



**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

**FEBRUARY 6, 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 35291, 48900 and 48915; Personnel Report #13; 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

(Mr. Chavez)

**COMMUNICATIONS SESSION**

**1. Recognition**

a. Recognize Rubidoux High School Business Partnership Program

(Mrs. Roberts)

For several years, the district has been involved in Adopt-A-School business partnerships. Rubidoux High School is among those schools having numerous successful cooperative ventures with individual business partners in the surrounding community. Last year, a group of teachers and administrators decided to analyze the program and determine the extent to which these partnerships were reaching students at Rubidoux High School. In an effort to meet their goal of broadening participation of students in the business partnership program, the staff decided to develop a new program titled "Partnerships in Education."

a. Recognize Rubidoux High School Business Partnership Program (Cont'd) (Mrs. Roberts)

The program is structured as follows: Each partner is initially approached by letter, with follow-up telephone calls. The business partner is asked to visit the school and tour the campus. During these visits, the staff provides background information about the school, its programs, and its relationships with the community in general. In addition, they attempt to focus discussions on long term needs of students.

One of the most important features of the program is having business partners talk with students, concerning current workplace needs. Business partners also are asked to spend as much time as possible on campus, talking with students, explaining the complexities of their businesses. Finally, major companies are asked to provide opportunities for students to obtain information on the many occupational areas in their companies and, when appropriate, offer students the chance to "job shadow." A long term goal is to develop student intern positions.

The "Partnerships in Education" program does not have a one-way focus. Rubidoux High School offers businesses the opportunity to have various campus groups, such as the band and madrigals, serve their needs. The most important goal of the program is that through this mutual sharing process, students will become more informed about the world of work and develop important connections that will eventually lead to successful post-secondary educational and employment experiences. This evening, Rubidoux High School Principal, Don Vail, will be present to share additional information about the program. Information only.

b. Recognize Golden State Examination Scholars (Mr. Taylor)

Ninety-four Jurupa Unified students won recognition in the 1993-94 California incentive program, the Golden State Examination (GSE), administered last May. In 1994, more than 330,000 students statewide took part in the first-year algebra, geometry, U.S. history, economics, biology, and chemistry exams. Forty-four of these students attend Jurupa Valley High School, thirty attend Rubidoux High School, four attend Jurupa Middle School and sixteen attend Mission Middle School.

The purpose of this examination, established by the California Education Reform Act of 1983 (SB 813), is to identify and recognize students with outstanding achievement in first-year algebra, geometry, United States history, economics, biology and chemistry. Students aim for one of three levels of award -- high honors, honors or school recognition. Students who achieve high honors or honors on the GSE receive a certificate of achievement from the State and an insignia on their diplomas; notice of GSE achievement also will become part of each student's permanent transcript.

The following students achieved high honors or honors on the exams:

b. Recognize Golden State Examination Scholars (Cont'd)

(Mr. Taylor)

**First-Year Algebra**

Sara Caballero, High Honors, Mission Middle  
Christopher Haro, High Honors, Mission Middle  
Carly A. Kirkman, High Honors, Jurupa Valley High  
Megan J. Long, High Honors, Jurupa Middle  
Michele Luckinbill, High Honors, Mission Middle  
Zachery Raher, High Honors, Mission Middle  
James Umstot, High Honors, Jurupa Middle  
Adan Aguiar, Honors, Mission Middle  
Carrie Akers, Honors, Mission Middle  
Aaron Boyer, Honors, Jurupa Middle  
Briana Coykendall, Honors, Rubidoux High  
Joseph Davies, Honors, Mission Middle  
Anthony Diaz, Honors, Rubidoux High  
Ernesto Gaeta, Honors, Mission Middle  
Delesa James, Honors, Jurupa Valley High  
Caroline Jensen, Honors, Mission Middle  
Todd Johnsen, Honors, Mission Middle  
Shana Kazsuk, Honors, Jurupa Valley High  
Christie Lindemann, Honors, Jurupa Valley High  
Sarah Martin, Honors, Mission Middle  
Ian Morris, Honors, Mission Middle  
Christina Pacheco, Honors, Mission Middle  
Micah Ranney, Honors, Jurupa Middle  
Vicente Robinson, Honors, Rubidoux High  
Kevin Roughton, Honors, Mission Middle  
Rabih Salem, Honors, Mission Middle  
Connie Swim, Mission Middle

**Geometry**

Karlyn Heaps, High Honors, Jurupa Valley High  
Shin Hong, High Honors, Jurupa Valley High  
David Hughes, High Honors, Jurupa Valley High  
Mayra Perez, High Honors, Jurupa Valley High  
Jason Raher, High Honors, Rubidoux High  
Efrain Ramos, High Honors, Jurupa Valley High  
Neil Ranney, High Honors, Jurupa Valley  
Ryan Scheiber, High Honors, Jurupa Valley  
Issac Swim, High Honors, Rubidoux High  
Angela Westmoreland, High Honors, Jurupa Valley High  
Matthew Aubuchon, Honors, Jurupa Valley High  
Arnab Banerjee, Honors, Rubidoux High  
Gabriel Barba, Honors, Jurupa Valley High  
Teresa Boyd, Honors, Rubidoux High  
Jeannie Davis, Honors, Jurupa Valley High

**Geometry** (cont'd)

Jason French, Honors, Jurupa Valley High  
Lenice Giles, Honors, Jurupa Valley High  
Richard Hertz, Honors, Jurupa Valley High  
Erik Hicken, Honors, Jurupa Valley High  
Andrea Keener, Honors, Jurupa Valley High  
April Kidd, Honors, Jurupa Valley High  
Jennie Kong, Honors, Jurupa Valley High  
Gudelia Pineda, Honors, Jurupa Valley High  
David Schiessel, Honors, Jurupa Valley High  
Jeffrey Young, Honors, Jurupa Valley High

**United States History**

Juanita Garcia, High Honors, Rubidoux High  
Karen Olaes, High Honors, Rubidoux High  
Gabriela Diaz, Honors, Rubidoux High  
Jennifer Gillroy, Honors, Rubidoux High  
Leah Hagan, Honors, Rubidoux High  
Adam Lampi, Honors, Jurupa Valley High  
Mark Martinez, Honors, Rubidoux High  
Daniel Sato, Honors, Rubidoux High  
Christopher Thornberry, Honors, Jurupa Valley High

**Economics**

Christine Alton, High Honors, Jurupa Valley High  
Daniel Sato, High Honors, Rubidoux high  
Ryan Bocanegra, Honors, Jurupa Valley High  
Michael Boozer, Honors, Jurupa Valley High  
Sarvin Coachbuilder, Honors, Rubidoux High  
Michael Foster, Honors, Rubidoux High  
Suzanne Garinger, Honors, Rubidoux High  
Leah Hagan, Honors, Rubidoux High  
Janae Jones, Honors, Jurupa Valley High  
Jennifer Knight, Honors, Rubidoux High  
Brad Manka, Honors, Jurupa Valley High  
Melody McKinney, Honors, Rubidoux High  
Jennifer Morse, Honors, Jurupa Valley High  
Karen Olaes, Honors, Rubidoux High  
Lena Oyler, Honors, Jurupa Valley High  
Colleen Reilly, Honors, Jurupa Valley High  
Vicky Robertson, Honors, Jurupa Valley High  
Rodolfo Rosas, Honors, Jurupa Valley High  
Joanne Rupe, Honors, Jurupa Valley High  
Tammy Scribner, Honors, Jurupa Valley High  
Pieter Smith, Honors, Rubidoux High  
Jennifer Strona, Honors, Jurupa Valley High  
Chad Wilburn, Honors, Jurupa Valley High

**Biology**

Keri Clark, Honors, Rubidoux High  
Belinda Hevener, Honors, Rubidoux High  
Aimee Kelly, Honors, Jurupa Valley High  
Jennifer McCarrell, Honors, Jurupa Valley High  
Melissa Razal, Honors, Rubidoux High  
Stacy Reimer, Honors, Rubidoux High  
David Watson, Honors, Rubidoux High

**Chemistry**

Arnab Banerjee, Honors, Rubidoux High  
Adam Lampi, Honors, Jurupa Valley High  
Jason Lynch, Honors, Jurupa Valley High

The State Department of Education has sent certificates and these have been forwarded to the schools for presentation to the students.

In addition, 184 other students from Jurupa Middle, Mission Middle, Jurupa Valley High and Rubidoux High School will receive "school recognition" certificates for their achievement in first-year algebra, geometry, United States history, economics, chemistry, and biology.

**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.

The Stone Avenue School PTA wishes to donate \$4,125.00 with the request it be used to fund field trips, purchase school supplies and playground equipment for the school.

David H. Markle, D.D.S., of Riverside Dental Group, wishes to donate save-a-tooth emergency tooth preserving systems to every school in the District. Total value is estimated to be \$210.00.

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

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

#### **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.

### **HEARING SESSION**

#### **Hold Public Hearing on the Application for AB 2600 Funds**

(Mr. Taylor)

On September 27, 1994, Assembly Bill 2600 (Bustamante) was signed into law (Chapter 927, Statutes of 1994), establishing the Pupil Textbook and Instructional Materials Incentive Program. This new law offers school districts an opportunity to augment their state Instructional Materials Fund monies for kindergarten through grade twelve. The California State Legislature has declared in this legislation that "... to the extent that every pupil does not have access to textbooks and instructional materials in each subject, a pupil's right to equal educational opportunity is impaired."

Under the terms of this legislation, a special account has been created within the Instructional Materials Fund (the Pupil Textbook and Instructional Materials Incentive Account). For fiscal year 1994/95, approximately \$9.1 million has been directed to this account. To access these funds, governing boards of school districts must provide assurance to the Superintendent of Public Instruction that the district has complied with all of the following provisions in the legislation:

The school district governing board shall hold a public hearing, noticed ten days in advance in three public places in the district, and shall make a determination, through a resolution, as to whether each pupil in each school in the district has or will have, prior to the end of the fiscal year, sufficient textbooks or instructional materials, or both, in each subject "...consistent with the content and cycles of the curriculum framework adopted by the state board." (Chapter 927, Statutes of 1994)

After reviewing textbooks available at all levels, Rubidoux High School and Jurupa Valley High School were selected to receive these additional funds. In order for our district to receive these funds, the Board of Education must adopt a resolution.

The President of the Board should formally open and close the hearing for community members who wish to comment on the proposed resolution to expend the AB 2600 funds for the purchase of high school textbooks. A copy of the Resolution is included in the supporting documents for action under Item B.

## ACTION SESSION

\* A. Approve Minutes of January 17, 1995 Regular Meeting

Recommend approval as printed.

\* B. Report on Textbooks

(Mr. Taylor)

At the December 5, 1994 Board meeting, President Ruane requested a report on the status of textbooks in the Jurupa Unified School District. Curriculum Coordinator, Tina Brennan, and Instructional Materials Technician, Diana Strona, have assisted Mr. Taylor in preparing an overview of the textbook selection process, adoption cycle and the allocation of AB 531 and SB 813 funds. Additional information is included in the supporting documents. Information only.

\* C. Approve Resolution #95/11

(Mr. Taylor)

AB 2600, Pupil Textbook and Instructional Materials Act requires the Board to approve Resolution # 95/11. The \$29,232 will be used for textbooks at Rubidoux and Jurupa Valley High Schools.

Administration recommends the Board approve Resolution #95/11 to purchase additional textbooks for Rubidoux and Jurupa Valley High Schools.

\* D. 1995/1996 Preliminary Budget Projection

(Mr. Edmunds)

On Tuesday, January 10, 1995, Governor Wilson released his budget proposal for the 1995/96 fiscal year. The Governor's budget contained a pleasant surprise for K-12 Education funding. After four years of no Cost of Living Adjustment (COLA), this budget proposal includes a 2.2% COLA and growth funding for revenue limits for Special Education. As in prior years, the proposed budget contains the categorical "mega-item"--a comprehensive single appropriation used to fund virtually all categorical programs. No COLA or growth funding has been proposed for any of the "mega-item" programs.

While the 2.2% COLA is certainly welcome news, it should not be viewed as the end of the fiscal harshness that has prevailed since 1990. The 2.2% COLA is still well below the projected statutory COLA of 3.35% and the California Consumer Price Index (CPI) at 3.5%. After four years of no COLA at all, the funding provided by the State for K-12 Education continues to be woefully inadequate. This is underscored by the fact that the Revenue Limit Formula still carries a huge 12% deficit. In other words, if K-12 Education were funded at the statutory COLA level (without a deficit), Jurupa Unified School District would receive about \$7 million more in revenue for 1995/96, and that level of funding would still be less than the California CPI increase since 1990.

The Business Office customarily develops a budget projection based upon the Governor's proposed budget. The 1995/96 Preliminary Budget Projection has been prepared using the 1994/95 Budget as a base, then rolling the budget forward and modifying it using a set of assumptions concerning revenue and expenditures for next year. The preliminary budget projection and the assumptions used to generate it are included in the supporting documents.

The first step in developing the 1995/96 Preliminary Budget Projection was to project a Beginning Balance, which essentially consists of the 1994/95 Ending Balance carried over into the next fiscal year. The Ending Balance estimate is prepared by analyzing and revising current year revenues and expenditures. As a result of this analysis, the estimated Unrestricted Beginning Balance for 1995/96 is \$2,497,744 and the estimated Restricted Beginning Balance is \$478,190.

Revenue has been estimated using a projected enrollment of 17,180 students, which represents an increase of about 300 students (1.78%) over the current year. As noted above, the Revenue Limit and Special Education funding includes growth and a 2.2% COLA. All other sources of funding are assumed to remain the same as this year. Based on this assumption, revenue for 1995/96 is estimated to be \$67,790,265. Adding this figure to the Beginning Balance results in Total Resources of \$70,766,199.

Expenditures have been projected by applying standard budget allocation formulas for staffing and supplies to the projected enrollment. In addition, assumptions have been made concerning anticipated expenditure increases in the areas of payroll costs, personnel, utilities and capital outlay. Using this method, the Estimated Expenditures for 1995/96 are \$68,643,023.

Comparing Total Resources to Total Expenditures, the District's Unrestricted Reserve next year is estimated to be \$2,062,702, which barely complies with State fiscal requirements of a minimum 3% Unrestricted Reserve. According to this projection, budget reductions will not be necessary in order to balance the District's 1995/96 Budget. However, at this point in time, the Preliminary Budget is extremely tight and does not permit any program or salary enhancements.

It is likely that by the time the State Budget is adopted in July, there will be some modifications to the budget estimate presented here. As is customary, the Business Office will monitor State finance trends as well as District revenues and expenditures. This information will then be used to develop the 1995/96 Budget that will be presented to the Board for adoption in June. Information only.

E. Authorize Issuance of Purchase Order #83398 for Nine (9) Computers and Four (4) Laser Printers for West Riverside Elementary School. (Mr. Edmunds)

The Purchasing Department received a requisition for nine (9) Macintosh computers, eight at \$1,699; one at \$2,602.00, and four (4) Laser Printers, at \$1,344.00 each, for West Riverside Elementary School to be paid for from the state furniture and equipment allocation for the 2nd addition. Apple Computer is the sole-source supplier of Macintosh computers and was recognized as such by Board Resolution #87/45 on April 20, 1987.

The Office of Local Assistance (OLA) requires that sole source suppliers meet the M/W/DVBE requirements. As such, Glendale Unified School District worked with Apple Computer, Inc. to comply with the M/W/DVBE regulations and obtained OLA approval. The Glendale bid #P-1693 approved by OLA on 11/29/93, specifically names Jurupa Unified School District, along with all other districts in the state as eligible to utilize the Glendale bid under PCC 20652 and 20118. This piggyback clause has been recognized and approved by OLA. Purchases between \$10,000.00 and \$50,000.00 can be approved and processed at the district level.



E. Authorize Issuance of Purchase Order #83398 for Nine (9) Computers and Four (4) Laser Printers for West Riverside Elementary School. (Cont'd) (Mr. Edmunds)

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 #83398 to Apple Computer in the amount of \$23,241.68 (including tax) for the purchase of nine (9) Macintosh Computers and four (4) Laser Printers for West Riverside Elementary School.

\* F. Review at First Reading Board Policy and Regulation #4213, Alcohol and Drug Testing (Mr. Campbell)

Effective January 1, 1995, the new Omnibus Transportation Employee Testing Act requires that employers implement alcohol and drug-testing programs for persons who are required to hold a Commercial Drivers License. About 55 District employees fall into this classification. The regulations require pre-employment, reasonable suspicion, random, post-accident, return-to-duty, and follow-up tests.

On October 17, 1994, the Board approved contracting with the Comprehensive Drug Testing Company to provide drug and alcohol testing services for the District. Board approval was delayed two weeks at the request of CSEA so that they could obtain information on the recommended company.

The final step to comply with this law is to develop written policy that describes how and when the alcohol and drug tests will be given. It is important to note that most of the alcohol and drug testing process is required, not subject to interpretation, and very clearly enumerated in the Federal Register/Volume 59, No. 31. For example, the "Breath Alcohol Testing Form" and the "Federal Drug Testing Custodian and Control Form" are standard forms for standard procedures used statewide with all types of agencies (samples are included with the supporting documents). There may, however, be a portion(s) of the process that the union representing the drivers (CSEA) feels is optional and subject to the collective bargaining law. If this is the case, we will confer with CSEA and possibly make changes or add interpretations before recommending this policy for adoption at second reading at a future meeting. It is also our intention that identical policies apply to Classified Management and Other Employees.

No action by the Board is required at this time.

G. Review and Act on Timely School Facility Matters

- \* 1. Approve Notice of Completion, Rubidoux High School Modernization Project - Bid #94/01L, Imperial Tenant Development Corp. - Curtain and Track - Pkg. 18. (Mr. Edmunds)
- \* 2. Approve Notice of Completion, Miscellaneous Work on the Community Service Portables at Rubidoux High School - Bid #94/10L (Mr. Edmunds)

**G. Review and Act on Timely School Facility Matters** (Cont'd)

\* 3. Approve Change Order #3 for Peralta Elementary School (Mr. Edmunds)

Change Order #3 for Peralta Elementary School in the amount of \$189,359.87, with an extension of 81 days, is for additional modifications to the new 8" water line in Peralta Place and Riverview Drive, and a new storm drainage structure in the curb at Riverview Drive.

This Change Order also includes (items 3.3 and 3.4) job shut down costs that were not approved as part of Change Order #1 at the January 3, 1995 Board Meeting. Administration recommended not approving these costs at that time because the contractor had not provided sufficient documentation to substantiate the additional costs. On January 5, 1995, administration met with the contractor, and reviewed the Change Order request in detail. Based upon this review, administration has concluded that the job delays resulted from circumstances beyond the contractor's control, and the contractor did in fact incur the costs for which compensation is requested.

It is anticipated that the additional costs involved in Change Order #3 will be paid from the State School Building Program.

Administration recommends that the Board approve Change Order #3 for Peralta Elementary School on Legal Bid #94/08L/09L in the amount of \$189,359.87 with a time extension of 81 days.

4. Hear and or Approve Other 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.

**H. Act on Student Discipline Cases** (Dr. Hendrick)

\*\* 1. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #95/017 for violation of Education Codes 35291 and 48900 (b & c).

\*\* 2. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #95/019 for violation of Education Codes 35291 and 48900 (b & k).

\*\* 3. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #95/021 for violation of Education Codes 35291 and 48900 (a, b & k).

\* I. Approve Personnel Report #13 (Mr. Campbell)

Administration recommends approval of Personnel Report #13 as printed subject to corrections and changes resulting from review in Closed Session.

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

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

- \* 1. Purchase Orders (Mrs. Lauzon)
- \* 2. Disbursements (Mrs. Lauzon)
- \* 3. Agreements (Mr. Edmunds)
- \* 4. Approve Non-Routine Field Trip Request from Rubidoux High School (Mr. Taylor)

Ms. Rhonda Fuller, Teacher at Rubidoux High School, is requesting permission to travel to Indio, CA on Tuesday, February 21 through Sunday, February 26, 1995 with approximately seventy (70) students to participate in the National Date Festival Livestock Show. Supervision will be provided by staff and parent volunteers. Administration has indicated that students will not be denied the opportunity to attend the activity due to lack of funds. A copy of the Non-Routine Student Field Trip/Excursion Request for Approval is included in the supporting documents.

It is recommended that the Board approve the Non-Routine Student Field Trip/Excursion Request by Ms. Rhonda Fuller to travel to Indio, CA on Tuesday, February 21 through Sunday, February 26, 1995 to participate in the National Date Festival Livestock Show.

- \* 5. Approve Out-of-State Travel Request from Rubidoux High School (Mr. Taylor)

Mr. Don Vail, Principal, Rubidoux High School, is requesting permission to travel to Phoenix, Arizona on Wednesday, February 22, 1995 through Sunday, February 26, 1995. The purpose of the trip is to attend the Effective Schools Conference and to participate in workshops and inservices. Costs for registration will be paid by school administration funds. A copy of the Travel Request is included in the supporting documents.

It is recommended that the Board approve the Out-of-State Travel Request from Mr. Don Vail to travel to Phoenix, Arizona on Wednesday, February 22, 1995 through Sunday, February 26, 1995.

- \* 6. Approve Out-of-State Travel Request from Mission Middle School (Mr. Taylor)

Ms. Roberta Pace, teacher at Mission Middle School, is requesting permission to travel to Detroit, Michigan on Saturday, February 18, 1995 through Wednesday, February 22, 1995 to attend the annual conference of the Association of Teacher Educators. Ms. Pace has been asked to be one of the representatives for the Comprehensive Teacher Education Institute (CTEI), a partnership between Jurupa School District and the University of California, Riverside, to make a presentation. All costs will be paid by CTEI. A copy of the travel request is included in the supporting documents.

It is recommended that the Board approve the Out-of-State Travel Request from Ms. Roberta Pace to travel to Detroit, Michigan on Saturday, February 18, 1995 through Wednesday, February 22, 1995 to attend the annual conference of the Association of Teacher Educators.

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

\* 7. Approve Non-Routine Field Trip Request from Jurupa Valley High School (Mr. Taylor)

Mr. Brian Kantner, Teacher at Jurupa Valley High School, is requesting permission to travel to Indio, CA on Tuesday, February 21 through Sunday, February 26, 1995 with approximately seventy-five (75) students to participate in the National Date Festival Livestock Show. Supervision will be provided by staff and parent volunteers. Administration has indicated that students will not be denied the opportunity to attend the activity due to lack of funds. A copy of the Non-Routine Student Field Trip/Excursion Request for Approval is included in the supporting documents.

It is recommended that the Board approve the Non-Routine Field Trip Request by Mr. Brian Kantner to travel to Indio, CA on Tuesday, February 21 through Sunday, February 26, 1995 to participate in the National Date Festival Livestock Show.

\* 8. Approve Out-Of-State Travel Request from Camino Real Elementary School (Mr. Taylor)

Ms. Debra Converse, teacher at Camino Real Elementary School, is requesting permission to travel to Boston, Massachusetts to attend a Jump Start Your Science Program conference on Wednesday, April 12, 1995. This conference will provide an opportunity to participate in workshops such as Hands On Museum, Do-It-Yourself, Fossil Records, creating successful science fairs and science festivals, etc. This takes place during spring break; therefore, a substitute is not required. Costs for registration will be paid through School Improvement grant money and all other costs will be paid by Ms. Converse. A copy of the Travel Request is included in the supporting documents.

It is recommended that the Board approve the Out-of-State Travel Request from Ms. Converse to travel to Boston, Massachusetts to attend a "Jump Start Your Science Program" conference on Wednesday, April 12, 1995.

\* 9. Approve Non-Routine Field Trip Request from Rubidoux High School (Mr. Taylor)

Mr. Charles Gray, Teacher at Rubidoux High School, is requesting permission to travel to Indio, CA with approximately twenty (20) students on Saturday, February 25th through Sunday, February 26, 1995. The purpose of this trip is to participate in the Color Guard Show and competition. All costs will be paid through the band boosters and fundraisers. Supervision will be provided by district staff members and parent volunteers. Administration has indicated that students will not be denied the opportunity to participate in this activity due to the lack of funds. A copy of the Non-Routine Field Trip Request is included in the supporting documents.

It is recommended that the Board approve the Non-Routine Field Trip Request by Charles Gray on Saturday, February 25th through Sunday, February 26, 1995 with approximately twenty students to participate in the Color Guard Show and competition.

## **K. Review Routine Information Reports**

### **1. Report on Computer Equipment Purchases**

(Mr. Edmunds)

At the January 17, 1995 Board Meeting, a question was raised concerning the difference in computer prices on two purchase orders: P.O. #83388 for \$15,824 for 14 LC475 computers; and P.O. 83387 for \$29,290 for 16 LC575 computers. The LC475 unit cost is \$999 plus tax, and the LC575 unit cost is \$1,699 plus tax. While we are paying \$700 more for the LC575 vs. the LC475, we are getting \$1,673 worth of added features (if purchased separately), as detailed below, for only \$700.

<u>UPGRADE</u>	<u>VALUE</u>
RAM increased by 100% to 8mb	\$203
Hard Drive capacity increased by 56% to 250mb	90
CPU clock speed increased by 32% to 33Mhz	100
VRAM increased by 50% to 756k	81
CD-Rom drive	341
Higher resolution monitor	70
Stereo speakers and microphone built-in	88
16 cd-rom titles for elementary students	<u>800</u>
Value of upgrades (w/o labor to install) per Apple price list	\$1,673

Information only.

### **\*\* 2. Review Document of Rubidoux High School Distinguished Graduates**

(Mr. Taylor)

During the 1993/94 year, the district began an annual research effort to compile data on former Rubidoux High School graduates who have completed four years of college and/or accomplished notable business achievements.

This year we will again be attempting to add to this list of distinguished graduates by seeking information on former graduates. A copy of the document, as published in January, 1994, is included in Board members' packets, as well as a request for information form. Board members, school employees and the public at large may submit information to the Assistant Superintendent, Education Services for inclusion in a revised publication. We anticipate a revised document being available in April, 1995. Information only.

### **\* 3. Review Unadopted Minutes of First Meeting of the District Bilingual Advisory Committee**

(Mr. Taylor)

The Unadopted Minutes of the first meeting of the District Bilingual Advisory Committee for the consolidated Application are included in the supporting documents for the Board's review. Information only.

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

**4. Staff Development Days**

(Mr. Taylor)

Following are staff development days that have been scheduled:

Staff Development Days  
Students not  
in Attendance

School

Location

February 14, 1995

Nueva Vista High

same

February 17, 1995

Stone Avenue

same

March 27, 1995

Rustic Lane

same

Information only.

