is competing in CIF playoffs.
- . Herb Singh and Eric Bosze are participating in the State Science Fair on May 24.
- . Yearbook signing party is June 14 in the RHS gym.
- . Madrigals held the annual Spring Sing last week and also performed in New Orleans on May 3-6.
- . FFA attended a State Conference and Nicole Duran placed fifth in horse judging and Vicki Warne won a \$500 scholarship from Galleano Winery. Board members were invited to attend the FFA Banquet on June 8.
- . Delta Alliance Corps conducted a Drumline Show this past weekend at Hawkins Stadium. Rubidoux High School took sixth place. 52 schools participated in the event.
- . Baseball team competed in the CIF playoffs but lost 3-2 to Glendale.
- . The Renaissance Fair is June 8 at 10:30 a.m. Students will have their projects for this past year on display throughout the school.
- . The Prom was recently held at the Convention Center in Palm Springs. The Junior Class was commended for an excellent event.

REPORT FROM  
JURUPA VALLEY  
STUDENT  
REPRESENTATIVE .

Jennifer Challacombe, Jurupa Valley High School student representative, made the following report:

- . Wrestlers were the victors in Battle of the Sports.
- . Pep Rally on May 18 featured the new mascot.
- . Varsity softball team composed of ninth and tenth graders went to CIF and won against Victor Valley and lost to Palm Desert.
- . Jeanette Ridder participated in CIF swimming playoffs and also qualified for Junior Olympics.

PUBLIC VERBAL  
COMMENTS

President Ruane noted that the Public Verbal Comments section was an opportunity for citizens to address the Board.

COMMENTS FROM  
CLASSIFIED  
EMPLOYEES

Six classified employees, representing various groups in the district, read and distributed statements related to the proposed budget, layoffs, vacant positions, and expansion of district facilities. The classified employees were: Dee Jacobsen, CSEA President, Chapter 392; Gloria Calderon, Cafeteria Worker; Billie Redford, Custodian; Tom Dowling, Electronic Technician; Bob Morrow, Plumber; Denise Calderon, Administrative Secretary. They asked that the issues noted in the statements be reviewed. In addition, the custodial staff presented a petition.

Chuck Shepherd, CSEA field representative, stated that several years ago the California State Legislature designated the third full week of May as Classified School Employee Week. This was established so that all public schools acknowledge the contributions of classified employees to the education community. Mr. Shepherd requested the Board set some priorities in determining next year's budget.

COMMENTS ON  
RHS TENNIS  
PROGRAM

Joan Bruce, PE teacher and coach of girls' varsity tennis at Rubidoux High School since 1967, expressed concern that the Junior Varsity Tennis Program may be eliminated next year. The program focuses on teaching students to be competitive and to develop skills, and is inexpensive to operate. The tennis team has gone to CIF for the past five years.

Chad Milless, student at Jurupa Valley High School, stated that many students at both high schools are involved in sports and it's an incentive to keep their grades up. Cutbacks, even in minor sports such as tennis, golf, and soccer, would have a negative effect on students academically. He felt students involved in sports usually spend most of their time at practice and fundraisers for the teams.

Larry Milless, addressed the Board as a parent and youth director in the community. He stated that students who participate in after school sports activities learn to be constructive. If that opportunity were eliminated, students could be more influenced by gangs and drugs. He asked the Board to consider all alternatives before eliminating such sports as soccer and tennis.

COMMENTS ON  
TENNIS PROGRAM  
(Cont'd)

Malvis Gori and Catherine Mondello, Rubidoux High School students, stated that the continued success of the Varsity Tennis Team has been the result of developing skills of students at the Junior Varsity level.

COMMENTS ON  
DRUG PROGRAM

David Nelson, math teacher at Jurupa Middle School, stated that the reason for his appearance at the meeting was that Jim Turner, Rubidoux High School student, requested teachers to show support for a drug program that involves high school students helping middle school students.

COMMENTS ON  
SCHOOL MATTER

Richard Massioni expressed concern about the difficulties he encountered in resolving his granddaughter's participation in a work program at Rubidoux High School.

COMMENTS ON  
CLUB FUNDS

Chuck Dunn, Resource Specialist at Jurupa Valley High School, referred to several memos regarding his concern about the management of club funds.

RECESS

At 8:45 p.m., President Ruane called a brief recess. The Board reconvened at 9:10 p.m.

BOARD MEMBER  
REPORTS &  
COMMENTS

- . Board member Jose Medina reported that he attended the CSBA **Legislative Network** in Sacramento May 5-6-7. Some of the same concerns heard this evening were voiced at a meeting with Senator Presley, Assemblyman Clute and Senator Bergeson. Issues under discussion were cuts in the budget and lack of facilities.
- . Board member John Chavez noted that the **RCSBA Dinner Meeting** will occur on May 29 at Highland Springs in Beaumont. An election of officers for the coming year will be held. Any board members interested in being nominated for an office should contact him.
- . Mr. Chavez announced that **A Night of a Thousand Stars...Celebration of Education** will be held on May 31, 7 p.m., Raincross Square. Teachers and classified employees throughout Riverside County will be recognized.
- . Mr. Chavez requested that the next Board agenda include an item, **"Consider Nominations for California School Boards Association Directors-at-Large."** Dr. John Arvizu, president of the Hispanic Caucus and board member at Gilroy Unified School District, has expressed an interest in being nominated for a Director-at-Large position.
- . Mr. Barnes expressed appreciation to the **classified employees** for well organized presentations of their concerns. Board member Mary Burns added that people should never be discouraged from addressing the Board.
- . Mrs. Burns questioned if a solution was reached concerning graffiti on the **wall across from Jurupa Valley High School**. The Superintendent replied that since the wall is not district property, the owner will have to be contacted. Mr. Barnes suggested asking the landowner if the district could plant bushes in front of the wall.

BOARD MEMBER . President Ruane thanked **classified employees** for expressing their  
 REPORTS & concerns and noted that no decision is ever final.  
 COMMENTS  
 (Cont'd) . President Ruane commented that **telephone poles** have been installed on  
 school district property at Pedley and Jurupa Roads. The  
 Superintendent replied that he would check and report back.

#### **ACTION SESSION**

APPROVE PRESIDENT RUANE MOVED THE BOARD APPROVE MINUTES OF THE MAY 7, 1990  
 MINUTES REGULAR MEETING AS PRINTED. MR. MEDINA SECONDED THE MOTION WHICH  
 -Motion #286 CARRIED UNANIMOUSLY.

REPORT ON Betty Folsom, Project Coordinator J.U.S.T. Draw The Line, stated that  
 YOUTH TO YOUTH Jim Turner, Rubidoux High School student who will report on the Youth  
 CONFERENCE to Youth Conference, has been named as the student delegate to the  
 Riverside County Advisory Committee on Drug Abuse. She noted that  
 Board policy recognizes chemical dependency is a primary physical  
 illness. A student assistance program is in place at the secondary  
 level with support from several teachers: Robin Webb, Rubidoux High  
 School; Sharon Dimery, Rubidoux High School; Wendy Northway, Mission  
 Middle School; and Teresa Moran, Jurupa Middle School.

Jim Turner, Rubidoux High School student, expressed appreciation to  
 the Board for approving his attendance at the Youth to Youth  
 Conference. As a result, a good program is in operation for students  
 in the community to party sober and drug free. Several visits have  
 been made to middle schools to share this idea through drama, skits  
 and dance. The FUN Club (Friends United Naturally) has also been  
 established. Mr. Turner stated that youth to youth is being  
 encouraged throughout the United States through such programs as Just  
 for the Fund of It, and Just Because We Care. He noted that car  
 washes, candy sales, and personal and business donations are being  
 planned so that other students have an opportunity to attend  
 conferences.

Mr. Chavez asked if students were receptive to the program. Mr.  
 Turner replied that over 1000 students have pledged to stay sober and  
 drug free.

ALLOCATION FOR MR. CHAVEZ APPROVED JURUPA VALLEY HIGH SCHOOL'S AND JURUPA MIDDLE  
 JVHS & JMS EARLY SCHOOL'S PARTICIPATION IN THE UNIVERSITY OF CALIFORNIA AT RIVERSIDE'S  
 OUTREACH PROGRAM. MR. BARNES SECONDED THE MOTION WHICH CARRIED  
 -Motion #287 UNANIMOUSLY.

REVIEW TEXTBOOKS PRESIDENT RUANE MOVED THE BOARD APPROVE FOR REVIEW **CHEMISTRY**,  
 SECONDARY LEVEL PUBLISHED BY ADDISON-WESLEY PUBLISHING COMPANY; AND APPROVE FOR  
 -Motion #288 REVIEW **SADAKO AND THE THOUSAND PAPER CRANES** FOR SEVENTH GRADE  
 STUDENTS, AND **AMERICAN TALL TALES, THE COWTAIL SWITCH AND OTHER WEST**  
**AFRICAN STORIES**, AND **A MIDSUMMER NIGHT'S DREAM** FOR EIGHTH GRADE  
 STUDENTS AT MISSION MIDDLE SCHOOL. MS. BURNS SECONDED THE MOTION  
 WHICH CARRIED UNANIMOUSLY.

ADOPT SECTION 3000 PRESIDENT RUANE MOVED THE BOARD ADOPT AT SECOND READING SECTION 3000  
POLICIES HANDBOOK OF THE POLICIES AND REGULATIONS HANDBOOK AS PRINTED. MR. BARNES  
-Motion #289 SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE The Superintendent recommended the Board approve the following names  
NOMINATIONS as submitted by the County Office of Education Division of student  
FOR CAC Programs and Services to serve on the Community Advisory Committee  
-Motion #290 for special Education: Rose Joseph, Lorraine Adams, Jean Young, and  
Marti Day. MR. BARNES MOVED THE BOARD APPROVE THE FOUR NOMINATIONS  
AS NOTED ABOVE TO SERVE ON THE COMMUNITY ADVISORY COMMITTEE. MR.  
CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE HIGH The Superintendent reported that the 1991/92 budget will include  
SCHOOL RESOURCE necessary funding for a fulltime resource officer at both high  
OFFICER, 1990/91 schools on a daily basis. MR. CHAVEZ MOVED THE BOARD APPROVE THE  
-Motion #291 HIGH SCHOOL RESOURCE OFFICER PROGRAM FOR 1990/91 AND SPLIT THE COST  
50/50 WITH THE SHERIFF'S DEPARTMENT. MR. BARNES SECONDED THE MOTION  
WHICH CARRIED UNANIMOUSLY.

DELETE ITEM H The Superintendent noted that Item H, Act on Pending Litigation -  
Ballas Development Corporation vs Jurupa Unified School District,  
Case #193853, has been deleted from the agenda.

AWARD BID 90/13L The Assistant Superintendent Business Services explained that the  
FOR PAPER SUPPLIES limited response to the request for paper bids was due to a recent  
-Motion #292 tightening up of the market. However, the bids received by the  
district appear favorable to bids received by other districts.

The Assistant Superintendent reported that he has researched the possibility of purchasing recycled paper. Discussions with several vendors indicated problems with price and availability. Vendors do not have enough stock to meet the demand and the price is 15 to 50% higher than standard paper. He also noted the district spends over \$100,000 annually and its cost would increase about \$50,000 for recycled paper. However, paper companies are gearing up to increase their supply with more competitive prices. In the meantime, the district will continue to purchase some recycled products to evaluate them.

Mrs. Burns stated that support is needed to advise people of the comparable quality of recycled paper and encourage its use. One option was that several small schools in Ventura, California joined with the county to purchase a large quantity of recycled paper. She asked Mr. Chavez to bring this subject before the CSBA. He indicated it could be an issue to present before the Delegate Assembly. However, he wondered if recycled paper was adaptable to copy machines. The Assistant Superintendent stated that recycled paper can be equal to virgin stock. Mrs. Burns added that technology of copy machines has improved this problem.

PRESIDENT RUANE MOVED THE BOARD AWARD LEGAL BID #90/13L FOR PRINTING AND XEROGRAPHIC PAPER TO XEROX CORPORATION OF SAN BERNARDINO, AND THAT PURCHASE ORDER #62732 FOR \$53,995.72 (INCLUDING TAX) BE ISSUED TO COVER THE FIRST DELIVERY ON THIS AWARD. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE AGREEMENT  
WITH RIALTO USD  
-Motion #293

The Director of Administrative services stated that no cost would be involved by approving an agreement between Jurupa and Rialto Unified School Districts to exchange the use of downside (low) radio frequencies. Rialto's regular band is overloaded with users, and they have asked to use Jurupa's downside of the high band radio frequency so their campus supervisors can carry radios. This would not affect Jurupa's use of emergency radios and may be helpful for field trips in that area.

PRESIDENT RUANE MOVED THE BOARD APPROVE AGREEMENT TO EXCHANGE USE OF DOWNSIDE (LOW) RADIO FREQUENCIES WITH THE RIALTO UNIFIED SCHOOL DISTRICT. MR. MEDINA SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE  
PERSONNEL REPORT  
-Motion #294

PRESIDENT RUANE MOVED THE BOARD APPROVE PERSONNEL REPORT #21 AS PRINTED. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

EXPULSION  
CASE #90/25  
-Motion #295

PRESIDENT RUANE MOVED THE BOARD EXPULSION THE PUPIL IN DISCIPLINE CASE #90/25 FOR ATTEMPTING TO CAUSE PHYSICAL INJURY, DEFYING SCHOOL PERSONNEL, AND DISRUPTING SCHOOL ACTIVITIES. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

EXPULSION  
CASE #90/40  
-Motion #296

PRESIDENT RUANE MOVED THE BOARD EXPULSION THE PUPIL IN DISCIPLINE CASE #90/40 FOR CAUSING SERIOUS PHYSICAL INJURY TO A PUPIL, DEFYING SCHOOL PERSONNEL, AND DISRUPTING SCHOOL ACTIVITIES. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

SUSPEND  
EXPULSION  
CASE #90/41  
-Motion #297

PRESIDENT RUANE MOVED THE BOARD EXPULSION THE PUPIL IN DISCIPLINE CASE #90/41 FOR POSSESSING AND FURNISHING A CONTROLLED SUBSTANCE, DEFYING SCHOOL PERSONNEL, AND DISRUPTING SCHOOL ACTIVITIES, AND FURTHER RECOMMENDS THAT EXPULSION BE SUSPENDED AND THE PUPIL BE PLACED IN THE INDEPENDENT STUDY PROGRAM. MR. MEDINA SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

EXPULSION  
CASE #90/42  
-Motion #298

PRESIDENT RUANE MOVED THE BOARD EXPULSION THE PUPIL IN DISCIPLINE CASE #90/42 FOR POSSESSING, AND FURNISHING A CONTROLLED SUBSTANCE, DEFYING SCHOOL OFFICIALS, AND DISRUPTING SCHOOL ACTIVITIES. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

DENY ENROLLMENT  
TO PUPIL IN  
CASE #90/43  
-Motion #299

PRESIDENT RUANE MOVED THE BOARD DENY ENROLLMENT TO THE JURUPA UNIFIED SCHOOL DISTRICT TO THE PUPIL IN DISCIPLINE CASE #90/43, PURSUANT TO SECTION 48915.1 OF THE CALIFORNIA EDUCATION CODE, AS THE PUPIL IS CURRENTLY ON EXPULSION FROM ANOTHER DISTRICT AND HAS BEEN DEEMED A PRESENT AND CONTINUING DANGER TO PUPILS AND STAFF. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

PERIODIC REVIEW  
OF PUPIL IN  
CASE #89/10

As directed by the Board, the pupil in Discipline Case #89/10, who was admitted to the Independent Study Program on February 20, 1990, has appeared before the Board for a periodic review.

APPROVE ROUTINE  
ACTION ITEMS  
M-1 THRU M-10  
-Motion #300

PRESIDENT RUANE MOVED THE BOARD APPROVE ROUTINE ACTION ITEMS M-1 THROUGH M-10, WITHDRAWING ITEMS M-11 AND M-12 TO BE ACTED ON SEPARATELY: PURCHASE ORDERS; DISBURSEMENTS; APPROPRIATION TRANSFERS; MONTHLY PAYROLL; CERTIFICATED EXTRA COMPENSATION; CLASSIFIED EXTRA TIME; CLASSIFIED OVERTIME; AGREEMENTS; RESOLUTION 90/47, RESOLUTION FOR EXPENDITURE OF EXCESS FUNDS; NOTICE OF COMPLETION FOR LEGAL BID 89/13L, WEST RIVERSIDE ELEMENTARY SCHOOL LIBRARY AND ADMINISTRATION BUILDING. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE ROUTINE  
ACTION ITEM M-11  
-Motion #301

In response to Mr. Barnes question, the Director of Elementary Education Operations reviewed the method for disposing of obsolete materials as defined in Board policy 6165. MR. BARNES MOVED THE BOARD APPROVE ROUTINE ACTION ITEM M-11, DISPOSAL OF OBSOLETE INSTRUCTIONAL MATERIALS. MR. CHAVEZ SECONDED THE MOTION. In response to Mr. Medina's question, the Director of Elementary Education Operations replied the materials include the old language art series that have been taking up space at the school sites for several years. THE BOARD VOTED ON THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE ROUTINE  
ACTION ITEM M-12  
-Motion #302

PRESIDENT RUANE MOVED THE BOARD APPROVE ROUTINE ACTION ITEM M-12, REJECTION OF CLAIM. MR. BARNES SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REPORT ON  
ADA

The Board reviewed routine information reports. The Assistant Superintendent Business Services stated that the agenda includes a five-year history of ADA (average daily attendance) by grade level. The percentages are a combination of actual attendance rate and rate of excused absence which is a more complicated concept.

The Assistant Superintendent explained that a substantial portion of district revenue is based on student attendance. The district currently receives \$2,910.23 per unit of ADA. Administration monitors excused absences very closely as this is an area that could increase the attendance rates. The districtwide average for ADA is about 97%, which is comparable to other districts in the county.

President Ruane said she felt this area needs constant attention since it is a large portion of the district's revenue. The Superintendent replied that programs are in effect to increase ADA.

OTHER ROUTINE  
INFO REPORTS

The Board reviewed other routine information reports: Report on the District's Drop-Out Rate; Report on Air Quality Management District Regulation XV; Report on Testing for Release of Fibers Due to Buffing and Waxing Asbestos Floor Tiles; Receive Reports Pursuant to Education Code #48915.

#### CLOSED SESSION

At 5:30 p.m. on Monday, May 21, 1990, President Sandra Ruane called the Board to order in Closed Session in the Superintendent's office at the Education Center. All Board members were present. Also in attendance were the Superintendent and other administrators, and the district's legal representation for pending litigation.



**CLOSED SESSION (Cont'd)**

APPOINT BOARD  
MEMBERS FOR  
SETTLEMENT  
CONFERENCE  
-Motion #303

Upon advice of attorneys Dallas Holmes and Jeff Willis, representing the school district, PRESIDENT RUANE MOVED THE BOARD AUTHORIZE BOARD MEMBERS JOHN CHAVEZ AND DAVID BARNES TO BIND THE BOARD IN A SETTLEMENT CONFERENCE WITH THE JUDGE ON THE BALLAS DEVELOPMENT CORPORATION vs JURUPA UNIFIED SCHOOL DISTRICT LAWSUIT, CASE #193853. MR. MEDINA SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY BY THE FIVE BOARD MEMBERS PRESENT.

At 7:35 p.m. President Ruane called a recess of the Board from Closed Session to open the Public Session.

At 10:05 p.m. President Ruane adjourned from Public Session to continue with Closed Session in the Superintendent's office and action may be taken.

APPOINT ASSISTANT  
PRINCIPAL AT  
JURUPA VALLEY  
HIGH SCHOOL  
-Motion #304

MR. MEDINA MOVED THE BOARD APPOINT RALPH K. MARTINEZ, SUPERVISOR OF CHILD WELFARE AND ATTENDANCE, TO ASSISTANT PRINCIPAL JURUPA VALLEY HIGH SCHOOL EFFECTIVE JULY 1, 1990. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED WITH A 3 TO 2 VOTE: AYES, MR. CHAVEZ, MR. BARNES, AND MR. MEDINA; NAY, MRS. BURNS WHO STATED THAT HER REASON WAS THAT THE POSITION IS UNNECESSARY; ABSTAIN, MRS. RUANE.

**ADJOURNMENT**

There being no further business, President Ruane adjourned the meeting from Closed Session at 11:10 p.m.

**MINUTES OF THE REGULAR MEETING OF MAY 21, 1990 ARE APPROVED AS**

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<hr/> <b>President</b>	<hr/> <b>Clerk</b>
<hr/> <b>Date</b>	

Current Incentive                      X New Incentive

B  
Pg. 2

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
COMMUTER PROGRAM TRIP REDUCTION PLAN  
INCENTIVE DESCRIPTION

       Current Incentive   X   New Incentive

INCENTIVE: **Guaranteed Ride Home**

Description of incentive program:

The Jurupa Unified School District recognizes there are emergency events when an employee needs a ride home and the security of knowing he/she has a guaranteed ride home is one of the incentives of ridesharing.

In case of an emergency, transportation will be provided for employees who are participating in the ridesharing program.

This incentive is also extended to those who walk or ride a bicycle to work.

How are you marketing this incentive to your employees?

An initial employee orientation meeting will be conducted at the implementation of this plan to advise all present employees of the rideshare program incentives. In addition, a brochure explaining incentives and eligibility requirements will be provided to all employees. Subsequently, new employees will be provided with the information and required to attend an orientation meeting which reviews the program and the available options.

IMPACT:       0       Current Participants  
    143     Projected Participants

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
COMMUTER PROGRAM TRIP REDUCTION PLAN  
INCENTIVE DESCRIPTION

       Current Incentive   X   New Incentive

INCENTIVE: **Preferential Parking**

Description of incentive program:

At each district location, premium parking spaces will be identified and reserved for rideshare employees. These spaces are located nearest the buildings and will be designated with the rideshare logo.

Rideshare employees will be provided with preferred parking in these designated areas on a first come first serve basis. These are the only authorized parking areas. Employees not enrolled in the rideshare program and found parking in violation of our ridesharing policy will be towed at the owner's expense. (Repeated parking violations could result in disciplinary action.)

How are you marketing this incentive to your employees?

An initial employee orientation meeting will be conducted at the implementation of this plan to advise all present employees of the rideshare program incentives. In addition, a brochure explaining incentives and eligibility requirements will be provided to all employees.

Subsequently, new employees will be provided with the information and required to attend an orientation meeting which reviews the program and the available options.

IMPACT:	<u>      0      </u>	Current Participants
	<u>    143    </u>	Projected Participants

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
COMMUTER PROGRAM TRIP REDUCTION PLAN  
INCENTIVE DESCRIPTION

       Current Incentive     X     New Incentive

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INCENTIVE:                    **Subsidy Incentive - Special Awards**

Description of incentive program:

As an incentive to encourage employees to participate in the rideshare program, the district will implement a program in which employees are eligible for special prizes based on a drawing system. The program will include monthly drawings for a dinner or gift valued at approximately \$40, and a quarterly drawing for a vacation package valued at approximately \$250. Drawings will be conducted at each site.

Each time an employee rideshares, walks or bicycles to work he/she may complete a rideshare card which makes him/her eligible for the monthly and quarterly drawings.

