

JURUPA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION REGULAR MEETING AGENDA

MISSION STATEMENT

The mission of the Jurupa Unified School District is to create for our students a dynamic learning environment that is safe, healthy, and based on mutual respect, cooperation, and support among students, staff, parents, and the broader community. Staff and parents serve as educators and positive role models for all students by helping them develop a sense of responsibility, character, creativity and the skills to become successful, productive citizens of our democracy.

BOARD OF EDUCATION John Chavez, President Mary Burns, Clerk Carolyn Adams Sam Knight Ray Teagarden
SUPERINTENDENT Benita B. Roberts

MONDAY, DECEMBER 8, 1997
CAMINO REAL ELEMENTARY SCHOOL
4655 Camino Real, Riverside, CA 6:00 p.m.

OPEN PUBLIC SESSION 6:00 P.M.

Call to Order in Public Session

(President Chavez)

Roll Call: President Chavez, Mrs. Burns, Mrs. Adams, Mr. Knight, Mr. Teagarden

CLOSED SESSION - 6:00 P.M.

The Board will adjourn to Closed Session in the Teachers' Lounge pursuant to Government/Education Codes listed below.

LABOR NEGOTIATIONS: Pursuant to Government Code Section 54957.6, the Board will be discussing its positions regarding any matter within the scope of representation and instructing its designated representatives for negotiations with employee groups, and to discuss contract provisions for unrepresented employee(s).

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54957, the Board will be discussing personnel matters to include Personnel Report #10; and public employee discipline/dismissal.

STUDENT DISCIPLINE: Pursuant to Education Code Sections 48900 and 48915, the Board will be discussing Expulsion Cases #98-027, #98-026, #98-028, #98-031, #98-032, and #98-041.

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 Chavez, Mrs. Burns, Mrs. Adams, Mr. Knight, Mr. Teagarden

Flag Salute

(President Chavez)

Invocation

(President Chavez)

ANNUAL ORGANIZATION MEETING

- * This year, each school district shall hold an Annual Organization Meeting from December 5 through December 19, 1997. At the November 17 regular meeting, the Board announced that its Annual Organization Meeting will be combined with the December 8 regular meeting and as such a certification form was sent to the County Office of Education. Other code provisions regarding organization are included in the supporting documents.

ANNUAL ORGANIZATION MEETING (Cont'd)

* 1. Elect Board President

(Mrs. Burns)

State law requires election of a President. Board policy requires election of a President and Clerk. As immediate past Clerk of the Board, it is suggested that Mrs. Burns conduct an election for President of the Board for the one-year term beginning with this meeting. The elected president should receive the gavel.

* 2. Elect Clerk

(The President)

The newly elected Board President will conduct an election for Clerk of the Board for the one-year term beginning with this meeting.

3. Break

Board members should rearrange their seating to reflect past practice which is the president, clerk, and other Board members in alphabetical order.

* 4. Select Day, Time and Place of Regular Meetings

(Mrs. Roberts)

The Board must adopt a schedule of meeting dates, time and location. A recommended meeting schedule based on policy provisions is included in the supporting documents. The schedule calls for regular meetings on the first and third Monday except in August and December. When the meeting date is a holiday it is scheduled for the next day. It is recommended the Board adopt the calendar of regular meetings shown in the supporting documents as Regulation 9310.

5. Select Representative for Annual County Committee on School District Organization Election

(Mrs. Roberts)

By law, the Board is required to select a representative to vote in the Annual County Committee on School District Organization Election. The annual election is usually held in conjunction with a meeting of the Riverside County School Boards Association in the fall of each year. This is the only regular responsibility of the Board representative. Mrs. Burns has served as the representative for the past year. It is recommended that the Board select a representative to the County Committee on School District Organization.

* 6. Certify Signatures/Approve Authorized Agents List for Business Functions

(Mr. Edmunds)

The County requires a list of Board members and school district employees authorized to transact various business functions for the school district. The election of Board officers changes the Certification of Signatures form. It is recommended that the Certification of Signatures in the supporting documents be approved.

* 7. Appoint Liaison Representatives to District Advisory Committees

(Mrs. Roberts)

Board Policy 1221.3 provides for the Board to designate one of its members as a Liaison Representative to each district-wide advisory committee. Such committees may be required by the regulations or guidelines for categorical projects. The Board should designate a member as Liaison Representative to each of the three Advisory committees: Consolidated Application, Bilingual Education, and Vocational Education. The chart in the supporting documents includes the current representative in parenthesis and spaces to fill in new appointees.

COMMUNICATIONS SESSION

1. Report of Student Representatives

The Board welcomes Desiree Cruz, Jurupa Valley High School Student Representative, and J. P. Real, Rubidoux High School Student Representative. They may wish to address the Board regarding student achievements, interests, or other matters.

2. Recognition

- a. Welcome to Camino Real Elementary School (Mrs. Roberts)
Principal, Ms. Ellen French, will welcome the Board and introduce Ms. Debbie Prutsman, kindergarten teacher, who will lead Camino Real kindergarten students in a holiday performance. Information only.

- b. Recognize Jurupa's 1998 Principal of the Year (Dr. Mason)
Each year the district is invited to submit the name of a candidate for County "Principal of the Year." This competition gives districts an opportunity to recognize an important leader among the school site management staff. This year we are pleased to honor Mr. Paul Jensen as Jurupa's "1998 Principal of the Year." Mr. Jensen came to the district on September 1, 1977 as a work experience teacher at Rubidoux High School, where he remained until being named as Administrator of Adult/Alternative Education on January 17, 1996.

Mr. Jensen has accomplished many goals and initiated several innovative programs. He has been instrumental in submitting grants such as Vocational Education; working with various programs, seeking and obtaining grants that have benefited our students' educational and work experiences (e.g., JTPA), and maintaining an active adult education program. Through Mr. Jensen's diligence and hard work, the district was approved by the state to operate the Community Day School at the Learning Center, established a summer program for 7th and 8th grade students who needed to obtain credits to be promoted to the next grade level, and established a summer program on Mira Loma Middle School's campus to assist 6th grade students in being promoted to the 7th grade. In addition to his numerous outstanding achievements, Mr. Jensen is actively involved with the Rotary Club and serves as chairperson for Family Services Association Board of Directors. Furthermore, Mr. Jensen strives to have each student make a commitment to specific goals. He is a caring and enthusiastic administrator and we are delighted to honor him.

It would be appropriate for the Board President to call a short recess in order that Board members, administrators and members of the audience can offer their congratulations and sincere appreciation. Information only.

- c. 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.

Mr. and Mrs. L. Aviles, residents, wish to donate a 19-inch color television, a Samsung VCR, and a rolling cart. The donors request these be used in Mrs. Bain's classroom at Camino Real Elementary School. The estimated value is \$240.00.

The Indian Hills Elementary School PTA wishes to donate \$2,250.00, with the request each classroom be allocated \$75.00 for field trips and/or classroom rewards.

The Glen Avon Elementary School PTA wishes to donate \$2,500.00, with the request it be used for field trips.

2. Recognition (Cont'd)

c. Accept Donations (Cont'd)

(Mr. Edmunds)

Mr. Daniel C. Mahoney, resident, wishes to donate a 3Com SuperStack II Switch 1000 24-port 100 megabit switched hub with 100TX Downlink Module, and a Panasonic Laser Printer, with the request the items be used at Jurupa Valley High School. The total value is approximately \$2,150.00.

Mr. Jason Hills, resident, wishes to donate four new tires, with the request they be used by the Agriculture Department at Rubidoux High School. The estimated value is \$460.00

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

3. Administrative Reports and Written Communications

* a. Consider CSBA 1998 Delegate Assembly Nominations

(Mrs. Roberts)

An information packet on the 1998 California School Boards Association State Delegate Assembly Nominations has been included in the Agenda. In accordance with CSBA bylaws, Board nominations for the CSBA Delegate Assembly must be postmarked by the post office on or before January 1, 1998. The biographical sketch must be completed and returned to CSBA either with the nomination by January 1, or separately by January 8 at the latest, in order to be printed and distributed with the ballots.

The Jurupa District is in Subregion 18A, Riverside, which has seven delegates and three vacancies. The term is expiring for one delegate (Joey Acuna, Coachella Valley USD) and there are two vacant seats. The Board may nominate as many individuals as it chooses, but must have the nominee's permission to place his or her name in to nomination.

b. Other Communications and Administrative Reports

(Mrs. Roberts)

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.