ADJOURNMENT

**JURUPA UNIFIED SCHOOL DISTRICT**  
3924 Riverview Drive  
Riverside, CA 92509

**Resolution # 95/11**

**AB 2600 Pupil Textbook and Instructional Materials Incentive Program**

**WHEREAS,** Assembly Bill 2600 provides additional funds for the purchase of textbooks; and,

**WHEREAS,** The California State legislature has recognized that additional funds are necessary for local school districts to provide adequate numbers of textbooks; and,


**WHEREAS,** The Jurupa Unified School District is provided a minimal amount of funds from the State of California per year for the purchase of textbooks; and,

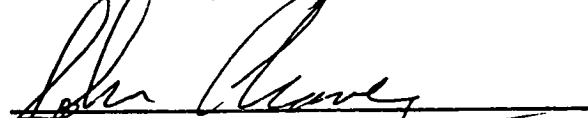
**WHEREAS,** Rubidoux and Jurupa Valley High School teachers have indicated a need for additional textbooks; and,

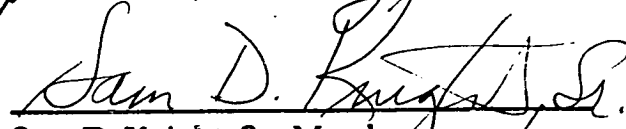
**WHEREAS,** The Jurupa Unified School District Board of Education desires to provide an adequate number of textbooks; and,

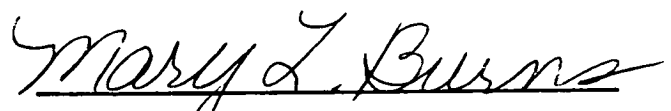
**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Education of Jurupa Unified School District does hereby support participation in the AB 2600 Pupil Textbook and Instructional Materials Incentive Program.

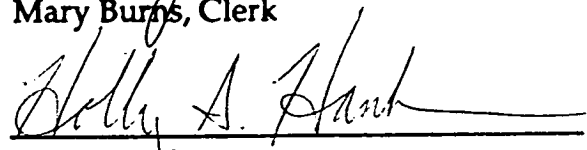
Passed and adopted by the Governing Board of Education at a regular meeting on February 6, 1995.

  
Sandra Ruane, President

  
John Chavez, Member

  
Sam D. Knight, Sr., Member

  
Mary Burns, Clerk

  
Holly Hanke, Member

**JURUPA UNIFIED SCHOOL DISTRICT  
RIVERSIDE, CALIFORNIA**

**MINUTES OF THE REGULAR MEETING  
TUESDAY, JANUARY 17, 1995**

**OPEN PUBLIC SESSION**

**CALL TO ORDER**

The Regular Meeting of the Jurupa Unified School District Board of Education was called to order by President Sandra Ruane, at 6:00 p.m. on Tuesday, January 17, 1995, in the Multi-Purpose Room at Glen Avon Elementary, 4352 Pyrite Street, Riverside, California.

Members of the Board present were:

**ROLL CALL**

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

**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. Pam Lauzon, Director of Business Services  
Dr. Bill Hendrick, Administrator of Education Support Services**

**CLOSED SESSION**

**RECESS TO CLOSED  
SESSION  
-Motion #142**

**MRS. BURNS MOVED THE BOARD RECESS TO CLOSED SESSION IN THE TEACHERS' LOUNGE FOR THE FOLLOWING PURPOSES: TO CONSIDER STUDENT DISCIPLINARY ACTIONS PURSUANT TO EDUCATION CODE SECTIONS 48900 AND 48915; PERSONNEL REPORT #12; 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. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

At 6:01 p.m. the Board recessed to Closed Session in the Teachers' Lounge.  
At 7:25 p.m. the Board adjourned from Closed Session.

**CALL TO ORDER**

At 7:28 p.m. President Ruane called the meeting to order in Public Session.

**ROLL CALL**

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

**FLAG SALUTE**

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



## INVOCATION

Board member Sam Knight made an inspirational comment.

## COMMUNICATIONS SESSION

### HEAR REPORT ON GLEN AVON ELE.

The Superintendent noted that the Board was delighted to meet at Glen Avon Elementary School in celebration of their 100th birthday at the site. She thanked the Glen Avon staff for their hard work in preparing the campus for the Board meeting. The Superintendent introduced Glen Avon Principal, Anne Swick, to share with the Board and members of the audience, information regarding the technology programs that are available to students. She noted that the Board will be asked to recess to Rooms 16 & 21 for demonstrations of the technology.

Anne Swick, Glen Avon Principal, welcomed the audience and Board members and thanked them for taking the time to visit Glen Avon Elementary School to view the technology programs available to students. Ms. Swick stated that for the presentation this evening, the Board will be viewing a video prepared by students, under the direction of Mr. Mike Nelson, teacher. She explained that there is a television/cable hook-up in each classroom, networking and the use of a modem, allowing a variety of communication/information abilities world-wide. Through this vast library of information, students are able to access encyclopedias/maps and receive printouts to take home to complete research assignments. Other available resources to enhance curriculum for students include computers, software, VCR's in each classroom, a television broadcast station and several laser disk players.

### THE BOARD ADJOURNED TO ROOMS 21 & 16 TO VIEW TECHNOLOGY

At 7:35 p.m., the Board and audience adjourned to Room 21, to view a video presentation.

Mr. Mike Nelson, teacher, stated that the video was developed by students on a volunteer basis. The video introduced Glen Avon staff members, and highlighted the 100 year old school, with its approximately 600 kindergarten through sixth grade students. The physical changes to Glen Avon Elementary have involved the modernization of the facility: new carpeting, furniture, and the installation of technology, which each student learns to use.

At 7:50 p.m., the Board proceeded to Room 16.

Technology was displayed, and teachers, Ms. Lisa Cook and Ms. Denise Hawkins, presented a hands-on demonstration, along with several students, of the laser disk, and the CD ROM, which included an overview of how students obtain pictorial, as well as written material for school projects. Board members were particularly delighted with the talking book series, which enhanced students' reading abilities. Students successfully used the computers, bar codes and scanners to show Board members that students in each grade level are taught to become computer proficient. The teachers also explained that the computers are used to keep track of grades, homework, and even allow students to interact with other students across the United States by using the Internet program. Glen Avon is successfully preparing their students to be a part of the technological age.

At 8:10 p.m., the Board reconvened in the auditorium at Glen Avon Elementary.

**CELEBRATE GLEN  
AVON'S 100TH  
BIRTHDAY**

The Superintendent indicated, as she stated previously, that Glen Avon Elementary is celebrating its 100th birthday this year. She encouraged the Board and members of the audience to review the pictures and student essays commemorating this occasion. The Superintendent noted that a brief summary of the school's history has been included in the Agenda, and that Principal Anne Swick has distributed "An Historical Study of the Glen Avon School District," highlighting the history of the school to Board members and administrators, by the Jurupa Mountain Cultural Center. She offered her thanks to Principal Anne Swick for inviting the Board and members of the community to share the celebration of Glen Avon Elementary's 100th birthday at this site.

**ACCEPT DONATIONS  
-Motion #143**

**MR. CHAVEZ MOVED THE BOARD ACCEPT THE FOLLOWING DONATIONS WITH LETTERS OF APPRECIATION TO BE SENT: \$1,000.00 FROM HEALTH NET SPONSORSHIP COMMITTEE TO BE USED FOR INSTRUCTIONAL SUPPLIES AT GLEN AVON ELEMENTARY; \$566.00 FROM THE INDIAN HILLS ELEMENTARY PTA TO BE USED TO PURCHASE EMERGENCY WATER AT INDIAN HILLS ELEMENTARY; \$383.00 FROM MISSION BELL ELEMENTARY PTA TO BE USED TO PURCHASE MATH MANIPULATIVES AT MISSION BELL ELEMENTARY, AND \$2,920.66 FROM PACIFIC AVENUE ELEMENTARY PTA TO BE USED AT PACIFIC AVENUE ELEMENTARY FOR A 40' CARGO CONTAINER (\$2,000.00), RIF BOOKS (\$395.00) AND FOR PARTIAL PAYMENT OF AN ASSEMBLY BY THE IMAGINATION COMPANY (\$525.00). MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**STUDENT  
REPRESENTATIVE  
REPORTS FOR  
RUBIDOUX HIGH  
SCHOOL**

Ronda Robinson, Rubidoux High School representative, was not present for the report from Rubidoux High School, as she was scheduled to be present at a school sports event. Julie Warne issued the report for Rubidoux High School on her behalf.

**SPORTS**

The boys' basketball team lost to North High School last week 63-81; however, they hope to make up for their loss when playing at Poly High School. Their record is 13-5. The girls' basketball record is 11-6. They lost last week to North High School by 16 points. Tonight is their home game against Poly High. The Rubidoux High School boys' soccer team played Poly High today. Their record is 1-3, with a loss to North High School last week. The girls' soccer team is off to a rocky start; their record is 0-4. The wrestling team took first place at the Riverside City Tournament against seven other schools; they came home with five individual champions. Their next match is January 18 against North High School. The freshmen on the Pep Squad competed at Canyon Springs High last week and placed fifth in their division.

**UPCOMING EVENTS**

During Advisory on January 18, a Martin Luther King, Jr. assembly is scheduled. BSU will provide a step show, poetry readings, soloist, and dancers to help celebrate the festivities.

STUDENT  
REPRESENTATIVE  
REPORTS FOR  
RUBIDOUX HIGH  
SCHOOL (CONT'D)

ASB will hold the Basketball Homecoming this week. A sneak preview of their Roaring 20's theme can be seen at the girls' basketball game this evening. The "Half-Time Show" will feature extravagant decorations, floats and a skit. The candidates for "King" are Donald Riley, Richard Vandenberg, and Damon Frank. The candidates for "Queen" are Lukiya Coachman, Brandi Irwin and Nicole Robinson. The crowning will occur on January 20 during the festivities. Also featured this week to celebrate "Homecoming" are noon-time activities, spirit dress-up days and a pep rally.

MISCELLANEOUS

Students are now able to use the H-Building classrooms, as remodeling has been completed in that building. Remodeling will now begin in the B-Wing. ASB members are excited to use their "all new" ASB Room.

ROTC

The ROTC performed at Club Metro for underprivileged children a few weeks ago. This week they will perform at "Sports Day" at Canyon Springs High School. They will be competing against other ROTC groups from throughout the area.

REPORT FROM JURUPA  
VALLEY STUDENT  
REPRESENTATIVE

Julie Warne, Jurupa Valley High School student representative, made the following report on current events:

SPORTS

The boys' basketball team record is 1-1. Last week, against Norco, in a tight game, Jurupa Valley won by three points. They are scheduled to play against Corona on January 18. The girls' basketball team competes against Corona tonight. The first games for the girls' and boys' soccer teams were cancelled due to the rains. The girls' soccer team competed against Corona today. The Jurupa Valley High School wrestling team won third in City Championships. Mike Martin won first in the 189 class; Charlie Gonzales won first in the heavyweight class.

FFA

FFA is busy preparing approximately ten applications for the State FFA Degree. They are studying for the upcoming Parliamentary Procedure and Public Speaking Contests.

ASB

ASB is scheduled to hold a successful Winter Homecoming Fashion Show. They are currently involved in "work days" for the upcoming dance and pep rally, as well as interviews for the second semester "Student-At-Large."

**PUBLIC VERBAL  
COMMENTS:**

**EASTVALE**

Mr. Frank Ruane asked Board members to consider the expansion of the district to include the Eastvale area, which is currently included in the boundaries of the Corona-Norco Unified School District. With the anticipated growth of the Eastvale area, due to the expected housing boom, this would be an opportune time to consider this as a viable option. Mr. Ruane suggested that if the Board is interested in this prospect, now is the time to inquire of the Corona-Norco Unified School District. He feels, from information that he has received, that the Corona-Norco Unified School District Board members are receptive to this idea; this would be an ideal time to set up an appointment to discuss the issue. However, a significant number of students would be added to the Jurupa Unified School District; further research would be necessary to evaluate the impact of this consideration as it relates to Jurupa Unified School District schools and their capacity/growth capabilities or the construction of new school sites.

**COMMENT ON  
GOVERNOR/  
NEGOTIATIONS**

Francine Rice-Laabs, NEA-J President, referred to Governor Pete Wilson's state-of-the-state message and noted that his urge to create a "Parents' Bill of Rights," his advocacy of merit pay, and his advice to repeal the tenure system, showed his lack of understanding of Education Code that is already in existence, and his misunderstanding of tenure. She also referred to his comments regarding "alternative credentialing," and indicated that SB 813, a school reform package, already possesses language for setting high standards in education. The Governor's comments about "getting rid" of the Education Code, would dismiss the only guarantee of fiscal accountability in the state's public schools, although a massive overhaul of the Code is part of the School Improvement Plan--Rediscovering Education. Ms. Rice-Laabs indicated that the only new item for education that the Governor did address is COLA, and the Association will deal with the district on this issue at the appropriate time.

Ms. Rice-Laabs stated that the Association has chosen not to wait for the special Board meeting in February to comment on next year's budget. She reminded the Board of the savings the district has received from certificated unit members' salaries, to be a grand total of \$9,456,323, since the 1991-92 school year. Ms. Rice-Laabs asked that the Board, when preparing their budget for 1995-96, not include items that never existed, or taunt the Association with suggestions of cutting services to students they never intended to cut, such as transportation or athletic programs. She concluded by indicating that certificated employees are a united group, and they intend to remain united until they receive an agreement on reopeners. The lack of cooperation and good faith effort they have received has indicated to them what they should expect from the district when they come to the table to bargain the contract that expires in June 1995.

**COMMENTS  
REGARDING CHUCK  
GONZALES**

Mark Nicklas expressed to the Board that the Jurupa Valley High School student, Charlie Gonzales, was treated unfairly by members of the Jurupa Valley High School staff, and they had stated that Charlie Gonzales was prejudiced. Mark was certain that Charlie is not prejudiced, and that he has numerous black friends. Mark concluded by asking Board members to review the school's suspension policy; he felt that Charlie Gonzales was treated unjustly by members of the Jurupa Valley High School staff.

PUBLIC VERBAL  
COMMENTS:  
(CONTD)

COMMENTS  
REGARDING CHUCK  
GONZALES

Linda Gonzales, parent of Chuck Gonzales, indicated that she would like to read, as well as submit, letters to the Board on behalf of her son. A statement Mrs. Gonzales read, from Chuck Gonzales' wrestling coach for four years, commended Chuck for demonstrating excellent sportsmanship qualities to his fellow students and opponents. Mrs. Gonzales also read a statement from a neighbor, who is a fire-fighter; having known Chuck for thirteen years, and watched him grow up into manhood, he noted that Chuck Gonzales has many fine qualities. He is known for lending a helping hand to others, and for his interest in learning new things. He has assisted this neighbor in after-school jobs, and the neighbor felt that Chuck Gonzales will do well at anything he sets his mind to do. If there are obstacles in his way, he will overcome them, with a sense of humor. In the statement, the neighbor also expressed that Chuck Gonzales is not getting a fair deal; that punishment should only go so far. He requested the reinstatement of Chuck Gonzales to the office of ASB President. Mrs. Gonzales indicated that she would keep in her possession the remaining statements from neighbors and friends until her meeting with the Board.

COMMENTS  
REGARDING  
CHUCK GONZALES

Walt Winemiller, a resident of the community for twenty years and first time Board meeting attendee, noted that he was seeing democracy at its finest as the Board determined what did and did not happen concerning Charlie Gonzales. Mr. Winemiller requested to recount to the Board a scenario of the type of student that Charlie Gonzales is. Here is a student, Charlie Gonzales: an ASB President, a scholar, and an athletic role model. Although he may buck the system from time-to-time, he is funny and he reaches out and takes an interest in people. He is a different kind of a guy, with a different sense of humor. Mr. Winemiller likened Charlie's humor to that of Whoopi Goldberg/Ted Danson. Had he meant the incident to be serious, he would have used graffiti-style markings; instead Charlie chose duct tape, with the intent of easing the tension, indicating to students that they needed to lighten up. This was a clear demonstration of his sense of humor and that the incident was done in jest.

Mr. Winemiller asked the Board, when rendering a decision regarding Charlie Gonzales, to consider that he is college bound, an educated leader, and a person that is sensitive to others. He concluded by thanking the Board members for the job they are performing; he stated that it is much easier to sit at home and be critical. He chose, this evening, to attend a Board meeting; he thanked Board members for listening.

COMMENT REGARDING  
CHARLIE GONZALES

Brian Moore, neighbor of Charlie Gonzales, stated that Charlie has been treated unjustly due to the incident in the Jurupa Valley High School football locker room. Charlie has been cast off of the football team and removed from the office of ASB President. Brian Moore indicated that he would like to see Charlie reinstated. He noted that following the incident that took place, 1,000 students signed a petition to re-instate Charlie as ASB President. Brian Moore asked for the Board's help, by investigating the situation, as the administration at Jurupa Valley High School were against Charlie from the start. He felt that, "something has gone wrong and someone needs to deal with this."

COMMENT:  
FINANCIAL &  
EDUCATIONAL  
CONCERNS

Ginger Jones, parent of five children in the Jurupa Unified School District, an active member in the community for the past twelve years, and a teacher in the district for the last six years, wished to address the Board on a decision that affects her, her children and others. She stated that she does not intend to sit quietly, but will become an active part of what needs to be done to help win back the nine million dollars that the district promised to teachers. Ms. Jones noted that they "gave up" the money in good faith; a promise is a promise, and it was a two-way agreement. She asked Board members, "Where is your end of the agreement?"

Ms. Jones suggested that the district's budget could be reduced by asking parents to pay for transportation services. As a parent in the community, she would be glad to pay for bussing, or extra curricular activities. If these savings could be realized, the money could be spent to teach the children in the classrooms and purchase supplies for students. Ms. Jones pleaded with the Board to remember that "a promise is a promise." She stated that priorities need to be set so that teachers are able to teach our future leaders, enabling them to become educated adults in our society.

COMMENT ON  
RETIREMENT

Jennifer Bullard requested to address the Board regarding the topic of retirement. She referred to her father, a teacher for thirty-eight years, who has planned for this big event of retirement, by setting aside money which will allow him to live. She said that it is sad that teachers leave this wonderful occupation with so little compensation. Mrs. Bullard asked the Board to look for ways to cut expenses such as parents sharing in the expense of bussing for athletic events. There may be tough decisions to make; however, if Board members do not like the heat that comes with their position, then they shouldn't hold the office. Teachers came into their positions for the adventure of teaching students. There must be a structured level of provision by which teachers will be compensated, out of respect for teachers like her father, who have been dedicated to the teaching profession for so many years. She asked that the Board fight on their behalf to find a way to compensate teachers for what is due to them.

COMMENT:  
TEACHER SALARY

Vicky Lynn Castillo stated that she was present this evening to "sing the same two songs, with the same two verses," regarding teacher salaries. She believed that in a good faith effort, she was duped into believing their efforts would be reciprocated regarding the restoring of teachers' salaries. There has been an increase in the Assistant Superintendents' pay, and now teachers are requesting a small increase in their pay. Teachers are asked to perform more work, with more students. Ms. Castillo noted that they are not asking for raises; just that their salary schedule be restored. She concluded by stating that teachers made a good faith contribution, out of their pockets, to help the district meet their financial crisis; it is pay-back time, and the Board should begin now, by restoring pay cuts.

BOARD MEMBER  
REPORTS & COMMENTS

Mr. Chavez expressed to Anne Swick, Principal at Glen Avon Elementary, that he was very impressed with the school site. He had attended his very first Board meeting in March of 1975 at this site. It has been a long time since then, and the school still looks great. He announced that on February 15, the Jurupa Lions Speaker Contest will be held for students to participate, from Rubidoux High School and Nueva Vista High School. He thanked Don Vail, Principal of Rubidoux High School, and Benita Roberts, Superintendent, for coming to the Jurupa Hispanic Association recognition program. He noted that it is good to have those in the community support positive events.

BOARD MEMBER  
REPORTS & COMMENTS  
(CONTD)

Mr. Chavez invited Board members to the upcoming conference sponsored by the "The Campaign to Prevent Handgun Violence Against Kids," scheduled for February 22, 1995, which will link panelists in Los Angeles, Sacramento and Washington, D.C., with fourteen selected cities in California. The discussion will be among experts, community leaders and policy makers regarding policy and program options to help stem the epidemic of handgun violence against California youth. He reminded Board members of the event this Friday, "Evening with Legislators," and hoped that they would be able to attend.

Mr. Knight thanked Anne Swick, Principal of Glen Avon, for her significant overview of the technical programs at Glen Avon Elementary. He was impressed with the computer, video, and laser disk presentations, and commended the Principal for including the most important component: student participation. He stated that this is critical, and a reflection of the goals set for 1995, and the future of the district. Mr. Knight thanked the audience for participation in the "Public Verbal Comments" portion of the Agenda, by utilizing their democratic right to be acknowledged and speak before the Board.

Ms. Hanke shared that during her tour of the district, she has become acquainted with the strengths and diversities that each school has to offer, as well as their weaknesses. She expressed that she wished there were sufficient funds available to meet all of the requests, on behalf of students, that are brought before the Board. She hoped that the district is able to reach an agreement that will be satisfactory to all. In her tour of the district with Mrs. Burns, they have recently visited Rustic Lane, Pacific Avenue, Ina Arbuckle, and West Riverside Elementary schools. Ms. Hanke noted that in viewing student/principal relationships, it was exciting for her to see principals wave and hug students, instead of viewing the typical disciplinarian role she was used to seeing. Students were familiar with their principals and were happy to see them. In a time when there is so much hatred, it was refreshing to see such positive demonstrations of communication. Ms. Hanke's tour also included the Instructional Media Center (IMC); she had not been aware of the many backup supplies that are available to teachers to include in their instructional endeavors for students. The middle school bus ride that she and Mary Burns participated in was just like Ms. Hanke remembered: a frantic bus driver and the use of profanity by students. She was aware that Mrs. Burns was appalled by what she saw and heard, having not experienced this adventure as recently as Ms. Hanke had.

Mrs. Burns commented that it has been very interesting and a pleasure to tour the district with Ms. Hanke. She thanked Mrs. Anne Swick for her outstanding technology presentation as a very important part of school curriculum. Mrs. Burns expressed her feelings regarding the middle school bus ride: it is not permissible for students to behave as they did; they would not be allowed to behave this way in the workplace, and they should not be speaking profanity on school buses. She stated that students were using profanity as if it was their every-day language. Mrs. Burns noted that the district cannot take a complacent stand on this issue; this is not acceptable. She requested that this issue be addressed by administration. Mrs. Burns also asked for an update on bus scheduling; it appeared that the bus drivers had a very rigorous schedule to maintain. She requested additional information on this topic.

**BOARD MEMBER  
REPORTS & COMMENTS  
(CONT'D)**

Mrs. Burns asked to respond to the public comment concerning the charge for bus services as a way to trim the budget and allow for the restoration of the certificated salary schedule. She stated that many of those receiving bus services receive AFDC or are Chapter 1 students. These families would be exempt from charges; therefore, this measure would not significantly enhance the budget. Mrs. Burns remarked that she appreciated these ideas, and would welcome any further thoughts and suggestions. She concluded that it has been fun touring the district with Ms. Hanke and viewing her expressions and interest in district technology and programs.

President Ruane thanked Anne Swick, Principal of Glen Avon Elementary, for allowing the Board to meet at her site and celebrate their 100th anniversary.

**ACTION SESSION**

**APPROVE MINUTES  
-Motion #144**

**MR. CHAVEZ MOVED THE BOARD APPROVE MINUTES OF THE REGULAR MEETING JANUARY 3, 1995 AS PRINTED. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**APPROVE SUBMITTAL  
OF LIBRARY GRANT  
APPLICATIONS  
-Motion #145**

The Assistant Superintendent Education Services stated that at the Board meeting on January 3, 1995, the Board approved the submittal of the Library Grant Application for Mission Bell Elementary in the amount of \$5,000. Since that time, four elementary schools and two middle schools have also requested to submit Library Grant applications. The deadline for submitting the applications is February 1, 1995. These sites were not able to complete their applications in time for the printing of the January 17, 1995 Board Agenda; therefore, they are stating their intent to submit their applications, with the Board's permission.

**MR. CHAVEZ MOVED THE BOARD GRANT APPROVAL FOR CAMINO REAL, INDIAN HILLS, PACIFIC AVENUE AND RUSTIC LANE ELEMENTARY SCHOOLS, JURUPA MIDDLE AND MISSION MIDDLE SCHOOLS TO SUBMIT LIBRARY GRANT APPLICATIONS IN THE AMOUNT OF \$5,000 EACH. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**AUTHORIZE PURCHASE  
OF THIRTY (30)  
COMPUTERS FOR RHS  
COMPUTER LAB  
-Motion #146**

The Assistant Superintendent stated that Rubidoux High School has requested to purchase thirty (30) Macintosh computers from Apple Computer, Inc., in the amount of \$81,874.92, as an important part of their modernization project. The Rubidoux High School request can be included on the previously OLA approved bid from Glendale Unified School District, as part of the piggyback clause. Apple Computer, Inc. markets their computers directly to school districts.

**MR. KNIGHT MOVED THE BOARD AUTHORIZE THE PURCHASING DEPARTMENT TO SUBMIT TO OLA IN SACRAMENTO FOR APPROVAL OF M/W/DBVE DOCUMENTATION AND ISSUE, ONCE OLA GIVES THEIR APPROVAL, PURCHASE ORDER #83386 TO APPLE COMPUTER, IN THE AMOUNT OF \$81,874.92 (INCLUDING TAX) FOR THE PURCHASE OF THIRTY (30) MACINTOSH COMPUTERS FOR RUBIDOUX HIGH SCHOOL COMPUTER LAB. MS. HANKE SECONDED THE MOTION.**



AUTHORIZE PURCHASE  
OF THIRTY (30)  
COMPUTERS FOR RHS  
COMPUTER LAB  
-Motion #146  
(CONTD)

In response to Mr. Chavez' question, the Assistant Superintendent Business Services stated that the Apple Computer prices are competitive; however, there is not a bidding opportunity; Apple Computer markets directly to school districts. Ms. Hanke questioned whether the model of computer that is being requested for purchase is compatible with the IBM computer, or is software available to make the computers compatible? The Assistant Superintendent Business Services indicated that Apple computers require a different operating system and architecture. There is a new Apple computer on the market that is capable of running IBM programs; however, it is very expensive, and there has not been sufficient time to prove that the computer is able to operate without problems. Ms. Hanke asked whether there are more IBM programs available than there are Apple computer programs? The Assistant Superintendent Business Services explained that there are a large number of IBM programs; however, Apple Computer, Inc. has more educational software readily available.