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How are you marketing this incentive to your employees?

An initial employee orientation meeting will be conducted at the implementation of this plan to advise all present employees of the rideshare program incentives. In addition, a brochure explaining incentives and eligibility requirements will be provided to all employees.

Subsequently, new employees will be provided with the information and required to attend an orientation meeting which reviews the program and the available options.

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IMPACT:	<u>    0    </u>	Current Participants
	<u>   143   </u>	Projected Participants

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT  
COMMUTER PROGRAM TRIP REDUCTION PLAN  
INCENTIVE DESCRIPTION

       Current Incentive   X   New Incentive

INCENTIVE: **Flexible Work Schedules**

Description of incentive program:

Although the district is not able to provide telecommuting capabilities at this time, flexible work hours may assist in accomplishing the goal of fewer vehicles on the road during the 6:00 - 10:00 a.m. period.

Where appropriate, employees may be assigned earlier or later daily starting times (i.e., 5:45 a.m., 10:30 a.m. or noon). Some employees may be able to complete work at their residences and begin the work day at their assigned location at a later starting time. An employee who takes advantage of this option must do so only by mutual agreement with the supervisor for the work to be completed and the schedule of work hours. The agreed upon schedule must not create a disruption to the functions of the department and/or the district.

In addition, supervisors will review the possibility of implementing a compressed work week where appropriate.

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How are you marketing this incentive to your employees?

An initial employee orientation meeting will be conducted at the implementation of this plan to advise all present employees of the rideshare program incentives. In addition, a brochure explaining incentives and eligibility requirements will be provided to all employees.

Subsequently, new employees will be provided with the information and required to attend an orientation meeting which reviews the program and the available options.

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IMPACT:     0     Current Participants  
  143   Projected Participants

## D.A.T.E. CONSOLIDATED APPLICATION

### AN ABSTRACT

#### **Philosophy and Purpose**

In response to the urgent problem of alcohol and other drug use among children and youth, school districts in California are now offering a wide range of substance abuse prevention programs. This comprehensive application was designed to be a tool for building on what districts have already accomplished and to help set the stage for future success. It guides schools to join in a collaborative, comprehensive approach to substance abuse prevention by meeting the requirements of program legislation and taking into account current knowledge about the kinds of prevention programs that are likely to be effective.

#### **Key Concepts: Comprehensiveness and Collaboration**

Key concepts in successful programming are comprehensiveness and collaboration. Programs must be comprehensive in addressing the many different settings that affect drug use among children and youth: the family, the school; the peer group; and the community. They must be collaborative because no single segment of the community, working alone, can make a long-term impact on the problem. What is needed is a unified, community-wide approach to prevention.

#### **Addressing Risk Factors**

The application also emphasizes the importance of reducing risk factors for drug use and other problem behaviors of youth. Extensive research on risk factors offers a clear direction for prevention programs. If programs can reduce risks and increase protective factors, young people are less likely to experience problems with drugs later in life. The main risk factors that can be addressed through this application are:

- . Community laws and norms favorable toward drug use;
- . Availability of alcohol and other drugs, e.g., in schools or in alcoholic beverage outlets near schools;
- . A family history of alcoholism;
- . Poor family management practices;
- . Early antisocial behavior-aggressiveness;
- . Parental drug use and positive attitudes toward use;
- . Academic failure;
- . Low commitment to school;
- . Alienation or rebelliousness;
- . Association with drug-using peers;
- . Favorable attitudes toward drugs;
- . Early first use of drugs.

The application recognizes that schools cannot make an impact on these risk factors and increase protective factors by working alone, without the support of parents and the community. What is needed is a well-coordinated approach that bridges the school, law enforcement and the community, creating an environment in which young people are increasingly exposed to consistent messages and policies regarding the use of alcohol and other drugs.



In the Jurupa Unified School District, a Task Force was developed in mid-March, 1990 to assist in the development of the D.A.T.E. Consolidated Application. The Task Force specifically targeted the development and implementation of a D.A.T.E. program aimed at becoming the focal thrust for the establishment of the district's "Healthy Kids, Healthy California" Comprehensive Health Program.

The Task Force identified three primary program goals for the 1990-91 school year:

- 1) Development of Peer Programs K-12;
- 2) Development and implementation of an instructional D.A.T.E. curriculum K-3; counseling services K-6; comprehensive After School programs at elementary sites.
- 3) Expansion of existing high school health curriculum to include all 10th grade students; development of a middle school health program based upon the high school's health program; awareness training for and involvement of staff members in high schools and middle schools; augmentation of existing resources with instructional materials and equipment to enhance and update the health program; and continue existing counseling programs that support the D.A.T.E. program.

#### PEER PROGRAMS

The committee recognized that peer programs will benefit students at all grade levels. High school and middle school pupils will be trained in tutoring, and counseling and then deliver services to elementary pupils.

#### ELEMENTARY LEVEL

Three areas of concern have been identified: instructional D.A.T.E. curriculum K-3, counseling services, and After School programs.

##### Instructional Curriculum

The instructional program currently in place as the district's identified D.A.T.E. curriculum is "Here's Looking at You, 2000". It was agreed that "Here's Looking at You, 2000" should be implemented in grades Kindergarten through third grade districtwide. This provides consistency and a sequential learning program from Kindergarten through eighth grade in the district.

##### Counseling Programs

Each elementary school site will be entitled to receive one-half day per week of service from licensed clinicians.

##### After School Programs

The committee recommended providing a comprehensive After School program at each elementary site that includes tutoring, counseling, and organized sports activities.

## SECONDARY LEVEL

Middle schools and high schools, including Nueva Vista, were grouped together as the district's secondary level, for purposes of this program. Committee members felt the following areas of concern should be addressed during the 1990-91 school year:

### Curriculum

At the high school level, the existing health curriculum will be enhanced through expansion of the program, into a format that includes all students being required to take the class in the 10th grade. At the present time, college bound students do not take the class. The committee further recommended that the health program currently in place at both high schools, be expanded and implemented in both middle schools. A sub-committee was identified to work on the development of a middle school health curriculum based on the high school program.

### Training

It was agreed that training teachers to implement the health program is a key issue. It was also recognized that raising the awareness levels of all teachers regarding health issues, as they are linked to "at risk" student behaviors, is crucial for the implementation of the programs.

### Instructional Equipment

The committee reports there is a need to continually update the health curricula. Additionally, various types of equipment are needed, i.e., VCR's and monitors, and the like. The committee will research the extent of need at the middle schools and high schools.

### Counseling

The committee feels there is an on going need to continue support for programs already in existence, i.e., Riverside Community Hospital partnership, Community Intervention, and Student Clubs.

RESOLUTION NO. 90/49

WHEREAS, an eminent domain action has been commenced on June 16, 1989, for the purpose of condemning property described in Exhibit "A" hereto attached; and

WHEREAS, JURUPA UNIFIED SCHOOL DISTRICT (hereinafter referred to as "District") has negotiated with the owner of the property, SOUTH BELT INVESTMENTS LIMITED (hereinafter referred to as "SOUTH BELT"); and

WHEREAS, the State of California, the State Allocation Board, and the Office of Local Assistance have approved the purchase price of \$3,500,000.00;

IT IS HEREBY RESOLVED:

That the District's attorneys, Thompson & Colegate, be authorized to execute all documents pertaining to the stipulated Judgment for the property, including but not limited to: the Stipulation to Judgment in Condemnation, attached hereto as Exhibit "B".

PASSED, APPROVED AND ADOPTED this 4th day of June , 1990.

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PRESIDENT  
JURUPA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

6-1  
PS-1

(SEAL)

(ATTEST)

\_\_\_\_\_  
SECRETARY  
JURUPA UNIFIED SCHOOL DISTRICT

STATE OF CALIFORNIA            )  
                                  )       ss.  
COUNTY OF RIVERSIDE         )

I, John P. Wilson, Secretary of the JURUPA UNIFIED SCHOOL DISTRICT, DO HEREBY CERTIFY that the foregoing Resolution No. 90/49 was duly adopted by said District at a regular meeting of said District held on the 4th day of June , 1990 and that the same was passed and adopted by the following vote, to wit:

AYES: \_\_\_\_\_  
                                  \_\_\_\_\_  
NOES: \_\_\_\_\_  
                                  \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
                                  \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
                                  \_\_\_\_\_

\_\_\_\_\_  
SECRETARY  
JURUPA UNIFIED SCHOOL DISTRICT

(SEAL)

STATE OF CALIFORNIA            )  
                                  )       ss.  
COUNTY OF RIVERSIDE         )

I, John P. Wilson, Secretary of the JURUPA UNIFIED SCHOOL DISTRICT, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 90/49 of said District, and

6-1  
pg. 2

that said Resolution No. 90/49 was adopted at the same time and by the vote stated on the above certificate, and has not been amended or repealed.

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SECRETARY  
JURUPA UNIFIED SCHOOL DISTRICT

(SEAL)

G-1  
P.3

**ATTORNEYS AT LAW**  
**3810 FOURTEENTH STREET**  
**P. O. BOX 1299**  
**RIVERSIDE, CALIFORNIA 92503**  
**(714) 682-5550**

Plaintiff, JURUPA UNIFIED SCHOOL DISTRICT

FOR THE COUNTY OF RIVERSIDE

**Defendants.**

(Two Parcels)

1. That a Judgment in Condemnation as to the real property or interest in real property described in plaintiff's Complaint

G-1  
P3.4

EXHIBIT B

1 may be entered pursuant to the terms and conditions of the  
2 attached proposed Judgment, marked Exhibit "A", and by this  
3 reference made a part of this Stipulation; and

4 2. That Findings of Fact and Conclusions of Law, Notice of  
5 Entry of Judgment, interest, expenses and costs, trial and right  
6 of appeal are hereby waived.

7 DATED:

THOMPSON & COLEGATE

8  
9 By

ROBERT B. SWORTWOOD,  
Attorneys for Plaintiff,  
JURUPA UNIFIED SCHOOL  
DISTRICT, a public agency  
of the State of California

10  
11  
12  
13 DATED:

SULLIVAN, WORKMAN & DEE

14  
15 By

ERNEST E. SANCHEZ,  
Attorneys for Defendant,  
SOUTH BELT INVESTMENTS  
LIMITED, a corporation

16  
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18  
19 ORDER

20 The foregoing Stipulation having been read by the Court is  
21 approved. It is so ordered.

22 DATED:

23 \_\_\_\_\_  
JUDGE OF THE SUPERIOR COURT

**(714) 682-5550**

EXHIBIT B

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litigation expense and costs, trial and right to appeal; and

IT FURTHER APPEARING TO THE COURT that the Disclaimer of defendant, JURUPA COMMUNITY SERVICES DISTRICT, a community services district, has been filed with this Court on October 16, 1989, disclaiming any interest in compensation awarded herein, and that said defendant is not entitled to any compensation herein; and

IT FURTHER APPEARING TO THE COURT that the Disclaimer of defendant, COUNTY OF RIVERSIDE, acting by and through its Department of Building and Safety, a public agency of the State of California, has been filed with this court on July 19, 1989, and that said defendant is not entitled to any compensation herein; and

IT FURTHER APPEARING TO THE COURT that pursuant to tax information provided by the Office of the Tax Collector of the County of Riverside, there are certain unpaid taxes and assessments due and owing to the County of Riverside against the property sought to be condemned herein; and

IT FURTHER APPEARING TO THE COURT that just compensation for the acquisition of the fee interest in the real property described in plaintiff's complaint, including all improvements thereon pertaining to the realty, litigation expenses, interest on said sum and for all other claims, demands and/or damages of every kind or nature, if any, suffered by said defendants by reason of this condemnation is the sum of \$3,500,000.00; and

NOW, THEREFORE, IT IS HEREBY ORDERED, ADJUDGED AND DECREED that the use by plaintiff of the real property described herein is for the construction, maintenance and operation of a public

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PS-7

1 school.

2 IT IS FURTHER ORDERED, ADJUDGED AND DECREED that the payment  
3 by plaintiff, JURUPA UNIFIED SCHOOL DISTRICT, of the total sum of  
4 \$3,500,000.00 to defendant, SOUTH BELT INVESTMENTS LIMITED, by  
5 deposit to the Riverside Superior Court, is in full payment for  
6 the fee interest in real property so taken, together with any and  
7 all improvements thereon pertaining to the realty, and for all  
8 litigation expenses, interest and damages of every kind and  
9 nature, if any, suffered by said defendants, by reason of the  
10 taking of said fee interest in said real property by plaintiff.

11 IT IS FURTHER ORDERED, ADJUDGED AND DECREED that upon payment  
12 of said total sum of \$3,500,000.00 by plaintiff, JURUPA UNIFIED  
13 SCHOOL DISTRICT, by deposit to the Riverside Superior Court on  
14 behalf of, SOUTH BELT INVESTMENTS LIMITED, as just compensation  
15 for the taking of said property, there shall be condemned to  
16 plaintiff, JURUPA UNIFIED SCHOOL DISTRICT, against defendants,  
17 SOUTH BELT INVESTMENTS LIMITED, a corporation; COUNTY OF  
18 RIVERSIDE, acting by and through its Department of Building &  
19 Safety, a public agency of the State of California; and JURUPA  
20 COMMUNITY SERVICES DISTRICT, a community services district, fee  
21 title for the purposes described herein in the parcels of property  
22 situated in the County of Riverside, as more particularly  
23 described in Exhibit "A", attached hereto and incorporated herein  
24 by this reference, and that all right, title and interest in and  
25 to said parcels, as described in Exhibit "A", together with any  
26 and all improvements thereon, shall vest in the plaintiff, JURUPA  
27 UNIFIED SCHOOL DISTRICT, and all right, title and interest of  
28 defendants, and each of them, are hereby terminated, cancelled and

1 extinguished and a Final Order of Condemnation shall be entered in  
2 favor of plaintiff.

3 IT IS FURTHER ORDERED, ADJUDGED AND DECREED that all real  
4 property taxes, assessments, penalties and costs due and owing to  
5 the County of Riverside on the real property described in  
6 plaintiff's Complaint herein, which is also and further described  
7 in Exhibit "A", on the date said Final Order of Condemnation is  
8 recorded in the office of the County Recorder shall be paid by  
9 defendant, SOUTH BELT INVESTMENTS LIMITED, from the award received  
10 by said defendant as just compensation for the taking of said real  
11 property.

12 IT IS FURTHER ORDERED, ADJUDGED AND DECREED that all real  
13 property taxes, assessments, penalties and costs on said property,  
14 after the date on which the Final Order of Condemnation is  
15 recorded in this matter shall be terminated, cancelled and  
16 extinguished pursuant to Revenue and Taxation Code Section 5083.

17 DATED:

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19 JUDGE OF THE SUPERIOR COURT  
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**PARCEL 1:**

THAT PORTION OF LOT 2 IN SECTION 7, TOWNSHIP 2 SOUTH, RANGE 5 WEST, AS SHOWN BY MAP OF THE SUBDIVISION OF A PORTION OF THE JURUPA RANCHO ON FILE IN BOOK 9 PAGE 26 OF MAPS, RECORDS OF SAN BERNARDINO COUNTY, CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT;  
THENCE NORTH ON THE EAST LINE OF SAID LOT, TO THE NORTHEAST CORNER THEREOF;  
THENCE WEST, ON THE NORTH LINE OF SAID LOT, 818.50 FEET;  
THENCE SOUTH, TO A POINT ON THE SOUTH LINE OF SAID LOT, DISTANT 825.50 FEET, WEST OF THE SOUTHEAST CORNER THEREOF;  
THENCE EAST, ON THE SOUTH LINE OF SAID LOT, 825.50 FEET, TO THE POINT OF BEGINNING;

EXCEPT FROM SAID LOT 2, THAT PORTION DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE EAST LINE OF SAID LOT 2 WITH THE CENTERLINE OF CORUNDUM STREET, NOW MISSION BOULEVARD, AS SHOWN ON SAID MAP;  
THENCE WESTERLY, ON THE CENTERLINE OF SAID CORUNDUM STREET, 150.00 FEET;  
THENCE SOUTHERLY, PARALLEL WITH THE EASTERLY LINE OF SAID LOT, 200.00 FEET;  
THENCE EASTERLY, PARALLEL WITH THE NORTHERLY LINE OF SAID LOT, 40.00 FEET;  
THENCE SOUTHERLY, PARALLEL WITH THE EASTERLY LINE OF SAID LOT, 120.00 FEET;  
THENCE EASTERLY, PARALLEL WITH THE NORTHERLY LINE OF SAID LOT, 110.00 FEET, TO THE EASTERLY LINE THEREOF;  
THENCE NORTHERLY, ON SAID EASTERLY LINE, 320.00 FEET, TO THE POINT OF BEGINNING;

ALSO EXCEPT THAT PORTION IN CORUNDUM STREET;

ALSO EXCEPT THAT PORTION CONVEYED TO THE COUNTY OF RIVERSIDE BY DEED RECORDED JUNE 4, 1965 AS INSTRUMENT NO. 64764 OF OFFICIAL RECORDS OF RIVERSIDE COUNTY, CALIFORNIA.

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-EXHIBIT A

EXHIBIT B

**PARCEL 2:**

THOSE PORTIONS OF THE EAST HALF AND OF THE EAST 15 ACRES OF THE WEST HALF OF LOT 3 IN SECTION 7, TOWNSHIP 2 SOUTH, RANGE 5 WEST, AS SHOWN BY MAP OF THE SUBDIVISION OF A PORTION OF THE JURUPA RANCHO ON FILE IN BOOK 9 PAGE 26 OF MAPS, RECORDS OF SAN BERNARDINO COUNTY, CALIFORNIA, LYING NORTHERLY OF THE NORTH LINE OF JURUPA AVENUE, AS SHOWN ON SAID MAP.

~~EXHIBIT A~~

EXHIBIT B



Series 5000

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Revised 4/2/79, 11/19/79, 1/22/87, 3/7/88,  
Revised/Readopted



ADMISSION TO SCHOOL AND PLACEMENT

All children of legal age residing in the Jurupa Unified School District, shall be admitted to the schools of this District unless excluded or excused under specific sections of the Education Code.

Admission to Kindergarten: Pupils who shall have his/her fifth birthday on or before December 2 that year may be admitted to kindergarten during the first month of school.

Admission to First Grade: Pupils who shall have his/her sixth birthday on or before December 2 that year may be admitted to first grade during the first month of school.

A child who has been lawfully admitted to kindergarten as defined by the State of California, in California or any other state, and who has completed one year therein, shall be admitted to the first grade of an elementary school regardless of age.

Verification of Age: Parents shall be required to furnish documentary proof of the birth date of the child at the time of enrollment in kindergarten or first grade.

Grade Placement: A new pupil enrolled in grades above grade one will be placed in the grade commensurate with maturation and achievement based on records of transfer, report cards, standardized test results and personal information from previous schools.

Adopted 2/70  
Revised 11/6/78  
Revised/Readopted

ADMISSION TO CLASSES BY SEX

Admission to classes within the District shall not be made on the basis of sex. No preference shall be given on the basis of sex, by ranking applicants separately on such basis, and no test shall be administered which has a disproportionately adverse effect on persons on the basis of sex.

No counselor shall discriminate against any person on the basis of sex in the counseling or guidance of students or applicants for admission and no course shall be offered separately on the basis of sex, including health, physical education, industrial, business, vocational, technical, home economics, music and adult education courses.

Exceptions

1. This policy does not prohibit the grouping of students in physical education classes by ability as assessed by standards of individual performance developed and applied without regard to sex.
2. This policy does not prohibit the separation of students by sex within physical education classes during participation in wrestling, football, basketball and other sports, the majority activity of which involves bodily contact.
3. This policy does not prohibit the District from offering a chorus or choruses composed of members of one sex or predominately composed of members of one sex if those choruses are based on vocal range or quality.

Adopted 9/15/75  
Readopted 11/6/78  
Revised/Readopted



IMMUNIZATION POLICY

All students in the Jurupa Unified School District shall meet the requirements of all sections of the Health and Safety Code governing immunizations.

The principal or person designated by him/her shall verify the immunization status of each new enrollee. Students without appropriate immunization verified by medical records indicating compliance with the sections of the Health and Safety Code referred to above shall not be admitted to school until the requirement is met.

Immunization is not required if the parent or guardian files an affidavit that such immunization is contrary to his/her beliefs. However, should school authorities believe that a pupil is suffering from a communicable disease listed in the Health and Safety Code or the Control of Communicable Diseases in Man (1985), the pupil may be temporarily excluded from school until a determination is made that the pupil is free of the disease. Additionally, upon signing the affidavit, parents/guardians are informed and acknowledge that if an epidemic of a communicable disease referred to in paragraph 1 above is declared by the County Health Office, their child/children shall be excluded from school until the County Health Department rescinds the emergency measure.

Adopted 9/19/77  
Readopted 11/6/78  
Revised 2/4/80, 6/24/85  
Revised/Readopted

**SUSPENSION OF RIDING PRIVILEGE**

The principal has authority to suspend an individual pupil's bus privilege for persistent or serious misconduct on the bus. However, it is the principal's responsibility to make arrangements for any pupil so suspended to have a ride home on that day if the pupil was transported to school on the bus.

At any time when, in the judgment of the Assistant Superintendent Business Services, after consultation with the principal, the conduct of students is such that a bus cannot be operated in a safe manner the bus service for that route may be suspended. When service on a route is suspended the following steps must be taken:

The principal shall schedule a meeting for the parents of the students authorized to ride that bus route. Except in emergencies, the meeting shall be scheduled prior to the suspension of that service.

The principal shall send written notice to the parents stating the reasons for suspension and the time and place of the parent meeting.

The administrator directing the suspension of bus service shall notify other administrators involved and shall arrange appropriate notice for the secretarial staff of the school, the Business Office and the Transportation Office. He shall also notify the Superintendent and attempt to notify members of the Board of Education.

Adopted 11/17/75  
Revised 4/17/78 (renumbered from Policy 3531)  
Revised/Readopted

TRANSPORTATION OF STUDENTS

The Board of Education of the Jurupa Unified School District recognizes the value of providing transportation to and from school for students living beyond reasonable walking distance. School bus transportation is offered as a convenience and a privilege to such students.

The privilege of riding school buses may be suspended or revoked for any student who violates the rules of conduct or commits acts that make the operation of a school bus unsafe.

In order to conduct a safe and orderly transportation system it is necessary that rules of conduct governing the behavior of passengers be observed. The principal of each school shall be responsible for informing students and parents of the rules of conduct and the disciplinary procedures governing pupil transportation and of the parent's or legal guardian's personal liability for damages caused by their child.

The law requires that pupils transported in a school bus shall be under the authority of and responsible directly to the school bus driver. The driver is responsible for the orderly conduct of pupils while they are on the bus or being escorted across a street or road. The bus driver shall report all serious or persistent cases of misconduct to the principal of the school on the appropriate referral form. The principal shall take appropriate disciplinary action and inform the bus driver of the action taken.