ACTION SESSION

A. Approve Routine Action Items by Consent

Administration recommends the Board approve/adopt Routine Action Items A 1-15 as printed.

* 1. Approve Minutes of November 17, 1997 Regular Meeting

* 2. Purchase Orders

* 3. Disbursement Orders

* 4. Agreements

(Mrs. Lauzon)

(Mrs. Lauzon)

(Mr. Edmunds)

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

- * 5. Approve Notice of Completion for Bid #97/07L, General Conditions for Site Improvements for Class Size Reduction - Contract #3-10234 (Mr. Edmunds)

- * 6. Approve Notice of Completion for Bid #97/07L, Construction Management Fees for Site Improvements for Class Size Reduction - Contract #C-10233 (Mr. Edmunds)

7. Approve Change Order #1 for Playground Improvements at Various Sites - Bid #98/04L (Mr. Edmunds)

During the construction of the playground improvements, the contractor suggested it would be advantageous to the District to provide for increased drainage of the play pit areas. The Senior Building Inspector reviewed the suggestion and agrees. The cost to add drainage pits at Glen Avon, Pacific Avenue, Pedley, Troth Street, and Sky Country Elementary Schools would be \$875 each, and the cost for Stone Avenue Elementary School would be \$1,750.

Administration recommends the approval of Change Order #1 to Sean Malek Engineering & Construction, Inc., for Playground Improvements at Various Sites - Bid #98/04L in the amount of \$6,125.

- * 8. Adopt Resolution No. 98/12, Resolution for Expenditure of Excess Funds (Mrs. Lauzon)
Throughout the school year, the Business Office monitors and adjusts the District's various budgets with respect to both revenue and expenditures. Changes in revenue result from grant applications, increased funding, adjustments to ADA, apportionment reductions, etc.

The method by which the revenue side of the budget is adjusted is to adopt a Resolution for Expenditure of Excess Funds. In this action the Board approves adding revenue to the budget for various purposes. Since the budget was revised on September 15, 1997, the District has received revenue adjustments in the amount of \$4,492,421, as identified below. There is an additional \$2,061,102 in the unrestricted funds. Of this total, \$520,482 is unrestricted and will increase the unrestricted reserve, \$1,540,620 is for reimbursement of expenses incurred for the Energy Efficiency Project and Class Size Reduction, offsetting expenditures are included. The balance remaining, \$2,431,319, is restricted in its use and offsetting expenditures are budgeted.

UNRESTRICTED

General Fund - Fund 100

Revenue Limit Sources (Summer school funding)	26,724
Revenue Limit Transfer (SDC ADA)	(55,860)
Mandated Cost Reimbursement	17,287
R.O.T.C.	2,670
Medi-Cal Claim Reimbursement	<u>97,263</u>
Total	88,084

Energy Management Project - Fund 104

Project Reimbursement	<u>1,495,723</u>
Total	1,495,723

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

- * 8. Adopt Resolution No. 98/12, Resolution for Expenditure of Excess Funds
(Cont'd)

(Mrs. Lauzon)

Lottery - Fund 106

Lottery 1997/98 (+\$10/ADA)	171,240
Lottery 1996/97 Prior Year Adjustment	<u>47,828</u>
Total	219,068

Class Size Reduction Operations - Fund 107

Class Size Reduction - Operations Funding	<u>240,250</u>
Total	240,250

Redevelopment Funds - Fund 118

Redevelopment Revenue	<u>17,977</u>
Total	17,977

TOTAL UNRESTRICTED **2,061,102**

RESTRICTED

Special Projects - Fund 101

Title I	580,148
Title VI	84,650
Eisenhower Math/Science	74,836
Drug Free Schools	75,551
Vocational Education	1,313
Emergency Immigration Education Program	78,375
Goals 2000	68,450
School Improvement Program	29,466
Economic Impact Aid	168,166
Demonstration Reading/Math	60,780
Professional Development	2,120
Reading Professional Development	13,427
Tenth Grade Counseling	(2,072)
Mentor Teacher	(68,659)
Educational Technology	65,667
Restructuring Grant	24,282
Tobacco Use Prevention Education	61,372
Conflict Resolution	(1,462)
Comprehensive Teacher Education Institute	69,810
Early Mental Health Initiative	600
Vocational Agricultural Incentive	5,104
Homeless Education	23,466
Head Start	10,920
Reading Initiative	78,737
California Partnership	46,102
Healthy Start	50,000
Educational Technology (P.U.C. Grant)	60,165
Safe Schools	413
Early Intervention for School Success	450
Academic Volunteer/Mentor Program	15,000
Job Training Partnership Act	<u>227,478</u>
Total	1,904,655

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

- * 8. Adopt Resolution No. 98/12. Resolution for Expenditure of Excess Funds
(Cont'd)

(Mrs. Lauzon)

Special Education - Fund 102

Revenue Limit Transfer (SDC ADA)	55,860
Maximization Funding (1995/96)	136,620
Program Specialist (1996/97 Prior Year Adjustment)	62
Special Education Master Plan	<u>223,146</u>
Total	415,688

Other Restricted Funds - Fund 103

Mega-Item Block Grant	20,000
Home to School Transportation	28,765
Special Education Transportation (S/H)	33,658
Instructional Materials K-8	24,383
Instructional Materials 9-12	<u>4,170</u>
Total	110,976

TOTAL RESTRICTED 2,431,319

TOTAL \$4,492,421

Administration recommends that the Board adopt Resolution #98/12. for Expenditure of Excess Funds.

- * 9. Approve Non-Routine Field Trip Request from Jurupa Valley High School (Dr. Mason)
Mr. Gary Lesh, Teacher at Jurupa Valley High School, is requesting permission to travel to Indio on Sunday, February 15 through Sunday, February 22, 1998 with approximately seventy-five (75) students to participate in the annual Indio National Date Festival and Livestock Show. Accommodations and meals will be arranged by the FFA boosters, travel will be by district vehicles, and supervision will be provided by staff members. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the travel request is included in the supporting documents.

It is recommended that the Board approve the Non-Routine Field Trip Request from Mr. Gary Lesh to travel to Indio on Sunday February 15 through Sunday, February 22, 1998 with approximately seventy-five (75) students.

- * 10. Approve Non-Routine Field Trip Request from Mission Bell Elementary (Dr. Mason)
Ms. Susan Kay, Mr. Brian Long, and Ms. Amy Weidman, Teachers at Mission Bell Elementary School, are requesting permission to travel to Dana Point Harbor on Thursday, February 26, 1998 with approximately seventy (70) students. This trip will culminate the sixth grade Oceanography Science Unit. Transportation will be provided by district vehicles, supervision will be by staff members, and costs are paid through donations and fund-raisers. Administration has indicated that no student will 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 from Ms. Kay, Mr. Long, and Ms. Weidman to travel to Dana Point Harbor on Thursday, February 26, 1998 with approximately seventy (70) students.