Mrs. Burns stated that having received and reviewed a copy of Resolution #87/45, naming Apple Computer, Inc. as the sole source supplier of Apple Computer equipment for the district, and referring to paragraph #4, "to upgrade products previously purchased whenever new features are introduced, thus enabling us to keep our current equipment up-to-date," she questioned the upgrading procedures within the district. The Assistant Superintendent Business Services indicated that the district will upgrade whenever possible; however, the district is only able to upgrade to a certain point. As computers become outdated, an upgrade is not possible. He stated that in most classrooms, the Apple IIE is still in use; however, because of the fast pace that technology is advancing, even these computers will have to someday be replaced. Mrs. Burns questioned whether this large purchase may be linked with Apple Computer, Inc. making a move toward an upgrade; therefore, they are offering a close-out price, and likened it to when cameras were at a bargain price as they were ready to move in the newer items. She asked whether the district has a computer expert that they consult prior to a decision of this kind?

The Assistant Superintendent Business Services indicated that although the district does not have a "computer expert," we do consult our purchasing department; they are very knowledgeable regarding the state-of-the-art computer products available. The computers being requested are up-to-date models. However, due to the rapid change in technology, these machines, in several years, will be considered not as powerful. He explained that every three to four years, there are major breakthroughs in computer technology.

Ms. Hanke noted that on the request for fourteen (14) computers (\$15,824.17) for Jurupa Valley High School (Agenda Item D) and the request for sixteen (16) computers (\$29,290.76) for West Riverside Elementary School (Agenda Item E), the difference in price is almost double, and only two additional computers are being purchased. The Assistant Superintendent Business Services stated that he will investigate and report back to the Board, regarding the difference in price; it may be due to a difference in the type of computer being requested.

A VOTE WAS THEN TAKEN WHICH CARRIED UNANIMOUSLY.

**AUTHORIZE PURCHASE  
OF FOURTEEN(14)  
COMPUTERS FOR JVHS**  
-Motion #147

The Assistant Superintendent Business Services stated that a similar request, referring to Agenda Item C, has been made by Jurupa Valley High School for fourteen (14) Macintosh computers. The computers will be paid for from the state furniture and equipment allocation, through the Glendale Unified School District pre-approved bid.

**MR. CHAVEZ MOVED THE BOARD APPROVE THE ISSUANCE OF PURCHASE ORDER #83388 TO APPLE COMPUTER IN THE AMOUNT OF \$15,824.17 (INCLUDING TAX) FOR THE PURCHASE OF FOURTEEN (14) MACINTOSH COMPUTERS FOR JURUPA VALLEY HIGH SCHOOL. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**AUTHORIZE PURCHASE  
OF SIXTEEN (16)  
COMPUTERS FOR WEST  
RIVERSIDE**  
-Motion #148

The Assistant Superintendent Business Services reported that West Riverside Elementary requested the purchase of sixteen (16) computers for the Chapter 1 program. Once again, Apple Computer, Inc. is the sole source supplier of the computers requested.

**MR. CHAVEZ MOVED THE BOARD APPROVE THE ISSUANCE OF PURCHASE ORDER #83387 TO APPLE COMPUTER IN THE AMOUNT OF \$29,290.76 FOR THE PURCHASE OF SIXTEEN (16) MACINTOSH COMPUTERS FOR WEST RIVERSIDE ELEMENTARY SCHOOL CHAPTER ONE PROGRAM. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.** The Superintendent indicated that clarification will be brought back to the Board regarding the difference in pricing of Agenda Item D and Agenda Item E. The Assistant Superintendent Business Services stated that a description of the items purchased will be obtained.

**AWARD BID FOR  
XEROGRAPHIC &  
PRINTING PAPER**  
-Motion #149

The Assistant Superintendent Business Services stated that the bids received from the district's Purchasing Department advertisement, were significantly higher than the last bid in October of 1993. The Director of Purchasing contacted other school districts in an attempt to find an open bid to utilize, which would allow for a lower price per ream of paper. However, they were advised that the mill producing the paper would no longer honor the bid price. The low bidder, Unisource Corporation, was only able to hold their bid price until January 13, 1995. In order to save the district money, it was prudent to act immediately to obtain paper at the lower price.

**MR. KNIGHT MOVED THE BOARD CONFIRM THE AWARD OF THE BID #95/06L FOR XEROGRAPHIC AND PRINTING PAPER TO UNISOURCE CORPORATION OF COLTON AND THE ISSUANCE OF PURCHASE ORDER #83389 IN THE AMOUNT OF \$62,928.80 (INCLUDING TAX) FOR THE PURCHASE OF 21,900 REAMS OF PAPER. MS. HANKE SECONDED THE MOTION.** Ms. Hanke asked for an approximation of the savings that will be realized to the district for purchasing the paper? The Assistant Superintendent Business Services estimated the savings to be \$4,000 to \$5,000; however, prices are rising quickly, and there may be an additional savings. **A VOTE WAS THEN TAKEN WHICH CARRIED UNANIMOUSLY.**

APPROVE THREE (3)  
NOTICES OF  
COMPLETION  
-Motion #150

MR. KNIGHT MOVED THE BOARD APPROVE NOTICES OF COMPLETION, ACTION ITEMS G 1-3 AS PRINTED: RUBIDOUX HIGH SCHOOL MODERNIZATION - BID #94/01L, RUSCO, INC. - LOCKERS - PKG #14; RUBIDOUX HIGH SCHOOL MODERNIZATION PROJECT - BID #94/01L J. J. ROOFING, INC. - FIBERGLASS COMPOSITION SHINGLES - PKG. #7, AND TRIPLE WIDE RIGID FRAME PORTABLE CLASSROOM 36' X 40' WITH TWO TOILETS, KITCHEN AND TEACHERS' WORKROOM/OFFICE FOR INA ARBUCKLE ELEMENTARY SCHOOL - P. O. #78584. MR. CHAVEZ SECONDED THE MOTION. Mr. Chavez stated that he was recently in the Rubidoux High School gym; the roof by the doorway had a significant leak, and water was dripping onto the floor. He requested that the Assistant Superintendent Business Services verify that the leak has, indeed, been patched and will not ruin the new gym floor. The Assistant Superintendent Business Services stated that he will verify that the roof by the doorway of the gym has been repaired. A VOTE WAS THEN TAKEN WHICH CARRIED UNANIMOUSLY.

APPROVE CHANGE  
ORDER #2, PERALTA  
-Motion #151

The Assistant Superintendent Business Services reported that an additional 325 feet of fire line to fire hydrants, in the amount of \$18,219.00, is necessary at the Peralta Elementary site. This is a requirement of the Fire Marshall.

MRS. BURNS MOVED THE BOARD APPROVE CHANGE ORDER #2 ON LEGAL BID #94/08L/09L FOR PERALTA ELEMENTARY SCHOOL IN THE AMOUNT OF \$18,219.00. MR. KNIGHT SECONDED THE MOTION. Ms. Hanke questioned whether this was a foreseeable change; or was this an item that came up in the course of the project? The Assistant Superintendent Business Services responded that it is not unusual for requirements to change during the course of a project. He explained that as a project progresses, and is reviewed by the State Fire Marshall, additional measures may be added to adhere to new state guidelines. In answer to Ms. Hanke's inquiry as to the responsible party for replacing the dirt to the Peralta site that was washed away by the rains, the Assistant Superintendent Business Services replied that it is the contractor's responsibility. The Superintendent noted that when the dirt is replaced, it will meet compacting requirements, and a report will be filed that it has been done correctly. A VOTE WAS THEN TAKEN WHICH CARRIED UNANIMOUSLY.

APPROVE CHANGE  
ORDER #2, RHIS  
-Motion #152

The Assistant Superintendent Business Services stated that Change Order #2 for Rubidoux High School, in the amount of \$25,424.00, for items listed on the Agenda, were deemed necessary, as the project progressed, to accommodate instructional programs.

MR. CHAVEZ MOVED THE BOARD APPROVE CHANGE ORDER #2 ON LEGAL BID #94/01L FOR RUBIDOUX HIGH SCHOOL'S MODERNIZATION IN THE AMOUNT OF \$25,424.00. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE CHANGE  
ORDER #2, MIRA LOMA  
-Motion #153

The Assistant Superintendent Business Services noted that the previous Change Orders, as well as this Change Order, will be paid for by the State, when costs are submitted. This extension of time of 14 days, is requested for documentation purposes.

MR. CHAVEZ MOVED THE BOARD APPROVE CHANGE ORDER #2 ON LEGAL BID #94/02L FOR THE MIRA LOMA MIDDLE SCHOOL ADDITION, FOR A TIME EXTENSION OF 14 DAYS. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

ACT ON THREE  
DISCIPLINE CASES:  
95/014; 95/015, & 95/016.  
-Motion #154

The Administrator Education Support Services stated that if the Board had no changes following closed session, the recommendation would stand for the three students, Item H 1-3, as noted in the Agenda, as well as the three readmission cases, Items H 5-7. However, Item H-4, Discipline Case #95/018, should be acted on separately, as administration is recommending that the expulsion order be amended to a suspended expulsion.

MR. CHAVEZ MOVED THE BOARD EXPEL THE PUPIL IN DISCIPLINE CASE #95/014 FOR VIOLATION OF EDUCATION CODES 35291 AND 48900 (k); EXPEL THE PUPIL IN DISCIPLINE CASE #95/015 FOR VIOLATION OF EDUCATION CODES 35291 AND 48900 (b) & (k), FOR THE REMAINDER OF THE SCHOOL YEAR, BUT THAT THE STUDENT BE PLACED ON SUSPENDED EXPULSION FOR THE SECOND SEMESTER AND ALLOWED TO ATTEND SCHOOL BEGINNING JANUARY 30, 1995, AS A STUDENT ON SCHOOL PROBATION; AND EXPEL THE PUPIL IN DISCIPLINE CASE #95/016 FOR VIOLATION OF EDUCATION CODES 35291 AND 48900 (b) & (k), FOR THE REMAINDER OF THE 1994-95 SCHOOL YEAR, BUT THAT THE STUDENT BE PLACED ON SUSPENDED EXPULSION FOR THE SECOND SEMESTER AND ALLOWED TO ATTEND SCHOOL BEGINNING JANUARY 30, 1995, AS A STUDENT ON SCHOOL PROBATION. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

AMEND EXPULSION  
ONE DISCIPLINE CASE:  
95/018  
-Motion #155

The Administrator Education Support Services requested that the Board amend the expulsion order in Discipline Case #95/018, as discussed in closed session.

MR. KNIGHT MOVED THE BOARD AMEND THE DECISION AS PRINTED ON THE AGENDA AS FOLLOWS: EXPEL THE PUPIL IN DISCIPLINE CASE #95/018 FOR VIOLATION OF EDUCATION CODES 35291 AND 48900 (b), (c) & (k) FOR THE REMAINDER OF THE 1994-95 SCHOOL YEAR, BUT THAT THE STUDENT BE PLACED ON SUSPENDED EXPULSION FOR THE SECOND SEMESTER AND ALLOWED TO ATTEND SCHOOL BEGINNING JANUARY 30, 1995, AS A STUDENT ON SCHOOL PROBATION. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

ACT ON READMISSION  
OF THREE STUDENTS:  
94/90; 94/91, & 95/010  
-Motion #156

MR. KNIGHT MOVED THE BOARD READMIT THE PUPIL IN DISCIPLINE CASE #94/90 TO THE JURUPA UNIFIED SCHOOL DISTRICT; READMIT THE PUPIL IN DISCIPLINE CASE #94/91 TO THE JURUPA UNIFIED SCHOOL DISTRICT, AND READMIT THE PUPIL IN DISCIPLINE CASE #95/010 TO THE JURUPA UNIFIED SCHOOL DISTRICT. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

**ACT ON PERSONNEL  
MATTERS:**

The Assistant Superintendent Personnel Services recommended that the Board approve Personnel Report #12, as printed.

**APPROVE PERSONNEL  
REPORT #12  
-Motion #157**

**MR. CHAVEZ MOVED THE BOARD APPROVE PERSONNEL REPORT #12 AS PRINTED. PRESIDENT RUANE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**RATIFY COLLECTIVE  
BARGAINING  
AGREEMENT WITH  
CSEA CHAPTER #392  
-Motion #158**

The Assistant Superintendent Personnel Services stated that the Board and public have been properly notified of the tentative agreement with CSEA. The final step necessary is for the Board to ratify the agreement.

**MR. KNIGHT MOVED THE BOARD RATIFY THE PROPOSED COLLECTIVE BARGAINING AGREEMENT WITH CSEA COVERING THE PERIOD FROM JULY 1, 1993 THROUGH JUNE 30, 1995. MS. HANKE SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**APPROVE ROUTINE  
ACTION ITEMS  
-Motion #159**

**MR. CHAVEZ MOVED THE BOARD APPROVE ROUTINE ACTION ITEMS J 1-8 AS PRINTED: PURCHASE ORDERS; DISBURSEMENTS; AGREEMENTS; APPROPRIATION TRANSFERS; CAFETERIA FUND FINANCIAL REPORT; PAYROLL REPORT; CERTIFY SIGNATURES, AND OUT-OF-STATE TRAVEL REQUEST FROM MR. LARRY PORTER TO TRAVEL TO DETROIT, MICHIGAN ON SATURDAY, FEBRUARY 18, 1995 THROUGH WEDNESDAY, FEBRUARY 22, 1995 TO ATTEND THE ANNUAL CONFERENCE OF THE ASSOCIATION OF TEACHER EDUCATORS. MR. KNIGHT SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.**

**ROUTINE REPORTS**

The Board reviewed the following routine information reports: Schools of Choice Brochure; Non-Public School Placements, and Staff Development Days. There were no questions or comments.

There being no further business, President Ruane adjourned the Regular Meeting from Public Session at 9:30 p.m.

**MINUTES OF THE REGULAR MEETING OF TUESDAY, JANUARY 17, 1995 ARE APPROVED AS**

---

**President**

---

**Clerk**

---

**Date**

**ADJOURNMENT**

**JURUPA UNIFIED SCHOOL DISTRICT**  
**Report on State Textbook Funds**  
**Board of Education Presentation**  
**February 6, 1995**

It is generally agreed that the knowledge, interests, prejudices and ideas children develop as they mature are influenced directly by everything they see and hear. Since much of a child's early development takes place in school, instructional materials used there will contribute to the positive or negative effect of the school experience.

The selection and implementation of textbooks for classroom use, therefore, is perhaps one of the most demanding challenges facing those educators involved with curriculum concerns.

Responding to Board of Education President Sandra Ruane's December 5, 1994, inquiry regarding district textbooks, the following brief report is prepared.

The State Department of Education granted a wide variety of choice to local school districts with the passage of AB531 in 1973, to initiate a textbook selection, purchasing and distribution process which would provide the best educational materials for a particular district's student population. The state has established separate funding, selection processes and guidelines for grades K-8 and grades 9-12.

**TEXTBOOK SELECTION PROCESS K - 8**

**(See Attachment "A")**

The state, using leading educational specialists, establishes a curriculum framework for every discipline. This framework includes broad goals of instruction, major concepts for consideration in curriculum development, objectives for classroom use and suggestions for evaluation activities.

The state then assembles a committee of subject area educators and specialists to review publisher materials, called the Curriculum Development and Supplemental Materials Commission. The state Board of Education reviews the commission's findings and decides which programs will be state-adopted. The state department of education negotiates contract pricing and terms for gratis teacher's materials.



Jurupa Unified School District assembles its own adoption committee. This committee is comprised of teachers representing every K-12 school site, and several principals. Prior to review of the state-adopted materials, the district committee writes a developmental program of skills and concepts based on the recommendations given in the state framework for that subject area.

The members of the Adoption Committee select "finalists" from those publisher materials reviewed, based on the following criteria:

- A. Alignment to state framework
- B. Availability in both English and Spanish
- C. Economic feasibility for purchase with available resources

All teachers review at least three publisher programs selected by the district adoption committee. Site representatives on the district adoption committee discuss staff findings and come to consensus on a program to recommend for district adoption. The recommendation by the K-8 district committee is reviewed by the District Instructional Council, and is sent with comments and recommendations to the Board of Education for approval. Selection of materials in grades 9-12 is handled by committees of teachers and administrators, typically led by department chairs. All basic instructional materials in grades K-12 are adopted by the Board of Education before purchase or placement in district classrooms.

## **THE K - 8 ADOPTION CYCLE**

**(See Attachment "B")**

The California State Department of Education has established a seven-year cycle for the development of K-8 curriculum frameworks and recommended district adoption of instructional materials in each subject.

Listed below are the implementation dates of adopted K-8 materials currently used in Jurupa schools:

1993-94 School Year: Science  
1992-93 School Year: English as a Second Language  
1991-92 School Year: History/Social Science  
1990-91 School Year: Bilingual Language Arts  
1989-90 School Year: English/Language Arts  
1988-89 School Year: Mathematics

## **INSTRUCTIONAL MATERIALS ALLOCATION FUND**

**(See Attachment "C-1")**

The State Department of Education provides two separate funds each fall specifically restricted to instructional materials expenses. Funding is based on the past year's reported student average daily attendance. The "per student" allocation is not subject to cost of living increases, and has actually decreased during the past three years.

The state does not provide special funding to implement new adoptions. New site furniture and equipment money cannot be used to purchase classroom textbooks for new schools.

The state allows districts to spend up to 30% of K-8 funds on non-adopted materials. District practice shows that less than 5% of funds are spent annually on non-adopted materials that have been approved for legal compliance at the state or local level. Although a wide variety of materials are adopted by the state, Jurupa Unified School District instructional materials funds are primarily dedicated to providing district-adopted core textbooks and materials in each subject.

**(See Attachment "C-2").**

## **DISTRICT K-8 TEXTBOOK ALLOCATION FUND**

**(See Attachments "D-1" and "D-2")**

Each school site principal and the Special Education program receive a budget each year to spend on instructional materials, based on projected enrollment, and multiplied by the cost of providing core materials for new and returning students. A small overage is also provided to allow schools to replace worn and damaged materials.

Principals are responsible to inventory and maintain sufficient materials in each subject area, for both English and Spanish needs. All K-8 materials requests are reviewed at the district to ensure items are state-adopted or approved for legal compliance.

The district textbook allocation fund covers a wide range of expenses. **(See Attachment "D-3")**. Unspent district funds and unspent school site funds carryover from year-to-year. Funds collected to pay for lost or damaged materials are routed back into the applicable school site fund.

The largest expense on this list is the implementation of new adoptions. Tight district-wide budgeting has not allowed the Board of Education to allocate district money in recent years to augment state textbook funds.



## **K-8 CORE MATERIALS AND STANDARDS OF AVAILABILITY**

Materials in each subject are identified as "core materials" and the cost of those materials is computed into the per student allocation provided to each school site. (See Attachment "E" for Core Materials List), (and Attachment "F" for K-6 Core Literature).

All core materials are not provided on a "one book per student" basis.

## **INSTRUCTIONAL MEDIA CENTER**

The Instructional Media Center is the central processing center for K-8 instructional materials orders. Comprehensive and continuation high schools handle ordering and processing at each site. K - 8 site requests are submitted to the Instructional Materials Technician for verification of cost of materials and/or consolidation of site orders to take advantage of publisher offers and quantity discounts. The order is then sent to the Curriculum Coordinator for budget approval.

A stock of core teacher and student materials in both English and Spanish versions is maintained at the IMC to fill small site requests or parent purchases. Schools are able to return "unused" materials to IMC for textbook account credit. This credit may be used toward the purchase or exchange of other textbooks. IMC staff work during the summer to inspect, check-in and distribute main fall orders prior to the school opening date. When new school sites open, IMC staff is also responsible for the inspection and physical transfer and recordkeeping of books that move between school sites.

## **K-8 CORE MATERIAL PROVISION FOR "NEW SCHOOLS"**

Previous elementary school openings have been accommodated through the transfer of student textbooks from existing schools and the purchase of teacher editions and resource materials. The opening of Mira Loma Middle presents a unique textbook situation particularly for district adoptions (History/Social Science and Science) that do not provide student texts for each student. A large amount of existing textbook funds will need to be allocated for the purchase of student and teacher materials for this new site as furniture and equipment money cannot be expended to purchase textbooks.

## THE K - 8 INSTRUCTIONAL MATERIALS SELECTION PROCESS

### 1. State Department of Education

Establishes curriculum framework

- Broad goals of instruction
- Objectives for classroom instruction
- Suggested instruction of techniques and strategies
- Recommends evaluation strategies

Negotiates publisher pricing and terms

### 2. State Curriculum Development and Supplemental Materials Commission

- Reviews and recommends materials to State Board of Education for approval

### 3. State Board of Education

- Approves Commission's final recommendations

### 4. Jurupa Unified School District

Organizes Textbook Adoption Committee:

- Develops awareness of the framework
- Develops district curriculum grade level concept matrix
- Selects state-adopted materials for district review
- Reviews materials for possible adoption with site staff
- Recommends a program for adoption to District Instructional Council

### 5. District Instructional Council

- Reviews Adoption Committee's recommendation
- If in agreement, sends adoption recommendation to Board of Education for approval

### 6. Jurupa Unified School Board of Education

- Displays materials for public review at IMC and local libraries
- Reviews adoption committee's recommendation
- Approves district adoption

**CALIFORNIA STATE DEPARTMENT OF EDUCATION  
SCHEDULE FOR CURRICULUM FRAMEWORK DEVELOPMENT AND ADOPTION**

	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000
English-Language Arts/ESL	I ELA Bilingual		I ESL	F	a		A		a		a
History-Social Science	A	I		a		F a		a	A		a
Science			A	I	a		a	F	a		A
Mathematics		F			A*	I	a		F a		a

**A** Primary Adoption  
**a** Follow-up Adoption Opportunity  
**F** Year of Framework Completion  
**I** District Implementation

\* Jurupa Unified School District Mathematics adoption will not follow the state recommended cycle.

TB:cc  
01.18.95.071  
c:\wpwin60\textbook\brdmig8

Attachment C-1

**INSTRUCTIONAL MATERIALS STATE ALLOCATION FUND**

<b>SCHOOL YEAR</b>	<b>GRADES K - 8 (Per Student)</b>	<b>GRADES 9 - 12 (Per Student)</b>
1994-1995	\$27.17	\$18.26
1993-1994	\$27.39	\$18.29
1992-1993	\$28.05	\$18.94

TB:cc  
01.18.95.071  
c:\wpwin60\textbook\brdmtg10

**JURUPA UNIFIED SCHOOL DISTRICT  
K - 8 TEXTBOOK BUDGET  
State Entitlement and District Expenditures**

	<b>Beginning Balance</b>	<b>District Allocation</b>	<b>Expenditures</b>	<b>Ending Balance</b>
1990-91	47,083.26	338,444.20	73,379.30	312,148.16
1991-92	312,148.16	343,691.03	*277,614.19	378,225.00
1992-93	378,225.00	326,300.69	**194,574.00	510,011.69
1993-94	510,011.69	322,911.04	***512,429.55	320,493.18
1994-95	320,493.18	325,684.98	215,065.84 (estimated)	431,112.32 (estimated)

\*1991-1992 \$224,000 - History/Social Science  
(\$100,000 - District Funds)  
(\$124,000 - State Textbook Funds)  
\*\*1992-1993 \$36,700 - ESL  
\*\*\*1993-1994 \$287,000 - Science

TB:cc  
01.17.95.071  
c:\wpwin60\textbook\brdmig6

## 1994 - 95 SCHOOL SITE ALLOCATIONS

New Students.....\$79  
(Grades 1 - 6)  
(1993-94 allocation was \$67)

Returning Students.....\$14  
(Incoming K and Grades 1 - 6)  
(1993-94 allocation was \$12)

New Students.....\$99  
(Grades 7 - 8)  
(1993-94 allocation was \$86)

Returning Students.....\$ 8  
(Grades 7 - 8)  
(1993-94 allocation was \$9)

**1994-95**  
**OVERALL COST OF TEXTBOOKS FOR NEW STUDENTS**  
**BY SUBJECT (Includes applicable sales tax)**

<u>GRADE LEVEL</u>	<u>READING/LANGUAGE ARTS</u>	<u>MATHEMATICS</u>	<u>HISTORY/ SOCIAL SCIENCE</u>
K	N/A	\$11.50	\$ N/A
1	65.81	14.96	N/A
2	32.18	14.96	8.94
3	34.18	26.44	10.46
4	34.18	26.47	23.60
5	35.04	26.78	28.37
6	35.04	26.78	29.03
7	37.32	29.71	29.03
8	37.32	29.71	35.12

\*Science is not included. The district provided class sets of science materials with the 1993-94 adoption.