The following are minimum rules of conduct. Passengers will:

1. Remain seated.
2. Refrain from hitting, pushing, shoving.
3. Refrain from loud conversation and boisterous conduct.
4. Keep all parts of body inside the bus.
5. Not throw items inside or out of the bus.
6. Refrain from using profanity.
7. Not eat or smoke on the bus.
8. Not wear athletic footwear equipped with cleats or spikes.
9. Watch for traffic when crossing the street in front of the bus.
10. Keep away from the side of the bus as it approaches or leaves a stop.
11. Be held accountable for their conduct at bus stops.

TRANSPORTATION OF STUDENTS (Cont'd)

Teachers, coaches, aides, volunteers and other adults riding school buses are subject to the same rules and regulations and are responsible for assisting the driver in the enforcement of student rules and regulations.

Adopted 11/17/75  
Revised 4/17/78 (Combined with Regulation 3500)  
Revised/Readopted

VERIFICATION OF ABSENCE

The Board of Education of the Jurupa Unified School District hereby resolves that any of the following employees of the district may make verification of illness or quarantine absences:

- A.) The school superintendent
- B.) A school or public health nurse
- C.) A guidance, attendance coordinator, or attendance supervisor
- D.) A physician
- E.) A principal
- F.) A teacher
- G.) A school secretary or clerk or other qualified school employee assigned by the district superintendent or principal to make verification.

Verification of illness or quarantine absence shall be made by any of the following methods or procedures:

- A.) By telephone conversation recording complete information of:
  - 1.) Name of person calling
  - 2.) Name of pupil concerned
  - 3.) Name of authorized school person receiving call
- B.) By written note from parents
- C.) By visiting the pupil's home or by any other reasonable method which establishes the fact that the pupil was actually ill or quarantined; that the absence due to illness or quarantine shall be entered on the attendance record and circled with black ink, and such circled entries shall be recorded as attendance in the apportionment attendance column.

Adopted 2/70  
Readopted 11/6/78  
Revised/Readopted

ABSENCES

Illness

Absences because of pupil illness are the excused absences acceptable for apportionment purposes.

Medical and Dental Appointments

Absences for medical, optomological or dental appointments are also excused absences acceptable for apportionment purposes.

Contagious Diseases

Pupils who have contagious diseases must be confined to the home. Absence due to medical quarantine is classified as illness.

Adopted 2/70  
Readopted 11/6/78  
Revised/Readopted





RELEASE OF STUDENTS TO ADULTS

Pupils will not be released during school hours to persons other than parents, legal guardians or properly identified persons who have written authorization from the parent or guardian. The school principal is specifically charged with executing this policy.

A written record of pupils released during school hours will be maintained in each school. This log will show the pupil's name, time released, to whom released, the school employee authorizing the release and the reason for release. It must be signed by the authorized person removing the student during the school day.

Adopted 2/70  
Revised 11/6/78  
Revised/Readopted

RELIGIOUS HOLIDAYS

Students shall be released from school attendance for the observation of religious holidays upon written request of a parent or guardian. Although such absence is legally defined as "unexcused," no penalty shall be assessed against any pupil so released.

Adopted 7/19/78  
Readopted 11/6/78,

ATTENDANCE RECORDS

Annual County Report

In accordance with Education Code Section 48272, the appropriate officers and employees of the Jurupa Unified School District shall for each school year compile and report, as herein specified, data relative to the following provisions of Chapter 2 of Part 27 of the Education Code:

1. Compulsory attendance between ages 6 and 18
2. Severance of attendance
3. Supervision of attendance
4. Investigation and filing of complaints against parents, guardians or other adults failing to send children to school
5. Petition of juvenile courts on behalf of minors habitually truant or insubordinate or disorderly during attendance at school
6. Issuance of work permits and required investigations and complaints

The required information shall be reported to the Board of Education as a regular agenda item on or before July 31 of each year. The Board of Education, through the Superintendent of Schools, shall report the required information to the Superintendent of Riverside County Office of Education on or before August 15 of each year on forms provided by the Superintendent of Public Instruction.

CLOSED CAMPUS POLICY

Pupils may not leave the school grounds during the school day without a written request from the student's parent/guardian. Such requests are to be approved and filed in the office of the school having responsibility for the student.

When a specific situation warrants, upon written parent request, the student may be granted permission to leave campus for lunch daily for an extended period of time such as a semester or the school year. Such a request is subject to review and approval annually by the school principal or designee. Such permits may be revoked if the off-campus lunch privilege is abused.

Students must exhibit permit to school personnel upon request to leave campus during the lunch hour.

Adopted 2/70  
Revised 11/6/78  
Revised/Readopted

SCHOOL ATTENDANCE AREAS

Attendance areas and the boundaries thereof for all schools in the Jurupa Unified School District shall be established by the Board of Education.

The Superintendent and his staff, after study and consideration of population changes, may recommend needed realignments to the Board for its study and approval.

If enrollment at a school reaches capacity or near-capacity, the Superintendent, through the offices of Personnel Services and Administrative Services, may temporarily freeze enrollment at that school and assign new enrollees to neighboring available schools. Normal district walking distances and busing privileges will be employed under the temporary freeze.

When a temporary freeze is lifted, parents of children assigned to neighboring schools may be given the opportunity to have their child/children reassigned to the school of normal attendance.

Adopted 2/70  
Revised 11/6/78, 5/18/81  
Revised/Readopted

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INTRADISTRICT PERMITS K-8

Intradistrict transfer permits originate with the Supervisor of Child Welfare and Attendance. Personnel in that office shall complete the appropriate form from information supplied by a parent or guardian.

The parent or guardian shall submit a signed, written statement as to the nature of the request. At the K-8 level, child/care may be an acceptable reason for the issuance of a transfer.

The supervisor shall contact the school of the child's residence and the school of intended transfer and explain the nature of the request.

The request shall be granted if the Supervisor of Child Welfare and Attendance judges that it is in accordance with Administrative Procedure #238.

Parent's are responsible for transportation to and from school.

Intradistrict permits terminate June 30 but may be renewed.

Adopted 9/8/70  
Revised 9/20/71, 9/19/77  
Readopted 11/6/78  
Revised 5/18/81, 12/5/88  
Readopted 2/21/89

INTERDISTRICT ATTENDANCE TRANSFER PERMITS

It shall be the duty of the Superintendent of Schools or his/her designee to act upon all interdistrict attendance agreements.

A limited number of non-resident students may be accepted in the schools of the District upon release from the districts of residence when there appears to be a significant advantage to the student and where no problems or disadvantages accrue to the Jurupa Unified School District.

Students may be enrolled with the understanding that acceptable scholarship and citizenship are to be maintained, and that the District will not provide transportation. Moreover, space limitations constitute cause for limiting or revoking permits.

The District will release a limited number of resident students to attend schools of other districts where there is a clear demonstration that significant benefits will be gained which could not be obtained by attendance at schools of this District.

False information used as a basis for obtaining a permit or for attending a school outside the attendance area of residence shall invalidate any permit granted and require the transfer of the pupil to the school serving the zone of residence of the parent or legal guardian.

Normally, transportation is not provided students on interdistrict permits.

Each interdistrict attendance permit terminates June 30.

Adopted 9/21/70  
Revised 9/17/73, 11/4/74, 9/19/77  
Readopted 11/6/78  
Revised 5/18/81  
Revised/Readopted

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INTERDISTRICT ATTENDANCE TRANSFER PERMITS

Petition to Leave the District

1. A parent, guardian or other person having custody of a pupil must initiate the request through the Child Welfare and Attendance Supervisor.
2. The Child Welfare and Attendance Supervisor shall screen the applicant's transfer, confer with appropriate district personnel as deemed necessary, and determine eligibility for transfer. Screening will usually include telephone contact with the appropriate officials in the receiving district. For eligible applicants, the Supervisor shall prepare and sign three copies of the state-approved transfer form and shall forward such copies to the receiving district. If the applicant is ineligible, the Supervisor shall so inform the person making the request.
3. The receiving district shall return two signed copies of the form to the Supervisor if transfer is to be completed. One copy shall be retained by that office. The second copy shall be forwarded to the school the pupil would have attended in this district.
4. Periodic informational reports shall be made by the Supervisor to the Board of Education via the Superintendent.

Petition to Enter the District

1. Requests by non-residents to attend schools of the Jurupa Unified School District shall originate in the district of residence.
2. Upon receipt of three signed copies of the state-approved transfer form, the Child Welfare and Attendance Supervisor shall investigate the request, confer with appropriate district personnel as deemed necessary and make a disposition thereof.
3. If the request is to be honored, the Supervisor shall sign the permit and return two copies to the district of origin (one copy is retained by the Supervisor).
4. If a request for transfer is not to be honored, the Supervisor shall notify the district of origin, giving the reason, and shall return the unsigned forms.

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INTERDISTRICT ATTENDANCE TRANSFER PERMITS

Limitations and Constraints

1. A high school student may be permitted to complete the senior year in the same high school where the junior year was completed.
2. Any student may be permitted to attend a school in order to participate in a program of studies not a part of the curriculum of the school within the pupil's attendance area.
3. A pupil may be permitted to attend a school in an attendance area that will become his/her residence within ninety calendar days when documented proof of purchase or rental is submitted for inspection.
4. A pupil may be permitted to transfer to or from another district in order to avoid serious family problems, as, for instance, certain severe health conditions, and for the pupil's welfare and personal adjustment.
5. The Jurupa Unified School District does not honor promises and tentative agreements made to pupils by receiving districts prior to their receipt of forms from the Jurupa Unified School District. The District does not make tentative agreements with parents or guardians from other districts.
6. Interdistrict attendance agreements shall be approved for not more than one school year and terminate on June 30. Agreements may be renewed.
7. Non-resident pupils must maintain satisfactory academic achievement and good citizenship records. Failure to do so constitutes good cause for revoking the agreement.
8. Classroom space, class size or case load limitations shall constitute cause for limiting or revoking agreements.

Adopted 9/8/70

Revised 10/21/74, 9/19/77, 11/7/77, 11/6/87, 5/18/81

Technical Change 9/21/87

Revised/Readopted

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**NON-RESIDENT ALIEN PERMITS**

The Board recognizes the school district's responsibility to provide an appropriate educational program to any school-age resident, regardless of citizenship status. Despite the fact that California Education Code Section 42901.5 permits school districts to offer enrollment to a "nonimmigrant alien residing in a foreign country," it does not require enrollment.

Because of crowded schools and special requirements relating to foreign-language students and financial constraints, the Jurupa Unified School District will not voluntarily offer local residency/enrollment to any nonimmigrant alien residing in a foreign country.

Therefore, no district employee is authorized to sign U. S. Immigration form I-20 permitting entry of such person into the United States.

Adopted 1/15/79  
Revised/Readopted

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STUDENT PROGRESS

Retention and Promotion

School authorities shall place students at the grade level to which they are best suited academically, socially and emotionally.

Transfer

School authorities shall place students in schools of the attendance area where the student resides except where the overall good of the District makes an out-of-attendance area choice of schools necessary..

Report of Parents

When it appears advisable to promote, retain or transfer a student, a conference shall be held with the parent or guardian in order to apprise them of the situation. The decision to promote, demote, and transfer shall rest with school authorities.

In normal situations, the report card and parent conference are the methods used by the school authorities to report to parents.

Transfer to Continuation Classes

When, for whatever reason, it becomes necessary to recommend that a student be transferred to continuation classes, at least one parent conference shall be held in order to apprise parents of the situation. While parental consent is desirable, it is not required. A Screening Committee shall act on all recommendations, and its decision may be reversed only by the Board of Education or the Superintendent of Schools.

Adopted 2/70  
Revised 11/6/78  
Readopted

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**STUDENT FAILURE NOTIFICATION**

The governing board of each school district shall prescribe regulations requiring the evaluation of each pupil's achievement for each marking period and requiring a conference with, or a written report to, the parent or guardian of each pupil whenever it becomes evident to the teacher that the pupil is in danger of failing a course. The refusal of the parent or guardian to attend the conference, or to respond to the written report, shall not preclude failing the pupil at the end of the grading period. California Education Code 49067 (a).

Teachers shall monitor student progress and achievement continuously throughout the school grading period. When it becomes evident that a pupil is in danger of earning a failing grade at the end of any grading period the parent or guardian of the pupil shall be notified.

Such notification may be in person, by phone or by letter. The parent or guardian shall be invited to the school to discuss the pupil's school work, reasons for possible failure and action to be taken to improve the pupil's performance.

Failure of the parent to attend a conference shall not preclude the awarding of a failing mark at the end of the grading period.

The principal of each school shall be responsible for establishing procedures to meet the requirements of this policy and for recording each such notification to parents.

Adopted 2/19/74  
Revised 11/6/78  
Technical Change 9/14/87  
Readopted

STUDENT RECORDS

The Board of Education believes that it is useful and necessary to keep accurate, comprehensive student records. Information about a student shall be used judiciously, and in ways that contribute to the student's welfare.

The Superintendent or designee shall establish safeguards to protect the student and the student's family from invasion of privacy.

In addition, the Board of Education shall approve the regulations governing student records as established by the Superintendent or designee.

At each school, the principal or a certificated designee shall act as custodian of records for students enrolled.

Revised/Readopted

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pg. 24

STUDENT RECORDS

Who Records the Information

It shall be the responsibility of the person designated by the principal to initiate the folder whenever a student enrolls in school. As tests are administered and further data collected, the teacher at the elementary school level, and the counselor or guidance coordinator at the middle and high school levels are responsible for recording and filing this information and otherwise for keeping the cumulative record up to date. The cumulative record folder shall be kept in a locked file at all times when not being used for reference.

Adopted 2/70  
Revised 11/6/78  
Readopted

STUDENT RECORDS

Health and Attendance

The Health Record which is on file in the nurse's office and the attendance forms kept at the schools are records available for inspection by parents upon request.

These documents are part of the cumulative record and shall be maintained by appropriate staff at the school site.

Adopted 2/70  
Readopted 11/6/78  
Revised/Readopted

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STUDENT RECORDS

Multiple Disciplinary Team Case Study

The Multiple Disciplinary Case Study is an individual case study made by appropriate school personnel. Before a Multiple Discipline case study is initiated, a school representative will counsel with the parents or guardians involved, familiarizing them with the problem and seeking their written consent to conduct an assessment. No case study is to be undertaken without the consent of the parents.

This information shall be put into a Special Education file which is confidential and is kept in a locked file under the direct supervision of the Administrator of Education Support Services. Information from this file will be released to other individuals only upon receipt of a Release of Information signed by the parent within the preceding 12 months in the Education Support Services Office.

The Multiple Disciplinary Team Case Study will be forwarded to any California school and may be forwarded to any other school in which the pupil has enrolled or intends to enroll upon the request of the school. No parental permission is required.



STUDENT RECORDS

Disposition of Cumulative Records

In accordance with Education Code Section 4895, each elementary school shall, upon request, send to any school district within this state the cumulative record of a child who has transferred to that district. Only such material as is required by law need be sent; personal notes, poor work notices, etc. may be withheld. The principal shall ensure that the Education Support Services Office is notified of all requests for cumulative records so that the special education file maintained by the Administrator of Education Support Services may forward the file to the appropriate school district personnel.

Adopted 2/70  
Revised 11/6/78  
Revised/Readopted

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STUDENT RECORDS

Transfer of Cumulative Records Within the District

When a pupil transfers from one school to another within the District, his/her cumulative records shall be sent to the school to which she/he transfers without the need of a request from the receiving school.

When elementary pupils are promoted to a middle school, their cumulative records folders shall be sent to the middle school which they are to attend.

When middle school pupils are promoted, their cumulative records shall be sent to the high school which they are to attend.

The cumulative records of pupils who do not return to school in September shall be returned to the school of last attendance. Requests for transcripts to other districts shall be handled by the school of last attendance.

Transfer of Cumulative Records to Other Districts

Whenever a pupil transfers away from the Jurupa Unified School District, his/her cumulative record shall be kept on file until such time as the principal of the school is requested to send the cumulative record to another school or the Director of Business Services for storing and/or microfilming.

Complete Records Before Cumulative Record Leaves

Care must be taken to record complete pertinent information on the Permanent Record Card before a student cumulative record is destroyed within the District or sent out of the District.

Adopted 2/70  
Revised 11/6/78  
Revised/Readopted

ACCESS TO STUDENT RECORDS

The following administrative regulations and procedures govern the release of both personal and scholastic pupil information.

1. RIGHTS OF PARENTS OR LEGAL GUARDIANS

- a. Access to All Records Concerning Their Child or Ward. Educational records subject to review by a parent or legal guardian are those records, files, documents and other matter which:

- (1) contain information directly related to a student, and
- (2) are maintained by a school district or by a person acting for the District.

The material incorporated in these records may specifically include, but is not necessarily limited to, identifying data, academic work completed, level of achievement (grades, etc.), attendance data, scores on standardized achievement aptitude, and psychological tests, interest inventory results, health data, family background information, teacher or counselor ratings and verified reports of serious or recurrent behavior problems. Where such records or data include information on more than one student, the parent of any student shall be entitled to receive that part of such record or data that pertains to their child.

EXCEPTED from the data subject to review by a parent, legal guardian or eligible student (see 1 b.) are the following:

- (1) Memos and notes made by a teacher, counselor or administrator that remain in the maker's sole possession and are not made accessible to or revealed to individuals other than a substitute.
- (2) Files kept on employees of the School District; who are not attending the District's schools, and relate strictly to the individual in his capacity as an employee.

The School District is prohibited from editing or withholding any of these records or data once a request is received for review from a parent, legal guardian or eligible student.

Education Code 49068 requires notice to parents of special education pupils of their right to inspect records which have been received and may be put into the students Special Education file.

ACCESS TO STUDENT RECORDS

1. RIGHTS OF PARENTS OR LEGAL GUARDIANS (Cont'd)

- b. Students Eighteen Years of Age or Older. Whenever a student has attained the age of eighteen years or is attending an institution of post-secondary education the permission or consent required of, and the rights accorded to, the parents or guardian of the student shall thereafter only be required of, and accorded to, the student.

The following records and information will not be subject to review by students that are 18 years of age or attending an institution of post-secondary education:

- (1) Financial records of the parent of the student or information contained therein.
- (2) Confidential letters and statements of recommendation which have been placed in the student's file prior to January 1, 1975, and used only for the purposes intended.
- (3) As to recommendations respecting:
  - (a) admission to any institution;
  - (b) application for employment, or
  - (c) the receipt of an honor or honorary recognition placed in the file after January 1, 1975,

The eligible student has access provided he has not waived the right to review this information. Waiver of this right is not a condition for admission (applicable only to the Junior College Districts), and if signed, the student may request a list of all persons making such recommendations and the purpose for which they were used.

- c. Requests for Access to Records Must be Granted Within a Reasonable Period of Time. A parent, guardian, or student need only appear in person at the school during regular hours of the school day and request to see such records. If for some reason the records are not immediately available, the request shall be granted within a reasonable period of time, but in no case more than five working days after the request has been made. A reasonable charge (25 cents per page) may be made for copies of records requested by the parent; such charge may be waived by the principal in case of hardship.

ACCESS TO STUDENT RECORDS

1. RIGHTS OF PARENTS OR LEGAL GUARDIANS (Cont'd)

d. Requirement of Notification. The School District shall notify every parent, guardian or eligible student annually of the rights accorded them pursuant to this procedure. This notification must include the following:

- (1) The types of education records and information they contain that are directly related to students and maintained by the institution;
- (2) The name and position of the official responsible for the maintenance of each type of record, the persons who have access to those records, and the purposes for which they have access;
- (3) The policies of the School District for reviewing and expunging those records;
- (4) The rights of the parent, guardian, or eligible student established under this procedure;
- (5) The procedure to be followed in reviewing those records, obtaining copies thereof, and challenging inaccurate or misleading statements contained therein;
- (6) The cost which will be charged for reproducing those records;
- (7) The categories of information which the District has designated for directory information (see Section 8).

Notification shall be made by leaflet distributed to each student that is to be delivered to their parent or guardian or retained by them if eligible. An additional number of the leaflets shall be kept at the school for distribution upon request and to students entering during the school year. Notification is to be in the language of the student or eligible student.

2. RIGHT TO CHALLENGE THE CONTENTS OF A STUDENT'S SCHOOL RECORDS, INCLUDING RIGHT OF APPEAL

a. Certain information may be added to or removed from the record upon mutual agreement of the principal and the parent. In the event of disagreement, the parent or guardian may file a written request with the Superintendent to remove any information recorded in the written records concerning his child or ward which he alleges to be:

- (1) inaccurate,

ACCESS TO RECORDS

2. RIGHT TO CHALLENGE THE CONTENTS OF A STUDENT'S SCHOOL RECORDS, INCLUDING  
RIGHT OF APPEAL (Cont'd)

- (2) an unsubstantiated personal conclusion or inference,
- (3) a conclusion or inference outside the observer's area of competence,  
or
- (4) not based on the personal observation of a named person with the  
time and place of the observation noted.

The complete record should be impounded while under appeal. Copies of contested material shall not be given to any individual, including the party making the challenge. Such material shall be held in a confidential file.

- b. Within thirty days of receipt of such request, the Superintendent or his designee or a hearing panel (see Section 3) shall meet with the parent or guardian and the employee who recorded the information in question, if such employee is presently employed by the district. If a panel is convened, the panel submits its recommendation to the Superintendent or his designee. The Superintendent or his designee shall then sustain or deny the allegations. If the Superintendent or his designee sustains the allegations, he shall order the removal and destruction of the information; destruction is to be performed by the school employee originally responsible for the custody of the school records. Under no circumstances is the record removed from the file to be given to the individual challenging its content. If the Superintendent or his designee denies the allegations and refuses to order the removal of the information, the parent or guardian may, within thirty days of the refusal, appeal the decision in writing to the governing board.
- c. Within thirty days of receipt of such an appeal, the governing board shall, in closed session with the parent or guardian and the employee who recorded the information in question, if such employee is presently employed by the District, determine whether or not to sustain or deny the allegations. If the governing board sustains the allegations, it shall order the Superintendent to immediately remove the information from the written records of the pupil. The decision of the governing board shall be final insofar as the District is concerned. Records of these administrative proceedings shall be destroyed one year after the decision of the governing board, unless the parent or guardian initiates legal proceedings relative to the disputed information within the prescribed period.

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ACCESS TO STUDENT RECORDS

2. RIGHT TO CHALLENGE THE CONTENTS OF A STUDENT'S SCHOOL RECORDS, INCLUDING RIGHT OF APPEAL (Cont'd)

- d. If the final decision of the governing board is unfavorable to the parent or guardian, or if the parent or guardian accepts an unfavorable decision by the Superintendent, the parent or guardian shall then have the right to submit a written statement of his objections to the information to the custodian of the record. This statement shall become a part of the pupil's school record until such time as the information objected to is removed.
- e. Whenever there is included in the education records of a student information concerning any disciplinary action that was employed by school district personnel in connection with the student, including, but not limited to, the suspension or expulsion of the student, the parent or guardian shall be allowed to insert into the education records a written statement or response concerning the disciplinary action.