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

- * 11. Approve Non-Routine Field Trip Request from Jurupa Valley High School (Dr. Mason)
Mr. Gary Lesh, Teacher at Jurupa Valley High School, is requesting permission to travel to the University of California, Davis in Sacramento on Friday, March 6 through Saturday, March 7, 1998 with approximately forty (40) students to participate in the annual judging contest on the UC Davis campus. Travel will be by district vehicles, lodging and meals will be through local establishments, and supervision will be by staff members. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the travel request is included in the supporting documents.
It is recommended that the Board approve the Non-Routine Field Trip Request from Mr. Gary Lesh to travel to the University of California, Davis in Sacramento on Friday, March 6 through Saturday, March 7, 1998 with approximately forty (40) students.
- * 12. Approve Non-Routine Field Trip Request from Jurupa Valley High School (Dr. Mason)
Mr. Gary Lesh, Teacher at Jurupa Valley High School, is requesting permission to travel to California State University, Fresno on Friday, April 17 through Tuesday, April 21, 1998 with approximately forty (40) students to participate in a judging contest and leadership conference. Accommodations and meals will be provided by a local motel and restaurants, travel will be by district vehicles, and supervision will be provided by staff members. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the travel request is included in the supporting documents.
It is recommended that the Board approve the Non-Routine Field Trip Request from Mr. Gary Lesh to travel to California State University, Fresno on Friday, April 17 through Tuesday, April 21, 1998 with approximately forty (40) students.
- * 13. Approve Non-Routine Field Trip Request from Jurupa Valley High School (Dr. Mason)
Mr. Gary Lesh, Teacher at Jurupa Valley High School, is requesting permission to travel to Cal Poly, San Luis Obispo on Friday, May 1 through Sunday, May 3, 1998 with approximately forty (40) students to participate in the annual judging finals which highlight each student's leadership abilities and skills in judging. Travel will be by district vehicles, lodging and meals will be through local establishments, and supervision will be by staff members. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the travel request is included in the supporting documents.
It is recommended that the Board approve the Non-Routine Field Trip Request from Mr. Gary Lesh to travel to Cal Poly, San Luis Obispo on Friday, May 1 through Sunday, May 3, 1998 with approximately forty (40) students.
- * 14. Approve Non-Routine Field Trip Request from Mission Bell Elementary (Dr. Mason)
Ms. Susan Kay, Mr. Brian Long, and Ms. Amy Weidman, Teachers at Mission Bell Elementary School are requesting permission to travel to San Diego on Monday, May 18, 1998 with approximately seventy (70) students for the purpose of studying marine life. Transportation will be provided by district vehicles, supervision will be by staff members, and costs are paid through donations and fund-raisers. Administration has indicated that no student will 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 from Ms. Kay, Mr. Long, and Ms. Weidman to travel to San Diego on Monday, May 18, 1998 with approximately seventy (70) students.

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

* 15. Approve Non-Routine Field Trip Request from Rubidoux High School (Dr. Mason)

Ms. Staci Della-Rocco, Teacher at Rubidoux High School, is requesting permission to travel to Hawaii on Wednesday, May 20th through Tuesday, May 26, 1998 with approximately twenty (20) students. The purpose of the trip is to provide an opportunity for the Rubidoux High School Madrigals to participate in a performance at the Pearl Harbor Memorial with other area high school students as well as to perform at other celebrations and events. Transportation will be provided by district vehicles; airlines costs will be paid through fundraisers, and staff members will provide supervision. Administration has indicated that no student will be denied the opportunity to participate in this activity due to the lack of funds. A copy of the Field Trip Request is included in the supporting documents.

It is recommended that the Board approve the Non-Routine Field Trip Request from Ms. Staci Della-Rocco to travel to Hawaii with approximately twenty (20) students on Wednesday, May 20th through Tuesday, May 26, 1998.

* **B. Certify 1997/98 First Interim Report and Multi-year Projections**(Mr. Edmunds/Mrs. Lauzon)

Since January 1986, State legislation has required the District to prepare and submit to the County Office of Education First and Second Interim Reports of the financial condition of the District. The Business Office analyzes and projects revenue and expenditures for the year and prepares the certification that the District will be able to meet its financial obligations. AB1200 added the requirement for certification of the ability to meet financial obligations for subsequent fiscal years as well.

The First Interim Report is now due, and it is included in the supporting documents. It incorporates budget revisions based on the most recent estimates of revenue and expenditures. A detailed listing of additional revenue is included in the Resolution for Expenditure of Excess Funds under Item A-8 in the agenda. The first two pages of the Interim Report show the combined figures for Unrestricted and Restricted programs; Pages 3 and 4 show Unrestricted only, and Pages 5 and 6 show Restricted only.

The report forms require the following format: the original budget adopted by the Board on June 16, 1997 (Column A); the present operating budget which incorporates changes approved by the Board through October 31, 1997 (Column B); actuals to date (Column C); the latest estimate of what actual figures will be at the end of the year (Column D); and the difference between the operating budget and the final projection (Column E). Rather than focusing only on the differences between the operating budget and the projected year totals, this annotation will review all the changes that have occurred since the June 16 budget adoption through the latest estimate.

REVENUE:

Unrestricted Increase + 2,364,699

This amount is the net result of an increase in Revenue Limit Sources (\$26,724); Adjusted Revenue Limit transfer for SDC ADA (-\$55,860); Revenue Limit Equalization Aid (\$303,597); Class Size Reduction-Operations (\$240,250); Lottery funding (\$219,068); reimbursement for Energy Efficiency Project (\$1,495,723) and miscellaneous adjustments (\$135,197).

Restricted Increase + 2,146,582

This amount is the net result of increased Special Project funding (\$1,721,354); additional Special Education funding (\$415,688), and miscellaneous adjustments (\$9,540).

Net Increase in Revenue + 4,511,281

* **B. Certify 1997/98 First Interim Report and Multi-year Projections**(Mr. Edmunds/Mrs. Lauzon)
(Cont'd)

EXPENDITURES

Unrestricted Increase + 4,814,093

This amount is the net result of increases and decreases in all expenditure categories. The most significant change is the salary settlement of 1996/97 and 1997/98 for all bargaining units. The salary settlement was not ratified by the Board until after the budget had been adopted. A revised budget reflecting the Certificated and Management increase and other personnel adjustments was approved by the Board on September 15, 1997 (\$2,419,534). The other changes include the Classified salary settlement approved by the Board on October 20, 1997 (\$675,192); expenditures for the Energy Efficiency Project (\$1,495,723) which is offset by revenue, and increased costs for equipment replacement, repairs and other services (\$223,644).

Restricted Increase + 2,359,820

Again, this increase is the result of the salary settlement of 1996/97 and 1997/98 for all bargaining units (\$495,248); additional SDC and RSP units for Special Education (\$118,963); increased expenditures for categorical projects because of increased funding (\$1,745,609).

Net Increase in Expenditures + \$7,173,913

BEGINNING BALANCE

The Beginning Balance for 1997/98 is the Ending Balance for 1996/97 carried over to the new fiscal year. The difference between the estimated and the actual ending balance is the result of increases and decreases in both revenue and expenditures in the 1996/97 year which occurred after the budget estimates were made. These differences were presented to the Board on September 2, 1997. The most significant are:

Unrestricted - (12,469)

Overall expenditures in 1996/97 were increased due to the cost of retroactive salary adjustments and increased repair costs districtwide. These costs were partially offset by decreased expenditures for the Block Grant funds and an increase in the stores account.

Restricted + 73,359

Expenditures in 1996/97 were increased due to the cost of retroactive salary adjustments. These costs were offset by decreased expenditures for Non-Public School tuition, and Categorical fund carryover.

Net Increase in Beginning Balance + \$60,890

* **B. Certify 1997/98 First Interim Report and Multi-year Projections**(Mr. Edmunds/Mrs. Lauzon)
(Cont'd)

ESTIMATED RESERVE:

As a result of the listed adjustments, the Unrestricted Reserve is now projected to be \$2,697,348 or 3.01% of total expenditures. The projected Restricted Reserves totals \$353,062. This total is comprised of the following: \$7,563 Tenth Grade Counseling carryover; \$200,000 estimated School Operation Allocation carryover; and \$145,526 for Class Size Reduction.

MULTI-YEAR BUDGET PROJECTION:

Following the first Interim Financial Report in the supporting documents is a Multi-Year Budget Projection for Fiscal Years 1998/99 and 1999/2000. These projections were prepared using methodology developed by School Services of California, the primary school business consulting firm in the State. The assumptions used for estimating revenue and expenses are listed immediately preceding the projected budget figures.

The multi-year projection indicates that the District will be able to maintain a 3% Unrestricted Reserve of about \$2.7 million for 1998/99. By 1999/2000, the projection indicates an increase in the Unrestricted Reserve of about \$1,563,000 to a total of about \$4.2 million.

These projections should be viewed as a tool for the Board to use in assessing the general financial condition of the District. It is extremely difficult to make financial projections as far as two years with precision because too many variables are unknown. Variances in State provided COLA's, ADA growth, and expenditure patterns could have dramatic impact on the projections presented here. However, it is encouraging to note that we have been able to develop a multi-year projection that does not indicate deficit spending and a declining fund balance.

Administration recommends the Board certify that the District will be able to meet its financial obligations for 1997/98 and two subsequent fiscal years.

