



**JURUPA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING**

**AGENDA**

BOARD OF EDUCATION Sandra Ruane, President Mary Burns, Clerk John Chavez Holly Hanke Sam Knight  
SUPERINTENDENT Benita B. Roberts

**JANUARY 3, 1995**

**EDUCATION CENTER BOARD ROOM #16 - 3924 Riverview Drive, Riverside, CA 6:00 p.m.**

**OPEN PUBLIC SESSION 6:00 P.M.**

Call to Order in Public Session

(President Ruane)

Roll Call: President Ruane, Mrs. Burns, Mr. Chavez, Ms. Hanke, Mr. Knight

**CLOSED SESSION - 6:00 P.M.**

The Board shall recess to Closed Session for the following purposes: To consider student disciplinary actions pursuant to Education Code Sections 48900 and 48915; Personnel Report #11; and to discuss assignment of administrative personnel; and to discuss its positions regarding any matter within the scope of representation and instructing its designated representatives for negotiations with employee groups. After Closed Session, the Board shall reconvene in Open Session and disclose any action taken in Closed Session.

**PUBLIC SESSION - 7:00 P.M.**

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

Roll Call: President Ruane, Mrs. Burns, Mr. Chavez, Ms. Hanke, Mr. Knight

Flag Salute

(President Ruane)

Invocation

(President Ruane)

**COMMUNICATIONS SESSION**

**1. Recognition**

a. Recognize Former President of the Board

(Mrs. Roberts)

Mr. Sam Knight, past president of the Board of Education, will be presented with a plaque in recognition of his dedicated service to the Jurupa Unified School District and the Community.

## 1. Recognition (Cont'd)

- \* b. Recognize Sunnyslope Elementary as an Early Intervention for School Success Demonstration Site (Mr. Taylor)

The district was recently notified that Sunnyslope Elementary School has three classes recognized with the designation of an Early Intervention for School Success (EISS) Demonstration Site. Kindergarten teachers Lorayne Corcoran, Tammy Concanon and Deborah Dallas demonstrate exemplary practices in implementing the keys to success in the EISS program and will serve as models for interested educators, State Department of Education personnel and legislative representatives. These teachers are to be congratulated for this honor.

As a result of this current recognition, Sunnyslope will receive \$1,500 to assist kindergarten teachers in further enhancing the learning environment for their students. Information only.

- \* c. Recognize Gregg Nelsen, Teacher on Special Assignment (Mr. Taylor)

Gregg Nelsen has been commended for his participation as an Instructional Resources Evaluations Panel (IREP) member for the 1994 California Mathematics Adoption. This committee, whose task is to select and recommend appropriate mathematics instructional material, is comprised of teachers and administrators for various school districts throughout the state. A copy of the letter from the State Department of Education is included in the supporting documents. Information only.

## 2. Administrative Reports and Written Communications

- a. Accept Donations (Mr. Edmunds)

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

A member of the community wishes to donate a GE cordless cellular phone, with the request it be used in the Learning Center Community Room. The unit is valued at approximately \$69.00.

The Granite Hill Elementary School PTA wishes to donate \$300.00, with the request it be used to pay for a presentation to the fourth grade classes by Semu Huaute. Of this donation, the following teachers gave donations: Ms. Peccerilli (\$50.00), Ms. Burson (\$50.00), Ms. Dougherty (\$25.00); and Ms. Ferguson from Mission Bell (\$50.00), whose class will join Granite Hill's fourth grade classes for the presentation.

The Granite Hill Elementary School PTA also wishes to donate \$1,926.00, with the request it be used by teachers to purchase instructional materials. The PTA is also donating two complete sets of What Your 2th Grader Needs to Know, valued at approximately \$175.00.

a. Accept Donations (Cont'd)

Ms. Chris Wildrick, PTA President for Granite Hill Elementary School, wishes to donate a copy of The Mystery of the Cupboard by Lynne Reid Banks, with the request it be used in the school's library. The approximate value is \$13.95.

The members of the Jurupa Valley High School "Silver Brigade" wish to donate a trailer, valued at approximately \$2,500.00, with the request it be used by the "Silver Brigade".

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

b. Tuesday, January 17, 1995 Regular Board Meeting at Glen Avon Elementary School

(Mrs. Roberts)

The Tuesday, January 17, 1995, Regular Board Meeting will be held at Glen Avon Elementary School, as scheduled earlier in the year. This year, Glen Avon Elementary is celebrating its one-hundredth year as a school in this community.

c. Written Communications and Administrative Reports

(Mrs. Roberts)

**3. Report of Student Representatives**

The Board welcomes Julie Warne, Jurupa Valley High School Student Representative, and Ronda Robinson, Rubidoux High School Student Representative. They may wish to address the Board regarding student achievements, interests, or other matters.

**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.**

The Clerk of the Board 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.

**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 December 5, 1994 Regular Meeting**

Recommend approval as printed.

\* B. Hear Report on AVID Program and Budget Proposal

(Mrs. Roberts)

For the past two years, Rubidoux High School has been engaged in the AVID Program (Advancement Via Individual Determination). This program is designed to target students who meet one or more of the following criteria: (1) under-represented minority as determined by the University of California (i.e. African Americans, Hispanics, and Pacific Islanders); (2) under-achieving academic status, and (3) low socio-economic background.

When a student is identified by a guidance coordinator and/or teacher he/she is encouraged to submit an application to be considered for placement. This program is an on-site, weekly, and long-range system of support designed to assure successful placement in a four-year college. Rubidoux currently has four sections of AVID students, each led by a designated AVID Coordinator. This person has committed him/herself to providing on-going support through all four years for each class. The staff is proposing to add two sections a year for a total of eight.

This evening, four Rubidoux High School teachers, Mark McFerren, Dan Weatherford, Tom Podgorski and Theresa Mendoza, have asked to present AVID program information and asks that the Board consider their request for monetary support during budget deliberations this spring. The supporting documents contain a packet prepared by the presenters, with an outline of the AVID program and a proposed budget. Information only.

\* C. Approve Submittal of Library Grant Application

(Mr. Taylor)

Mission Bell Elementary School is requesting permission to apply for a grant through the California Public Schools Library Protection Fund in the amount of \$5,000. The grant will be used to supplement library supplies with the purchase of reference books, almanacs, encyclopedias and CD-ROM's. Upon notification of funding, the library improvement plan will begin immediately. A copy of the application is included in the supporting documents.

Administration recommends that the Board approve the submittal of the application for funding for a library grant at Mission Bell Elementary School.

D. Approve Video Cameras on School Buses

(Mr. Edmunds)

Student behavior problems on school buses are becoming more frequent. Student misbehavior on buses generally falls into one of two categories: either altercations with other students; or vandalizing the bus by cutting the seats, graffiti, scratching or breaking windows, etc. The Transportation Department estimates that repairing student vandalism on bus interiors costs about \$20,000 a year. It is very difficult for a bus driver to observe student misbehavior because the driver is, and should be, paying attention to driving the bus.

In order to address such problems, many school districts have begun to place video cameras on buses so that behavioral problems can be recorded and identified. Nearby school districts that have installed video cameras on buses include Moreno Valley, Hemet, Beaumont, San Jacinto, Perris, Murrieta, and Rialto. Administration has discussed this program with staff of several of these districts, and their comments were all extremely positive. Their experience indicates that there has been a significant reduction in student behavior problems and vandalism repair costs as a result of using video cameras.

**D. Approve Video Cameras on School Buses (Cont'd)**

Most of these districts report that video cameras are not installed in every bus. However, each bus has a video box into which a camera may be placed. Cameras can then be moved from one bus to another randomly or on an "as needed" basis for specific problems. To the outside observer, it is not apparent whether the video camera box actually has a camera in it or not; and districts report that the mere presence of the boxes that could house cameras has been a significant deterrent.

The video camera boxes cost \$98 apiece, and video cameras cost \$995 apiece. Administration believes that purchasing four video cameras to rotate between 30 video camera boxes installed on buses would be sufficient to monitor student behavior on buses. Purchase of this equipment can be funded from Safety Credit Funds provided by the Workers' Compensation Insurance JPA to which the District belongs.

Administration recommends the Board authorize Business Services to purchase four (4) video cameras and thirty (30) boxes for approximately \$6,920.00 (funded from Safety Credits).

**E. Authorize Issuance of Purchase Order #83177 for Ten (10) Computers for Glen Avon Elementary School.** (Mr. Edmunds)

The Purchasing Department received a requisition for ten (10) Macintosh computers for Glen Avon Elementary School's Chapter 1 and School Improvement Programs.

Apple Computer is the sole-source supplier of Macintosh computers and was recognized as such by Board Resolution #87/45 on April 20, 1987.

Board Policy states that all purchases in excess of \$12,000 must be approved by the Jurupa Unified School District Board of Education, therefore a request is being made for this approval.

Administration recommends the Board approve the issuance of Purchase Order #83177 to Apple Computer in the amount of \$18,306.73 for the purchase of ten (10) Macintosh Computers for Glen Avon Elementary School.

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

**\* 1. Approve Change Order #1 for Peralta Elementary School** (Mr. Edmunds)

Change Order #1 for Peralta Elementary School has been submitted to request a time extension of 35 days, and an addition to the construction contract in the amount of \$55,907.62.

Items number 1 and 2 on the Change Order, blasting two boulders, and removal and recompaction of existing fill, would add \$24,256.75 and a time extension of 10 days to the contract. Administration concurs with the requested cost and time increase for these two items, as they were unavoidable.

\* 1. Approve Change Order #1 for Peralta Elementary School (Cont'd)

Items number 3 and 4 request reimbursement in the amount of \$31,650.87 and a time extension of 25 days for costs incurred and time lost due to a job shut-down. Administration is not willing to concede these costs and delays at this point. It is our position that the contractor could have and should have been working on other aspects of the project during the time that the alleged job shut-down occurred.

Administration recommends that the Board approve only Items number 1 and 2 of Change Order #1 on Legal Bid #94/08L/90L for Peralta Elementary School in the amount of \$24,256.75, with a time extension of 10 days. Consideration of Items number 3 and 4 is to be deferred to a later date.

2. Authorize Substitution of Subcontractor on the Peralta Elementary School Construction Project (Mr. Edmunds)

Chartered Construction Corporation, Inc., the prime contractor for the construction of the Peralta Elementary School Construction Project, has requested Board approval to substitute Sanders Engineering as the air conditioning subcontractor for Ace Air Conditioning, who was listed on the original bid.

Public Contract Code 4107 prohibits the prime contractor from replacing any subcontractor listed in the original bid except for certain specific reasons, and then only with authority from the awarding body. One of the allowable reasons is if the listed subcontractor fails to supply a bond, or fails to sign and return a subcontract agreement for the project. According to Chartered Construction Corporation, Inc., Ace Air Conditioning has evidently gone out of business since they cannot contact them via phone and all mail correspondence has been returned.

Phil Wilkeson, Director of Purchasing, sent Ace Air Conditioning a certified letter to the last known address, advising them of the request from Chartered Construction Corporation. They did not file any written objections within the allowable five days, which therefore constitutes their consent to the substitution.

Administration recommends that the Board approve the request from Chartered Construction Corporation to replace Ace Air Conditioning with Sanders Engineering of Yorba Linda, California for the air conditioning portion of the Peralta Elementary School Construction Project.

3. Hear and or Approve School Facility Matters (Mrs. Roberts)

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.

**G. Act on Student Discipline Matters**

(Dr. Hendrick)

- \*\* 1. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #95/012 for violation of Education Code 48900 (a & k).
- \*\* 2. The Administrative Hearing Panel recommends the readmission of the pupil in Discipline Case #95/013 to the Jurupa Unified School District, but further recommends the pupil be continued on a suspended expulsion order per the decision of the Hemet Unified School District.

**H. Approve Personnel Report #11**

(Mr. Campbell)

- \* 1. Approve Personnel Report #11

Administration recommends approval of Personnel Report #11 as printed subject to corrections and changes resulting from review in Closed Session.

- \* 2. Ratify Tentative Agreement with CSEA Chapter #392 regarding the Rate of Pay for Instructional Aide-Headstart/Preschool.

(Mr. Campbell)

As the Board was informed earlier this year, Instructional Aides assigned to Headstart/Preschool classes are now required to complete twelve units of college level coursework in order for the program to be in compliance with applicable laws. This means that the district had to establish a new job classification for employees in these positions and negotiate a rate of pay with their union. An agreement has now been reached with CSEA (see supporting documents) that would set the rate of pay for this new classification, Instructional Aide-Headstart/Preschool, at Range 20 on the classified salary schedule with transition from the current Instructional Aide classification occurring on an individual basis as coursework is completed.

Administration recommends that the Board ratify the tentative Agreement with CSEA regarding the rate of pay for Instructional Aide-Headstart/Preschool.

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

Administration recommends the Board approve Routine Action Items I 1-7 as printed.

- \* 1. Purchase Orders (Mrs. Lauzon)
- \* 2. Disbursements (Mrs. Lauzon)
- \* 3. Agreements (Mr. Edmunds)
- \* 4. Appropriation Transfers (Mrs. Lauzon)

**I. Approve Routine Action Items by Consent (Cont'd)**

\* 5. Authorize Agents' Signatures for Business Functions

(Mr. Edmunds)

The County requires a list of Board members and school district employees authorized to transact various business functions for the school district. Only the list of Authorized Agents has changed with the appointments of a new Director of Business Services, Director-Curriculum & Categorical Projects, and a Principal for Mira Loma Middle School.

Administration recommends the list of Authorized Agents in the supporting documents be approved.

\* 6. Resolution #95/10. Surplus Sale

(Mr. Edmunds)

Throughout the year the Warehouse accumulates surplus items from various sites. A surplus sale is conducted when the District has accumulated enough items. Most of the items are old, obsolete, unrepairable, or uneconomical to repair. Surplus furniture in good condition is set aside as a contingency for future use and not sold.

The supporting documents contain a current list of surplus property and a resolution authorizing the sale of this property. The last such sale was conducted in October of 1992.

The surplus items accumulated since October, 1992 are listed in the supporting documents. These items are utilizing considerable space in the Warehouse and we need to dispose of them. The Surplus Property Sale referenced in the Resolution will be conducted at the District Warehouse during the week of January 23, 1995.

Administration recommends that the Board adopt Resolution #95/10 declaring the items listed as surplus and authorize its sale via sealed bid auction.

7. Rejection of Claim

(Mr. Edmunds)

On November 29, 1994, Administration received a claim against Jurupa Unified School District on behalf of Darrell Thomas Odom, a minor. The claim alleges he sustained injuries when another student assaulted him after exiting a school bus.

Administration recommends rejection of the claim, with appropriate notice to the district insurance carrier. (A copy of the claim is available for Board review.)



## J. Review Routine Information Reports

### \* 1. Goals 2000

(Mrs. Roberts)

A Goals 2000 "Fact Sheet," recently distributed by the State Department of Education, is included in the supporting documents. At a previous Board meeting, the Superintendent made a presentation on the correlation between district adopted goals and national education goals. National goals are as follows: (1) School Readiness; (2) Improved Student Achievement; (3) Adult Literacy and Lifelong Learning; (4) Teacher Education and Professional Development; (5) Increased Graduation Rate; (6) Best in Math and Science; (7) Safe, Disciplined, and Drug-Free Schools, and (8) Parental Involvement.

Presently, a Goals 2000 panel is being selected by the Governor. Their task will be to develop a Request for Proposals, as outlined in the State guideline for Goals 2000. We anticipate that districts and schools will be eligible to receive a portion of the \$10,000,000 made available to California for planning grants. Following the year of planning, the State Department of Education office predicts \$37,000,000 will be made available for implementation grants for systemic reform. Information only.

### \* 2. Review Unadopted Minutes of First Meeting of the District Advisory Council for the Consolidated Application

(Mr. Taylor)

The Unadopted Minutes of the first meeting of the District Advisory Committee for the Consolidated Application are included in the supporting documents. Information only.

### \* 3. Announce Provisions of Tentative Collective Bargaining Agreement with California School Employees' Association, Chapter #392

(Mr. Campbell)

A tentative agreement has been reached with CSEA on the terms and conditions of the collective bargaining agreement to cover the period July 1, 1993 through June 30, 1995. CSEA ratified the Agreement on Monday, November 21, 1994. Negotiations covered two areas: Evaluation Procedures and Hours, Overtime, Extra Work and Allowances. Specific changes are shown in the supporting documents and focus mainly on seniority computation, and the assignment of extra work and overtime. In compliance with Government Code 3547.5, the required disclosure form has been sent to the Riverside County Office of Education and is included for public review in supporting documents. The agreement is also included.

Government Code 3547.5 requires that public notice concerning such agreements must occur at least ten days prior to Board ratification. A ratification vote by the Board should be scheduled for its January 17, 1995 meeting. Information only.

### \*\* 4. Receive Reports Pursuant to Education Code

(Dr. Hendrick)

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.

**J. Review Routine Information Reports (Cont'd)**

**5. Staff Development Days**

(Mr. Taylor)

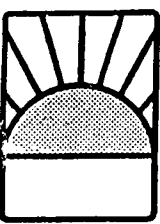
Following are staff development days that have been scheduled:

**Staff Development Days**

| <u>Students not<br/>in Attendance</u> | <u>School</u>           | <u>Location</u> |
|---------------------------------------|-------------------------|-----------------|
| January 13, 1995                      | Mission Middle          | same            |
| January 13, 1995                      | Camino Real Elementary  | same            |
| January 13, 1995                      | Mission Bell Elementary | same            |
| January 23, 1995                      | Sunnyslope Elementary   | same            |
| February 10, 1995                     | Pedley Elementary       | same            |

Information only.

ADJOURNMENT



# EARLY INTERVENTION FOR SCHOOL SUCCESS

John F. Dean, Ed.D., Orange County Superintendent of Schools  
Orange County Department of Education  
200 Kalmus Drive, Costa Mesa, California 92626

NOV 28 1994

SOUTHERN  
CALIFORNIA  
Main Office  
Orange County  
Department of  
Education  
P.O. Box 9050  
Costa Mesa, CA  
92628-9050  
FAX 714/966-4124

November 22, 1994

Title: Early Intervention for  
School Success  
Type: Demonstration  
Amount: \$1500  
Grant Period: 7/1/94 - 6/30/95  
District: Jurupa Unified SD  
School: Sunnyslope  
Granite Hill

Dean Hiser  
Program Director  
714/966-4145

Jurupa Joint USD  
Benita Roberts, Superintendent  
6420 Rustic Lane  
Riverside, CA 92509

RECEIVED

DEC 05 1994

JURUPA UNIFIED SCHOOL DISTRICT  
SUPERINTENDENT'S OFFICE

Ann Herbst  
Project Specialist  
714/966-4141

Dear Ms. Roberts,

The Early Intervention for School Success program is proud to recognize the following teacher(s) with the designation of EISS Demonstration Site:

Charlene MacDonald  
Project Specialist  
714/966-4148

Lorayne Corcoran  
Deborah Dallas  
Tamara Concanon

Janna Wright  
Project Specialist  
714/966-4149

These classrooms demonstrate exemplary practices in implementing the keys to success in the EISS program and will serve as models for interested educators, State Department of Education personnel, and legislative representatives interested in the program.

NORTHERN  
CALIFORNIA  
Sacramento  
County Office  
of Education  
9738 Lincoln Village Dr.  
Sacramento, CA  
95827-3399  
916/228-2242  
FAX 916/228-2244

We are pleased to be able to offer a stipend of \$500 per class. Funds are granted with the understanding that they will be expended during the grant period indicated. A warrant for the amount indicated above will be sent within the next two months.

Addressing the needs of young students and providing developmentally appropriate instruction in the primary grade is the goal of the Early Intervention for School Success program. Please accept our sincere appreciation for the support and leadership you and your staff have shown in achieving this goal in your schools.

Sincerely,

Dean Hiser, Program Director  
Early Intervention for School Success

Pam Mckjavich  
Project Specialist  
916/228-2241

Beuy Vogt  
Project Specialist  
916/228-2243

cc: Principal  
Financial Officer



State of California

Pete Wilson, Governor

**Curriculum Development and Supplemental Materials Commission**  
*An advisory body to the California State Board of Education*

December 5, 1994

Dr. John Wilson, Superintendent  
Jurupa Unified School District  
3924 Riverview Drive  
Riverside, CA 92509

**RECEIVED**

DEC 13 1994

JURUPA UNIFIED SCHOOL DISTRICT  
SUPERINTENDENT'S OFFICE

Dear Dr. Wilson:

Gregg Nelsen, a member of your staff, is to be commended for his participation as an Instructional Resources Evaluations Panel (IREP) member in the 1994 California Mathematics Adoption. The experience and professional expertise that he brought to the process made a significant contribution to the quality of instructional materials available for California students.

Gregg unselfishly gave many hours of his own time to scrutinize the strengths and weaknesses of the materials submitted for adoption consideration. His copious notes on the materials were invaluable during the panel's discussions and report writing. The independent scrutinizing of materials culminated in the week long reviewing of materials in June, arriving at a group consensus on the six criteria for each program, and writing a narrative report on the materials' strengths and weaknesses with citations from the materials that captured the group's views. This report was reviewed carefully by the Curriculum Development and Supplemental Materials Commission prior to making their decision on materials considered for adoption.

Gregg is well grounded in content, works effectively in groups, and is able to express ideas articulately and succinctly. It has been a privilege to work with Gregg!

Sincerely,

*Elaine Rosenfield*

Elaine Rosenfield, Chair  
Mathematics Subject Matter Committee

cc: Gregg Nelsen  
Gary Hale, Principal

1c

**JURUPA UNIFIED SCHOOL DISTRICT  
RIVERSIDE, CALIFORNIA**

**MINUTES OF THE REGULAR MEETING  
MONDAY, DECEMBER 5, 1994**

**OPEN PUBLIC SESSION**

**CALL TO ORDER**

The Regular Meeting of the Jurupa Unified School District Board of Education was called to order by President Sam Knight at 6:00 p.m. on Monday, December 5, 1994, in the Multi-Purpose Room at West Riverside Elementary School, 3972 Riverview Drive, Riverside, California.

**ROLL CALL**

Members of the Board present were:

**Mr. Sam Knight, President**  
**Mrs. Mary Burns, Clerk**  
**Ms. Holly Hanke**  
**Mrs. Sandra Ruane, Member**

Members of the Board not present were:

**Mr. John Chavez, Member (arrived for closed session at 6:03 p.m.)**

**STAFF PRESENT**

Staff Advisers present were:

**Mrs. Benita Roberts, Superintendent**  
**Mr. Jim Taylor, Assistant Superintendent Education Services**  
**Mr. Rollin Edmunds, Assistant Superintendent Business Services**  
**Mr. Kent Campbell, Assistant Superintendent Personnel Services**  
**Mrs. Barbara Reul, Director of Business Services**  
**Dr. Bill Hendrick, Administrator of Education Support Services**

**CLOSED SESSION**

**RECESS TO CLOSED  
SESSION**

**-Motion #111**

**MRS. RUANE MOVED THE BOARD RECESS TO CLOSED SESSION IN THE LIBRARY, FOR THE FOLLOWING PURPOSES: TO CONSIDER STUDENT DISCIPLINARY ACTIONS PURSUANT TO EDUCATION CODE SECTIONS 48900 AND 48915; PERSONNEL REPORT #10; DISMISSAL OF CLASSIFIED/CERTIFICATED EMPLOYEES; TO DISCUSS ASSIGNMENT AND APPOINTMENT OF ADMINISTRATIVE PERSONNEL, AND TO DISCUSS ITS POSITIONS REGARDING ANY MATTER WITHIN THE SCOPE OF REPRESENTATION AND INSTRUCTING ITS DESIGNATED REPRESENTATIVES FOR NEGOTIATIONS WITH EMPLOYEE GROUPS. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**At 6:01 p.m. the Board recessed to Closed Session in the Library.**  
**At 6:53 p.m. the Board adjourned from Closed Session.**

**CALL TO ORDER**

**At 7:02 p.m. President Knight called the meeting to order in Public Session.**

**ROLL CALL**

**President Knight, Mrs. Burns, Mr. Chavez, Ms. Hanke, Mrs. Ruane.**

**FLAG SALUTE**

President Knight led the pledge of allegiance to the flag of the United States of America.

**INVOCATION**

Mr. Chavez made an inspirational comment.

**ORGANIZATION MEETING**

**ADMINISTER OATH  
AND SEAT BOARD  
MEMBERS**

The Superintendent introduced Mrs. Marilyn Baumert, President of the Riverside County Board of Education and resident in the Jurupa community, to administer the Oath of Office to newly elected Board members Mary Burns, Holly Hanke and Sam Knight.

Mrs. Baumert related a story, prior to the ceremony, regarding a raft ride she had experienced on the Colorado River. Participants arrived ready for the adventure, equipped with helmets, shower caps, etc., in an attempt to remain safe and dry. The guide then instructed the team on how to paddle and maneuver the raft. Some members were not listening to instructions. Passengers then loaded into the boat and proceeded down the river. They soon found themselves head-on into the raging rapids. Team members were paddling every which way; some were thrown overboard. Luckily, although passengers were wet, no one was hurt. Mrs. Baumert stated that the point of the story, is this: "If you want to keep your boat afloat, you must paddle in the same direction." Mrs. Baumert correlated this message to service on the Board of Education. She stated that there may be rough waters ahead; to remain afloat, each Board member must refrain from personal agendas or vendettas that only serve to muddy the waters. A precious "kid" cargo is aboard; to avoid submersion, Board members must work together toward a common goal: the education of students.

Mrs. Baumert administered the Oath of Office to the three Board members.

President Knight stated, that with the Board's permission, the recess will be moved, to follow Item 1-D in the Communications portion of the Agenda. Board members agreed.

**ANNUAL  
ORGANIZATION  
MEETING**

The Superintendent stated that according to the State law, the district is required to elect a president. As immediate past Clerk of the Board, Mrs. Burns will conduct an election for Board President.

**ELECT PRESIDENT  
-Motion #112**

Board member Mary Burns stated that nominations were now in order for the office of President of the Board for a one-year term beginning with this meeting.

**MS. HANKE NOMINATED MRS. SANDRA RUANE FOR PRESIDENT. MRS. RUANE WAS UNANIMOUSLY ELECTED PRESIDENT OF THE BOARD.**

**ELECT CLERK  
-Motion #113**

President Ruane announced that nominations were now in order for the office of clerk of the Board for a one-year term beginning with this meeting.

**MS. HANKE NOMINATED MRS. MARY BURNS FOR CLERK OF THE BOARD. MRS. BURNS WAS UNANIMOUSLY ELECTED CLERK OF THE BOARD.**

**RECOGNIZE ELECTED  
OFFICERS**

The Superintendent and Board members congratulated president Sandra Ruane and clerk Mary Burns.

ADOPT CALENDAR  
REGULATION 9310  
-Motion #114

The Superintendent stated that the Board must adopt a schedule of meeting dates, time and location for the coming year. The Board has regularly met on the first and third Monday of each month, except in August, when only one meeting is scheduled, as listed in the supporting documents.

MS. HANKE MOVED THE BOARD ADOPT AT SINGLE READING REVISED REGULATION 9310, SCHEDULE OF 1995 BOARD OF EDUCATION REGULAR MEETINGS. MRS. BURNS SECONDED THE MOTION. Mr. Chavez questioned whether a second meeting will be held in December. The Superintendent stated that for the past two years, a Board meeting has not been scheduled for the third Monday in December, as a number of employees request their vacations at that time. Mr. Chavez asked whether the motion needed to be amended. The Superintendent indicated that the schedule of meetings in the supporting documents omitted the second meetings in August and December; an amendment was not necessary. A VOTE WAS THEN TAKEN, WHICH CARRIED UNANIMOUSLY.

APPOINT  
REPRESENTATIVE TO  
COUNTY COMMITTEE

The Superintendent noted that this past year, Mr. Chavez was the Board's representative to vote in the Annual County Committee on the School District Organization Election. Mr. Knight suggested that Mr. Chavez again represent the district. Mr. Chavez indicated that he was willing to serve as the Board's representative for the 1995 election. The Board arrived at a consensus that Mr. Chavez would remain the district's representative.

AUTHORIZE  
AGENTS/CERTIFY  
SIGNATURES  
-Motion #115

The Assistant Superintendent Business Services stated that the Riverside County Office of Education requires a list of Authorized Agents, as listed in the supporting documents. These people are approved to sign for business functions of the district. The only changes to the existing list of Authorized Agents, is to update the list to include new Board member names and titles, and add Robin Robison, Acting Director of Transportation, to the Purchase of State Surplus Property.

MR. CHAVEZ MOVED THE BOARD APPROVE THE LIST OF AUTHORIZED AGENTS AND THE AUTHORIZATION PROVIDED ON THE CERTIFICATION OF SIGNATURES FORM IN THE SUPPORTING DOCUMENTS FOR SUBMITTAL TO THE COUNTY SUPERINTENDENT'S SCHOOL FISCAL SERVICES. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REPRESENTATIVES TO  
DISTRICT COMMITTEES

The Superintendent noted that the supporting documents include the names of Board members who are currently serving on the three Advisory Committees. Mr. Chavez volunteered to serve on the Bilingual Education Committee; Mrs. Mary Burns volunteered to continue serving on the Consolidated Application Committee; Mr. Sam Knight volunteered to serve on the Vocational Education Committee.

## COMMUNICATIONS SESSION

### RECOGNITION: JURUPA HERO

The Assistant Superintendent Education Services requested that Mr. Carlos Sepulveda step forward to the podium. He stated that the Board has chosen to honor Mr. Carlos Sepulveda as the district's "Jurupa Hero," for his outstanding contributions to students in Jurupa Unified School District. Mr. Sepulveda is a former Board member; his firm has adopted Troth Street Elementary School on a partnership program; he has contributed financially to both the Jurupa Valley High Silver Brigade and the Delta Alliance Corps at Rubidoux High School; he has volunteered as Principal of the Day, and he has visited high school classrooms to share his story. Mr. Sepulveda is involved with the ROTC at both high schools, and served as a member of the Superintendent's advisory group regarding the district's six goals and Mission Statement. He has served in the Jurupa Valley Hispanic Association to help raise money for student scholarships. The Assistant Superintendent Education Services stated that it was an honor for the Board to recognize Mr. Sepulveda.

Mr. Chavez, Board member, spoke on Mr. Sepulveda's behalf. He expressed to Mr. Sepulveda that he is very deserving of the honor of being recognized as the "Jurupa Hero." The Board has appreciated his outstanding support and personal involvement with students in the Jurupa Unified School District.

A plaque was presented to Mr. Carlos Sepulveda.

Mr. Sepulveda thanked Mr. John Chavez, his mentor for many years, and accepted the plaque on behalf of the Jurupa Valley Hispanic Association. He stated that he is part of a team of individuals in the community helping students. Mr. Sepulveda thanked his office staff, his business partner, and his family, for their support. These people have allowed him to continue to give to schools. He felt that the Jurupa Unified School District is the best district around, with the best teaching staff in the state; he is thankful to be part of such a fine district. Mr. Sepulveda offered his congratulations to newly elected Board members and wished them "good luck."

President Ruane thanked Mr. Sepulveda for his leadership among students and encouraged him to continue in his efforts.

### RECOGNITION: DIRECTOR OF BUSINESS SERVICES

The Superintendent stated that the Director of Business Services, Mrs. Barbara Reul, has been an integral part of the district. Mrs. Reul will retire on December 30, 1994. The Superintendent congratulated Mrs. Reul, and requested that she stand and be recognized.

The Superintendent shared that Mrs. Barbara Reul has worked in education since 1966; in 1988 she became Director of Business Services for the Jurupa Unified School District. Principals throughout the district have appreciated Mrs. Reul's dedication and help in the Business Services department, and stated that she will be greatly missed by all.

Mrs. Reul's immediate supervisor, the Assistant Superintendent Business Services, commended Mrs. Reul for her broad base of experience and knowledge of finances; she has performed in an outstanding manner, with excellent people skills.

Mrs. Barbara Reul received a standing ovation and stated that it has been great to work at the Jurupa Unified School District; she will miss working with everyone.



**RECOGNITION:  
NATIONAL MERIT  
SCHOLARSHIP  
PROGRAM RECIPIENTS**

The Superintendent recognized four outstanding Rubidoux High School twelfth grade students for their top PSAT scores. The National Merit Scholarship Program noted that out of one million students that participated in the test, Daniel and David Sato received two of the top ten scores. Jennifer Gillroy and John Hoggard placed in the top 5%. The Superintendent congratulated these students on behalf of the Board of Education.

**RECOGNITION:  
DIRECTOR OF  
CLASSIFIED  
PERSONNEL**

The Assistant Superintendent Personnel Services announced to the Board that Lynne Morgan, Director of Classified Personnel, was one of 22 people recently selected from California to participate in the Education Policy Fellowship Program. Ms. Morgan could not be present this evening; however, this is a real honor for her.

**RECESS**

At 7:30 p.m., the Board called a brief recess to congratulate newly elected Board members and Mr. Carlos Sepulveda, the "Jurupa Hero." The Board reconvened at 7:48 p.m.