3. ESTABLISHMENT OF A HEARING PANEL

- a. The Superintendent or his designee may convene a hearing panel composed of the following persons:
  - (1) The principal of a school other than the school at which the record is on file, such principal to be designated by an appropriate district administrator.
  - (2) A certificated employee appointed by the president of the certificated bargaining unit.
  - (3) A parent appointed by the Superintendent.
- b. The persons appointed pursuant to Section 3.a. shall, if possible, not be acquainted with the pupil, his parent or guardian, or the employee who recorded the information.
- c. The principal appointed to the hearing panel shall serve as its chairman.
- d. The hearing panel shall, in closed session, hear the objections to the information of the parent or guardian and the testimony of the employee who recorded the information in question, if such employee is presently employed by the District. The hearing panel shall be provided with verbatim copies of the information which is the subject of the controversy.

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ACCESS TO STUDENT RECORDS

3. ESTABLISHMENT OF A HEARING PANEL (Cont'd)

- e. A written finding shall be made setting forth the facts and decisions of the panel, and such findings shall be forwarded to the Superintendent or his designee. The proceedings of the hearing shall not be disclosed or discussed by panel members except in their official capacities. The hearing panel is only empowered to recommend; it does not make the final decision.

4. ACCESS TO STUDENT RECORDS WITHOUT PARENTAL CONSENT

Only the following individuals or agencies may have access to student's records without the written consent of the student's parent or guardian, or student eighteen years of age or older.

- a. Either parent or guardian of the student, if the student is a minor. The school shall give to each student's natural parent or legal guardian, upon request, the same information concerning academic performance that is given to the parent or guardian having legal custody (see l.c. regarding charges for copies).
- b. Students eighteen years of age or attending an institution of post-secondary education are entitled to access to their own files. The consent, formerly, required of and the rights accorded to the parents or legal guardian are extended only to the student, and the parents may obtain access to their child's educational records only with the student's consent.
- c. Parents of a student who is 18 years of age or attending an institution of post-secondary education may have access to their child's educational records if the student can be termed a dependent under Section 152 of the Internal Revenue Code, that is the parent contributes 50% or more to the student's living expenses. (This exception is primarily applicable to the Junior College Districts.)
- d. School officials, including teachers, of the school district in which the student is enrolled who "have legitimate educational interests."
- e. The State Superintendent of Public Instruction or a member of his staff, or the County Superintendent of Schools of the county where the student attends, has attended, or plans to attend school, or a member of his staff, and officials of other schools or school systems in which the student intends to enroll, upon condition that the student's parents be notified of the transfer, receive a copy of the record desired, and have an opportunity for a hearing to challenge the content of the record. "Other schools" would include any private school listed in the current annual Directory of Private Elementary Schools and High Schools in California, published by the California State Department of Education. If a private school requesting a transcript is not listed in the current directory, a parent request in writing must be submitted prior to release of the transcript.

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ACCESS TO STUDENT RECORDS

4. ACCESS TO STUDENT RECORDS WITHOUT PARENTAL CONSENT (Cont'd)

- f. A state or local law enforcement officer, including a probation officer, parole officer or administrator, or a member of a parole board, seeking information in the course of his duties. Also members or agents of the School Attendance Review Board desiring information pursuant to their duties.
- g. An officer or employee of a county agency responsible for protective services to children, as to a pupil referred to that agency as a minor requiring investigation or supervision by that agency.
- h. An officer or employee of any adoption agency licensed by the Department of Social Welfare, as to a minor placed with or under the supervision of that agency, or as to a minor who is the subject of a petition for adoption which requires an investigation.
- i. Representatives of the Comptroller General of the United States, the Secretary of Health, Education and Welfare, heads of certain educational agencies and State educational authorities, provided that access to student records is necessary in connection with the audit and evaluation of a Federally supported program or for the enforcement of Federal legal requirements in connection with such a program and that unless specifically authorized by Federal law, no information is included which would permit the personal identification of students or parents after the data have been collected.
- j. Independent auditors or agents employed by the District for audits or evaluations as required by law or as deemed necessary by the Board of Education. Contract provisions detailing the specifications of such employment must include assurances necessary for compliance with this procedure.
- k. Accrediting organizations in order to carry out their accrediting functions.
- l. Prospective granting agencies in connection with a student's application for financial aid.
- m. Military Recruiters requesting names and addresses of twelfth grade students.
- n. Appropriate persons in connection with an emergency if the knowledge of such information is necessary to protect the health or safety of a student or other persons. Factors which should be considered in the emergency situation are:
  - (1) the seriousness of the threat to the health and safety of the student or other persons,

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ACCESS TO STUDENT RECORDS

4. ACCESS TO STUDENT RECORDS WITHOUT PARENTAL CONSENT (Cont'd)

- (2) the need of the information to meet the emergency,
- (3) whether the person requesting the information is in a position to deal with the emergency,
- (4) whether time is of the essence in dealing with the emergency.

o. A hearing officer in a due process issue.

5. COURT ORDERS

Information concerning a student must be furnished in compliance with a court order. The parent, guardian or eligible student must be notified immediately upon receipt of the court order and in advance of compliance and release of the information. The school's attorney shall be notified immediately upon receipt of a subpoena. In meeting the demand for records required by the subpoena, the District may fulfill its requirements by submitting a copy of the record with an affidavit certifying that such copy is a true copy of the original record.

6. INDIVIDUAL AUTHORIZATION BY PARENT WITH CUSTODY, LEGAL GUARDIAN OR ELIGIBLE STUDENT IS REQUIRED FOR INDIVIDUAL OR AGENCIES NOT MENTIONED IN SECTION 4 TO OBTAIN ACCESS TO A STUDENT'S EDUCATIONAL RECORDS

A biological parent without custody may examine and request copies of student records but has no right to authorize third-party examination. Information from or access to a student's records is permitted provided the individual or agency has written consent executed by the parent with custody, guardian or student that specifies the records to be released, the reason for such release, and to whom the records may be released. Also, the parent, guardian or student must be notified of their right to a copy of the records if desired (see Section 1.c. regarding charges). The individual receiving such information must sign a statement to the effect that he will not transmit or allow third persons access to the information without the written consent of the parent, guardian or student, and a copy of this signed statement is to be placed in the student's file. The following are individuals or agencies which must obtain written consent:

- a. Private individuals. Lawyers, agents, private detectives, commercial organizations and others not enumerated in Section 4.

ACCESS TO STUDENT RECORDS

6. INDIVIDUAL AUTHORIZATION BY PARENT WITH CUSTODY, LEGAL GUARDIAN OR ELIGIBLE STUDENT IS REQUIRED FOR INDIVIDUAL OR AGENCIES NOT MENTIONED IN SECTION 4 TO OBTAIN ACCESS TO A STUDENT'S EDUCATIONAL RECORDS

b. Representatives of agencies, including:

United States Department of Justice  
Federal Bureau of Investigation  
United States Department of Labor  
Internal Revenue Service  
Post Office Department  
United States Department of Health, Education  
and Welfare (Social Security Administration)  
United States Secret Service  
United States Department of Defense  
(Selective Service, Military Intelligence)  
Franchise Tax Board  
California Department of Motor Vehicles

c. Federal law-enforcement officers.

d. Officer or employee of the United States seeking information in the course of his duties, when the student is a veteran of military service with the United States, or an orphan or dependent of such veteran, or an alien.

7. CONTACTS WITH ATTORNEYS

Appeals of school decisions on placement of students, special attendance permits, or possible expulsions may occur, with attorneys participating on behalf of students or parents. Materials covering incidents in which the student clients are involved must be furnished to the attorneys representing them, provided the attorneys present proper written and signed authorizations from the parents or guardian in accordance with this procedure. Such reports may include written statements from witnesses--especially teachers, administrators and other school personnel.

If any employee is sought out by an attorney for an informal and private interview at a place other than the school site, without a court order or subpoena, he should know that he is not required by the District or by law to discuss the matter in question with the attorney if he does not wish to do so. Exceptions to this are proceedings in court, or when there is a subpoena or other court order requiring a person to testify under penalty of law.

ACCESS TO STUDENT RECORDS

8. DIRECTORY INFORMATION

A school district may, at its discretion, make certain designated information public without prior parental consent. This information may include any or all of the following: student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most previous educational institution attended by the student.

Prior to compiling this information, the School District shall notify the parent, guardian, or eligible student of those categories of information it intends to include (concerning type and adequacy of notice see Section 1.a.). The School District must allow the parent, guardian or eligible student 15 days after giving notice in which they may notify the District that they object to having any or all of this information respecting themselves or their child being made public without their prior written consent.

The notice respecting directory information shall also include all individuals and agencies it will or may be made available to--those enumerated in Section 4 and 6 of this policy, plus P.T.A. volunteers, local news media, potential employers, elected officials, and other groups typically requesting this general information.

9. AUDITABLE RECORD OF COMPLIANCE

All agencies and individuals not enumerated in Section 4 that request and/or obtain access to a student's education records must execute a form which is made a permanent part of the student's file. This record will indicate the person, agency or organization requesting access and the purpose for which such access is sought. This record is available for inspection only by the parent, guardian, eligible student and school official responsible for maintenance of the record.

10. REQUESTS FOR NOTARIZED INFORMATION should be made in writing.

11. TAPE RECORDERS - USE IN SCHOOLS

No person, including a student, may use a tape recorder in a classroom without previous permission of the principal and the teacher (both approvals are required).

ACCESS TO STUDENT RECORDS

12. RELEASE OF ALL PUPIL INFORMATION BY THE SCHOOL

The release of all pupil information by the school must have the approval of the principal or his designated representative. Information must not be given out unless the following facts have been established regarding the individual making the request:

- a. his identity
- b. his eligibility to receive information from or obtain access to a student's file pursuant to this policy.

Requests for information associated with evaluations of Federal programs must not invade the privacy of students or pose any threat of psychological damage to them. This provision also applies to all graduate studies and surveys. The need to protect the rights of parents and students must be balanced against the legitimate need for the information on the part of the Federal agency administering the program.

Release forms may be found in the Administrative Handbook.

Adopted 9/2/78  
Readopted 11/6/78  
Revised/Adopted

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**APPLICATION FOR READMISSION OF EXPELLED STUDENT**

Any student whose attendance in the schools of the Jurupa Unified School District has been severed by exemption, exclusion or expulsion may apply for readmission at a later date. The application for readmission will be made through the Supervisor of Child Welfare and Attendance.

At the time of application for readmission the student and parent or guardian should be prepared to present evidence which would indicate that there is a good chance for the student's success if he/she is readmitted to school. The best evidence would be proof of success in another school or educational program since leaving the Jurupa Unified School District. However, any evidence presented will be given consideration.

Ordinarily, any consideration for readmission of such student will proceed through the same series of steps as were taken in consideration of the original severance of attendance. The Child Welfare and Attendance Supervisor shall assist parents in preparing and presenting such application.

Adopted 6/19/72  
Revised 11/6/78  
Revised/Readopted

CHILD ABUSE REPORTING

The Jurupa Unified School District Board of Education has high concern in the area of child abuse. As such, all employees shall comply with the reporting procedures of the law. Whenever they observe a child in the course of their employment whom they know or reasonably suspect of having been the victim of child abuse, they shall report it pursuant to the provisions of the accompanying regulation.

To assist employees in carrying out this reporting responsibility, the District will offer annual training sessions to certificated and classified personnel. Included in these training sessions will be information on identifying suspected child abuse, when, how, and where to report it.

Adopted 11/3/86  
Revised/Readopted

## CHILD ABUSE REPORTING

Under California law, certain persons are mandated to report reasonable suspicion of child abuse.

### Mandated Reporters

Mandated reporters working for Jurupa Unified School District are:

- All administrative staff
- All certificated staff
- All classified staff

"Reasonable suspicion" is the standard used for reporting. It is defined as meaning "it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse."

### Criminal Liability for Mandated Reporters

A mandated reporter who fails to report an instance of child abuse which he/she knows to exist or reasonably should know to exist, could be prosecuted for failure to report as required by law. If found guilty, a person could be punished with up to six months' confinement in the county jail, or by a fine of up to \$1,000 or both.

### Legal Protection

Even though the California Legislature has provided immunity from liability to mandated reporters, that immunity does not eliminate the possibility that actions may be brought. No one is precluded from bringing suit against another.

However, the law protects a mandated reporter against the financial hardship faced by such a legal action. A mandated reporter may present a claim to the State Board of Control for reasonable attorneys' fees incurred in any action if the court dismisses the action, or an hourly rate greater than the rate charged by the State Attorney General at the time the award is made, and not exceeding \$50,000.

### Civil Negligence for Mandated Reporters

Under the law of civil negligence, violation of a statutory duty, such as mandatory reporting of suspected child abuse and neglect cases, is negligence per se, "in itself." That means that if it can be proven that a person willfully or negligently failed to report known or suspected child abuse or neglect, he/she can be sued for the injuries that occurred after the time when the report should have been made.



**CHILD ABUSE REPORTING**

Access

Any mandated reporter who receives a request from a child protective agency to provide access to the victim of a known or suspected instance of child abuse shall not incur civil or criminal liability as a result of permitting that access.

Non-Mandated Reporters

A non-mandated reporter is not liable criminally or civilly unless it can be proven that a false report was made and the person knew that the report was false. It is a misdemeanor to make a false report.

How to Make a Report

California law has made provision for schools to have internal procedures for reporting suspected child abuse cases.

Reporting duties are individual. No supervisor or administrator may impede or inhibit reporting duties and no person who makes a report can be subject to any sanction for making a report.

Procedure to Follow:

1. Make an immediate telephone report to a child protective agency (Child Protective Services (CPS), county probation department, or sheriff's department). CPS is the preferred first call. The telephone report must include:
  - a. the name of the person making the report,
  - b. the name of the child,
  - c. the present location of the child,
  - d. the nature and extent of any injuries,
  - e. any other information including the information that led to the person to make the report.
2. Note in writing on the written report the name of the person to whom the telephone report was made.
3. When it is determined that a minor is to be removed from school as a result of the report, the principal or other school official may take immediate steps to notify the parent, guardian or responsible relative regarding the release of the minor to the law enforcement officer and the location to which the minor is reportedly being taken.

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**CHILD ABUSE REPORTING**

4. Within 36 hours, a written report must be filed. There is a special form developed by the Department of Justice which must be used. The form confirms the nature of the information provided in the telephone report. These forms are available in each school office, from law enforcement agencies and from child protective services.
5. When two or more persons are required to report and they jointly have knowledge of a suspected instance of child abuse, a telephone report may be made by a member of the team selected by mutual agreement. A single written report may be made and signed by the selected member of the reporting team. If the other member of the team later determines that the report was not made, it becomes the member's responsibility to make the report.
6. Report injuries factually and objectively.
7. Avoid allegations regarding a suspected offender, other than allegations which are a part of the minor's explanation.
8. Record minor's explanation of injuries as nearly verbatim as possible.

**Confidentiality**

The identity of a reporter is confidential and can be disclosed only between child protective agencies, to the District Attorney's Office or the County Counsel when the party waives confidentiality in a formal disciplinary procedure, or by a court order.

The legal mandate to report is not excused or barred by the professional privilege of confidentiality. Knowledge of child abuse acquired through communication with a patient or a client, whether the patient or client is a victim or the abuser, must be reported.

## SCHOOL RULES

### Student Behavior

Proper student conduct shall be a concern of all personnel including the Board of Education, the Superintendent, principals, teachers, pupils, parents, and classified employees. Each pupil will be expected to develop individual responsibility for his/her conduct in accordance with accepted district standards.

### Discipline

Students are expected to conform with the regulations of the school and obey all directions of the teachers and others in authority. Rules and regulations consistent with the laws of the State of California, the Education Code, and California Administrative Code, Title V, and relating to areas of discipline including corporal punishment, suspension, expulsion, exclusion, exemption, and transportation shall be spelled out in a Code of Discipline for approval and periodic review by the Board of Education.

All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools.

-Education Code, Section 10609

Every pupil shall attend school punctually and regularly; conform to the regulations of the school; obey promptly all the directions of his/her teacher and others in authority; observe good order and propriety of deportment; be diligent in study; respectful to his/her teacher and others in authority; kind and courteous to schoolmates; and refrain entirely from the use of profane and vulgar language.

-C. A. C., Title 5, Section 300

While on the school grounds (or elsewhere when under the authority or direct supervision of school personnel or when such conduct is otherwise related to school activity or school attendance), a pupil shall refrain from any and all of the following acts:

(a) Gambling; immorality, profanity; and the use or possession of tobacco, intoxicating liquor, narcotics or other hallucinogenic or dangerous drugs or substances. (Drugs shown to have been prescribed by a licensed physician for a pupil are an exception as to that pupil.)

(b) Willful or negligent conduct likely to result in injury to other pupils or school employees or in damage to school property.

-C. A. C., Title 5, Section 301



SCHOOL RULES

A pupil who goes to school without proper attention having been given to personal cleanliness or neatness of dress, may be sent home to be properly prepared for school, or shall be required to prepare himself/herself for the schoolroom before entering.

-C. A. C., Title 5, Section 302

A pupil who defaces, damages, or destroys any school property or willfully or negligently injures another pupil or school employee is liable to suspension or expulsion, according to the nature of the offense.

-C. A. C., Title 5, Section 305

Principals are responsible for establishing specific regulations essential for the protection of student health and safety in the activities of the school, and for the protection of school property and equipment. Special precautions should be implemented in areas of instruction such as physical education, athletics, laboratory and shop activities.

Each elementary school principal should advise teachers that elementary school pupil recess time may be restricted for disciplinary purposes. However, teachers must use discretion to avoid a situation which could be harmful to a student's health.

Each principal must review school rules with his/her faculty each September and file a copy of rules relating to health and safety with the Director of Education Operations by October 15.

The principal must then ensure their effective communication of the school rules to students and parents, and the principal must supervise their enforcement.

Adopted 6/29/70  
Revised 11/7/77  
Readopted 11/6/78  
Revised 12/7/81, 4/5/82  
Revised/Readopted

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RECOGNIZED STUDENT ORGANIZATIONS

Any group of students may organize a student body association within the public schools with the approval of and subject to the control and regulation of the governing board of the school district. Any such organization shall have as its purpose the conduct of activities on behalf of the students approved by the school authorities and not in conflict with the authority and responsibility of the public school officials. Any student organization may be granted the use of school premises and properties without charge subject to such regulations as may be established by the governing board of the school district. Education Code 48930.

The Board of Education acknowledges the educational values of various student organizations.

Necessary and desirable student organizations shall be recommended annually for recognition purposes to the Board of Education by principals. Those organizations granted official recognition by the Board of Education shall be listed in Regulation 5133. Such recognition extends through the school year and summer until October 15 of the next school year.

Student organizations recommended by principals shall have a principal-approved constitution and/or bylaws on file in the school office. No student organization shall be recommended for recognition whose construction prohibits student participation on the basis of racial or ethnic origin or religious affiliation. The constitution for each recognized organization shall limit membership to be composed entirely of pupils attending schools of the District. The principal's recommendation to the Board of Education shall be in writing and list assigned faculty or other employee sponsor(s) who will be responsible for activities of the organization under the direction of the principal.

Contracts issued by any recognized student organization must be approved prior to their execution by the Assistant Superintendent Business Services.

The following privileges are extended to and limited to recognized student organizations:

1. Assignment of employee sponsor(s)
2. Publicizing activities, events, projects, or programs through school communication media, such as bulletins, handouts, student newspapers, bulletin boards, and public address system announcements
3. Using the school or school district name

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RECOGNIZED STUDENT ORGANIZATIONS

4. Contracting for services
5. Using school or school district facilities and/or equipment
6. Holding meetings or conducting activities, projects, or programs on or off the school campus
7. Conducting sales or other money raising endeavors on campus or in the community.

The appropriate Director of Education Operations shall recommend a list of student organizations to be recognized by the Board no later than the first Board meeting each October.

Adopted 11/5/73  
Revised 11/4/74, 11/6/78  
Revised/Readopted



CAMPUS UNREST

Whenever a principal believes a condition of student unrest exists on the campus which may develop into a serious disruption of the operation of the school, the principal shall:

1. Direct all campus supervisors, administrative building certificated personnel and available teachers to take such steps (campus control, counseling with students) as he deems to be helpful in controlling the problem and in leading to its resolution.
2. Inform the Superintendent's Office.
3. Inform the Riverside County Sheriff's Office.

Adopted 7/19/71  
Readopted 11/6/78  
Revised/Readopted

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PS-50

TEMPORARY CONFISCATION OF INJURIOUS OBJECTS

Protection of school employees and pupils is an important responsibility of the Board of Education and of all district employees.

Each certificated and each classified employee of the school district is authorized to take from the personal possession of any pupil, while the pupil is under the authority of school personnel, any object capable of inflicting substantial bodily damage when such object has no academic purpose.

School personnel may keep the object until the risk of its use as a weapon has dissipated or the parent or guardian appears personally to take possession.

Adopted 11/19/79  
Revised/Readopted





WELFARE OF STUDENTS

The safety, care, discipline, and protection of students are the concern of all school personnel.

When any school personnel observe any incident, objects, persons or conditions which jeopardize the welfare of students they should intervene appropriately and/or bring the matter to the attention of a school administrator.

Adopted 2/70  
Readopted 11/6/78  
Revised/Readopted

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PEACE OFFICER INTERROGATION/RELEASE

It is the intent of the Board of Education that principals or designees shall cooperate within defined limits in the interrogation of students by peace officers or the release of students to the custody of peace officers.

The principal or designee shall:

1. Satisfy him/herself as to the identity of the officer.
2. Bring the student to the office. A peace officer shall not be permitted to go to the classroom to get a student unless the administrator or designee believes it is necessary.
3. Remain with the officer and student during any interrogation unless the officer asks to meet privately with the student.
4.
  - a. Release the student to the custody of the peace officer upon the officer's request.
  - b. Honor and follow a written request by a parent/guardian/designee that their child not be interviewed by a peace officer on campus.
5. Peace officers in the performance of their duty may arrest a student for the purpose of interrogation and removal from campus irrespective of a parent request.
6. Although there is no legal obligation to notify the parent prior to such release, a reasonable effort to notify the parent following release of the student to the peace officer shall be made.
7. Write up a brief description of the incident and retain it appropriately.

Adopted 6/7/71

Revised 3/15/76, 11/6/78, 2/17/81, 2/16/82

Revised/Readopted

## ACCIDENTS AND ACCIDENT INSURANCE

### First Aid and Emergency Care

First aid by qualified personnel should be given a student accident victim or sick student until the services of a physician can be obtained and/or parents contacted.

### Accident Reports

Employees shall report all accidents immediately to the building principal and then complete the accident report form.

### Pupil Accident Insurance

At the beginning of each school year an opportunity shall be afforded each parent to purchase student accident insurance. Forms will be distributed to pupils for consideration by parents.

### Athletic Insurance

All students participating in C.I.F. athletics will pay (as specified below) for their own athletic insurance as required by law and Board Policy.

Students participating in sports other than football will pay the full premium. Football players will pay an amount equal to the charge for sports other than football as established by the C.I.F. insurance program. Student body funds will make up any difference between this charge and the tackle football premium.

### Protective Equipment

The District will purchase protective equipment and athletic gear other than shoes, sox and underclothing.

Adopted 2/70  
Revised 11/6/78  
Revised/Readopted

SMOG AND HEAT EPISODE

A smog alert system shall be maintained so that strenuous activity of students shall be limited:

1. Whenever the district is notified that a smog episode is in effect.
2. When the temperature exceeds 90° Fahrenheit.

Adopted 11/2/70  
Revised 6/7/76  
Readopted 11/6/78  
Readopted

STUDENT PICTURES

It has been a traditional practice in the District's schools to arrange for photographers to take student pictures each fall. These pictures are made available to parents as an economical way to keep a memento of their children's school days.