## K - 8 STATE TEXTBOOK ALLOCATION

### Expenditures:

I. School site budgets to purchase core materials for:

- Returning students (consumable workbooks)
- New students (consumable workbooks and non-consumable textbooks)
- Replacement of lost, worn, or defaced textbooks
- Provision of bilingual version of core program(s) to identified students

2. District purchase of core materials for:

- Implementation of "first year" of a new adoption
- Establishment of new Bilingual classrooms
- Special Day Classes
- Independent Study/Home Schooling Programs
- IMC stock of K - 8 adopted materials to serve schools  
"emergency orders"



# JURUPA UNIFIED SCHOOL DISTRICT

## District-Adopted Core Programs Grades K - 8

### ENGLISH/LANGUAGE ARTS

<i>English Speaking Students</i>	Kindergarten	District Core Literature List (See Attachment "F") Big Books - 2 per school per title Student Books - 6 per Big Book title
<i>English Speaking Students</i>	Grades 1 - 6	Houghton-Mifflin Reading/Language Arts Program, 1989 edition Literary Reader (non-consumable, one per student) Selection Response Booklet (consumable, one per student) Tradebook Library (non-consumable, one set per student)
<i>Spanish Speaking Students identified as LES 1, 2, or 3</i>	Grades K - 6	Macmillan Campanitas De Oro Series, 1987 edition Grade K, Student Workbook (consumable, one per identified student) Grade K, Preprimers (non-consumable, three titles per identified student) Grades 1 - 6, Student Textbooks (non-consumable, one per identified student)
<i>English Speaking Students</i>	Grades 7 - 8	Prentice Hall Literature, 1989 edition Student Textbook (non-consumable, one per student)
<i>Spanish Speaking Students identified as LEP for ESL instruction</i>	Grades K - 8	Addison- Wesley English as a Second Language Program, 1990 edition Kindergarten Kit (one per bilingual classroom) Grades 1 - 8, Student Textbooks (non-consumable, one per identified student)

8  
pg 12

## **MATHEMATICS**

*English Speaking  
Students*

**Grades K - 8**

Holt, Rinehart and Winston Mathematics Unlimited, 1987-88 edition

Grades K - 2, Student Textbooks (consumable, one per student)

Grades 3 - 8, Student Textbooks (non-consumable, one per student)

*Spanish Speaking  
Students identified  
as LES 1, 2, or 3*

**Grades K - 6**

Holt, Rinehart and Winston Mathematics Unlimited (Spanish Version), 1988 edition

Grades K - 3, Student Textbooks (consumable, one per identified student)

Grades 4 - 6, Student Textbooks (non-consumable, one per identified student)

## **HISTORY/SOCIAL SCIENCE**

*English Speaking  
Students*

**Kindergarten**

District Core Literature List (See Attachment "F")

Big Books - 2 per school per title

Student Books - 6 per Big Book title

**Grades 1 - 8**

Houghton-Mifflin Social Studies Program, 1991 edition

Grade 1, Student Textbook - 40 books per school (non-consumable)

Grades 2 - 3, Student Textbooks (non-consumable, one book per two students)

Grades 4 - 8, Student Textbooks (non-consumable, one per student)

*Spanish Speaking  
Students identified  
as LES 1, 2, or 3*

**Grades 1 - 8**

Houghton-Mifflin Social Studies Program (Spanish Version), 1992 edition

Grades 1 - 3, Student Textbooks (non-consumable, one book per two identified students)

Grades 2 - 3, Student Textbooks (non-consumable, one book per two identified students)

Grades 4 - 8, Student Textbooks (non-consumable, one per identified student)

## SCIENCE

### *English Speaking Students*

#### Grades K - 6

Macmillan Science Program, 1993 edition

Grades K - 1, Big Books - 2 per school per unit (3 units per grade)  
 Grade 2, Big Books - 1 per school per unit (3 units)  
 Grade 2, Student Textbook - 36 per school per unit (3 units)  
 Grades 3 - 6, Student Textbooks - 36 per school per unit (5 units for grades 3, 4, & 6; 4 units at grade 5)

### *English Speaking Students*

#### Grades 7 - 8

Prentice Hall Science Program, 1993 edition

Student Textbook - 50 per school per unit (19 units)

### *Spanish Speaking students identified as LES 1, 2, or 3*

#### Grades K - 6

Macmillan Science Program (Spanish Version), 1993 edition

Grades K - 1, Teacher's Planning Guide - 1 per bilingual classroom per unit (3 units)  
 Grade 2, Teacher's Planning Guide - 1 per bilingual classroom per unit (3 units)  
 Grade 2, Student Textbook - 18 per bilingual classroom  
 Grades 3 - 6, Teacher's Planning Guide - 1 per bilingual classroom per unit (5 units for grades 3, 4, & 6; 4 units for grade 5)  
 Grades 3 - 6, Student Textbooks - 18 per bilingual classroom per unit  
 Grades 3 - 6, Student Textbooks - 1 per grade level at schools with no bilingual classroom at upper grades

#### Grades 7 - 8

Prentice Hall Science Program (Spanish Version), 1993 edition

Student Textbook - 20 per unit per Sheltered Science classroom at each middle school (19 units per school)



**RECOMMENDED CORE READING LIST****KINDERGARTEN**

July, 1989

**PREDICTABLE/PATTERNS**

Brown Bear, Brown Bear - Bill Martin, Jr.	
Happy Birthday Moon - MCP	Added April, 1990
Here Are My Hands (Bill Martin, Jr.)	Added April, 1990
If You Give a Mouse a Cookie - Scholastic	
Oh No! (Rigby)	Added April, 1990
Rosie's Walk (Scholastic)	Added April, 1990
There's a Dragon in My Wagon (MCP)	Added April, 1990

**POETRY**

The Random House Book of Poetry for Children - Jack Prelutsky

**NURSERY RHYMES**

Sing a Song of Mother Goose - Scholastic

**CITIZENSHIP**

Jump, Frog, Jump - Scholastic  
I Was Walking Down the Road - Scholastic  
Tikki, Tikki, Tembo - Arlene Mosel

**RELATIONSHIPS**

The Little Engine That Could - Watty Piper  
Corduroy - Don Freeman  
The Blanket That Had to Go - Nancy E. Cooney  
The Ugly Duckling - Rigby  
What Mary Jo Shared - Janice May Udry

**SCIENCE**

Chickens Aren't the Only Ones - Scholastic  
The Tiny Seed - Eric Carle  
The Very Hungry Caterpillar - Eric Carle  
The Carrot Seed - Robert Kraus  
Anno's Counting Book - Mitsumasa Anno

**IMAGINATION**

Chicken Soup With Rice - Scholastic  
Where the Wild Things Are - Maurice Sendak  
Three Billy Goats Gruff - Scholastic  
The Enormous Watermelon - Rigby

## CORE LITERATURE LIST

August, 1989

### GRADE ONE

#### **THEME: BIG BEARS AND LITTLE BEARS**

Little Bear - Else Minaret (Fiction)  
Big Bad Bruce - Bill Peet (Fiction/Fantasy)

#### **THEME: SAY IT AGAIN!**

May I Bring a Friend - Beatrice Deregniers (Fiction)  
The Napping House - Audrey Wood (Fiction)

#### **THEME: GOOD IDEAS**

#### **THEME: HELPING OUT**

#### **THEME: MORE AND MORE**

Stone Soup - Marcia Brown (Folklore/French)  
Caps for Sale - Esphyr Slobodkina (Fiction)  
Strega Nona - De Paola (Folklore/Italian)

#### **THEME: SOLVING PROBLEMS**

Make Way for Ducklings - Robert McCloskey (Fiction)  
Little Rabbit's Loose Tooth - Lucy Bate (Fiction)  
My Grandson Lew - Charlotte Zolotow (Fiction)  
Bread and Jam for Frances - Russell Hoban (Fiction)

#### **THEME: CAN YOU FIGURE IT OUT**

What's Hatching Out of That Egg - Patricia Lauber  
(Non-Fiction/Information)

#### **THEME: BY THE POND**

Make Way for Ducklings - Robert McCloskey (Fiction)  
Frog and Toad are Friends - Arnold Lobel (Fiction/Fantasy)

#### **THEME: OLD FRIENDS, NEW FRIENDS**

Frog and Toad are Friends - Arnold Lobel (Fiction/Fantasy)  
Will I Have a Friend - Miriam Cohen (Fiction)  
Do You Want to be My Friend - Eric Carle (Fiction)

#### **THEME: SOMETHING SPECIAL**

## GRADE TWO

### THEME: HUMOROUS TALES

The Day Jimmy's Boa Ate the Wash - Trinka Noble (Fiction)  
House at Pooh Corner - A. A. Milne - (Fiction)  
Complete Nonsense Book - Edward Lear (Poetry/Verse)  
Miss Nelson is Missing - Harry Allard/James Marshall (Fiction)

### THEME: HEROIC DEEDS

Amos and Boris - William Steig (Fiction)  
Arrow to the Sun - Gerald McDermott (Legend/Indian)  
Ghost Eye Tree - Bill Martin Jr./John Archambault (Fiction)  
House at Pooh Corner - A. A. Milne (Fiction)

### THEME: WISHING AND WISHING AGAIN

Mufaro's Beautiful Daughters: An African Tale - John Steptoe (Folklore/African)  
Leo the Late Bloomer - Robert Kraus (Fiction)

### THEME: NOBODY'S PERFECT

Chester the Worldly Pig - Bill Peet (Fiction)  
Huge Harold - Bill Peet (Fiction)  
Amelia Bedelia - Peggy Parrish (Fiction)  
Alexander and the Terrible, No Good, Very Bad Day - Judith Viorst (Fiction)

### THEME: ONCE UPON A TIME

Breman Town Musicians - Brothers Grimm (Folklore)  
Cinderella - Charles Perrault/Marcia Brown (Folklore)  
The Story of Ping - Marjorie Flack (Fiction/Chinese)  
And It Is Still That Way - Byrd Baylor (Fiction/Indian)  
A Story, a Story - Gail Haley (Folklore/African)

### THEME: FRIENDS

Breman Town Musicians - Brothers Grimm (Folklore)  
House at Pooh Corner - A. A. Milne (Fiction)  
Harry the Dirty Dog - Gene Zion (Fiction)  
The Nicest Gift - Leo Politi (Fiction/Hispanic)  
Gilberto and the Wind - Marie Hall Ets (Fiction/Hispanic)

### THEME: SHARING

Always Room for One More - Sorche Nic Leodhas (Folklore/Scottish)  
How My Parents Learned to Eat - Ina R. Friedman (Fiction/Japanese)  
Koko's Kitten - Francine Patterson (Non-Fiction)

**THEME: GREAT ESCAPES**

Little House - Virginia Lee Burton (Fiction)  
Horton Hears a Who - Dr. Seuss (Fiction/Nonsense Verse)  
Flossie and the Fox - Patricia C. McKissack (Fiction/Black)

**GRADE THREE**

**THEME: ANIMAL WONDERS**

Cross-Country Cat - Mary Calhoun (Fiction)  
Hot-Air Henry - Mary Calhoun (Fiction)

**THEME: SPECIAL FRIENDS**

The Velveteen Rabbit - Margery Williams (Fiction/Fantasy)

**THEME: HOPES AND DREAMS**

**THEME: SEARCHING FOR CLUES**

**THEME: JOURNEYS**

The Polar Express - Chris Van Allsburg (Fiction/Fantasy)  
My Father's Dragon - Ruth Gannett (Fiction/Fantasy)  
Elmer and the Dragon - Ruth Gannett (Fiction/Fantasy)  
The Dragons of Blueeland - Ruth Gannett (Fiction/Fantasy)

**THEME: LEARNING LESSONS**

Anansi, the Spider - Gerald McDermott (Folklore/African)  
Ming Lo Moves the Mountain - Arnold Lobel (Folklore/Chinese)  
Ramona Forever - Beverly Cleary (Fiction)  
Ramona Aged 8 - Beverly Cleary (Fiction)

**THEME: CLEVER IDEAS**

**GRADE FOUR**

**THEME: LEARNING FROM NATURE**

Cricket Songs: Japanese Haiku - Harry Behn (Poetry)  
Little House in the Big Woods - Laura Ingalls Wilder (Fiction/Historical)

**THEME: SHARING**

Night of the Twisters - Ivy Ruckman (Fiction)

### **THEME: ACCEPTING CHALLENGES**

Charlotte's Web - E. B. White (Fiction/Fantasy)  
The Borrowers - Mary Norton (Fiction/Fantasy)  
Call It Courage - Armstrong Sperry (Fiction/Historical)

### **THEME: MAKING DREAMS COME TRUE**

Misty of Chincoteague - Marguerite Henry (Fiction)  
Yeh-Shen: A Cinderella Story from China - Louie Ai-Ling (Folktale/Chinese)  
A Weed Is A Flower: The Life of George Washington Carver  
(Non-Fiction/Biography/Black)

### **THEME: FACING THE TRUTH**

Sarah, Plain and Tall - Patricia MacLachlan (Fiction/Historical)  
From Anna - Jean Little (Fiction)

### **THEME: DISCOVERING MYSELF**

The Phantom Tollbooth - Norman Juster (Fiction/Fantasy)  
Random House Book of Poetry - Jack Prelutsky (Poetry)  
Be a Perfect Person in Just Three Days - Stephen Manes (Fiction)

## **GRADE FIVE**

### **THEME: PERSEVERANCE**

Trouble With Tuck - Theodore Taylor (Fiction)  
The Little House on the Prairie - Laura Ingalls Wilder (Fiction/Historical)  
Caddie Woodlawn - Carol Brink (Fiction/Historical)  
The Cay - Theodore Taylor (Fiction/Historical)  
Bridge to Terabithia - Katherine Paterson (Fiction)

### **THEME: CREATING AND ACCEPTING CHANGE**

Trouble With Tuck - Theodore Taylor (Fiction)  
Tuck Everlasting - Natalie Babbitt (Fiction/Fantasy)  
Castle in the Attic - Elizabeth Winthrop (Fiction/Fantasy)  
Bridge to Terabithia - Katherine Paterson (Fiction)  
If I Were in Charge of the World and Other Worries - Judith Viorst (Poetry)  
Journey Home - Yoshiko Uchida (Fiction/Historical)

### **THEME: FACING CHALLENGES OF NATURE**

The Cay - Theodore Taylor (Fiction/Historical)  
Sign of the Beaver - Elizabeth Speare (Fiction/Historical)  
Avalanche - Ron Roy (Fiction)



**THEME: APPEARANCES CAN BE DECEIVING**

Indian in the Cupboard - Lynne Banks (Fiction/Historical)  
Aesop's Fables - Aesop/Heide Holder (Fiction/Folklore)

**THEME: A DISPLAY OF COURAGE**

The Cay - Theodore Taylor (Fiction/Historical)  
Bridge to Terabithia - Katherine Paterson (Fiction)  
Avalanche - Ron Roy (Fiction)  
Journey Home - Yoshiko Uchida (Fiction/Historical)

**THEME: UNDERSTANDING SELF AND OTHERS**

The Cay - Theodore Taylor (Fiction/Historical)  
Summer of the Swans - Betsy Byars (Fiction)  
Trumpet of the Swan - E. B. White (Fiction/Fantasy)  
Bridge to Terabithia - Katherine Paterson (Fiction/Historical)  
If I Were in Charge of the World and Other Worries - Judith Viorst (Poetry)  
Journey Home - Yoshiko Uchida (Fiction/Historical)  
Martin Luther King, The Peaceful Warrior - Edward Clayton  
(Non-Fiction/Biography)

**GRADE SIX**

**THEME: FRIENDSHIPS**

Return of the Indian - Lynne Banks (Fantasy)

**THEME: BUILDING A NATION**

On the Banks of Plum Creek - L. Wilder (Fiction/Historical)

**THEME: CONFRONTING NATURE**

Island of the Blue Dolphin - Scott O'Dell (Fiction/Historical)  
All Creatures Great and Small - J. Herriot (Non-fiction)

**THEME: IMAGES AND ILLUSIONS**

A Wrinkle in Time - Madeleine L'Engle (Science Fiction)  
A Wind in the Door - Madeleine L'Engle (Science Fiction)

**THEME: LIVING WITH CHANGE**

The Great Gilly Hopkins - Katherine Paterson (Fiction)  
Charley Skedaddle - Patricia Beatty (Fiction)  
Roll of Thunder Hear My Cry - Mildred Taylor (Fiction/Historical)

**THEME: ACCEPTING CHALLENGES**

White Mountains - John Christopher (Fiction)  
Stormy - Jim Kjelgaard (Fiction)  
Roll of Thunder Hear My Cry - Mildred Taylor (Fiction/Historical)  
A:\CORELIT.1-6

## **SB 813 9-12 TEXTBOOK ALLOCATION**

The amount of funds a district receives under the SB 813 Secondary 9-12 State Textbook allocation is based on the previous year's CBEDS report. The amount budgeted for each student during 1994/95 was \$18.26 for a total amount of \$79,402. The total amount was divided among the two comprehensive and two continuation high schools as follows:

<b>School</b>	<b>October, 1993 CBEDS Count</b>	<b>Site Allocation</b>
Jurupa Valley High School	2,109	\$ 38,512
Rubidoux High School	1,901	34,714
Nueva Vista High School	275	5,024
Rio Vista High School	63	1,152
<b>TOTAL</b>		<b>\$ 79,402</b>

In addition, each school receives \$14 per student to be used for textbooks and/or instructional materials. Each school's allocation is based on the previous year's CBEDS report and is as follows:

<b>School</b>	<b>October, 1993 CBEDS Count</b>	<b>Site Allocation</b>
Jurupa Valley High School	2,109	\$ 29,526
Rubidoux High School	1,901	26,614
Nueva Vista High School	275	3,850
Rio Vista High School	63	882
<b>TOTAL</b>		<b>\$ 60,872</b>

<b>GRAND TOTAL</b>	<b>\$140,274</b>
--------------------	------------------

# **SECONDARY 1-12 INSTRUCTIONAL MATERIALS SELECTION PROCESS**

## **1. JURUPA UNIFIED SCHOOL DISTRICT**

- Department submits a recommendation for a textbook change.
- A recommending committee reviews textbooks for instructional content and legal compliance.
- Textbook recommendation is submitted to department heads and administrators for review and approval.
- Textbook is submitted to the Instructional Council for process review and recommendation.
- Textbook is submitted to the Board of Education for "approval for review," followed by final approval at a subsequent meeting.

**Jurupa Unified School District  
Instructional Services**

**RECOMMENDATION FOR TEXTBOOK ADOPTION**

**TITLE:**

**AUTHOR:**

**PUBLISHER:**

**COPYRIGHT:**

**SUBJECT:**

**COST:**

**OTHER BOOKS CONSIDERED:**

1. Title:  
Authors:  
Publisher:
2. Title:  
Authors:  
Publisher:

**REASONS FOR SELECTING THIS BOOK:**

**RECOMMENDING COMMITTEE:**

**DATE:**

**LEGAL COMPLIANCE REQUIREMENTS MET BY:**

\_\_\_\_ Recommended book is listed in List of Authorized Textbooks, Los Angeles Unified School District.

\_\_\_\_ Completed "Instructional Materials Legal Compliance Evaluation Form" (attached).

Publisher _____		Adoption Code No. _____
Title _____		
Reviewed by: _____	IMDC No. _____	Date _____

Circle Criterion Cited:	<b>A. MALE AND FEMALE ROLES</b> (give page & paragraph or special nonprint references and comments)	Compliance?
1 -- Adverse reflection		Yes <input type="checkbox"/> No <input type="checkbox"/>
2 -- Equal portrayal:		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
3a -- Occupations 3b -- Achievements 3c -- Mental and physical activities 3d -- Traditional and nontraditional activities 3e -- Emotions 3f -- Sexually neutral language		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>

Circle Criterion Cited:	<b>B. ETHNIC AND CULTURAL GROUPS</b> (give page & paragraph or special nonprint references and comments)	Compliance?
1 -- Adverse reflection:		Yes <input type="checkbox"/> No <input type="checkbox"/>
2 -- Proportion of portrayals:		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
3 -- Customs and life-styles		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
4a -- Occupations 4b -- Socioeconomic settings 4c -- Achievements 4d -- Mental and physical activities 4e -- Traditional and nontraditional activities 4f -- Root culture		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>

Circle Criterion Cited:	<b>C. OLDER PERSONS AND THE AGING PROCESS</b> (give page & paragraph or special nonprint references and comments)	Compliance?
1 -- Adverse reflection		Yes <input type="checkbox"/> No <input type="checkbox"/>
2 -- Proportion of portrayals:		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
3 -- Roles		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
4 -- Aging process		Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>

Circle  
Criterion  
Cited:

D.. DISABLED PERSONS (give page & paragraph or special nonprint  
references and comments)

1 -- Adverse reflection

Compliance?

Yes

No

2 -- Proportion of portrayals

Compliance?

Yes

No

3 -- Roles

Compliance?

Yes

No

4 -- Emotions

Compliance?

Yes

No

5 -- Achievements

Compliance?

Yes

No

Circle  
Criterion  
Cited

E. ENTREPRENEUR AND LABOR (give page & paragraph or special nonprint  
references and comments)

1 -- Adverse reflection

Compliance?

Yes

No

2 -- Roles

Compliance?

Yes

No

Circle  
Criterion  
Cited

F. RELIGION (give page & paragraph or special nonprint references  
and comments)

1 -- Adverse reflection

Compliance?

Yes

No

2 -- Indoctrination

Compliance?

Yes

No

3 -- Diversity

Compliance?

Yes

No

Circle  
Criterion  
Cited

G. ECOLOGY AND ENVIRONMENT (give page & paragraph or special nonprint  
references and comments)

1 -- Ecology

Compliance?

Yes

No

2 -- Environmental protection

Compliance?

Yes

No

3 -- Resource use

Compliance?

Yes

No

Circle Criterion Cited	<b>H. DANGEROUS SUBSTANCES</b> (give page & paragraph or special nonprint references and comments)	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	1 -- Discouragement of use	
	2 -- Hazards of use	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
Circle Criterion Cited	<b>I. THRIFT, FIRE PREVENTION, AND HUMANE TREATMENT OF ANIMALS AND PEOPLE</b> (give page & paragraph or special nonprint references and comments)	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	1 -- Waste	
	2 -- Fire hazards	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	3 -- Inhumane treatment	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	4 -- Thrift	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	5 -- Fire prevention	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	6 -- Humane treatment	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	<b>J. DECLARATION OF INDEPENDENCE AND CONSTITUTION OF THE UNITED STATES</b> (give page & paragraph or special nonprint references and comments)	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
Circle Criterion Cited	<b>K. BRAND NAMES AND CORPORATE LOGOS</b> (give page & paragraph or special nonprint references and comments)	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	1 -- Use of any such depictions	
	2 -- Prominent use of any one depiction	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>
	3 -- Illustrative standards applicable when determined necessary for educational purpose	Compliance? Yes <input type="checkbox"/> No <input type="checkbox"/>

FOR NONPRINT MATERIALS, PLEASE REFER TO SPECIAL INSTRUCTIONS ON BACK PAGE

Circle Criterion Cited	L. FOODS (give page & paragraph or special nonprint references and comments)	Compliance? Yes: No:
1 -- High nutritive value		
2 -- Low nutritive value		Compliance? Yes: No:

\*\*\*SPECIAL INSTRUCTIONS FOR NONPRINT MATERIALS\*\*\*

Citations of noncompliance for nonprint materials must include specific references and comments.  
The references should be detailed as follows:

number of minutes (running time) from title: 16mm films; 8mm filmloops; videotapes; videocassettes

number of minutes (running time) from start and side number: audiotapes; audiocassettes; disc recordings

frame number: filmstrips; microforms

slide number: slides

quadrant location, plus overlay if necessary: (upper left, upper right, lower left, lower right); overhead transparencies; study prints; maps



**JURUPA UNIFIED SCHOOL DISTRICT**  
**3924 Riverview Drive**  
**Riverside, CA 92509**

**Resolution # 95/11**

**AB 2600 Pupil Textbook and Instructional Materials Incentive Program**

**WHEREAS,** Assembly Bill 2600 provides additional funds for the purchase of textbooks; and,

**WHEREAS,** The California State legislature has recognized that additional funds are necessary for local school districts to provide adequate numbers of textbooks; and,

**WHEREAS,** The Jurupa Unified School District is provided a minimal amount of funds from the State of California per year for the purchase of textbooks; and,

**WHEREAS,** Rubidoux and Jurupa Valley High School teachers have indicated a need for additional textbooks; and,

**WHEREAS,** The Jurupa Unified School District Board of Education desires to provide an adequate number of textbooks; and,

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Education of Jurupa Unified School District does hereby support participation in the AB 2600 Pupil Textbook and Instructional Materials Incentive Program.

Passed and adopted by the Governing Board of Education at a regular meeting on February 6, 1995.

\_\_\_\_\_  
Sandra Ruane, President

\_\_\_\_\_  
Mary Burns, Clerk

\_\_\_\_\_  
John Chavez, Member

\_\_\_\_\_  
Holly Hanke, Member

\_\_\_\_\_  
Sam D. Knight, Sr., Member

Jurupa Unified School District

**1995/96 PRELIMINARY BUDGET PROJECTION**

◦ **RESOURCES**

Estimated Unrestricted Beginning Balance	\$2,497,744
Estimated Restricted Beginning Balance	478,190
Estimated Revenue	67,790,265
<b>Total Resources</b>	<b>\$70,766,199</b>

◦ **ESTIMATED EXPENDITURES**

Certificated Salaries including Management	\$36,994,107
Classified Salaries including Management	9,828,865
Fringe Benefits	11,435,263
Books and Supplies	2,961,597
Services, Utilities, Contracts, Rentals	5,805,430
Capital Outlay	624,326
Other Outgo, Indirect Support, Transfers Out and Uses	993,435
<b>Total Estimated Expenditures</b>	<b>\$68,643,023</b>

◦ **RESERVE**

Estimated Restricted Reserve	\$60,474
Estimated Unrestricted Reserve	2,062,702
3% Unrestricted Required Reserve	2,059,291
<b>Over 3% Requirement</b>	<b>\$3,411</b>

\* The Unrestricted Beginning Balance does not include stores and revolving cash. It does include the estimated instructional supply allocation carryover (\$200,000).

RE/et

January 23, 1995  
4:30 PM



**JURUPA UNIFIED SCHOOL DISTRICT**

**1995/96 PRELIMINARY BUDGET**

**Revenue/Expenditure Assumptions**

**Revenue Assumptions:**

- Projected enrollment increase of 300 students, for a total enrollment of 17,180 (including Nueva Vista, Rio Vista, and Special Education)
- Base Revenue Limit funding per ADA has a 2.21% funded COLA (3.35% COLA with an 11.99% deficit; School Services of California's calculations based on Governor's 1/10/95 Budget)
- Supplemental Grant funding rolled into Base Revenue Limit (11.99% deficit applied)
- Special Education at 82.80 funded units (State funding estimated with a 2.21% COLA and a 14.8% deficit)
- Lottery revenue estimated at \$98 per ADA
- Mandated cost reimbursement estimated to be \$65,000 above 1994/95 funding
- All other funding, including Transportation, at the 1994/95 level
- Assumes that Mega Item transfers from Special Projects will remain at the same dollar level (\$177,212) as in 1994/95

**Expenditure Assumptions:**

- All salary schedules to remain at 1994/95 levels. Step and column movement and Certificated professional salary advancement for all applicable employees is included (\$821,725)
- 10 additional teaching positions for enrollment growth
- Operating cost for Mira Loma Middle School as listed on the following page (\$705,303)
- 100 % of cost for 12 crossing guards, (increase of \$42,000)
- \$4,275 for health and welfare benefits for all eligible personnel

- Increase in Services and Other Operating Expenses to provide for utilities (\$56,129), insurance (\$18,843), repairs (\$40,977). Estimated cost of Non-Public Schools (\$1,179,036)
- Capital Outlay expenditures to provide for categorical program requirements
- Includes County charge for Severely Handicapped Students (\$283,396 {Same as 1994/95 estimate provided by County Office of Education})

RE

Jurupa Unified School District

**COSTS FOR OPENING MIRA LOMA MIDDLE SCHOOL**

STAFF:	Salary <u>Step 1</u>	Fixed Charges/ <u>Health &amp; Welfare</u>	<u>TOTAL</u>
Principal	61,532	11,844	
Assistant Principal	51,764	10,643	
Library Technician	16,834	8,534	
Clerk-Typists (1.5)	21,282	11,797	
Secretaries (2)	39,920	18,649	
Secretary to Principal	19,960	9,324	
Campus Supervisors (2)	30,546	16,278	
Custodians (3)	61,596	28,409	
Grounds Worker	19,548	9,220	
Extra Teachers (4) (for 3 sites)	\$136,000	\$33,923	<b><u>\$617,603</u></b>

UTILITIES:

Gas and Electric	\$115,060
Water	35,000
Less amount budgeted in 1994/95	<102,360 >
	<b><u>\$47,700</u></b>

START-UP SUPPLIES and SMALL EQUIPMENT:

Estimate	<b><u>\$40,000</u></b>
----------	------------------------

<b>GRAND TOTAL</b>	<b><u>\$705,303</u></b>
--------------------	-------------------------

RE/et

Alcohol and Drug Testing

The Jurupa Unified School District is committed to establishing and maintaining an alcohol and drug testing program to help prevent accidents and injuries resulting from the misuse of alcohol and use of controlled substances by any of the District's employees employed in classifications where such employees are required to possess a commercial driver's license.