**ACCEPT DONATIONS  
-Motion #116**

MR. CHAVEZ MOVED THE BOARD ACCEPT THE FOLLOWING DONATIONS WITH LETTERS OF APPRECIATION TO BE SENT: \$35.55 FROM FRANCES SCHLEGEL TO PURCHASE INSTRUCTIONAL MATERIALS FOR HER CLASS AT GRANITE HILL ELEMENTARY; TWO BOXES OF PLASTIC CUPS AND 15 BAGS OF CANDY FROM ALFREDO F. RODRIGUEZ FOR GRANITE HILL ELEMENTARY; DR. SEUSS BOOKS (APPROXIMATE VALUE OF EACH DONATION: \$50.00) FROM MR. AND MRS. ANDERSON AND MR. AND MRS. BERGER FOR THE SKY COUNTRY ELEMENTARY LIBRARY; ONE TYPEWRITER (APPROXIMATE VALUE \$300.00) FROM MR. AND MRS. BARREIRO FOR THE SKY COUNTRY ELEMENTARY LIBRARY FOR STUDENT PROJECTS; ONE "HOOKED ON PHONICS" KIT (APPROXIMATE VALUE \$250.00) FROM MRS. LINDA NEEDHAM FOR VAN BUREN ELEMENTARY; \$8,500 FROM WEST RIVERSIDE ELEMENTARY PTA FOR FIELD TRIPS (\$3,100), THE SCHOOL LIBRARY (\$5,000), AND THE STUDENT COUNCIL (\$400). MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

**CSBA DELEGATE  
ASSEMBLY SUBREGION  
18A NOMINATIONS**

The Superintendent announced that nominations for the 1995 CSBA State Delegate Assembly must be postmarked on or before January 1, 1995; the biographical sketch must be completed and returned to CSBA no later than January 8, 1995. The Jurupa Unified School District is in Subregion 18A, which has seven delegates and four vacancies. One delegate, Mr. John Chavez (Jurupa USD) has indicated that he wishes to serve another term. Mr. Chavez indicated that the three other delegates whose terms expire, have agreed to serve another term (Rene Garcia, Desert Sands USD; Jose Lalas, Corona-Norco USD, and Kenneth Skinner, Perris Un. HSD). Mr. Chavez indicated that Yvette Chavez Everhart (Alvord USD) has given permission to place her name into nomination. Mr. Knight nominated Rene Garcia, Jose Lalas, Kenneth Skinner and Yvette Chavez for the 1995 CSBA State Delegate Assembly. The Board arrived at a consensus on these nominations.

**STUDENT  
REPRESENTATIVE  
REPORTS**

President Ruane introduced the student representatives, Julie Warne, representative for Jurupa Valley High School; and Ronda Robinson, representative for Rubidoux High School.

Julie Warne, representative for Jurupa Valley High School, made the following report:

## JURUPA VALLEY HIGH

### Sports

Thirty students made All League Academics from the volleyball, cross country, water polo, girls tennis and football teams. The girls' basketball team placed second in the La Sierra Tournament. Karyn Harkins made All-Tournament. The boys' basketball team placed third in the Serna Tournament. The girls' soccer team won their first game against Colton. The boys' soccer team have placed 2-2. The water polo team are the CIF finals runner up. During the month of December, winter sports' teams will be involved in various tournaments.

### Band

The band had a very successful Field Show Season; they won first in all competitions except one. In Apple Valley, Division A, the band placed first in the Field Show; Marching won the Sweepstakes. The Car Show/Chili cook-off is planned for December 10.

### FFA

At the Hemet Field Day held on December 5 the Advanced Farm Records teams placed first and third; the Novice Farm Records team placed first; the Best Informed Greenhand teams placed first and third; the Livestock team placed first; the Dairy team placed fourth, and the Vegetable team placed eighth.

### Miscellaneous

Janae Jones is a finalist in the Young Columbus Day essay Contest. The winner will receive a ten day all-expense-paid trip to England.

Theatre Showcase was held December 2.

Friday Night Live at Disneyland is scheduled for December 10.

The MECHA Awards Ceremony will be held in the theater on December 7.

Ronda Robinson, representative for Rubidoux High School, made the following report:

## RUBIDOUX HIGH SCHOOL

### Sports

On Saturday, the J.V. and Varsity wrestling team competed at a tournament at Rim of the World High School in Lake Arrowhead. The team placed 4th overall. Boys' and girls' soccer season is beginning. Their first game is December 7, at 3:15 p.m. The boys' game will be held at Jurupa Valley High School; the girls' game will be at Rubidoux High School.

The Cross Country Nationals are scheduled for December 10 in Reno, Nevada. Jessica Matthews will be representing Rubidoux High School. The boys' basketball team participated in a tournament in Beaumont on November 29, November 30 and December 2. They placed 7th and their record is 2-2. The girls' varsity basketball team placed 4th in a tournament in San Bernardino.

STUDENT  
REPRESENTATIVE  
REPORTS (CONT'D)

Delta Alliance Corps

The Delta Alliance Corps placed 2nd in the preliminaries and 5th in the finals in Las Vegas. On December 3, they participated in the Southern California Tournament of Champions. Rubidoux High School was selected from 650 high schools to compete. They placed 1st in Division 3; colorguard placed 1st; percussion was named Division 2 champions. The Delta Alliance Corps will be in Laguna Niguel on December 10; on December 11, they will be in the Southgate parade, which will be televised on Christmas Day.

ASB

ASB is busy after returning home from the CADA conference. They learned many key ideas from motivational speakers and gained information on how to make their high school a better place. ASB is sponsoring a Koins for Kids program. The program will supply presents for the holidays for neglected or abused children. Each teacher will adopt a child for their third period class; students will have the opportunity to donate any change they have to put toward the gift. Santa Grams are on sale at \$1.00 each. ASB members will deliver the Santa Grams to students the week prior to Christmas.

Miscellaneous

During the last week in November, the ROTC participated in a parade in East Los Angeles. The drill team placed Sweepstakes; the mounted color guard placed 1st; the marching colorguard placed 3rd, marching unit A placed 1st, and marching unit B placed 2nd.

The Pep Squad participated in the Cheerleaders of America Competition on December 3. The JV and Poms squad will participate in "Nationals," which will be held during March, in Florida.

During Advisory, academic assemblies were held for each class. Over 800 academic awards were given.

In the Academic Decathlon, Rubidoux High School placed 14th among 18 participants at the Riverside County tournament. Janine Luke placed 2nd in the interview section; David Sato received a gold in economics; Daniel Sato received a gold all-around, for the highest points. Daniel Sato also received a bronze in Science. Erin Garcia received a bronze in math, and Ken Hansen received a gold in math.

PUBLIC VERBAL  
COMMENTS:

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

**PUBLIC VERBAL  
COMMENTS: (CONT'D)**

**NEA-J PRESIDENT  
COMMENTS ON THE  
NEW BOARD**

Ms. Francine Rice-Laabs welcomed new school Board member, Ms. Hanke, and congratulated Mrs. Burns on her re-election to the Board. She thanked President Ruane, Mrs. Burns, Ms. Hanke and Mr. Chavez for attending the annual Service Center Council school board dinner. Ms. Rice-Laabs, as an employee of the district, reminded Board members of their mission to the Jurupa Unified School District: to create for students a dynamic learning environment that is safe, healthy and based on mutual respect, cooperation and support among students, staff, parents and the broader community. She urged them to foster the agenda of providing positive role models for all students, so that they are able to become successful, productive citizens of our democracy.

As chief spokesperson for NEA-J, Ms. Rice-Laabs noted that the Association adopted and developed the concept for a School Board Contact Team, to provide a system for on-going communication between Board members and NEA-J. It is the desire of NEA-J to continue this program with the new Board. She encouraged the Board that as they keep in mind the good of all children in this district and seek out individuals who support the mission and goals of Jurupa for advice, they will receive support; however, they will be challenged if they head in a different direction.

**CITIZEN OFFERS  
SUPPORT TO THE SUPT.**

Delma Kason offered her support to the Superintendent. Ms. Kason stated that the Superintendent has achieved her current position with hard work and many long hours, and has helped to provide an education to students over the past twenty-seven years. Ms. Kason thanked the Superintendent for her loyalty to the district, and wished to show her appreciation and support.

President Ruane thanked Mrs. Kason for voicing her support of the Superintendent. She noted that Board members have received telephone calls, and received word that there were rumors being spread regarding the Superintendent. On behalf of the Board, she stated that the Superintendent is doing her job.

**CITIZEN COMMENTS  
ON THE ELECTION**

Chuck Dunn congratulated Board members Mrs. Mary Burns and Ms. Holly Hanke for their win in the election on November 8. He stated that these candidates were supported by young people and endorsed by seventy-two teachers. Mr. Dunn stated that time and effort was offered by many devoted volunteers, which invalidates the information that these candidates were only supported by a small group of individuals.

**PARENT COMMENTS**

Diane West, a parent at Indian Hills Elementary and a real estate business woman in the community over the last ten years, stated that she receives inquiries from Los Angeles and Orange Counties about the Jurupa area and their schools. She has always received helpful answers whenever she has telephoned the district to make educational inquiries. She commended West Riverside Elementary, Mission Middle, and Rubidoux High School, where one of her children graduated with honors, and then completed medical studies at UCR. She exclaimed, "hats off" to her child for this accomplishment. Jurupa Unified School District provides students with a tremendous education, her other child is following right behind in the same high-achieving footsteps as her first child.

**JVHS TEACHER  
COMMENTS**

Virginia Huckaby referred Board members to letters that she had submitted for their reading, from teaching staff at Jurupa Valley High School. The letters were written in response to rumors at Jurupa Valley High School concerning the reassignment of their principal. Although they had been reassured by the Superintendent and Assistant Superintendent Education Services, that these rumors were unfounded, Ms. Huckaby felt it important for the Board to reaffirm their intent toward the principal at Jurupa Valley High School. She felt it important for the Board to hear first hand, that the teaching staff at this site supports their principal.

**PUBLIC VERBAL  
COMMENTS:**

**JVHS TEACHER  
COMMENTS (CONT'D)**

Ms. Huckaby indicated that it is important for the Board to note that each of the signed letters they received by staff members in support of the Jurupa Valley High School principal were signed with no pressure whatsoever. She stated that the Board can view for themselves that the principal is strongly supported, by the number of staff present in the audience from Jurupa Valley High School. Ms. Huckaby thanked Board members for their support, and asked that they continue to give students a good year and a good education at Jurupa Valley High School, by not reassigning their principal to an alternate school site.

**CITIZEN SUPPORTS  
SUPT.**

Ron Robinson stated that for the past thirty five years, his family has owned and operated a business in the Jurupa area. As a graduate of Rubidoux High School, he is very proud of the high school. The family business, the Jurupa Golf Course, is involved with the high schools. Mr. Robinson has three children that have received a fine education at both the elementary and secondary grade levels. He shared that the positive education they have received has not happened by accident. There have been devoted superintendents, doing a wonderful job. Jurupa Unified School District has been fortunate to have great leaders: Dr. Edward Hawkins, Dr. John Wilson and finally, Mrs. Benita Roberts. With Mrs. Roberts past knowledge of school system operations, it has enabled her to do a wonderful job as Superintendent. Mr. Robinson congratulated Mr. Memo Mendez, for his promotion to Educational Services; he also recognized both high school principals: Mr. Don Vail and Mr. Alan Young, who, he stated, are doing an outstanding job as high school principals. These principals both work very hard to educate Jurupa students. They have helped to maintain the Partnership Program with businesses in the community, and have demonstrated positive results. Mr. Robinson encouraged the new school Board members to continue to work on behalf of children. He stated that the Press often prints articles that do not reflect the feeling of the community as a whole. There are small groups that have their own agenda, which may not be in the best interest of others, and the educational welfare of students.

**VAN BUREN STUDENT  
COMMENTS ON  
ELECTION**

Sophie Darby, student body president at Van Buren Elementary, congratulated Holly Hanke and stated that the kids elected Ms. Hanke and Mrs. Burns, and they are doing a good job.

**PTA PRESIDENT  
COMMENTS**

Elizabeth Weeks, parent, Jurupa PTA Council President, and employee of the district, stated that she would like to recognize the Superintendent and administrative staff of the Jurupa Unified School District. She stated that they are doing an outstanding job. Gary Hale, principal at Sunnyslope Elementary, also performs in an outstanding manner. Ms. Weeks would like to see policies set and implemented to encourage more parent involvement in school programs. As PTA president, Ms. Weeks stated that it has been a challenging year; she is very busy, and she has a lot to learn. Ms. Weeks commended Ms. Holly Hanke for her accomplishments, and encouraged her, as a young person, as she faces many new experiences. She also requested that Board members be more visible at school sites, and attend monthly PTA meetings, as well as other school functions.

**PUBLIC VERBAL  
COMMENTS: (CONT'D)**

**CITIZEN COMMENTS  
ON THE FLAG AND THE  
DISTRICT**

Jack Smith, stated that he is a former student of Glen Avon Elementary, Jurupa Junior High School, and a graduate of Rubidoux High School. While attending Rubidoux High School as a young person, he remembers clearly the scenario of events prior to and following the assassination of the President of the United States. Mr. Smith recalled being sent into a state of shock, frustration and anger over these events. In honor of the President, the American Flag was lowered; a few days later, a horse-drawn carriage carried his coffin, caressed by the American Flag. Following this tragic event, Mr. Smith graduated from high school and joined the armed services. He served in Viet Nam, as did several of his Rubidoux High School classmates. Some of this group were fortunate to return home whole; others returned sick and wounded; and still others arrived back in the United States with the American Flag caressing their coffins, and were honored with a headstone at Arlington National Cemetery. This was a sacred position in our nation.

Mr. Smith stated that seven Rubidoux High School students served this country and received a full military burial. Their loved ones were presented with an American Flag in their memory, on behalf of our nation. Mr. Smith expressed that as a Viet Nam Veteran, and a Rubidoux High School graduate, he will always gladly stand, and with honor, salute the flag.

**SUPPORT TO NEW  
BOARD MEMBER**

Diana Rector, a junior at Jurupa Valley High School, stated that with the work and trust of kids, this helped to elect Ms. Holly Hanke and Mrs. Mary Burns--kids are our future.

**SUPPORT OF NEW  
BOARD MEMBER**

Levette Ariola, carried her little girl with her to the microphone to address the Board. She referred to her daughter, and said that there is a lot at stake in the future of education. She anticipated that with Ms. Holly Hanke as a new Board member, the Board will make a positive difference in the future of education.

**SCHOOL ISSUE - JVHS**

Chuck Gonzales, student, presented the Board with documentation and an outline of a situation that occurred at Jurupa Valley High School. He requested that the Board please investigate the information he presented. A petition was included, signed by 965 students at Jurupa Valley High School, on his behalf.

**CONGRATULATIONS  
TO NEW BOARD  
MEMBER**

Janelle Watson congratulated Board members, Mrs. Mary Burns and Ms. Holly Hanke, for their win in the election. She requested that the public not be quick to judge Ms. Hanke, but allow her the opportunity to demonstrate what an outstanding job she can do. She may make a few mistakes, but just like when a person learns to ride a bicycle, they may fall, but they get back on the bike and try again.

**COMMENT ON BOARD  
MTG.  
REQUEST/HISPANIC  
ADVISOR/CHICANO  
STUDIES**

Sandra Mason, Chief Job Steward, CSEA representative of classified employees, congratulated the newest Board member, Ms. Hanke, and re-elected Board members, Mrs. Mary Burns and Mr. Sam Knight. She stated that in the months ahead, Board members may all face adverse situations; however with the professionalism and pride in the office that they each hold, they must be sure not to give in to special interest groups, but set policy with the best interest of the Jurupa community in mind, and not receive dictates from those outside of the Jurupa area.

**COMMENT ON THE  
NEW BOARD**

J.R. Hertz requested to share some positive, outstanding information with the public and Board. He commended the ROTC in their recent competition and congratulated the color guard. Mr. Hertz stated to Ms. Hanke and Mrs. Burns, that their election campaign was a job well done. He stated that Mrs. Burns has done a fantastic job as a Board member, and should remain on the Board. Ms. Hanke is also a fantastic choice, and is doing extraordinarily well. Mr. Hertz announced that plans to obtain his U.S. citizenship shortly, will entitle him to participate in the Pledge of Allegiance. Once he acquires his citizenship, he anticipates running for a position on the school board against Mr. John Chavez.

PUBLIC VERBAL  
COMMENTS: (CONTD)

Cynthia Sanchez was not present to speak, as she left the Board meeting prior to her name being called. Her topic for comment was, "Insufficient Spanish Speaking Helpers.

COMMENT: BOARD  
MTG. REQUEST/ HISP  
ADVISOR/CHICANO  
STUDIES

Sandra Ortega, a sixteen-year-old junior at Rubidoux High School, requested the Board to implement Chicano Studies, and hire additional translators. She stated that a student was asked to translate for a parent at her school site; Ms. Ortega stated that this should not be allowed to happen. This is the district's responsibility, not a student's responsibility.

BOARD MEETING  
REQUEST

Mrs. Hernandez, a parent in the district for eleven years, congratulated newly elected Board members, Mrs. Burns, Ms. Hanke, and Board President, Mrs. Sandra Ruane. She introduced herself and stated that she has spoken before the Board on several occasions and would like to bring her issues to the Board's attention again. Mrs. Hernandez feels that there are barriers that Spanish speaking individuals face; they are not owners of golf courses; and many do not have the privilege of attending college. She stated that there are kids out there that need help, which they do not receive from the current principal at Rubidoux High School. He breaks rules, and disobeys the education code. She stated that there is a high rate of expulsion, and the principal discriminates against Hispanic students.

Mrs. Hernandez alleged that she has requested a complaint form and has asked for a meeting. The response has been that to engage in such a meeting would violate the Brown Act. Mrs. Hernandez said that this is untrue; she is entitled to a meeting with the Board, as a parent. She felt that she has been discriminated against. Mrs. Hernandez has restated her issues over and over again with the school district, and it may now be necessary to file a complaint with the Office of Civil Rights, unless she receives an answer. Mrs. Hernandez will have to explain them that the Jurupa Unified School District will not meet with her. She stated that the three year accreditation that Rubidoux High School received is shameful. Mrs. Hernandez pointed to Board members, and said, "This is part of your job; how can you close your eyes to the Hispanic kids?"

President Ruane responded that if Mrs. Hernandez had filed a complaint, as a Board member, she would have been part of the decision making process. President Ruane was not aware of a complaint filed by Mrs. Hernandez; however, she would be glad to assist her in filing the proper paperwork to address her concerns.

Mrs. Hernandez claimed that she has listed her concerns and issues for the past two years and still has not received an answer. She asked, "Are you going to give us a meeting?"

President Ruane questioned whether Mrs. Hernandez had received a copy of the Board policy regarding the complaint procedure, and whether she had filed written information?"

Mrs. Hernandez stated that she had sent her complaint to the Superintendent.

The Superintendent replied that Board policy states that parents must follow the Board adopted complaint procedure in order for the Board to address their concerns. The Board must follow its own policy and cannot take action, unless the complaint procedure is followed. Until this step is taken, the district cannot address Mrs. Hernandez' concerns.

**BOARD MEMBER  
COMMENTS**

President Ruane welcomed Coachella Valley Unified School District Board member, Mr. Joey Acuna, present in the audience.

Mr. Knight congratulated Ms. Hanke and Mrs. Burns for their win in the election; he thanked former Board member, Mr. David Barnes, for his service on the Board and excellent record of helping to educate Jurupa students. Mr. Knight congratulated National Merit Scholarship Program Recipients and Director of Classified Personnel, Lynne Morgan, for their accomplishments. Mr. Knight commented that being a school board member in 1994, or any year, is a tough job. Facts indicate that times are changing both economically and demographically around the country and the community. However, there are citizens in the community still offering leadership, such as Mr. Sepulveda and Mr. Gonzalez; as well as Mr. Ruane, who worked hard on the Van Buren Blue Ribbon recognition. With this in mind, we need to focus on our objective, which is the education of kids, not the promotion of egos. Mr. Knight stated that it is the youth in our community that are important. He applauded the young lady that brought forward her young baby girl. To provide an educational future for this child is the objective. Measures to encourage support from parents in the Jurupa community, coupled with administration, will make a difference in the educational future of our students. With the leadership of the current Superintendent, and combined efforts of her colleagues, Mr. Knight stated that he looks forward to the next four years.

Mrs. Burns thanked those in the audience for their words of congratulations to both her and Ms. Hanke. She congratulated Mr. Knight for his win in the election. She stated that working with Mr. Knight has been a true pleasure, and Mrs. Burns looks forward to four more years. She congratulated Ms. Hanke, whom she has known since Ms. Hanke was thirteen years old. Mrs. Burns extended publicly to Ms. Hanke any assistance she may need as she familiarizes herself with the district. She stated that when she was first elected, she was extended the same courtesy by Sandra Ruane, and wished to reciprocate the kindness. Mrs. Burns stated that she will be visiting school sites with Ms. Hanke to meet principals and visit classrooms; they will also visit Maintenance Operations and Transportation.

Mrs. Burns expressed that Ms. Hanke has made a decision to familiarize herself in all district procedures. She deserves our support and an opportunity to show her decision-making abilities for students in the district. Her age may be a real advantage for students in the district.

Mrs. Burns congratulated Mr. Sepulveda and stated that he is truly a community member that has assisted in fund raising endeavors; has been supportive to students in many ways, and is truly a Jurupa Hero. Mrs. Burns expressed that she has appreciated Barbara Reul's kind and gentle ways; it will be hard to replace her as she is a real treasure and will be missed.

Mrs. Burns offered her thanks for the flowers she received, and thanked those present that helped in her election campaign by going door-to-door. She appreciated these efforts.

Ms. Hanke congratulated Mr. Knight and Mrs. Burns, and thanked those who spoke on her behalf. She congratulated the National Merit Scholarship Program Recipients: Jennifer Gillroy and John Hoggard, for their outstanding PSAT scores. Ms. Hanke stated that it was a special honor for Daniel Sato and David Sato to be in the top ten in over one million students that took the test.

Ms. Hanke stated that although she has not worked with Barbara Reul, she has heard nothing but good reports.



**BOARD MEMBER  
COMMENTS (CONTD)**

Ms. Hanke submitted information she had received on the "Drug Free Youth In Town" program, and requested that administration look over the material and report back on their findings. She thanked everyone for their presence at the Board meeting.

Mr. Chavez congratulated returning Board members. He stated to Ms. Hanke that she should take advantage of what the California School Boards' Association has to offer; they assist in helping Board members understand their responsibilities. Mr. Chavez requested that administration again educate Board members with an update on the Ralph M. Brown Act. He thanked Mr. Joey Acuna, Board member from Coachella Valley Unified School District, for attending the school board meeting, and congratulated the Van Buren National Blue Ribbon School Committee. Regarding rumors concerning the current administration, Mr. Chavez stated that he served on the selection committee to hire the Superintendent, and that the committee did not make a mistake on the person selected.

Mr. Chavez stated that part of his involvement in the CSBA delegate assembly allows him to communicate with various presenters regarding programs at the high school level. He would like to submit information he received to the Assistant Superintendent Education Services as possible programs for one, or both, high schools. He did not have the material present with him; however, he would bring it to the Education Center during the following week.

Mr. Chavez submitted information concerning the Long Beach Unified School District's decision to implement the wearing of student uniforms in their district. Although this was not a current topic of discussion, he felt it might be helpful if the Jurupa Unified School District decides to move in that direction.

Mr. Chavez congratulated returning Board members. He hoped that in the year ahead, the Board will work together as a unit to establish a course of action and achieve budgetary goals.

President Ruane congratulated Mr. Knight, Mrs. Burns and Ms. Hanke. She stated that she is looking forward to working with them in the coming year. President Ruane expressed that Barbara Reul is definitely going to be missed; she did a wonderful job, and President Ruane wished her well in her retirement.

President Ruane requested that administration report back to the Board on the status of textbooks in the district, at the elementary, as well as the high school level. An article had appeared in the newspaper regarding a possible shortage of textbooks. President Ruane requested information regarding policy as it relates to textbooks and parent's ability to purchase textbooks.

**ACTION SESSION**

**APPROVE MINUTES  
-Motion #117**

**MR. CHAVEZ MOVED THE BOARD APPROVE MINUTES OF THE REGULAR MEETING NOVEMBER 21, 1994 AS PRINTED. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

APPROVE ONE YEAR  
CONTRACT FOR 1994-95  
AUDIT SERVICES  
-Motion #118

The Assistant Superintendent Business Services reported that the district has contracted with Vavrinek, Trine, Day and Company for audit services over the past three years. The Board requested that quotations be requested from other firms which had audited school districts in Riverside County. The lowest bid was received from Soren, McAdams, Bartells.

At 9:00 p.m. a recess was called, as the fire alarm was accidentally activated, as members of the audience were leaving.

At 9:14 p.m. the meeting was called to order by President Ruane.

Assistant Superintendent Business Services recommended that the district continue audit services with Vavrinek, Trine, Day & Co. Their experience and knowledge has generated additional revenue for the district of over \$114,000; they are thorough and perform their work with quality.

Mr. Chavez questioned whether the district was bound to select the company with the lowest bid.

The Assistant Superintendent stated that the district is not in violation if they do not select the lowest bid, as this is a different category of the bidding selection process.

MR. KNIGHT MOVED THE BOARD APPROVE A ONE YEAR CONTRACT WITH VAVRINEK, TRINE, DAY AND COMPANY FOR 1994-95 AUDIT SERVICES AT A COST OF \$19,400.00. MS. HANKE SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

APPROVE  
EDUCATIONAL  
PROGRAMS:

1993-94 SCHOOL  
ACCOUNTABILITY  
REPORT CARDS  
-Motion #119

The Assistant Superintendent Education Services stated that as noted in the Agenda, Proposition 98 has two major provisions: allocation of the state's fiscal resources to schools and the annual issuance of the School Accountability Report Cards. The district is in its sixth year of implementation of the report cards. Board members received a copy of each school's School Accountability Report Card; each report card contains the fourteen mandated informational items, which are made available upon request to parents or citizens.

MR. CHAVEZ MOVED THE BOARD AUTHORIZE ISSUANCE OF THE 1993-94 SCHOOL ACCOUNTABILITY REPORT CARDS AS PRESENTED IN THE SUPPORTING DOCUMENTS FOR BOARD MEMBERS. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

1994-95 VOCATIONAL  
EDUCATION  
APPLICATION  
-Motion #120

The Assistant Superintendent Education Services reported that the district is in its fourth year of the previously approved vocational education funds through the Carl D. Perkins Vocational and Applied Technology Education Act grant, which contains two parts: \$83,845 for Title II, Part C for Secondary Education, and Title II, Part B for Consumer and Homemaking Education, \$6,946. The \$6,946 will be allocated directly to Jurupa Valley High School Home Economics Department to duplicate the successful Rubidoux High School Home Economics program, by forming a Chef's Academy.

1994-95 VOCATIONAL  
EDUCATION  
APPLICATION (CONTD)  
-Motion #120

Mr. Taylor stated that the Board needs to add to two words to the recommendation in the Board Agenda, "approve submittal **and plan.**"

MR. CHAVEZ MOVED THE BOARD APPROVE SUBMITTAL AND PLAN OF THE APPLICATION FOR THIRD YEAR FUNDING OF THE 1993-94 CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION ACT FUNDS. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REVISIONS TO  
REGULATION 1260,  
PARENT  
INVOLVEMENT  
-Motion #121

The Assistant Superintendent Education Services stated that due to recent changes in Coordinated Compliance Review documents, Board Regulation 1260 has been revised to add section #7 and section #8, as listed in the Board Agenda; these appear in bold print in the supporting documents.

Mrs. Burns questioned the cost of training teachers. Mr. Taylor responded that this would be funded through categorical funds and would not affect the General Fund.

MS. HANKE MOVED THE BOARD APPROVE REVISIONS IN BOARD REGULATION 1260 TO REFLECT LEGAL MANDATES REGARDING PARENT INVOLVEMENT. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REVISIONS TO  
REGULATION 6500,  
SCHOOL SITE COUNCIL  
-Motion #122

The Assistant Superintendent Education Services Stated that School Site Councils, which are at each school site, and handle school improvement programs, are operated according to Board Regulation 6500. This regulation must be updated to reflect recent changes in the Brown Act; revisions appear in bold print in the supporting documents.

MR. KNIGHT MOVED THE BOARD APPROVE REVISIONS IN BOARD REGULATION 6500 TO REFLECT COMPLIANCE WITH STATE GUIDELINES FOR SCHOOL SITE COUNCILS. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

CERTIFY 1994/95 FIRST  
PERIOD INTERIM  
REPORT  
-Motion #123

The Assistant Superintendent Business Services reported that the district is required to review its financial condition and submit First and Second Interim reports to the County Office of Education. The Business Office analyzed and projected revenue and expenditures for the year and prepared the certification that the district will be able to meet its financial obligations. The First Interim Report is now due and included in the supporting documents along with the Excess Fund Resolution, which will revise the Budget based on most recent projections. The Unrestricted Reserve is now projected to be \$2,020,057 or 3.0% of total expenditures.

Mr. Knight questioned the Developer Fee match of (\$150,000), total \$475,000. The Assistant Superintendent Business Services indicated that the district is permitted to collect developer fees. The district currently has a dispute with the state over the number of classrooms being used at Jurupa Valley High School. The state has indicated that the district withheld too much money in developer fees, and they wish to be reimbursed.

MR. KNIGHT MOVED THE BOARD CERTIFY THAT THE DISTRICT WILL BE ABLE TO MEET ITS FINANCIAL OBLIGATIONS FOR 1994/95 AND TWO SUBSEQUENT FISCAL YEARS. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE CHANGE  
ORDER #1, SIX  
PORTABLE  
CLASSROOMS  
-Motion #124

The Assistant Superintendent Business Services stated that there is no time or money involved in Change Order #1; this is simply a decrease in the scope of work that will be performed.

MR. CHAVEZ MOVED THE BOARD APPROVE CHANGE ORDER #1 FOR SIX PORTABLE CLASSROOMS AT THREE ELEMENTARY SITES. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE CHANGE  
ORDER #1 RHS  
MODERNIZATION  
-Motion #125

The Assistant Superintendent Business Services stated that Change Order #1 for the Rubidoux High School Modernization in the amount of \$22,179.58 will be paid from the State Building Program. A detailed list of the items included in the Change Order are listed in the supporting documents.

MR. KNIGHT MOVED THE BOARD APPROVE CHANGE ORDER #1 ON LEGAL BID #94/01L FOR THE RUBIDOUX HIGH SCHOOL MODERNIZATION PROJECT IN THE AMOUNT OF \$22,179.58. MS. HANKE SECONDED THE MOTION. President Ruane question what the general feeling of staff and students has been while the modernization has been underway. The Assistant Superintendent Business Services stated that everything has proceeding smoothly, with no major problems. He invited Board members to visit the library and cafeteria to view the changes. A VOTE WAS THEN TAKEN, WHICH CARRIED UNANIMOUSLY.

APPROVE PERSONNEL  
REPORT #10  
-Motion #126

The Assistant Superintendent Personnel Services, recommended Board approval for Personnel Report #10 as printed, to include Insert F-8.

MR. CHAVEZ MOVED THE BOARD APPROVE PERSONNEL REPORT #10 AS PRINTED, TO INCLUDE INSERT F, PAGE 8. Mr. Chavez offered his congratulations to those who received a promotion. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE ROUTINE  
ACTION ITEMS  
-Motion #127

MR. CHAVEZ MOVED THE BOARD APPROVE ROUTINE ACTION ITEMS G 1-5 AS PRINTED: PURCHASE ORDERS; DISBURSEMENTS; AGREEMENTS; APPROPRIATION TRANSFERS, AND ADOPT RESOLUTION #95/09, FOR EXPENDITURE OF EXCESS FUNDS. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REVIEW ROUTINE  
INFORMATION  
REPORTS

The Board reviewed the following routine information reports: Review of Teacher Assignments as Required by Education Code Section 44258.9(a); Revised Procedure #242, Notification to Teachers of Student Discipline Matters, and Staff Development Days. There were no questions or comments.

### ADJOURNMENT

There being no further business, President Ruane adjourned the Regular Meeting from Public Session at 9:35 p.m.

MINUTES OF THE REGULAR MEETING OF MONDAY, DECEMBER 5, 1994 ARE APPROVED AS

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President

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Clerk

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Date

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-103-

To: The Jurupa Unified School Board

From: Rubidoux High School AVID Coordinators

Re: AVID Program Overview and Budget Proposal

Date: December 13, 1994.

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The packet you have before you is designed to provide you with information regarding the **AVID** Program which is presently in its second year of implementation at Rubidoux High School. **AVID** is an acronym which stands for **Advancement Via Individual Determination**. It is a program which was started fourteen years ago in San Diego and has become international in scope. It is designed to target students who meet three specific criteria:

- A. underrepresented minority as determined by the University of California ( i.e., African Americans, Hispanics, and Pacific Islanders).
- B. underachieving academic status
- C. low socio-economic background

Once these students have been identified through guidance counselor and teacher recommendations, each one is encouraged to submit an application to be considered for placement. This program is an on-site, weekly, and long-range system of support designed to assure successful placement in a 4-year college. Rubidoux currently has four sections of AVID students, each led by a designated AVID Coordinator. This person has committed him/herself to providing on-going support through all four years for each class. We plan to add two sections a year for a total of eight sections. Jurupa Valley High School will also offer two sections per year for a total of eight.