* **C. Approve at First Informational Reading, New and Revised Board Policies and Regulations, 9000 Series, Board Operations** (Mrs. Roberts)

During the 1996-97 school year, Dr. Ron Needham reviewed several district policies with the Superintendent and Cabinet. These policies are being prepared in sets and will be presented to the Board in a series of meetings during the 1997-98 school year.

The 9000 series, Board Operations, has undergone major revisions. The California School Boards Association model policies were used to guide the majority of the revisions.

Pgs. 1-5 (C-1) **Revised and Renumbered Policy 9000, Role of the Board (Powers and Responsibilities)** (old number 9201). This major revision of an old policy (last revised in 1978) more adequately reflects the actual role and responsibility of the Board as presently defined.

(C-2) **NEW Policy 9010, Public Statements.** This new policy, adapted from CSBA, describes Board members' responsibility to speak freely in Board meetings in ways that promote the Board's ability to govern the district, and in other public speech to distinguish clearly between personal viewpoints and official Board views.

(C-3) **NEW Policy 9011, Disclosure of Confidential/Privileged Information.** This new policy adapted from CSBA, describes the responsibility of Board members to not disclose information revealed in Closed Session unless agreed to by a majority of Board member; and subject to applicable laws.

* **C. Approve at First Informational Reading, New and Revised Board Policies and Regulations, 9000 Series, Board Operations** (Mrs. Roberts) (Cont'd)

- (C-4) **Revised Policy 9101, Annual Organizational Meeting**. This policy, last revised in 1991, has been updated in language to more clearly reflect the laws of the state and present Board practice.
Pgs. 1-2
- (C-5) **NEW Policy 9110, Terms of Office**. This new policy, adapted from CSBA, describes the terms of office of Board members.
- (C-6) **Revised and Renumbered Policy 9121, President** (old number 9210). This policy, last revised in 1974, describes the duties of the Board President.
Pgs. 1-3
- (C-7) **Revised and Renumbered Policy 9122, Clerk** (old number 9211). This policy, last revised in 1974, describes the duties of the Clerk of the Board.
Pgs. 1-2
- (C-8) **Revised and Renumbered Policy 9123, Secretary To The Board of Education** (old number 9212). This policy, last revised in 1978, describes the duties of the Superintendent as Secretary to the Board of Education.
Pgs. 1-2
- (C-9) **NEW Policy 9124, Attorney**. This new policy, adapted from CSBA, describes the rationale and process for using legal counsel by the Board of Education.
- (C-10) **Revised and Renumbered Policy 9130, Temporary Board Committees** (old number 9110). This policy, adopted in 1963, has been updated according to state law and describes the process of forming Board committees of less than the whole Board under special circumstances.
Pgs. 1-2
- (C-11) **NEW Policy 9140, Board Representatives**. This new policy, adapted from CSBA, describes the appointment and service of members of the Board of Education to district or advisory committees of other public agencies or organizations.
- (C-12) **NEW Policy 9200, Members Limits of Authority**. This new policy, adapted from CSBA, describes the legal limits of authority and obligations of members of the Board of Education.
- (C-13) **NEW Policy 9220, Governing Board Elections**. This new policy, adapted from CSBA, specifies the eligibility requirements and procedures for electing members of the Board of Education.
- (C-14) **NEW Policy 9222, Resignation**. This new policy, adapted from CSBA, specifies the legal procedure for the resignation of a member of the Board of Education.
- (C-15) **NEW Policy 9223, Filling Vacancies**. This new policy, adapted from CSBA, describes the legal procedures for filling a vacancy on the Board by appointment or election.
Pgs. 1-2
- (C-16) **NEW Policy 9224, Oath or Affirmation**. This new policy, adapted from CSBA, describes the requirement of newly elected or appointed Board members to take the oath or affirmation required by law.
- (C-17) **NEW Policy 9230, Orientation**. This new policy, adapted from CSBA, describes the orientation of Board Candidates and new members required by law.

* **C. Approve at First Informational Reading. New and Revised Board Policies** (Mrs. Roberts)

- (C-18)**Revised and Renumbered Policy 9250, Compensation for Board Member Services**
Pgs. 1-2 (old number 9901). This updated policy, last revised in 1986, describes the amount and manner of compensation for services rendered as a member of the Board of Education.
- (C-19)**Revised and Renumbered Policy 9251, District Group Insurance - Board of Education**
Pgs. 1-2 (old number 9902). This updated policy, last revised in 1982, describes the health and welfare benefits and/or cash options available to members of the Board of Education.
- (C-20)**NEW Policy 9260, Legal Protection**. This new policy, adapted from CSBA, describes the requirement for the Board to provide liability insurance for members of the Board and District employees, or to direct that the district be self-insured.
- (C-21)**Revised Policy 9270, Conflict of Interest**. This policy has been revised by district legal
Pgs. 1-4 counsel to reflect changes in the law regarding conflict of interest and filing of statements of economic interest by Board members and designated employees.
- (C-22)**NEW Policy 9271, Code of Ethics**. This new policy, adapted from CSBA, expresses the
Pgs. 1-2 personal ideals which the Board believes should guide each Board member's activities.
- (C-23)**NEW Policy 9300, Governance**. This new policy, adapted from CSBA, expresses the power of the Board to establish policies, regulations and procedures and that the formulation and adoption of written Board policies constitutes the basic method by which the Board exercises leadership in governing the district.
- (C-24)**NEW Policy 9301, Policy Manual**. This new policy, adapted from CSBA, describes the requirements that a policy manual be maintained for the purpose of communicating Board policy to interested persons.
- (25) **Revised and Renumbered Policy 9302, Board Policies** (old number 9301). This
Pgs. 1-2 updated policy, last revised in 1979, defines Board policies and describes the processes for formulation, revision, review and adoption of Board policies.
- (C-26)**NEW Policy 9303, Administrative Regulations**. This new policy, adapted from CSBA, describes the formulation, revision, review and adoption of administrative regulations created to implement Board policy.
- (C-27)**NEW Policy 9304, Suspension of Policies and Administrative Regulations**. This new policy, adapted from CSBA, describes the authority and procedures for temporarily suspending Board policies and/or administrative regulations for specific purposes.
- (C-28)**Revised Policy 9310, Meetings and Notices**. This updated policy, last revised in 1985,
Pgs. 1-5 defines the different kinds of Board meetings, their purposes, and the scheduled date, time and place of regular meetings. Old Policy 9311, Other Meetings, has been incorporated into this policy.
- (C-29)**NEW Policy 9321, Closed Session Purposes and Agenda**. This new policy, adapted
Pgs. 1-5 from CSBA, describes the purposes identified in law for Closed Session meetings and the manner in which such meetings shall be held under the law.
- (C-30)**NEW Policy 9321.1, Closed Session Actions and Reports**. This new policy, adapted
Pgs. 1-2 from CSBA, describes what actions under the law may be taken in Closed Session and how these actions shall be reported.

* **C. Approve at First Informational Reading. New and Revised Board Policies and Regulations, 9000 Series, Board Operations** (Mrs. Roberts)

(C-31) **Revised and Renumbered Policy 9322, Agenda/Meeting Materials** (old number 9318)
Pgs. 1-3 This updated policy, last revised in 1987, describes the content and organization of the Board agenda and its preparation, posting and public availability.

(C-32) **Revised and Renumbered Policy 9323, Meeting Conduct** (old number 9315). This
Pgs. 1-4 updated policy, last revised in 1984, describes the procedure for conducting regular meetings of the Board of Education, including the manner the public may participate. Old Policy 9316, Limitations on Board of Education Meetings, has been incorporated into this policy.

(C-33) **NEW Policy and Regulation 9323.2, Actions by the Board**. This new policy and
Pgs. 1-2 regulation, adapted from CSBA, describes the manner in which the Board of Education may take actions under the law.

(C-34) **Revised and Renumbered Policy 9324, Board Minutes and Recordings** (old number
Pgs. 1-2 9320). This updated policy, last revised in 1986, describes the manner in which minutes of Board meetings shall be kept, how votes are recorded and under what circumstances recordings of Board meetings are permitted.

(C-35) **Revised Policy 9325, Memberships**. This updated policy, last revised in 1987, permits the
Pgs. 1-2 Board of Education to affiliate with various organizations and lists those organizations in which the Superintendent is directed to maintain annual memberships.

Administration recommends approval at first informational reading Board Policies and Regulations, 9000 Series, Board Operations.