It is the intent of the Board that no school or school-related organization use these student pictures as a fund-raising device. The only benefit to the school from student pictures shall be student identification cards and small pictures of each student for the school records and secondary yearbooks.

Adopted 1/6/75  
Readopted 11/6/78  
Revised/Readopted

STUDENT PICTURES

Elementary Schools

The Director of Education Operations (Elementary) will assemble by April 15 each year a committee of principals. This committee shall:

1. Solicit proposals from parents, students and school personnel as to the picture package desired.
2. Review all proposals and recommend acceptable picture packages.
3. Solicit bids from photographers.
4. Select, with the advice of the Assistant Superintendent Business Services, the photography company to be used and arrange necessary notifications.
5. Conduct an evaluation of the year's student picture program after the activity is completed.

The photographer will complete the first round of picture taking by October 15 and will schedule a makeup day by November 1.

The photographer will furnish all personnel needed to take pictures and handle necessary auxiliary tasks except for pupil supervision. School personnel will not handle money nor keep any records.

Middle and High Schools

The Director of Education Operations (Secondary) will coordinate similar procedures for student picture packages, yearbook photography services and graduation pictures for high school seniors with each secondary principal.

Adopted 1/6/75  
Revised 6/13/77  
Readopted 11/6/78  
Revised/Readopted



STUDENTS' RIGHTS AND RESPONSIBILITIES

The Board of Education recognizes the right of the individual student to exercise freedom of expression. The Board also recognizes that the establishment of a public educational program requires the formation of rules and regulations necessary to maintain an orderly process of learning and to maintain standards of student conduct and language appropriate to an academic environment.

SECTION I

The purpose of this policy is to insure the exercise of the students' rights with due regard to the rights of others and the need for reasonable restrictions in the operation of the public school system.

SECTION II

Students of the District have the right to exercise free expression including, but not limited to, the use of bulletin boards, the distribution of printed materials or petitions, and the wearing of buttons, badges and other insignia.

A. Circulation of Petitions, Circulars, Newspapers, and Other Printed Matter

Students shall be allowed to distribute petitions, circulars, leaflets, newspapers and other printed matter subject to the following specific limitations.

1. Time

The time of distribution shall be limited to the hours before school begins, during the lunch hour and after school is dismissed.

2. Manner

a. Manner of Expression - Students are expected to use good taste in their manner of expressing ideas. All language, pictures, drawings or photographs used in any material distributed, displayed or circulated pursuant to this policy must not be vulgar or profane. Vulgar as used herein includes that which is lewd, profane, coarse, crude or offensive and all language and pictorial expression which infringes on the minimum standards of propriety and the accepted norm of public behavior on or near school campuses.

b. Manner of Distribution and Display - No student shall use coercion to induce students or any other person to accept printed matter or to sign petitions; neither shall there be any funds or donations collected for any material distributed.

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STUDENTS' RIGHTS AND RESPONSIBILITIES

b. Manner of Distribution and Display (Cont'd)

All printed matter distributed on campus or in the immediate vicinity of school property including, but not limited to, all petitions, circulars, leaflets and newspapers and all material displayed on bulletin boards shall be submitted to the appropriate school official at least twenty-four (24) hours prior to such distribution or display. Approval or disapproval of such distribution or display shall be in accordance with the standards set forth in this policy. The official may limit the number of students or group of students that may distribute materials in any one day.

The principal of each school or his designee shall be the person to review the material and exercise administrative responsibility as required by this policy. The name of the designated person shall be suitably posted. Any student may appeal a decision concerning this policy to the appropriate assistant superintendent who shall render a decision no later than one (1) school day after receipt of the appeal. In the event a student is not satisfied with the decision of the assistant superintendent, he shall have an appeal to the superintendent who shall expeditiously render a final decision.

No written materials distributed or circulated pursuant to this policy shall be left unattended or stacked for pickup while unattended at any place in the school or school grounds or property in the immediate vicinity of the school.

3. Place

The place and activity of distribution shall not interfere with the normal flow of traffic within the school corridors and entrance walkways nor impede entrance to or exit from school premises nor impede bus lanes.

B. Buttons, Badges and Other Insignia of Symbolic Expression

Students are permitted to wear buttons, badges, armbands and other insignia as a form of expression subject to the restrictions as to the manner of expression set forth in paragraph A2a above, and the prohibitions set forth in Section III below.

C. Bulletin Boards

Students shall be provided with bulletin boards for use in posting student materials at campus locations convenient for student use. Where feasible, location and number of such bulletin boards shall be by joint agreement of local school student government representatives and the local school administration. In the event a decision cannot be reached, the administration shall make the final determination.

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pg. 59



**STUDENTS' RIGHTS AND RESPONSIBILITIES**

**C. Bulletin Boards (Cont'd)**

Posting of student materials on said bulletin boards shall be subject to the limitations concerning the manner of exercising students' rights of free expression set forth in paragraphs A2a and A2b above, and the prohibitions set forth in Section III of this policy.

All material displayed shall clearly indicate the author or agency responsible for its production and shall be dated.

The principal of each school shall prescribe reasonable lengths of time during which such printed materials may be posted on the bulletin boards with the object of assuring fair access to the bulletin boards for all students.

**SECTION III**

In the exercise of the students' rights described above, no student shall distribute materials, wear buttons, badges, or other insignia, or post notices or other materials which:

- A. Are obscene to minors according to current legal definitions.
- B. Are libelous or slanderous according to current legal definitions.
- C. Incite students so as to create a clear and present danger of the imminent commission of unlawful acts on school premises or the violation of lawful school regulations or the substantial disruption of the orderly operation of the school.
- D. Express or advocate racial, ethnic, or religious prejudice so as to create a clear and present danger of the imminent commission of unlawful acts on school premises or the violation of lawful school regulations or the substantial disruption of the orderly operation of the school.
- E. Are distributed, displayed or circulated in violation of the time, place and manner requirements.
- F. Are determined to be gang related as defined by the Riverside County Sheriff's Office or the District Attorney.

**SECTION IV**

Violation of this policy by any student shall be sufficient cause for disciplinary action including suspension and expulsion.



PARENT/STUDENT/CITIZEN COMPLAINT AND PROBLEM RESOLUTION

The Board recognizes the desirability of having a clear channel of communication between the public and the schools for resolving complaints.

The purposes of this policy and regulation are to provide an effective means of resolving concerns of parents/students or other citizens, reduce potential problems, protect the rights of students and employees and open and maintain effective channels of communication.

This policy is based upon the premise that citizens and district employees have a sincere desire to be fair to each other and to arrive at fair resolutions of problems. Emphasis should be on early and equitable resolution of complaints to the maximum satisfaction possible for all parties.

Adopted 1/15/73  
Revised 11/6/78, 1/20/87  
Revised/Readopted



PARENT/STUDENT/CITIZEN COMPLAINT AND PROBLEM RESOLUTION

Definition

This regulation is a guideline to be applied to any situation not covered by the Education Code or other specific provisions in district policies, regulations, or procedures. This regulation may be used by any individual who feels that there has been a violation, misinterpretation or inequitable application of existing laws or district policies. This is not a complaint or grievance procedure for resolving employment dissatisfaction of employees.

Informal Procedure

In the use of the informal procedure, it is understood that a written record shall not be required but may be kept. It is anticipated that most problems will be resolved by the informal procedure.

1. The concerned person shall first make every attempt to resolve his/her complaint or problem with the staff member directly involved.
2. The person should notify the next higher authority within five (5) working days if the problem is still unresolved. That next higher authority will consult with the parties to again seek resolution. When a complaint is initially made to a higher authority and the complainant is unwilling to attempt direct resolution with the staff member who is the subject of complaint, the next higher authority will normally advise the staff member of such complaint in a timely manner.

Levels of Authority

<u>Elementary School Personnel</u>	<u>Secondary School Personnel</u>	<u>Other Personnel</u>
Teacher/Aide/Secretary etc. to Principal to Dir. Elem. Ed. Operations to Assistant Superintendent Curriculum, Instruction, Assessment	Teacher/Aide/Secretary etc. to Assistant Principal to Principal to Dir. Sec. Ed. Operations to Assistant Superintendent Curriculum, Instruction, Assessment	Transportation Food Services Maint/Operations, etc. to Director to Assistant Superintendent Business Services

3. The appropriate assistant superintendent shall make a final administrative determination and communicate this decision to each party.

If the problem is resolved at any level of authority above, or if the complainant does not wish to take further steps, the case is closed. If any meetings are required during the informal procedure, insofar as possible they shall be scheduled outside classroom time but within the staff members work day.

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PARENT/STUDENT/CITIZEN COMPLAINT AND PROBLEM RESOLUTION

Formal Procedure

1. After completion of the final step in the informal procedure established above, the parent/student/citizen may submit the complaint in writing to the Superintendent. Such written complaint must be signed and include a statement of the problem(s) and all supportive facts or reasons which justify the concern.
2. The Superintendent will review the complaint with the employee involved.
3. The Superintendent will then discuss the matter with the appropriate parties to attempt to resolve the problem.
4. If the problem is resolved, the case is closed. If the problem is not resolved, the Superintendent will invite the employee to submit a written response to the complaint.
5. The Superintendent shall prepare a written report to the Board.
6. The Board shall review the written report which shall include at least the written complaint and any written response.
7. If the Board decides to do so, it shall meet in Closed Session with both parties, the appropriate Assistant Superintendent and the Superintendent. If the Board determines not to have such a meeting, the resolution of the Superintendent shall be final. The Superintendent shall notify the parties of the outcome.

Adopted 1/15/73  
Revised 11/6/78, 3/18/85, 1/20/87  
Technical Change 7/17/89  
Readopted



**PUPIL SUPERVISION**

"Recognizing that an adequate lunch period free from duty is essential to the health, morale and efficiency of teachers employed full time in any regular day school, the Legislature declares that it is the policy of the State to encourage school districts to provide for an adequate duty-free lunch period for teachers.

In order to provide for such duty-free lunch periods, the governing board of any school district may utilize recreation personnel or other suitable persons to supervise the pupils of the district during the school lunch period.

The provisions of this section shall prevail over any provision of Section 13561 which conflicts herewith."

California Education Code, Section 44814

"Where playground supervision is not otherwise provided, the principal of each school shall provide for the supervision by certificated employees of the conduct and safety, and for the direction of the play, of the pupils of the school who are on the school grounds during recess and other intermissions and before and after school."

California Administrative Code, Title V, Section 5522

It shall be the responsibility of the school principal to schedule and assign school employees to provide adequate pupil supervision in accordance with the above laws. A record of such schedules shall be kept by the principal.

Adopted 2/19/74  
Revised 11/6/78  
Revised/Readopted

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ELEMENTARY SCHOOL STUDENT HELPERS

The Board of Education recognizes the value of students helping employees perform useful and meaningful tasks. Students can learn cooperation, develop basic domestic skills, gain confidence and improve their feeling of self-worth.

The Board also recognizes that students should not be permitted to help with tasks that involve a potential danger or hazard such as handling hazardous materials, moving heavy equipment, or working with ladders.

Adopted 3/7/88  
Readopted

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**GUIDELINES FOR ENROLLING VETERANS AND  
ELIGIBLE PERSONS FOR VETERANS BENEFITS**

In accordance with Veterans Administration Regulations 14253 revised and DVB Circular 20-75-84 dated August 14, 1975, the appropriate employee(s) of the Jurupa Unified School District shall compile school standards of progress for veterans in the high school program for veterans benefits. Three copies of this policy statement, three copies of the veterans information bulletin including these guidelines, and three copies of District Regulations shall be submitted to the Bureau of School Approvals in compliance with the request from the Bureau. The veterans information bulletin shall be distributed to the enrolling veterans and other eligible persons.

The school standards of progress for veterans and other eligible persons shall include the following:

1. The school's policy relative to standards of conduct, progress, and attendance.
2. The school's policy relative to the maintenance of written record of previous education and training.
3. The school's policy relative to the maintenance of adequate records to show the progress and attendance of each person.
4. The sending of a "change of status" notice to the Veterans Administration when the veteran ceases to make satisfactory progress or when there is a change in the number of units taken.
5. The responsibility of the veteran or other eligible person in maintaining the standards of progress.

Adopted 6/7/76  
Readopted 11/6/78  
Readopted

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PS. 66

**SCHOOL STANDARDS OF PROGRESS FOR VETERANS**  
**IN THE HIGH SCHOOL PROGRAM FOR VETERANS BENEFITS**

**School Responsibilities**

1. The school will provide counseling for each student, veteran or eligible person, at the time the student enrolls for any term. The student will be given a copy of the high school graduation requirements, and a list of the courses required and the number of elective credits needed to meet the high school graduation requirements at the initial evaluation counseling. This should provide the information needed by the student to prevent repeating of subjects previously completed.

The number of credits already completed by the student will be shown in the "Enrollment Certification" form 22-1999 which the school will process and mail to the VA Regional Office.

The school will not process the "Enrollment Certification" for any student who has passed the G.E.D. tests by the California State standards.

2. The school will notify the VA of the absences of a veteran or eligible person when the student's absences reach the number that precludes the student earning credit. Students expecting high school credit must attend 75 percent of the time the class is in session in order to receive credit.

When the veteran or eligible person has been absent from class(es) 25 percent or more of the time in any given term, s/he will be placed on probation and the student notified in writing. If the student exceeds the 25 percent absent rate, unless there are extenuating circumstances, s/he will be dropped from that class/those classes and the termination notice, VA 22-199 9b, will be completed and sent to the VA office.

In the Individualized Programmed Instruction Class, the student earns credit based on the work s/he completes within the classroom and turns in to the instructor. The work must be satisfactory in order that credit may be granted. The attendance is recorded and reported and veteran's attendance is monitored by the school officials.

3. The student will be considered not to have made satisfactory academic progress when s/he fails, receives no credit, or withdraws from all subjects undertaken, except when there are extenuating circumstances. When the first unsatisfactory report is received from a teacher, as provided in paragraph 5 below, the student will be placed on academic probation and so notified in writing. If the next monthly progress report is unsatisfactory, the student will be terminated (for veterans benefits) and for VA 22-1999b will be sent to the VA. The school will not certify for further enrollment of the student prior to approval under VAR 14278.
4. If the student is available, the school counselor will counsel the student regarding unsatisfactory attendance and/or progress and notify the student of the report to the VA.

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**SCHOOL STANDARDS OF PROGRESS FOR VETERANS**  
**IN THE HIGH SCHOOL PROGRAM FOR VETERANS BENEFITS**

5. The school will obtain a progress report at the end of each school month from the teachers on each of the veterans and eligible persons for the purpose of monitoring and reporting the progress of the students. A copy of that form is included herein.
6. The school will maintain an accumulative permanent record of academic achievement of the students. This record will include final grades in each subject for each term and transcripts from other schools as appropriate.
7. The school will maintain copies of enrollment certification of each veteran or eligible person for three years after the period certified.
8. The school will maintain a registration file on each student; this shows any tuition and/or fees paid by the student. A copy of the form is included herein. These records will be kept for three years.
9. The school will maintain attendance data on each veteran or eligible person showing withdrawal and re-enrollment dates in subjects. These records will be kept for three years.
10. The school will not permit the veteran or eligible person to enroll repeatedly in courses, not attend, and withdraw without penalty; nor continue in training for VA benefits after the date of the report of unsatisfactory progress has been made.

**Veteran Responsibilities**

1. The veteran must see the school counselor or other representative of the school regarding his/her program prior to enrolling to make sure s/he is meeting the requirements for veterans benefits.
2. The veteran must furnish the school with sufficient information for the school to obtain prior high school records for evaluation and for counseling purposes, including information regarding G.E.D. tests if s/he has taken them. Those who have passed the G.E.D. tests, according to California standards, are not eligible for veterans benefits for attending high school. The veteran has one semester in which s/he is to furnish this information.
3. The veteran must enroll in and pursue per semester:  
  
20 credits, 12 hours per week, for full time benefits  
15 credits, 9 hours per week, for 3/4 time benefits  
5 credits, 6 hours per week, for 1/2 time benefits

The student in regular classes must be in attendance in each class at least 75 percent of the class time in order to receive credit.

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**SCHOOL STANDARDS OF PROGRESS FOR VETERANS**  
**IN THE HIGH SCHOOL PROGRAM FOR VETERANS BENEFITS**

The School Year. There are two semesters per regular academic year: fall, winter and spring; which are equal to two semesters. The summer terms begin in June and continues for two six-week terms. Most of the classes are conducted on Rubidoux High School campus from 6:30 to 9:30 p.m., Monday through Thursday.

4. The veteran must pursue the program outlined by the counselor or administrator and make satisfactory academic progress, doing at least passing grade work in all subjects in which enrolled. The student's conduct must be satisfactory in order to remain in the school. If the student is enrolled in the Individualized Programmed Instruction, s/he must be progressing academically at the same rate as if s/he were in regular classes.

All students are graded A, B, C, D, F, or W.

A - Exceptional	C = Average	F = Failing
B = Above Average	D = Below Average	W = Withdrawal

5. The veteran must notify the school of any emergency absences and the extenuating circumstances so this may be reported to the Veterans Administration.

Adopted 6/7/76  
Revised 9/19/77  
Readopted 11/6/78  
Readopted

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MINIMUM REQUIREMENTS FOR ADULT EDUCATION STUDENTS  
WHOSE ACTIVE ENROLLMENT MUST BE VERIFIED

1. Students enrolled in Adult Education who require Adult Education verification must meet both attendance and academic requirements.
2. Twelve (12) hours of attendance per week is considered full-time student attendance. Six (6) hours of attendance per week is considered half-time student attendance.
3. The following trimester requirements are considered minimums.

A student enrolled for _____ hours per week	is expected to attend _____ hours per week	and is expected to complete ____ credits
3	3	3.3
5	5	5.5
6	6	6.6
9	9	9.9
12	12	13.2

4. In extenuating circumstances, the Principal of Adult Education may modify the above requirements.

Adopted 4/2/79  
Readopted

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ADMISSION TO ADULT EDUCATION

Classes are established primarily for adults. Persons under 18 years of age who have not graduated from high school must obtain permission from their current high school principal or designee and the adult education principal before they will be enrolled.

Adults shall be admitted to classes by completing necessary registration forms and paying all applicable fees. All students pursuing an adult education diploma program must apply in person to the adult education principal or designee for an evaluation of their records. Official copies of all previous high school course work must be on file in the adult education office prior to any official evaluation.

Minors 16 and 17 year of age who, because of full time employment, cannot attend high school during the day must enroll in continuation high school before they will be allowed to attend adult education classes. Students concurrently enrolled in a district high school will be exempt of all fees.

If, in the opinion of the adult education principal, the educational objectives of a present student or new enrollee are unclear or contrary to district policy, regulation or procedure, participation in the adult education program may be denied. Appeals to such denial may be made to the Assistant Superintendent Curriculum, Instruction and Assessment.

Adopted 4/4/77  
Revised 11/6/78, 6/4/79  
Revised/Readopted

ADMISSION TO ADULT EDUCATION

Enrollment Requirements

1. Classes shall be established primarily for adults. Extenuating circumstances might result in some 16 and 17 year old students enrolling in such classes.
2. Persons under 18 years of age, except emancipated minors age 16 and 17 and minors who have completed high school, shall obtain permission from a high school administrator and an adult education administrator before they will be enrolled.
3. Students may enroll in adult education at any time during the trimester. However, the amount of credit received will be determined by completion of course objectives.
4. To earn a diploma, students under 18 years of age concurrently enrolled in Nueva Vista or Rubidoux must complete the graduation requirements of their respective high school.
5. With the exception of final semester seniors, no concurrent enrollee will be scheduled into Individualized Program Instruction (IPI).
6. Unwed pregnant minors will not qualify for enrollment in the adult education program if the request is based solely on pregnancy.

Regularly Employed High School Students

1. Students regularly employed and who are assigned to Nueva Vista are eligible to request transfer to adult school as authorized by Attorney General Opinion 212, 5/7/74.
2. Appropriate checklists, transfer requests and application forms must be completed before enrollment consideration will be given.
3. Prior to enrollment in the Adult Education Program, approval of a parent, a Nueva Vista counselor and administrator, and an adult education administrator are required. Careful supervision of the student's attendance and academic progress by the adult school principal is necessary. The enrollee may be returned to the Nueva Vista program if, in the judgement of the adult school principal, the arrangements prove unsatisfactory or when regular employment is terminated.
4. To remain enrolled in the adult program, regularly employed students must complete a total of at least ten hours of in-class instruction during each two-week period and complete 5.5 credits per trimester.



Full Time High School Students

1. Generally, concurrently enrolled full time students are only permitted to take enrichment courses; however, exceptions can occur if the student is a final semester senior or if space in day classes is not available.
2. Concurrently enrolled full time students must attend at least three hours of adult education class time per week and must complete at least 3.3 credits per trimester.
3. Two weeks of unexcused absence will result in a concurrently enrolled student being dropped from the adult education program.

Enrollment Procedures

1. Appropriate application and transfer requests may be obtained in the adult education office and must be completed, approved, and applicable fees paid before enrollment in class.
2. Each school will establish an internal checklist of its own procedures to assure that appropriate work permits, transfer requests, application forms, high school registration cards, immunization records and transcripts have been completed.
3. An appropriate adult education program for a concurrently enrolled student will be determined by the high school administrator or counselor who will also initial, on the adult education application form, every approved course and a line will be drawn immediately below the entire approved program. Concurrently enrolled students will be permitted to attend only those classes approved by the home school.
4. Adult education personnel will provide instruction and maintain accurate attendance records.
5. Home school personnel will control the issuance and revocation of work permits. (This includes parent notifications that the student has been enrolled in or dropped from the adult education program.)

Variances

1. In special circumstances the adult education principal and an administrator of the sending school may, by mutual agreement, waive any of the requirements listed above.
2. If agreement cannot be reached between administrators involved in a specific case, the problem shall be referred to the Administrator of Student Support Services for a decision.

Adopted 4/4/77  
Revised 11/6/78, 6/4/79  
Revised/Readopted



Jurupa Unified School District

Personnel Report #22

June 4, 1990

CERTIFICATED PERSONNEL

Regular Assignment

Teacher	Ms. Mercedes Alou-Hicks 3398 Utah Street Riverside, CA 92507	Effective September 5, 1990 Multiple Subject Credential
Teacher (LH/SDC)	Ms. Anne Riddle 8761 Watkins Drive #K Riverside, CA 92507	Effective September 5, 1990 Multiple Subject Credential
Teacher	Mr. Stephen Walker 3610 Banbury Drive #3-D Riverside, CA 92505	Effective September 5, 1990 Single Subject-Math Credential

Temporary/Intern Assignment

Teacher	Ms. Janet Tokarz 2185 College Avenue #3129 San Bernardino, CA 92407	Effective September 5, 1990 Multiple Subject-Intern Credential
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Extra Compensation Assignment

Adult Education; 1989-90; to serve as a teacher; appropriate hourly rate of pay.