We submit this information with the intent of engendering district support for our program both in spirit and in funds. Currently, our program is strictly funded by discretionary monies provided by our principal, Don Vail. Although we are most definitely grateful for this tangible means of support, we recognize that this can only be temporary at best. If we are to bring this program on line with existing AVID programs throughout the state of California, we need a solid commitment of district-based funding.

We are all most grateful for your kind consideration in this matter.

# AVID Proposed Budget 1995/96

## Per section of AVID

| Item  | Amount    |
|---|-----------|
| Tutor funds:  |           |
| \$7.00/hour X 3 hours/week<br>X 36 weeks X 5 tutors | \$3780.00 |
| Summer Institute Registrations                      |           |
| 1 site team member and<br>1 teacher X \$225.00      | \$450.00  |
| Room and Meals                                      | \$500.00  |
| Field Trips   |           |
| 250.00 X 3 trips per year<br>transportation, subs.  | \$750.00  |
| Monthly coordinator's workshop                      |           |
| \$90.00 substitute X 5 meetings                     | \$450.00  |
| \$70.00 registration                                | \$70.00   |
| Copy Costs  |           |
| \$100.00 per class                                  | \$100.00  |
| Phone   |           |
| \$200.00 per class                                  | 200.00    |
| **Installation                                      | 100.00    |
| Supplies and AVID library                           | 400.00    |
| Student Binders, SAT Prep books etc.                |           |
| AVID curriculum Binders **                          | 200.00    |

-----  
--  
**TOTAL PROPOSED:**

**\$7000.00**

\*\*One time fees.

**Advancement  
Via  
Individual  
Determination**

AVID is an academic elective class based on "writing as a tool of learning", collaborative grouping, and the inquiry method. The three main components of the program are academic instruction, tutorial support, and motivational activities.

**Academic Instructions:**

Students will learn:

- |                     |                          |
|---------------------|--------------------------|
| -notetaking skills  | -writing skills          |
| -test taking skills | -goal setting strategies |
| -organization       | -time management         |
| -self esteem        |                          |

**Tutorial Support:** Three days a week AVID students will participate in tutorial groups lead by college students. In these groups students will receive help in their other academic classes.

**Motivational Activities:** AVID students will benefit from motivational activities such as field trips (to colleges, museums and plays) and guest speakers.

**Grading:** An AVID student's grade is based primarily upon a notebook that he or she is required to keep. He or she will be expected to take notes on a daily basis in all classes and to maintain an assignment sheet recording all assignments. Grading will also reflect other class assignments and tests. Students are responsible for contacting the teacher the day they return from an absence to arrange to make up missed work.

**Homework:** AVID students have homework every night!! This homework is to update, review, and study notes taken each day.

**Course Expectations:** AVID students are expected to :

- enroll in college preparatory classes
- maintain satisfactory citizenship and attendance
- take notes every day in each class
- do at least two hours of homework nightly
- meet the requirements of the AVID class (tutorials, writing assignments, etc..)

**AVID**  
**(Advancement Via**  
**Individual Determination)**

**AT A GLANCE**

- Target Students:**
1. Underrepresented  
(ethnically diverse and/or  
low income)
  2. Underachieving

- Student Goals:**
1. Academic success in  
college prep courses
  2. Completion of University of  
California A-F requirements
  3. Enrollment in four-year  
college or university

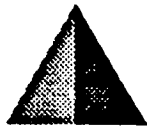
- Components:**
1. Student: Ongoing  
enrollment in elective AVID  
class
  2. Parents: Participate in  
support activities
  3. AVID Coordinator: Lead  
teacher and team leader
  4. Site team: Incorporation of  
methodologies (writing,  
inquiry, collaboration) to  
promote schoolwide change
  5. Tutors: Academic support  
for students, role models
  6. Administration:  
Philosophical and financial  
support



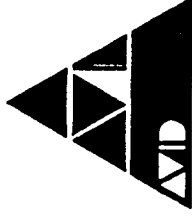
# The AVID Class

## AT A GLANCE

- Logistics:**
1. Regularly-scheduled course
  2. Meets during school day
  3. Initial implementation of one section
- Content:**
1. Writing-based curriculum
  2. Writing to learn activities
    - a. Discourse mode lessons
    - b. Notetaking
    - c. Learning log
  3. Inquiry lessons
  4. Collaborative tutorials
  5. Motivational activities
  6. College entry skills
- Guidelines:**
1. Enrollment in college prep courses
  2. Satisfactory citizenship and attendance
  3. Maintenance of the AVID binder with daily notes
  4. Completion of homework

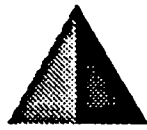


# CALL FOR AVID

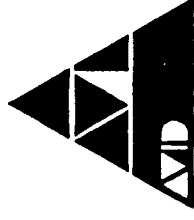


**5. Although in our K-12 schools  
1.8 million of the students are  
Latino or African-American, fewer  
than 1,500 of these students graduate  
from California public colleges each  
year.**

**-California Department of Education**



**Only 8.3% of all**



**bachelor's degrees**

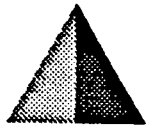
**awarded in the United**

**States are earned by**

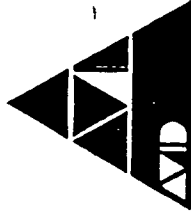
**African Americans,  
Native Americans, and  
Latinos.**

.....

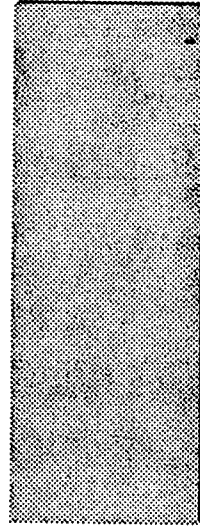
**--Source: Framework for a National Action Plan 1990-2000  
Report of a Convocation, 1990**



# AVID RESULTS

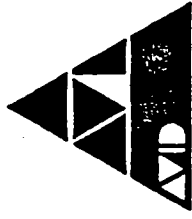


The percent of underrepresented graduates enrolling in postsecondary institutions from the original San Diego County AVID high schools from 1986 to 1990 increased 44.9%, an increase 120.1% higher than the statewide increase.

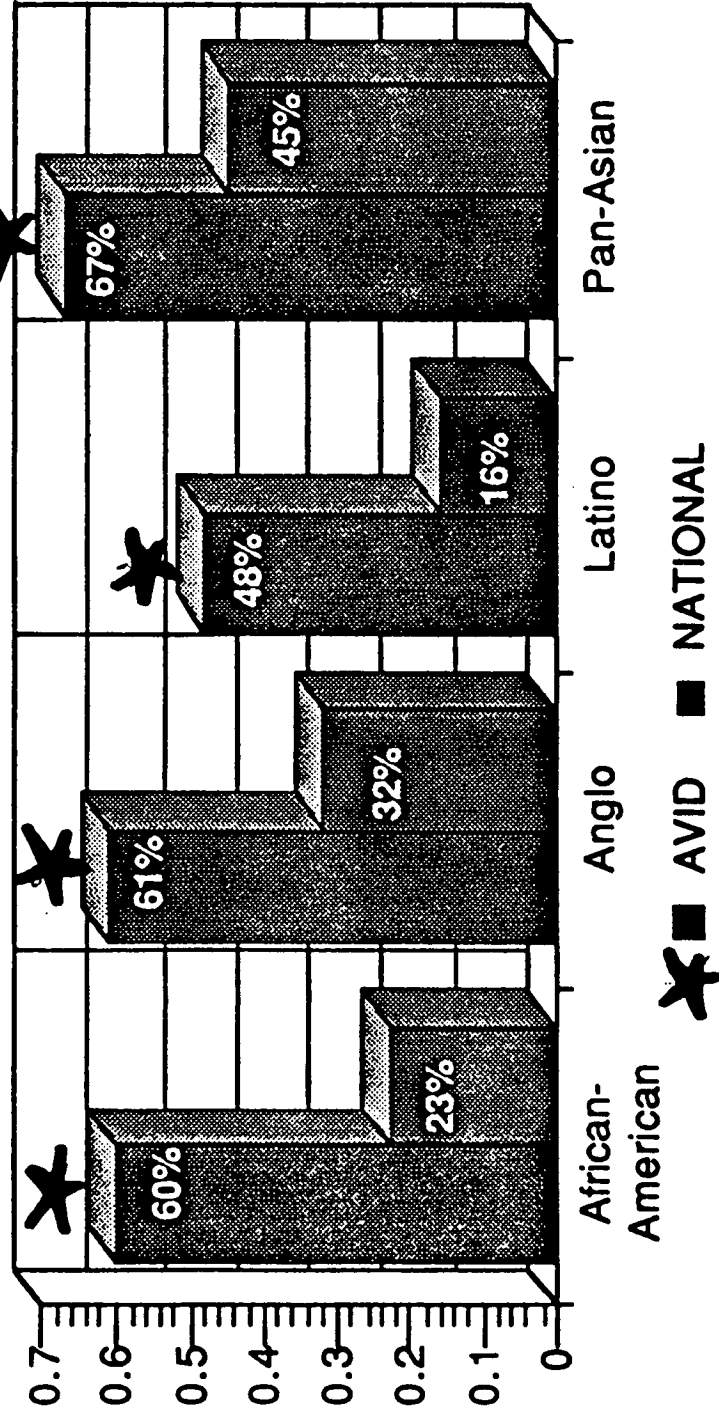


- San Diego County Office of Education, 1991

# FOUR-YEAR COLLEGE PARTICIPATION BY ETHNICITY 1992

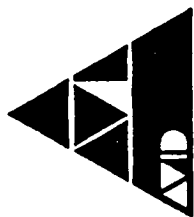


**AVID San Diego County and National Comparisons**

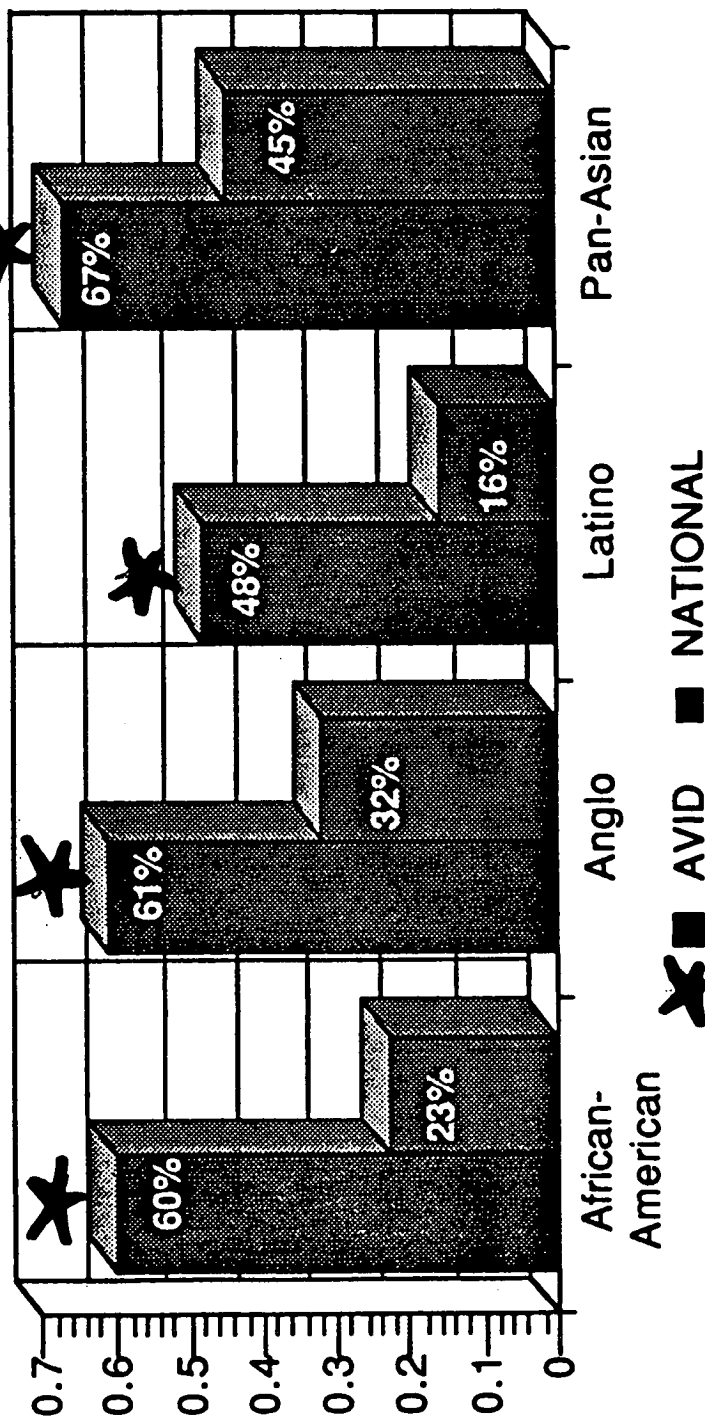


- UCSD Independent Research, 1992

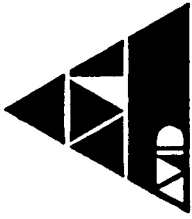
# FOUR-YEAR COLLEGE PARTICIPATION BY ETHNICITY 1992



AVID San Diego County and National Comparisons



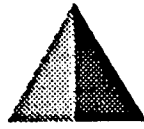
- UCSD Independent Research, 1992



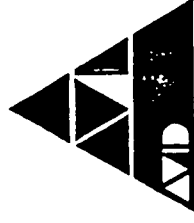
**92.3% of AVID  
graduates enroll in 2  
and 4 year colleges  
each year.**

.....

--Source: University of California Research



# AVID RESULTS

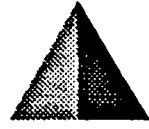


The percent of graduates completing four-year college entry requirements from the original San Diego County AVID high schools from 1986 to 1990 increased 48.2%, an increase 141% higher than the statewide increase.

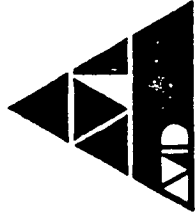


- San Diego County Office of Education, 1991

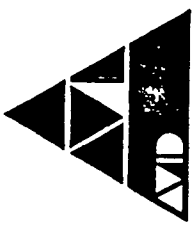
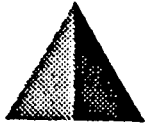




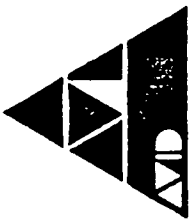
# WHY AVID WORKS



- Places low-achieving students in rigorous curriculum and gives them the support to achieve therein
- Provides the explicit "hidden curriculum" of schools



- **Provides a team of students for positive peer identification**
- **Redefines teacher's role as that of student advocate**



- **Focuses on academic success of low-achieving students as a schoolwide issue, with significant portions of the school culture mobilized toward their success**

1. Library on site: Yes ☒ No ☐  
2. Credentialed Library Media Teacher on site: Yes ☐ No ☒

## LIBRARY GRANT APPLICATION

### CALIFORNIA PUBLIC SCHOOL LIBRARY PROTECTION FUND

#### Identification:

- A. School Name Mission Bell Elementary School CDS # 33 67090 6032189
- B. District Jurupa Unified School District County Riverside County
- Address: 3924 Riverview Drive  
Riverside, CA 92509
- C. Contact Person/Title Janaye Jones, District Instructional Media  
Center Coordinator
- D. Phone # (909) 222-7721 FAX # \_\_\_\_\_

**Acceptance:** Members of the Library Improvement Plan Committee are required to complete and return this form with the application.

WE HEREBY CERTIFY THAT WE HAVE PARTICIPATED IN THE PREPARATION OF THIS GRANT APPLICATION.

Marge Steinbrinck Marge Steinbrinck  
Principal, printed name and signature

Janaye Jones Janaye Jones  
Library Media Teacher, printed name and signature

Pat Villalobos Pat Villalobos  
Teacher, printed name and signature

Karen Krumheuer Karen Krumheuer  
Teacher (additional), printed name and signature

Teacher (additional), printed name and signature

Continue on the back if necessary for others involved in developing your Library Improvement Plan.

Return form with Application, Library Improvement Plan, and Drug-free Workplace Certification by 5:00 p.m., February 1, 1995, to: Barbara Jeffus, School Library Consultant; Library Grant Application; California Department of Education; Curriculum, Instruction and Assessment Division; 721 Capitol Mall, Third Floor, P.O. Box 944272-2720; Sacramento, CA 94244-2720.



**I. School Information**A. Enrollment 542B. Grade Levels K-6

C. Ethnicity (percent of enrollment)

|                                   |               |
|-----------------------------------|---------------|
| American Indian or Alaskan Native | <u>0.4</u> %  |
| Asian                             | <u>0.9</u> %  |
| Pacific Islander                  | <u>0.0</u> %  |
| Filipino                          | <u>0.2</u> %  |
| Hispanic                          | <u>48.7</u> % |
| Black (Not Hispanic)              | <u>3.4</u> %  |
| White (Not Hispanic)              | <u>46.5</u> % |

D. Number of Limited-English-Proficient students 107  
Percent of student body 20 %

E. Unique features (e.g., magnet, charter, GATE, etc.):

Mission Bell earned the Distinguished School Honor in 1987.

**II. Library Information**A. Credentialed Library Media Teacher: Yes ☐ No ☒Hours per week in library N/AB. Library Technician: Yes ☐ No ☒Hours per week in library N/AC. Other(s) Elementary Media Clerk  
(Credentialed teacher, clerk, volunteer, etc.)D. Number of hours open for students 35 hours per weekTimes 8:30 - 3:30E. Number of Volumes in collection 6,293Ratio of books to students 11.6 : 1  
(Divide total number of books by number of students)

## F. Age of collection

Using the 629s from the library's Dewey nonfiction classification system as a sampling, please place a tally mark next to the year for each book with that copyright date. (Any number starting with 629 should be tallied.)

|          |       |      |          |      |          |      |          |            |           |
|----------|-------|------|----------|------|----------|------|----------|------------|-----------|
| Pre-1950 | _____ | 1960 | _____    | 1970 | _____    | 1980 | <u>4</u> | 1990       | <u>4</u>  |
| 1951     | _____ | 1961 | _____    | 1971 | <u>2</u> | 1981 | <u>4</u> | 1991       | _____     |
| 1952     | _____ | 1962 | _____    | 1972 | _____    | 1982 | <u>5</u> | 1992       | <u>1</u>  |
| 1953     | _____ | 1963 | _____    | 1973 | _____    | 1983 | <u>5</u> | 1993       | _____     |
| 1954     | _____ | 1964 | _____    | 1974 | <u>2</u> | 1984 | <u>2</u> | 1994       | _____     |
| 1955     | _____ | 1965 | _____    | 1975 | _____    | 1985 | <u>1</u> |            |           |
| 1956     | _____ | 1966 | _____    | 1976 | <u>2</u> | 1986 | <u>2</u> |            |           |
| 1957     | _____ | 1967 | <u>1</u> | 1977 | <u>2</u> | 1987 | <u>2</u> |            |           |
| 1958     | _____ | 1968 | <u>1</u> | 1978 | <u>3</u> | 1988 | _____    |            |           |
| 1959     | _____ | 1969 | _____    | 1979 | <u>3</u> | 1989 | _____    |            |           |
|          |       |      |          |      |          |      |          | TOTAL # IN |           |
|          |       |      |          |      |          |      |          | SECTION    | <u>46</u> |

G. Number of subscriptions currently ordered for student use: 5

H. Describe current uses of technology in the library:

For instruction— None.

For management— Computerized Circulation/Inventory Management

I. Identify approximately how many of these nonprint items are in the library:

|                   |          |
|-------------------|----------|
| Videos            | <u>0</u> |
| Filmstrips        | <u>0</u> |
| Computer software | <u>0</u> |
| CD-Rom            | <u>0</u> |
| Laser Disks       | <u>0</u> |

## LIBRARY IMPROVEMENT PLAN

### I. NEEDS ASSESSMENT

#### A. SPECIAL NEEDS of Mission Bell Elementary Library :

**FOCUS:** Science, Mathematics and Social Studies reference materials to connect the curriculum with the state frameworks and to align with current textbook adoptions.

1. Reference Books - average age of our current collection of reference books is 10 years. There are no current almanacs or atlases. There are three sets of encyclopedias, two of which are over ten years old. There is one 1984 specialized reference encyclopedia in science. There are no specialized reference encyclopedias in history, social studies, fine arts, or language arts.
2. CD-ROMs - research study corner of the library is equipped with a work station with 2 computers with CD-ROM capability. At this time there is no technology available in the library for student use for information retrieval.

#### B. STUDENTS WILL BENEFIT BY:

1. Having access to a variety of information for use in their research.
2. Obtaining up-to-date and current information about the world, politics, animals, environment, and many other topics.
3. Utilizing current reference materials in the library where the media clerk is available to assist them.
4. Generating reports for the classroom.
5. Being able to quickly access information, graphs, pictures , etc. for immediate use in the classroom.

#### C. TEACHERS WILL BENEFIT BY:

1. Being able to send small groups of students to the library to do research.
2. Being able to request bibliographies which the media clerk will be easily able to generate.
3. Being able to utilize current reference materials in lesson planning.
4. Utilizing CD-ROM technology.
5. Collaborating with the media clerk to better utilize the new reference materials.

#### **D. CURRICULUM WILL BE ENHANCED BY:**

1. The in-depth information available on the CD-ROMS and in the new reference books.
2. The balancing of the collection by reducing the large gaps of missing material that constitutes the current collection..
3. Students learning to utilize new technology.
4. The alignment of information with the state frameworks and textbook adoptions.

#### **II. GOALS AND OBJECTIVES OF MISSION BELL LIBRARY:**

- A. In the next five years the library will continue to be the focal point of school research.
- B. Students will find that accessing accurate, exciting information will enhance their studies and improve their skills and knowledge.
- C. Every student will become proficient in information retrieval using the newest technology available in our school..
- D. Teachers will view the library as a valuable resource of curriculum aligned materials.

#### **III. ACTION PLAN:**

This grant will be used:

- A. To purchase reference books such as, Science and Nature Encyclopedias, Popular Science Encyclopedias, Encyclopedia of Animals, Endangered Species Encyclopedia and new atlases and almanacs.
- B. To purchase multimedia encyclopedias and additional CD-ROM materials related to the science, social studies, language arts and mathematics curriculum.

NOTE: Other funds were used to purchase two computers with CD-ROM drives and a double work station for the library. These computers are specifically for student use. The work station is located in a quiet corner of the library close to the reference section. This has created an environment that is conducive to study, learning, and research.



#### IV. EVALUATION :

We will know that our goals have been met:

- A. When teachers can obtain accurate, relevant materials to utilize in lesson design preparation.
- B. When students become adept at using the technology available to them at the work station in the library.
- C. When students' written and oral reports indicate that they have researched, evaluated and synthesized information.
- D. When the communication between the teachers and the media clerk has increased to the degree that she is viewed as an integral component in their lesson preparation.
- E. When teachers can expect that their requests for curriculum related materials will be satisfied with significant relevant information.
- F. Both students and teachers will view the library not only as a source of recreational reading, but as a reference center where they can access up-to-date, accurate information.

#### V. THE JURUPA UNIFIED BOARD OF EDUCATION APPROVED THE LIBRARY IMPROVEMENT PLAN ON JANUARY 17, 1995.

- J. Existing library budget: Identify the amount budgeted and source of funds for the 1993-94 school year and the 1994-95 school year without the grant. The grant funding must supplement, not supplant, other expenditures for the support of the school library.

| Type of Resource | Amount Budgeted 1993-94 | Source of Funds 1993-94              | Amount Budgeted 1994-95 | Source of Funds 1994-95              |
|------------------|-------------------------|--------------------------------------|-------------------------|--------------------------------------|
| Books            | 386.00                  | Chapter 2                            | 404.75                  | Chapter 2                            |
| Periodicals      | 300.00                  | District Instructional Mtls. Alloca. | 300.00                  | District Instructional Mtls. Alloca. |
| Supplies         | 200.00                  | District Allowance                   | 200.00                  | District Allowance                   |
| Software         |                         |                                      |                         |                                      |
| Hardware         |                         |                                      |                         |                                      |
| TOTAL            | 886.00                  |                                      | 904.75                  |                                      |

### III. Library Improvement Plan

In a narrative or outline form, address each of the following issues. Do not exceed three pages total. Use 1-inch margins, a 1-1/2 line spacing, and print no smaller than 12 point in any clear and readable font.

- What are the special needs of your library (site the data provided in Part II) and how will meeting those needs benefit the students, teachers, and curriculum at your school? (*Needs Assessment; 50 points*)
- How do you want to see your library media center change and improve in the next five years? (*Goals and Objectives; 50 points*)
- How will the grant be used to help you obtain your goals? (*Action Plan; 50 points*)
- How will you know you have met or moved toward achieving your stated goals? (*Evaluation; 50 points*)
- Date of approval by local Board of Education for Library Improvement Plan.

#### IV. Expenditures

**Complete the following chart to show how you will use your grant money. You do not need to provide specific titles.**

| Objective   | Type of Material<br>(e.g., magazine index,<br>books, laser disk, etc.) | Estimated Budget |
|---|--|------------------|
| The library will become a<br>viable source of up-to-date<br>information for teachers and<br>students alike. | Reference books  |                  |
|   | Atlases  |                  |
|   | Almanacs   |                  |
|   | Encyclopedias  | 3,000.00         |
|   | CD-ROMs  | 2,000.00         |
|   | <b>TOTAL</b>   | <b>5,000.00</b>  |

## V. Maintaining the Collection

**A. If there is no certificated library media teacher on site, who will be responsible for selecting and appropriately maintaining materials?**

1. Library Committee made up of five teachers, the library media clerk and the principal.

**B. How will materials be made accessible to students?**

1. Each class is scheduled into the library one period per week.
2. 11½ hours are available for unrestricted scheduling for whole classes.
3. 27½ hours are available for small groups of students to use the reference section and computer work place.
4. 14 hours are available for teachers to meet with the media clerk without students.

Jurupa Unified School District

COMPANY/ORGANIZATION NAME

The contractor or grant recipient named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
  - (a) The dangers of drug abuse in the workplace,
  - (b) The person's or organization's policy of maintaining a drug-free workplace,
  - (c) Any available counseling, rehabilitation and employee assistance programs, and
  - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355(c), that every employee who works on the proposed contract or grant:
  - (a) Will receive a copy of the company's drug-free policy statement, and
  - (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.

**CERTIFICATION**

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

OFFICIAL'S NAME Jim Taylor

DATE EXECUTED January 3, 1995

EXECUTED IN THE COUNTY OF Riverside

CONTRACTOR or GRANT RECIPIENT SIGNATURE

TITLE

Assistant Superintendent, Education Services

FEDERAL ID. NUMBER

95 60 00 828



PORTER • STINSON • MILLER  
ARCHITECTS / PLANNERS

**CHANGE  
ORDER 1**

**PROJECT:** PERALTA ELEMENTARY SCHOOL  
PORTION ONE  
Jurupa Unified School District

**CHANGE ORDER NUMBER: 1**

**DATE:** October 18, 1994

**TO:** Chartered Construction Corporation  
3301 Barham Boulevard, Suite 400  
Los Angeles, CA 90068

**D.S.A. #A-61288**  
**File #33-19**

**You are directed to make the following changes in this Contract:**

Reference attached items CO-1.1 through CO-1.4.

Change Order No. 1 is for Service Site work / Portion One per D.S.A. approved drawings only.

Not valid until signed by both the Owner and Architect, and approved by D.S.A.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

|  |              |
|--|--------------|
| The original D.S.A. Contract price estimate was .....          | 4,188,000.00 |
| Net change by previously authorized Change Order was .....     | 0.00         |
| The total Contract Sum before this Change Order was .....      | 4,188,000.00 |
| The Contract Sum will be increased by this Change Order .....  | 55,907.62    |
| The new Contract Sum including this Change Order will be ..... | 4,243,907.62 |
| The Contract Time was previously extended .....                | 0 Days       |
| The new Contract Time extension will total .....               | 35 Days      |
| The total extension extends contract to September 23, 1994.    |              |

**ARCHITECT**

**CONTRACTOR**

**Authorized:  
OWNER**

PORTER • STINSON • MILLER  
350 West 5th Street, #201-B  
San Bernardino, CA 92401

Chartered Construction Corp.  
3301 Barham Blvd., #400  
Los Angeles, CA 90068

Jurupa Unified School District  
3924 Riverview Drive  
Riverside, California 92509

BY David S. Lystrup BY W. J. L. Lystrup

BY \_\_\_\_\_

DATE 10/18/94

DATE 10/25/94

DATE \_\_\_\_\_

cc: File

**ITEM CO-1.1:**      **BLASTING (2) BOULDERS** - The Contractor was required to over excavate and then blast with dynamite, (2) boulders that were each larger than a mini-van in size. The soils report identified a granite dome on the site and the buildings were located to miss it. However, the huge boulders were an unforeseen site condition.

**Justification:**      The boulders, if left, would have been 2' above finish grade in the parking lot area. The contractor over excavated the boulders and explored options and costs of breaking up the rocks, blasting, removing or relocating the rocks on the site. The Contractor found blasting was half the cost of using equipment to break up, remove, or bury the boulders. See attached documentation for the Contractor's costs in excavating and blasting the boulders.

**Requested by:**      Architect.

SERVICE SITE ADDITIVE COST ..... \$6,323.66  
TIME EXTENSION ..... 2 Days

**ITEM CO-1.2:**      **REMOVAL AND RECOMPACTION OF EXISTING FILL ON SITE** - The Contractor was required by the soils engineer to remove uncontrolled fill that was encountered within two areas along Riverview Drive.

**Justification:**      In a letter dated May 23, 1994 (attached), the soils engineer stated that uncontrolled fill was encountered that was not encountered in the soils report prepared by Leighton and Associates. This was an unforeseen condition to the bidders, but required for the necessary soil compaction.

**Requested by:**      Engineer and Architect.

SERVICE SITE ADDITIVE COST ..... 17,933.09  
TIME EXTENSION ..... 8 Days

ITEM CO-1.3: COSTS INCURRED DUE TO JOB SHUT-DOWN - The Riverside County Department of Building and Safety shut the project down so that no fill could be imported to the site.

Justification: Over 40,000 cubic yards of fill had to be imported to this site. The temporary use permit on the site where the import was coming from expired during the time the State was reviewing contract documentation of Minority Owned, Women Owned Business Enterprises and funding the project after bidding. The Contractor had completed the compaction of earthwork on the site and was importing fill for the playground. The Contractor was unable to do any work and had to pull off the grading equipment and close down the project.

Requested by: Architect and School District.

|                                  |           |
|----------------------------------|-----------|
| SERVICE SITE ADDITIVE COST ..... | 16,086.77 |
| TIME EXTENSION .....             | 13 Days   |

ITEM CO-1.4: COSTS INCURRED DUE TO JOB SHUT-DOWN - The Rubidoux Community Services District shut all water off for the use of the Contractor for the space of (12) days. Without water, the Contractor could not continue compaction and grading.

Justification: The Water District was concerned over an existing 12" sewer line on the site and existing water lines that were very close to the surface. The sewer line could not be abandoned and capped off by the Contractor, per the contract documents, because the Riverside County Open Parks District would not expedite the granting of temporary and permanent easements through their property for a new 12" sewer line included in the contract documents. The County Real Properties slowed down the approval process until appraisals and agreements could be reached between (2) county agencies and the local utility company. The Water District shut off all access to water for compaction and fire protection to the site.

Requested by: Architect and School District.

|                                  |           |
|----------------------------------|-----------|
| SERVICE SITE ADDITIVE COST ..... | 15,564.10 |
| TIME EXTENSION .....             | 12 Days   |

|  |             |
|--|-------------|
| TOTAL SERVICE SITE ADDITIVE COST ..... | \$55,907.62 |
| TOTAL TIME EXTENSION .....             | 35 Days     |



Jurupa Unified School District

Personnel Report #11

January 3, 1995

CERTIFICATED PERSONNEL

Regular Assignment

|         |   |   |
|---------|---|---|
| Teacher | Ms. Barbara Flores<br>765 Huston Drive<br>Riverside, CA 92507 | Effective January 30, 1995<br>Multiple Subject with<br>Bilingual Emphasis |
|---------|---|---|

Return to Full-Time Status

|         |                   |                           |
|---------|-------------------|---------------------------|
| Teacher | Ms. Anita Shively | Effective January 3, 1995 |
|---------|-------------------|---------------------------|

Extra Compensation Assignment

Glen Avon Elementary: 1994-95 school year; after school sports and recreation program.

|                 |       |
|-----------------|-------|
| Barbara Flores  | \$250 |
| Denise Hawkins  | \$250 |
| Constance Lubak | \$250 |
| Robert Mercer   | \$250 |
| Michael Nelson  | \$250 |
| Basil Slaymaker | \$250 |
| Julia Trunnell  | \$250 |
| Ralph Haber     | \$250 |

Van Buren Elementary: after school reading teacher; November 14, 1994 through December 12, 1994; not to exceed 12 hours total; appropriate hourly rate of pay.