** **D. Approval of J.U.S.D. Interim Curriculum Standards for Mathematics and Language Arts** (Dr. Mason & Mr. Méndez)

At the October 20, 1997 Board meeting, a presentation was made regarding the development of curriculum standards PreK-12 in the areas of mathematics and language arts. All teachers and principals have been involved in the development process. All certificated personnel have had the opportunity to review the first draft of the standards, to make recommendations, and to approve/disapprove each of the objectives listed in the standards. Overall, 66% of the goals and grade level standards were accepted by teachers, and another 28% approved their standards with minor revisions. Less than 1% disapproved of the standards. The latest phase of this process has been to have the district standards committee, comprised of classroom teachers, review the suggestions and recommendations made by each individual or grade level team that submitted comments. The standards committee made the necessary changes based on the feedback provided by the schools and responded to each comment, suggestion or concern that was received. A copy of the curriculum standards for language arts and mathematics is included in Board member packets.

As a result of this process, the present interim standards are being submitted for approval. Upon Board approval, administration will submit confirmation to the California State Department of Education that curriculum standards in language arts and mathematics have been formally adopted. However, it is important to note that this set of standards is currently undergoing another review to further refine the standards.

Administration recommends approval of the Interim Mathematics and Language Arts Curriculum Standards for the Jurupa Unified School District.

* **E. Adopt Resolution #98/13, School-to-Career Partnership**

(Dr. Mason)

The Riverside County Office of Education was recently awarded a grant for the purpose of forming a School-to-Career Partnership with school districts. In order for our district to receive funding, the Board is required to approve a resolution to participate in this program. Resolution #98/13 would approve the participation of Jurupa School District in this program.

This is an opportunity for the district to provide additional activities to develop the district's system of school-to-career experiences and work collaborative to develop the countywide School-to-Career Partnership. A copy of Resolution #98/13 is included in the supporting documents.

Administration recommends the Board adopt Resolution #98/13, School-to-Career Partnership.

F. Approve Contract for Auditing Services

(Mr. Edmunds)

The contract with the current District auditor, Vavrinek, Trine, Day and Company, concluded with the completion of the 1996-97 Audit. In November of 1997, Administration requested proposals from the firms which audited school districts in Riverside County. Following is a summary of the responses:

<u>FIRM</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1999/2000</u>	<u>3-Year Total</u>
Vavrinek, Trine, Day & Co.	\$22,800	\$22,800	\$22,800	\$68,400
Soren, McAdam, Bartells	\$22,500	\$23,000	\$23,500	\$69,000
Boceta, Macon, Workman, & Associates	\$25,500	\$25,500	\$25,500	\$76,500
Vincenti, Lloyd, & Stutzman	\$27,000	\$27,800	\$28,600	\$83,400
Ernst & Young	No Response-----			

Vavrinek, Trine, Day & Company presented the lowest proposal for the three-year period and Administration has had previous favorable experience with their company.

Administration recommends the approval of a three-year contract with Vavrinek, Trine, Day & Company for 1998-99, 1998-99 and 1999-2000 audit services at a cost of \$22,800 each year.

G. Authorize Issuance of Purchase Order #99274 for a Replacement Warehouse Forklift

(Mr. Edmunds)

As part of routine safety inspections conducted throughout the District, it has been discovered that the Warehouse forklift is not certified to operate on ramps in excess of a three percent (3%) grade. The ramp at the Warehouse exceeds this limit. During the course of the investigation, the District received correspondence from Clark Lift Trucks International indicating there is a tip-over danger if the forklift is used on an incline ramp.

The Purchasing Department received the following three (3) quotes, including tax and a five (5) year extended warranty, for a replacement forklift certified to operate on incline ramps.

G. Authorize Issuance of Purchase Order #99274 for a Replacement Warehouse Forklift
(Cont'd) (Mr. Edmunds)

Inland Empire Equipment	\$23,903.18
RPM Material Handling Company	\$26,117.52
W.T. Billard, Inc.	\$26,184.32

Funding for the purchase of the new forklift is available from the Workers' Compensation Injury Reduction Safety Fund, which is funded as a portion of our annual Workers' Compensation insurance premium.

Administration recommends authorization for the issuance of Purchase Order #99274 in the amount of \$23,903.18 to Inland Empire Equipment for a Replacement Warehouse Forklift.

H. Approve Contract to Provide Automotive Fuel for the District - Bid #98/08L
(Mr. Edmunds)

The annual expenditure for fuel regularly exceeds the bid limit of \$50,000 for materials to be purchased and so must either be bid or purchased through a cooperative "piggy-back" bid. The County of Riverside currently has a contract with Lee Escher Oil Company, Inc. of Coachella, California. The basis for the price is the Colton-Publish OPIS daily average rack price, which is a standard pricing mechanism. Since the pricing and discounts are based upon the volume for all Riverside County agencies, the District is not likely to gain any advantage by re-bidding on its own.

Administration recommends the District accept the terms and conditions of the County of Riverside Award #123-010-08-01-0598 to Lee Escher Oil Company, Inc. of Coachella, California, and authorize the Director of Purchasing to make purchases of fuel from the agreement, pursuant to Public Contract Code #20118, for an approximate amount of \$140,000.

I. Review and Act on Timely School Facility Matters

1. Approve the Issuance of Purchase Order #99275 to Dalke & Sons Construction for a Head Start Portable at Ina Arbuckle Elementary School - Bid #98/05L
(Mr. Edmunds)

As part of the project to place a new Head Start portable building at Ina Arbuckle Elementary School, certain site improvements are necessary. The improvements include a new concrete pad and running electrical, water and sewer connections to the new building site. Also included as work under the bid is a new concrete slab adjacent to the Kindergarten area, which was part of the school's AB3482 spending plan.

At the time of the bid opening, the split between AB3482 funding and the Head Start portable funding was not available. However, the total amount will be divided proportionately between AB3482 and Head Start.

A re-cap of bids received is as follows:

<u>Bidder</u>	<u>Amount</u>
Dalke & Sons Construction, Inc.	\$58,890
H. W. Sessoms Construction Company	\$66,000
M. Wilson Company Contractors	\$75,727
R. Jensen Company	\$77,600

Administration recommends the Board approve the award of Bid #98/05L for a Head Start Portable at Ina Arbuckle Elementary School and the issuance of Purchase Order #99275 to Dalke & Sons Construction, Inc. of Riverside, California, in the amount of \$58,890.

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

2. 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.

(Dr. Needham)

J. Act on Student Discipline Cases

The Board of Education hereby accepts and adopts as its own the Findings of Fact and the Conclusions of Law submitted by the Administrative Hearing Panel in each of the following discipline cases:

SUSPENDED EXPULSION:

- ** 1. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-027 for violation of Education Code 48900 (b & k) for the remainder of the current semester. However, the Administrative Hearing Panel recommends the student be expelled but that the enforcement of the expulsion order be suspended and the student be placed on probation for the term of the expulsion order. The Panel further recommends that the student is assigned to Mira Loma Middle School, for the term of the expulsion order. This case will be referred to the **School and Community OutREach Team (SCORE)** for follow-up. This case shall be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 20, 1998.

EXPULSIONS:

- ** 1. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-026 for violation of Education Code Sections 48900 (a & k) for the remainder of the current semester and that the student be allowed to enroll and participate in the Community Day School, operated at the District Learning Center. This case will be referred to the **School and Community OutREach Team (SCORE)** for follow-up. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 20, 1998.
- ** 2. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-028 for violation of Education Code Sections 48900 (a & k) for the remainder of the current semester and the semester following and that the student be referred to the Jurupa Community School, operated by the Riverside County Office of Education, for the period of the expulsion. This case will be referred to the **School and Community OutREach Team (SCORE)** for follow-up. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 1, 1998.
- ** 3. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-031 for violation of Education Code Sections 48900 (a, b & k) for the remainder of the current semester and the semester following and that student be allowed to enroll and participate in the Community Day School, operated at the District Learning Center, for the period of the expulsion. This case will be referred to the **School and Community OutREach Team (SCORE)** for follow-up. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 1, 1998.