This policy is implemented pursuant to and in compliance with requirements of the Omnibus Transportation Employer Testing Act of 1991. The District shall adhere to all federal regulations adopted to enforce the Omnibus Transportation Employer Testing Act of 1991. Each Driver must adhere to the requirements of the District's controlled substance and alcohol policy, and fully comply with the provisions of the policy.

Any covered employee who violates the provisions of this policy, as more specifically set forth in Regulation 4213, may be subject to discipline, up to and including dismissal.

Alcohol and drug testing of all covered employees, pursuant to this policy and the requirements of the Omnibus Transportation Employer Testing Act of 1991, shall begin effective January 1, 1995.

## Alcohol and Drug Testing

This regulation is designed to implement the drug and alcohol testing requirements of the Omnibus Transportation Employee Testing Act of 1991 as required by Board Policy 4213.

### A. Definitions:

1. Driver:

A "driver" is any employee employed in a classification requiring possession of a commercial driver's license. This definition shall apply to all such employees regardless of whether such employee is employed on a part-time or substitute basis.

2. Safety Sensitive Function:

A driver is considered to be performing a "safety sensitive function" during any period in which he or she is actually performing, ready to perform, or immediately available to perform all driving related job functions. Driving related functions shall include waiting to be dispatched; inspecting and servicing equipment; supervising; performing or assisting in loading and unloading; repairing or obtaining and waiting for help with a disabled vehicle; and performing any other work for the District.

3. Controlled Substance:

Marijuana (THC), cocaine, opiates, phencyclidine (PCP), and amphetamines are "controlled substances".

4. Alcohol:

Alcohol is the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol including methyl alcohol and isopropyl alcohol.

5. Substance Abuse Professional

A "Substance Abuse Professional" is a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances-related disorders.

6. Consortium

A "consortium" is an entity, including a group or association of employers or contractors, that provides alcohol or controlled substances testing, and that acts on behalf of the employers.

### B. Prohibited Conduct:

1. Alcohol Use:

1. Alcohol Use:

No driver shall report to work or remain at work while having an alcohol concentration of 0.04 or greater. If the District has actual knowledge that a driver has an alcohol concentration of 0.04 or greater, such driver will not be permitted to perform or continue to perform his/her job duties.

No driver shall report for duty or remain on duty while under the influence of or impaired by alcohol as shown by behavioral, speech, and performance indicators of alcohol misuse. The District shall not knowingly permit a driver under the influence of or impaired by alcohol to perform his/her job duties until the driver has been tested for alcohol and such test shows an alcohol concentration of less than 0.02 or at least twenty-four (24) hours have elapsed from the time the District reached a determination that the driver was under the influence of or impaired by alcohol.

No driver shall possess alcohol while on duty. If the District has actual knowledge that a driver is in possession of alcohol while on duty, the District will not permit the driver to perform or continue to perform his/her job duties.

No driver shall use alcohol while performing safety sensitive functions. If the District has actual knowledge that a driver is using alcohol while on duty, the District will not permit the driver to perform or continue to perform his/her job duties.

No driver shall perform safety-sensitive functions within four (4) hours after using alcohol. If the District has actual knowledge that a driver has consumed alcohol within four hours prior to performing any safety-sensitive function, the District will not permit the driver to perform or continue to perform his/her job duties.

No driver who is tested for alcohol and found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall be permitted to perform any of his/her job duties for at least twenty-four (24) hours from the time of the test.

No driver who is tested for alcohol and found to have an alcohol concentration of 0.04 or greater shall be permitted to perform any of his/her job duties.

No driver who has been required to take a post-accident alcohol test, as set forth below, shall use alcohol for eight hours following the accident or until he/she has completed the required alcohol test, whichever occurs first.

No driver shall refuse to submit to an alcohol test as required under this policy and regulation.

Any driver who violates any portion of this regulation may be subject to discipline, up to and including dismissal. Disciplinary action for violation of this regulation shall be implemented in accordance with the collective bargaining agreement and/or applicable law.



No driver who violates this section shall be permitted to return to work until such time as he/she submits to a return-to-duty alcohol test and such test result shows an alcohol concentration of 0.02 or less.

2. Controlled Substance (Drug) Use:

No driver shall report for duty or remain on duty when the driver uses any controlled substance, except when the use of such controlled substance is pursuant to the instructions of a physician who has advised the driver that the substance does not adversely affect the driver's ability to operate a commercial vehicle. The driver shall provide the Director of Transportation with a note from the physician stating that the substance does not adversely affect the driver's ability to operate a commercial vehicle. Such statement shall be accepted by the Director of Transportation before the driver is permitted to begin work duties.

If the District has actual knowledge that a driver has used a controlled substance, the District will not permit such driver to perform his/her job duties.

Drivers must immediately inform the District of any "therapeutic drugs" (prescription drugs which may impair one's ability to drive) that they are currently taking.

No driver who tests positive for a controlled substance(s) shall be permitted to perform any of his/her job duties. If the District has actual knowledge that a driver has tested positive for a controlled substance, the District will not permit such driver to perform his/her job duties.

Any driver who violates any portion of this regulation may be subject to discipline, up to and including dismissal. Disciplinary action for violation of this regulation shall be implemented in accordance with the collective bargaining agreement and/or applicable law.

No driver who violates this section shall be permitted to return to work until such time as he/she submits to a return-to-duty controlled substance test and such test indicates a negative test result for controlled substances.

C. Required Alcohol and Controlled Substance Testing

All testing required by this policy and procedure shall be performed by appropriately certified laboratories and in compliance with 49 C.F.R. (Code of Federal Regulations), Part 40 et seq.

Before performing an alcohol or controlled substance test, as set forth below, the District shall notify a driver that the alcohol and/or controlled substance test is required pursuant to 49 C.F.R. part 382 et seq.

1. Pre-Employment Testing:

An applicant for any driver classification as defined above shall be tested for alcohol and controlled substances. Such testing will not be conducted until after the individual has been offered employment contingent on passing the

drug and alcohol tests. This also applies to a driver returning from a leave of absence for more than thirty (30) days due to illness, lay-off, injury, etc., who has not participated in the testing program and therefore has not been subject to the random selection process. Such testing shall be carried out in compliance with applicable provisions of the California Fair Employment and Housing Act and the Americans With Disabilities Act.

A negative test result is required prior to performing safety-sensitive functions. Any potential driver who tests positive for alcohol and/or a controlled substance as a result of a pre-employment test, may not be employed according to applicable law.

2. Post-accident Testing:

Any driver involved in an accident involving the loss of life or resulting in the driver receiving a citation under State or Local law for a moving traffic violation arising from the accident, shall be tested for alcohol and controlled substances.

- a. Alcohol test: Post-accident testing should be conducted within two (2) hours of the accident. No test shall be given if the test may not be administered within eight hours from the time of the accident. If an alcohol test cannot be administered within two (2) hours after an accident, the District shall prepare a file record indicating the reason(s) why the test could not be administered within the required time period for such testing.
- b. Controlled Substances: Post-accident controlled substance testing shall be conducted within thirty-two (32) hours following the accident. If the test cannot be administered within thirty-two (32) hours from the time of the accident, no controlled substance test shall be administered to the driver. If a controlled substance test cannot be administered within the prescribed period of time, the District shall prepare a file record indicating the reason(s) why the test could not be administered within the required period of time for such testing.

Absent need for immediate medical attention, any driver who is subject to post-accident testing shall remain readily available for such testing or he/she shall be deemed to have refused to submit to such testing

No driver who is subject to post-accident testing shall use alcohol for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test, whichever occurs first.

Any alcohol or controlled substance test administered following an accident and conducted by Federal, State, or Local officials (e.g., Highway Patrol or local police/sheriff department) will fulfill the testing requirements for post-accident testing if the District obtains the results of such testing.

3. Random Testing:

All drivers shall be subject to random alcohol and controlled substance testing throughout the driver's work year.



Such random testing shall be conducted at least on a quarterly basis for drivers employed for twelve months per year and at least four times throughout the year for drivers employed for ten or fewer months per year. The month for such testing shall be randomly selected. The dates for such testing shall not be pre-announced.

A minimum of twenty-five percent (25%) of all drivers in the consortium pool shall be tested for alcohol annually.

A minimum of fifty percent (50%) of all drivers in the consortium pool shall be tested for controlled substances annually.

The drivers to be tested on each randomly determined test shall be randomly selected utilizing a computer random number generator. Employees will be selected by social security number. Under the selection procedure used, each driver shall have an equal chance of being tested each time selections are made.

Any driver selected for alcohol and/or controlled substance testing shall immediately report to the test site.

All testing for alcohol shall be administered during the driver's work shift, just before the beginning of the driver's work shift, or just after the driver's work shift.

4. Reasonable Suspicion Testing:

Whenever a supervisor or District official, who has been trained in accordance with law, has a reasonable suspicion that a driver is in violation of the prohibitions set forth in this regulation, the driver shall be required to submit to an alcohol and/or controlled substance test. Such reasonable suspicion must be based on the supervisor or District official's specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech or body odors made either just prior to the driver beginning his/her work shift, or during the driver's work shift, or just after the driver's completion of his/her work shift. The observations may include indication of the chronic and withdrawal effects of controlled substances.

All alcohol tests should be conducted within two (2) hours from the time a reasonable suspicion finding is made. In no event shall such alcohol testing be conducted after eight (8) hours from the time a reasonable suspicion finding is made. In the event that such an alcohol test cannot be administered within two hours or no later than eight hours the District shall prepare a file record indicating the reason(s) why the testing could not be administered in a timely fashion.

After making a determination that there is a reasonable suspicion that a driver is in violation of this regulation, the supervisor or District official who made the determination shall prepare a written report setting forth the observations made which led to the reasonable suspicion. This report must be prepared within twenty-four (24) hours from the time of observation.

5. Return-to-Duty Testing:

An alcohol and/or controlled substance test shall be administered to a driver who has been found to be in violation of this policy and regulation prior to permitting the employee to return to work.

A driver whose conduct involves violation of the alcohol provisions of this policy and regulation shall not be permitted to return to duty until he/she submits to an alcohol test and such test result shows an alcohol concentration of 0.02 or less.

A driver whose conduct involves violation of the controlled substance provisions of this policy and regulation shall not be permitted to return to duty until he/she submits to a controlled substance test and such test results show a negative result for controlled substances.

6. Follow-Up Testing:

A driver who violates the provisions of this policy and regulation and is subsequently identified by a Substance Abuse Professional as needing assistance in resolving problems associated with alcohol misuse and/or use of controlled substances, shall be subject to unannounced alcohol and/or controlled substance testing. Such testing shall be conducted only when the driver is on duty, just before the beginning of the driver's work shift, or just after the completion of the driver's work shift. The law requires that at least six tests must be conducted in the first twelve months after the driver returns to duty. The Substance Abuse Professional will determine if both a drug and alcohol test are required prior to returning to duty.

7. Notification of Test Results:

The District shall notify applicants of the result of their controlled substance test if within 60 days from the conditional offer of employment the applicant requests to be notified of the test results.

For all other testing, as described above, the District shall notify a driver if his/her test result for controlled substances is positive. In the event of a positive controlled substance test, the District shall notify the driver which controlled substance or substances were verified.

D. Records:

The District shall maintain or provide for the maintenance of all records as required pursuant to 49 C.F.R. part 382, 401.

Except as required by law, the District shall not release information relating to alcohol and controlled substance testing performed in accordance with this policy and regulation or any records kept as required by law.

A driver is entitled, upon written request to the District, to obtain copies of any records pertaining to the driver's use of alcohol or controlled substances, including any records pertaining to his or her alcohol or controlled substance tests.

The District shall make a driver's drug and alcohol test records available to a subsequent employer only upon the receipt of a written request from the driver and only to the extent expressly authorized by the terms of the driver's request.

E. Notifications:

The District shall provide all drivers with educational materials that explain the requirements of 49 C.F.R. part 382 and this policy and regulation with respect to meeting the requirements of these regulations.

The District shall also provide this information to any and all affected employee organizations.

This information shall include the following:

1. The person or persons designated by the District to answer driver questions about this policy and regulation.
2. A listing of all classifications covered by this policy and administrative regulation.
3. A statement as to what portion of the work day for each classification is covered under this policy and administrative regulation.
4. Information as to what specific conduct is prohibited by law.
5. Information as to the required testing.
6. Information as to the process to be used for the required testing.
7. The requirement that a driver submit to all tests required pursuant to this policy and administrative regulation.
8. An explanation of what constitutes a refusal to submit to required testing.
9. Information as to the consequences for drivers who violate the provisions of this policy and administrative regulation.
10. Information relating to the effects of alcohol and controlled substance use on an individual's health, work, and personal life; signs and symptoms of an alcohol or controlled substance problem; and available methods of intervening when an alcohol or a controlled substance problem is suspected, including confrontation, referral to any employee assistance program and/or referral to the District.

Each driver shall sign a statement certifying that he/she has received a copy of these materials.

F. Training for Supervisors:

The District shall ensure that each supervisor and other appropriate District officials responsible for determining whether reasonable suspicion exists to require a driver to undergo testing shall receive at least 60 minutes of training on the misuse of alcohol and the use of controlled substances.

G. Driver Referrals:

The District shall advise drivers of the resources available to drivers in evaluating and resolving problems associated with the misuse of alcohol and the use of controlled substances.

Any driver who violates the prohibitions set forth in this policy and regulation shall, as a condition to any return to duty, be evaluated by a Substance Abuse Professional who shall determine what assistance, if any, the driver needs in resolving problems associated with alcohol misuse or controlled substance use. The District shall not be responsible for any cost associated with such professional assistance. This provision shall in no way interfere with the District's authority to discipline drivers found to be in violation of this policy and administrative regulation.



50032238

3541557

## Breath Alcohol Testing Form

(THE INSTRUCTIONS FOR COMPLETING THIS FORM ARE ON THE BACK OF COPY 3)

**► STEP 1: TO BE COMPLETED BY BREATH ALCOHOL TECHNICIAN**

- A. Employee Name \_\_\_\_\_  
(PRINT) (First, M.I., Last)
- B. SSN or Employee ID No. \_\_\_\_\_
- C. Employer Name **JURUPA UNIFIED SD**  
Address, & **C/D CDT**  
Telephone No. **5820 NAPLES PLAZA**  
**LONG BEACH, CA 90803**
- 310-987-4768**
- D. Reason for Test: ☐ Pre-employment ☐ Random ☐ Reasonable Suspicion/Cause ☐ Post-accident ☐ Return to Duty ☐ Follow-up

**► STEP 2: TO BE COMPLETED BY EMPLOYEE**

*I certify that I am about to submit to breath alcohol testing and that the identifying information provided on this form is true and correct.*

\_\_\_\_\_  
Signature of Employee

Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**► STEP 3: TO BE COMPLETED BY BREATH ALCOHOL TECHNICIAN**

*I certify that I have conducted breath alcohol testing on the above named individual in accordance with the established procedures, that I am qualified to operate the testing devices identified, and that the results are as recorded.*

Screening test: Complete only if the testing device is not designed to print the following.

Test No.	Testing Device Name	Testing Device Serial Number	Time	Result
			AM PM	

Confirmation test: Confirmation test results MUST be affixed to the back of each copy of this form.

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(PRINT) Breath Alcohol Technician's Name (First, M.I., Last)

\_\_\_\_\_  
Signature of Breath Alcohol Technician

Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**► STEP 4: TO BE COMPLETED BY EMPLOYEE**

*I certify that I have submitted to the breath alcohol test the results of which are accurately recorded on this form.*

\_\_\_\_\_  
Signature of Employee

Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

AFFIX SCREENING TEST RESULTS HERE  
(IF APPLICABLE)

USE TAMPER-EVIDENT TAPE

AFFIX CONFIRMATION TEST RESULTS HERE

USE TAMPER-EVIDENT TAPE

INSTRUCTIONS FOR COMPLETING THE U.S. DEPARTMENT OF TRANSPORTATION BREATH ALCOHOL TESTING FORM

NOTE: Use a ballpoint pen, press hard, and check all copies for legibility.

STEP 1 The Breath Alcohol Technician (BAT) completes the information required in this step. Be sure to print the employee's name and check the box identifying the reason for the test.

NOTE: If the employee refuses to provide SSN or I.D. number, be sure to indicate this in the remarks section in STEP 3. Proceed with STEP 2.

STEP 2 Instruct the employee to read, sign, and date the employee certification statement in STEP 2.

NOTE: If the employee refuses to sign the certification statement, do not proceed with the alcohol test. Contact the designated employer representative.

STEP 3 The Breath Alcohol Technician (BAT) completes the information required in this step. After conducting the alcohol screening test, do the following (as appropriate):

If the breath testing device used in conducting the screening test is not capable of printing the screening test information located on the front of this form (test number, testing device name, testing device serial number, time of test and results), complete this information in the space provided on the front of this form.

NOTE: Be sure to enter the result of the test exactly as it is indicated on the breath testing device, i.e., 0.00, 0.02, 0.04, etc.

OR, If the breath testing device used in conducting the screening test is capable of printing the screening test information located on the front of this form, affix the printed information in the space provided above. Be sure to use tamper-evident tape.

If the results of the screening test are less than 0.02, print, sign your name, and enter today's date in the space provided. Go to STEP 4.

If the results of the screening test are 0.02 or greater, a confirmation test must be administered in accordance with DOT regulations. An **EVIDENTIAL BREATH TESTING** device that is capable of printing confirmation test information must be used in conducting this test.

After conducting the alcohol confirmation test, affix the printed information in the space provided above. Be sure to use tamper-evident tape.

Print, sign your name, and enter the date in the space provided. Go to STEP 4.





50032238 3530062

SPECIMEN ID NO.

LABORATORY ACCESSION NO.

► **STEP 1: TO BE COMPLETED BY COLLECTOR OR EMPLOYER REPRESENTATIVE**

A. Employer Name, Address and I.D. No.

JURUPA UNIFIED SD 310-987-4788  
C/O COT  
5820 NAPLES PLAZA  
LONG BEACH, CA 90803

B. MRO Name and Address

DR. STEVEN OPPENHEIM  
GREYSTONE HEALTH SCI  
7777 ALVARADO RD, # 606  
LA MESA CA, 91941  
PLEASE FAX TO MRO 619-698-0198

C. Donor SSN or Employee I.D. No. \_\_\_\_\_

D. Reason for Test: ☐ Pre-employment ☐ Random ☐ Reasonable Suspicion/Cause ☐ Post Accident☐ Return to Duty ☐ Follow-up☐ Other (specify) \_\_\_\_\_E. Tests to be Performed: ☐ THC, Cocaine, PCP, Opiates and Amphetamines☐ Only THC and Cocaine☐ OTHER (specify) \_\_\_\_\_

7643 NIDA 5 DRUG PANEL

► **STEP 2: TO BE COMPLETED BY COLLECTOR** - Specimen temperature must be read within 4 minutes of collection.Specimen temperature within range: ☐ Yes, 90° - 100°F/32° - 38°C ☐ No, Record specimen temperature here \_\_\_\_\_► **STEP 3: TO BE COMPLETED BY COLLECTOR AND DONOR** - Collector affixes bottle seal(s) to bottle(s). Collector dates seal (2X). Donor initials seal (2X).► **STEP 4: TO BE COMPLETED BY DONOR** - Go to copy 4 (pink page); STEP 4► **STEP 5: TO BE COMPLETED BY COLLECTOR**

COLLECTION SITE LOCATION:

Collection Facility \_\_\_\_\_

( ) Collector's Business Phone No. \_\_\_\_\_

SPLIT SPECIMEN  
COLLECTION☐ YES ☐ NO

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip/State Code \_\_\_\_\_

REMARKS: \_\_\_\_\_

I certify that the specimen identified on this form is the specimen presented to me by the donor providing the certification on Copy 4 of this form, that it bears the same specimen identification number as that set forth above, and that it has been collected, labelled and sealed as in accordance with applicable Federal requirements.

(PRINT) Collector's Name (First, MI, Last) \_\_\_\_\_

Signature of Collector \_\_\_\_\_

Date (Mo./Day/Yr.) \_\_\_\_\_

Time \_\_\_\_\_  
AM  
PM► **STEP 6: TO BE INITIATED BY THE COLLECTOR AND COMPLETED AS NECESSARY THEREAFTER**

DATE MO. DAY YR.	SPECIMEN RELEASED BY	SPECIMEN RECEIVED BY	PURPOSE OF CHANGE
/ /	DONOR - NO SIGNATURE	Signature Name	PROVIDE SPECIMEN FOR TESTING
/ /	Signature Name	Signature Name	
/ /	Signature Name	Signature Name	
/ /	Signature Name	Signature Name	

**STEP 7: TO BE COMPLETED BY THE LABORATORY**

THE RESULTS FOR THE ABOVE IDENTIFIED SPECIMEN ARE IN ACCORDANCE WITH THE APPLICABLE INITIAL TEST AND CONFIRMATORY TEST CUTOFF LEVELS ESTABLISHED BY THE HHS MANDATORY GUIDELINES FOR FEDERAL WORKPLACE DRUG TESTING PROGRAMS

☐ NEGATIVE ☐ POSITIVE, for the following: ☐ CANNABINOIDS as Carboxy-THC ☐ COCAINE METABOLITES as Benzoylcegonine ☐ PHENCYCLIDINE  
☐ TEST NOT PERFORMED ☐ OPIATES: ☐ codeine ☐ morphine ☐ AMPHETAMINES: ☐ amphetamine ☐ methamphetamine ☐ OTHER \_\_\_\_\_

REMARKS \_\_\_\_\_

TEST LAB (if different from above) \_\_\_\_\_ NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ PHONE NO. \_\_\_\_\_

I certify that the specimen identified by the laboratory accession number on this form is the same specimen that bears the specimen identification number set forth above, that the specimen has been examined upon receipt, handled and analyzed in accordance with applicable Federal requirements, and that the results set forth are for that specimen.

(PRINT) Certifying Scientist's Name (First, MI, Last) \_\_\_\_\_

Signature of Certifying Scientist \_\_\_\_\_

Date (Mo. / Day / Yr.) \_\_\_\_\_

**STEP 8: TO BE COMPLETED BY THE MEDICAL REVIEW OFFICER**

I have reviewed the laboratory results for the specimen identified by this form in accordance with applicable Federal requirements. My determination/verification is:

☐ Negative ☐ Positive ☐ Test Not Performed ☐ Test Cancelled

REMARKS \_\_\_\_\_

(PRINT) Medical Review Officer's Name (First, MI, Last) \_\_\_\_\_

Signature of Medical Review Officer \_\_\_\_\_

Date (Mo. / Day / Yr.) \_\_\_\_\_

COPY 1 - ORIGINAL - MUST ACCOMPANY SPECIMEN TO LABORATORY

F  
B12

NDA7000200

The following instructions are in accordance with procedures established by the Department of Health and Human Services and the Department of Transportation mandatory guidelines for federal and transportation workplace drug testing programs.

**NOTE:** Use ballpoint pen, press hard, and check all copies for legibility.

**STEP 1.**

If the information in STEP 1 has not been completed, collector (not donor) completes STEP 1 (A-E).

**NOTE:** Donor refusal to provide SSN or Employee I.D. number must be annotated in STEP 5, collector's REMARKS section.

**STEP 2.**

Upon receiving specimen from donor, check specimen temperature. This must be accomplished within 4 minutes.

Check block marked "Yes" if temperature is within range.

If specimen temperature is not within range, check block marked "No," and record specimen temperature.

**STEP 3. FOR SPLIT SPECIMEN COLLECTIONS ONLY (2 Bottles)**

Secure caps on both specimen bottles and affix specimen bottle seal labelled A over the cap and down the sides of the primary specimen (bottle containing at least 30ml of urine).

Affix specimen bottle seal labelled B (split) on the split specimen (bottle containing at least 15ml of urine) in the same manner.

Record date on both specimen bottle seals.

Instruct donor to initial both specimen bottle seals.

**FOR DEFENDER COLLECTION ONLY**

Secure cap on specimen bottle (containing at least 45ml of urine) and affix specimen bottle seal over the cap and down the sides of the specimen bottle.

Record date on both locations of bottle seal.

Instruct donor to initial both locations on bottle seal.

**FOR SINGLE SPECIMEN COLLECTION ONLY**

Secure cap on specimen bottle (containing at least 30ml of urine) and affix specimen bottle seal labelled A over the cap and down the sides of the specimen bottle.

Record date on specimen bottle seal.

Instruct donor to initial specimen bottle seal.

**STEP 4.**

Turn to Copy 4 (pink page), STEP 4.

Instruct donor to complete STEP 4.

Ensure donor provides his/her daytime and evening phone number and date of birth.

Instruct donor to read certification statement. Ensure donor prints his/her name and signs and dates the certification statement.

**NOTE:** Donor refusal to sign must be annotated in STEP 5, collector's remarks section.

Upon completion, check donor entries, return to Copy 1.

**STEP 5.**

After returning to Copy 1, go to STEP 5.

Complete the name and address of the facility at which the collection is taking place.

List a business telephone number where collector can be reached.

Record any unusual occurrences concerning the collection (e.g., donor refusal to provide information/sign certification statement, specimen collected under direct observation, suspected adulteration) in the remarks section.

Collector completes collection certification section by printing and signing his/her name, recording the date and time of collection. Be sure to circle A.M. or P.M.

**STEP 6. CHAIN OF CUSTODY SECTION**

**NOTE:** Each time the specimen is handled, transferred, or placed into storage prior to being packaged for shipment, every individual must be identified (including a direct observer, if required) and the date and purpose of change recorded. The following instructions pertain to a collection in which the donor provides a specimen directly to the collector who seals, packages, and ships the specimen to the laboratory.

Record date of collection.

In the "Specimen Received By" column, sign and print your name indicating that you have received the specimen from the donor.

The "Purpose of Change" entry in the next column is pre-printed (Provide Specimen for Testing) and explains the transfer of the specimen from the donor to the collector.

On the next line, record the date the specimen was released by you.

Complete the "Specimen Released By" block by signing and printing your name.