Elizabeth Einecke

Jurupa Middle School: 1994-95 school year; after school sports and recreation program.

|                |       |
|----------------|-------|
| Michael Goltry | \$700 |
| Phil Stokoe    | \$350 |
| Gary Peterson  | \$350 |

Mission Middle School: workshop and planning session for "Embedding the Basics", December 3, 1994; not to exceed six (6) hours total; appropriate hourly rate of pay.

|              |             |
|--------------|-------------|
| Karen Stokoe | Stacy Heath |
|--------------|-------------|



## Personnel Report #11

### CERTIFICATED PERSONNEL

#### Extra Compensation Assignment

Rubidoux High School Athletics; 1994-95 school year; appropriate seasonal rate.

|                |                                  |
|----------------|----------------------------------|
| Dale Johnson   | Head Boys Basketball Coach       |
| Harrison Cole  | Assistant Boys Basketball Coach  |
| Troy Adams     | Assistant Boys Basketball Coach  |
| Susan Gaustad  | Head Girls Basketball Coach      |
| Gene Erickson  | Assistant Girls Basketball Coach |
| Dick Slivka    | Assistant Girls Basketball Coach |
| Armando Muniz  | Wrestling Coach                  |
| Vern Lauritzen | Wrestling Coach                  |

Rubidoux High School; 1994-95 school year; extra duties; appropriate annual rate of pay.

|                 |                    |
|-----------------|--------------------|
| Mike O'Neill    | Drill Team Advisor |
| Chris Eldred    | Drill Team Advisor |
| Jenny Cravin    | Tall Flags Advisor |
| Adrian Williams | Tall Flags Advisor |

#### Substitute Assignment

|         |   |  |
|---------|---|--|
| Teacher | Ms. Elsa Buenrostro<br>7979 Bounty Trail<br>Riverside, CA 92509   | As needed<br>Multiple Subject Credential |
| Teacher | Ms. April Geltch<br>4819 Chamber Avenue<br>LaVerne, CA 91750      | As needed<br>30-Day Emergency Permit     |
| Teacher | Mr. Carl Hockett<br>580 S. Cecilia Drive<br>San Jacinto, CA 92583 | As needed<br>30-Day Emergency Permit     |
| Teacher | Mr. Gary Mares<br>3863 Redwood Drive<br>Riverside, CA 92501       | As needed<br>30-Day Emergency Permit     |

#### Leave of Absence

|         |  |   |
|---------|--|---|
| Teacher | Ms. Danice Hord<br>2135 Longmont Street<br>Riverside, CA 92506 | Maternity Leave effective<br>February 8, 1995 through<br>March 22, 1995 with use<br>of sick leave benefits. |
|---------|--|---|

Personnel Report #11

CERTIFICATED PERSONNEL

Leave of Absence

|         |   |   |
|---------|---|---|
| Teacher | Ms. Rebecca Horkan<br>3648 Oakwood Place<br>Riverside, CA 92506 | Unpaid Special Leave<br>January 3, 1995 through<br>June 16, 1995 without<br>compensation, health and<br>welfare benefits or incre-<br>ment advancement. |
|---------|---|---|

CLASSIFIED PERSONNEL

Regular Assignment

|                                |  |   |
|--------------------------------|--|---|
| Administrative<br>Secretary    | Ms. Debbie Gray<br>7896 Lakeside Drive<br>Riverside, CA 92509      | Effective December 5, 1994<br>Work Year A                   |
| Activity Supervisor            | Ms. Candida Padilla<br>6185 Sandoval Avenue<br>Riverside, CA 92509 | Effective November 30,<br>1994<br>Work Year F1<br>Part-time |
| Activity Supervisor            | Ms. Patricia Perez<br>5290 Beach Street<br>Riverside, CA 92509     | Effective December 7, 1994<br>Work Year F1<br>Part-time     |
| Bus Driver-Special<br>Students | Ms. Kathleen Sollows<br>9672 Derby Drive<br>Riverside, CA 92509    | Effective November 29,<br>Work Year F<br>Part-time          |

Short-Term/Extra Work

Education Support Services: review and prepare 250 files for Rubidoux High School CCR; December 19-20, 1994 ; not to exceed eight (8) hours each; appropriate hourly rate of pay.

|              |                  |
|--------------|------------------|
| Secretary    | Rebecca Larson   |
| Clerk-Typist | Roberta Hamersma |

Mission Bell Elementary; to babysit for school site council meeting; November 17, 1994; not to exceed one (1) hour total; appropriate hourly rate of pay.

|                     |            |
|---------------------|------------|
| Activity Supervisor | Carol Leon |
|---------------------|------------|

Personnel Report #11

CLASSIFIED PERSONNEL

Substitute Assignment

|                          |   |           |
|--------------------------|---|-----------|
| Activity Supervisor      | Ms. Jan Harness<br>6237 Cross River Drive<br>Riverside, CA 92509  | As needed |
| Activity Supervisor      | Ms. Pam Juarez<br>4860 Dodd Street<br>Mira Loma, CA 91752         | As needed |
| Cafeteria Assistant I    | Ms. Shawna Murphy<br>3975 Stanton Street<br>Riverside, CA 92509   | As needed |
| Activity Supervisor      | Ms. Connie Perez<br>5475 Troth Street<br>Mira Loma, CA 91752      | As needed |
| Bilingual Language Tutor | Ms. Maria Perez<br>3593 Wallace Street #13<br>Riverside, CA 92509 | As needed |
| Automotive Servicer      | Mr. Les Ritch<br>8840 Thorobred Lane<br>Riverside, CA 92509       | As needed |
| Activity Supervisor      | Mr. Rafael Ruvalcaba<br>3705 Mears<br>Riverside, CA 92509         | As needed |
| Fiscal Clerk             | Ms. Irene Smetana<br>3984 Haynes Drive<br>Riverside, CA 92509     | As needed |

Leave of Absence

|                   |  |  |
|-------------------|--|--|
| Clerk-Typist      | Ms. Nicole Crafton<br>1204 W. Blaine #2<br>Riverside, CA 92507         | Unpaid Special Leave<br>January 9, 1995 through<br>March 17, 1995 without<br>compensation, health and<br>welfare benefits, increment<br>advancement or the accrual<br>of seniority for layoff or<br>reduction in force purposes. |
| Preschool Teacher | Ms. LeeAnn Ventura<br>25342 Old Farm Street<br>Moreno Valley, CA 92553 | Maternity Leave effective<br>February 3, 1995 through<br>March 22, 1995 with use<br>of sick leave benefits   |

Personnel Report #11

CLASSIFIED PERSONNEL

Placement on 39-Month Reemployment List

|                             |   |                                |
|-----------------------------|---|--------------------------------|
| Stock Clerk/Delivery Driver | Mr. Bobby Spann<br>4631 Hedrick Avenue<br>Riverside, CA 92505 | Effective November 24,<br>1994 |
|-----------------------------|---|--------------------------------|

Resignation

|                     |  |                                |
|---------------------|--|--------------------------------|
| Activity Supervisor | Ms. Vicky Freitag<br>4281 Tola Court<br>Riverside, CA 92509      | Effective November 30,<br>1994 |
| Instructional Aide  | Ms. Mary Guitron<br>7404 Christine Avenue<br>Riverside, CA 92509 | Effective December 31,<br>1994 |

OTHER PERSONNEL

Temporary/Short-Term Assignment

Bilingual Education: to serve as a Peak Load Clerical Assistant for the Title VII Program; December 5, 1994 through January 11, 1995; not to exceed 40 hours per week; \$8.23 per hour.

Peak Load Clerical      Leticia Cervanetes

Education Services: to serve as a Peak Load Clerk; December 5, 1994 through December 9, 1994; not to exceed 40 hours total; \$8.23 per hour.

Peak Load Clerk      Malvis Goni

Education Support Services: peak load assistance; November 28, 1994 through December 16, 1994; not to exceed four (4) hours daily; \$8.23 per hour.

Clerical Aide      Terri Bierwirth

Instructional Services: to provide translation for parent meeting at Rubidoux High School; November 9, 1994; not to exceed 1 1/2 hours total; \$10.00 per hour.

Translator      Connie Vizcarra

Ina Arbuckle Elementary: to serve as a Peak Load Clerical; November 18, 1994 through June 2, 1995; not to exceed 48 hours total; \$7.841 per hour.

Peak Load Clerical      Kathi Garcia

Personnel Report #11

OTHER PERSONNEL

Temporary/Short-Term Assignment

Ina Arbuckle Elementary; to serve as an After School Program Helper; November 14, 1994 through February 3, 1995; not to exceed 30 hours total; \$8.70 per hour.

After School Helper      Diane Tudge

Indian Hills Elementary; to serve as a Peak Load Clerical; December 1, 1994 through June 30, 1995; not to exceed five (5) hours per week; \$8.23 per hour.

Peak Load Clerical      Debi May

Pacific Avenue Elementary; leadership team meeting; November 13, 1994 through May 30, 1995; not to exceed four (4) hours each; appropriate hourly rate of pay.

Program Assistant      Angle' Wollam  
Program Assistant      Sue Wooten

Sunnyslope Elementary; to serve as a Child Sitter; September 1, 1994 through June 15, 1995; not to exceed 40 hours total; \$7.471 per hour.

Child Sitter      Betty Castillo

Jurupa Valley High; to serve as a Peer Tutor; October 18, 1994 through June 15, 1995; not to exceed four (4) hours per week each; \$5.25 per hour.

Peer Tutor      Carlos Moreno  
Peer Tutor      Andrea Keener  
Peer Tutor      Elizabeth Graves  
Peer Tutor      Janette Arauz  
Peer Tutor      Qing Zhao

Jurupa Valley High; to serve as a Computer Aide; November 14, 1994 through March 31, 1995; not to exceed 100 hours total; \$6.00 per hour.

Computer Aide      Veronica Huerta

Rubidoux High; to serve as a Peer Tutor; November 28, 1994 through June 16, 1995; not to exceed one and one-half (1 1/2) hours per day; \$5.25 per hour.

Peer Tutor      Amabelle Baltazar

The above actions are recommended for approval:

  
\_\_\_\_\_  
Kent Campbell, Assistant Superintendent-Personnel Services

Jurupa Unified School District

Personnel Report #11

January 3, 1995

MANAGEMENT PERSONNEL

Resignation/Retirement

|                      |  |                            |
|----------------------|--|----------------------------|
| Elementary Principal | Ms. Jessie Laverne Manns<br>4270 Glenwood Drive<br>Riverside, CA 92501 | Effective February 1, 1995 |
|----------------------|--|----------------------------|

The above actions are recommended for approval:

  
\_\_\_\_\_  
Kent Campbell, Assistant Superintendent-Personnel Services

Memorandum of Agreement between  
California School Employees Association #392  
and  
Jurupa Unified School District  
November 15, 1994

The parties agree to the following:

1. The pay range for the Instructional Aide - Head Start/Preschool classification will be Range 20.

2. Each Instructional Aide assigned to a position with a Head Start or Preschool class who has completed the specific twelve (12) semester units of approved Early Childhood Education college level coursework shall be reclassified to the Instructional Aide - Head Start/Preschool classification effective the first day of the pay period following completion of the twelve (12) units, but not before July 1, 1994.

Each Instructional Aide assigned to a position with a Head Start/Preschool class who has not completed the twelve (12) units of specific coursework required for reclassification to the Instructional Aide - Head Start/Preschool classification shall be part of a transition program while completing the coursework. These Instructional Aides shall be reclassified to Instructional Aide (Transitional) - Head Start/Preschool effective the first day of the pay period following completion of six (6) of the required semester units, but not before July 1, 1994. The pay range for this new temporary and transitional classification shall be Range 19.

Instructional Aides currently assigned to positions with Head Start or Preschool classes who fail to complete the required twelve (12) units by January 31, 1996 shall be returned to the Instructional Aide classification at Range 17 effective February 1, 1996.

3. The District will conduct and share with CSEA a new benchmark salary comparison of Aides serving in the Head Start and/or Preschool programs for rates in effect on January 31, 1996, to ensure that Range 20 is comparable to pay rates in the regular benchmark districts. CSEA may notify the District within five (5) days of receipt of the benchmark salary information of their intent to negotiate the pay range for this classification.

For C.S.E.A.:

For the District:

Bucky Ellis  
Sandy Mason

Signe Morgan

## INSTRUCTIONAL AIDE - HEAD START/PRESCHOOL

### DEFINITION

Under direction to assist a teacher, specialist, or other professional person with the instruction and development of students, usually of preschool age; to help students develop good health habits; to assist in the social, emotional and physical development of each student; and to do related work as required.

### CLASS CHARACTERISTICS

The Instructional Aide-Head Start/Preschool position is differentiated from the Instructional Aide in that twelve (12) semester units of Early Childhood Education are required. Positions in this class provide assistance in a variety of job situations. Work is performed under the direction and/or supervision of a teacher or other professional person; the Aide provides instructional, developmental and/or clerical support to that person. Assignments are made to a variety of sites throughout the district. The sample duties listed below represent a wide range of activities that may be assigned depending on the needs and circumstances of the particular job situation.

### EXAMPLES OF DUTIES

Assists teachers, specialists, or other professional persons in carrying out the instructional program related to cognitive and language development, gross/fine motor development, social and emotional development of individual children; assists children with special needs in routine non-instructional activities; works with individuals and with small groups of students under the supervision of a qualified professional; prepares, organizes, directs and supervises developmentally appropriate activities; performs routine duties, such as, keeping attendance records, preparing attendance reports, keeping inventory of supplies and materials, typing and duplicating; maintains confidentiality of all student records, reports, comments and family contacts; assists in maintaining a neat and orderly room environment; assists in the operation and supervision of learning centers; assists in the preparation of instructional and training materials; maintains parent bulletin boards and student work displays; assists in maintaining classroom order according to policies established by the supervising professional and the school administration; operates audiovisual equipment; collects, assembles, catalogues, inventories, and distributes resource materials; prepares for assists with and cleans up after various classroom projects; supervises and participates with students during outdoor play, field trips, activity centers, breakfast, snacks and lunches; assists children with washing, toilet and personal care; makes assigned visits to student homes; participates in staff meetings and inservice training programs; may participate with qualified professional in parent conferences and in monthly parent meetings; performs other duties as required.



Instructional Aide - Head Start/Preschool (continued)

DESIRABLE QUALIFICATIONS

Knowledge of:

Theory and practice of early childhood education;  
operation of a preschool program;  
children's games and craft activities;  
simple record keeping and office procedures;  
standard office equipment;  
the general needs and behavior of children;  
correct English usage, spelling, grammar, and punctuation;  
basic first aid/CPR procedures.

Ability to:

Lift preschool age children;  
Bend, stoop, squat, and kneel while engaging in preschool activities;  
Participate in active experiences, such as sitting in small chairs or on the floor, or walking, skipping, bending, kneeling, twisting or reaching;  
Move preschool equipment occasionally to frequently;  
Understand, communicate and be sensitive to the problems of students, their parents and the community;  
Use good, consistent judgment in the solution of problems;  
Understand and carry out oral and written instructions;  
Establish and maintain effective working relationships with others;  
Remain flexible despite frequent schedule changes or job duty changes;  
Keep confidential records and assist with compiling reports;  
Demonstrate acceptable written and oral communication skills;  
Supervise the activities of students.

Experience:

Background experience with children and/or adolescents.

Education:

Graduation from high school or its equivalent, and completion of twelve (12) semester units in Early Childhood Education is required.

INSTRUCTIONAL AIDE (Transitional) - HEAD START/PRESCHOOL

DEFINITION

Under direction to assist a teacher, specialist, or other professional person with the instruction and development of students, usually of preschool age; to help students develop good health habits; to assist in the social, emotional and physical development of each student; and to do related work as required.

CLASS CHARACTERISTICS

The Instructional Aide-Head Start/Preschool position is differentiated from the Instructional Aide in that six (6) semester units of Early Childhood Education are required. Positions in this class provide assistance in a variety of job situations. Work is performed under the direction and/or supervision of a teacher or other professional person; the Aide provides instructional, developmental and/or clerical support to that person. Assignments are made to a variety of sites throughout the district. The sample duties listed below represent a wide range of activities that may be assigned depending on the needs and circumstances of the particular job situation.

EXAMPLES OF DUTIES

Assists teachers, specialists, or other professional persons in carrying out the instructional program related to cognitive and language development, gross/fine motor development, social and emotional development of individual children; assists children with special needs in routine non-instructional activities; works with individuals and with small groups of students under the supervision of a qualified professional; prepares, organizes, directs and supervises developmentally appropriate activities; performs routine duties, such as, keeping attendance records, preparing attendance reports, keeping inventory of supplies and materials, typing and duplicating; maintains confidentiality of all student records, reports, comments and family contacts; assists in maintaining a neat and orderly room environment; assists in the operation and supervision of learning centers; assists in the preparation of instructional and training materials; maintains parent bulletin boards and student work displays; assists in maintaining classroom order according to policies established by the supervising professional and the school administration; operates audiovisual equipment; collects, assembles, catalogues, inventories, and distributes resource materials; prepares for assists with and cleans up after various classroom projects; supervises and participates with students during outdoor play, field trips, activity centers, breakfast, snacks and lunches; assists children with washing, toilet and personal care; makes assigned visits to student homes; participates in staff meetings and inservice training programs; may participate with qualified professional in parent conferences and in monthly parent meetings; performs other duties as required.

Instructional Aide (Transitional) - Head Start/Preschool (continued)

DESIRABLE QUALIFICATIONS

Knowledge of:

Theory and practice of early childhood education;  
operation of a preschool program;  
children's games and craft activities;  
simple record keeping and office procedures;  
standard office equipment;  
the general needs and behavior of children;  
correct English usage, spelling, grammar, and punctuation;  
basic first aid/CPR procedures.

Ability to:

Lift preschool age children;  
Bend, stoop, squat, and kneel while engaging in preschool activities;  
Participate in active experiences, such as sitting in small chairs or on the floor, or walking, skipping, bending, kneeling, twisting or reaching;  
Move preschool equipment occasionally to frequently;  
Understand, communicate and be sensitive to the problems of students, their parents and the community;  
Use good, consistent judgment in the solution of problems;  
Understand and carry out oral and written instructions;  
Establish and maintain effective working relationships with others;  
Remain flexible despite frequent schedule changes or job duty changes;  
Keep confidential records and assist with compiling reports;  
Demonstrate acceptable written and oral communication skills;  
Supervise the activities of students.

Experience:

Background experience with children and/or adolescents.

Education:

Graduation from high school or its equivalent, and completion of six (6) semester units in Early Childhood Education is required.

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COUNTY: 33 RIVERSIDE  
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REPORT OF PURCHASES

11/19/94 - 12/09/94  
PURCHASES OVER \$200

| REF    | FUND | LOC/SITE | PROGRAM                       | VENDOR                         | PURCHASE ORDERS TO BE RATIFIED    | DESCRIPTION |          |
|--------|------|----------|-------------------------------|--------------------------------|-----------------------------------|-------------|----------|
| P82803 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS    | CU PIONEER CHEMICAL COMPANY    | MAINT-REPAIR PARTS                |             | 1,582.29 |
| P82806 | 100  | 178 00   | NON SPECIFIC                  | PIONEER CHEMICAL COMPANY       | WHSE-CLEANING CHEMICALS           |             | 1,587.59 |
| P82901 | 100  | 178 00   | FACILITIES                    | JENSEN PRECAST                 | MAINT-SEPTIC TANK                 |             | 565.00   |
| P82905 | 100  | 197 00   | FINE ARTS - ART               | SPRINT SYSTEMS                 | JVHS-PHOTOGRAPHY SUPPLIES         |             | 320.36   |
| P82906 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS    | SE PROTECTION SERVICES, INC.   | MAINT-PROTECTION SERVICES         |             | 2,142.53 |
| P82926 | 100  | 178 00   | PUPIL SERVICES HEALTH         | AMERICAN RED CROSS             | EC-FIRST AID CARDS                |             | 385.00   |
| P82928 | 100  | 178 00   | GENERAL SUPPORT GROUNDS       | FOOTHILL ENGINE AND PUMP CO    | GROUNDS-PUMP REPAIR               |             | 624.98   |
| P82929 | 100  | 178 00   | GENERAL SUPPORT GROUNDS       | OASIS IRRIGATION & LANDSCAP    | GROUNDS-IRRIGATION SUPPLIES       |             | 993.02   |
| P82930 | 100  | 178 00   | GENERAL SUPPORT GROUNDS       | DESERT IRRIGATION & PIPE       | GROUNDS-IRRIGATION SUPPLIES       |             | 298.68   |
| P82961 | 100  | 196 00   | PHYSICAL EDUCATION            | SPORT CHALET SPORTING GOODS    | RHS-ATHLETIC EQUIPMENT            |             | 465.48   |
| P82962 | 100  | 178 00   | GEN SUPPORT DIST ADMIN SAFETY | NEW PIG CORPORATION            | MAINT-SUPPLIES                    |             | 464.40   |
| P82973 | 100  | 178 00   | INSTR STUDENT SUPP SERVICE    | AD DCA - ICC                   | EC-SOFTWARE                       |             | 212.81   |
| P82975 | 100  | 178 00   | FACILITIES                    | CORPORATE EXPRESS (HANSON O    | EC-FURNITURE                      |             | 209.07   |
| P82976 | 100  | 178 00   | FACILITIES                    | HOOVER'S BROTHERS, INC.        | EC-FURNITURE                      |             | 1,389.98 |
| P82977 | 100  | 178 00   | FACILITIES                    | VIRCO MANUFACTURING COMPANY    | EC-FURNITURE                      |             | 1,711.93 |
| P82978 | 100  | 196 00   | PHYSICAL EDUCATION            | DON ERVIN & SON FLOORING CO    | RHS-PAINTING ON GYM FLOOR         |             | 1,385.00 |
| P82979 | 100  | 178 00   | NON SPECIFIC                  | POSTMASTER                     | WHSE-POSTAGE STAMPS               |             | 3,200.00 |
| P82982 | 100  | 197 00   | FINE ARTS - ART               | REDLANDS CAMERA                | JVHS-OPEN PO-PHOTO CLASS SUPPLIES |             | 500.00   |
| P82986 | 100  | 178 00   | GEN SUPP DIST ADMIN FISCAL    | SE SCHOOL SERVICES OF CALIFORN | EC-COST CLAIM SERVICES            |             | 2,100.00 |
| P82988 | 100  | 196 00   | GENERAL EDUCATION - SECONDARY | VERNIER SOFTWARE               | RHS-SCIENCE EQUIPMENT             |             | 1,489.28 |
| P82989 | 100  | 178 00   | DISTRICT ADMINISTRATION       | PURCH PRESS ENTERPRISE COMPANY | EC-ADVERTISING FOR BIDS           |             | 300.00   |
| P83014 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS    | CU PIONEER CHEMICAL COMPANY    | OPERATIONS-FLOOR SCRUBBER         |             | 4,633.25 |
| P83016 | 100  | 178 00   | GEN SUPPORT DIST ADMIN SAFETY | GRAINGER W W INC               | WHSE-DOLLIES                      |             | 388.44   |
| P83018 | 100  | 000 00   | SELF-CONTAINED CLASSROOM      | BURTRONICS (MARTIN BUS. MAC    | SS-RISOGGRAPH MACHINE             |             | 6,011.38 |

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COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES  
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PURCHASES OVER \$200

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| REF    | FUND | LOC/SITE | PROGRAM                       | VENDOR                      | PURCHASE ORDERS TO BE RATIFIED | DESCRIPTION                     |           |
|--------|------|----------|-------------------------------|-----------------------------|--------------------------------|---------------------------------|-----------|
| P83022 | 100  | 178 00   | INSTRUCTION SUPPORT           | DIAL A TECH COMPUTER FIELD  | WHSE-COMPUTER REPAIR           |                                 | 426.86    |
| P83023 | 100  | 190 00   | SELF-CONTAINED CLASSROOM      | DAMARK INTERNATIONAL        | JMS-COMPUTER EQUIPMENT         |                                 | 215.48    |
| P83025 | 100  | 178 00   | INSTRUCTION SUPPORT CURRICULU | CTB/MACMILLAN/MCGRAW HILL   | EC-TESTING MATERIALS           |                                 | 588.32    |
| P83026 | 100  | 178 00   | INSTRUCTION SUPPORT CURRICULU | PSYCHOLOGICAL CORPORATION,  | EC-TESTING MATERIALS           |                                 | 599.09    |
| P83031 | 100  | 197 00   | SCIENCE                       | OPTICAL DATA CORPORATION    | JVHS-VIDEOS                    |                                 | 3,539.59  |
| P83062 | 100  | 196 00   | PHYSICAL EDUCATION            | KEN'S SPORTING GOODS        | RHS-ATHLETIC SUPPLIES          |                                 | 495.38    |
| P83074 | 100  | 197 00   | MILITARY SCIENCE              | BEE KAY PARADE EQUIPMENT CO | JVHS-PARADE EQUIPMENT          |                                 | 274.36    |
| P83125 | 100  | 182 00   | SELF-CONTAINED CLASSROOM      | BURTRONICS (MARTIN BUS. MAC | PA-RISOGRAPH                   |                                 | 5,245.27  |
| P83126 | 100  | 178 00   | GEN. SUPPORT DISTRICT ADMINIS | EARTHQUAKE MANAGEMENT       | EC-EMERG DRINKING WATER        |                                 | 10,947.50 |
| P83139 | 100  | 178 00   | PUPIL SERVICES PSYCHOLOGISTS  | AMERICAN GUIDANCE SERVICE   | EC-SUPPLIES                    |                                 | 456.64    |
| P83140 | 100  | 178 00   | PUPIL SERVICES PSYCHOLOGISTS  | WESTERN PSYCHOLOGICAL SERVI | EC-SUPPLIES                    |                                 | 223.04    |
| P83145 | 100  | 178 00   | GENERAL SUPPORT DISTR ADMIN P | RIVERSIDE OFFICE SUPPLY     | PS-OPEN PO-COPY CHARGES        |                                 | 2,400.00  |
| P83146 | 100  | 197 00   | SCIENCE                       | WARDS NATURAL SCIENCE       | JVHS-SCIENCE EQUIPMENT         |                                 | 451.47    |
| P83175 | 100  | 178 00   | GEN SUPPORT DIST ADMIN SAFETY | CONSOLIDATED ELECTRICAL DIS | MAINT-SUPPLIES                 |                                 | 1,616.25  |
| P83178 | 100  | 178 00   | FACILITIES ACQUISITION - CAPI | MOD CRAFT, INC.             | VB-RESET PORTABLE CLASSROOMS   |                                 | 14,995.00 |
|        |      |          |                               |                             |                                |                                 | -----     |
|        |      |          |                               |                             |                                | FUND TOTAL                      | 75,434.72 |
|        |      |          |                               |                             |                                | TOTAL NUMBER OF PURCHASE ORDERS | 39        |
| P82899 | 101  | 186 00   | SB1274 RESTRUCTURING/PLANNING | IMED                        | VB-PROJECTOR                   |                                 | 5,308.84  |
| P82922 | 101  | 184 00   | E.C.I.A. CHAPTER 1            | FAS-TRACK COMPUTER PRODUCTS | RL-ENCYCLOPEDIA FOR COMPUTER   |                                 | 581.53    |
| P82933 | 101  | 178 00   | DRUG FREE SCHOOLS             | COMPUTER SERVICE & SALES    | WHSE-COMPUTER REPAIR           |                                 | 329.45    |
| P82934 | 101  | 178 00   | E.C.I.A. CHAPTER 2            | GROLIER CORP.               | JVHS-LIBRARY RESOURCES         |                                 | 6,385.64  |
| P82936 | 101  | 186 00   | S.I.P. (SCHOOL IMPROVEMENT PR | INTEGRATED PAYMENT SYSTEMS  | VB-LASER JET PRINTER           |                                 | 323.25    |
| P82938 | 101  | 190 00   | S.I.P. (SCHOOL IMPROVEMENT PR | EPCOT CITY                  | JMS-COMPUTER EQUIPMENT         |                                 | 3,325.44  |

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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| REF                            | FUND | LOC/SITE | PROGRAM                      | VENDOR                             | DESCRIPTION                          |          |
|--------------------------------|------|----------|------------------------------|------------------------------------|--------------------------------------|----------|
| PURCHASE ORDERS TO BE RATIFIED |      |          |                              |                                    |                                      |          |
| P82939                         | 101  | 188 00   | TOBACCO USE PREVENTION       | EDUCAT PIONEER NEW MEDIA TECHNOLOG | SC-LASERDISC PLAYER                  | 694.99   |
| P82945                         | 101  | 197 00   | VOCATIONAL AGRICULTURE       | INCENT O.H. KRUSE                  | JVHS-OPEN PO-INSTRUCTIONAL MATERIALS | 1,000.00 |
| P82956                         | 101  | 179 00   | E.C.I.A. CHAPTER 1           | COMPUTER SERVICE & SALES           | WHS-COMPUTER REPAIR                  | 550.26   |
| P82993                         | 101  | 188 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR T.A. GROSS SYSTEMS SPECIALI     | SC-COMPUTER SOFTWARE                 | 1,409.37 |
| P82994                         | 101  | 188 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR MASTER TEACHER, THE             | SC-INSTRUCTIONAL VIDEOS              | 269.32   |
| P82996                         | 101  | 189 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR BURTRONICS (MARTIN BUS. MAC     | IH-RISOGRAPH MACHINE                 | 6,011.38 |
| P82997                         | 101  | 189 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR BURTRONICS (MARTIN BUS. MAC     | IH-RISOGRAPH                         | 6,011.38 |
| P83000                         | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC    | ACT CM SCHOOL SUPPLY CO.           | EC-OPEN PO-INSTRUCTIONAL MATERIALS   | 1,000.00 |
| P83001                         | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC    | ACT CM SCHOOL SUPPLY CO.           | EC-OPEN PO-INSTRUCTIONAL MATERIALS   | 1,000.00 |
| P83002                         | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC    | ACT K-MART (LIMONITE STORE)        | EC-OPEN PO-INSTRUCTIONAL MATERIALS   | 500.00   |
| P83003                         | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC    | ACT VON'S MARKET (LIMONITE AVE)    | EC-OPEN PO-INSTRUCTIONAL MATERIALS   | 300.00   |
| P83008                         | 101  | 176 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR OPTICAL DATA CORPORATION        | CR-SCIENCE INSTRUCTIONAL MATERIALS   | 1,066.73 |
| P83012                         | 101  | 178 00   | NON-AGENCY ACYF HEADSTART    | DEPARTMENT OF SOCIAL SERVIC        | EC-LICENSING FEE                     | 500.00   |
| P83027                         | 101  | 190 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR PIONEER NEW MEDIA TECHNOLOG     | JMS/NV/SS-AUDIO/VISUAL EQUIPMENT     | 2,779.96 |
| P83028                         | 101  | 175 00   | E.C.I.A. CHAPTER 1           | ZENITH DIST. CORP OF SO CAL        | SS-AUDIO/VISUAL EQUIPMENT            | 1,271.45 |
| P83029                         | 101  | 175 00   | E.C.I.A. CHAPTER 1           | HOOVER'S BROTHERS, INC.            | SS-AUDIO/VISUAL EQUIPMENT            | 719.45   |
| P83038                         | 101  | 184 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR APPLE COMPUTER-SUPPORT CENT     | RL-COMPUTER EQUIPMENT                | 1,830.67 |
| P83039                         | 101  | 184 00   | S.I.P. (SCHOOL IMPROVEMENT   | PR FOCUS ENHANCEMENTS              | RL-COMPUTER EQUIPMENT                | 322.17   |
| P83043                         | 101  | 184 00   | E.C.I.A. CHAPTER 1           | APPLE COMPUTER-SUPPORT CENT        | RL-COMPUTER EQUIPMENT                | 3,661.35 |
| P83044                         | 101  | 184 00   | E.C.I.A. CHAPTER 1           | FOCUS ENHANCEMENTS                 | RL-COMPUTER EQUIPMENT                | 644.35   |
| P83045                         | 101  | 184 00   | E.C.I.A. CHAPTER 1           | COMPUTERLAND OF UPLAND             | RL-COMPUTER EQUIPMENT                | 592.63   |
| P83046                         | 101  | 178 00   | NON-AGENCY ACYF HEADSTART    | PRICE CLUB, THE                    | EC-OPEN PO-SUPPLIES                  | 250.00   |
| P83051                         | 101  | 184 00   | E.C.I.A. CHAPTER 1           | BORDERBUND                         | RL-COMPUTER SOFTWARE                 | 323.20   |
| P83060                         | 101  | 180 00   | E.I.A. (ECONOMIC IMPACT AID) | BURTRONICS (MARTIN BUS. MAC        | IA-RISOGRAPH MACHINE                 | 6,011.38 |