J. Act on Student Discipline Cases (Cont'd)

(Dr. Needham)

- ** 4. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-032 for violation of Education Code Sections 48900 (c & k) for the remainder of the current semester and the semester following and that the student be referred to the Jurupa Community School, operated by the Riverside County Office of Education, for the period of the expulsion. This case will be referred to the School and Community OutREach Team (SCORE) for follow-up. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 1, 1998.
- ** 5. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-041 for violation of Education Code Sections 48900 (j & k) for the remainder of the current semester and that the student be allowed to enroll and participate in the Community Day School, operated at the District Learning Center, for the period of the expulsion. This case will be referred to the School and Community OutREach Team (SCORE) for follow-up. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 20, 1998.

Administration recommends the discipline actions as described and listed above.

K. Approve Personnel Matters

- * 1. Approve Personnel report #10 (Mr. Campbell)
Administration recommends approval of Personnel Report #10 as printed subject to corrections and changes resulting from review in Closed Session.
2. Approve Variable Term Waiver Request (Mr. Campbell)
Recent changes in state credentialing laws require that prior to hiring an individual to teach under the authorization of a Variable Term Waiver (Title V, Section 80122), specific individual approval must be granted by the governing board. Usually, this type of waiver is necessary for hard-to-fill positions in shortage areas (examples: Special Education, bilingual education, mathematics or science) or when an unexpected vacancy occurs in the middle of a school year. In this case, the recommendations are to fill Special Day Class positions at Mission Middle School and Jurupa Valley High School as well as Resource Specialist positions at Mira Loma Middle School and Jurupa Valley High School. The persons being recommended are Cynthia Wilson, Mark Saugstad, Richard Franz and Matt Davis, respectively. Ms. Wilson, who is a graduate of UC Davis has worked in our District as a Long Term substitute in Special Education. She is currently enrolling in the new Mild/Moderate Special Education program at Cal. State San Bernardino and anticipates acceptance in their Intern program in the Fall of 1998. Mr. Franz is currently in a credentialing program and anticipates his recommendation for credential by June 1998. He has also worked as a Special Day Class Teacher for the Riverside County Office Of Education from 1993 to the present. Mr. Saugstad is a graduate of UC Riverside and has been a substitute in our District on a regular basis since 1995 and is currently a resident substitute at Jurupa Valley High School. He has received excellent ratings by the Master Teachers of the classes for which he has substituted. Mr. Davis has been a substitute in our District on a regular basis since 1991. He is a popular substitute and is often requested by many of our teachers. He has also been placed in long term substitute positions in the past. Mr. Davis is currently in a credentialing program at National University.

Recruitment efforts have not identified stronger candidates.

With these considerations in mind, it is recommended that Ms. Cynthia Wilson, Mr. Richard Franz, Mr. Mark Saugstad and Mr. Matt Davis be approved for employment through the end of this school year under the authorization of Variable Term Waivers.

L. Review Routine Information Reports

1. Announce Schedule to Conduct Board Meetings

(Mrs. Roberts)

Sites have been selected for regular Board meetings for the 1997-98 school year in various areas of the community. A presentation from each school will be scheduled at the beginning of each Board meeting with a relevant student performance, speaker or other presentation. Information only.

January 5, 1998

January 20, 1998 (Tuesday)

February 2, 1998

February 17, 1998 (Tuesday)

March 2, 1998

March 16, 1998

April 6, 1998

April 20, 1998

May 4, 1998

May 18, 1998

June 1, 1998

June 15, 1998

Board Room

Sky Country Elementary

Board Room

Mission Middle

Board Room

Mission Bell Elementary

Board Room

Ina Arbuckle Elementary

Board Room

Glen Avon Elementary

Mira Loma Middle

Board Room

(Mr. Edmunds)

*** 2. Annual Report on Pesticide Use**

Business and Non-Instructional Operations Policy 3401 requires an annual report to the Board of Education, citing the kind and amount of pesticide used by location. The supporting documents contain a memo from Steve Dickinson, Supervisor of Grounds, summarizing pesticide use districtwide for the period July 1, 1996 to June 30, 1997.

Daily pesticide use logs by location are on file in the Grounds Supervisor's office. In addition, monthly districtwide use reports are sent to the Riverside County Agricultural Commissioner's Office with a copy going to the California Department of Food and Agriculture Headquarters in Sacramento. Copies are also kept on file in the Grounds Supervisor's office.

Material Safety Data Sheets for all pesticides are available in the Grounds Supervisor's office. Information only.

(Mr. Campbell)

*** 3. Publicize Initial Collective Bargaining Proposal From NEA-J**

An initial bargaining proposal in the form of a "Document of Association Issues To Amend The Agreement" has been received from NEA-J. A copy is provided in the supporting documents and is available for public review in the Superintendent's Office. The required public hearing will be held on the proposal in a separate "Hearing Session" at the next Board meeting. Information only.

(Dr. Mason)

4. Review Staff Development Days

Jurupa Valley High

Mission Bell Elementary

Glen Avon Elementary

Mira Loma Middle

Glen Avon Elementary

Glen Avon Elementary

Pedley Elementary

Pedley Elementary

January 16, 1998

January 20, 1998

January 23, 1998

January 26, 1998

February 13, 1998

March 16, 1998

March 20, 1998

June 5, 1998

Information only.

L. Review Routine Information Reports (Cont'd)

5. Review Non-Public School Placements

(Dr. Hendrick)

The district is responsible for serving all handicapped children who are at least three years of age, but not over 22 years of age, under the Individual and Disabilities Education Act (IDEA) of 1997 (PL 105-17). When no appropriate public school placement is available, either within the local school district or the County Office of Education, then it is necessary to place these pupils in a non-public school. The law requires that we advise the Board of such placements.

Twenty Six (26) Severely Emotionally Disturbed (SED) students and Six (6) Severe Language Impaired students have been placed at Non-Public Schools. Two (2) students have been placed at Action School, three (3) students at Helicon, twelve (12) students at Somerset, nine (9) students at Advocate and six (6) students at Children's Center. Six (6) of these students reside in an LCI residence. Information only.

6. Pending Report

- a. Hear Update on Technology
- b. Consider Request from the Jurupa American Youth Soccer Organization

ADJOURNMENT



DR DALE S. HOLMES
Riverside County Superintendent of Schools

October 14, 1997

3939 Thirteenth Street
P.O. Box 868
Riverside, California
92502-0868

47-336 Oasis Street
Indio, California
92201

TO: District Superintendents

FROM: Dr. Dale S. Holmes, Riverside County Superintendent of Schools

RE: **Annual Organizational Meeting of Governing Board**

Attached is a Certification Form to report the selection of Day, Time, and Place of the Annual Organizational Meeting. **Please complete this form and return it to my executive assistant, Dee Andrews, on or before NOVEMBER 28, 1997.**

Responsibility of Governing Board

In accordance with the Education Code, the governing board of each school district shall hold an Annual Organizational Meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Annual Organizational Meetings, in years in which no such regular election for governing board members is conducted, shall be held during the same 15-day period on the calendar. **This year, the dates are December 5 through December 19, 1997.** Unless otherwise provided by rule of the governing board, the day and time of the Annual Organizational Meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the County Superintendent of Schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the Annual Organizational Meeting, notify in writing all members and members-elect of the date and time selected. If the board fails to select a day and time for the annual meeting, the County Superintendent of Schools shall designate, within the 15-day period, the day and time of the meeting. (*E.C. Section 35143*)

Riverside County
Board of Education

Curtis E. Grassman
President

William R. Kroonen
Vice President

Marilyn Baumert

Charles H. Brugli

Gerald P. Colapinto

Betty Gibbel

Milo P. Johnson

The term of office for newly elected board members begins **Friday, December 5, 1997.** The Oath of Office must be administered on or after that date, and may be administered any time following certification of election results. An Oath of Office form is usually furnished by the Registrar's office; however one is enclosed for your convenience should you need it.

ORGANIZATION SESSION

Page 1

Annual Organizational Meeting
October 14, 1997
Page Two

Community College District

At the Annual Organizational Meeting, the governing board of a community college district shall organize by electing a president from its members and a secretary (*E.C. Section 72125*).