If you are preparing the specimen for shipment to the laboratory complete the "Specimen Received By" block by printing the carrier or shipment provider name only. (See Example)

Complete the "Purpose of Change" block explaining the transfer of the specimen from the collector to the carrier or shipment provider (e.g. Ship Specimen to Lab).

MO.	DATE DAY	YR.	SPECIMEN RELEASED BY	SPECIMEN RECEIVED BY	PURPOSE OF CHANGE
8	15	94	DONOR - NO SIGNATURE	Signature <u>Minnie McDonald</u> Name <u>Minnie McDonald</u>	PROVIDE SPECIMEN FOR TESTING
8	15	94	Signature <u>Minnie McDonald</u> Name <u>Minnie McDonald</u>	Signature <u>ABC Courier Service</u> Name <u>ABC Courier Service</u>	SHIP SPECIMEN TO LAB
			Signature _____ Name _____	Signature _____ Name _____	
			Signature _____ Name _____	Signature _____ Name _____	

**COMPLETING THE COLLECTION PROCESS**

Upon completing Step 6, give donor his/her copy, Copy 5, (green page) of the Drug Testing Custody and Control Form.

Place Copies 1 2 and 3 of the Drug Testing Custody and Control Form in the indicated pouch of the Chain of Custody bag.

Secure specimen in Chain of Custody bag and record your signature and the date and have donor initial bag seal.

Donor may leave the collection site at this point.

If a single collection was performed, place the specimen bottle and Copies 1 and 2 of the Drug Testing Custody and Control Form in the shipping container. Discard Copy 3.

Secure the shipping container. On the shipping container seal, record your initials and the date.

Send Copy 4 (pink page) directly to the Medical Review Officer. Do not send to laboratory.

Retain Copy 6 (yellow page) for your records.

Forward Copy 7 (blue page) to the employer. Do not send to laboratory.



To be recorded with County Recorder  
within 10 days after completion.  
No recording fee.

When recorded, return to:

Purchasing Department  
JURUPA UNIFIED SCHOOL DISTRICT  
3924 Riverview Drive  
Riverside, CA 92509

## NOTICE OF COMPLETION

(Civil Code § 3093 - Public Works)

(For Recorder's use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work: Rubidoux High School Modernization Project - Bid #94/011  
Imperial Tenant Development Corp. - Curtain and track -  
Pkg 18

Date of completion: February 6, 1995

Nature of owner: Public School District

Interest or estate of owner: Jurupa Unified School District  
3924 Riverview Drive

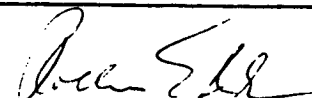
Address of owner: Riverside, CA 92509

Name of contractor: Imperial Tenant Development Corporation

Street address or legal description of site: 4250 Opal Street; Riverside, CA 92509

Dated: February 6, 1995

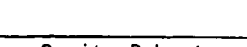
Owner: JURUPA UNIFIED SCHOOL DISTRICT

By   
Rollin Edmunds  
Title Assistant Superintendent  
Business Services

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE ) ss

I am the Secretary of the governing board of the Jurupa Unified School District the public entity which executed the foregoing notice and on whose behalf I made this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, California on February 7, 1995 (Date)

By   
Benita Roberts  
Title Secretary to the Board

To be recorded with County Recorder  
within 10 days after completion.  
No recording fee.

When recorded, return to:

**NOTICE OF COMPLETION**

(Civil Code § 3093 - Public Works)

(For Recorder's use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work: Miscellaneous Work on the Community Service Portables at Rubidoux High School -Bid #94/10L

Date of completion: February 6, 1995

Nature of owner: Public School District

Interest or estate of owner: Jurupa Unified School District

Address of owner: 3924 Riverview Drive

Riverside, CA 92509

Name of contractor: B. K. Construction

Street address or legal description of site: 4250 Opal Street; Riverside, CA 92509

Dated: February 6, 1995

Owner: JURUPA UNIFIED SCHOOL DISTRICT  
(Name of public entity)

By [Signature]  
Rollin Edmunds  
Title Assistant Superintendent Business Services

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE ) ss

I am the Secretary of the governing board of the Jurupa Unified School District the public entity which executed the foregoing notice and on whose behalf I made this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, California on February 7, 1995 (Date)

By [Signature]  
Benita B. Roberts  
Title Secretary of the Board

62

PORTER • STINSON • MILLER  
ARCHITECTS / PLANNERS

**CHANGE  
ORDER 3**

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

**CHANGE ORDER NUMBER: 3**

**DATE: December 27, 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-3.1 and CO-3.4. Change Order No. 3 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 ..... 42,475.75  
The total Contract Sum before this Change Order was ..... 4,230,475.75  
The Contract Sum will be increased by this Change Order ..... 189,359.87  
The new Contract Sum including this Change Order will be ..... 4,419,835.62  
The Contract Time was previously extended ..... 10 Days  
The new Contract Time extension will total ..... 81 Days  
The total extension extends contract to ..... 91 Days  
Scheduled date for Completion is October 12, 1995.

**ARCHITECT**

Porter • Stinson • Miller  
350 West 5th Street, #201-B  
San Bernardino, CA 92401

**CONTRACTOR**

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

**Authorized:  
OWNER**

Jurupa Unified School District  
3924 Riverview Drive  
Riverside, California 92509

BY David Lystrup  
DATE 12/27/94

BY C. J. L. [Signature]  
DATE 1/10/95

BY \_\_\_\_\_  
DATE \_\_\_\_\_

cc: File

**ITEM CO-3.1:**      **ADDITIONAL MODIFICATIONS TO THE NEW 8" WATER LINE IN PERALTA PLACE AND RIVERVIEW DRIVE** - A new 8" water line was added to Peralta Place by Addendum. However, during the approval process, the Utility Company placed additional restrictions and requirements on the job. The modification from the original bid include adding: (A) installing the new water line 48" below finish grade instead of 36", (B) required the pipe to be installed under an existing 48" drainage pipe in two locations, (C) added two commercial fire hydrants coming off the bottom of the pipe below the drainage pipe for a siphon, and (D) add 240' of 8" water line and connections to re-route the new water line around a new drainage structure in Riverview Drive. This was required by the County Transportation Department, in lieu of the original hot tap to existing line. The additional work is shown on Sheet 4 of the approved "Sewer and Water Improvement Plans" (plan attached).

**Justification:**      There is an existing 8" water line in Peralta Place. The water line is only 24" to 30" below grade at the edge of the existing road. Two weeks before the advertised bid date, the local Water District directed the Architect to include replacement of the existing 8" water line with a new 8" water line, 36" below the finish grade of the new street improvements. We issued this description in Addendum No. 6 of the Service Site Bid Package. The modifications listed were in addition to the work included in the bid.

**Requested by:**      Architect.

SERVICE SITE ADDITIVE COST ..... \$123,351.00  
TIME EXTENSION ..... 49 Days

**ITEM CO-3.2:**      **NEW STORM DRAINAGE STRUCTURE IN CURB AT RIVERVIEW DRIVE** - The Contractor was directed to add a 21' wide collection structure, enlarge the drainage pipe and add "V" ditch to the bank of the playground field, and modify the connection into the existing 48" drainage pipe in Riverview Drive, per the approved Civil Drawing, sheet C-2 attached.

**ITEM CO-3.2:**      **DRAINAGE STRUCTURE - (CONT):**

**Justification:**      The County of Riverside, Department of Building and Safety, involved themselves in the project after the contract was released to the Contractor. The County Transportation Department required the drainage structure and curb on the north side of Riverview Drive.

**Requested by:**      Architect.

SERVICE SITE ADDITIVE COST ..... \$34,358.00  
TIME EXTENSION ..... 7 Days

**ITEM CO-3.3:**      **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-3.4:**      **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.

**ITEM CO-3.4:**      **JOB SHUT-DOWN - (CONT.):**

**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 two 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 .....	\$189,359.87
TOTAL TIME EXTENSION .....	81 Days



Jurupa Unified School District

Personnel Report #13

February 6, 1995

CERTIFICATED PERSONNEL

Regular Assignment

Teacher	Ms. Alison Young 1200 Grossmont Riverside, CA 92506	Effective January 20, 1995 Multiple Subject Credential
---------	---	---

Extra Compensation Assignment

Adult Education: 1994-95 school year; to serve as a substitute; appropriate hourly rate of pay.

Gareth Richards	Duan Kellum
-----------------	-------------

Home Teaching: 1994-95 school year; appropriate hourly rate of pay.

Tracy Webber	Kim Scott	Cynthia Evans
--------------	-----------	---------------

Camino Real Elementary: 1994-95 school year; after school sports and recreation program; not to exceed 85 hours total; appropriate hourly rate of pay.

Paula Cannon Paula Goldberg	Joan Bain	Lynell Gray
--------------------------------	-----------	-------------

Granite Hill Elementary: to provide enrichment activities to extend language arts study; November 1, 1994 through February 23, 1995; not to exceed 24 hours total; appropriate hourly rate of pay.

Connie Nagle

Granite Hill Elementary: provide after school core curriculum; January 13, 1995 through June 10, 1995; not to exceed 54 hours total; appropriate hourly rate of pay.

Ken Martinez	Deana Morse
--------------	-------------

Indian Hills Elementary: to compile a compliance box; January 2, 1995 through January 30, 1995; not to exceed 40 hours total; appropriate hourly rate of pay.

Cynthia Johnson

Stone Avenue Elementary: 1994-95 school year; after school sports and recreation program; appropriate hourly rate of pay.

Dale Stoa	Jay Hammer
-----------	------------

Personnel Report #13

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Troth Street Elementary: to translate flyers and letters to parents; November 27, 1994 through January 3, 1995; not to exceed five (5) hours total; appropriate hourly rate of pay.

Luz Salazar

Van Buren Elementary: after school reading program; January 11, 1995 through May 31, 1995; not to exceed 31 hours total; appropriate hourly rate of pay.

Ron Morris

Van Buren Elementary: after school reading program; August 10, 1994 through November 28, 1994; not to exceed 28 hours total; appropriate hourly rate of pay.

Sandy Tucker

Van Buren Elementary: to improve reading skills for special needs students; January 18, 1995 through March 8, 1995; not to exceed 18 hours total; appropriate hourly rate of pay.

Pat Bastiaans

Van Buren Elementary: to improve reading skills for special needs students; January 16, 1995 through March 22, 1995; not to exceed 18 hours total; appropriate hourly rate of pay.

Evelyn Harman

West Riverside Elementary: to enhance growth and development of students; December 1, 1994 through February 28, 1995; not to exceed 20 hours total; appropriate hourly rate of pay.

Jim Owen

West Riverside Elementary: schoolwide discipline plan utilizing rules, rewards, and consequences; September 1, 1994 through June 16, 1995; not to exceed 30 hours total; appropriate hourly rate of pay.

Hector Sanchez  
Carole Patty

Teresa Cullen

Barbara Godoy

Personnel Report #13

CERTIFICATED PERSONNEL

Extra Compensation Assignment

West Riverside Elementary: extended day programs in Language Arts/Math; September 1, 1994 through June 30, 1995; not to exceed 315 hours total; appropriate hourly rate of pay.

Barbara Godoy  
Dave Doubravsky  
Dave Freeman

Dolores Hernandez  
Mayra Ferreras

Dan Moore  
Jim Owen

Jurupa Valley High School: to teach a sixth period assignment; September 1, 1994 through June 15, 1995; not to exceed one (1) hour per day each; appropriate hourly rate of pay.

Donn Cushing  
Craig Kleeman  
Monica Werwee

Mike Free  
Charles Riggs

Brian Kantner  
Mervin Tapsfield

Jurupa Valley High School: to supervise and advise student peer tutors; October 24, 1994 through June 16, 1995; not to exceed 120 hours total; appropriate hourly rate of pay.

Patricia Prosser

Donna Staub

Jurupa Valley High School: to counsel potential tenth grade drop outs; November 7, 1994 through June 16, 1995; not to exceed 40 hours each; appropriate hourly rate of pay.

Bobbie Arterberry  
Karen Murphy

Gary Hanson  
Vicky Woodbridge

Karen Pina  
Ernie Garcia

Rubidoux High School: to serve as the CTEI Newsletter Editor; Fall Quarter 1994; not to exceed 10.13 hours total; appropriate hourly rate of pay.

Larry Sturm

Rubidoux High School: researched, prepared and presented session on Peer Coaching; November 21, 1994; not to exceed 4.05 hours total; appropriate hourly rate of pay.

Dick Slivka

Rubidoux High School: participation as a member of the EDU 1911 curriculum planning committee; October 1, 1994 through December 30, 1994; not to exceed 16.2 hours total; appropriate hourly rate of pay.

Linda Yriarte

Personnel Report #13

CERTIFICATED PERSONNEL

Substitute Assignment

Teacher	Mr. Marco Arujo 4301 La Sierra #15 Riverside, CA 92505	As needed 30-Day Emergency Permit
Teacher	Ms. Fannie Catherine Beasley 8291 Garfield Street Riverside, CA 92504	As needed General Elementary Credential
Teacher	Ms. Nicole Birch 7151 Warner Avenue #146 Huntington Beach, CA 92647	As needed 30-Day Emergency Permit
Teacher	Mr. Robert Camacho 719 Apache Trail Riverside, CA 92507	As needed 30-Day Emergency Permit
Teacher	Ms. Torrie Cantrell 4340 Aldrich Court Riverside, CA 92503	As needed Multiple Subject Credential
Teacher	Ms. Daljitinder Dhillon 4584 Pinto Street Riverside, CA 92509	As needed 30-Day Emergency Permit
Teacher	Ms. Davinder Dhillon 11310 Valevista Drive Fontana, CA 92337	As needed 30-Day Emergency Permit
Teacher	Ms. Kristina Dittimore-Seibly 2641 Groveland Street Riverside, CA 92503	As needed 30-Day Emergency Permit
Teacher	Ms. Tricia Fuerte 1496 Francis Avenue Upland, CA 91786	As needed 30-Day Emergency Permit
Teacher	Mr. Stephen Hein P.O. Box 890342 Temecula, CA 92589	As needed 30-Day Emergency Permit
Teacher	Ms. Martha Lane P.O. Box 3684 Crestline, CA 92325	As needed Multiple Subject and Specialist Learning Handi- capped Credentials

Personnel Report #13

CERTIFICATED PERSONNEL

Substitute Assignment

Teacher	Ms. Joan Lauritzen 4571 Leo Street Riverside, CA 92509	As needed 30-Day Emergency Permit
Teacher	Mr. Paul Leal 11972 Oakwood Drive Fontana, CA 92337	As needed 30-Day Emergency Permit
Teacher	Ms. Shelley Levers 8664 Mission Blvd. Riverside, CA 92509	As needed 30-Day Emergency Permit
Teacher	Mr. Jimmy Matthews 13162 Kiowa Drive Moreno Valley, CA 92553	As needed Standard Secondary Credential
Teacher	Ms. Karen McFadden 6870 Doolittle Riverside, CA 92503	As needed 30-Day Emergency Permit
Teacher	Mr. Daniel Metroka 1365 Crafton Avenue #206 Mentone, CA 92359	As needed 30-Day Emergency Permit
Teacher	Ms. Carla Overstreet 180 W. Big Springs Road #5 Riverside, CA 92507	As needed 30-Day Emergency Permit
Teacher	Ms. Linda Platzer 4205 Carney Court Riverside, CA 92507	As needed 30-Day Emergency Permit
Teacher	Ms. Elizabeth Raichart 2958 Berkeley Road Riverside, CA 92506	As needed Standard Secondary Credential
Teacher	Mr. Steven Ries 646 Spruce Street Riverside, CA 92507	As needed 30-Day Emergency Permit
Teacher	Mr. Brooks Taylor 3485 Lillian Street Riverside, CA 92504	As needed 30-Day Emergency Permit
Teacher	Mr. George Trotter III 1934 Moreno Avenue Corona, CA 91719	As needed 30-Day Emergency Permit

Personnel Report #13

CERTIFICATED PERSONNEL

Substitute Assignment

Teacher	Ms. Antoinette Villanueva 11175 Jurupa Road Mira Loma, CA 91752	As needed 30-Day Emergency Permit
Teacher	Ms. Deborah Williams 23281 Sage Place Canyon Lake, CA 92587	As needed 30-Day Emergency Permit

Leave of Absence

Teacher	Ms. Christa Biddle 26 Bella Lucia Tuscany Hills, CA 92532	Correction of Maternity Leave dates to January 19, 1995 through March 2, 1995 with use of sick leave benefits and Unpaid Special Leave March 3, 1995 through March 17, 1995 without compensation, health and welfare benefits or increment advancement.
Teacher	Ms. Cheryl Cooper 4199 Sunnyside Drive Riverside, CA 92506	Unpaid Special Leave January 26, 1995 through April 15, 1995 without compensation, health and welfare benefits or incre- ment advancement.
Teacher	Ms. Debra Depew 5657 Arlington #29 Riverside, CA 92504	Unpaid Special Leave February 1, 1995 through June 16, 1995 without compensation, health and welfare benefits or incre- ment advancement.
Teacher	Ms. Sandra Garza 8439 Etiwanda #J Rancho Cucamonga, CA 91739	Unpaid Special Leave January 9, 1995 through February 6, 1995 without compensation, health and welfare benefits or incre- ment advancement.
Teacher	Ms. Deana Morse 1421 Salmon River Road Riverside, CA 92501	Maternity Leave effective April 10, 1995 through May 22, 1995 with use of sick leave benefits.

Personnel Report #13

CERTIFICATED PERSONNEL

Leave of Absence

Teacher	Ms. Paula Nicolini 17502 Amaganset Tustin, CA 92680	Maternity Leave effective May 25, 1995 through June 16, 1995 with use of sick leave benefits.
---------	---	--

Resignation

Resource Specialist	Mr. Oswald Hairston 2887 Balfore Riverside, CA 92506	Effective February 15, 1995
Teacher	Ms. Linda Heinrich 248 Green Tree Circle Calimesa, CA 92320	Effective January 31, 1995

CLASSIFIED PERSONNEL

Regular Assignment

Clerk-Typist	Ms. Zelda Aguilar 4091 Rubidoux Blvd. Riverside, CA 92509	Effective January 11, 1995 Work Year E1 Part-time
--------------	---	---

Voluntary Demotion

Head Custodian-Middle School to Stock Clerk/ Delivery Driver	Mr. Nic Mendez 17445 Hawthorne Fontana, CA 92335	Effective January 23, 1995 Work Year A
--	--	---

Short-Term/Extra Work

Troth Street Elementary: peak load assistance; January 5, 1995 ; not to exceed 1 1/2 hours total; appropriate hourly rate of pay.

Clerk-Typist	Janet Richards
--------------	----------------

Substitute Assignment

Activity Supervisor	Ms. Michele Bishop-Voelker 5215 Rutile Riverside, CA 92509	As needed
Activity Supervisor	Ms. Susan Braden 7688 Reagan Road Riverside, CA 92509	As needed

Personnel Report #13

CLASSIFIED PERSONNEL

Substitute Assignment

Campus Supervisor	Mr. Durward Davis 2529 S. Del Norte Ontario, CA 91761	As needed
Cafeteria Assistant I	Ms. Darlene DeMello 9445 51st Street Riverside, CA 92509	As needed
Activity Supervisor	Ms. Maria Granillo 6756 Coloma Way Riverside, CA 92509	As needed
Activity Supervisor	Ms. Kim Malone 11394 Pena Way Mira Loma, CA 91752	As needed
Preschool Teacher	Ms. Debra McKinley 5981 Rodeo Drive Riverside, CA 92509	As needed Children's Center Permit
Activity Supervisor	Ms. Ursula Picon 7761 Longs Peak Drive Riverside, CA 92509	As needed
Activity Supervisor	Ms. Sandra Rainey 14460 Qual Ridge Drive Riverside, CA 92503	As needed
Instructional Aide	Ms. Gail Tellez 6063 Saguaro Street Riverside, CA 92509	As needed

Short-Term/Extra Work

Stone Avenue Elementary: 1994-95 school year; after school sports and recreation program; appropriate hourly rate of pay.

Instructional Aide	Debbie Treharne
Instructional Aide	Kolleen Powell



Personnel Report #13

CLASSIFIED PERSONNEL

Leave of Absence

Activity Supervisor	Ms. Joyce Alexander 5127 Beach Street Riverside, CA 92509	Unpaid Special Leave January 10, 1995 through June 15, 1995 without compensation, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.
Cafeteria Assistant I	Ms. Gladys Canales 8599 Running Gait Lane Riverside, CA 92509	Unpaid Special Leave January 3, 1995 through February 3, 1995 without compensation, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.
Clerk-Typist	Ms. Nicole Crafton 1204 W. Blaine #2 Riverside, CA 92507	Unpaid Special Leave January 9, 1995 through March 17, 1995 (27 1/2 hours per week only) with- out compensation, health and welfare benefits, incre- ment advancement or the accrual of seniority for layoff or reduction in force purposes.
Activity Supervisor	Ms. Erin Done 4771 Pinnacle Street Riverside, CA 92509	Maternity Leave effective January 25, 1995 through March 8, 1995 with use of sick leave benefits.
Secretary-Elementary Principal	Ms. Debbie Ferrel 5684 Avenue Juan Bautista Riverside, CA 92509	Unpaid Special Leave August 8, 1994 through June 23, 1995 (3.2 hours per day only) without compensation, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.

Personnel Report #13

CLASSIFIED PERSONNEL

Leave of Absence

Bilingual Language Tutor	Ms. Debbie Ferrel 5684 Avenue Juan Bautista Riverside, CA 92509	Unpaid Special Leave August 30, 1994 through June 23, 1995 (1.5 hours per day only) without compensation, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.
Bilingual Language Tutor	Ms. Lourdes Jimenez 8323 Pristine Riverside, CA 92509	Maternity Leave effective December 21, 1994 through February 1, 1995 with use of sick leave benefits.
Clerk-Typist	Ms. Kathie Resendez 2478 N. Koa Drive Rialto, CA 92377	Unpaid Special Leave January 17, 1995 through March 24, 1995 (25 hours per week only) without compensation, health and welfare benefits, increment advancement or the accrual of seniority for layoff or reduction in force purposes.

Suspension Without Pay

Activity Supervisor	Ms. Jewell King	From January 17, 1995 through January 19, 1995
---------------------	-----------------	---

Return from 39-Month Reemployment Leave

Custodian	Ms. Mary Teresin	Effective January 23, 1995
-----------	------------------	----------------------------

Termination

Bilingual Language Tutor (Probationary)	Ms. Alma Alvarez 6650 Condor Drive Riverside, CA 92509	Effective January 11, 1995
--	--	----------------------------

Resignation

Cafeteria Assistant I	Ms. Cindy Cave 7764 Longs Peak Drive Riverside, CA 92509	Effective January 17, 1995
-----------------------	--	----------------------------

Personnel Report #13

CLASSIFIED PERSONNEL

Resignation

Cafeteria Assistant I	Ms. Patty Gomez 2812 Loyola Street Riverside, CA 92503	Effective January 11, 1995
Activity Supervisor	Mr. Jerry Hamilton 12425 Kokomo Circle Victorville, CA	Effective November 30, 1994
Cafeteria Assistant I	Ms. Mary Harris 5355 Eclipse Avenue Mira Loma, CA 91752	Effective January 9, 1995
Bilingual Language Tutor	Ms. Cecilia Huaman 24258 Virginia Lane Moreno Valley, CA 92557	Effective December 31, 1994

OTHER PERSONNEL

Temporary/Short-Term Assignment

Business Services: to serve as a Peakload Clerical Aide; January 19, 1995 through February 2, 1995; not to exceed 80 hours total; \$8.23 per hour.

Peakload Clerical Aide Karen Armstrong

Food Services: to serve as a Peak Load Driver; January 23, 1995 through January 27, 1995; not to exceed eight (8) hours per day; \$9.53 per hour.

Peak Load Driver Donald Brown

Head Start/Preschool: to serve as a Typing Aide; January 3, 1995 through June 17, 1995; not to exceed 880 hours total; \$8.23 per hour.

Typing Aide Zelda Aguilar

Ina Arbuckle Elementary: to serve as a Peak Load Clerical Assistant; January 3-6, 1995; not to exceed 16 hours total; \$8.23 per hour.

Peak Load Clerical Asst. Marie Hamilton

Ina Arbuckle Elementary: to serve as a Peak Load Clerical Aide; January 9, 1995 through June 15, 1995; not to exceed four (4) hours per day; \$8.23 per hour.

Peak Load Clerical Aide Alma Mendoza

Personnel Report #13

OTHER PERSONNEL

Temporary/Short-Term Assignment

Pacific Avenue Elementary: provide reading instruction to 3rd and 4th grade students; January 17, 1995 through June 2, 1995; not to exceed 11 1/4 hours per week; \$8.04 per hour.

Language Arts Tutor      Marla Booth

Pacific Avenue Elementary: provide reading instruction to 3rd and 4th grade students; January 17, 1995 through June 2, 1995; not to exceed 10 hours per week each; \$8.86 per hour.

Language Arts Tutor      Julie Powell  
Language Arts Tutor      Angela Gresham

Pacific Avenue Elementary: provide reading instruction to 3rd and 4th grade students; January 17, 1995 through June 2, 1995; not to exceed 14.6 hours per week; \$9.30 per hour.

Language Arts Tutor      Cathy Grover-Boughan

Pacific Avenue Elementary: provide reading instruction to 3rd and 4th grade students; January 17, 1995 through June 2, 1995; not to exceed 15 hours per week each; \$9.77 per hour.

Language Arts Tutor      Pricilla White  
Language Arts Tutor      Sue Wooten

Sunnyslope Elementary: to serve as a Peak Load Clerical Assistant; January 3, 1995 through January 13, 1995; not to exceed nine hours total; \$8.23 per hour.

Peak Load Clerical Asst.   Elizabeth Franks

Sunnyslope Elementary: to serve as a Peak Load Clerical Assistance; January 3, 1995 through January 13, 1995; not to exceed 36 hours total; \$8.23 per hour.

Peak Load Clerical Asst.   Lori Pardon

West Riverside Elementary: extended day programs in Language Arts/Math; September 1, 1994 through June 30, 1995; not to exceed six (6) hours per week each; appropriate hourly rate of pay.

Language Arts Tutor      Rita Gutierrez  
Language Arts Tutor      Maria Fullerton  
Language Arts Tutor      Linda Ortega  
Language Arts Tutor      Laura Olaiz  
Language Arts Tutor      Rita Gutierrez  
Language Arts Tutor      Miguel Ruvalcaba

Personnel Report #13

OTHER PERSONNEL

Temporary/Short-Term Assignment

Jurupa Valley High School; to serve as a Peer Tutor; December 1, 1994 through June 15, 1995; not to exceed four (4) hours per week; \$5.25 per hour.