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

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| REF                             | FUND | LOC/SITE | PROGRAM | VENDOR  | PURCHASE ORDERS TO BE RATIFIED | DESCRIPTION                     |           |
|---------------------------------|------|----------|---------|---|--------------------------------|---------------------------------|-----------|
| P83066                          | 101  | 186      | 00      | SB1274 RESTRUCTURING/PLANNING UNION PEN COMPANY.          |                                | VB-INK PENS.                    | 748.86    |
| P83092                          | 101  | 185      | 00      | E.C.I.A. CHAPTER 1  | RIGBY                          | TS-INSTRUCTIONAL MATERIALS      | 1,271.45  |
| P83093                          | 101  | 178      | 00      | ESEA T-VII BILINGUAL EDUC ACT LAKESHORE CURRICULUM MATERI |                                | EC-INSTRUCTIONAL MATERIALS      | 244.75    |
| P83095                          | 101  | 179      | 00      | E.C.I.A. CHAPTER 1  | WINGS FOR LEARNING/SUNBURST    | GA-INSTRUCTIONAL MATERIALS      | 1,120.60  |
| P83127                          | 101  | 178      | 00      | NON-AGENCY ACYF HEADSTART                                 | TAYLOR'S APPLIANCE             | IA-REFRIGERATOR                 | 537.67    |
| P83129                          | 101  | 191      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR A&E HOME VIDEOS             |                                | MMS-INSTRUCTIONAL MATERIALS     | 323.09    |
| P83132                          | 101  | 178      | 00      | ECONOMIC IMPACT AID - L E P                               | ZAPATA, LUIS A. DR.            | EC-OPEN PO-CONSULTING SERVICES  | 1,500.00  |
| P83133                          | 101  | 179      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR COMPUTER CITY               |                                | GA-PRINTERS                     | 2,091.10  |
| P83136                          | 101  | 186      | 00      | SB1274 RESTRUCTURING/PLANNING RIVERSIDE OFFICE SUPPLY     |                                | VB-PRINTING CHARGES             | 1,680.00  |
| P83161                          | 101  | 175      | 00      | E.C.I.A. CHAPTER 1  | HIGHSMITH CO., INC., THE       | SS-INSTRUCTIONAL MATERIALS      | 616.11    |
| P83162                          | 101  | 180      | 00      | E.I.A. (ECONOMIC IMPACT AID) APPLE COMPUTER-SUPPORT CENT  |                                | IA-COMPUTER EQUIPMENT           | 5,492.02  |
| P83163                          | 101  | 180      | 00      | E.I.A. (ECONOMIC IMPACT AID) FOCUS ENHANCEMENTS           |                                | IA-COMPUTER EQUIPMENT           | 808.09    |
| P83164                          | 101  | 175      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR APPLE COMPUTER-SUPPORT CENT |                                | SS-COMPUTER EQUIPMENT           | 3,342.41  |
| P83165                          | 101  | 176      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR IMED                        |                                | CR-SLIDE PROJECTOR              | 523.13    |
| P83168                          | 101  | 184      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR DELTA EDUCATION INC         |                                | RL-INSTRUCTIONAL MATERIALS      | 1,814.35  |
| P83170                          | 101  | 172      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR IMAGINE THAT                |                                | SA-INSTRUCTIONAL MATERIALS      | 693.91    |
| P83174                          | 101  | 178      | 00      | MENTOR TEACHER PROGRAM - SUPP COMMUNICATION ASSOCIATES    |                                | EC-BOOKS                        | 256.45    |
| P83177                          | 101  | 179      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR APPLE COMPUTER-SUPPORT CENT |                                | GA-COMPUTERS                    | 18,306.73 |
| FUND TOTAL                      |      |          |         |   |                                |                                 | 96,344.91 |
| TOTAL NUMBER OF PURCHASE ORDERS |      |          |         |   |                                |                                 | 48        |
| P81972                          | 103  | 178      | 00      | SB813 INSTRUCTIONAL MATERIAL                              | ADDISON-WESLEY PUBLISHING C    | RHS-TEXTBOOKS                   | 284.46    |
| P82810                          | 103  | 178      | 00      | GEN SUPPORT TRANS-HOME TO SCH                             | USTMAN INDUSTRIES, INC.        | MOT-UNDERGROUND TANK MONITERING | 550.00    |
| P82897                          | 103  | 178      | 00      | GEN SUPPORT TRANS-HOME TO SCH                             | FIRE-BANN CORP.                | TRANS-MOUNTING BRACKETS         | 300.00    |

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## REPORT OF PURCHASES

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| REF    | FUND | LOC/SITE | PROGRAM | VENDOR                   | PURCHASE ORDERS TO BE RATIFIED | DESCRIPTION                     |  |
|--------|------|----------|---------|--------------------------|--------------------------------|---------------------------------|--|
| P82903 | 103  | 178      | 00      | GEN SUPPORT              | TRANS-HOME TO SCH              | WORLD WIDE REPAIR SYSTEM        | TRANS-SEAT REPAIR KIT 257.87           |
| P83099 | 103  | 178      | 00      | S8813                    | INSTRUCTIONAL MATERIAL         | PRENTICE HALL                   | RHS-TEXTBOOKS 1,722.71                 |
| P83100 | 103  | 178      | 00      | S8813                    | INSTRUCTIONAL MATERIAL         | B DALTON BOOKSELLERS            | RHS-TEXTBOOKS 1,527.46                 |
| P83153 | 103  | 178      | 00      | GEN SUPPORT              | TRANS-HOME TO SCH              | DIXON WHEEL SERVICE             | TRANS-OPEN PO FOR REPAIRS 5,000.00     |
|        |      |          |         |                          |                                |                                 | -----                                  |
|        |      |          |         |                          |                                | FUND TOTAL                      | 9,642.50                               |
|        |      |          |         |                          |                                | TOTAL NUMBER OF PURCHASE ORDERS | 7                                      |
| P82731 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | MISSION GARDEN SUPPLY           | MAINT-LANDSCAPING SUPPLIES 526.70      |
| P82807 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | NELSON ADAMS                    | OPERATIONS-TABLES 562.09               |
| P82808 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | CONTRACT CARPET COMPANY         | MAINT-CARPET REPAIR AT RHS & TS 619.56 |
| P82809 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | CHATFIELD-CLARKE COMPANY        | MAINT-TACKBOARD 293.25                 |
| P82900 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | R. MARTINEZ AND SON             | MAINT-TRASH DISPOSAL 300.00            |
| P82983 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE,                   | COUNTY OF RIVERSIDE HEALTH      | MAINT-LEAD SAMPLING AT RHS 10,108.45   |
| P83004 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE,                   | WESTBURNE PIPE & SUPPLY         | MAINT-PLUMBING SUPPLIES 1,106.85       |
| P83073 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | DESIGNER DREAM UNLIMITED        | EC-CONFERENCE ROOM CHAIRS 1,358.85     |
| P83081 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | GKN RENTALS                     | MAINT-EQUIPMENT RENTAL 292.43          |
| P83082 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | GKN RENTALS                     | MAINT-EQUIPMENT RENTAL 3,809.43        |
| P83084 | 119  | 178      | 00      | GENERAL SUPPORT,         | MAINTENANCE                    | WHITE CAP INDUSTRIES            | MAINT-SUPPLIES 623.26                  |
|        |      |          |         |                          |                                |                                 | -----                                  |
|        |      |          |         |                          |                                | FUND TOTAL                      | 20,100.87                              |
|        |      |          |         |                          |                                | TOTAL NUMBER OF PURCHASE ORDERS | 11                                     |
| P83159 | 320  | 181      | 11      | FACILITIES ACQUISITION - | CAP                            | CLUBMAC                         | MB-COMPUTER EQUIPMENT 924.50           |
| P83160 | 320  | 181      | 11      | FACILITIES ACQUISITION - | CAP                            | APPLE COMPUTER-SUPPORT CENT     | MB-COMPUTER EQUIPMENT 6,000.81         |
|        |      |          |         |                          |                                |                                 | -----                                  |
|        |      |          |         |                          |                                | FUND TOTAL                      | 6,925.31                               |

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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DISTRICT: 46 JURUPA UNIFIED

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| REF                            | FUND | LOC/SITE | PROGRAM | VENDOR  | DESCRIPTION                     | TOTAL NUMBER OF PURCHASE ORDERS |           |
|--------------------------------|------|----------|---------|---|---------------------------------|---------------------------------|-----------|
| PURCHASE ORDERS TO BE RATIFIED |      |          |         |   |                                 |                                 |           |
| P82796                         | 330  | 196      | 00      | FACILITIES ACQUISITION - CAPI VIRCO MANUFACTURING COMPANY | RHS-CLASSROOM FURNITURE         | 2                               | 43,581.80 |
|                                |      |          |         |   | FUND TOTAL                      |                                 | 43,581.80 |
|                                |      |          |         |   | TOTAL NUMBER OF PURCHASE ORDERS | 1                               |           |
| P82801                         | 403  | 178      | 00      | FACILITIES ACQUISITION - CAPI WESTBURNE PIPE & SUPPLY     | MAINT-IRRIGATION SUPPLIES       |                                 | 204.93    |
| P82902                         | 403  | 178      | 00      | PLANT MAINTENANCE   | HENRI SPECIALTIES CO., INC.     |                                 | 3,845.00  |
| P83176                         | 403  | 178      | 00      | GENERAL SUPPORT, MAINTENANCE                              | E.R. BLOCK PLUMBING CO.         |                                 | 2,756.00  |
|                                |      |          |         |   | FUND TOTAL                      |                                 | 6,805.93  |
|                                |      |          |         |   | TOTAL NUMBER OF PURCHASE ORDERS | 3                               |           |
| P82987                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI PIONEER NEW MEDIA TECHNOLOG | WR-LASER DISC PLAYERS           |                                 | 2,084.96  |
| P83032                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI WORLD BOOK ENCYCLOPEDIA     | WR-ENCYCLOPEDIA                 |                                 | 709.00    |
| P83033                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI LECTORUM PUBLICATIONS, INC. | WR-ENCYCLOPEDIAS                |                                 | 210.11    |
| P83040                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI HOOVER'S BROTHERS, INC.     | WR-COMPUTER FURNITURE           |                                 | 2,788.17  |
| P83041                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI ZENITH DIST. CORP OF SO CAL | WR-AUDIO/VISUAL EQUIPMENT       |                                 | 1,818.82  |
| P83042                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI GRANT ENTERPRISES           | WR-FURNITURE                    |                                 | 678.83    |
| P83047                         | 610  | 187      | 33      | FACILITIES ACQUISITION - CAPI OAK TREE PRODUCTS (BOB FARE | WR-BOOK CASES                   |                                 | 640.04    |
|                                |      |          |         |   | FUND TOTAL                      |                                 | 8,929.93  |
|                                |      |          |         |   | TOTAL NUMBER OF PURCHASE ORDERS | 7                               |           |
| P82963                         | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI TRIARCH                     | JVHS-SCIENTIFIC EQUIPMENT       |                                 | 4,525.50  |
| P82967                         | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI GREENHAVEN PRESS, INC.      | JVHS-LIBRARY MATERIALS          |                                 | 2,336.17  |
| P82968                         | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI AUTO SHOP EQUIPMENT CO      | JVHS-AUTO SHOP EQUIPMENT        |                                 | 4,913.21  |

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
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REPORT OF PURCHASES

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| REF                             | FUND | LOC/SITE | PROGRAM | VENDOR  | PURCHASE ORDERS TO BE RATIFIED | DESCRIPTION                |   |
|---------------------------------|------|----------|---------|---|--------------------------------|----------------------------|---|
| P82969                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI FOLLETT LIBRARY BOOK CO.    | JVHS-LIBRARY MATERIALS         |                            | 17,000.00                                 |
| P82971                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI ZENITH DIST. CORP OF SO CAL | JVHS-AUDIO/VISUAL EQUIPMENT    |                            | 370.66                                    |
| P82972                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI COMP USA                    | JVH-COMPUTER EQUIPMENT         |                            | 4,419.78                                  |
| P83015                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI COMPUTER CITY               | JVHS-COMPUTER EQUIPMENT        |                            | 7,636.61                                  |
| P83017                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI FOLLETT LIBRARY BOOK CO.    | JVHS-LIBRARY MATERIALS         |                            | 6,300.00                                  |
| P83078                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI APPLE COMPUTER-SUPPORT CENT | JVHS-COMPUTER EQUIPMENT        |                            | 1,448.16                                  |
| P83094                          | 650  | 197      | 33      | FACILITIES ACQUISITION - CAPI FISHER SCIENTIFIC COMPANY   | JVHS-SCIENCE EQUIPMENT         |                            | 1,680.90                                  |
| FUND TOTAL                      |      |          |         |   |                                |                            | 50,630.99                                 |
| TOTAL NUMBER OF PURCHASE ORDERS |      |          |         |   |                                |                            | 10  |
| P83069                          | 700  | 178      | 00      | STATE PRESCHOOL AB-451                                    | LAKESHORE CURRICULUM MATERI    | VB-INSTRUCTIONAL MATERIALS | 358.75                                    |
| FUND TOTAL                      |      |          |         |   |                                |                            | 358.75                                    |
| TOTAL NUMBER OF PURCHASE ORDERS |      |          |         |   |                                |                            | 1   |
| 129 PURCHASE ORDERS OVER        |      |          |         |   |                                |                            | \$200.00 FOR A TOTAL AMOUNT OF 318,755.71 |
| 129 PURCHASE ORDERS UNDER       |      |          |         |   |                                |                            | \$200.00 FOR A TOTAL AMOUNT OF 9,392.59   |
| 258 PURCHASE ORDERS             |      |          |         |   |                                |                            | FOR A GRAND TOTAL OF 328,148.30           |

RECOMMEND APPROVAL

*Paul Willsey*

DIRECTOR OF PURCHASING

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

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DISBURSEMENT ORDERS

| REF    | FUND | LOC/SITE | PROGRAM                       | VENDOR                      | DESCRIPTION                            |           |
|--------|------|----------|-------------------------------|-----------------------------|--|-----------|
| D38959 | 100  | 178 00   | GENERAL SUPPORT BOARD OF EDUC | RIVERSIDE COUNTY OFFICE OF  | D20494 CONF 12/9/94 1 EMP              | 25.00     |
| D38974 | 100  | 178 00   | AUXILIARY BENEFITS RETIRED EM | HARDIN, OLLEN               | D20521 REIMB INS PREMIUM               | 110.83    |
| D39043 | 100  | 178 00   | GENERAL SUPPORT BOARD OF EDUC | CASBO                       | D20562 CONF 12/9/94 3 EMP              | 75.00     |
| D39045 | 100  | 178 00   | GENERAL SUPPORT BOARD OF EDUC | RIVERSIDE COUNTY OFFICE OF  | D20565 CONF 1/11-6/20/95 1 EMP         | 75.00     |
| D39057 | 100  | 176 00   | GENERAL SUPPORT OPERATIONS UT | JURUPA COMMUNITY SERVICES   | D20524 OCT 1994 WATER BILL             | 10,578.29 |
| D39067 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS UT | PACIFIC TELEPHONE           | D20526 OCT 94 PHONE BILL               | 242.37    |
| D39072 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS UT | RUBIDOUX COMMUNITY SERVICES | D20522 OCT 94 WATER BILL               | 5,597.73  |
| D39075 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS UT | SO CALIFORNIA EDISON        | D20525 OCT 94 ELECTRIC BILL            | 29,755.11 |
| D39256 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS UT | PACIFIC TELEPHONE           | D20614 OCT 1994 CELLULAR PHONE BILL    | 252.61    |
| D39257 | 100  | 196 00   | STUDENT ACTIVITIES            | ALLEGA, TONY                | D20593 MILEAGE REIMBURSEMENT           | 36.54     |
| D39258 | 100  | 197 00   | GENERAL SUPPORT OPERATIONS UT | CHEVRON, U S A              | D20594 OCT 1994 GASOLINE CHARGES       | 118.10    |
| D39259 | 100  | 178 00   | PUPIL SERVICES PSYCHOLOGISTS  | CONDIT, IRWIN               | D20595 MILEAGE REIMBURSEMENT           | 36.11     |
| D39260 | 100  | 178 00   | RIDESHARE PROGRAM             | CUSHING, DON                | D20596 MONTHLY RIDESHARE AWARD         | 40.00     |
| D39261 | 100  | 190 00   | SOCIAL SCIENCE                | DENNIS, BILL                | D20557 REIMBURSE FOR SUPPLIES          | 398.20    |
| D39262 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS CU | DICKINSON, STEVE            | D20551 REIMBURSEMENT FOR SUPPLIES      | 20.89     |
| D39263 | 100  | 178 00   | GENERAL SUPPORT GROUNDS       | DICKINSON, STEVE            | D20597 MILEAGE REIMBURSEMENT           | 75.28     |
| D39264 | 100  | 178 00   | RIDESHARE PROGRAM             | FAGAN, LINDA                | D20538 MONTHLY RIDESHARE OCT 1994      | 40.00     |
| D39265 | 100  | 178 00   | RIDESHARE PROGRAM             | FAGAN, PAT                  | D20546 QUARTERLY RIDESHARE 1994        | 250.00    |
| D39266 | 100  | 196 00   | SELF-CONTAINED CLASSROOM      | RUBIDOUX HIGH SCHOOL        | D20591 REIMBURSE FOR LUNCHESES/BREAKFA | 63.03     |
| D39267 | 100  | 178 00   | GEN SUPPORT UNDERGROUND STORA | GOLDEN WEST OIL CO.         | D20535 WASTE DISPOSAL SERVICE 11-14-   | 277.50    |
| D39268 | 100  | 178 00   | RIDESHARE PROGRAM             | HEVERLY, POLLY              | D20585 MONTHLY RIDESHARE DRAWING       | 40.00     |
| D39269 | 100  | 172 00   | GENERAL SUPPORT OPERATIONS UT | JURUPA COMMUNITY SERVICES   | D20617 NOVEMBER 1994 WATER BILL        | 9,626.65  |
| D39270 | 100  | 190 00   | SELF-CONTAINED CLASSROOM      | JURUPA MIDDLES SCHOOL       | D20580 REIMBURSE FOR MAILING EXPENSE   | 145.00    |
| D39271 | 100  | 197 00   | PUPIL SERVICES                | JURUPA VALLEY AQUATICS      | D20584 REIMBURSE FOR JACKET            | 117.45    |

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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DISBURSEMENT ORDERS

| REF    | FUND | LOC/SITE | PROGRAM                       | VENDOR                       | DESCRIPTION                          |           |
|--------|------|----------|-------------------------------|------------------------------|--------------------------------------|-----------|
| D39272 | 100  | 178 00   | FINE ARTS ELEMENTARY MUSIC    | KEATING, CLIFF               | D20599 MILEAGE REIMBURSEMENT         | 25.06     |
| D39273 | 100  | 196 00   | GUIDANCE/CAREER CENTER        | KENNEDY, CHARLOTTE           | D20529 MILEAGE REIMBURSEMENT         | 130.79    |
| D39274 | 100  | 190 00   | SELF-CONTAINED CLASSROOM      | LANCASTER, WALTER            | D20549 REIMBURSEMENT FOR SUPPLIES    | 24.81     |
| D39275 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS    | CU LYTHGOE, SUSAN            | D20600 MILEAGE REIMBURSEMENT         | 37.71     |
| D39276 | 100  | 178 00   | GEN SUPPORT DISTRICT ADMIN    | IN MULLINS, RON              | D20598 PROF. SERVICES 8-31-94 TO 11- | 800.00    |
| D39277 | 100  | 173 00   | GENERAL SUPPORT OPERATIONS    | UT MUTUAL WATER CO           | D20618 NOVEMBER 1994 WATER BILL      | 1,015.55  |
| D39278 | 100  | 178 00   | GEN SUPP DIST ADMIN FISCAL SE | POSTMASTER                   | D20520 REPLENISH POSTAGE MACHINE     | 2,500.00  |
| D39279 | 100  | 178 00   | RIDESHARE PROGRAM             | PROSSER, PATRICIA            | D20601 QUARTERLY RIDESHARE AWARD     | 250.00    |
| D39280 | 100  | 178 00   | DISTRICT ADMINISTRATION       | BUSIN SMITH, LESLIE          | D20602 MILEAGE REIMBURSEMENT         | 10.19     |
| D39281 | 100  | 178 00   | RIDESHARE PROGRAM             | RAY, MARY                    | D20537 1ST QUARTER RIDESHARE         | 250.00    |
| D39282 | 100  | 196 00   | SCHOOL ADMINISTRATION         | JURUPA UNIFIED               | D20552 REIMBURSE FOR BULK MAILING    | 231.65    |
| D39283 | 100  | 191 00   | SCHOOL ADMINISTRATION         | JURUPA UNIFIED               | D20539 REIMBURSE BULK MAIL & SHERIFF | 154.30    |
| D39284 | 100  | 185 00   | GENERAL SUPPORT OPERATIONS    | UT SANTA ANA RIVER WATER     | D20615 WATER BILL 9-22-94 TO 11-21-9 | 734.70    |
| D39285 | 100  | 178 00   | SECURITY/ATHLETICS            | CNTY OF RIV SHERIFF ATTN:IFF | D20586 REIMBURSE FOR SECURITY SERVIC | 1,276.14  |
| D39286 | 100  | 172 00   | GENERAL SUPPORT OPERATIONS    | UT SO CALIFORNIA EDISON      | D20620 NOV 1994 ELECTRIC BILL        | 18,910.71 |
| D39287 | 100  | 178 00   | PUPIL SERVICES PSYCHOLOGISTS  | TUNDIDOR, MADELIN            | D20603 MILEAGE REIMBURSEMENT         | 40.77     |
| D39288 | 100  | 178 00   | RIDESHARE PROGRAM             | TWOMBLEY, JANA               | D20604 MILEAGE REIMBURSEMENT         | 151.38    |
| D39289 | 100  | 178 00   | INSTRUCTION GENERAL EDUCATION | WASINGER, MICHAEL J.         | D20555 REIMBURSE FOR TRUMPET REPAIR  | 68.00     |
| D39347 | 100  | 178 00   | GENERAL SUPPORT OPERATIONS    | UT PACIFIC TELEPHONE         | D20623 NOV 1994 PHONE BILL           | 5,448.86  |
| D39348 | 100  | 181 00   | PLANT OPERATIONS              | PACIFIC TELEPHONE            | D20623 NOV 1994 PHONE BILL           | 2,359.96  |
| D39349 | 100  | 190 00   | PLANT OPERATIONS              | PACIFIC TELEPHONE            | D20623 NOV 1994 PHONE BILL           | 5,762.52  |
| D39353 | 100  | 190 00   | SCHOOL ADMINISTRATION         | RIVERSIDE CO OFFICE OF ED.   | D20662 CONF 12/13/94 1 EMP           | 30.00     |

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FUND TOTAL

98,209.79

TOTAL NUMBER OF DISBURSEMENTS

46

D38960 101 178 00 ECONOMIC IMPACT AID - L E P CABE

D20511 CONF 2/2-3/95 3 EMP

530.00

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|--------|------|----------|---|--------|------------------------------------|--------|
| D38961 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT CABE                        |        | D20510 CONF 2/2-3/95 2 EMP         | 480.00 |
| D38962 | 101  | 178 00   | ECONOMIC IMPACT AID - L E P CABE                          |        | D20509 CONF 2/1-4/95 4 EMP         | 620.00 |
| D38963 | 101  | 175 00   | S.I.P. (SCHOOL IMPROVEMENT PR CABE                        |        | D20508 CONF 2/1-4/95 2 EMP         | 380.00 |
| D38964 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT CABE                        |        | D20507 CONF 2/2-3/95 2 EMP         | 480.00 |
| D38965 | 101  | 178 00   | ECONOMIC IMPACT AID - L E P CABE                          |        | D20506 CONF 2/3/95 1 EMP           | 95.00  |
| D38966 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT CABE                        |        | D20505 CONF 2/2-3/95 2 EMP         | 430.00 |
| D38967 | 101  | 187 00   | S.I.P. (SCHOOL IMPROVEMENT PR CABE                        |        | D20504 CONF 2/2-3/95 1 EMP         | 190.00 |
| D38968 | 101  | 187 00   | E.C.I.A. CHAPTER 1 CABE                                   |        | D20503 CONF 2/2-4/95 1 EMP         | 150.00 |
| D38969 | 101  | 180 00   | E.I.A. (ECONOMIC IMPACT AID) CABE                         |        | D20502 CONF 2/2-3/95 2 EMP         | 430.00 |
| D38970 | 101  | 180 00   | E.I.A. (ECONOMIC IMPACT AID) CABE                         |        | D20501 CONF 2/2-3/95 1 EMP         | 215.00 |
| D38971 | 101  | 180 00   | E.I.A. (ECONOMIC IMPACT AID) CABE                         |        | D20500 CONF 2/3/95 1 EMP           | 70.00  |
| D38972 | 101  | 180 00   | E.I.A. (ECONOMIC IMPACT AID) CABE                         |        | D20499 CONF 2/2-3/95 1 EMP         | 215.00 |
| D38973 | 101  | 176 00   | S.I.P. (SCHOOL IMPROVEMENT PR BULL, ROBIN                 |        | D20495 REIMB CONF 11/10/94 1 EMP   | 100.00 |
| D39033 | 101  | 191 00   | DEMONSTRATION PROGRAMS IN REA CSU SAN MARCOS              |        | D20513 CONF 12/3-4/94 3 EMP        | 405.00 |
| D39034 | 101  | 190 00   | EDUCATION FOR HOMELESS YOUTH/ BUREAU OF EDUCATION & RESEA |        | D20512 CONF 1/31/95 1 EMP          | 99.00  |
| D39035 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT HILTON HOTEL AND TOWERS     |        | D20517 CONF LODGING 2/1-3/95 1 EMP | 389.85 |
| D39036 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT CABE                        |        | D20514 CONF 2/2-3/95 1 EMP         | 200.00 |
| D39037 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT CABE                        |        | D20515 CONF 2/2-3/95 1 EMP         | 240.00 |
| D39038 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT HILTON HOTEL AND TOWERS     |        | D20516 CONF LODGING 2/3/95 1 EMP   | 129.95 |
| D39039 | 101  | 176 00   | S.I.P. (SCHOOL IMPROVEMENT PR CHRISTIANSON, MAUREEN       |        | D20496 REIMB CONF 11/10/94 1 EMP   | 100.00 |
| D39040 | 101  | 183 00   | S.I.P. (SCHOOL IMPROVEMENT PR CEEA CONFERENCE             |        | D20519 CONF 12/6/94 1 EMP          | 175.00 |
| D39041 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT CEEA/TEC                    |        | D20518 CONF 12/9/94 1 EMP          | 175.00 |
| D39042 | 101  | 183 00   | S.I.P. (SCHOOL IMPROVEMENT PR ALVORD UNIFIED SCHOOL DISTR |        | D20561 CONF 1/95-4/95 3 EMP        | 640.00 |
| D39044 | 101  | 180 00   | S.I.P. (SCHOOL IMPROVEMENT PR BUREAU OF EDUCATION & RESEA |        | D20563 CONF 12/5/94 1 EMP          | 149.00 |

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PURCHASES OVER \$1

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| REF    | FUND | LOC/SITE | PROGRAM   | VENDOR                      | DESCRIPTION                          |        |
|--------|------|----------|---|-----------------------------|--------------------------------------|--------|
| D39046 | 101  | 178 00   | ECONOMIC IMPACT AID - L E P                               | SUMMERS, ESTHER             | D20564 REIMB CONF 9/19-10/31/94      | 100.00 |
| D39118 | 101  | 178 00   | ECONOMIC IMPACT AID - L E P                               | RIVERSIDE CO. OFFICE OF EDU | D20172 CONF 6 EMPL                   | 210.00 |
| D39119 | 101  | 178 00   | NON-AGENCY ACYF HEADSTART                                 | SCHANZ, VIRGINIA            | D20568 REIMB CONF 11/3/94 1 EMP      | 52.20  |
| D39121 | 101  | 178 00   | E.C.I.A. CHAPTER 1  | NELSEN, GREGG               | D20566 REIMB CONF 11/2-4/94 1 EMP    | 76.01  |
| D39135 | 101  | 191 00   | S.I.P. (SCHOOL IMPROVEMENT PR HORD, DANICE                |                             | D20567 REIMB CONF 11/8-9/94 1 EMP    | 40.00  |
| D39174 | 101  | 188 00   | S.I.P. (SCHOOL IMPROVEMENT PR ALVORD UNIFIED SCHOOL DISTR |                             | D20570 CONF 1/95-4/95 1 EMP          | 160.00 |
| D39175 | 101  | 172 00   | S.I.P. (SCHOOL IMPROVEMENT PR DEVELOPMENTAL RESOURCES, IN |                             | D20569 CONF 2/6/95 1 EMP             | 99.00  |
| D39201 | 101  | 197 00   | SB 1882-CA PROFESSIONAL DEVEL JURUPA VALLEY HIGH SCHOOL A |                             | D20649 REIMB CONF 11/19/94 1 EMP     | 90.00  |
| D39202 | 101  | 178 00   | EESA MATH & SCIENCE TCHR TRNG MCFERREN, MARK              |                             | D20650 REIMB CONF 10/12-15/94 1 EMP  | 162.25 |
| D39203 | 101  | 178 00   | EESA MATH & SCIENCE TCHR TRNG HORN, PAUL                  |                             | D20651 REIMB CONF 10/12-15/94 1 EMP  | 159.52 |
| D39208 | 101  | 178 00   | EESA MATH & SCIENCE TCHR TRNG BOYKIN, LENORE              |                             | D20652 REIMB CONF 10/12-15/94 1 EMP  | 109.05 |
| D39209 | 101  | 178 00   | EESA MATH & SCIENCE TCHR TRNG CURTIS, DEVI                |                             | D20654 REIMB CONF 10/12-15/94 1 EMP  | 312.65 |
| D39253 | 101  | 196 00   | SB 1882-CA PROFESSIONAL DEVEL DATA-TECH INSTITUTE         |                             | D20655 CONF 1/10-11/95 1 EMP         | 895.00 |
| D39254 | 101  | 186 00   | E.C.I.A. CHAPTER 1  | BUREAU OF EDUCATION & RESEA | D20653 CONF 1/6/95 3 EMP             | 297.00 |
| D39255 | 101  | 175 00   | S.I.P. (SCHOOL IMPROVEMENT PR BUREAU OF EDUCATION & RESEA |                             | D20656 CONF 1/31/95 1 EMP            | 99.00  |
| D39290 | 101  | 185 00   | TOBACCO USE PREVENTION EDUCAT BACA, DOROTHY               |                             | D20532 REIMBURSEMENT FOR SUPPLIES    | 38.60  |
| D39291 | 101  | 197 00   | SB 1882-CA PROFESSIONAL DEVEL LORENZ, CHRISTOPHER         |                             | D20657 REIMB CONF 11/6-8/94 1 EMP    | 69.60  |
| D39292 | 101  | 178 00   | FEDERAL PRESCHOOL PROGRAM                                 | DROST, KATHY                | D20605 MILEAGE REIMBURSEMENT         | 23.35  |
| D39293 | 101  | 000 00   | NON SPECIFIC  | SACRAMENTO CNTY OFFICE OF E | D20579 REIMBURSE OF UNEXPENDED FUNDS | 643.00 |
| D39294 | 101  | 186 00   | SB1274 RESTRUCTURING/PLANNING HERNANDEZ, CARMEN           |                             | D20543 REIMBURSEMENT FOR POSTAGE     | 9.95   |
| D39295 | 101  | 190 00   | S.I.P. (SCHOOL IMPROVEMENT PR LANCASTER, WALTER           |                             | D20553 REIMBURSEMENT FOR SUPPLIES    | 276.76 |
| D39296 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT LOPEZ, LUPE                 |                             | D20558 REIMBURSEMENT FOR SUPPLIES    | 60.89  |
| D39297 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT LOPEZ, LUPE                 |                             | D20528 REIMBURSEMENT FOR SUPPLIES    | 16.18  |
| D39298 | 101  | 178 00   | ESEA T-VII BILINGUAL EDUC ACT LOPEZ, LUPE                 |                             | D20533 REIMBURSEMENT FOR SUPPLIES    | 5.99   |