City and Unified School District

At the Annual Organizational Meeting, each city board of education shall organize by electing a president from its members (*E.C. Section 35143*). Whenever a unified school district has within its boundaries a chartered city with a population of more than 8,000 or whenever the average daily attendance of a unified school district is 1,500 or more, for all purposes the district shall be deemed a city school district governed by a city board of education, and the governing board thereof shall be deemed a city board of education (*E.C. Section 5206*). The board of education of a unified school district that meets the standards of Education Code section 5206 is required to elect a president at the Annual Organizational Meeting. A unified school district with five board members that does not meet the standards of Education Code Section 5206 would be required to elect a president and a clerk (*E.C. Section 35022, 35143, and 5206*).

High School District

At the Annual Organizational Meeting, the governing board of each high school district, union high school district, and joint union high school district shall organize by electing a president from its members and a clerk (*E.C. Section 35143*).

Elementary School District

At the Annual Organizational Meeting, the governing board of an elementary school district with five or more board members shall elect a president and a clerk from among its members (*E.C. Section 35022 and 35143*). At the Annual Organizational Meeting, the governing board of an elementary school district with less than five board members is required to elect one of its members clerk (*E.C. Section 35143*).

Selection of Representative to Vote in the Annual County Committee on School District Organization Election

The governing board of each school district of every kind or class shall annually, at its initial meeting, select one of its members as its representative, who shall have one vote for each member to be elected to the county committee. The secretary or clerk of the district shall furnish the County Superintendent of Schools with a certificate naming the

Annual Organizational Meeting
October 14, 1997
Page Three

representative selected by the board (*E.C. Section 35023*) (*72403 community college district*).

After the Annual Organizational Meeting, please COMPLETE AND RETURN TO DEE ANDREWS, NO LATER THAN DECEMBER 31, 1997, the attached form relating to the election of the governing board president, vice president (if one is elected) and clerk, the member selected to represent the school district at the annual election of members of the county committee, and the date, time and place of regular meetings.

For your convenience, we have attached a copy of Sec/State Form LP/SB-405 Rev. 4/89, "Statement of Facts Roster of Public Agencies Filing" amendment to be filed with the Secretary of State within ten days after any change of facts required to be stated pursuant to *Government Code Section 53051(b)*.

If you have any questions regarding the Annual Organizational Meeting, please call Dee at (909) 788-6670.

d
Attachments

CERTIFICATION

ELECTION OF GOVERNING BOARD OFFICERS
(Education Code Sections 5206, 35022, 35143, 72125)

This is to certify that the officers of the governing board of the

School District were elected at the Annual Organizational Meeting as follows:

President

Vice-President/Clerk (where applicable)

Secretary (where applicable)

SELECTION OF REPRESENTATIVE FOR ANNUAL
COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION ELECTION
(Education Code Sections 35023, 72403)

This is to certify that _____ has been duly selected to represent the board at
the annual election of the County Committee on School District Organization.

SELECTION OF DAY, TIME AND LOCATION OF REGULAR MEETINGS

This is to certify that the regular meetings of the governing board have been fixed as follows:

Day or Days of the Month

Time

Location

This is to certify that the above action was taken at the Annual Organizational Meeting held on the ____ day of
_____, 19__.

Date: _____ By: _____
Clerk of the Board

RETURN TO DEE ANDREWS
BY DECEMBER 31, 1997

REGULAR BOARD MEETINGS
JURUPA UNIFIED SCHOOL DISTRICT
1998 CALENDAR

All meetings start at 7:00 p.m. Meetings will be held in the Board Room, Education Center, 3924 Riverview Drive, unless otherwise posted and publicized.

Monday - January 5, 1998
Tuesday - January 20, 1998 Monday, January 19, Dr. Martin Luther King, Jr. Day
Monday - February 2, 1998
Tuesday - February 17, 1998 Monday, February 16, Washington's Birthday, Legal Holiday
Monday - March 2, 1998
Monday - March 16, 1998
Monday - April 6, 1998
Monday - April 20, 1998
Monday - May 4, 1998
Monday - May 18, 1998
Monday - June 1, 1998
Monday - June 15, 1998
Monday - July 6, 1998
Monday - July 20, 1998
Monday - August 3, 1998 Board does not schedule a second meeting in August
Tuesday - September 8, 1998 Monday, September 7, Labor Day, Legal Holiday
Monday - September 21, 1998
Monday - October 5, 1998
Monday - October 19, 1998
Monday - November 2, 1998
Monday - November 16, 1998
Monday - December 7, 1998 Board does not schedule a second meeting in December

Adopted by the Board of Education at the
Organizational Meeting December 8, 1997

Clerk of the Board

CERTIFICATION OF SIGNATURES

DISTRICT JUPUZA UNIFIED SCHOOL DISTRICT Date December 8, 1997 I, Benita B. Roberts, Clerk/Secretary of the Board of Trustees certify that the signatures shown below in Column I are the verified signatures of the members of the governing board; verified signatures of personnel authorized to sign orders drawn on the funds of the school district appear in Column II, and verified signatures of personnel authorized to sign Notices of Employment appear in Column III. No person other than an officer or employee of the district can be authorized to sign orders. These certifications are made in accordance with the provisions of Education Code Sections 42632, 42633, 44843, 85232, 85233, and 87412. If those authorized to sign orders as shown in Column II are unable to do so, the law requires the signatures of the majority of the governing board.

SIGNATURES OF MEMBERS OF GOVERNING BOARD

COLUMN I

SIGNATURES OF PERSONNEL AUTHORIZED TO SIGN WARRANT ORDERS AND ORDERS FOR SALARY PAYMENT

COLUMN II

SIGNATURES OF PERSONNEL AUTHORIZED TO SIGN NOTICES OF EMPLOYMENT

COLUMN III

President of the Board	Signature Benita B. Roberts Superintendent/Secretary to the Board	Signature Pam Lauzon Director of Business Services
Clerk or Vice-President of the Board	Typed Name and Title	Typed Name and Title
Member of the Board	Signature Rollin Edmunds Assistant Superintendent Business Svcs.	Signature Karen Russell Supervisor of Accounting
Member of the Board	Typed Name and Title	Typed Name and Title
Member of the Board	Signature DeWayne A. Mason Assistant Superintendent, Education Svcs.	Signature
Member of the Board	Typed Name and Title	Typed Name and Title
Member of the Board	Signature Kent Campbell Assistant Superintendent Personnel Svcs.	Signature
Member of the Board	Typed Name and Title	Typed Name and Title

Number of signatures district requires on Orders for Salary Payment: one . Number of signatures district requires for "B" Warrant Orders: one .

If the board has given special instructions for signing Warrant Orders, Orders for Salary Payment, or Notices of Employment, please attach a copy of the resolution to this form.

PLEASE CHECK: ☒ Newly Elected Governing Board
☐ Addition in Column II
☐ Addition in Column III
☐ Substitution in Column I
☐ Substitution in Column II
☐ Substitution in Column III

6

PLEASE SUBMIT AN ORIGINAL AND THREE COPIES

JURUPA UNIFIED SCHOOL DISTRICT

BOARD LIAISONS TO 1997/98 DISTRICT ADVISORY COMMITTEES

<u>COMMITTEE NAME</u>	<u>MEETINGS</u>	<u>BOARD LIAISON REPRESENTATIVE</u>	<u>ADMINISTRATIVE FACILITATOR</u>
District Advisory/ Consolidated Application	9:00-11:00 a.m. 01/29/97 - Peralta 03/26/97 - PDC 05/28/97 - Peralta	<u>(Carolyn Adams)</u>	Mr. Memo Mendez Director, Curriculum & Categorical Projects
Bilingual Education Advisory	9:00-11:00 a.m. Thursdays - PDC 1/29/98, 3/26/98, 6/4/98	<u>(John Chavez)</u>	Mrs. Sonia Porter Bilingual Coordinator
Vocational Education Advisory	Annually in Spring to approve application	<u>(Mary Burns)</u>	Mr. Memo Mendez Director, Curriculum & Categorical Projects

Superintendent's Office
December 8, 1997
BBR:dr

November 15, 1997



TO: CSBA Member Boards
FROM: Juannita Haugen, President
SUBJ: 1998 CSBA Delegate Assembly Nominations

Nominations for representatives to CSBA's Delegate Assembly are being accepted from November 15, 1997 through January 1, 1998. This letter provides details on deadlines and election procedures; please follow these procedures carefully to ensure that your nominations are accepted.