Charles Gray	Darrel Walker
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Ina Arbuckle Elementary; 1989-90; elementary group leader; appropriate annual rate of pay.

Carol Starks	Victoria Martinez
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Pedley Elementary; 1989-90; elementary group leader; appropriate annual rate of pay.

Janet McClellan	Patricia Balteria
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Summer Instruction Program; as listed below, paid at summer school rate of pay, assigned on an as needed basis; continued employment dependent upon enrollment. Dates listed below exclude July 4, 1990.

Teacher	Loretta Pearce	July 25 - August 3, 1990
Teacher	Devi Curtis	July 25 - August 3, 1990
Teacher	Mark McFerren	July 25 - August 3, 1990
Teacher	Allan Stringer	July 25 - August 3, 1990
Teacher	Paul Horn	July 25 - August 3, 1990
Teacher	Tim Jones	July 25 - August 3, 1990
Teacher	Kathy Gentry	July 25 - August 3, 1990



CERTIFICATED PERSONNEL (Continued)Extra Compensation Assignment (Continued)

Summer Instruction Program; as listed below, paid at summer school rate of pay, assigned on an as needed basis; continued employment dependent upon enrollment. Dates listed below exclude July 4, 1990.

Teacher	Patrick Thompson	July 25 - August 3, 1990
Teacher	Al Martinez	July 25 - August 3, 1990
Teacher	Dan Weatherford	July 25 - August 3, 1990
Teacher	John Hill	July 25 - August 3, 1990
Teacher	Eugene Mitchell	July 25 - August 3, 1990
Teacher	Shirley Gonzalez	July 25 - August 3, 1990
Teacher	Cynthia Pearce	July 25 - August 3, 1990
Teacher	Ernie Wright	July 25 - August 3, 1990
Teacher	Dale Thorpe	July 25 - August 3, 1990
Teacher	J.A. Newton	July 25 - August 3, 1990
Teacher	Sharon Dimery	July 25 - August 3, 1990
Teacher	Tom Podgorski	July 25 - August 3, 1990
Teacher	Kathy Gentry	July 25 - August 3, 1990
Teacher	Charles Meyerett	July 25 - August 3, 1990
Teacher	Pat Fagan	July 25 - August 3, 1990
Teacher	JoAnn Greeley	July 25 - August 3, 1990
Teacher	Fern Thomson	July 25 - August 3, 1990
Teacher	William Carroll	July 25 - August 3, 1990
Teacher	Franklin Cohens	July 25 - August 3, 1990
Teacher	Ed Luna	July 25 - August 3, 1990
Teacher	Annette Dicketts	July 25 - August 3, 1990
Teacher	Joan Hill	July 25 - August 3, 1990
Teacher	John Radovich	July 25 - August 3, 1990
Teacher	Rudy Johnson	July 25 - August 3, 1990

Leave of Absence

Teacher	Ms. Stephanie Cunningham 4620 La Paz Lane Riverside, CA 92501	Maternity Leave effective October 1, 1990 through November 9, 1990 with use of sick leave benefits.
Teacher	Ms. Pamela Gennari 9991 Shirley Riverside, CA 92503	Unpaid Special Leave effective September 5, 1990 through June 21, 1991 without compensa- tion, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.

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CERTIFICATED PERSONNEL (Continued)Leave of Absence (Continued)

Teacher	Ms. Judith Tullock 3894 Gordon Way Riverside, CA 92509	Unpaid Special Leave effective September 5, 1990 through June 21, 1991 without compensa- tion, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.
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Substitute Assignment

Teacher	Ms. Esther Green 5991 Snowgrass Trail Riverside, CA 92509	As needed Emergency P-12 Credential
Teacher	Ms. Linda Kenyon 27401 Bernina Drive Lake Arrowhead, CA 92352	As needed Emergency P-12 Credential
Teacher	Mr. David Lawrence 3669-F Country Oaks Loop Ontario, CA 91761	As needed Emergency P-12 Credential
Teacher	Ms. Asifa Mahmood Nishat 5618 Tilton #178 Riverside, CA 92509	As needed Emergency P-12 Credential
Teacher	Ms. Lisa Vasquez 17809 Wild Flax Lane Moreno Valley, CA 92387	As needed Emergency P-12 Credential

CLASSIFIED PERSONNELShort-Term Extra Work

Instructional Services; to provide assistance during Head Start/Preschool registration; June 4-25, 1990; not to exceed 16 hours each; appropriate hourly rate of pay.

Instructional Aide	Celia Diaz
Instructional Aide	Pauline Davis

Instructional Services; to process library books; April 25, 1990 through June 29, 1990; not to exceed a total of 152 hours; appropriate hourly rate of pay.

Elem. Media Center Clerk	Susan Jahn
Elem. Media Center Clerk	Becky Wilson
Elem. Media Center Clerk	Jacquelyn Andrews
Elem. Media Center Clerk	Pat Stone
Elem. Media Center Clerk	Cathy McCune
Elem. Media Center Clerk	Mary Findlay
Elem. Media Center Clerk	Vivian Carrasco
Elem. Media Center Clerk	Veronica Robinson
Elem. Media Center Clerk	Cherylynn Glass

Leave of Absence

Secretary	Ms. Cynthia Joris P.O. Box 331 Mt. Baldy, CA 91759	Correction of Unpaid Special Leave dates to May 25, 1990 through August 1, 1991 without compensation, health & welfare benefits, incre- ment advancement or the accrual of seniority for layoff or reduction in force purposes.
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Substitute Assignment

Custodian	Mr. Garrett Brooks 4120 Kenneth Street Riverside, CA 92509	As needed
Instructional Aide	Ms. Christine Hertz 5269 Felspar Street Riverside, CA 92509	As needed
Instructional Aide	Ms. Carol Leon 9525 Hastings Blvd. Riverside, CA 92509	As needed
Custodian	Mr. Jesus Luna Jr. 4901 Skyline Terrace Riverside, CA 92509	As needed



CLASSIFIED PERSONNEL (Continued)Substitute Assignment (Continued)

Campus Supervisor	Ms. Michelle McGee 3254 Laurel Drive Riverside, CA 92509	As needed
Campus Supervisor	Ms. Virginia Perkins 6613 Azusa Court Riverside, CA 92509	As needed
Campus Supervisor	Ms. Deanna Roff 5376 Camino Real Riverside, CA 92509	As needed
Clerk-Typist	Ms. Cheryl Watson 6040 Scheelite Street Riverside, CA 92509	As needed

OTHER PERSONNEL (Non-Management Personnel Not Represented by a Bargaining Unit)Short-Term Assignment

Rubidoux High School; to serve as an Independent Study Assistant; April 10, 1990 through June 14, 1990; not to exceed 18 hours per week; \$6.71 per hour.

Joanne Finklea

Substitute Assignment

Activity Supervisor	Ms. Colleen Chavez 5738 Via Escalante Riverside, CA 92509	As needed
Activity Supervisor	Mr. Jeffrey Hall 3707 Tahoe Court Riverside, CA 92506	As needed
Activity Supervisor	Ms. Sylvia Holguin 7477 Penwood Road Riverside, CA 92509	As needed
Activity Supervisor	Ms. Yolanda Muniz 6657 45th Street Riverside, CA 92509	As needed

The above actions are recommended for approval:



Kent Campbell, Assistant Superintendent-Personnel Services

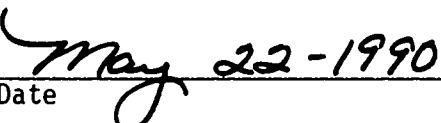


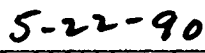
MEMORANDUM OF AGREEMENT BETWEEN THE JURUPA UNIFIED SCHOOL DISTRICT  
AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #392

1. It is agreed that the salary for the new job classification Accounting Technician shall be at Range 34, Work Year A (job description attached) and that current employee Susie Fisher be placed on Step B of that classification effective May 22, 1990.
2. It is agreed that the salary for Bus Driver/Bus Driver Trainer shall be at Range 28, effective July 1, 1990.

  
\_\_\_\_\_  
Representative, California School  
Employees Association

  
\_\_\_\_\_  
Board Representative

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

05/07/90 - 05/20/90  
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P61853	100	178 00	PLANT OPERATIONS	QUALITY CAR CARE		MAINT-REPAIR TRUCK	349.85
P62649	100	196 00	FINE ARTS - ART	ARLINGTON PHOTOTORIUM		RHS-INSTRUCTIONAL MATERIALS	394.36
P62655	100	188 00	STUDENT ACTIVITIES	KEN'S SPORTING GOODS		SC-INSTRUCTIONAL MATERIALS	258.76
P62656	100	178 00	HEALTH	IRLEN INSTITUTE		EC-VISION TESTING MATERIAL	752.55
P62657	100	190 00	HOMEMAKING-FAMILY & CONSUMER	NASCO WEST INC		JMS-INSTRUCTIONAL MATERIALS	283.05
P62664	100	197 00	ATTENDANCE & WELFARE	STOCKWELL AND BINNEY		JVH-OPEN PD-OFFICE SUPPLIES	500.00
P62673	100	196 00	SUMMER SCHOOL	KODAK		RHS-INSTRUCTIONAL MATERIALS	379.18
P62676	100	196 00	GENERAL EDUCATION - SECONDARY	JOSTENS		RHS-INSTRUCTIONAL MATERIALS	259.36
P62692	100	197 00	SCIENCE	WARDS NATURAL SCIENCE		JVH-INSTRUCTIONAL MATERIALS	2,154.26
P62694	100	178 00	PLANT OPERATIONS	OASIS IRRIGATION & LANDSCAP		WR-IRRIGATION SUPPLIES	5,400.00
P62696	100	196 00	SELF-CONTAINED CLASSROOM	NEFF COMPANY		RHS-INSTRUCTIONAL MATERIALS	998.03
P62701	100	196 00	GENERAL EDUCATION - SECONDARY	KODAK		RHS-INSTRUCTIONAL MATERIALS	301.68
P62715	100	195 00	SCHOOL ADMINISTRATION	ACCREDITING COMMISSION		EC-NV ACCREDITATION	400.00
P62717	100	178 00	DISTRICT ADMINISTRATION	SARGENT-SOWELL, INC.		DISTRICTWIDE-STRETCHERS	2,113.65
P62719	100	178 00	DISTRICT ADMINISTRATION	RIVERSIDE CO OFFICE OF EDUC		EC-CONF 5/14/90 3 EMP	255.00
P62720	100	000 00	SELF-CONTAINED CLASSROOM	DAVE'S CALIFORNIA SKATE		VB-ADMISSION TO EVENTS	432.50
P62725	100	178 00	SELF-CONTAINED CLASSROOM	WEST COAST DRUMS		RHS-REPAIR DRUMS	285.00
P62736	100	178 00	DISTRICT ADMINISTRATION	RYDIN SIGN AND DECAL		EC-PARKING PERMITS	571.11
P62738	100	178 00	SELF-CONTAINED CLASSROOM	DIAL A TECH COMPUTER FIELD		JM-MM-COMPUTER REPAIRS	455.00
P62746	100	197 00	STUDENT ACTIVITIES	APPLE COMPUTER, INC.		JVH-COMPUTER EQUIPMENT	1,376.00
P62749	100	000 00	SELF-CONTAINED CLASSROOM	OASIS WATER RESORT		SC-FIELD TRIPS	826.50
P62751	100	190 00	MIDDLE SCHOOL REFORM	CIRCUIT CITY (RIVERSIDE)		JMS-AUDIO EQUIPMENT	319.53
P62757	100	197 00	STUDENT ACTIVITIES	SOFTWARE SERVICE CENTER		JVH-DESK PRINTER	785.68
P62762	100	195 00	CONTINUATION EDUC-HEALTH & SA	PCCG		NV-CONF 8/3/90 1 EMP	250.00

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## REPORT OF PURCHASES

05/07/90 - 05/20/90  
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	TOTAL NUMBER OF PURCHASE ORDERS	FUND TOTAL
							24	20,101.05
P62641	101	191	00	STATE SCHOOL SAFETY PROGRAM	GAMES FOR FUN INTERNATIONAL	MMS-MUSIC EQUIPMENT		7,188.75
P62643	101	187	00	S.I.P. (SCHOOL IMPROVEMENT PR	WORLD BOOK ENCYCLOPEDIA	WR-TEXTBOOKS		596.73
P62647	101	187	00	S.I.P. (SCHOOL IMPROVEMENT PR	LITTLE RED SCHOOLHOUSE	WR-TEXTBOOKS		1,897.35
P62648	101	178	00	ECONOMIC IMPACT AID - L E P	EDUCATION INTERFACE	EC-TEXTBOOKS		320.25
P62651	101	175	00	EISS-EARLY INTERVENTION/SCHOO	GRANLIBAKKEN CONFERENCE CEN	SS-CONF 6/24-29/90 1 EMP		940.00
P62677	101	191	00	S.I.P. (SCHOOL IMPROVEMENT PR	TARGET DEPT STORE	MMS-INSTRUCTIONAL MATERIALS		300.00
P62698	101	178	00	TOBACCO USE PREVENTION EDUCAT	SOFTWARE SERVICE CENTER	EC-COMPUTER EQUIPMENT		781.41
P62699	101	178	00	E.C.I.A. CHAPTER 2	FOLLETT	IMC-BARCODE SCANNER & CARD		320.25
P62700	101	196	00	VOCATIONAL AGRICULTURE INCENT	BUTTERFIELD RANCH SUPPLY	RHS-LIVESTOCK EQUIPMENT		1,745.36
P62703	101	178	00	E.C.I.A. CHAPTER 2	IBM/PHOTO & SOUND CO.	IMC-COMPUTER EQUIPMENT		3,752.26
P62704	101	178	00	E.C.I.A. CHAPTER 1	LITTLE RED SCHOOL HOUSE	EC-OPEN PD-INSTRUCTIONAL MATERIALS		258.73
P62711	101	187	00	S.I.P. (SCHOOL IMPROVEMENT PR	OAK TREE PRODUCTS (BOB FARE	WR-COMPUTER CABINET		362.95
P62712	101	191	00	DEMONSTRATION PROGRAMS IN REA	HEATH-ZENITH	MMS-KODAK DATA DISPLAY		854.00
P62714	101	178	00	OTHER STATE SPECIAL PROJECTS	UNIVERSITY OF CALIFORNIA	EC-ACTEI REPORT		54,835.00
P62721	101	190	00	DEMONSTRATION PROGRAMS IN REA	HISTORY PROJECT IN CALIFORN	JMS-CONF 8/1-21/90 1 EMP		650.00
P62723	101	191	00	DEMONSTRATION PROGRAMS IN REA	FEDCO (ONTARIO 714 947-8300	MMS-CAMERAS		490.99
P62734	101	175	00	S.I.P. (SCHOOL IMPROVEMENT PR	CENTER SUMMER WORKSHOPS	SS - CONF 8/13-18/90 & 8/20-25/90 2		414.00
P62737	101	175	00	S.I.P. (SCHOOL IMPROVEMENT PR	SAN DIEGO COUNTY OFFICE	SS - CONF 7/9-13/90 2 EMP		300.00
P62744	101	181	00	S.I.P. (SCHOOL IMPROVEMENT PR	WESTERN TROPHY MFG	MB-INSTRUCTIONAL MATERIALS		330.00
P62747	101	186	00	S.I.P. (SCHOOL IMPROVEMENT PR	CATCH OUR RAINBOW BOOKS	VB-INSTRUCTIONAL MATERIALS		600.00
P62748	101	186	00	S.I.P. (SCHOOL IMPROVEMENT PR	SCREENMASTERS	VB-INSTRUCTIONAL MATERIALS		613.81

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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## REPORT OF PURCHASES

05/07/90 - 05/20/90  
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P62752	101	197 00	VOCATIONAL AGRICULTURE INCENT	TAYLOR'S APPLIANCE	JVH-REFRIGERATOR		496.39
P62756	101	196 00	VOCATIONAL EDUCATION ACT PL94	HOUSE OF TV & APPLIANCES	RHS-TV MONITOR		517.74
						FUND TOTAL	78,565.97
						TOTAL NUMBER OF PURCHASE ORDERS	23
P62666	103	178 00	PUPIL TRANSPORTATION	ASSOCIATED DIESEL	TRANS-SUPPLIES		935.13
P62667	103	178 00	PUPIL TRANSPORTATION	NAPA AUTO PARTS	TRANS-SUPPLIES		329.71
P62693	103	178 00	GIFTED AND TALENTED EDUCATION	APPLE COMPUTER, INC.	RH-COMPUTER EQUIPMENT		1,301.28
						FUND TOTAL	2,566.12
						TOTAL NUMBER OF PURCHASE ORDERS	3
P62695	106	197 00	PHYSICAL EDUCATION	ORANGE SPORTING GOODS	JVH-INSTRUCTIONAL MATERIALS		1,414.44
P62697	106	197 00	PHYSICAL EDUCATION	JD TRIM	JVH-DOORS		770.00
P62707	106	197 00	PHYSICAL EDUCATION	KC FIBER AMERICA	JVH-ATHLETIC EQUIP		2,057.07
P62722	106	191 00	FINE ARTS - MUSIC	JIM'S MUSIC CENTER	MMS-MICROPHONE STANDS		288.23
						FUND TOTAL	4,529.74
						TOTAL NUMBER OF PURCHASE ORDERS	4
P62502	119	178 00	PLANT MAINTENANCE	AIR COLD SUPPLY INC	MAINT-GA-SUPPLIES		482.05
P62504	119	178 00	PLANT MAINTENANCE	GKN RENTALS	MAINT-GA-WR-EQUIPMENT RENTAL		326.70
P62658	119	178 00	PLANT MAINTENANCE	DUNN EDWARDS CORPORATION	MAINT-EC-PAINT SUPPLIES		508.82
P62691	119	178 00	PLANT MAINTENANCE	FRAZEE PAINT & WALLCOVERING	MAINT-SUPPLIES		1,394.87
P62740	119	178 00	PLANT MAINTENANCE	FEDCO (ONTARIO 714 947-8300	MAINT-POLAROID FILM		243.26
						FUND TOTAL	2,955.70

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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REPORT OF PURCHASES

05/07/90 - 05/20/90  
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	TOTAL NUMBER OF PURCHASE ORDERS	5
PURCHASE ORDERS TO BE RATIFIED							
P62684	640	187 22	FACILITIES	TRI-BEST CHALKBOARD COMPANY	WR-MARKERBOARDS		640.10
P62688	640	187 22	FACILITIES	APPLE COMPUTER, INC.	WR-COMPUTER EQUIPMENT		1,720.81
P62689	640	187 22	FACILITIES	CULVER-NEWLIN INC	WR-OFFICE EQUIPMENT		10,018.91
P62741	640	187 22	FACILITIES	BURTRONICS (MARTIN BUS. MAC	WR-FURNITURE AND EQUIPMENT		7,130.90
FUND TOTAL							19,510.72
TOTAL NUMBER OF PURCHASE ORDERS							4
63 PURCHASE ORDERS OVER \$200.00 FOR A TOTAL AMOUNT OF							128,229.30
53 PURCHASE ORDERS UNDER \$200.00 FOR A TOTAL AMOUNT OF							5,493.34
116 PURCHASE ORDERS FOR A GRAND TOTAL OF							133,722.64

Recommend Approval:

*[Signature]*  
 Director of Purchasing

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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## REPORT OF PURCHASES

05/07/90 - 05/20/90

## DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D82275	100	178	00 DISTRICT ADMINISTRATION	RIVERSIDE CO SCHOOL BUSINES	D6120 CONF 5/9/90 4 EMP	38.00
D82310	100	178	00 OPERATIONS-OTHER FACILITY	JURUPA COMMUNITY SERVICES	D6122 APRIL 1990 PAYMENT	8,137.45
D82369	100	178	00 DISTRICT ADMINISTRATION	POSTMASTER	D6135 POSTAGE METER REPLENISHMENT	2,500.00
D82385	100	178	00 DISTRICT ADMINISTRATION	REGENTS-UC	D6133 CONF 6/8-9/90 1 EMP	130.00
D82386	100	196	00 SCHOOL ADMINISTRATION	SAN BERNARDINO COUNTY SCHOO	D6129 CONF 3/27/90 1 EMP	15.00
D82387	100	197	00 GENERAL EDUCATION - SECONDARY	IDEA, INC.	D6132 CONF 6/6/90 1 EMP	30.00
D82413	100	178	00 NON SPECIFIC	RUBIDOUX HIGH AUTO SHOP	D6137 DONATION FOR AUTO SHOP	650.00
D82456	100	178	00 PLANT OPERATIONS	PROTECTION SERVICES, INC.	D6146 MONITORING FEES	3,789.29
D82457	100	000	00 SELF-CONTAINED CLASSROOM	MUSIC CENTER	D6140 CONSULTANT MUSIC CENTER 4/26/9	488.00
D82461	100	178	00 DISTRICT ADMINISTRATION	CAROLE PATTY	D6139 REIMB FOR DAMAGES 4/23/90	94.00
D82462	100	196	00 HEALTH & SAFETY EDUCATION	FRIDAY NIGHT LIVE	D6151 CONF 6/1-2/90 1 EMP	45.00
D82463	100	178	00 DISTRICT ADMINISTRATION	DELORIS MORGAN	D6138 REIMB FOR DAMAGES 4/27/90	100.00
D82464	100	178	00 DISTRICT ADMINISTRATION	JESSIE C. CABALLERO	D6150 REIMB FOR DAMAGES 4/23/90	100.00
D82467	100	178	00 DISTRICT ADMINISTRATION	JOHN P. WILSON	D6098 MILEAGE	35.36
D82468	100	178	00 DISTRICT ADMINISTRATION	IRENE TOKARZ	D6058 MILEAGE	12.48
D82470	100	178	00 SELF-CONTAINED CLASSROOM	LUZ MENDEZ	D6060 MILEAGE	43.20
D82471	100	178	00 SELF-CONTAINED CLASSROOM	LUPE LOPEZ	D6061 MILEAGE	26.63
D82472	100	178	00 INSTRUCTIONAL MEDIA - E.R.C.	JANAYE JONES	D6062 MILEAGE	102.26
D82473	100	178	00 PLANT OPERATIONS	ANSON FENDERSON	D6063 MILEAGE	8.03
D82474	100	178	00 DISTRICT ADMINISTRATION	TERRY GLASS	D6065 MILEAGE	44.10
D82476	100	178	00 DISTRICT ADMINISTRATION	BILL ANDERSON	D6067 MILEAGE	144.27
D82478	100	178	00 DISTRICT ADMINISTRATION	PHIL WILKESON	D6069 MILEAGE	38.25
D82479	100	178	00 SELF-CONTAINED CLASSROOM	NORA ORTIZ	D6100 MILEAGE	4.98
D82480	100	178	00 DISTRICT ADMINISTRATION	TINA WARD	D6101 MILEAGE	32.76