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

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| REF    | FUND | LOC/SITE | PROGRAM | VENDOR   | DESCRIPTION                          |          |
|--------|------|----------|---------|--|--------------------------------------|----------|
| D39299 | 101  | 178      | 00      | ESEA T-VII BILINGUAL EDUC ACT LOPEZ, LUPE                | D20548 REIMBURSEMENT FOR SUPPLIES    | 51.45    |
| D39300 | 101  | 178      | 00      | MENTOR TEACHERS PROGRAM-ADMIN MARTINEZ, DORA             | D20554 REIMBURSEMENT FOR SUPPLIES    | 40.68    |
| D39301 | 101  | 178      | 00      | ECONOMIC IMPACT AID - L E P MENDEZ, LUZ                  | D20575 REIMBURSE FOR BABYSITTING & S | 19.20    |
| D39302 | 101  | 178      | 00      | NON-AGENCY ACYF HEADSTART MORENO, TERESA                 | D20550 REIMBURSE FOR BABYSITTING     | 60.00    |
| D39318 | 101  | 172      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR RIVERSIDE COUNTY OFFICE OF | D20658 CONF 11/94-3/95 2 EMP         | 300.00   |
| D39351 | 101  | 186      | 00      | SB1274 RESTRUCTURING/PLANNING CALIF. CENTER FOR SCHOOL   | D20659 CONF 12/9/94 1 EMP            | 110.00   |
| D39352 | 101  | 197      | 00      | SB 1882-CA PROFESSIONAL DEVEL LAW ADVISORY GROUP, INC    | D20660 CONF 1/11/95 1 EMP            | 135.00   |
| D39355 | 101  | 173      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR BUBBLE MANIA & COMPANY     | D20536 PROF SERV 11-2-94 G.M.        | 425.00   |
| D39356 | 101  | 175      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR GILLETTE, LOUISE           | D20574 REIMBURSE FOR SUPPLIES        | 34.44    |
| D39357 | 101  | 162      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR KNABB, SUE                 | D20587 REIMBURSE FOR SUPPLIES        | 7.88     |
| D39358 | 101  | 180      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR MUSIC AMERICANA            | D20606 PROF SERVICES 11-10-94        | 400.00   |
| D39359 | 101  | 191      | 00      | DEMONSTRATION PROGRAMS IN REA PAPAVERO, JOANN            | D20531 REIMBURSE FOR SUPPLIES        | 58.37    |
| D39360 | 101  | 178      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR POPKA, AYLENE              | D20544 PROFESSIONAL SERVICES         | 1,225.00 |
| D39361 | 101  | 178      | 00      | ECONOMIC IMPACT AID - L E P PORTER, SONIA                | D20607 MILEAGE REIMBURSEMENT         | 70.00    |
| D39362 | 101  | 180      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR RHOADES, JANIE             | D20608 PROF SERV 11-7-94 1A          | 22.15    |
| D39363 | 101  | 180      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR ROSTEN, BEVERLY            | D20534 REIMBURSEMENT FOR SUPPLIES    | 91.28    |
| D39364 | 101  | 189      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR RUBIDOUX HS AVID TRUST     | D20592 REIMBURSE FOR SUPPLIES        | 95.90    |
| D39365 | 101  | 180      | 00      | E.I.A. (ECONOMIC IMPACT AID) SMITH, VERNON               | D20624 PROF SERV NOV & DEC 1994      | 1,400.00 |
| D39366 | 101  | 191      | 00      | S.I.P. (SCHOOL IMPROVEMENT PR STEVENS, TERRI             | D20609 MILEAGE REIMBURSEMENT         | 63.80    |
| D39367 | 101  | 178      | 00      | EESA MATH & SCIENCE TCHR TRNG TAYLOR, JIM                | D20545 REIMBURSE FOR REFRESHMENTS    | 23.35    |
| D39368 | 101  | 178      | 00      | MENTOR TEACHER PROGRAM - SUPP VIAFORA, JOANNE            | D20589 REIMBURSE FOR REFRESHMENTS    | 13.44    |
| D39422 | 101  | 197      | 00      | SB 1882-CA PROFESSIONAL DEVEL HANSON, GARY               | D20664 REIMB CONF 11/6/94-11/8/94    | 131.12   |
| D39423 | 101  | 178      | 00      | PL94-142 EDUC FOR ALL HANDICA JENSEN, KATHI              | D20663 REIMB CONF 10/27-10/29/94 1 E | 89.25    |

FUND TOTAL

15,961.11

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01  
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COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/19/94 - 12/09/94  
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

| REF    | FUND LOC/SITE | PROGRAM   | VENDOR                         | DESCRIPTION                    | TOTAL NUMBER OF DISBURSEMENTS | 72        |
|--------|---------------|---|--------------------------------|--------------------------------|-------------------------------|-----------|
| D39354 | 102 196 00    | INSTRUCTIONAL PROGRAM                                     | CARS CONVENTION '94            | D20661 CONF 2/24-2/25/95 1 EMP |                               | 140.00    |
| D39369 | 102 190 00    | INSTRUCTIONAL PROGRAM                                     | D'ANGELO, GREG                 | D20556 REIMBURSE FOR SUPPLIES  |                               | 136.70    |
| D39370 | 102 178 00    | INSTRUCTIONAL PROGRAM                                     | CLAUDER, LANA                  | D20610 MILEAGE REIMBURSEMENT   |                               | 44.01     |
| D39371 | 102 178 00    | INSTRUCTIONAL PROGRAM                                     | COTTRELL, JEANNA               | D20611 MILEAGE REIMBURSEMENT   |                               | 24.74     |
| D39372 | 102 178 00    | INSTRUCTIONAL PROGRAM                                     | JOHNSON, SUSAN                 | D20612 MILEAGE REIMBURSEMENT   |                               | 100.10    |
|        |               |   |                                | FUND TOTAL                     | -----                         | 445.55    |
|        |               |   |                                | TOTAL NUMBER OF DISBURSEMENTS  |                               | 5         |
| D39190 | 103 178 00    | GEN SUPPORT TRANS-HOME TO SCH STATE BOARD OF EQUALIZATION | D20527 OCT 94 FUEL TAX         |                                |                               | 109.48    |
| D39373 | 103 178 00    | GEN ED- INSTRUCTIONAL MATERIA REYES, DARLENE              | D20578 REIMBURSE FOR SUPPLIES  |                                |                               | 23.00     |
|        |               |   |                                | FUND TOTAL                     | -----                         | 132.48    |
|        |               |   |                                | TOTAL NUMBER OF DISBURSEMENTS  |                               | 2         |
| D39076 | 106 179 00    | GENERAL SUPPORT OPERATIONS UT SO CALIFORNIA GAS           | D20523 OCT 94 GAS BILL         |                                |                               | 12,173.90 |
| D39374 | 106 179 00    | SELF-CONTAINED CLASSROOM                                  | SWICK, ANNE                    | D20542 REIMBURSE FOR SUPPLIES  |                               | 123.89    |
|        |               |   |                                | FUND TOTAL                     | -----                         | 12,297.79 |
|        |               |   |                                | TOTAL NUMBER OF DISBURSEMENTS  |                               | 2         |
| D39375 | 320 181 11    | FACILITIES ACQUISITION - CAPI DIVISION OF STATE ARCHITECT | D20540 PROF SERV MB ADMIN BLDG |                                |                               | 2,018.02  |
|        |               |   |                                | FUND TOTAL                     | -----                         | 2,018.02  |
|        |               |   |                                | TOTAL NUMBER OF DISBURSEMENTS  |                               | 1         |
| D39376 | 700 178 00    | STATE PRESCHOOL AB-451                                    | VENTURA, LEE ANN               | D20590 REIMBURSE FOR SUPPLIES  |                               | 22.48     |

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# RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

11/19/94 - 12/09/94  
PURCHASES OVER \$1

REPORT: APS/APS550/01  
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PAGE: 7

## DISBURSEMENT ORDERS

| REF    | FUND | LOC/SITE | PROGRAM | VENDOR  | DESCRIPTION                       | FUND TOTAL | TOTAL NUMBER OF DISBURSEMENTS |
|--------|------|----------|---------|---|-----------------------------------|------------|-------------------------------|
| D39377 | 800  | 178      | 00      | SELF-CONTAINED CLASSROOM                                  | DOYLE, SANDRA                     | 15.00      | 1                             |
| D39378 | 800  | 178      | 00      | SELF-CONTAINED CLASSROOM                                  | FORACKER, CYNTHIA                 | 15.00      | 1                             |
| D39380 | 800  | 178      | 00      | SELF-CONTAINED CLASSROOM                                  | NASH, ANA                         | 30.00      | 1                             |
| D39381 | 800  | 178      | 00      | SELF-CONTAINED CLASSROOM                                  | NORRIS, JIMMY                     | 15.00      | 1                             |
|        |      |          |         |   |                                   | 75.00      | 4                             |
| D39303 | 900  | 178      | 00      | GENERAL SUPPORT DISTRICT ADM                              | DANIEL NEWBORG & AUTO BODY        | 5,831.52   | 1                             |
| D39304 | 900  | 178      | 00      | GENERAL SUPPORT DISTRICT ADM                              | STUTZ, GALLAGHER & ARTIANO        | 209.25     | 1                             |
| D39305 | 900  | 178      | 00      | GENERAL SUPPORT DISTRICT ADM                              | STUTZ, GALLAGHER & ARTIANO        | 7,432.51   | 1                             |
| D39382 | 900  | 178      | 00      | GENERAL SUPPORT DISTRICT ADM                              | DANIELS, ELOISE                   | 100.00     | 1                             |
| D39383 | 900  | 178      | 00      | GENERAL SUPPORT DISTRICT ADM                              | FEDERAL EXPRESS CORP              | 24.25      | 1                             |
| D39384 | 900  | 178      | 00      | GENERAL SUPPORT DISTRICT ADM                              | MIRA LOMA TIRE CENTER             | 256.45     | 1                             |
|        |      |          |         |   |                                   | 13,853.98  | 6                             |
| D39306 | 979  | 178      | 00      | GEN SUPPORT DISTRICT ADMIN IN DAVID TAUSSIG AND ASSOC., I | D20528 PROF SERVICES FOR OCT 1994 | 612.50     | 1                             |
|        |      |          |         |   |                                   | 612.50     | 1                             |

140 DISBURSEMENTS OVER

\$1.00 FOR A TOTAL AMOUNT OF 143,628.70

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COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT OF PURCHASES

11/19/94 - 12/09/94  
PURCHASES OVER \$1

REPORT: APS/APS550/01  
RUN DATE: 12/09/94  
PAGE: 8

DISBURSEMENT ORDERS

| REF             | FUND | LOC/SITE | PROGRAM | VENDOR                    | DESCRIPTION                      |
|-----------------|------|----------|---------|---------------------------|----------------------------------|
| 1               |      |          |         | DISBURSEMENT ORDERS UNDER | \$1.00 FOR A TOTAL AMOUNT OF .00 |
| 141             |      |          |         | DISBURSEMENT ORDERS       | FOR A GRAND TOTAL OF 143,628.70  |
| TOTAL PURCHASES |      |          |         |                           | 471,777.00                       |

RECOMMEND APPROVAL:

*[Signature]*  
DIRECTOR OF BUSINESS SERVICES

**Jurupa Unified School District**

**1994/1995 AGREEMENTS**

| <b>AGREEMENT<br/>NUMBER</b> | <b>CONTRACTOR</b>                                       | <b>AMOUNT</b> | <b>FUND/PROGRAM<br/>TO BE CHARGED</b>        | <b>PURPOSE</b>  |
|-----------------------------|---|---------------|--|---|
| <b>95-1</b>                 | <b><i>Consultant or Personal Service Agreements</i></b> |               |  |   |
| 95-1-UUU                    | Rick Morris   | \$570.00      | SIP  | Inservice on "New and Practical Techniques for Classroom Discipline and New Ideas for Motivating Students That Will Encourage Self-Discipline" to staff of Sunnyslope Elementary School   |
| 95-1-R-M1                   | Reynolds Consulting Group                               | \$15,925.00   | Business Services                            | Revise contract amount of \$7,800.00 to \$15,925.00 for services relating to Mandated Cost Claims and preparation of chemical profile inventories for classroom science lab chemical disposal for secondary schools for 1994/1995 school year |
| 95-1-VVV                    | Carrie Isbell   | \$100.00      | SIP - 1/3 GH<br>SIP - 1/3 IH<br>SIP - 1/3 RL | Inservice on "Physics for the Mechanically Declined" to Granite Hill Elementary School, Indian Hills Elementary School and Rustic Lane Elementary School teachers   |
| 95-1-WWW                    | Desert Sands USD  | \$74.00       | SIP - 1/3 GH<br>SIP - 1/3 IH<br>SIP - 1/3 RL | Reimbursement for substitute teacher costs for Carrie Isbell  |

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

RE/dc  
1/03/95

**F-3**

GENERAL FUND - FUND 100

| Object         | Description  | Current<br>Budget | Increase | Decrease | Revised<br>Budget | Comments     |
|----------------|--|-------------------|----------|----------|-------------------|--------------|
| 0971           | Appropriation for Contingencies                        | \$1,190,510       |          | \$16,318 | \$1,174,192       | (1)(2)(3)(4) |
| 1000           | Certificated Salaries                                  | \$29,568,403      |          | \$8,806  | \$29,559,597      | (1)          |
| 2000           | Classified Salaries                                    | \$5,834,346       | \$4,785  |          | \$5,839,131       | (1)          |
| 3000           | Employee Benefits                                      | \$8,524,050       | \$3,482  |          | \$8,527,532       | (1)          |
| 4200           | Other Books  | \$4,501           |          | \$25     | \$4,476           |              |
| 4300           | Instructional Supplies                                 | \$424,723         | \$127    |          | \$424,850         |              |
| 4500           | Other Supplies   | \$462,502         |          | \$1,329  | \$461,173         | (2)          |
| 5100           | Instructional Consultants                              | \$32,578          | \$600    |          | \$33,178          |              |
| 5700           | Direct Cost for Interprogram<br>and Interfund Services | \$92,832          |          | \$1,956  | \$90,876          |              |
| 5800           | Other Services   | \$967,451         | \$8,057  |          | \$975,508         | (3)(4)       |
| 6200           | Improvement of Buildings                               | \$25,294          | \$566    |          | \$25,860          |              |
| 6400           | Equipment/Building Fixtures                            | \$74,740          | \$9,261  |          | \$84,001          | (5)(6)(7)    |
| 8900           | District Contribution to<br>Restricted Funds           | (\$3,169,474)     |          | \$1,556  | (\$3,167,918)     |              |
| Total Fund 100 |  | \$44,032,456      |          |          | \$44,032,456      |              |

OTHER RESTRICTED FUNDS - FUND 103

|                |  |             |         |  |             |  |
|----------------|--|-------------|---------|--|-------------|--|
| 5700           | Direct Cost for Interprogram<br>and Interfund Services | (\$174,272) | \$1,556 |  | (\$175,828) |  |
| 8900           | District Contribution to<br>Restricted Funds           | \$466,254   | \$1,556 |  | \$467,810   |  |
| Total Fund 103 |  | \$291,982   |         |  | \$291,982   |  |

LOTTERY - FUND 106

|   |           |       |           |
|---|-----------|-------|-----------|
| 0971 Appropriation for Contingencies                        | \$375,319 | \$350 | \$375,669 |
| 4300 Instructional Supplies                                 | \$12,841  | \$750 | \$12,091  |
| 5700 Direct Cost for Interprogram<br>and Interfund Services | (\$3,983) | \$400 | (\$3,583) |
| Total Fund 106  | \$384,177 |       | \$384,177 |

- (1) Salary adjustments
- (2) Includes small dollar amounts to match appropriation needs with program needs
- (3) C.E.R.T. training in disaster preparedness (to be reimbursed by Mandated Costs)
- (4) Election
- (5) Risograph (PA)
- (6) Scantron machine (RHS)
- (7) Auto scrubber (2)

Recommend Approval: *Robert Paul*  
Director of Business Services

**JURUPA UNIFIED SCHOOL DISTRICT**  
**AUTHORIZED AGENTS**

Superintendent Benita Roberts and Assistant Superintendents Rollin Edmunds and Jim Taylor are authorized agents for all District processes. In addition, the specific names listed below for each account are authorized signatures. The number in parentheses indicates the number of signatures required on the particular account.

|   |  |
|---|--|
| Clearing Account - General Fund (2)               | Pam Lauzon   |
| Tax Sheltered Annuities (1)                       | Pam Lauzon   |
| Revolving Cash Fund (2)                           | Pam Lauzon<br>Phil Wilkeson  |
| School Accounting Division (1)                    | Pam Lauzon   |
| Purchase Orders (1)                               | Ann Hale (Cafeteria)<br>Pam Lauzon<br>Phil Wilkeson<br>Bob Iverson |
| Maintenance Agreements (1)                        | Pam Lauzon<br>Phil Wilkeson  |
| Cafeteria Account (2)                             | Ann Hale<br>Pam Lauzon   |
| Purchase of State Surplus Property (1)            | Pam Lauzon<br>Bill Elzig<br>Robin Robison<br>Phil Wilkeson         |
| State/Federal Supplemental Education Projects (1) | Jim Taylor<br>Memo Mendez  |
| Student Body Account - Jurupa Middle School (2)   | Walt Lancaster<br>Lynne Ennis<br>Sherry Zelenka                    |
| Student Body Account - Mission Middle School (2)  | Donald A. Manzo<br>Victor Palmer<br>Roberta Pace                   |
| Student Body Account - Mira Loma Middle School    | Diana Asseier  |
| Student Body Account - Rubidoux High (2)          | Don Vail<br>Ben Bunz<br>Rick Stangle<br>Annmarie Weaver            |
| Student Body Account - Jurupa Valley High (2)     | Alan Young<br>Ralph Martinez<br>Ronald Needham<br>Rachelle Hampton |

Approved by the Board of Education at the  
Regular Meeting of January 3, 1995

\_\_\_\_\_  
Clerk of the Board

Jurupa Unified School District

RESOLUTION #95/10, SURPLUS SALE

WHEREAS, Education Code 39520 allows for disposition of surplus personal property, and,

WHEREAS, The Board of Education has declared the attached list of equipment surplus; and,

WHEREAS, the possibility exists that some property may remain unsold;

NOW THEREFORE BE IT RESOLVED, that pursuant to Education Code 39520, the Warehouse Manager is empowered to sell this property in a public sale and deposit funds from this sale in the account of the Jurupa Unified School District; and,

THEREFORE BE IT RESOLVED, that if any property remains from the public sale, it will be disposed of either by subsequent private sale or by depositing such property in the local public dump pursuant to Education Code 39521.

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Mary Burns  
Clerk of the Board

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| TAG# | QTY   | DESCRIPTION                              | SERIAL#       | ID#    |
|------|-------|--|---------------|--------|
| 1181 | 1     | Abaccus                                  |               |        |
| 1176 | 1     | AC Unit                                  |               |        |
| 1175 | 1     | AC Unit                                  |               |        |
| 1119 | 1     | AC Unit - Carrier                        | D766037       |        |
| 1118 | 1     | AC Unit - Day & Night                    | 13161         |        |
| 1124 | 1     | AC Unit - Lennox                         | 5185C25299    |        |
| 1103 | 1     | AC Unit - Lennox Model GSC10X-411-S0-1P  |               |        |
| 1104 | 1     | AC Unit - Lennox Model GSC10X-411-S0-1P  |               |        |
| 1223 | 1     | AC Unit - WeatherTron                    |               |        |
| 1295 | 1     | Amplifier - Bogen Challenger Model CHB50 |               | 008241 |
| 0082 | 1     | AV Cart                                  |               |        |
| 1221 | 1     | AV Cart (missing casters)                |               |        |
| 1359 | 1 Lot | AV Equipment - Listening Center & Misc.  |               |        |
| 1226 | 3     | Axle - Truck                             |               |        |
| 1099 | 1     | Backpack Sprayer - Solo                  |               | 042927 |
| 1171 | 1     | Backpack Sprayer - Super Sun             |               |        |
| 1150 | 1     | Bike Rack - 9 bike                       |               |        |
| 1149 | 1     | Bike Rack - 9 bike                       |               |        |
| 1145 | 1     | Box - Wood W/Lock                        |               |        |
| 1174 | 1     | Cabinet - Storage - Metal                |               |        |
| 0879 | 1     | Cabinet - Wood - 1 Drawer & 2 Doors      |               |        |
| 1129 | 1     | Cabinet for mail sorting - Wood          |               |        |
| 1178 | 1 Lot | Cafeteria Tables (7)                     |               |        |
| 1235 | 1     | Calculator - Sharp                       | 91023460      | 009004 |
| 1479 | 1     | Calculator - Sharp Model ELSI804         | 39569203      |        |
| 1303 | 1 Lot | Calculator Tape                          |               |        |
| 0923 | 1     | Camera - Polaroid Spirit 600             | H6RN          |        |
| 1369 | 1     | Card File                                |               |        |
| 1368 | 1     | Card File                                |               |        |
| 1373 | 1     | Card File                                |               |        |
| 1370 | 1     | Card File                                |               |        |
| 1375 | 1     | Card File                                |               |        |
| 1374 | 1     | Card File                                |               |        |
| 1367 | 1     | Card File                                |               | 008298 |
| 1277 | 1     | Card File - 6 Drawer                     |               |        |
| 1478 | 1     | Card Reader - Audiotronics               |               | 013182 |
| 1306 | 1     | Card Reader - Audiotronics Model 800     | 806347        |        |
| 1247 | 1     | Card Reader - Bell & Howell              | GF33143       |        |
| 1294 | 1     | Card Reader - Micro Mark I               | 1450          | 036268 |
| 1475 | 1     | Card Reader - Micro Mark II              | 988           | 039061 |
| 1257 | 1     | Card Reader - Micro Mark II              | 644           | 036274 |
| 1084 | 4     | Carpet Tile - full pallet                |               |        |
| 1141 | 1     | Cart - 2 Shelves - Aluminum              |               | 042713 |
| 1136 | 1     | Cart - 3 Shelves - Aluminum              |               |        |
| 1142 | 1     | Cart - 3 Shelves - Aluminum              |               |        |
| 1184 | 1     | Cart - 3 Shelves - Metal                 |               |        |
| 1244 | 1     | Cassette Recorder - AGS Model AV-100     |               | 002333 |
| 1246 | 1     | Cassette Recorder - Audiotronics         | 713952        | 02209  |
| 1245 | 1     | Cassette Recorder - Audiotronics         | 215554        |        |
| 1282 | 1     | Cassette Recorder - Califone Model 3130C | NE-0789       |        |
| 1283 | 1     | Cassette Recorder - Califone Model 3130C | IE-0344       |        |
| 0932 | 1     | Cassette Recorder - GE Model 3-5130A     | 3713          | 002961 |
| 1240 | 1     | Cassette Recorder - Sharp                | 40614463      | 003062 |
| 1243 | 1     | Cassette Recorder - Sharp                | 0871/41818764 | 002332 |





| TAG# | QTY   | DESCRIPTION                              | SERIAL#     | ID#    |
|------|-------|--|-------------|--------|
| 1279 | 1     | Cassette Recorder - Sharp Model RD-473UM | 30803928M   | 008616 |
| 1280 | 1     | Cassette Recorder - Sharp Model RD-651AV | 881127106   |        |
| 1278 | 1     | Cassette Recorder - Sharp Model RD-651AV | 880825171   |        |
| 1281 | 1     | Cassette Recorder - Sharp Model RD-651AV | 880824990   |        |
| 1290 | 1     | Cassette Recorder - Teaching Tech        |             | 008615 |
| 1307 | 1     | Cassette Recorder - Wollensak 3M         | 00013484    |        |
| 1360 | 9     | Cassette Recorders                       |             |        |
| 1199 | 1     | Chair - Adult - Brown                    |             |        |
| 1189 | 1     | Chair - Brown                            |             |        |
| 1076 | 1     | Chair - Executive - Green                |             | 011892 |
| 1068 | 1     | Chair - Executive - Orange               |             |        |
| 1069 | 1     | Chair - Executive - Yellow               |             |        |
| 1185 | 1     | Chair - Green                            |             |        |
| 1188 | 1     | Chair - Green                            |             |        |
| 1067 | 1     | Chair - Guest (or Sidearm) - Brown       |             |        |
| 1092 | 1     | Chair - Guest (or Sidearm) - Green       |             |        |
| 1093 | 1     | Chair - Guest (or Sidearm) - Orange      |             |        |
| 1134 | 1     | Chair - Guest (or Sidearm) - Orange      |             |        |
| 1200 | 1 Set | Chair - Interlocking (3) - Brown/Orange  |             |        |
| 1077 | 1     | Chair - Lounge - Yellow                  |             |        |
| 1201 | 1     | Chair - Orange                           |             |        |
| 1135 | 1     | Chair - Orange                           |             |        |
| 1187 | 1     | Chair - Secretarial (casters missing)    |             |        |
| 1087 | 1     | Chair - Secretarial - Black              |             | 011698 |
| 1462 | 1     | Chair - Secretarial - Brown              |             |        |
| 1071 | 1     | Chair - Secretarial - Brown              |             |        |
| 1299 | 1     | Chair - Secretarial - Brown              |             |        |
| 1065 | 1     | Chair - Secretarial - Brown              |             |        |
| 1085 | 1     | Chair - Secretarial - Brown              |             |        |
| 1070 | 1     | Chair - Secretarial - Brown              |             | 016794 |
| 1066 | 1     | Chair - Secretarial - Brown              |             |        |
| 1072 | 1     | Chair - Secretarial - Brown              |             |        |
| 1064 | 1     | Chair - Secretarial - Brown              |             |        |
| 1298 | 1     | Chair - Secretarial - Brown              |             | 011633 |
| 1463 | 1     | Chair - Secretarial - Brown              |             |        |
| 1073 | 1     | Chair - Secretarial - Green              |             |        |
| 1075 | 1     | Chair - Secretarial - Orange             |             |        |
| 1074 | 1     | Chair - Secretarial - Red                |             |        |
| 1464 | 1     | Chair - Sidearm w/Casters                |             |        |
| 0864 | 1     | Chair - Teachers - Brown                 |             | 011840 |
| 0865 | 1     | Chair - Teachers - Brown                 |             |        |
| 1183 | 1     | Chair - Wood                             |             |        |
| 1137 | 1     | Chair - Wood                             |             |        |
| 1186 | 1     | Chair - Yellow                           |             |        |
| 1239 | 1     | Chalkboard - Portable                    |             | 001341 |
| 1204 | 1 Lot | Chalkboards & Bulletin boards            |             |        |
| 1140 | 1     | Coatrack                                 |             | 005724 |
| 1337 | 1     | Computer - Apple II+ Model AA110408      | A2S2-378081 |        |
| 1336 | 1     | Computer - Apple IIe Model A2S2064       | D510HM      |        |
| 1418 | 1     | Computer - Commodore 128                 | CA-1450168  | 025135 |
| 1318 | 1     | Computer - Commodore 64                  | P-5079564   | 042804 |
| 1268 | 1     | Computer - Commodore 64                  | P-2512532   | 038012 |
| 0883 | 1     | Computer - Commodore 64                  | P5169903-B  |        |
| 1422 | 1     | Computer - Commodore 64                  | P-01849530  | 008187 |



| TAG# | QTY | DESCRIPTION                           | SERIAL#     | ID#    |
|------|-----|---------------------------------------|-------------|--------|
| 1428 | 1   | Computer - Commodore 64               | P-2670677   | 017291 |
| 1425 | 1   | Computer - Commodore 64               | P-01528700  | 008188 |
| 1430 | 1   | Computer - Commodore 64               | P-2581860   |        |
| 1427 | 1   | Computer - Commodore 64               | P-5806732   | 017563 |
| 1266 | 1   | Computer - Commodore 64               | P-5759262   | 017360 |
| 1309 | 1   | Computer - Commodore 64               | P-5145081   | 038027 |
| 1446 | 1   | Computer - Commodore 64               | P-2670674   | 017293 |
| 1423 | 1   | Computer - Commodore 64               | S00035112   | 008181 |
| 1420 | 1   | Computer - Commodore 64               | P-2670684   | 017292 |
| 1429 | 1   | Computer - Commodore 64               | P-00186444  | 008175 |
| 1426 | 1   | Computer - Commodore 64               | P-01528702  | 008186 |
| 1451 | 1   | Computer - Commodore 64               | P-01848704  | 008185 |
| 1287 | 1   | Computer - Commodore 64               | P-5145148   | 038019 |
| 1445 | 1   | Computer - Commodore 64               | S00076569   | 008184 |
| 1450 | 1   | Computer - Commodore 64               | S00076636   | 008178 |
| 1419 | 1   | Computer - Commodore 64               | P-2254411   | 016188 |
| 1424 | 1   | Computer - Commodore 64               | S00076618   | 008180 |
| 1267 | 1   | Computer - Commodore 64               | P-5145182   | 038020 |
| 1312 | 1   | Computer - Commodore 64               | P-2512533   | 038014 |
| 1317 | 1   | Computer - Commodore 64               | P-00125322  |        |
| 1421 | 1   | Computer - Commodore 64               | P-2670682   | 017295 |
| 1123 | 1   | Condensing Unit - Lennox              | S179E23291  |        |
| 1237 | 1   | Controller - Brother Model IF50       | M39047213   |        |
| 0885 | 1   | Copier - Mita Model DC-3132           | DX-37022189 | 016687 |
| 1146 | 1   | Crock Pot - Rival                     | 1106        |        |
| 1196 | 1   | Cup Holder                            |             |        |
| 1131 | 1   | Custodial Cart - Metal                |             | 018362 |
| 1132 | 1   | Custodial Cart - Metal - Forbes       |             |        |
| 0921 | 14  | Desk - Double Place                   |             |        |
| 0881 | 1   | Desk - Executive - 6 Drawer           |             |        |
| 1094 | 1   | Desk - Executive - 6 Drawer           |             | 017017 |
| 0941 | 1   | Desk - Secretarial - 6 Drawer         |             |        |
| 1130 | 1   | Desk - Secretarial - 6 Drawer - Metal |             | 004857 |
| 0920 | 9   | Desk - Single Place                   |             |        |
| 1143 | 1   | Desk - Teachers - 3 Drawer            |             | 011172 |
| 1027 | 1   | Desk - Teachers - 3 Drawer            |             |        |
| 1018 | 1   | Desk - Teachers - 4 Drawer            |             |        |
| 0880 | 1   | Desk - Teachers - 4 Drawer            |             |        |
| 1028 | 1   | Desk - Teachers - 6 Drawer            |             |        |
| 1020 | 1   | Desk - Teachers - 6 Drawer            |             |        |
| 1026 | 1   | Desk - Teachers - 6 Drawer            |             |        |
| 1017 | 1   | Desk - Teachers - 6 Drawer            |             |        |
| 0871 | 1   | Desk - Teachers - Wood - 3 Drawer     |             | 006007 |
| 1095 | 1   | Desk - Teachers - Wood - 3 Drawer     |             | 006067 |
| 1032 | 1   | Desk - Teachers - Wood - 4 Drawer     |             | 003598 |
| 1030 | 1   | Desk - Teachers - Wood - 4 Drawer     |             | 006105 |
| 1059 | 1   | Desk - Teachers - Wood - 4 Drawer     |             |        |
| 1058 | 1   | Desk - Teachers - Wood - 4 Drawer     |             |        |
| 0870 | 1   | Desk - Teachers - Wood - 4 Drawer     |             |        |
| 1096 | 1   | Desk - Teachers - Wood - 4 Drawer     |             |        |
| 1031 | 1   | Desk - Teachers - Wood - 4 Drawer     |             | 003529 |
| 1340 | 1   | Disk Drive - Apple 3.5 Model A9M0106  | SS9141W400J | 023532 |
| 1338 | 1   | Disk Drive - Apple 3.5 Model A9M0106  | SS9262AC00J | 023801 |
| 1341 | 1   | Disk Drive - Apple 3.5 Model A9M0106  | SS9434T100J | 024609 |

| TAG# | QTY   | DESCRIPTION                              | SERIAL#          | ID#    |
|------|-------|--|------------------|--------|
| 1339 | 1     | Disk Drive - Apple 3.5 Model A9M0106     | SS9141WL00J      | 023524 |
| 1372 | 1     | Disk Drive - Apple Model A2M0003         | 1126666          | 011227 |
| 1438 | 1     | Disk Drive - Commodore                   | BA1A-60141       | 008222 |
| 1227 | 1     | Disk Drive - Commodore                   | AB1-135696       | 042066 |
| 1454 | 1     | Disk Drive - Commodore                   | AJ1-073204       | 042068 |
| 1253 | 1     | Disk Drive - Commodore                   | AB1-268485       | 042998 |
| 1444 | 1     | Disk Drive - Commodore                   | 1865677          | 008221 |
| 1439 | 1     | Disk Drive - Commodore                   | AB1-13589        | 042067 |
| 1256 | 1     | Disk Drive - Commodore                   | ABJ-173639       | 042802 |
| 1228 | 1     | Disk Drive - Commodore                   | 135564           | 042050 |
| 1436 | 1     | Disk Drive - Commodore                   | BA1A-60722       | 008223 |
| 1435 | 1     | Disk Drive - Commodore                   | AA1-016092       | 017300 |
| 1434 | 1     | Disk Drive - Commodore                   | AJ1-A41200       | 008227 |
| 1255 | 1     | Disk Drive - Commodore                   | AJ1-077607       | 042056 |
| 1440 | 1     | Disk Drive - Commodore                   | BA1A-60142       | 008225 |
| 1288 | 1     | Disk Drive - Commodore                   | AJ1-073203       | 042059 |
| 1229 | 1     | Disk Drive - Commodore                   | BC1-019010       | 017361 |
| 1441 | 1     | Disk Drive - Commodore                   | 171390           | 016201 |
| 1254 | 1     | Disk Drive - Commodore                   | AB1-273714       | 042803 |
| 1437 | 1     | Disk Drive - Commodore                   | AJ1-168324       | 016134 |
| 1321 | 1     | Disk Drive - Commodore 1541              | AB1-337874       |        |
| 1448 | 1     | Disk Drive - Commodore 1571              | BA-1009797       | 025134 |
| 1494 | 1     | Disk Drive - Commodore Dual Model 4040   | G1009839         | 008587 |
| 1371 | 1     | Disk Drive - Commodore Model D9090 HARD  | 3572             | 04834  |
| 1177 | 1     | Drinking Fountain                        |                  |        |
| 1108 | 1     | Dryer - GE Gas Model #DDG7188PHLWH-White | SV3-09027G       | 003975 |
| 1205 | 1 Lot | Electrical Parts (Miscellaneous)         |                  |        |
| 1113 | 1     | Evaporator - Gaffers & Sattler Model 3/3 | B33573E6         |        |
| 1327 | 1     | Fan - Ceiling                            |                  |        |
| 1326 | 1     | Fan - Ceiling                            |                  |        |
| 1293 | 1     | Fan - Dayton                             |                  |        |
| 0877 | 1     | Fan - Dayton Model 4C945D                |                  |        |
| 0878 | 1     | Fan - Dayton Model 4C945D                |                  |        |
| 1091 | 1     | Fan - Hunter Box Style - Yellow          |                  |        |
| 1090 | 1     | Fan - ILG Box Style - Green              |                  |        |
| 1089 | 1     | Fan - ILG Box Style - green              |                  |        |
| 1292 | 1     | File - Tub - Blue                        |                  |        |
| 1025 | 1     | File Cabinet - Legal 4 Drawer - Gray     |                  | 002769 |
| 1024 | 1     | File Cabinet - Letter 4 Drawer - Gray    |                  |        |
| 1023 | 1     | File Cabinet - Letter 4 Drawer - Gray    | Missing 1 drawer |        |
| 1022 | 1     | File Cabinet - Letter 4 Drawer - Tan     |                  |        |
| 1133 | 1     | File Cabinet - Letter 5 Drawer - Green   |                  | 002828 |
| 1458 | 1 Lot | Film Reels (23) with Rack                |                  |        |
| 1498 | 1     | Fire Alarm - Fire-Lite Miniscan 424A     | 29025            |        |
| 1082 | 1     | Floor Scrubber - Multi-Clean 19          |                  |        |
| 1162 | 1     | Foot Stool - Brown                       |                  |        |
| 1122 | 1     | Furnace - Lennox                         | 5885J02714       |        |
| 1126 | 1     | Furnace - Lennox                         |                  |        |
| 1127 | 1     | Furnace - Lennox                         |                  |        |
| 1178 | 1     | Furnace - Lennox                         | 585608805        |        |
| 1121 | 1     | Furnace - Lennox                         |                  |        |
| 1120 | 1     | Furnace - Lennox                         | 5486600640       |        |
| 1125 | 1     | Furnace - Lennox                         | 5185A20294       |        |
| 1116 | 1     | Furnace - Lennox                         | 5486E03909       |        |