Peer Tutor                      Aimee Wright

Jurupa Valley High School; to serve as a Peer Tutor; January 3, 1995 through June 15, 1995; not to exceed four (4) hours per week; \$5.25 per hour.

Peer Tutor                      Claudia Rojas

Jurupa Valley High School; to serve as a Peer Tutor; December 6, 1994 through June 15, 1995; not to exceed four (4) hours per week; \$5.25 per hour.

Peer Tutor                      Karlyn Heaps

Rubidoux High School; to serve as a Technology Assistant; November 1, 1994 through June 30, 1995; not to exceed 10 hours per week; \$10.00 per hour.

Technology Assistant        Joshua Eggleston

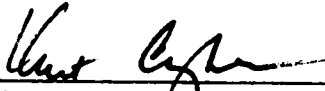
Rubidoux High School; to serve as a SB813 Clerical Aide; January 2, 1995 through June 17, 1995; not to exceed two (2) hours per day; \$8.23 per hour.

SB813 Clerical Aide        Genevieve Pierce

RHS/Learning Center; to serve as a Special Projects Assistant; December 15, 1994 through June 30, 1995; not to exceed 10 hours per week; \$7.18 per hour.

Special Projects Asst.        April Devers

The above actions are recommended for approval:

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

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APSS50/01  
 RUN DATE: 01/13/95  
 PAGE: 1

COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES  
 01/01/95 - 01/13/95  
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P82804	100	178	00	INSTRUCTION SUPPORT	XEROX CORP - CUST. #9717887	MAINT-OPEN PO-COPIER REPAIRS	500.00
P83222	100	178	00	GENERAL SUPPORT GROUNDS	JSM DISTRIBUTING	MAINT-SUPPLIES	206.36
P83379	100	178	00	NON SPECIFIC	CHEM-LITE INDUSTRIES	WHSE-STOCK	1,039.25
P83389	100	178	00	NON SPECIFIC	UNISOURCE	WHSE-STOCK	62,928.80
P83390	100	197	00	GENERAL EDUCATION - SECONDARY ACTION PRINTING		JVHS-INSTRUCTIONAL MATERIALS	800.00
P83395	100	178	00	DISTRICT ADMINISTRATION PURCH PRESS ENTERPRISE COMPANY		EC-ADVERTISMENT	231.92
P83396	100	178	00	GEN SUPPORT DIST ADMIN SAFETY VIRCO MANUFACTURING COMPANY		RHS-COMPUTER EQUIPMENT	491.34
P83399	100	196	00	PHYSICAL EDUCATION	KEN'S SPORTING GOODS	RHS-INSTRUCTIONAL MATERIALS	639.07
P83401	100	178	00	FACILITIES	COMPUTER CITY	EC-COMPUTER EQUIPMENT	2,117.60
P83413	100	000	00	SELF-CONTAINED CLASSROOM	D & H WHOLESALE	JVHS-CAMCORDER	677.75
P83416	100	178	00	GENERAL SUPPORT GROUNDS	FOOTHILL ENGINE AND PUMP CO	MAINT-REPAIR PUMP	1,401.96
P83426	100	196	00	ENGLISH	PERMA-BOUND	RHS-BOOKS	584.01
P83432	100	190	00	ENGLISH	MAC WAREHOUSE-ACCOUNT #3344	JMS-COMPUTER EQUIPMENT	387.85
P83450	100	178	00	GENERAL SUPPORT OPERATIONS SE PROTECTION SERVICES, INC.		MAINT-OPEN PO-SECURITY REPAIRS	3,000.00
P83507	100	178	00	INSTRUCTION SUPPORT	COMPUTER CONSULTING	NVHS-COMPUTER WORK	281.25
P83511	100	178	00	DISTRICT ADMINISTRATION PURCH CORPORATE FORMS MANAGEMENT		EC-PURCHASE ORDER FORMS	2,858.18
FUND TOTAL							78,145.34
TOTAL NUMBER OF PURCHASE ORDERS							16
P83378	101	178	00	S.I.P. (SCHOOL IMPROVEMENT PR INTELLICOLOR IMAGE PROCESSI		EC-OFFICE SUPPLIES	289.93
P83380	101	178	00	DRUG FREE SCHOOLS	POLARIS GRANTS WORKSHOP	NV-CONFERENCE EXPENSE	380.00
P83397	101	196	00	TENTH GRADE COUNSELING	EDITS	RHS-INSTRUCTIONAL MATERIALS	850.69
P83402	101	187	00	S.I.P. (SCHOOL IMPROVEMENT PR SAN BERNARDINO COUNTY MUSEU		WR-ADMISSION FEE FOR FIELD TRIP	306.00
P83405	101	178	00	NON-AGENCY ACYF HEADSTART	PRICE CLUB	EC-INSTRUCTIONAL MATERIALS	1,280.07

34

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01  
 RUN DATE: 01/13/95  
 PAGE: 2

COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P83406	101	178	00	MENTOR TEACHER PROGRAM - SUPP HOUGHTON MIFFLIN CO-ORDER D	EC-BOOKS		265.10
P83415	101	180	00	E.I.A. (ECONOMIC IMPACT AID) EDUCATIONAL RESOURCES - ORD	IA-INSTRUCTIONAL MATERIALS		3,043.88
P83417	101	175	00	S.I.P. (SCHOOL IMPROVEMENT PR LEARNING SERVICES	SS-INSTRUCTIONAL MATERIALS		493.33
P83420	101	187	00	E.C.I.A. CHAPTER 1	WR-OPEN PO-INSTRUCTIONAL MATERIALS		300.00
P83424	101	180	00	E.I.A. (ECONOMIC IMPACT AID) COMPUTER CITY	IA-INSTRUCTIONAL MATERIALS		472.76
P83483	101	178	00	NON-AGENCY ACYF HEADSTART	EC-INSTRUCTIONAL MATERIALS		622.80
P83484	101	178	00	NON-AGENCY ACYF HEADSTART	EC-INSTRUCTIONAL MATERIALS		879.24
P83490	101	181	00	TOBACCO USE PREVENTION EDUCAT LMI	MB-INSTRUCTIONAL MATERIALS		427.77
P83492	101	179	00	E.C.I.A. CHAPTER 1	GA-INSTRUCTIONAL MATERIALS		225.09
P83502	101	178	00	E.C.I.A. CHAPTER 2	NVHS-LIBRARY BOOKS		372.00
P83503	101	178	00	E.C.I.A. CHAPTER 2	IA-LIBRARY BOOKS		664.00
P83505	101	178	00	E.C.I.A. CHAPTER 2	IA-LIBRARY BOOKS		648.00
P83512	101	187	00	E.C.I.A. CHAPTER 1	WR-OPEN PO-INSTRUCTIONAL MATERIALS		300.00
FUND TOTAL							11,820.66
TOTAL NUMBER OF PURCHASE ORDERS							18
P83500	102	182	00	INSTRUCTIONAL PROGRAM	GATEWAY EDUCATIONAL PRODUCT	PA-INSTRUCTIONAL MATERIALS	263.77
FUND TOTAL							263.77
TOTAL NUMBER OF PURCHASE ORDERS							1
P83226	103	178	00	GEN SUPPORT TRANS-HOME TO SCH ASSOCIATED DIESEL		TRANS-ENGINE REPAIRS	885.25
P83382	103	178	00	GEN SUPPORT TRANS-HOME TO SCH FIRE-BANN CORP.		TRANS-BUS REPAIRS	713.68
P83384	103	178	00	GEN SUPPORT TRANS-HOME TO SCH MARMOLEJO CUSTOM UPHOLSTERY		TRANS-OPEN PO-BUS REPAIRS	1,000.00
P83385	103	178	00	GEN SUPPORT TRANS-HOME TO SCH KCB OIL REFINERY, INC.		TRANSP-DISPOSE OF USED OIL FILTERS	270.00

851

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
PURCHASES OVER \$200

REPORT: APS/APSS50/01  
RUN DATE: 01/13/95  
PAGE: 3

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P83391	103	178	00	GEN SUPPORT TRANS-HOME TO SCH AUTOMATIC TRANSMISSION	TRANS-REPAIR TRANSMISSION		450.00
P83393	103	178	00	GEN SUPPORT TRANS-HOME TO SCH BOB KEIRNS FRONT END SERVIC	TRANS-BUS REPAIRS		1,136.47
P83394	103	178	00	GEN SUPPORT TRANS-HOME TO SCH EMPIRE FORD NEW HOLLAND TRA	TRANS-REPAIR TRACTOR		1,700.00
P83446	103	178	00	INSTRUCTIONAL PROGRAM COMPUTER PLUS	MB-INSTRUCTIONAL MATERIALS		461.17
P83460	103	178	00	GEN SUPPORT TRANS-HOME TO SCH WORLDWIDE VINYL REPAIR SYST	TRANS-SUPPLIES		500.00
P83479	103	178	00	INSTRUCTIONAL PROGRAM SCHOLASTIC SOFTWARE	GA-SUBSCRIPTIONS		269.00
P83485	103	178	00	GEN SUPPORT TRANS-HOME TO SCH GOSLIN TIRE SERVICE	TRANS-OPEN PO-TIRES		10,000.00
FUND TOTAL							17,385.57
TOTAL NUMBER OF PURCHASE ORDERS							11
P83487	119	178	00	GENERAL SUPPORT, MAINTENANCE, ROTO-ROOTER SERVICE/PLUMBIN	MAINT-OPEN PO-ROTO-ROOTER SERVICE		500.00
P83488	119	178	00	GENERAL SUPPORT, MAINTENANCE WESTSIDE HARDWARE	MAINT-OPEN PO-MAINTENANCE SUPPLIES		750.00
P83489	119	178	00	GENERAL SUPPORT, MAINTENANCE FRANCO HOME CENTER	MAINT-OPEN PO-SUPPLIES		1,000.00
FUND TOTAL							2,250.00
TOTAL NUMBER OF PURCHASE ORDERS							3
P83408	320	181	11	FACILITIES ACQUISITION - CAPI TROXELL COMMUNICATIONS INC.	MB-WALL MOUNTS		517.20
P83409	320	181	11	FACILITIES ACQUISITION - CAPI CALCULATORS, INC.	MB-CALCULATORS		907.26
P83441	320	181	11	FACILITIES ACQUISITION - CAPI APPLE COMPUTER-SUPPORT CENT	MB-COMPUTERS		2,418.56
P83442	320	181	11	FACILITIES ACQUISITION - CAPI CLUBMAC	MB-COMPUTER EQUIPMENT		297.39
P83443	320	181	11	FACILITIES ACQUISITION - CAPI AGS	MB-COMPUTER WORKSTATION		291.30
P83444	320	181	11	FACILITIES ACQUISITION - CAPI COMPUTERLAND OF UPLAND	MB-PRINTER		477.33
P83445	320	181	11	FACILITIES ACQUISITION - CAPI MAC WAREHOUSE-ACCOUNT #3344	MB-COMPUTER EQUIPMENT		330.58
P83447	320	181	11	FACILITIES ACQUISITION - CAPI RADIO SHACK	MB-FURNITURE & EQUIPMENT		323.21

33



COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT OF PURCHASES

01/01/95 - 01/13/95  
PURCHASES OVER \$200

REPORT: APS/APS550/01  
RUN DATE: 01/13/95  
PAGE: 4

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION
PURCHASE ORDERS TO BE RATIFIED					
P83491	320	181	11	FACILITIES ACQUISITION - CAPI QUALITY COMPUTERS	MB-COMPUTER EQUIPMENT
					1,292.78
FUND TOTAL					6,855.61
TOTAL NUMBER OF PURCHASE ORDERS					9
P83434	370	192	11	FACILITIES ACQUISITION - CAPI GRANT ENTERPRISES	MLMS-FURNITURE & EQUIPMENT
					895.15
P83435	370	192	11	FACILITIES ACQUISITION - CAPI W.R. SALES	MLMS-FURNITURE & EQUIPMENT
					728.41
P83480	370	192	11	FACILITIES ACQUISITION - CAPI GRAINGER W W INC	MLMS-FURNITURE & EQUIPMENT
					462.80
P83481	370	192	11	FACILITIES ACQUISITION - CAPI PIONEER CHEMICAL COMPANY	MLMS-FURNITURE & EQUIPMENT
					2,715.30
FUND TOTAL					4,801.66
TOTAL NUMBER OF PURCHASE ORDERS					4
P83398	610	187	11	FACILITIES ACQUISITION - CAPI APPLE COMPUTER-SUPPORT CENT	WR-COMPUTER EQUIPMENT
					23,241.68
P83472	610	187	33	FACILITIES ACQUISITION - CAPI BARR'S FURNITURE	WR-FURNITURE AND EQUIPMENT
					1,055.09
FUND TOTAL					24,296.77
TOTAL NUMBER OF PURCHASE ORDERS					2
P83407	650	197	33	FACILITIES ACQUISITION - CAPI ZENITH DIST. CORP OF SO CAL	JVHS-TV/MONITOR
					370.66
P83436	650	197	33	FACILITIES ACQUISITION - CAPI APPLE COMPUTER-SUPPORT CENT	JVHS-COMPUTER EQUIPMENT
					2,212.11
P83437	650	197	33	FACILITIES ACQUISITION - CAPI COMPUTERLAND OF UPLAND	JVHS-COMPUTER EQUIPMENT
					472.06
P83439	650	197	33	FACILITIES ACQUISITION - CAPI FOCUS ENHANCEMENTS	JVHS-COMPUTER EQUIPMENT
					269.36
FUND TOTAL					3,324.19
TOTAL NUMBER OF PURCHASE ORDERS					4
P83383	900	178	00	GENERAL SUPPORT DISTRICT ADMI RACEWAY FORD	TRANS-VEHICLE REPAIRS
					1,750.00
FUND TOTAL					1,750.00
TOTAL NUMBER OF PURCHASE ORDERS					1

34-1

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

RIVERSIDE REGIONAL EDUCATION DATA CENTER

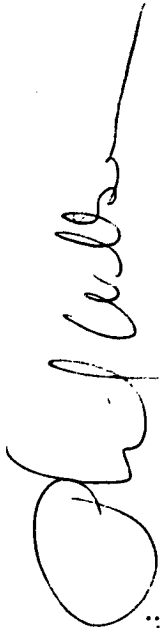
REPORT OF PURCHASES

01/01/95 - 01/13/95  
PURCHASES OVER \$200

REPORT: APS/APSS50/01  
RUN DATE: 01/13/95  
PAGE: 5

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION
PURCHASE ORDERS TO BE RATIFIED					
69				PURCHASE ORDERS OVER	\$200.00 FOR A TOTAL AMOUNT OF 150,993.57
52				PURCHASE ORDERS UNDER	\$200.00 FOR A TOTAL AMOUNT OF 4,928.96
121				PURCHASE ORDERS	FOR A GRAND TOTAL OF 155,822.53

RECOMMEND APPROVAL:



Director of Purchasing

51  
95

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

01/01/95 - 01/13/95  
PURCHASES OVER \$1

DISBURSEMENT ORDERS

REPORT: APS/APS550/01  
RUN DATE: 01/13/95  
PAGE: 1

REF	FUND LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D40088	100 181 00	GENERAL SUPPORT OPERATIONS UT JURUPA COMMUNITY SERVICES	D20966 NOV 1994 WATER		10,921.52
D40095	100 178 00	GENERAL SUPPORT BOARD OF EDUC THE SHERATON UNIVERSAL NOTE	D20694 CONF 1/17,18,19,20/95 1 EMP		37.80
D40097	100 178 00	GENERAL SUPPORT BOARD OF EDUC THE HILTON HOTEL	D20687 CONF 4/22-4/26/95 1 EMP		514.80
D40098	100 178 00	GENERAL SUPPORT BOARD OF EDUC CAS80	D20693 CONF 4/22-4/26/95 1 EMP		295.00
D40102	100 178 00	GENERAL SUPPORT BOARD OF EDUC CHAVEZ, JOHN	D20684 CONF 11/29-12/4/94 1 EMP		313.03
D40123	100 178 00	NON-AGENCY ACT-ED FAC & SUPP SCHMALZ, KATHY	D20696 MASTER TEACHER STIPEND		100.00
D40136	100 178 00	GENERAL SUPPORT DISTR ADMIN A WALTERS PROGRESSIVE COMPUTI	D20999 PROF SERV - BENEFIT PROG		3,010.00
D40137	100 178 00	NON-SPECIFIC	D20998 DIESEL FUEL & GAS		6,548.83
D40138	100 173 00	GENERAL SUPPORT OPERATIONS UT MUTUAL WATER CO	D20925 DEC 1994 WATER BILL		784.60
D40141	100 196 00	GENERAL SUPPORT OPERATIONS UT MOBIL OIL CREDIT CORPORATIO	D21001 OCT 94 GAS CHARGES		200.98
D40158	100 178 00	DISTRICT ADMINISTRATION BUSIN BANKCARD SERVICES	D20969 BANK CHGS OCT, NOV, DEC, 1994		1,779.95
D40165	100 178 00	GENERAL SUPPORT BOARD OF EDUC WORLD AFFAIRS CONCIL	D20918 CONF 1/18/95 2 EMP		100.00
D40166	100 178 00	GENERAL SUPPORT BOARD OF EDUC HYATT REGENCY MONTEREY	D21018 CONF 1/24-27/95 1 EMP		333.30
D40167	100 178 00	GENERAL SUPPORT BOARD OF EDUC FOUNDATION FOR EDUCATIONAL	D21017 CONF 1/24-27/95 1 EMP		280.00
D40172	100 178 00	GEN SUPP DIST ADMIN FISCAL SE POSTMASTER	D21008 REPLENISH POSTAGE MACH		2,500.00
D40173	100 196 00	PUPIL SERVICES	D21009 UNIFORM ALLOWANCE		100.00
D40174	100 196 00	PUPIL SERVICES	D21010 UNIFORM ALLOWANCE		100.00
D40175	100 196 00	PUPIL SERVICES	D21011 UNIFORM ALLOWANCE		100.00
D40176	100 196 00	PUPIL SERVICES	D21012 UNIFORM ALLOWANCE		100.00
D40177	100 196 00	PUPIL SERVICES	D21013 UNIFORM ALLOWANCE		100.00
D40178	100 196 00	PUPIL SERVICES	D21014 UNIFORM ALLOWANCE		100.00
D40179	100 195 00	GUIDANCE/CAREER CENTER	D21015 UNIFORM ALLOWANCE		80.00
D40180	100 191 00	PUPIL SERVICES	D21016 UNIFORM ALLOWANCE		80.00
D40181	100 191 00	PUPIL SERVICES	D21023 UNIFORM ALLOWANCE		80.00

31

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01  
 RUN DATE: 01/13/95  
 PAGE: 2

COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
 PURCHASES OVER \$1

## DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D40182	100	190 00	PUPIL SERVICES	UNSCHEID, VICKI	D21024 UNIFORM ALLOWANCE	80.00
D40183	100	178 00	RIDESHARE PROGRAM	TWOMBLEY, JANA	D21034 MILEAGE REIMBURSEMENT	98.89
D40184	100	000 00	SELF-CONTAINED CLASSROOM	IMAGINATION COMPANY	D21033 PROF SERV 12-7-94 P.A.	525.00
D40185	100	178 00	RIDESHARE PROGRAM	YORK, HILARY	D21007 MO RIDESHARE DEC 94	40.00
D40186	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	STEINBRINK, SCOTT	D21004 MASTER TEACHER STIPEND	83.35
D40190	100	190 00	SCIENCE	GREAT BASIN SCIENCE INSTITU	D21021 CONF 2/8/95 1 EMP	135.00
D40212	100	178 00	GENERAL SUPPORT BOARD OF EDUC	JURUPA CHAMBER OF COMMERCE	D20919 CONF 1/14/95 1 EMP	25.00
D40213	100	196 00	VOCATIONAL EDUCATION	CAL POLY	D20926 CONF 2/2/95 3 EMP	80.00
D40216	100	178 00	GENERAL SUPPORT BOARD OF EDUC	INLAND PERSONNEL COUNCIL	D21022 CONF 1/20/95 2 EMP	40.00
D40217	100	178 00	GENERAL SUPPORT BOARD OF EDUC	RIVERSIDE CO. OFFICE OF EDU	D21036 CONF 1/31/95 1 EMP	10.00
D40220	100	178 00	GENERAL SUPPORT BOARD OF EDUC	SAN JACINTO USD	D21035 CONF 1/11/95 2 EMP	24.00
D40221	100	196 00	SCHOOL ADMINISTRATION	NSCI	D21040 CONF 2/22-26/95 1 EMP	495.00
D40222	100	178 00	GENERAL SUPPORT BOARD OF EDUC	GROUP MANAGEMENT SERVICES	D21041 CONF 3/7-10/95 2 EMP	1,036.00
D40225	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	BENNETT, DEBORAH	D20968 MASTER TEACHER STIPEND	83.35
D40226	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	BOWMAN, JERRY	D20967 MASTER TEACHER STIPEND	83.35
D40254	100	172 00	GENERAL SUPPORT OPERATIONS UT	JURUPA COMMUNITY SERVICES	D20970 DEC 1994 WATER	11,840.36
D40255	100	178 00	GENERAL SUPPORT DISTRICT ADMIN	A BANKCARD SERVICES	D20971 DEC 1994 BANKCARD CHARGES	615.56
D40256	100	178 00	CFD ADMIN REIMB	MUNI FINANCIAL SERVICES INC	D20975 ARBITRAGE SERV CFD #2	2,003.00
D40257	100	178 00	GENERAL SUPPORT BOARD OF EDUC	COUNTY OF RIVERSIDE	D20976 ELECTION SERVICES	35,840.94
D40258	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	VIAFORA, PAUL	D21003 MASTER TEACHER STIPEND	83.35
D40259	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	RICHARDSON, BETH	D21005 MASTER TEACHER STIPEND	83.35
D40260	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	MONTALBAN, CLARITA	D21002 MASTER TEACHER STIPEND	83.35
D40261	100	172 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA EDISON	D21050 DEC 94 ELECTRIC BILL	56,451.47
D40262	100	173 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA GAS	D21049 DEC 94 GAS BILL	9,052.71

J2  
 382

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01  
 RUN DATE: 01/13/95  
 PAGE: 3

COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
 PURCHASES OVER \$1

## DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D40282	100	178 00	GENERAL SUPPORT BOARD OF EDUC	CAMPBELL, KENT	D21044 CONF 1/4-6/95 1 EMP	381.47
D40283	100	178 00	GENERAL SUPPORT BOARD OF EDUC	RIVERSIDE COUNTY SCHOOL BOA	D21043 CONF 1/20/95 28M,1 EMP	180.00
D40288	100	178 00	PUPIL SERVICES HEALTH	ALLEN, IRENE	D21063 MILEAGE REIMB DEC 1994	48.58
D40289	100	178 00	GENERAL SUPPORT OPERATIONS CU	BATEMAN, BRUCE	D21074 MILEAGE REIMB 10/18-12/2/94	24.80
D40290	100	178 00	INSTRUCTION SUPPORT CURRICULU	BRENNAN, TINA	D21073 MILEAGE REIMB NOV & DEC 1994	93.97
D40291	100	178 00	GENERAL SUPPORT GROUNDS	DICKINSON, STEVE	D21075 MILEAGE REIMB NOV 1994	111.01
D40292	100	178 00	PUPIL SERVICES PSYCHOLOGISTS	EIMERS, STEVE	D21069 MILEAGE REIMB OCT 1994	22.64
D40293	100	178 00	PUPIL SERVICES PSYCHOLOGISTS	ESTRADA, MARY	D21070 MILEAGE REIMB NOV 1994	24.68
D40294	100	178 00	RIDESHARE PROGRAM	GAUMER, LAURA	D20706 MONTHLY RIDESHARE DEC 1994	40.00
D40295	100	197 00	VOC ED-GAINFUL HOMEMAKING	GONZALEZ, SHIRLEY	D20707 REIMB INSTR SUPPLIES	36.53
D40296	100	178 00	NON-AGENCY ACT-ED FAC & SUPP	GUERRIERO, SUSAN	MASTER TEACHER STIPEND	166.70
D40297	100	178 00	GENERAL SUPPORT OPERATIONS UT	HENDRICK, BILL	D21065 REIMB PERSONAL CELLULAR PHONE	17.44
D40298	100	178 00	GENERAL SUPP DISTR ADMIN PERS	HESSE, MICHELLE	D21060 REIMB T.B. TEST	10.00
D40299	100	199 00	INSTR PROGRAM CONTINUATION ED	HUTCHINS, DAVID	D21068 MILEAGE REIMB NOV 1994	35.26
D40300	100	178 00	GENERAL SUPP DISTR ADMIN PERS	JOCKERS, MARLEEN	D21061 REIMB T.B. TEST	14.00
D40301	100	185 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA EDISON	D21051 DEC 1994 ELECTRIC	458.02
D40302	100	178 00	FINE ARTS ELEMENTARY MUSIC	KEATING, CLIFF	D21071 MILEAGE REIMB NOV 1994	24.65
D40304	100	178 00	DISTRICT ADMINISTRATION BUSIN	REUL, BARBARA	D21072 MILEAGE REIMB AUG - DEC 1994	93.25
D40305	100	178 00	GEN SUPPORT UNDERGROUND STORA	STATE BOARD OF EQUALIZATION	D20709 UNDERGROUND STORAGE TANK FEE	144.00
						-----
						FUND TOTAL 149,379.84
						TOTAL NUMBER OF DISBURSEMENTS 67
D40094	101	197 00	VOCATIONAL AGRICULTURE INCENT	CSU-FRESNO FOUNDATIN	D20678 CONF 1/18,19,20/95 1 EMP	25.00
D40096	101	178 00	CTEI MIDDLE SCHOOL	ATE	D20683 CONF 2/18-2/22/95 1 EMP	150.00