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## DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D82481	100	196 00	SCHOOL ADMINISTRATION	GEORGE V. COFFER	D6152 MILEAGE	24.70
D82482	100	178 00	INSTRUCTIONAL ADMINISTRATION	TED HULING	D6154 MILEAGE	31.20
D82484	100	178 00	GUIDANCE & COUNSELING	IRWIN CONDIT	D6156 MILEAGE	14.85
D82485	100	178 00	HOME AND HOSPITAL INSTRUCTION	GARY GOLDEN	D6157 MILEAGE	36.81
D82486	100	178 00	HEALTH	VIRGINIA SCHANZ	D6158 MILEAGE	36.78
D82487	100	178 00	HEALTH	IRENE ALLEN	D6159 MILEAGE	72.41
D82488	100	175 00	SCHOOL ADMINISTRATION	GARY HALE	D6161 REIMB OFFICE SUPPLIES	21.34
D82489	100	195 00	CONTINUATION EDUCATION	MARGERY ASHWOOD	D6162 REIMB INSTRUCTIONAL MATERIALS	48.98
D82490	100	195 00	CONTINUATION EDUCATION	JEFF JACOBS	D6163 REIMB INSTRUCTIONAL MATERIALS	9.67
D82491	100	178 00	DISTRICT ADMINISTRATION	DENISE CALDERON	D6164 REIMB OFFICE SUPPLIES	6.99
D82492	100	182 00	SELF-CONTAINED CLASSROOM	BETTY NESBIT	D6165 REIMB INSTRUCTIONAL MATERIALS	43.76
D82499	100	175 00	SCHOOL ADMINISTRATION	GARY HALE	D6174 REIMB OFFICE SUPPLIES	2.88
D82500	100	195 00	CONTINUATION EDUC-HEALTH & SA	MARGE STEINBRINCK	D6175 REIMB INSTRUCTIONAL MATERIALS	150.00
D82501	100	178 00	DISTRICT ADMINISTRATION	GREATER RIVERSIDE HISPANIC	D5713 CONF 5/18/90 8 PEOPLE	320.00
D82503	100	195 00	CONTINUATION EDUCATION	NUEVA VISTA FACULTY CLUB	D5700 REIMB INSTRUCTIONAL MATERIALS	81.00
D82504	100	178 00	PLANT OPERATIONS	STEVE DICKINSON	D6064 MILEAGE	138.19
D82505	100	178 00	DISTRICT ADMINISTRATION	JANA TWOMBLEY	D6097 MILEAGE	48.88
D82506	100	178 00	INSTRUCTIONAL ADMINISTRATION	TINA BRENNAN	D6099 MILEAGE	37.60
D82508	100	178 00	INSTRUCTIONAL PLAN	JANICE GUTHRIE	D6176 REIMB INSTRUCTIONAL MATERIALS	281.02
D82509	100	178 00	INSTRUCTIONAL PLAN	JANICE GUTHRIE	D6177 REIMB INSTRUCTIONAL MATERIALS	92.23
D82511	100	195 00	SCHOOL ADMINISTRATION	NUEVA VISTA FACULTY CLUB	D6179 REIMB OFFICE SUPPLIES	5.00
D82513	100	186 00	SELF-CONTAINED CLASSROOM	VAN BUREN P.T.A.	D5694 REIMB INSTRUCTIONAL MATERIALS	409.00
D82514	100	184 00	SELF-CONTAINED CLASSROOM	KELLY SPERRY	D5697 REIMB INSTRUCTIONAL MATERIALS	30.26
D82515	100	195 00	CONTINUATION EDUCATION	JEFF JACOBS	D5701 REIMB INSTRUCTIONAL MATERIALS	6.39

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

05/07/90 - 05/20/90

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D82542	100	178 00	DISTRICT ADMINISTRATION	DOLLY WRIGHT	D6160 REIMB OFFICE SUPPLIES	4.59
D82543	100	184 00	SCHOOL ADMINISTRATION	WALT LANCASTER	D5698 REIMB OFFICE SUPPLIES	29.78
D82544	100	000 00	SELF-CONTAINED CLASSROOM	PAT BASTIAANS	D5696 REIMB INSTRUCTIONAL MATERIALS	134.78
D82545	100	000 00	SELF-CONTAINED CLASSROOM	DAVID HICKS	D6185 REIMB INSTRUCTIONAL MATERIALS	49.51
D82546	100	000 00	SELF-CONTAINED CLASSROOM	MICHELE SHEETS	D6186 REIMB INSTRUCTIONAL MATERIALS	42.80
D82547	100	000 00	SELF-CONTAINED CLASSROOM	SANDRA ROBERSON	D6187 REIMB INSTRUCTIONAL MATERIALS	48.65
D82548	100	186 00	SCHOOL ADMINISTRATION	KAREN LASKEY	D5699 REIMB OFFICE SUPPLIES	47.35
D82554	100	178 00	OPERATIONS-OTHER FACILITY	RUBIDOUX COMMUNITY SERVICES	D6183 WATER & TRASH APRIL 90	9,461.64
D82555	100	000 00	SELF-CONTAINED CLASSROOM	MUSIC CENTER	D5704 "LAURA INGALLS WILDER" 5/9/90	263.00
D82557	100	178 00	OPERATIONS-OTHER FACILITY	MUTUAL WATER CO	D5712 APRIL 90 WATER PAYMENT	559.00
D82558	100	178 00	DISTRICT ADMINISTRATION	ACSA REGION 12	D5706 CONF 6/1/90 1 EMP	20.00
D82601	100	196 00	HEALTH & SAFETY EDUCATION	FRIDAY NIGHT LIVE	D5710 CONF 6/1-2/90 1 EMP	45.00
D82668	100	178 00	DISTRICT ADMINISTRATION	WILSON, JOHN P.	D5711 REIMB CONF 5/1/90 1 EMP	56.88
D82713	100	178 00	OPERATIONS-OTHER FACILITY	PACTEL CELLULAR	D5719 MONTHLY BILLING FOR APRIL 90	9.93
D82714	100	178 00	DISTRICT ADMINISTRATION	ATKINSON, ANDELSON, LOYA, RUUD	D5718 PROFESSIONAL SERVICE FOR APRIL	1,433.20
D82716	100	000 00	SELF-CONTAINED CLASSROOM	MUSIC CENTER	D5716 KIDS ON THE BLOCK MARCH 90	543.00
D82717	100	000 00	SELF-CONTAINED CLASSROOM	MUSIC CENTER	D5715 PACIFIC POETRY AT SC APRIL 90	588.00
D82725	100	197 00	GENERAL EDUCATION - SECONDARY	SOUTHERN CALIFORNIA SWIMMIN	D5726 CONF 6/3/90 3 EMP	90.00
FUND TOTAL						31,986.11
TOTAL NUMBER OF DISBURSEMENTS						66
D82276	101	178 00	MENTOR TEACHER PROGRAM	MEDINA, SHEILA	D6121 REIMB CONF 4/27-29/90 1 EMP	32.80
D82312	101	178 00	MENTOR TEACHER PROGRAM	UNIVERSITY HILTON	D6127 CONF LODGING 5/23-24/90 1 EMP	268.80
D82313	101	178 00	MENTOR TEACHER PROGRAM	SNELL, TERRY	D6128 CONF ADVANCE 5/23-24/90 1 EMP	200.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

05/07/90 - 05/20/90

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D82337	101	190 00	DEMONSTRATION PROGRAMS IN REA RITA FLINT		D6130 REIMB CONF 6/25-7/20/90 1 EMP	781.00
D82391	101	190 00	DEMONSTRATION PROGRAMS IN REA SYSTRAN FINANCIAL SERVICES		D6124 SHIPPING CHARGES	37.35
D82445	101	189 00	S.I.P. (SCHOOL IMPROVEMENT PR ROSELL, BONNIE		D6141 INSERVICE IN 4/26/90	524.96
D82458	101	190 00	S.I.P. (SCHOOL IMPROVEMENT PR ROB ABERNATHY		D6142 INSERVICE ON WRITING 4/6/90	631.95
D82465	101	191 00	DEMONSTRATION PROGRAMS IN REA WORD WEAVING, INC.		D6126 CONF 7/22-26/90 2 EMP	600.00
D82466	101	191 00	DEMONSTRATION PROGRAMS IN REA RANCHO LAS PALMAS RESORT HO		D6148 CONF LODGING 7/22-26/90 2 EMP	354.25
D82469	101	178 00	MENTOR TEACHER PROGRAM	DORA MARTINEZ	D6059 MILEAGE	14.04
D82494	101	175 00	E.C.I.A. CHAPTER 1	HARRIET HULING	D6168 REIMB INSTRUCTIONAL MATERIALS	26.64
D82495	101	178 00	MENTOR TEACHER PROGRAM	SHEILA MEDINA	D6170 REIMB OFFICE SUPPLIES	38.03
D82496	101	178 00	MENTOR TEACHER PROGRAM	TERRY GOTREAU	D6171 REIMB INSTRUCTIONAL MATERIALS	21.25
D82497	101	178 00	MENTOR TEACHER PROGRAM	TERRY SNELL	D6172 REIMB OFFICE SUPPLIES	148.63
D82498	101	175 00	E.C.I.A. CHAPTER 1	CHERYL BEARCE	D6173 REIMB INSTRUCTIONAL MATERIALS	12.27
D82510	101	182 00	S.I.P. (SCHOOL IMPROVEMENT PR FAYE EDMUNDS		D6178 REIMB SUPPLIES	43.98
D82512	101	190 00	S.I.P. (SCHOOL IMPROVEMENT PR CHRIS LORENZ		D6180 REIMB INSTRUCTIONAL MATERIALS	20.27
D82516	101	187 00	S.I.P. (SCHOOL IMPROVEMENT PR PATSY MALONY		D5702 REIMB OFFICE SUPPLIES	104.97
D82517	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR RUDOLPH JOHNSON		D5705 REIMB CONF 4/26/90 1 EMP	50.00
D82574	101	178 00	E.I.A. (ECONOMIC IMPACT AID)	TERESA MORENO	D6169 REIMB OFFICE SUPPLIES	16.80
D82575	101	186 00	S.I.P. (SCHOOL IMPROVEMENT PR FRANCINE RICE		D6167 REIMB OFFICE SUPPLIES	74.16
D82576	101	186 00	S.I.P. (SCHOOL IMPROVEMENT PR PAULINE KNOX		D6181 REIMB OFFICE SUPPLIES	30.45
D82600	101	196 00	VOCATIONAL EDUCATION ACT PL94 KENNEDY, CHARLOTTE		D5708 REIMB CONF 5/10/90 1 EMP	14.32
D82715	101	182 00	S.I.P. (SCHOOL IMPROVEMENT PR TOM EDSON		D5717 INSERVICE AT PA 5/11/90	500.00
D82724	101	178 00	MENTOR TEACHER PROGRAM	PERFORMANCE LEARNING, INC	D5724 CONF 5/23/90 1 EMP	40.00

FUND TOTAL 4,586.92

TOTAL NUMBER OF DISBURSEMENTS 25

D82459 102 178 00 MANAGEMENT SUPPORT ERIC JENSEN 1,200.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES  
 05/07/90 - 05/20/90

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D82477	102	178 00	PROGRAM SPECIALISTS	REBECCA J. LARSON	D6068 MILEAGE	11.21
D82483	102	178 00	DIS LANGUAGE/SPEECH	LYNEE L. TIERI	D6155 MILEAGE	55.75
					FUND TOTAL	1,266.96
					TOTAL NUMBER OF DISBURSEMENTS	3
D82455	103	178 00	PUPIL TRANSPORTATION	STATE BOARD OF EQUALIZATION	D6144 USE FUEL TAX APRIL 90	85.95
D82540	103	178 00	GIFTED AND TALENTED EDUCATION	PAMELA CURTIS	D6182 REIMB INSTRUCTIONAL MATERIALS	99.94
D82541	103	178 00	GIFTED AND TALENTED EDUCATION	PAMELA CURTIS	D5695 REIMB INSTRUCTIONAL MATERIALS	26.55
					FUND TOTAL	212.44
					TOTAL NUMBER OF DISBURSEMENTS	3
D82460	106	179 00	SELF-CONTAINED CLASSROOM	KAN-DO IHR. PHOTO	D6143 PHOTO DEVELOPMENT	4.46
D82493	106	179 00	SELF-CONTAINED CLASSROOM	MARY FORAND	D6166 REIMB INSTRUCTIONAL MATERIALS	21.12
D82507	106	196 00	PHYSICAL EDUCATION	RICK STANGLE	D6053 MILEAGE	133.12
					FUND TOTAL	158.70
					TOTAL NUMBER OF DISBURSEMENTS	3
D82432	119	178 00	PLANT MAINTENANCE	BANK OF AMERICA NT&SA	D6131 MATERIALS 1A & RHS	57.59
D82475	119	178 00	PLANT MAINTENANCE	BILL ELZIG	D6066 MILEAGE	998.36
					FUND TOTAL	1,055.95
					TOTAL NUMBER OF DISBURSEMENTS	2
D82311	370	192 00	FACILITIES	FIRST AMERICAN TITLE INS. C	D6123 ESCROW OF MACMURRAY PROPERTY	25,000.00
					FUND TOTAL	25,000.00

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COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

RIVERSIDE REGIONAL EDUCATION DATA CENTER

## REPORT OF PURCHASES

05/07/90 - 05/20/90

DISBURSEMENT ORDERS

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REF	FUND	LOC/SITE	PROGRAM
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
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100	100	100	100

**VENDOR**

**DESCRIPTION**

TOTAL NUMBER OF DISBURSEMENTS

1

D82309 991 178 00 FACILITIES

**REVOLVING CASH FUND**

D6125 REPLENISHMENT

**750.00**

**FUND TOTAL**

**750.00**

TOTAL NUMBER OF DISBURSEMENTS

1

104 DISBURSEMENT ORDERS FOR A GRAND TOTAL OF

**65,017.08**

Recommend Approval:

*Barbara Seal*  
Director of Business Services

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APPROPRIATION TRANSFERSGENERAL FUND

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
0971	Appropriation for Contingencies	\$ 1,964,520	\$	\$ 4,191	\$ 1,960,329	(1)(2)
1000	Certificated Salaries	23,531,002		40	23,530,962	
2000	Classified Salaries	5,755,641	4,393		5,760,034	(1)
4200	Other Books	36,406		2,928	33,478	(10)
4300	Instructional Supplies	448,390	3,285		451,675	(2)
4500	Other Supplies	505,252	2,664		507,916	(3)
5100	Contracts for Consultants	52,498		1,800	50,698	(10)
5200	Travel & Conference Expenses	126,297	999		127,296	
5500	Utilities	1,566,200	2,928		1,569,128	(4)
5800	Other Services	799,674		5,010	794,664	(1)
6400	Equipment	371,652		300	371,352	
	<b>Total Fund 100</b>	<b>\$ 35,157,532</b>			<b>\$ 35,157,532</b>	

OTHER RESTRICTED FUNDS - FUND 103

4600	Pupil Transportation Supplies	\$ 234,536	\$ 10,000	\$	\$ 244,536	(5)
5600	Rents, Leases, & Repairs	63,450		10,000	53,450	(5)
	<b>Total Fund 103</b>	<b>\$ 297,986</b>			<b>\$ 297,986</b>	

LOTTERY - FUND 106

1000	Certificated Salaries	\$ 2,062,646	\$ 5,174	\$	\$ 2,067,820	(6)(8)
4300	Instructional Supplies	101,643	291		101,934	
5500	Utilities	14,633		3,188	11,445	(7)
5600	Rents, Leases, & Repairs	10,557		800	9,757	(6)
6100	Sites and Improvement of Sites	12,350		1,537	10,813	(8)
6200	Buildings & Improvement of Buildings	14,779		2,337	12,442	(8)
6400	Equipment	121,706	2,397		124,103	(10)
	<b>Total Fund 106</b>	<b>\$ 2,338,314</b>			<b>\$ 2,338,314</b>	



# APPROPRIATION TRANSFERS (cont.)

June 4, 1990  
Page 2 of 2

## DEFERRED MAINTENANCE - FUND 930

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
0971	Appropriation for Contingencies	\$ 634,974	\$	360,671	\$ 274,303	(9)
2000	Certificated Salaries	-0-	136,323		136,323	(9)
3000	Employee Benefits	-0-	54,181		54,181	(9)
5600	Rents, Leases, and Repairs	-0-	167		167	(9)
5800	Other Services	120,000	140,000		260,000	(9)
6500	Equipment Replacement	-0-	30,000		30,000	(9)
	<b>Total Fund 930</b>	<b>\$ 754,974</b>			<b>\$ 754,974</b>	

- Comments:
- (1) Contract Services
  - (2) Instructional Supply Allocation
  - (3) Districtwide postage
  - (4) Telephone usage
  - (5) Supplies
  - (6) Substitute Teachers
  - (7) Laundry at RHS
  - (8) Retro salary adjustment
  - (9) Salary transfer from General Fund
  - (10) Small dollar amounts to match appropriation with program needs

Recommend Approval: Barbara Reul  
Director of Business Services

BR:sf

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**Jurupa Unified School District**  
**1989/90 AGREEMENTS**

<b>Agreement Number</b>	<b>Contractor</b>	<b>Amount</b>	<b>Fund/Program to be Charged</b>	<b>Purpose</b>
<b><u>90-1</u></b>	<b><u>Consultant or Personal Service Agreements</u></b>			
90-1-HHHHH	Dr. Michael J. McGwire	NTE \$4,000	CADPE	Primary Intervention Program for Mission Bell, Camino Real and Sunnyslope schools
90-1-IIIII	Dr. Gerald Saks	NTE \$ 800	Tobacco Use Prevention Education	Comprehensive Health Task Force for 1989/
90-1-JJJJJ	Carmel Danieri	\$ 336	Administration	Grading of high school competency tests

The Assistant Superintendent Business Services will have copies of agreements available for review by the Board.

Rollin Edmunds  
Assistant Superintendent  
Business Services

RE/dc  
6/4/90

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WHEREAS, The California Department of General Services manages the Federal Surplus Property Program; and,

WHEREAS, the Jurupa Unified School District wishes to remain eligible to participate in the program; and,

WHEREAS, the regulations governing the program require all participating agencies to renew their eligibility periodically;

THEREFORE, be it resolved that the Board of Education of Jurupa Unified School District resolve and order that the following officials and/or employees whose names, titles and signatures are listed below shall be and are hereby authorized as our representatives to acquire federal surplus property from the California State Agency for Surplus Property under the terms and conditions listed on the reverse side of form #201-A 11/89 eligibility renewal application - Federal Surplus Property Program.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
Phil Wilkeson	Director of Purchasing	_____
Curtis Thomas	Director of Transportation	_____
Ann Hale	Director of Food Services	_____
Bill Elzig	Director of Maintenance (Acting)	_____
Bob Iverson	Buyer	_____

Passed and adopted this 4th day of June, 1990 by the Board of Education of the Jurupa Unified School District by the following vote:

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

I, Mary Burns, Clerk of the Board of Jurupa Unified School District do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the Board at a regular meeting thereof held at its regular place, time and date and by the vote stated, which resolution is on file in the office of the Board.

\_\_\_\_\_  
Mary Burns, Clerk of the Board

**ELIGIBILITY RENEWAL APPLICATION  
FEDERAL SURPLUS PROPERTY PROGRAM**

Name of organization Jurupa Unified School District Telephone (714) 360-2786  
Address 3924 Riverview Dr. City Riverside County Riverside Zip 92509

Organization is a:

**PUBLIC AGENCY**

- ☐ A. Conservation  
☐ B. Economic Development  
☒ C. Education  
☐ D. Parks & Recreation  
☐ E. Public Health  
☐ F. Public Safety  
☐ G. 2 or more listed  
☐ H. Other (includes library/museums)  
☐ I. Homeless Program

**NONPROFIT AGENCY**

- ☐ J. Private Education  
☐ K. Private Health  
☐ L. Older Americans Act for Sr.Cits.  
☐ M. Homeless Program

NOTE: Categories J-K-L-M

Number of sites \_\_\_\_\_

Enrollment or number of clients served \_\_\_\_\_

**RESOLUTION**

"BE IT RESOLVED by the Governing Board, OR by the Chief Administrative Officer of those organizations which do not have a governing board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire federal surplus property from the California State Agency for Surplus Property under the Terms and Conditions listed on the reverse side of this form."

NAME-(Print or type)	TITLE	SIGNATURE
<u>Phil Wilkeson</u>	<u>Director of Purchasing</u>	_____
<u>Curtis Thomas</u>	<u>Director of Transportation</u>	_____
<u>Ann Hale</u>	<u>Director of Food Services</u>	_____
<u>Bill Elzig</u>	<u>Acting</u>	_____
<u>Bob Iverson</u>	<u>Director of Maintenance</u>	_____
<u>Bob Iverson</u>	<u>Buyer</u>	_____

PASSED AND ADOPTED this 4th day of June, 1990, by the Governing Board of Education of the Jurupa Unified School District by the following vote:

Ayes: \_\_\_\_\_; Noes: \_\_\_\_\_; Absent: \_\_\_\_\_.

I, Mary Burns, Clerk of the Governing Board of Education of the Jurupa Unified School District do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board at a regular meeting thereof held at its regular place of meeting at the date and by the vote above stated, which resolution is on file in the office of the Board.

(Signed) \_\_\_\_\_

OR

AUTHORIZED this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, by:

Name of Chief Administrative Officer \_\_\_\_\_

Title \_\_\_\_\_

(Signed) \_\_\_\_\_

**FOR STATE AGENCY USE**

Application approved: \_\_\_\_\_ Application disapproved: \_\_\_\_\_

Comments or additional information: \_\_\_\_\_

Date \_\_\_\_\_

Signed: \_\_\_\_\_

(Title)

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## TERMS AND CONDITIONS

### (A) THE DONEE CERTIFIES THAT:

(1) It is a public agency, or a nonprofit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1954, within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the Administrator of General Services.

(2) If a public agency, the property is needed and will be used by the recipient for carrying out or promoting for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization, the property is needed for and will be used by the recipient for educational or public health purposes, including research for such purposes, or for programs for older individuals. The property is not being acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the state, except with prior approval of the state agency.

(3) Funds are available to pay all costs and charges incident to donation.

(4) This transaction shall be subject to the nondiscrimination regulations governing the donation of surplus personal property issued under Title VI of the Civil Rights Act of 1964, Title VI, Section 603, of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975.

### (B) THE DONEE AGREES TO THE FOLLOWING FEDERAL CONDITIONS:

(1) All items of property shall be placed in use for the purpose(s) for which acquired within one year of receipt and shall be continued in use for such purpose(s) for one year from the date the property was placed in use. In the event the property is not so placed in use, or continued in use, the donee shall immediately notify the state agency and, at the donee's expense, return such property to the state agency, or otherwise make the property available for transfer or other disposal by the state agency, provided the property is still usable as determined by the state agency.

(2) Such special handling or use limitations as are imposed by General Services Administration (GSA) on any item(s) of property listed hereon.

(3) In the event the property is not so used or handled as required by (B)(1) and (2), title and right to the possession of such property shall at the option of GSA revert to the United States of America and upon demand the donee shall release such property to such person as GSA or its designee shall direct.

(C) THE DONEE AGREES TO THE FOLLOWING CONDITIONS IMPOSED BY THE STATE AGENCY, APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF \$5,000 OR MORE AND PASSENGER MOTOR VEHICLES, REGARDLESS OF ACQUISITION COST, EXCEPT VESSELS 50 FEET OR MORE IN LENGTH AND AIRCRAFT:

(1) The property shall be used only for the purpose(s) for which acquired and for no other purpose(s)

(2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which acquired for a period of 18 months from the date the property is placed in use, except for such items of major equipment, listed hereon, on which the state agency designates a further period of restriction.