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| TAG# | QTY   | DESCRIPTION                              | SERIAL#       | ID#    |
|------|-------|--|---------------|--------|
| 1117 | 1     | Furnace - Lennox                         | GS8D-75       |        |
| 1106 | 1     | Furnace - Reznor Industrial              | AMJ63H561570  |        |
| 1111 | 1     | Furnace - Reznor Industrial              | AML62H5N77781 |        |
| 1105 | 1     | Furnace - Reznor Industrial              | AND63H5N15571 |        |
| 1112 | 1     | Furnace - Sterling Radiation Model RTE-1 | 0381-90       |        |
| 1165 | 1 Lot | Gardening Equipment - Gas Powered & Part |               |        |
| 1170 | 1 Lot | Gardening Tools - Hand                   |               |        |
| 1207 | 1     | Gas Pump W/Hose & Nozzle                 |               |        |
| 1060 | 1     | Generator - Caterpillar                  | 5FA03834      |        |
| 1194 | 1     | Heater - Rheem                           |               |        |
| 1238 | 1     | Hole Punch - Wilson Jones                |               |        |
| 1109 | 1     | Ice Maker - Uniflow Model GBN-760        | 481070B3JN    | 023467 |
| 1333 | 1     | Keyboard - Apple #658-4081               | 288063        | 022180 |
| 1331 | 1     | Keyboard - Apple #658-4081               | 409807        | 023426 |
| 1334 | 1     | Keyboard - Apple #658-4081               | 436651        | 024206 |
| 1335 | 1     | Keyboard - Apple #658-4081               | 188170        | 039439 |
| 1332 | 1     | Keyboard - Apple #658-4081               | 435158        | 024237 |
| 1442 | 1     | Keyboard - BTC Model BTC-5339            | 695300554     | 023338 |
| 1443 | 1     | Keyboard - Suntouch Model K101           | 900068026     |        |
| 1128 | 3 Lot | Kitchen Equipment - Miscellaneous        |               |        |
| 0866 | 1 Lot | Lamps - Sylvania (Miscellaneous Bulbs)   |               |        |
| 1101 | 1 Lot | Lamps - Sylvania (Miscellaneous Bulbs)   |               |        |
| 1484 | 1     | Learning System-3 Language Moni-Com      | 30011         | 004621 |
| 1155 | 1     | Lift-Gate                                |               |        |
| 1301 | 1     | Lift-Gate for Wheelchair-National #BC-42 |               |        |
| 1166 | 1     | Line Marker - Stackhouse                 |               |        |
| 1296 | 1     | Listening Center - Audiotronics          | 865286        | 036295 |
| 1144 | 1     | Listening Center - Telex - 8 Station     |               |        |
| 1499 | 1     | Marker Board - Portable                  |               |        |
| 1465 | 1 Lot | Mats - Tumbling - Yellow                 |               |        |
| 0924 | 1     | Micro Fiche Reader - Model 495           | H-8410749     | 020937 |
| 1456 | 1     | Micro Fiche Reader - NCR                 | 330009068616  |        |
| 1310 | 1     | Microscope - Elgeet Electronic           | A1982         | 007046 |
| 1159 | 1     | Milk Cooler - Caravell                   | SFI-312       |        |
| 1114 | 1     | Milk Cooler - Kelvinator                 | 7A016291      | 007147 |
| 1115 | 1     | Milk Cooler - Kelvinator                 |               |        |
| 1431 | 1     | Monitor - Amdek                          | 027589        | 008198 |
| 1414 | 1     | Monitor - Amdek #Color-1                 | 015401        | 008200 |
| 1343 | 1     | Monitor - Apple Model A2M2056            | 105183        | 039917 |
| 1342 | 1     | Monitor - Apple Model A2M2056            | 038317        | 016928 |
| 1225 | 1     | Monitor - Commodore                      | XC-1067214    | 042079 |
| 1453 | 1     | Monitor - Commodore Model 1701           | XC-1272400    | 017317 |
| 1452 | 1     | Monitor - Commodore Model 1701           | 07832185      | 017542 |
| 1319 | 1     | Monitor - Commodore Model 1702           | 1067238       | 042089 |
| 1015 | 1     | Monitor - Commodore Model 1702           | XC-1069945    | 042084 |
| 1411 | 1     | Monitor - Commodore Model 1702           | XC-1121124    |        |
| 1258 | 1     | Monitor - Commodore Model 1702           | 1357515       | 042999 |
| 1271 | 1     | Monitor - Commodore Model 1702           | 1069954       | 042087 |
| 1412 | 1     | Monitor - Commodore Model 1702           | XC-1348565    | 016190 |
| 1409 | 1     | Monitor - Commodore Model 1702           | XC-1156295    | 016429 |
| 1316 | 1     | Monitor - Commodore Model 1702           | 1069906       | 042082 |
| 1013 | 1     | Monitor - Commodore Model 1702           | XC-1068294    | 042088 |
| 1016 | 1     | Monitor - Commodore Model 1702           | XC-1067225    | 042080 |
| 1485 | 1     | Monitor - Commodore Model 1702           | 1269525       | 017315 |

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| TAG# | QTY   | DESCRIPTION                              | SERIAL#      | ID#    |
|------|-------|--|--------------|--------|
| 1410 | 1     | Monitor - Commodore Model 1702           | XC-1238430   | 017313 |
| 1270 | 1     | Monitor - Commodore Model 1702           | 1254561      | 042807 |
| 1289 | 1     | Monitor - Commodore Model 1702           | 1068305      | 042075 |
| 1320 | 1     | Monitor - Commodore Model 1702           | 1069895      | 042074 |
| 1486 | 1     | Monitor - Commodore Model 1702           | 1068025      | 042091 |
| 1014 | 1     | Monitor - Commodore Model 1702           | XC-1067929   | 042070 |
| 1297 | 1     | Monitor - IBM Model 8503001              | 72-0380209   | 022085 |
| 1432 | 1     | Monitor - Magnavox                       | 62430975     | 025136 |
| 1315 | 1     | Monitor - Magnavox Model BE3801BE01      | 33818624     |        |
| 1413 | 1     | Monitor - Samsung                        | 92000399     | 023295 |
| 1259 | 1     | Monitor - Zenith Model ZVM121            | 3492878      | 025254 |
| 1213 | 1     | Motor - Dayton 3 Phase                   | S60118KNF    |        |
| 0937 | 1     | Motor - Dayton Split Phase Model 5073    | 2592         | 022363 |
| 1102 | 1     | Mower - Hustler 261 - Model 922275       | 0022235      |        |
| 0940 | 1     | Nurse's Cot                              |              |        |
| 1173 | 1     | Oil/Refrigerant Tank - Carlyle           |              |        |
| 1466 | 6 Lot | Paint - Assorted Colors/Amounts          |              |        |
| 1493 | 1     | Paint Easel - Aluminum                   |              |        |
| 1151 | 1     | Physical Therapy Water Tank - Logan      |              |        |
| 1063 | 1     | Piano - Wurlitzer Upright                | 885935       | 007288 |
| 1361 | 1 Lot | Play Furniture                           |              |        |
| 1265 | 1     | Power Supply - Commodore                 | 102049       |        |
| 1416 | 1     | Printer - Anadex                         | 039250       |        |
| 1449 | 1     | Printer - Apple Daisywriter Mdl# A3M0025 | 510282       | 017969 |
| 1471 | 1     | Printer - Apple Imagewriter              | 1540674      | 022395 |
| 1364 | 1     | Printer - Apple Model A2M0058            | 252027       | 011215 |
| 1365 | 1     | Printer - Apple Model A3M0025            | 509757       | 017706 |
| 1455 | 1     | Printer - Commodore                      | 224259       | 008212 |
| 0898 | 1     | Printer - Commodore Model 8023P          | 114762       | 010956 |
| 1415 | 1     | Printer - Commodore Model MPS801         | 055286       | 008213 |
| 1260 | 1     | Printer - Commodore Model MPS801         | 0355321      | 042069 |
| 1269 | 1     | Printer - Commodore Model MPS803         | 1151288      | 016263 |
| 1300 | 1     | Printer - Commodore Model MPS803         | XH1005744    | 016208 |
| 1447 | 1     | Printer - Commodore MPS803               | XH1110409    | 017303 |
| 1433 | 1     | Printer - Commodore MPS803               | 1137468      | 017304 |
| 1417 | 1     | Printer - Commodore VIC-1525             | 227807       | 008214 |
| 0884 | 1     | Printer - Daisywriter Model 2500/2000    | F31392853    | 016126 |
| 1362 | 1     | Printer - Epson LQ-2500                  | 12021680     |        |
| 1363 | 1     | Printer - Epson Model MX-80F/T           | 355158       | 025251 |
| 0939 | 1     | Printer - Epson Model P24EA LQ-2500      | 11007701     |        |
| 1489 | 1     | Printer - Gemini Star                    | 080050115878 | 016331 |
| 1490 | 1     | Printer Sound Shield                     |              | 036419 |
| 1305 | 1     | Printer Sound Shield                     |              |        |
| 1304 | 1     | Printer Sound Shield - Lit-Ning #5010    |              |        |
| 1348 | 1     | Printer Sound Shield - Quiet Print       |              |        |
| 0873 | 1     | Printer Sound Shield - Quietizer #7011   |              |        |
| 1349 | 1     | Printer Sound Shield - Xerox             |              | 017977 |
| 1472 | 1     | Projection Screen - Rear                 |              | 008588 |
| 1180 | 1     | Projection Screen - Wall Mount           |              |        |
| 1473 | 1     | Projector - Eiki Film                    | 70887        |        |
| 1273 | 1     | Projector - Eiki Model SLO Filmstrip     | 64400        |        |
| 1480 | 1     | Projector - Hudson Filmstrip             | 207422       |        |
| 1234 | 1     | Projector - Kodak Carousel 800 Slide     | 893928       | 0172   |
| 1496 | 1     | Projector - Overhead                     | 333216       | 011201 |

| TAG# | QTY   | DESCRIPTION                              | SERIAL#    | ID#    |
|------|-------|--|------------|--------|
| 1308 | 1     | Projector - Singer                       |            | 004644 |
| 1477 | 1     | Projector - Singer AutoVance 3           | 04451      | 003030 |
| 1474 | 1     | Projector - Singer AutoVance 3           | 03171      | 003041 |
| 1459 | 1     | Projector - Singer Filmstrip             | 1115A14634 | 008506 |
| 1460 | 1     | Projector - Singer Filmstrip             | 31162C     | 008505 |
| 1233 | 1     | Projector - Singer Filmstrip             | 100-02780  |        |
| 1262 | 1     | Projector - Singer Filmstrip             | 07557      | 001490 |
| 1311 | 1     | Projector - Singer Filmstrip             | 36261C     |        |
| 1261 | 1     | Projector - Singer Filmstrip             | 07084      |        |
| 1457 | 1     | Projector - Singer Filmstrip             | 749780     | 008503 |
| 1461 | 1     | Projector - Singer Filmstrip             | 084928     |        |
| 0891 | 1     | Projector - Singer Model 1115 16mm       | 01326      | 011804 |
| 1323 | 1     | Projector - Singer Model 2110 Filmstrip  | 36247C     |        |
| 1314 | 1     | Projector - Singer Model 8110 Filmstrip  | A09987     |        |
| 1313 | 1     | Projector - Singer Model 8130 Filmstrip  | A06082     |        |
| 1264 | 1     | Projector - Telex Filmstrip              | 89654      | 018253 |
| 1218 | 1     | Rack - Metal                             |            |        |
| 1206 | 1     | Rack for Folding Chairs - Metal          |            |        |
| 1487 | 1     | Radio Base Station                       |            |        |
| 1098 | 4 Set | Rain Gear                                |            |        |
| 1236 | 1 Set | Record Albums - Educational Subjects     |            |        |
| 1275 | 1     | Record Player - AGS 3000                 | 099821     |        |
| 1488 | 1     | Record Player - Audiotronics             | 516970     | 002991 |
| 1492 | 1     | Record Player - Califone                 | 1433-52149 |        |
| 1248 | 1     | Record Player - Califone                 | 1448-18226 |        |
| 1470 | 1     | Record Player - Califone                 | 1446-18218 |        |
| 1491 | 1     | Record Player - Califone                 | 1404-08153 | 002990 |
| 1263 | 1     | Record Player - Califone                 | 1446-18217 | 008536 |
| 1251 | 1     | Record Player - Califone                 | 1446-18222 |        |
| 1322 | 1     | Record Player - Califone Model 1410      | 00425      |        |
| 1249 | 1     | Record Player - Newcomb                  | 407142     | 008545 |
| 1153 | 1     | Refrigerator - Schaefer Model RIS66      | 34878      |        |
| 1285 | 1 Lot | Risers (15)                              |            |        |
| 0874 | 1     | Rolaben - 7 Compartment - Tan            |            |        |
| 1483 | 1     | Rolaben - Green                          |            |        |
| 1497 | 1     | Rolaben - Metal                          |            |        |
| 0935 | 1     | Scale - Health-O-Meter (Nurse's)         | 4000CFF    | 008229 |
| 1169 | 2     | Seeder - Cyclone Model 33                |            |        |
| 1172 | 1     | Spa Liner                                |            |        |
| 1167 | 1     | Spreader - EV-N-Spread Broadcast         |            | 016227 |
| 1148 | 1 Set | Speakers (2) w/Stand & Tripod -Cobreflex | Mdl#ID-40T | 021045 |
| 1110 | 1     | Sprinkler Control - Toro Model 116-06-01 | 00103      |        |
| 1168 | 1 Lot | Sprinkler Heads & Parts                  |            |        |
| 1232 | 1     | Stapler - Swingline Electric             | 135884     |        |
| 1147 | 1     | Steam Cleaner - American                 | 7520       |        |
| 1211 | 1 Set | Steps W/ Aluminum Hand Rails             |            |        |
| 1182 | 1     | Stool - Metal - Red                      |            | 010395 |
| 1154 | 1 Set | Storage Racks (3) - Adjustable           |            |        |
| 1157 | 1     | Storage Tank - Steel                     |            |        |
| 1079 | 1     | Stove - O'keefe & Merritt - Green        | 27334571   | 003964 |
| 1078 | 1     | Stove - O'keefe & Merritt - Green        | 76167465   | 003967 |
| 1080 | 1     | Stove - Wolf (Murray) - Black            |            | 004799 |
| 1081 | 1     | Stove - Wolf - Model D-3-26-3-HHT        | 13338      | 002475 |
| 0872 | 1     | Study Carrel - Double Place              |            |        |

| TAG# | QTY   | DESCRIPTION                              | SERIAL#   | ID#    |
|------|-------|--|-----------|--------|
| 1468 | 1     | Switchboard - NEMA FC-1 Deadfront        | A862256   |        |
| 1467 | 1     | Switchboard - NEMA FC-1 Deadfront        | A862257   |        |
| 1469 | 1     | Switchboard - NEMA FC-1 Deadfront        | A862255   |        |
| 1203 | 1     | Table - Rectangluar                      |           |        |
| 0869 | 1     | Table - Rectangular                      |           |        |
| 1197 | 1     | Table - Rectangular                      |           |        |
| 0887 | 1     | Table - Rectangular                      |           |        |
| 1193 | 1     | Table - Rectangular                      |           |        |
| 1202 | 1     | Table - Rectangular                      |           |        |
| 0868 | 1     | Table - Rectangular                      |           |        |
| 0886 | 1     | Table - Rectangular                      |           |        |
| 1046 | 1     | Table - Round                            |           |        |
| 1403 | 1     | Table - Round                            |           |        |
| 1042 | 1     | Table - Round                            |           |        |
| 1399 | 1     | Table - Round                            |           |        |
| 1330 | 1     | Table - Round                            |           | 042937 |
| 1405 | 1     | Table - Round                            |           |        |
| 1401 | 1     | Table - Round                            |           |        |
| 1044 | 1     | Table - Round                            |           |        |
| 1402 | 1     | Table - Round                            |           |        |
| 1406 | 1     | Table - Round                            |           |        |
| 1045 | 1     | Table - Round                            |           |        |
| 1038 | 1     | Table - Round                            |           |        |
| 1404 | 1     | Table - Round                            |           |        |
| 1047 | 1     | Table - Round                            |           |        |
| 1043 | 1     | Table - Round                            |           |        |
| 1400 | 1     | Table - Round                            |           |        |
| 1195 | 1     | Table - Trapezoid                        |           |        |
| 1179 | 1     | Table - Wood                             |           |        |
| 1053 | 1     | Table - Wood                             |           | 003603 |
| 1163 | 1     | Table - Wood                             |           |        |
| 1192 | 1     | Table - Wood                             |           |        |
| 1222 | 1     | Table Top                                |           |        |
| 1274 | 1     | Tape Recorder - Wollensak 3M             | 15216912  |        |
| 0890 | 1     | Telebinocular - Visual Survey #46        |           | 011780 |
| 0889 | 1     | Telebinocular - Visual Survey #46        |           |        |
| 1286 | 1 Lot | Telephones & Misc. Equipment             |           |        |
| 1230 | 1     | ThermoFax - 3M                           | 0302904   | 007015 |
| 1021 | 1     | Tool Chest - Yellow                      |           |        |
| 1156 | 1     | Tote Cabinet                             |           | 004510 |
| 1097 | 1 Set | Transport Cart - 3 Plastic Insulated Box |           |        |
| 1242 | 1     | Tutorette - Audiotronics                 | 803054    | 002334 |
| 1241 | 1     | Tutorette - Audiotronics                 | 803125    | 001497 |
| 1395 | 1     | TV - RCA 19" Model XL100                 | 81363     |        |
| 1396 | 1     | TV - RCA 25"                             | 43CE63274 | 000312 |
| 1397 | 1     | TV - RCA 25"                             | 43CE6527  | 001199 |
| 1324 | 1     | TV - Sharp 25" Model 25KT15              | 632609    | 016271 |
| 1325 | 1     | TV - Sharp 27" Model 27RV649             | 314152    | 024710 |
| 1291 | 1     | TV - Zenith 19"                          | 543331    | 002654 |
| 1482 | 1     | Typewriter - Brother EM-601              | A81199264 | 015098 |
| 1393 | 1     | Typewriter - Brother EM-601              | G71687812 |        |
| 1252 | 1     | Typewriter - Facit                       | 531839203 | 017232 |
| 1381 | 1     | Typewriter - Facit Manual                |           |        |
| 1276 | 1     | Typewriter - Facit Model 1740/3511       | 531839534 | 017233 |

| TAG# | QTY   | DESCRIPTION                              | SERIAL#          | ID#    |
|------|-------|--|------------------|--------|
| 1376 | 1     | Typewriter - Facit Model 1740/3511       | 531839250        | 017234 |
| 1377 | 1     | Typewriter - Facit Model 1740/3511       | 531839192        |        |
| 1272 | 1     | Typewriter - IBM                         |                  |        |
| 1382 | 1     | Typewriter - IBM Selectric               | 21-0673166       |        |
| 1386 | 1     | Typewriter - IBM Selectric               | 21-9661025       | 003356 |
| 1347 | 1     | Typewriter - IBM Selectric               | 21-0673165       |        |
| 1354 | 1     | Typewriter - IBM Selectric               | 7-6705-935331537 |        |
| 1358 | 1     | Typewriter - IBM Selectric               | 4695423          |        |
| 1383 | 1     | Typewriter - IBM Selectric               | 21-9331073       | 006830 |
| 1346 | 1     | Typewriter - IBM Selectric               | 27-0668736       |        |
| 1385 | 1     | Typewriter - IBM Selectric               | 21-96795661      | 003354 |
| 1394 | 1     | Typewriter - IBM Selectric II            | 26-3674378       |        |
| 1390 | 1     | Typewriter - IBM Selectric II            | 26-3657276       | 010958 |
| 1345 | 1     | Typewriter - IBM Selectric II            | 26-3657275       | 014131 |
| 1388 | 1     | Typewriter - IBM Selectric II            | 26-1656458       |        |
| 1384 | 1     | Typewriter - IBM Selectric II            | 26-6874160       |        |
| 1391 | 1     | Typewriter - IBM Selectric II            | 26-1741380       | 016156 |
| 1389 | 1     | Typewriter - IBM Selectric II            | 26-6822070       |        |
| 1500 | 1     | Typewriter - IBM Selectric II            | 26-3771277       | 009090 |
| 1387 | 1     | Typewriter - IBM Selectric III           | 6702-11-1004549  | 006372 |
| 1392 | 1     | Typewriter - Olympia Manual              |                  |        |
| 1378 | 1     | Typewriter - Olympia Mastertype          | 66-0044952       | 036136 |
| 1380 | 1     | Typewriter - Royal Manual                | 470-16-9646570   |        |
| 1379 | 1     | Typewriter - Underwood 702               |                  |        |
| 0936 | 1     | Typing Stand - Tiffany Co.               |                  | 012297 |
| 0875 | 1     | Utility Cart W/Casters - Metal - Blue    |                  |        |
| 0933 | 1     | Vacuum - Sanitaire 888                   |                  |        |
| 1357 | 1     | VCR - GE Model VG2003                    | 048420877        | 025013 |
| 0912 | 1     | VCR - JVC Model HR-7100U                 | 068N2779         | 005356 |
| 1356 | 1     | VCR - Panasonic Model PV-2004            | H0AA13906        | 024812 |
| 1355 | 1     | VCR - RCA Model VPT290                   | 744637707        | 039873 |
| 1476 | 1     | Video Display - Radio Shack              |                  | 008377 |
| 1250 | 1     | Voice Mirror - Edison Model NVM-1        | 18404088         |        |
| 0917 | 1 Lot | Walkie-Talkies - Motorola Handie-Com (4) | #0185 - #0188    |        |
| 0876 | 1 Lot | Wall Clocks                              |                  |        |
| 1107 | 1     | Washer - GE Model#WWA8360PALWH - White   | VV1-217646       | 003976 |
| 1158 | 1     | Welder - Ammco Gas                       |                  | 010888 |
| 1212 | 1     | Welder - Lincoln Idealarc 250            | 231446           |        |
| 1215 | 1     | Welder - Lincoln Idealarc 250            | 232511           |        |
| 1216 | 1     | Welder - Lincoln Idealarc 250            | 230251           |        |
| 1217 | 1     | Welder - Lincoln Idealarc 250            | 230255           |        |
| 1214 | 1     | Welder - Lincoln Idealarc 250            | 232512           |        |
| 1083 | 1     | Wet Vac - Nobles Model V248              | V-4140           |        |
| 1481 | 1     | Wet Vac - Nobles Model V248              | V-4149           | 010922 |
| 1100 | 1 Lot | Window Screens - 7 each                  |                  |        |
| 1352 | 1 Set | Word Processor - Xerox 860               | SEE NOTE         |        |
| 1408 | 1 Set | Word Processor - Xerox 860               | SEE NOTE         |        |
| 1350 | 1 Set | Word Processor - Xerox 860               | SEE NOTE         |        |





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**CALIFORNIA DEPARTMENT OF EDUCATION**

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721 Capitol Mall: P.O. Box 944272

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Sacramento, CA 94244-2720

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## GOALS 2000 FACT SHEET

The Goals 2000: Educate America Act is new federal legislation signed in March of 1994. Title III of the Act will provide funding to states to engage in comprehensive standards-based school improvement or "systemic reform". In the first year, states may apply for grants to be used for simultaneous state level and local planning and piloting efforts. States receiving federal funds will award competitive subgrants to local education agencies to allow them to engage in organizing for systemic reform and providing associated staff development. In future years, implementation funding will be made available.

In California, the State plan will be developed during 1995 by a panel appointed by the Superintendent of Public Instruction and the Governor. For local planning efforts, a formal Request for Applications will probably be issued in late February of 1995. During Fall of 1994, meetings will be held around the state to provide information concerning local grants and systemic reform and to solicit information for state planning.

Local grants under Goals 2000 will be made available to LEAs, e.g. districts or county offices of education, on behalf of schools and consortia of schools. Recipients are expected to demonstrate a capacity for engaging in systemic reform. In addition, Legislation requires that "... at least 50 percent of the funds made available by the local education agency to individual schools shall go to schools with a special need for such assistance, as indicated by a high number or percentage of students from low-income families or low student achievement."

What is Systemic Reform? Systemic reform is a process aimed at improving the educational system as a whole, by figuring out how the various levels of state and local governments can work together to provide the highest quality educational experience for all children. The State has responsibility for ensuring educational quality and opportunity and it has the authority to influence the

parts of the system that are not within the purview of local education agencies and schools. Local educators have the responsibility and opportunity to make professional judgments about the most effective ways to educate students.

At the core of Goals 2000 are several key concepts or major components of systemic reform. For example:

The legislation encourages consensus and teamwork in the work of schools. It advocates much greater involvement of parents and community members in setting directions for schools. It supports coordination with vocational education efforts and programs and processes to reach students with special needs. Finally, it encourages the development of agreed-upon standards for student learning and ways of measuring student progress.

Systemic reform under Goals 2000 also means creating coherence. National, state, county and district level, and school level teams will be simultaneously engaged in the business of planning for reform and informing each other. In local planning, emphasis is placed on the linkage of school and district plans and on the coordination of school level planning. The intent of Goals 2000 is not to create another school level plan or design another program. Instead the legislation asks schools and districts to build on existing designs and efforts in an attempt to support high quality education throughout the district.

Goals 2000 also focuses on equality of educational opportunity. There is an expectation that schools and districts that participate in Goals 2000 will work together to identify and improve strategies that work and provide leadership to other schools and districts. In addition, there is a specific focus on providing a superior quality of education to all students, especially students with special needs.

Goals of the Legislation. The long term goal of the legislation is the accomplishment of the national educational goals (see attachment) through the development of strategies to:

- set academic and performance standards that establish what students should know and be able to do in core subjects such as math and English;
- increase parent involvement;
- integrate technology into school improvement efforts;
- develop assessments that measure how well students are doing;
- offer training and professional development that equip teachers to provide high quality instruction consistent with the high standards the state adopts;

- improve the governance, accountability, and management of the state's education system;
- encourage local reforms that promote a community-based approach;
- meet the needs of school-aged children who have dropped out of school;
- coordinate reform efforts with school-to-work and vocational education programs.

#### Local Planning and Implementation of Systemic Reform.

The Goals 2000 grants process is intended to build on California's previous efforts at systemic reform. The focus of efforts during the initial year will not be merely the creation of one more plan, but rather the setting in place of an inclusive process for involving various segments of the community in rethinking the work of the district and the efforts of various levels of schooling. The work of the initial year is intended to go well beyond a planning process. It is expected that participants will take this opportunity to assess the effects on students of whatever reform efforts are currently underway in the district and to identify the key issues and essential questions which both schools and districts must address in order to move forward. As part of this learning process, schools and districts may wish to begin pilot efforts during the planning period.

The goal of the learning/planning process will be for schools and districts to identify and make a compelling case for a set of actions which respond to the needs of students in the district and which will move the district, over an anticipated five-year funding period, to addressing all four of the interrelated dimensions of Goals 2000. These dimensions are:

- standards, assessment, curriculum, and instruction;
- opportunities for all students to learn;
- management, governance, and accountability; and
- partnerships with parents, communities, and other agencies serving children and families.

Although the initial planning and piloting phase need not address all of the four dimensions nor involve all schools within the district, it is the intent of the legislation and of the State proposal that over time the district as a whole will address each of the dimensions and involve all of the district's schools and students.

In addition to focusing on a comprehensive vision of change involving the four dimensions discussed above, districts will be expected to address the following key elements:

- management of a top down/bottom up planning process that builds consensus among educators, parents, community members, and other stakeholders around a vision and plan for achieving high standards for all students;
- creation of a system to monitor and adjust a complex change process on the basis of data on student learning;
- development of a coherent districtwide reform effort which links existing district and state plans and uses the focus on high standards for all students to shape the design of specific strategies to meet these standards; and
- commitment to take on a leadership role in the state and the region relative to systemic reform.

In an effort to encourage flexibility in the way in which schools respond to the needs of students, Goals 2000 also encourages schools and districts to seek waivers of statutes and regulations that inhibit their efforts. To this end, the legislation allows for relief from federal regulations via waivers for districts participating in systemic reform with the provision that state and local regulations regarding the situation are previously waived. The California Department of Education already has in place statutory authority to grant waivers of state law. In addition, the CDE will work with the State Board of Education to develop procedures for processing waivers of Federal statute.

State Planning for Educational Reform. The parallel state level planning effort for systemic reform will involve a diverse group of educators, state officers, legislators, parents, and members of the business and social service communities. The panel will seek information and direction from the public and develop a plan that will not only guide and respond to systemic reform in districts but that will also support the coordinated implementation of planning related to technology, to school-to-work transition, and to the reauthorization of ESEA. By this process it is hoped that federal funding for education can be employed in a manner that furthers both federal and local goals for comprehensive reform and for student growth and learning.

The panel will be charged with addressing the four major dimensions addressed by the local planning efforts, and with providing mechanisms for making the improvements systemwide and for developing benchmarks for judging progress on student performance and accountability systems for program improvement. In addition, the state planning effort should promote bottom-up reform, develop strategies to keep students from dropping out of school, and support coordination of vocational and academic instruction.

# NATIONAL EDUCATION GOALS

BY THE YEAR 2000

School Readiness. All children in America will start school ready to learn.

Improved Student Achievement. All students in America will be competent in the core academic subjects.

Adult Literacy and Lifelong Learning. Every adult American will be literate and possess the skills necessary to compete in the economy of the 21st century.

Teacher Education and Professional Development. All teachers will have the opportunity to acquire the knowledge and skills needed to prepare U.S. students for the next century.

Increased Graduation Rate. The high school graduation rate will increase to at least 90%.

Best in Math and Science. U.S. students will be first in the world in math and science.

Safe, Disciplined, and Drug-Free Schools. Every school in America will be safe, disciplined, and drug-free.

Parental Involvement. Every school will promote parental involvement in their children's education.

JURUPA UNIFIED SCHOOL DISTRICT  
Instructional Services

**DISTRICT ADVISORY COUNCIL FOR THE CONSOLIDATED APPLICATION**

**UNADOPTED MINUTES OF MEETING #1**

**October 26, 1993 - 9:00 a.m.**  
Professional Development Center

**CALL TO ORDER**

The first meeting of the District Advisory Council for the Consolidated Application was called to order by Mr. Jim Taylor, Assistant Superintendent, Education Services, at 9:00 a.m. at the Professional Development Center, 5769 42nd Street, Riverside.