42  
33

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
PURCHASES OVER \$1

## DISBURSEMENT ORDERS

REPORT: APS/APS550/01  
RUN DATE: 01/13/95  
PAGE: 4

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D40099	101	178	00	ESEA T-VII BILINGUAL	EDUC ACT KASON, DELMA	D20690 CONF 10/20/94 1 EMP 15.00
D40100	101	196	00	SB 1882-CA PROFESSIONAL DEVEL	DOHR, MIKE	D20692 CONF 11/19/94 1 EMP 90.00
D40101	101	197	00	SB 1882-CA PROFESSIONAL DEVEL	VANDER VEEN, GUY	D20691 CONF 10/29/94 1 EMP 60.00
D40103	101	178	00	E.C.I.A. CHAPTER 1	WAGAHON, BARONE & ASSOC., I	D20673 CONF 1/13/95 2 EMP 300.00
D40104	101	180	00	E.I.A. (ECONOMIC IMPACT AID)	EDUCATIONAL COMPUTER CONF	D20681 CONF 1/19-21/95 2 EMP 430.00
D40105	101	178	00	CTEI MIDDLE SCHOOL	THE WESTIN RENAISSANCE HOTEL	D20697 CONF 2/18-22/95 2 EMP 378.48
D40139	101	180	00	S.I.P. (SCHOOL IMPROVEMENT PR	MARK & SHEILA CANNON'S WORL	D20695 PROF SERV AT INA 1-20-95 325.00
D40142	101	173	00	S.I.P. (SCHOOL IMPROVEMENT PR	DYNAMIC SCHOOL ASSEMBLIES	D20679 PROF SERV AT G.H. 1-18-95 350.00
D40168	101	191	00	DEMONSTRATION PROGRAMS IN REA	TOWN AND COUNTRY	D20923 CONF 2/15-19/95 3 EMP 337.03
D40169	101	191	00	DEMONSTRATION PROGRAMS IN REA	CATE '94	D21019 CONF 2/15-19/95 3 EMP 696.00
D40170	101	191	00	DEMONSTRATION PROGRAMS IN REA	SAN DIEGO CO. OFFICE EDUCAT	FEES, LOIS CLARK, 2/15-19/95 1 EMP 60.00
D40187	101	184	00	S.I.P. (SCHOOL IMPROVEMENT PR	WHEELER, JOHN	D21006 SUPPLY REIMBURSE 21.86
D40188	101	178	00	ESEA T-VII BILINGUAL EDUC ACT	LOPEZ, LUPE	D21026 SUPPLY REIMBURSE 263.02
D40189	101	188	00	S.I.P. (SCHOOL IMPROVEMENT PR	MCMURRY, MERCEDES	D21031 PROF SERV 12-2-94 AT S.C. 375.00
D40191	101	175	00	S.I.P. (SCHOOL IMPROVEMENT PR	MORRIS, RICK	D21032 PROF SERV 1-23-95 AT SS 570.00
D40214	101	190	00	S.I.P. (SCHOOL IMPROVEMENT PR	RIVERSIDE CO. MATHEMATICS	D20920 CONF 1/21/95 1 EMP 20.00
D40215	101	178	00	PL94-142 EDUC FOR ALL HANDICA	CAPPA-ROBERT JORDAN	D20921 CONF 1/27/95 1 EMP 10.00
D40218	101	176	00	S.I.P. (SCHOOL IMPROVEMENT PR	GREAT BASIN SCIENCE INSTITU	D21037 CONF 2/7/95 2 EMP 270.00
D40219	101	187	00	S.I.P. (SCHOOL IMPROVEMENT PR	FREDRIC H. JONES & ASSOC. I	D21038 CONF 1/18-19/95 1 EMP 165.00
D40223	101	176	00	S.I.P. (SCHOOL IMPROVEMENT PR	TCH HANDS-ON SCIENCE SEMINA	D21039 CONF 3/29/95 1 EMP 119.00
D40224	101	197	00	VOCATIONAL AGRICULTURE INCENT	FRESNO HILTON HOTEL	D21042 CONF 1/19-20/95 1 EMP 136.64
D40306	101	197	00	SB 1882-CA PROFESSIONAL DEVEL	HUCKABY, VIRGINIA	D21064 REIMB LUNCH STAFF DEVELOP DAY 80.81
D40308	101	187	00	E.C.I.A. CHAPTER 1	IVERSON, ROBERT SCOTT	D21079 REIMB INSTR SUPP 43.09
D40310	101	178	00	MENTOR TEACHER PROGRAM -	SUPP JOHNSON, CYNTHIA	D21082 REIMB INSTR SUPP 74.43

J2  
394

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01  
 RUN DATE: 01/13/95  
 PAGE: 5

COUNTY: 33 RIVERSIDE  
 DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
 PURCHASES OVER \$1

## DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D40312	101	178 00	E.C.I.A. CHAPTER 2	JONES, JANAYE	D20955 REIMB INSTR SUPP	23.00
D40314	101	187 00	S.I.P. (SCHOOL IMPROVEMENT PR KINNEAR, ELLEN		D21081 REIMB CHILD CARE 1/9/95	3.75
D40315	101	187 00	S.I.P. (SCHOOL IMPROVEMENT PR KINNEAR, ELLEN		D21080 REIMB CHILD CARE 12/7/94	12.50
D40329	101	184 00	S.I.P. (SCHOOL IMPROVEMENT PR ROSE, BETTY ALDERFER		D21066 WORKSHOPS 11/8 & 11/15/94	400.00
FUND TOTAL						5,804.61
TOTAL NUMBER OF DISBURSEMENTS						30
D40284	102	173 00	INSTRUCTIONAL PROGRAM	BUREAU OF EDUCATION & RESEA	D21045 CONF 1/25/95 1 EMP	149.00
D40336	102	178 00	HOMEBOUND/TRANSLATORS	CLAUDER, LANA	D21078 MILEAGE REIMB NOV 1994	30.60
FUND TOTAL						179.60
TOTAL NUMBER OF DISBURSEMENTS						2
D40140	103	178 00	GEN SUPPORT TRANS-HOME TO SCH MOBIL OIL CREDIT CORPORATIO		D21000 SEPT 1994 GAS CHARGES	164.30
FUND TOTAL						164.30
TOTAL NUMBER OF DISBURSEMENTS						1
D40091	119	178 00	GENERAL SUPPORT, MAINTENANCE, ELZIG, BILL		D20965 MILEAGE REIMB OCT & NOV 1994	334.95
FUND TOTAL						334.95
TOTAL NUMBER OF DISBURSEMENTS						1
D40240	403	177 11	FACILITIES	RIVERSIDE COUNTY REGIONAL P	D21025-GRANT EASEMENT/PERALTA	2,350.00
FUND TOTAL						2,350.00
TOTAL NUMBER OF DISBURSEMENTS						1
D40192	800	178 00	SELF-CONTAINED CLASSROOM	WILHELM, MARYLOU	D20988 REFUND TEXTBOOK DEPOSIT	15.00

33

# RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE  
DISTRICT: 46 JURUPA UNIFIED

## REPORT OF PURCHASES

01/01/95 - 01/13/95  
PURCHASES OVER \$1

## DISBURSEMENT ORDERS

REPORT: APS/APSS50/01  
RUN DATE: 01/13/95  
PAGE: 6

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	FUND TOTAL	TOTAL NUMBER OF DISBURSEMENTS
						15.00	1
D40193	900	000	00	NON SPECIFIC	STUTZ, GALLAGHER & ARTIANO D21028 LEGAL SERVICES - KLAHM & RAMO	2,754.19	
D40194	900	178	00	GENERAL SUPPORT DISTRICT ADMI RIVERSIDE CHIROPRACTIC CLIN	D21029 CHIROPRACTIC SERVICES	2,987.00	
D40195	900	178	00	GENERAL SUPPORT DISTRICT ADMI LINGREN, DR. LOUIS G.	D21030 CHIROPRACTIC SERV - HOKE	280.00	
D40278	900	178	00	GENERAL SUPPORT DISTRICT ADMI S. LEE & T. WU, M.D., INC.	D20992 X-RAY SERV - HOKE	191.00	
					FUND TOTAL	6,212.19	4
					TOTAL NUMBER OF DISBURSEMENTS		
D40196	979	178	00	GEN SUPPORT DISTRICT ADMIN IN DAVID TAUSSIG AND ASSOC., I	D21027 PROF SERVICES - NOV 94	1,402.39	
					FUND TOTAL	1,402.39	
					TOTAL NUMBER OF DISBURSEMENTS		1
					108 DISBURSEMENTS OVER \$1.00 FOR A TOTAL AMOUNT OF	165,842.88	
					0 DISBURSEMENT ORDERS UNDER \$1.00 FOR A TOTAL AMOUNT OF	.00	
					08 DISBURSEMENT ORDERS FOR A GRAND TOTAL OF	165,842.88	
					TOTAL PURCHASES	321,665.41	

RECOMMEND APPROVAL:

*F. J. J. J.*  
DIRECTOR OF BUSINESS SERVICES

F2  
P96



Jurupa Unified School District

1994/1995 AGREEMENTS

AGREEMENT NUMBER	CONTRACTOR	AMOUNT	FUND/PROGRAM TO BE CHARGED	PURPOSE
<b>95-1</b>	<i>Consultant or Personal Service Agreements</i>			
95-1-DDDD	Angie Camacho	\$200.00	Head Start	Conduct P.R.I.C.E. Parenting Classes for District Head Start parents
95-1-EEEE	Central USD	\$44.66	SIP	Reimburse substitute costs for Betty Rose, consultant, at Rustic Lane Elementary School
95-1-FFFF	Dr. Carlos Cortes	\$200.00	SIP	Inservice on "Boosting the Achievement of Limited English Proficient Students in the Classroom" to staff of Indian Hills Elementary School
95-1-GGGG	Steve Dunn	\$800.00	SIP	Inservice on "Student Writing" to staff of Indian Hills Elementary School
95-1-HHHH	Steve Dunn	\$800.00	SIP	Inservice on "Whole Language Philosophy" to staff of Pedley Elementary School
95-1-IIII	Let's Do It Productions	\$300.00	SIP	Assembly on "Importance of Education Through Dance and Fitness In a New, Fun Way" to students and staff of West Riverside Elementary School
95-1-JJJJ	Franklin Haynes Marionettes	\$175.00	Preschool	Marionette Show for District Preschool students

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

RE/dc

2/6/95

43

## NON-ROUTINE STUDENT FIELD TRIP/EXCURSION - REQUEST FOR APPROVAL

DATE(S): 2-21 thru 2-26-95LOCATION: IndioTYPE OF ACTIVITY: FairPURPOSE/OBJECTIVE: To exhibit student projects

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.)

Rhonda Fuller & Paula Eisman - teachers

## EXPENSES:

Transportation

Lodging

Meals

All Other

\$ 3000.00Number of Students 30

TOTAL EXPENSE

\$ 3000Cost Per Student 100.00  
(Total Cost ÷ # of Students)INCOME: List All Income By Source and Indicate Amount Now on Hand:

Source

Expected Income

Income Now On Hand

Students3000Ø

TOTAL:

\$ 3000ØArrangements for Transportation: school vehiclesArrangements for Accommodations and Meals: Provided by Booster ClubPlanned Disposition of Unexpended Funds: Returned to students

I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature: R. Hall

(Instructor)

Date: 2-3-95School: RHS

All persons making the field trip shall be determined to have waived all claims against the District, the teachers, and the Board of Education for injury, accident, illness, or death occurring during or by reason of the field trip. All adult volunteers taking out-of-state field trips shall sign a statement waiving such claims. All student participants must submit a parental consent for medical and dental care and waiver of liability form.

Approvals:

Principal: [Signature]Date: 1/13/95

Date approved by the Board of Education

Date: [Signature]

Distribution:

White copy to Assistant Superintendent Education Services

Yellow copy to Originator

Pink copy to Principal

(J-4)

Jurupa Unified School District  
TRAVEL REQUEST

Fund 100  
Location 196  
Program 240-5401  
Object 5220

Name(s) Van, Dan Site RHS  
Title of Activity EFFECTIVE Schools Conference (76 Total Quality School)  
Location of Activity Phoenix, Ariz  
Depart: Day Wed Date 2/22/95 Time 10 am From Ontario Airport  
Return: Day Sun Date 2/26/95 Time 8 am  
Purpose of Trip: Conference ☒ Recruiting ☐ Administrative ☐ Other ☐  
(explain below)

	Estimated Cost	For Business Office Use Only	
		Actual Cost	Mode of Payment
Number of days of substitute time required: <u>0</u>	\$ <u>NC</u>	\$ _____	_____
Registration Fees	\$ <u>495<sup>00</sup></u>	\$ _____	_____
Mode of Travel: <u>Air</u>	\$ <u>71<sup>00</sup></u>	\$ _____	_____
Meals - Number: <u>11</u> <u>A B 3 L A D</u>	\$ <u>100<sup>00</sup></u>	\$ _____	_____
Lodging: <u>Residence Inn</u> (Name of Hotel)	\$ <u>420<sup>00</sup></u>	\$ _____	_____
Other: _____	\$ _____	\$ _____	_____
<b>TOTAL COST</b>	\$ <u>1086<sup>-</sup></u>	\$ _____	_____

Will a cash advance be needed? Yes Amount \$ 500

Remarks/Rationale (Required for Categorical Projects):

Please Mail Registration form w/PO # attached - Hankins

I have read Business Services Procedure #124 and fully understand district travel requirements.

Employee's Signature [Signature] Date 1/9/95  
Principal/Supervisor's Signature [Signature] Date 1-10-95

Distribution: White/Green/Yellow - Business Office  
Pink - Return Copy  
Goldenrod - Originator

(J-5)

Jurupa Unified School District  
TRAVEL REQUEST

ok 500K  
2/15  
Fund 101  
Location 178  
Program 250 6912  
Object 5220

Name(s) Roberta Pace Site Mission Middle

Title of Activity The Association of Teacher Educators 75th Annual Meeting

Location of Activity Detroit, Michigan

Depart: Day \_\_\_\_\_ Date 2/18/95 Time \_\_\_\_\_ am/pm From \_\_\_\_\_

Return: Day \_\_\_\_\_ Date 2/22/95 Time \_\_\_\_\_ am/pm

Purpose of Trip: Conference ☐ Recruiting ☐ Administrative ☐ Other ☐  
(explain below)

	Estimated Cost	Actual Cost	For Business Office Use Only Mode of Payment
Number of days of substitute time required: _____	\$ <u>154.58</u>	\$ _____	_____
Registration Fees	\$ <u>150.00</u>	\$ <u>150.00</u>	<u>DO# 20683 1/5/95</u>
Banquet Fees	\$ _____	\$ _____	_____
Mode of Travel: <u>Southwest</u>	\$ <u>350.00</u>	\$ _____	_____
Meals - Number: _____ B _____ L _____ D _____	\$ _____	\$ _____	_____
Lodging: <u>Westin Renaissance</u> <u>C # 165182</u> (Name of Hotel)	\$ <u>332.00</u>	\$ <u>328.48</u>	<u>DO# 20697 1/5/95</u>
Other: _____	\$ _____	\$ _____	_____
<b>TOTAL COST</b>	\$ <u>986.58</u>	\$ _____	_____

Will a cash advance be needed? No Amount \$ \_\_\_\_\_

Remarks/Rationale (Required for Categorical Projects):

Teacher will be giving a presentation to educators who supply  
education to student teachers.

I have read Business Services Procedure #124 and fully understand district travel requirements.

RPa 12/13/94 [Signature] 12/13/94  
Employee's Signature Date Principal/Supervisor's Signature Date

Distribution: White/Yellow - Business Office  
Pink - Return Copy  
Goldenrod - Originator

Jurupa Unified School District  
**NON-ROUTINE STUDENT FIELD TRIP/EXCURSION - REQUEST FOR APPROVAL**

DATE(S): February 21-26, 1995

LOCATION: Indio, California

TYPE OF ACTIVITY: National Date Festival Livestock Show

PURPOSE/OBJECTIVE: To groom and show their livestock projects

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.) Gary D. Lesh,  
Ag. Teacher, Brian Kantner, Ag. Teacher, Rob Norwood, Ag Teacher,  
Pam Gates, Voc. Ed. Asst., & approximately 12 parent volunteers.

EXPENSES:	Transportation	\$		Number of Students	<u>75</u>
	Lodging	\$	<u>55.00/per student</u>		
	Meals	\$	<u>35.00/per student</u>		
	All Other	\$			
	<b>TOTAL EXPENSE</b>	\$	<u>6,750.00</u>	<b>Cost Per Student</b>	<u>\$90.00</u>
				<b>(Total Cost ÷ # of Students)</b>	

**INCOME:** List All Income By Source and Indicate Amount Now on Hand:


Source	Expected Income	Income Now On Hand
<u>Students provide own money</u>	<u>                                </u>	<u>                                </u>
<u>  </u>	<u>                                </u>	<u>                                </u>
<u>  </u>	<u>                                </u>	<u>                                </u>
<b>TOTAL:</b>	<b>\$</b> <u>                                </u>	<u>                                </u>

Arrangements for Transportation: Agriculture Vehicles


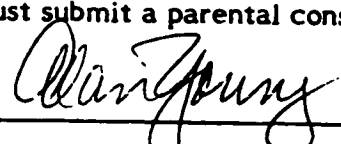
Arrangements for Accommodations and Meals: Support Group & Parents

Planned Disposition of Unexpended Funds: none

I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature:  Date: 12/12/94 School: Jurupa Valley H.S.  
(Instructor)

All persons making the field trip shall be determined to have waived all claims against the District, the teachers, and the Board of Education for injury, accident, illness, or death occurring during or by reason of the field trip. All adult volunteers taking out-of-state field trips shall sign a statement waiving such claims. All student participants must submit a parental consent for medical and dental care and waiver of liability form.

Approvals:  Principal:  Date: 12/15/94  
Date approved by the Board of Education Date:                                 

Distribution: White copy to Assistant Superintendent Education Services  
Yellow copy to Originator  
Pink copy to Principal

(J-7)

Jurupa Unified School District  
TRAVEL REQUEST

Fund 101  
Location 176  
Program 250 8200  
Object 5220

Name(s) Debra Converse Site Camino Real

Title of Activity Jump Start Your Science Program

Location of Activity Boston, Massachussetts - Holiday Inn, Somerville

Depart: Day Wed. Date Apr. 12 Time 8:00 am/pm From \_\_\_\_\_

Return: Day \_\_\_\_\_ Date \_\_\_\_\_ Time 3:15 am/pm

Purpose of Trip: Conference ☒ Recruiting ☐ Administrative ☐ Other ☐  
(explain below)

	Estimated Cost	Actual Cost	Mode of Payment
Number of days of substitute time required: <u>0</u>	\$ <u>0</u>	\$ _____	_____
Registration Fees	\$ <u>135.00</u>	\$ _____	_____
Banquet Fees	\$ _____	\$ _____	_____
Mode of Travel: _____	\$ _____	\$ _____	_____
Meals - Number: _____ <u>  </u> B <u>  </u> L <u>  </u> D	\$ _____	\$ _____	_____
Lodging: _____ (Name of Hotel)	\$ _____	\$ _____	_____
Other: _____	\$ _____	\$ _____	_____
<b>TOTAL COST</b>	\$ <u>135.00</u>	\$ _____	_____

Will a cash advance be needed? \_\_\_\_\_ Amount \$ \_\_\_\_\_

Remarks/Rationale (Required for Categorical Projects):

Staff Development Objective 3.0 Workshop in areas of personal need p. 35

I have read Business Services Procedure #124 and fully understand district travel requirements.

Debra Converse  
Employee's Signature

1/10/95  
Date

[Signature]  
Principal/Supervisor's  
Signature

1/10/95  
Date

Distribution: White/Yellow - Business Office  
Pink - Return Copy  
Goldenrod - Originator

## NON-ROUTINE STUDENT FIELD TRIP/EXCURSION - REQUEST FOR APPROVAL

DATE(S): 2/25/95 THROUGH 2/26/95LOCATION: INDIO HIGH SCHOOLTYPE OF ACTIVITY: CAR GUARD SNOW AND SLEEPOVERPURPOSE/OBJECTIVE: TO TAKE PART IN THE COMPETITION & CLINIC TO HELP IMPROVE THE PERFORMANCE LEVEL OF THE RUBYDIX GUARDNAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.) MIKE O'NEILL  
AND JENNI CRAVEN: JUST INSTRUCTORS, RANDY AND DAM  
LANI: EIGHTH PARENTS

## EXPENSES:

Transportation

Lodging

Meals

All Other

\$	0
\$	0
\$	200
\$	0

Number of Students 20

TOTAL EXPENSE

\$ 200
 Cost Per Student \$10<sup>00</sup>  
 (Total Cost ÷ # of Students)

## INCOME: List All Income By Source and Indicate Amount Now on Hand:

Source

Expected Income

Income Now On Hand

BAND BOOSTER ACCOUNT\$200\$500GUARD MEMBERS\$700\$500

TOTAL:

\$1200\$500Arrangements for Transportation: PARENTSArrangements for Accommodations and Meals: INDIO HIGH SCHOOLPlanned Disposition of Unexpended Funds: BAND BOOSTER ACCOUNT

I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature: [Signature] (Instructor) Date: 1/18/95 School: RUBYDIX

All persons making the field trip shall be determined to have waived all claims against the District, the teachers, and the Board of Education for injury, accident, illness, or death occurring during or by reason of the field trip. All adult volunteers taking out-of-state field trips shall sign a statement waiving such claims. All student participants must submit a parental consent for medical and dental care and waiver of liability form.

Approvals:

Principal: [Signature]Date: 1/19/95

Date approved by the Board of Education

Date: [Signature]

Distribution:

 White copy to Assistant Superintendent Education Services  
 Yellow copy to Originator  
 Pink copy to Principal

JURUPA UNIFIED SCHOOL DISTRICT  
Instructional Services

**DISTRICT BILINGUAL ADVISORY COMMITTEE**

**UNADOPTED MINUTES OF MEETING #1**

**October 28, 1994 - 9:00 a.m.**  
Professional Development Center

**CALL TO ORDER**

The first meeting of the District Bilingual Advisory Committee was called to order by Luz Méndez, Coordinator of Bilingual Education, approximately at 9:10 a.m. at the Professional Development Center.

**ROLL CALL**

Elected District Bilingual Committee members present were:

Alfagracia Rodriguez, Glen Avon  
Dolores Carrasco, Rubidoux High  
Connie Perez, Troth Street  
Pedro Flores, Mission Bell  
Margarita Diaz, Van Buren  
Esther Rubalcava, Van Buren  
Jacqueline Romano, Indian Hills  
Josie Gayton, Mission Middle

Staff members present:

Luz Méndez, Coordinator of Bilingual Education  
Sonia Porter, District Bilingual Resource Teacher  
Lupe López, Title VII Resource Teacher  
Lynne Ennis, Assistant Principal, Jurupa Middle  
Kenya Zundel, Bilingual Language Tutor, Jurupa Valley  
Maria Fullerton, Bilingual Language Tutor, West Riverside

**FLAG SALUTE**

Members of the Committee and others in attendance participated in the Flag Salute.

**INTRODUCTION OF PERSONNEL**

Members of the staff were introduced.

**INFORMATION SESSION**

**PURPOSE OF DISTRICT BILINGUAL ADVISORY COMMITTEE**

Federal, State and District policies and procedures regarding the establishment and conduct of advisory committees and councils were presented. A copy of the district policy regarding citizens' advisory committees was included in the supporting documents.

**IDENTIFICATION AND PLACEMENT OF LEP STUDENTS**

Process and procedures for the identification and placement of Limited English Proficient (LEP) students were discussed.

**TITLE VII PROPOSAL**

The Jurupa District was awarded a Title VII Grant last year (1993-1994). This is the second year of the grant. The grant provides supplemental funding for the transitional bilingual program at the K-2 grade levels at four of our schools - Ina Arbuckle, Rustic Lane, Troth Street, and West Riverside.

The general goal of the Title VII Project is to provide an effective program of bilingual/multicultural education which is designed primarily to increase the level of academic achievement for children of limited English speaking ability to a level commensurate with their English fluent peers.



The intent of the program is to provide for children of limited English proficiency classroom instruction designed to enable them to achieve competency in the English language, while providing access to the core curriculum in their primary language.

A Title VII grant will improve programs of transitional bilingual education in the district for limited English proficient students by providing staff development for administrators, teachers, and paraprofessionals. Additional materials will be purchased in the primary language (Spanish), English Language Development, Science, and Math. A project resource teacher and two bilingual language tutors have been hired. Parents will receive training in a variety of areas.

During the summer, a committee of project teachers developed thematic lessons and materials for science, math, and literature. These will be placed in large mobile boxes (POWER boxes). Teachers will pilot these materials during this school year in their classrooms.

#### **LEP PLAN TO REMEDY ANNUAL REPORT**

As part of the Consolidated Application, the Limited English Proficient Plan to Remedy the Shortage of Teachers contains the results of the district's efforts to remedy any shortages of teachers required for primary language and/or English language development instruction for Limited English Proficient students.

#### **ACTION SESSION**

#### **LEP PLAN TO REMEDY ANNUAL REPORT**

After review and discussion, the Committee recommended that the LEP Plan to Remedy Annual Report be submitted as part of the Consolidated Application to the State Department of Education.

#### **SELECT CHAIRPERSON AND VICE- CHAIRPERSON**

Three additional advisory committee meetings are planned for the 1994-1995 school year. The role of the chairperson is to plan, in consultation with district staff, the agenda for each meeting and to serve as chair during each meeting. The vice-chairperson shall act in the chairperson's absence. Roberts' Rules of Order shall be the parliamentary procedure for conducting the meetings. A shortened version of this procedure was made available to members.

Mr. Pedro Flores was selected as President and Ms. Jacqueline Romano will serve as Vice President for the 1994-1995 school year.

#### **HEARING SESSION**

This item is included on the agenda to allow members of the District Bilingual Advisory Committee or others attending to ask questions about matters affecting the education of Limited English Proficient students.

Information was passed on to the members regarding the demonstration of October at the high school.

There was also a brainstorming session where parents were given the opportunity to have input as to how to better enable them to help their children. Some of the comments/ideas were:

- A program is needed whereby LEP students can be assisted with homework after school in their primary language. (At the secondary level, bilingual tutors assist every day. In Rowland Heights, teachers would assist students two days a week.)
- Parents need to volunteer their time and help tutor students.
- Possibly students from Grades 4-6 could be used to assist younger children. This would motivate children to help and instill self-esteem.

- Parents could help their children by setting a certain time for study and homework.
- Older children could help younger children with homework.
- A parent could help their younger children with dictionary skills and model for their older children so that they also can assist the younger children.
- Work with AVID program at UCR; some of their students could tutor.

Members also brainstormed on how they could better foster the usage of the student's primary language in the home.

- Take children to the library.
- Have children read to parents.
- To install a sense of responsibility in the older children, have them assist the younger children with homework.
- Give assignments to children in primary language.
- Encourage children to speak the primary language at home.
- Encourage children to watch television programs in their primary language.
- Read to children (the language is not important - it is important that you read to them).
- When children attend catechism/ religion class, review with them what they learned.

#### **NEXT MEETING**

The next meeting of the District Bilingual Advisory Committee is scheduled for January 19, 1995, from 9:00 to 11:00 a.m. at the Professional Development Center.

#### **ADJOURNMENT**

The meeting was adjourned at 10:55

LM:rvp  
1/94