(3) In the event the property is not so used as required by (C)(1) and (2) and federal restrictions (B)(1) and (2) have expired then title and right to the possession of such property shall at the option of the state agency revert to the State of California and the donee shall release such property to such person as the state agency shall direct.

### (D) THE DONEE AGREES TO THE FOLLOWING TERMS, RESERVATIONS, AND RESTRICTIONS:

(1) From the date it receives the property listed hereon and through the period(s) of time the conditions imposed by (B) and (C) above remain in effect, the donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the state, without the prior approval of GSA under (B) or the state agency under (C). The proceeds from any sale, trade, lease, loan, bailment, encumbrance, or other disposal of the property, when such action is authorized by GSA or by the state agency, shall be remitted promptly by the donee to GSA or the state agency, as the case may be.

(2) In the event any of the property listed hereon is sold, traded, leased, loaned, bailed, cannibalized, encumbered, or otherwise disposed of by the donee from the date it receives the property through the period(s) of time the conditions imposed by (B) and (C) remain in effect, without the prior approval of GSA or the state agency, the donee, at the option of GSA or the state agency, shall pay to GSA or the state agency, as the case may be, the proceeds of the disposal or the fair market value or the fair rental value of the property at the time of such disposal, as determined by GSA or the state agency.

(3) If at any time, from the date it receives the property through the period(s) of time the conditions imposed by (B) and (C) remain in effect, any of the property listed hereon is no longer suitable, usable, or further needed by the donee for the purpose(s) for which acquired, the donee shall promptly notify the state agency, and shall, as directed by the state agency, return the property to the state agency, release the property to another donee or another state agency or a department or agency of the United States, sell, or otherwise dispose of the property. The proceeds from any sale shall be remitted promptly by the donee to the state agency.

(4) The donee shall make reports to the state agency on the use, condition, and location of the property listed hereon, and on other pertinent matters as may be required from time to time by the state agency.

(5) At the option of the state agency, the donee may abrogate the conditions set forth in (C) and the terms, reservations, and restrictions pertinent thereto in (D) by payment of an amount as determined by the state agency.

### (E) THE DONEE AGREES TO THE FOLLOWING CONDITIONS, APPLICABLE TO ALL ITEMS OF PROPERTY LISTED HEREON:

(1) The property acquired by the donee is on an "as is," "where is" basis, without warranty of any kind.

(2) Where a donee carries insurance against damages to or loss of property due to fire or other hazards and where loss of or damage to donated property with unexpired terms, conditions, reservations, or restrictions occurs, the state agency will be entitled to reimbursement from the donee out of the insurance proceeds, of an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated items.

(F) TERMS AND CONDITIONS APPLICABLE TO THE DONATION OF AIRCRAFT AND VESSELS (50 FEET OR MORE IN LENGTH) HAVING AN ACQUISITION COST OF \$5,000 OR MORE, REGARDLESS OF THE PURPOSE FOR WHICH ACQUIRED:

The donation shall be subject to the terms, conditions, reservations, and restrictions set forth in the Conditional Transfer, Document executed by the authorized donee representative.

L-6  
pg. 3

33-C-0042-2-4-C

**ELIGIBILITY RENEWAL APPLICATION  
FEDERAL SURPLUS PROPERTY PROGRAM**

Name of organization Jurupa Unified School District Telephone (714) 360-2786  
Address 3924 Riverview Dr. City Riverside County Riverside Zip 92509

Organization is a:

**PUBLIC AGENCY**

- ☐ A. Conservation  
☐ B. Economic Development  
☒ C. Education  
☐ D. Parks & Recreation  
☐ E. Public Health  
☐ F. Public Safety  
☐ G. 2 or more listed  
☐ H. Other (includes library/museums)  
☐ I. Homeless Program

**NONPROFIT AGENCY**

- ☐ J. Private Education  
☐ K. Private Health  
☐ L. Older Americans Act for Sr.Citz.  
☐ M. Homeless Program

NOTE: Categories J-K-L-M

Number of sites \_\_\_\_\_

Enrollment or number of clients served \_\_\_\_\_

**R E S O L U T I O N**

"BE IT RESOLVED by the Governing Board, OR by the Chief Administrative Officer of those organizations which do not have a governing board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire federal surplus property from the California State Agency for Surplus Property under the Terms and Conditions listed on the reverse side of this form."

NAME-(Print or type)	TITLE	SIGNATURE
<u>Phil Wilkeson</u>	<u>Director of Purchasing</u>	_____
<u>Curtis Thomas</u>	<u>Director of Transportation</u>	_____
<u>Ann Hale</u>	<u>Director of Food Services</u>	_____
<u>Bill Elzig</u>	<u>Acting</u> <u>Director of Maintenance</u>	_____
<u>Bob Iverson</u>	<u>Buyer</u>	_____

PASSED AND ADOPTED this 4th day of June, 1990, by the Governing Board of Education of the  
Jurupa Unified School District by the following vote:

Ayes: \_\_\_\_\_; Noes: \_\_\_\_\_; Absent: \_\_\_\_\_.

I, Mary Burns, Clerk of the Governing Board of Education of the  
Jurupa Unified School District

do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board at a regular meeting thereof held at its regular place of meeting at the date and by the vote above stated, which resolution is on file in the office of the Board.

(Signed) \_\_\_\_\_

O R

AUTHORIZED this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, by:

\_\_\_\_\_  
Name of Chief Administrative Officer

\_\_\_\_\_  
Title

(Signed) \_\_\_\_\_

**FOR STATE AGENCY USE**

Application approved: \_\_\_\_\_ Application disapproved: \_\_\_\_\_

Comments or additional information: \_\_\_\_\_

Date \_\_\_\_\_

Signed: \_\_\_\_\_

(Title)

6.4  
29.4

## TERMS AND CONDITIONS

### (A) THE DONEE CERTIFIES THAT:

(1) It is a public agency; or a nonprofit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1954; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the Administrator of General Services.

(2) If a public agency, the property is needed and will be used by the recipient for carrying out or promoting for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization, the property is needed for and will be used by the recipient for educational or public health purposes, including research for such purpose, or for programs for older individuals. The property is not being acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the state, except with prior approval of the state agency.

(3) Funds are available to pay all costs and charges incident to donation.

(4) This transaction shall be subject to the nondiscrimination regulations governing the donation of surplus personal property issued under Title VI of the Civil Rights Act of 1964, Title VI, Section 606, of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975.

### (B) THE DONEE AGREES TO THE FOLLOWING FEDERAL CONDITIONS:

(1) All items of property shall be placed in use for the purpose(s) for which acquired within one year of receipt and shall be continued in use for such purpose(s) for one year from the date the property was placed in use. In the event the property is not so placed in use, or continued in use, the donee shall immediately notify the state agency and, at the donee's expense, return such property to the state agency, or otherwise make the property available for transfer or other disposal by the state agency, provided the property is still usable as determined by the state agency.

(2) Such special handling or use limitations as are imposed by General Services Administration (GSA) on any item(s) of property listed hereon.

(3) In the event the property is not so used or handled as required by (B)(1) and (2), title and right to the possession of such property shall at the option of GSA revert to the United States of America and upon demand the donee shall release such property to such person as GSA or its designee shall direct.

(C) THE DONEE AGREES TO THE FOLLOWING CONDITIONS IMPOSED BY THE STATE AGENCY, APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF \$5,000 OR MORE AND PASSENGER MOTOR VEHICLES, REGARDLESS OF ACQUISITION COST, EXCEPT VESSELS 50 FEET OR MORE IN LENGTH AND AIRCRAFT:

(1) The property shall be used only for the purpose(s) for which acquired and for no other purpose(s)

(2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which acquired for a period of 18 months from the date the property is placed in use, except for such items of major equipment, listed hereon, on which the state agency designates a further period of restriction.

(3) In the event the property is not so used as required by (C)(1) and (2) and federal restrictions (B)(1) and (2) have expired then title and right to the possession of such property shall at the option of the state agency revert to the State of California and the donee shall release such property to such person as the state agency shall direct.

### (D) THE DONEE AGREES TO THE FOLLOWING TERMS, RESERVATIONS, AND RESTRICTIONS:

(1) From the date it receives the property listed hereon and through the period(s) of time the conditions imposed by (B) and (C) above remain in effect, the donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the state, without the prior approval of GSA under (B) or the state agency under (C). The proceeds from any sale, trade, lease, loan, bailment, encumbrance, or other disposal of the property, when such action is authorized by GSA or by the state agency, shall be remitted promptly by the donee to GSA or the state agency, as the case may be.

(2) In the event any of the property listed hereon is sold, traded, leased, loaned, bailed, cannibalized, encumbered, or otherwise disposed of by the donee from the date it receives the property through the period(s) of time the conditions imposed by (B) and (C) remain in effect, without the prior approval of GSA or the state agency, the donee, at the option of GSA or the state agency, shall pay to GSA or the state agency, as the case may be, the proceeds of the disposal or the fair market value or the fair rental value of the property at the time of such disposal, as determined by GSA or the state agency.

(3) If at any time, from the date it receives the property through the period(s) of time the conditions imposed by (B) and (C) remain in effect, any of the property listed hereon is no longer suitable, usable, or further needed by the donee for the purpose(s) for which acquired, the donee shall promptly notify the state agency, and shall, as directed by the state agency, return the property to the state agency, release the property to another donee or another state agency or a department or agency of the United States, sell, or otherwise dispose of the property. The proceeds from any sale shall be remitted promptly by the donee to the state agency.

(4) The donee shall make reports to the state agency on the use, condition, and location of the property listed hereon, and on other pertinent matters as may be required from time to time by the state agency.

(5) At the option of the state agency, the donee may abrogate the conditions set forth in (C) and the terms, reservations, and restrictions pertinent thereto in (D) by payment of an amount as determined by the state agency.

### (E) THE DONEE AGREES TO THE FOLLOWING CONDITIONS, APPLICABLE TO ALL ITEMS OF PROPERTY LISTED HEREON:

(1) The property acquired by the donee is on an "as is," "where is" basis, without warranty of any kind.

(2) Where a donee carries insurance against damages to or loss of property due to fire or other hazards and where loss of or damage to donated property with unexpired terms, conditions, reservations, or restrictions occurs, the state agency will be entitled to reimbursement from the donee out of the insurance proceeds, of an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated items.

(F) TERMS AND CONDITIONS APPLICABLE TO THE DONATION OF AIRCRAFT AND VESSELS (50 FEET OR MORE IN LENGTH) HAVING AN ACQUISITION COST OF \$5,000 OR MORE, REGARDLESS OF THE PURPOSE FOR WHICH ACQUIRED:

The donation shall be subject to the terms, conditions, reservations, and restrictions set forth in the Conditional Transfer, Document executed by the authorized donee representative.

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B-5

## NON-ROUTINE STUDENT FIELD TRIP/EXCURSION - REQUEST FOR APPROVAL

MAY 18 1990

DATE(S): MAY 23-24, 1990

Director of Education \_\_\_\_\_  
Secondary Division \_\_\_\_\_

LOCATION: Los Angeles Museum of Science And Industry

TYPE OF ACTIVITY: State Science Fair

PURPOSE/OBJECTIVE: Four students from three schools in the district qualified  
for State Science Fair competition

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.)

Mrs. Bosze - volunteer MMS, Carl Cardey - teacher MMS, Terry Snell - teacher RHS

## EXPENSES:

Transportation

\$

Number of Students 4

Lodging

\$

360.00

Meals

\$

200.00

All Other

\$

TOTAL EXPENSE

\$

560.00

Cost Per Student N.A.  
(Total Cost ÷ # of Students)

## INCOME: List All Income By Source and Indicate Amount Now on Hand:

Source

Expected Income

Income Now On Hand

District funds/mentor budget

N.A.

N.A.

TOTAL:

\$

Arrangements for Transportation: RHS van

Arrangements for Accommodations and Meals: Reservations at Figueroa Hilton

Planned Disposition of Unexpended Funds: N.A.

I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature: T. Snell Date: 5/18/90 School: R.H.S.  
(Instructor)

All persons making the field trip shall be determined to have waived all claims against the District, the teachers, and the Board of Education for injury, accident, illness, or death occurring during or by reason of the field trip. All adult volunteers taking out-of-state field trips shall sign a statement waiving such claims. All student participants must submit a parental consent for medical and dental care and waiver of liability form.

Approvals:

Principal:

Date:

Date approved by the Board of Education

Date:

Distribution:

White copy to Assistant Superintendent Education Services  
Yellow copy to Originator  
Pink copy to Principal

L-7



## NON-ROUTINE STUDENT FIELD TRIP/EXCURSION - REQUEST FOR APPROVAL

MAY 29 1990

DATE(S): 22 July 1990 - 27 July 1990

Director of Education Operations

Secondary Division

LOCATION: Long Beach Naval Base, Long Beach, CA

TYPE OF ACTIVITY: Non-routine Field Trip (Part of regular summer school program)

PURPOSE/OBJECTIVE: Classes will be relocated to a military environment to give the students first hand experience of the military life. Normal class will be conducted followed by trips to reinforce the curriculum.

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.)

Colonel William R. Carroll, ASI - CMSgt Frank Cohens, AASI

EXPENSES:	Transportation	\$ .00	Number of Students	30
	Lodging	\$ .00		
	Meals	\$ 1,350.00 *	5 days X \$8.00 =	\$40.00
	All Other	\$ .00	1 day X \$5.00 =	\$ 5.00
			Cost Per Student	\$45.00
			(Total Cost ÷ # of Students)	
	TOTAL EXPENSE	\$ 1,350.00		

INCOME: List All Income By Source and Indicate Amount Now on Hand:

Source	Expected Income	Income Now On Hand
	.00	.00
Student Money for Meals	1,350.00	
TOTAL:	\$1,350.00	.00

Arrangements for Transportation: Parents of Cadets

Arrangements for Accommodations and Meals: Dining Hall at Long Beach Naval Base

Planned Disposition of Unexpended Funds: ROTC account with ASB

I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature: William R. Carroll Date: 5-29-90 School: Rubidoux Hight School  
(Instructor)

All persons making the field trip shall be determined to have waived all claims against the District, the teachers, and the Board of Education for injury, accident, illness, or death occurring during or by reason of the field trip. All adult volunteers taking out-of-state field trips shall sign a statement waiving such claims. All student participants must submit a parental consent for medical and dental care and waiver of liability form.

Approvals: Principal: [Signature] Date: 5/29/90  
Date approved by the Board of Education Date: \_\_\_\_\_Distribution: White copy to Assistant Superintendent Education Services  
Yellow copy to Originator  
Pink copy to Principal

L8

## NON-ROUTINE STUDENT FIELD TRIP/EXCURSION - REQUEST FOR APPROVAL

DATE(S): July 4 - 8

LOCATION: Pepperdine University

TYPE OF ACTIVITY: Youth-to-Youth Conference

PURPOSE/OBJECTIVE: Attend conference entitled "Live it up, Drug-free"; develop a  
core os RHS students who will be planning many F.U.N./FNL Club activities next year.

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.)  
Harrison Cole, Campus Supervisor (Attending full conference)  
Sharon Dimery, Teacher (Attending two days of conference)

EXPENSES:	Transportation (Van)	\$		Number of Students	<u>10</u>
	Lodging	\$	<u>3,625.00</u>		
	Meals	\$			
	All Other	\$			
					325.00 per sdt
				Cost Per Student	<u>375.00 per adu</u>
				(Total Cost ÷ # of Students)	
	TOTAL EXPENSE	\$	<u>3,625.00</u>		

INCOME: List All Income By Source and Indicate Amount Now on Hand:

Source	Expected Income	Income Now On Hand
Comprehensive Alcohol Drug Prevention	<u>3,625.00</u>	<u>3,625.00</u>
Education (CADPE)		
TOTAL:	<u>\$ 3,625.00</u>	<u>3,625.00</u>

Arrangements for Transportation: District vanArrangements for Accommodations and Meals: Dorm rooms and meals provided by the university

Planned Disposition of Unexpended Funds: \_\_\_\_\_

I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature: Sharon Dimery Date: 5/23/90 School: Rubidoux High School  
(Instructor)

All persons making the field trip shall be determined to have waived all claims against the District, the teachers, and the Board of Education for injury, accident, illness, or death occurring during or by reason of the field trip. All adult volunteers taking out-of-state field trips shall sign a statement waiving such claims. All student participants must submit a parental consent for medical and dental care and waiver of liability form.

Approvals: Principal: [Signature] Date: 5/23/90  
Date approved by the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_

Distribution: White copy to Assistant Superintendent Education Services  
Yellow copy to Originator  
Pink copy to Principal

[Signature] (L-9)

JURUPA UNIFIED SCHOOL DISTRICT  
Instructional Services

DISTRICT ADVISORY COUNCIL FOR THE CONSOLIDATED APPLICATION

UNADOPTED MINUTES OF MEETING #4

May 17, 1990 - 10:00 a.m. to 12:00 p.m.  
Professional Development Center

**CALL TO ORDER**

The fourth meeting of the District Advisory Council for the Consolidated Application was called to order by Ms. Kathy Reimer at 10:09 a.m. at the Professional Development Center, 5769 42nd Street, Riverside.

**ROLL CALL**

Elected members present were:

Ms. Amy Davidson, Parent, Sky Country  
Ms. Cindy Flechter, Parent, Van Buren  
Ms. Josefina Gayton, Parent, Mission Middle/West Riverside  
Ms. Jan Gonzales, Parent, Mission Bell  
Ms. Sue Ann Gutierrez, Parent, Glen Avon  
Ms. Patricia Herrera, Parent, Rustic Lane  
Ms. Carmen Perez, Parent, Rustic Lane  
Ms. Kathy Reimer, Parent, Sunnyslope

Staff members present were:

Ms. Anita Avellino, Resource Teacher, Troth Street  
Ms. Laz Barreiro, Principal, Sky Country  
Ms. Tina Brennan, Curriculum Coordinator, Ed Center  
Ms. Faye Edmunds, Resource Teacher, Pacific Avenue  
Ms. Lynne Ennis, Resource Teacher, West Riverside  
Ms. Harriett Huling, Resource Teacher, Sunnyslope  
Ms. Jacki Johnson, Resource Teacher, Glen avon  
Ms. Arlene Leedy, Resource Teacher, Glen Avon  
Mr. Don Manzo, Principal, Mission Middle School  
Ms. Luz Mendez, Bilingual Coordinator, Ed Center  
Mr. Memo Mendez, Principal, West Riverside  
Ms. Terri Moreno, Administrative Secretary, Ed Center  
Ms. Gracene Moss, Resource Teacher, Ina Arbuckle  
Mr. Gregg Nelsen, Resource Teacher, Troth Street  
Ms. Fran Rice, Resource Teacher, Sky Country/Van Buren  
Mr. David Siegrist, Resource Teacher, Rustic Lane  
Ms. Patty Stark, Resource Teacher, West Riverside  
Dr. Nancy Walsack, Project Manager, Ed Center  
Ms. Artie Wright, Resource Teacher, Mission Bell

**APPROVE  
MINUTES OF  
MEETING #3**

Ms. Jan Gonzales made a motion to approve the minutes of Meeting #3 on March 15, 1990. Ms. Fran Rice seconded the motion which was approved.

17-1  
25-1

**PROGRAM  
QUALITY  
REVIEWS**

Ms. Anita Avellino, Resource Teacher, Troth Street Elementary reported on their Program Quality Review which was held December 6, 7, and 8 with program strengths in schoolwide effectiveness and learning environment. Donna Henderson, Principal, Pacific Avenue Elementary reported on their review on April 11, 12, and 13 with a commendation in Social Science. Carmen Hernandez, Principal, Van Buren Elementary commented on the positive responses they received on their review on April 4, 5, and 6.

**REVIEW PART 1  
OF THE  
SDE-100**

The SDE-100 is the district's application for State and Federal supplemental grants. Jurupa Unified School District's programs on this application include School Improvement, Economic Impact Aid, Education Consolidated Improvement Act Chapter 1, Chapter 2, Tenth Grade Counseling, and SB-1882. The estimated entitlement for the 1990-91 school year, based on the 1989-90 entitlement, is \$2,269,674. Although most grants are entitlements rather than competitive grants, the Board of Education must make application in order for these funds to be received by the district. The 1990-91 Consolidated Application will be submitted in two parts because of the uncertainty of funding for the project grants: Part 1 is due June 1, 1990.

Dr. Walsack discussed the assurances that the district must meet in order to receive funding and reviewed the document with committee members.

Ms. Kathy Reimer motioned to approve submittal of Part 1 of the SDE-100 as presented to the Council. Mr. Don Manzo seconded the motion and it passed unanimously.

**REVIEW SCHOOL  
LEVEL PLANS**

All schools wrote new or revised plans for the 1990-91 school year. Parents and staff worked together to develop the school plans based on students' needs. The following representatives presented an overview of their school plans to the council: Ellen Rahe, Principal, Camino Real; Arelene Leedy, Resource Teacher, Glen Avon; Gracene Moss, Resource Teacher, Ina Arbuckle; Don Manzo, Principal, Mission Middle; Artie Wright, Resource Teacher, Mission Bell; Donna Henderson, Principal, Pacific Avenue; David Siegrist, Resource Teacher, Rustic Lane; Fran Rice, Resource Teacher, Sky Country; Harriett Huling, Resource Teacher, Sunnyslope; Anita Avellino, Resource Teacher, Troth Street; Carmen Hernandez, Principal, Van Buren; and Patty Stark, Resource Teacher, West Riverside. Ms. Patty Stark motioned to approve school plan summaries as presented and Ms. Josefina Gayton seconded the motion which was unanimously approved.

Plans will be presented to the Board of Education for their approval on June 4, 1990. Complete plans will be available for review in the Special Project's office after June 4, 1990.

**SCHOOL  
IMPROVEMENT  
REPORT**

Dr. Gary Badarak, Research and Evaluation Consultant, was unable to attend and give an overview of the School Improvement Report for 1989-90. Copies of the report were distributed for council members to review. This report describes the testing results for all students receiving School Improvement funds, and the end-of-the-year school site council surveys.

M-1  
P. 2

**RECOGNITION OF  
DISTRICT ADVISORY  
COUNCIL MEMBERS  
AS VOLUNTEERS**

Dr. Nancy Walsack, Project Manager, presented certificates of award to District Advisory Council members for their volunteer service. The Board of Education and District Administration are grateful to council members for the hours spent attending meetings, reviewing materials, offering valuable suggestions, reviewing school programs, and providing information to other parents and community members.

**HEARING SESSION**

At this time, members were provided the opportunity to ask questions about Consolidated Application programs.

**EDUCATIONAL  
DRAWING**

Each member drew a word related to Consolidated Application programs. To win an educational game for their family, members had to define the term they had drawn when the term was called out.

**ADJOURNMENT**

Ms. Kathy Reimer adjourned the meeting at 11:40 a.m.

**BRUNCH**

Staff and council members enjoyed a delicious continental breakfast prepared by staff and parents from West Riverside Elementary School.

NW:tm  
5.30.90