**ROLL CALL**

Elected District Advisory Council members present were:

Ms. Betty Anderson, Parent, Jurupa Middle School  
Ms. Gina Burke, Parent, Rustic Lane Elementary  
Ms. Lynne Craig, Parent, Mission Middle School  
Ms. Amy Davidson, Staff, Sky Country Elementary  
Mr. Bobby Hernandez, Parent, Pacific Avenue Elementary  
Ms. Patricia Krotze, Parent, Mission Bell Elementary  
Ms. Debra McKinley, Parent, West Riverside Elementary  
Ms. Erma Meins, Parent Rustic Lane Elementary  
Ms. Michele Patterson, Parent, Indian Hills Elementary  
Ms. Kathleen Rubi, Parent, Pedley Elementary  
Ms. Chris Wildrick, Parent, Granite Hill Elementary  
Ms. Leslie Wilmott, Parent, Jurupa Middle School  
Ms. Trix Wilson, Parent, West Riverside Elementary

Staff members present:

Ms. Lynne Ennis, Assistant Principal, Jurupa Middle School  
Mr. David Freeman, Resource Teacher, West Riverside Elementary  
Ms. Virginia Huckaby, Teacher, Jurupa Valley High School  
Ms. Janaye Jones, Instructional Media Center Coordinator  
Ms. Teresa Moreno, Administrative Secretary, Education Center  
Mr. Gregg Nelsen, Research and Evaluation, Education Center  
Ms. Elizabeth Siebers, Resource Teacher, Indian Hills Elementary  
Mr. Jim Taylor, Assistant Superintendent, Education Services  
Ms. Marsha Willis, Program Assistant, Education Services

**INFORMATION SESSION**

**FLAG SALUTE**

The committee members and staff attending participated in the flag salute to the United States of America.

**GET ACQUAINTED  
ACTIVITY**

Members of the committee and staff introduced themselves.

**PURPOSE OF  
DISTRICT  
ADVISORY  
COMMITTEE**

Mr. Taylor reviewed the purpose of the District Advisory Council indicating that the primary function of this group is to assist the district staff to understand needs of children in our district and to provide advice relating to those needs. All members received a copy of the District Advisory Committee Handbook for review along with the State Department of Education handbook "School Site Councils: Their Composition, Role and Responsibilities."

**COMPENSATORY  
EDUCATION TESTING**

Mr. Gregg Nelsen, Research and Evaluation, Education Services, outlined the types of tests and the assessment procedures currently used in our district. CLAS Results will be given statewide after the first of the year in grades 4, 5, 8 and 10.

Currently, if a student at a Chapter 1 site scores at or below the 35th percentile on the (Stanford 8) standardized test, they are eligible for Chapter 1 services. Mr. Nelsen presented an overview of the Chapter 1 Stanford test score results from 1991-92, 1992-93 and 1993-94. Other indicators of student success are being used to evaluate progress of compensatory education students: performance assessments, grades, attendance, and writing samples.

**UPDATE ON  
REAUTHORIZATION OF  
TITLE I (CHAPTER 1)**

In response to new Title I legislation, Mr. Nelsen outlined information presented at the November CASFEP conference presented by the State Department of Education.

The focus of Title I will be on linking the school and the community, flexibility, focusing funding to make a difference and high teaching and learning standards. More meaningful parental involvement, linking health and social services to meet needs of children, providing resources in "high" poverty areas as well as intensive staff development will also be promoted under the new legislation.

**CHAPTER 2 RESULTS**

Ms. Terri Moreno, Categorical Projects, presented the results of the Chapter 2 survey that was distributed to committee members and principals in the Spring. The results are as follows: 55%, continue with current program; 42%, continue with current program with considerations, if funding allows; and 13%, form a committee to review current priorities.

The current program consists of purchasing library books/resources to support the curriculum and comprehensive guidance and counseling services from Youth Service Center. Other considerations, if funding allows by two highest considerations, are expanded counseling services to middle grades and parent involvement. Due to a decrease in funding this year, only current program needs will be met.

**COORDINATED  
COMPLIANCE REVIEW  
(CCR)**

A Coordinated Compliance Review (CCR) pamphlet defining the purpose, self-review process and validation review process that will be completed by the State Department of Education in combination with Jurupa Unified School District.

Jurupa Unified School District's self-review process was outlined by Ms. Moreno. She outlined how documents were reviewed and when the on-site visitations would occur along with completion schedule for self-study report that is mailed to the State prior to review.

## **ACTION SESSION**

### **SELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

A motion was made to nominate Mr. Bobby Hernandez to serve as chairperson by Mr. Nelsen, seconded by Ms. Burke and agreed upon unanimously.

Mr. Hernandez opened nominations for vice-chairperson. A motion was made by Ms. Huckaby to nominate Ms. Michelle Patterson to serve as vice-chairperson, seconded by Ms. Meins and unanimously agreed upon.

### **REVIEW AND APPROVE SUBMITTAL OF PART II OF THE CONSOLIDATED APPLICATION**

The Consolidated Application is the district's application for State and Federal supplemental grants. Programs included in the application are School Improvement, Economic Impact Aid, 10th Grade Counseling, SB1882 Professional Development, Chapter 1, and Chapter 2. Part I of the application was submitted, with Board approval, to the State Department of Education on June 6, 1994.

Ms. Moreno reviewed the application with the committee. Requested allocations including carryover for the 1994-95 school year are as follows: \$936,585 School Improvement; \$649,076 Economic Impact Aid; \$36,720 10th Grade Counseling; \$62,948 SB1882 Professional Development; \$1,591,698 Chapter 1; and \$93,041 Chapter 2.

The committee unanimously carried the motion by Mr. Taylor to approve the submittal of Part II of the 1994-95 Consolidated Application to the Board of Education.

## **HEARING SESSION**

Ms. Hernandez asked for any questions by members of the committee. Ms. Anderson was interested in the math adoption committee. She had some concerns relating to current mathematics textbooks. Any suggestions for meeting content need to be made in advance of scheduled advisory meetings.

### **NEXT MEETING**

The next meeting of the District Advisory Council for the Consolidated Application is scheduled for Thursday, January 12, 1993, 9:00 a.m., at Professional Development Center, 5769 42nd Street, Riverside.

### **ADJOURNMENT**

The meeting was adjourned at 11:00 a.m.

JT:tm  
12.15.94



### School District

**B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.)** Two articles were opened for negotiations:

Evaluations; and Hours, Overtime, Extra Work and Allowances. Seniority  
determination was changed from cumulative hours to date-of-hire.

No financial impact.

**C. What are the specific impacts on instructional and support programs to accommodate the settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.** None

**D. What contingency language is included in the proposed agreement (reopeners, etc.)?** None

**E. Source of Funding for Proposed Agreement**

**1. Current Year** Major additional funding not required.

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**2. How will the ongoing cost of the proposed agreement be funded in future years?** \_\_\_\_\_

Major additional funding not required.

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**3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)** \_\_\_\_\_

Major additional funding not required.

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**F. Impact of Proposed Agreement on Current Year Unrestricted Reserves****1. State Reserve Standard**

|   |               |
|---|---------------|
| a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)   | \$ 66,678,749 |
| b. State Standard Minimum Reserve Percentage for this District  | 3 %           |
| c. State Standard Minimum Reserve Amount for this District<br>(Line 1 times Line 2 OR \$50,000 for a district with less than 1,001 ADA) | \$ 2,000,362  |

**2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)**

|  |              |
|--|--------------|
| a. General Fund Budgeted <u>Unrestricted</u> Designated for Economic Uncertainties | \$ 2,020,057 |
| b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount                 | \$ 0         |
| c. Special Reserve Fund (J-207)-Budgeted Designated for Economic Uncertainties     | \$ 0         |
| d. Special Reserve Fund (J-207)-Budgeted Unappropriated Amount                     | \$ 0         |
| e. Article XIII-B Fund (J-241)-Budgeted Designated for Economic Uncertainties      | \$ 0         |
| f. Article XIII-B Fund (J-241)-Budgeted Unappropriated Amount                      | \$ 0         |
| g. Total District Budgeted Unrestricted Reserves                                   | \$ 2,020,057 |

3. Do unrestricted reserves meet the state standard minimum reserve amount? Yes ☒ No ☐

**G. Certification**

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and GC 3547.5.

*Donna B. Roberts*

District Superintendent  
(signature)

12-9-94  
Date

## IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

|   | (Col. 1)<br>Latest Board-<br>Approved Budget<br>Before Settlement<br>(As of _____) | (Col. 2)<br>Adjustments as a<br>Result of Settlement | (Col. 3)<br>Other Revisions | (Col. 4)<br>Total Impact on<br>Budget<br>(Cols. 1+2+3) |
|---|--|--|-----------------------------|--|
| <b>REVENUES</b>   |  |  |                             |  |
| Revenue Limit Sources (8010-8099)                           |  |  |                             |  |
| Remaining Revenues (8100-8799)                              |  |  |                             |  |
| <b>TOTAL REVENUES</b>                                       |  |  |                             |  |
| <b>EXPENDITURES</b>   |  |  |                             |  |
| 1000 Certificated Salaries                                  |  |  |                             |  |
| 2000 Classified Salaries                                    |  |  |                             |  |
| 3000 Employees' Benefits                                    |  |  |                             |  |
| 4000 Books and Supplies                                     |  |  |                             |  |
| 5000 Services and Operating Expenses                        |  |  |                             |  |
| 6000 Capital Outlay   |  |  |                             |  |
| 7000 Other  |  |  |                             |  |
| <b>TOTAL EXPENDITURES</b>                                   |  |  |                             |  |
| <b>OPERATING SURPLUS (DEFICIT)</b>                          |  |  |                             |  |
| <b>OTHER SOURCES AND TRANSFERS IN</b>                       |  |  |                             |  |
| <b>OTHER USES AND TRANSFERS OUT</b>                         |  |  |                             |  |
| <b>CURRENT YEAR INCREASE (DECREASE)<br/>IN FUND BALANCE</b> |  |  |                             |  |
| <b>BEGINNING BALANCE</b>                                    |  |  |                             |  |
| <b>CURRENT-YEAR ENDING BALANCE</b>                          |  |  |                             |  |
| <b>COMPONENTS OF ENDING BALANCE:</b>                        |  |  |                             |  |
| Reserved Amounts  |  |  |                             |  |
| Reserved for Economic Uncertainties                         |  |  |                             |  |
| Board Designated Amounts                                    |  |  |                             |  |
| Unappropriated Amounts                                      |  |  |                             |  |

- \* If the total amount of the Adjustment in Col. 2 does not agree with the amount of the Total Compensation Increase in Section A, line 6, page 1 (i.e., increase was partially budgeted, there were revenue revisions as reflected in Col. 3, etc.), explain the variance below.

Please include comments and explanations as necessary \_\_\_\_\_

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Pg 5

**csea** JURUPA CHAPTER #392  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

November 22, 1994

Mr. Kent Campbell  
Assistant Superintendent Personnel Services  
JURUPA UNIFIED SCHOOL DISTRICT  
3924 Riverview Drive  
Riverside, CA 92509

Dear Kent:

Be advised that on Monday, November 21, 1994, members of Jurupa Chapter #392 voted to ratify the tentative agreement on Article IX and Article XIX between the Association and Jurupa Unified School District.

Please advise the Board of Education at the next regularly scheduled Board Meeting On December 5, 1994.

Thank you.

Sincerely,



Becky Liles, President  
Jurupa Chapter #392

c: Starlene Porter, Labor Relations Representative

ARTICLE XIX

HOURS, OVERTIME, EXTRA WORK AND ALLOWANCES

Section 1 - HOURS.

- A. Work Schedule. The District workweek begins at 6:00 a.m. on Monday and ends at 6:00 a.m. the following Monday. An employee's normal work schedule shall not exceed five (5) consecutive days, eight (8) hours per day or forty (40) hours per week. This does not preclude the extension of the workweek or the workday on an overtime basis.

Prior to making a permanent and involuntary work schedule change of more than two hours for any position(s) within a classification, the District shall determine if any unit member(s) in positions assigned to that schedule at the affected worksite or department wants to voluntarily accept the change. If there is no appropriate volunteer(s), the least senior unit member(s) in the aforementioned group shall be the one(s) whose work schedule is changed. Except in cases of emergency, reasonable notice of not less than three (3) work days shall be provided prior to implementing the change.

A unit member shall be paid appropriately for work at times during which he/she is required to be on duty, for work at times when he/she is "suffered or permitted" to render service in the same classification(s) as he/she is employed and in regular status, and/or for work assigned to be performed away from the job site.

- B. Seniority Computation. ~~For the purpose of computing the number of hours worked, all time during which a unit member is in paid status, exclusive of overtime, shall be construed as hours worked.~~ Unit member seniority in

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each classification shall be determined by hire date/promotion date as follows:

1. For a unit member hired before July 1, 1993 a "permanent and calculated seniority date of hire" shall be used for all decisions based on seniority. This date shall have been determined by the Association and provided to the District prior to changing the unit member's seniority ranking from the previous one based on hours in paid status.

2. For a unit member hired on or after July 1, 1993 seniority decisions shall be based on actual hire date/promotion date. For purposes of this provision, the hire/promotion date shall be the first day of paid service as a regular member of the classification.

- C. Lunch Periods and Rest Periods. Unit members who are employed five (5) or more hours daily shall be entitled to an uninterrupted lunch period without pay and two (2) paid rest periods of fifteen (15) minutes each. The lunch period shall be for a minimum of one-half (1/2) hour, but no longer than one (1) hour, except for bus drivers, and shall be scheduled near the midpoint of the work day. The rest periods shall be scheduled insofar as practicable at or about the midpoint of each work period.

Unit members scheduled to work for less than five (5) hours daily shall not be required to take an unpaid lunch break, but shall be entitled to one (1) paid rest period of fifteen (15) minutes. The rest period shall be scheduled near the midpoint of the work period. Unit members scheduled to work less than three (3) hours daily shall not be entitled to a paid rest period.

Notwithstanding the above, Instructional Aides scheduled to work at least three (3) hours but less than five (5) hours daily may be scheduled for an unpaid lunch period of thirty (30) minutes and shall be entitled to

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one (1) paid rest period of fifteen (15) minutes. The lunch period may be scheduled in conjunction with the paid rest period.

- D. Reduction in Hours. In the event the District decides to implement a layoff due to lack of work and/or lack of funds, or a reduction in hours or work year or a voluntary demotion in lieu of layoff, affecting unit members, such action shall be taken in accordance with the requirements of the Education Code including the issuance of appropriate notice. The effects of an actual layoff and/or reduction of hours of unit members, including any impact on remaining unit members, shall be subject to negotiations with the Association. Unit members who have received notification of layoff may use Personal Necessity or other approved leave to seek other employment.

## Section 2 - OVERTIME.

- A. Definition. Except as otherwise provided herein, all overtime hours as defined in this Section shall be compensated at a rate of pay equal to time and one-half the regular rate of pay of the unit member for all work authorized. Overtime is defined to include any time worked in excess of eight (8) hours in any one (1) day or on any one (1) shift or in excess of forty (40) hours in any calendar week, whether such hours are worked prior to the commencement of a regularly assigned starting time or subsequent to the assigned quitting time. All hours worked on any day other than the five (5) regularly scheduled work days in any work week shall be compensated at the overtime rate. For purposes of determining what constitutes the sixth and/or seventh days of the work week, any day in paid status is deemed a work day. Unit members who are assigned to work overtime and who are also receiving a shift differential pursuant to

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this Article, shall receive overtime compensation based on their differential salary rate.

All hours worked on holidays designated by this Agreement shall be compensated at one and one-half (1 1/2) times the regular rate of pay in addition to the regular rate of pay for the holiday. As a net result, a unit member will receive two and one-half (2 1/2) times his/her regular rate of pay for time worked on a holiday.

- B. Assigned Overtime. Overtime opportunities shall be distributed and rotated ~~as equally as is practical~~ among available qualified unit members in each department or job site.

Exceptions:

1. Campus Supervisors: Overtime opportunities for Campus Supervisors shall be offered on a rotating basis using two (2) seniority lists which shall be maintained separately at each site, and shall be available for representatives from the Association or the District to monitor. One list shall include Campus Supervisors assigned to Ina Arbuckle Elementary, Mission Middle, and Rubidoux High Schools. The other list shall include Campus Supervisors assigned to Jurupa Middle, Nueva Vista, and Jurupa Valley High Schools. The seniority list shall be continuous from year to year and assignments for overtime shall be offered to the next available Campus Supervisor following the last assignment of work at each site. Each site shall make note of any refusals of overtime work and the reason(s) for the refusal
2. Bus Drivers: Overtime opportunities will be offered to Bus Drivers in order of seniority as shown on the current seniority list. Weekend

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assignments shall be rotated separately from other overtime assignments. The Director of Transportation or his/her designee shall make note of any refusals of overtime work, and the reason(s) for the refusal. Bus Drivers and/or their representatives may examine these records by prearrangement with the Director.

- C. Refusals.** If the District offers an overtime assignment to a unit member who refuses such offer, the unit member shall not be offered overtime work again until the entire rotation of the appropriate list is exhausted.

If overtime assigned to a unit member is canceled, he/she shall be notified at least two (2) hours prior to the scheduled overtime or shall be compensated for two (2) hours at the overtime rate.

If a unit member who has accepted an offer of overtime fails to appear for the agreed-upon work or declines agreed-upon work less than two (2) hours prior to the scheduled overtime, the work may be offered on an emergency basis to available qualified personnel.

### Section 3 - EXTRA WORK

- A. Definition.** Extra days or hours periodically assigned in addition to a unit member's regular work schedule constitute extra work and shall be distributed and rotated ~~as equally as is practical~~ among available qualified unit members within the classification in each department and/or job site. Extra work is paid at the normal hourly rate of pay for the classification, and changes to the overtime rate only when the total time worked exceeds eight (8) hours per day or forty (40) hours per week, or when any such work is performed on the sixth or seventh day of the unit member's work week.
- B. Exceptions.**

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1. Extra work of five (5) consecutive days or less shall be distributed and rotated among available qualified unit members in each department or job site.
2. Instructional Aide opportunities shall be distributed on the basis of District-wide seniority in the classification.
3. All Campus Supervisor opportunities shall be offered on a rotating basis using two (2) seniority lists which shall be maintained separately at each site and shall be available for representatives from the Association or the District to monitor. One list shall include Campus Supervisors assigned to Ina Arbuckle Elementary, Mission Middle, and Rubidoux High Schools. The other list shall include Campus Supervisors assigned to Jurupa Middle, Nueva Vista, and Jurupa Valley High Schools. The seniority list shall be continuous from year to year and assignments for extra work shall be offered to the next available Campus Supervisor following the last assignment of work at each site. If summer school is held at just one (1) school site, extra work opportunities shall be offered according to District-wide seniority. Each site shall make note of any refusals of overtime work and the reason(s) for the refusal.
4. Extra work opportunities for clerical staff shall be distributed and rotated to qualified unit members by department or job site.
5. Extra work opportunities for Bus Drivers and Bus Drivers-Special Students shall be rotated by seniority as follows:
  - a. Opportunities which occur during designated workdays for Work Year F shall be offered first to the members of the classification who normally and customarily perform the service. If such unit members are insufficient in number, the work shall then be

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offered to qualified members of the other bus driving classification.

- b. Opportunities which occur during designated recess periods for Work Year F shall be offered as follows: Work normally and customarily performed by Bus Drivers - Special Students shall be offered first to members of the classification. If such members are insufficient in number, the work shall then be offered to the next available Bus Driver(s) following the extra work rotation list used during the regular school year. All other work opportunities shall then be offered to remaining bus drivers.

6. Extra work opportunities resulting in the use of a substitute employee shall be distributed and rotated to qualified unit members by department or job site.

- C. Upward Adjustment. A unit member who is assigned to work thirty (30) minutes or more per day in excess of his/her regular part-time assignment for a period of twenty (20) consecutive working days or more shall have his/her regular assignment adjusted upward to reflect the longer hours. If a part-time employee's average paid time, excluding overtime, exceeds his average assigned time by 50 minutes or more per working day in any quarter, the hours paid per day for compensable leaves of absence and holidays in the succeeding quarter shall be equivalent to the average hours paid per working day in the preceding quarter, excluding overtime.
- D. Refusal. If the District offers an extra work assignment to a unit member who refuses such offer, the unit member shall not be offered extra work again until the entire rotation of the appropriate list is exhausted. No unit member shall be required to accept such offer extra work assignments.
- E. Compensation and Benefits.

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1. A unit member who accepts ~~Long-Term~~ Extra Work for twenty (20) consecutive days or more shall receive the same compensation and benefits applicable to that classification, excluding Health and Welfare benefits, as during the regular work year.

~~2. A unit member who accepts Short-Term Extra Work shall be compensated at the normal hourly rate of pay for the classification, except that such unit member shall not have the right to take any paid leave (except Industrial Accident and Illness Leave) in lieu of working on such days.~~

#### Section 4 - ALLOWANCES.

- A. Shift Differential. When one-half (1/2) or more of a unit member's regularly assigned work hours fall after 5:00 p.m., the unit member shall receive a shift differential bonus of five percent (5%) of his/her base rate of pay for the entire shift.
- B. Minimum Call-In Time. Any unit member called in to work on a day when the unit member is not scheduled to work shall receive a minimum of three (3) hours of pay at the appropriate hourly rate of pay under this Agreement.
- C. Call-Back Time. Any unit member who has gone home after completing his/her regular assignment and was not previously scheduled to work additional hours that day and is called back to work, shall be compensated for a minimum of two (2) hours of work at the appropriate rate of pay under this Agreement.
- D. Stand-By Time. On any day that a unit member is scheduled to be available for stand-by, he/she shall receive forty dollars (\$40.00) as compensation for holding himself/herself available. If actually called in,

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hours worked will be paid at the appropriate rate or the stand-by allowance, whichever is greater.

- E. Uniform Allowance. The District shall pay each unit member whose assignment requires wearing a uniform as per Board Policy/Regulation #4218, at the rate of twenty dollars (\$20.00) per month for assigned work months. Such payment will be made semi-annually.
- F. Mileage Reimbursement. Unit members will be reimbursed at the highest rate paid on a mileage basis by the District for use of their own personal vehicle on District business when authorized by their supervisor. However, a unit member may choose instead to receive the current Internal Revenue Service mileage allowance rate. Requests to receive the IRS rate must be made at the same time as the first claim for reimbursement after each new calendar year. All subsequent claims for that year will then be reimbursed at the IRS rate. It is understood and agreed that unit member travel between home and work site is exempt from this provision. This reimbursement shall be payment in full for all personal vehicle operating, maintenance, repair, insurance and other costs resulting from such use.

Unit members required by the District to use their personal vehicle to provide transportation to more than one (1) work site, resulting from employment in one (1) position, shall be reimbursed upon request at the rate outlined above. It is understood and agreed that unit member travel to more than one (1) work site which is the result of employment in more than one (1) position sought by the unit member shall not be reimbursed. Unit members shall not be required to utilize their personal vehicles to transport students.

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- G. Overnight Trips. Notwithstanding any other provisions of this Agreement, on an assignment that requires an overnight stay, the unit member shall not be on paid status between the time he/she is relieved of duty at the end of one (1) day and the time duty resumes the following day. Reasonable costs of food and lodging for the unit member will be reimbursed by the District.
- H. Vehicle Unavailability. Whenever a unit member is unable to discharge regularly scheduled duties because of unavailability of an appropriate District vehicle, he/she shall suffer no loss of wages for the day. However, the unit member may be assigned to other duties during his/her regularly scheduled hours.
- I. Training. When the District requires a unit member to take additional training to maintain or improve job skills or when training is required by an outside agency to maintain necessary licenses or certificates, the unit member shall be on paid status for the hours involved, excluding out of class study hours, and shall be reimbursed for necessary expenses. Prior authorization by the immediate supervisor is required to qualify under this Section. Voluntary training is excluded from this Section.
- J. Physical Exams.
1. In the event the District requires a physical examination (including TB tests) as a condition of employment or the continuation of employment, the District shall assume the full cost of any such examination. If impossible to schedule during non-work time, unit members shall be provided with reasonable released time for such a physical exam.
  2. If as a condition of maintaining a required school bus driver's certificate, it is impossible for the unit member to schedule a

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physical examination during non-work time within a 6:00 a.m. to 6:00 p.m. work day, the unit member shall be compensated for the examination time. Such an examination must take place at least two (2) weeks before the validity of the school bus driver's certificate lapses. Advanced authorization for such an examination is required in order to receive compensation.

- K. Wash Time. Bus schedules shall be constructed so as to allow sufficient time for unit members in the bus driver classifications to wash and clear their buses.
- L. Field Trip Compensation. Unit members in the bus driver classifications, who are assigned field trips, shall be appropriately compensated for the full duration of their field trip assignment. The field trip assignment shall begin when the driver leaves the Transportation Department, and shall conclude when the driver returns to the Transportation Department. In the event that the field trip assignment requires the unit member to stay overnight, the unit member shall be considered off duty and on non-paid status from the time that the bus is secured in the evening until the time the unit member is required to board the bus and resume the field trip assignment on the following day.
- M. Bus Driver Hours Increase. Any assigned increase in hours for Bus Drivers or Bus Drivers-Special Students which shall extend beyond twenty (20) consecutive work days, shall be offered on the basis of hire date seniority exclusive of any breaks in service or service in other classifications. "Hire date", for purposes of this Section, shall mean the first day of paid service as a regular District employee in the classification being increased.

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## ARTICLE IX

### EVALUATION PROCEDURES

Section 1 - Evaluator . Each school year by October 31 unit members will be informed of the name and title of the person designated as their evaluator.

Section 2 - Evaluation . Each evaluation must be made on the District evaluation form. Marks, comments, suggestions, and dates must be made either in ink or by typewriter. Signatures of the evaluator and the evaluatee must be in ink. If changes are made, the original mark or comment may be crossed out and the correction initialed by the unit member. No erasures are permitted.

Section 3 - Frequency of Evaluation . Probationary unit members shall be evaluated at least twice during the one hundred thirty (130) work day probationary period. One (1) evaluation is to be completed on or before the unit member has served sixty (60) regularly assigned consecutive working days and another on or before the end of the probationary period. The District, with approval of the Association, may extend a unit member's probationary period for up to sixty (60) work days if it deems such an extension to be appropriate. The probationary period shall be waived for a unit member who is promoted to a classification in which he/she has previously served and passed the required probationary period, provided such satisfactory service was completed within three (3) years of the promotion.

If a unit member does not satisfactorily complete the required probationary period for a promotion, and if no disciplinary action is involved, the unit member shall be returned to the position (or a mutually agreed to equivalent) which he/she occupied prior to promotion. He/she

may displace the person who holds the position from which the returning unit member was promoted.

In the event the unit member occupying the returning unit member's former position has greater seniority or if the returning unit member's former position no longer exists, the returning unit member shall be entitled to displace the least senior unit member within the classification. The Association recognizes that the layoff of the less senior unit member may then occur.

If the returning unit member's former classification no longer exists, he/she may displace the least senior unit member in any lower or laterally situated classification in which the returning unit member has previously earned seniority.

Promoted unit members who return to their previous classification or another classification shall, for seniority purposes, be credited with all hours they were paid in the higher classification.

Promoted unit members who have completed the probationary period in another classification, thereby attaining permanent status, shall retain the due process rights of a permanent unit member for that classification should they return.

A unit member displaced as a result of the application of this Article shall be entitled to displace the least senior unit member in another position in his/her classification or other classifications to the same extent as a promoted unit member who fails to complete probation and whose former position or classification no longer exists.

Permanent unit members shall be evaluated at least once every two (2) years between March 15 and May 15. At least twenty-four (24) hours notice shall be given before the evaluation conference. An evaluator must have supervised a permanent unit member for two (2) months prior to

evaluating that unit member. If such a limitation makes it impossible to complete the evaluation by May 15, the deadline will be adjusted appropriately.

Section 4 - Additional Evaluations . If, in the opinion of the evaluator, an additional evaluation should be made, the evaluator must give a minimum of five (5) workdays advanced notice. The notice shall be in writing and shall state the specific purpose(s) of the evaluation. If, in the opinion of the unit member, an additional evaluation should be made, he/she may request another evaluation. The request must be in writing and shall state the reason(s) for needing additional evaluation. If, in the opinion of the evaluator and the unit member, more frequent evaluations of the unit member are desirable, additional evaluations can be made at any time. The evaluator will complete the evaluation within ten (10) workdays.

No unit member shall be evaluated more than three (3) times within a work year unless additional evaluations are mutually desirable as referenced above.

Section 5 - Evaluation Form . The evaluation form has four (4) levels of evaluation of work performance: "exceeds job requirements", "meets job requirements", "needs improvement" and "unsatisfactory". Commentary which accompanies ratings should be consistent with the rating given. A "needs improvement" or "unsatisfactory" rating must include specific written suggestions to improve performance. An "unsatisfactory" rating must also include specific written reasons for such rating. If a "needs improvement" or "unsatisfactory" rating is given in the area of attendance, the evaluator must include specific written reasons for such rating that are consistent with the provisions of Article XI (Absences and Leaves). As part of the unit member's overall job performance rating, additional space will be provided on the form where the evaluator may record specific

comments regarding areas needing improvement. Except for areas continuing to need improvement, the evaluation will cover only the period since the last evaluation.

Section 6 - Review and Rebuttal . The evaluation form is to be reviewed with the unit member by the evaluator, dated and signed by both the evaluatee and evaluator. Signing of the evaluation form by the unit member does not necessarily mean agreement, but only indicates that the evaluation has been reviewed by the unit member. The evaluation form will state that the evaluatee may, at any time, write a rebuttal to the evaluation and it will be attached to the evaluation. A copy of the evaluation must be given to the evaluatee upon conclusion of the conference.

Section 7 - Personnel File . Upon completion of the evaluation conference, the evaluator will forward the completed form to the Personnel Office. Ten (10) days after its receipt in the Personnel Office, the evaluation will be placed in the Personnel File.

Section 8 - Supervisory Review . An evaluatee who alleges that his/her evaluator has made a factual error in the evaluation, may, within five (5) days of receiving the evaluation, request a review session with the evaluator's immediate supervisor. A review session will then be scheduled within ten (10) work days. If the supervisor subsequently determines that what he/she considers a factual error has been made, he/she may modify the evaluation.

Section 9 - Derogatory Material . Unit members shall be provided with copies of any derogatory material ten (10) work days prior to that material being placed in the unit member's personnel file. If the unit member is asked to sign for receipt of such material, his/her signature does not necessarily mean agreement, but only indicates that the material



has been received. The unit member may, if he/she desires, provide a copy of the material to the Association. If the unit member does not agree with the material, he/she may attach a statement to that effect to it. The Association may, with written permission of the unit member, investigate the circumstances behind the derogatory material and have its findings attached to it in the personnel file along with the unit member's response, if any. Permanent Unit members shall be given, on request, reasonable released time without loss of pay, to prepare a written response to such derogatory materials. Any such response shall be attached to said derogatory material.

Section 10 - Access . Materials in personnel files of unit members which may affect the status of their employment are to be made available for inspection by the person involved. Every unit member shall have the right to inspect such materials upon request, provided that the request is made at a time when such a person is not actually required to render services to the District. Upon written authorization by the unit member, a representative of the Association shall be permitted to examine and/or obtain copies of materials in such unit member's personnel file. The District shall keep a log indicating the persons who have requested to examine a personnel file as well as the dates such requests were made. Access to personnel files shall be limited to the involved unit member, to those persons so authorized by the unit member in writing, and to those administrators and Personnel Office staff so authorized by the Superintendent. Board members may request the review of a unit member's file at a closed session of the entire Board. The contents of all personnel files shall be kept in the strictest confidence.

Section 11 - Disciplinary Limitations.



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A. Materials in the personnel file shall not be used to support a proposed disciplinary action for any cause which arose prior to the unit member's becoming permanent, for any cause which arose more than two years preceding the date of the filing of the notice of cause unless such cause was concealed or not disclosed by such employee when it could be reasonably assumed that the unit member should have disclosed the facts to the District.

B.. Evaluations for classified employees are meant to be corrective in nature rather than punitive and not to be used as a means of disciplining an employee, but rather as a means of formal notification of performance which, if deficient, and if the deficient performance continues, may lead to disciplinary action. The use of performance evaluations in disciplinary action shall be limited to a showing that the District has notified the employee of perceived deficient performance; and the employee's rebuttal, if any, shall be considered in determining the applicability of the evaluation to the proposed discipline.

Section 12 - Grievance Limitations . A unit member shall have the right to grieve an alleged violation of these evaluation procedures. However, no grievance shall challenge the substantive objectives, standards, or criteria determined by the evaluator of the District, nor shall it contest the judgment of the evaluator. Grievances concerning evaluations shall be limited to a claim that the procedures of this Article have not been followed.

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*K. C. [Signature]*  
*B. [Signature]* 11/14/94