This nomination packet contains:

- A list of the delegates whose terms expire in 1998
- A sample letter of nomination for K-12 districts or county boards
- Biographical sketch form
- Delegate job description

Refer to the enclosed list "Delegates Whose Terms Expire in 1998" to see whether there are any vacancies in your subregion or area. . If there are vacancies in your area, please place this important item on your next board agenda.

Districts with ADAs over 35,000 are entitled to appoint a specified number of delegates. The enclosed list of vacancies does not include appointed positions; this list shows the number of positions which will be filled through the election process.

Roles and Responsibilities of a Delegate

The Delegate Assembly is the primary policy-making body of the association. Delegates adopt the association's legislative platform, take positions on other critical issues that may come before it, elect the officers and directors, and adopt bylaws changes. Delegates also serve as a two-way communications link between the board members in the region and the regional director, and play an important role in fostering collegiality within their region.

3100 Beacon Boulevard
P.O. Box 1660
West Sacramento, CA 95691
(916) 371-4691
FAX (916) 371-3407

3a
991

November 15, 1997

Page Two

There are normally only two Delegate Assembly meetings each year, one in May preceding the Legislative Action Conference, and one preceding the CSBA Annual Conference in December. In accordance with CSBA bylaws, CSBA does not pay the travel expenses associated with Delegate Assembly meetings. Most delegates are reimbursed by their districts. Some county associations may choose to offer supplemental help with expenses.

A handbook will be given to new delegates at the New Delegate Orientation held just prior to the May Delegate Assembly meeting. This handbook provides further information about their roles and about CSBA.

Who Is Eligible to Nominate Candidates?

School boards which are CSBA members by January 1 are eligible to nominate board members for CSBA's Delegate Assembly. Delegate Assembly nominations within each geographic subregion or area must be made by boards within that subregion or area. Each board may nominate as many individuals as it chooses.

Who Is Eligible to Be a Delegate?

Nominees must be members of CSBA member boards within the subregion or area. Before mailing the letter of nomination to CSBA, the board must contact the nominee for permission to place his or her name into nomination.

If there are insufficient nominations within the subregion or area by the end of the nominating period (January 1), the Regional Director may nominate an individual who is a member of a CSBA member board within the regional constituency but not necessarily within the subregion or area.

Completing the Nomination Packet

A complete nomination packet includes a letter of nomination and a biographical sketch for the candidate. Sample forms are enclosed, but the nominating board and candidate may submit other formats as desired as long as the required information is included. CSBA will not retype the biographical sketch; the biographical sketch should be typed and ready for printing when mailed to CSBA.

November 15, 1997
Page Three

Deadline for Nominations

Nominations must be postmarked by the post office on or before January 1, 1998, without exception. In assuming your responsibility to submit nominations on time, you may wish to return the nomination by certified mail.

Both the nominating district and the nominee will be sent a postcard acknowledging that the nomination has been received. If you do not receive this acknowledgement within a week of the date you expect it to arrive at CSBA, you may want to call the CSBA office to check whether it was received. CSBA cannot be responsible for nominations it has not received.

The biographical sketch must be completed and returned to CSBA either with the nomination by January 1, or separately by January 8 at the latest, in order to be printed and distributed with the ballots.

Other Important Dates

Please note these important dates in the election process:

Nominations must be postmarked by the post office on or before January 1.

Ballots will be mailed by February 1.

Voting will take place from February 1 through March 15. Ballots must be postmarked by the post office on or before March 15.

Votes will be tallied by March 25. Candidates will be notified of the results immediately.

Election results will be published and disseminated to the membership by April 1 according to the bylaws. Every effort will be made to publish the results in the March issue of the *CSBA School News*.

Further Information

Any questions regarding the Delegate Assembly nomination or election process should be directed to Pat McManus at the CSBA office, (916) 371-4691.

DELEGATES WHOSE TERMS EXPIRE IN 1998

REGION 1 - 4 delegates

Counties: Del Norte, Humboldt, Lake, Mendocino

Subregion 1-A (Del Norte, Humboldt)

2 delegates

ONE VACANCY

Steven Parke Del Norte COE)

Subregion 1-B (Lake, Mendocino)

1 delegate

NO VACANCY

County

1 delegate

NO VACANCY

REGION 2 - 4 delegates

Counties: Lassen, Modoc, Plumas, Shasta, Siskiyou, Trinity

Subregion 2-A (Modoc, Siskiyou, Trinity)

1 delegate

NO VACANCY

Subregion 2-B Shasta)

1 delegate

NO VACANCY

Subregion 2-C (Lassen, Plumas)

1 delegate

Robert A. Nehls (Janesville Un. SD)

County

1 delegate

Sherry Crawford (Siskiyou COE)

REGION 3 - 9 delegates

Counties: Marin, Napa, Solano, Sonoma

Subregion 3-A (Sonoma)

3 delegates

ONE VACANCY

Camille A. Sauve (Petaluma City SD)

Subregion 3-B (Napa)
1 delegate
NO VACANCY

Subregion 3-C (Solano)
2 delegates
ONE VACANCY
Dr. Ophelia Harvey (Fairfield/Suisun USD)

Subregion 3-D (Marin)
2 delegates
ONE VACANCY
Ellen Rosen (Tamalpais Un. HSD)

County
1 delegate
NO VACANCY

Region 4 - 7 delegates

Counties: Butte, Colusa, Glenn, Nevada, Placer, Sierra, Sutter, Tehama, Yuba

Subregion 4-A (Glenn, Tehama)
1 delegate
ONE VACANCY

Subregion 4-B(Butte)
1 delegate
NO VACANCY

Subregion 4-C (Yuba, Colusa, Sutter)
1 delegate
NO VACANCY

Subregion 4-D (Nevada, Placer, Sierra)
3 delegates
ONE VACANCY
Janet Minch (Nevada City ESD)

County
1 delegate
ONE VACANCY
Ray Gollnick (Glenn COE)

REGION 5 - 7 delegates + 3 appointed
Counties: San Francisco, San Mateo)

Subregion 5-A (San Francisco)
3 delegates
appointed only

Subrgion 5-B (San Mateo)
6 delegates
TWO VACANCIES
Marie E. Brizuela, (Jefferson ESD)
Francesca Karpel (Belmont ESD)

County
1 delegate
NO VACANCY

REGION 6 - 10 delegates + 6 appointed
Counties: (Alpine, Amador, El Dorado, Mono, Sacramento, Yolo)

Subregion 6-A (Yolo)
1 delegate
ONE VACANCY
Meg Stallard (Woodland Jt. USD)

Subregion 6-B (Sacramento)
6 delegates + 6 appointed
THREE VACANCIES
Cathy Black Kalb (Folsom/Cordova USD)
Susan Goodman (Folsom/Cordova USD)
Bryce J. Vernon (Grant Jt. Un. HSD)

Subregion 6-C (Alpine, Amador, El Dorado, Mono)
2 delegates
ONE VACANCY
Erike Young (El Dorado COE)

County
1 delegate
ONE VACANCY
Patricia Thiel (Sacramento COE)

REGION 7 - 13 delegates + 4 pointed

Counties: Alameda and Contra Costa

Subregion 7-A (Contra Costa)

7 delegates

THREE VACANCIES

Edward Dille (Antioch USD)

Bettie Graves (Acalanes Un. HSD)

Nancy McEachern (Antioch USD)

Subregion 7-B (Alameda)

9 delegates - 4 appointed

THREE VACANCIES

Janice Friesen (Castro Valley USD)

Miriam Topel (Berkeley USD)

Christie Hardwick-Vianson (Fremont USD)

County

1 delegate

NO VACANCY

REGION 8 - 10 delegates

Counties: Calaveras, Mariposa, Merced, San Joaquin, Stanislaus, Tuolumne

Subregion 8-A (San Joaquin)

4 delegates

TWO VACANCIES

Evelyn Moore (Manteca USD)

Jeanne Twitchell (Tracy ESD)

Subregion 8-B (Calaveras, Mariposa, Tuolumne)

1 delegate

NO VACANCY

Subregion 8-C (Stanislaus)

3 delegates

ONE VACANCY

Judi Luna (Stanislaus Un. ESD)

Subregion 8-D (Merced)

1 delegate

ONE VACANCY

Ellie Jorritsma (Hilmar USD)

County
1 delegate
ONE VACANCY
Sybil N. Crookham (Merced COE)

REGION 9 - 7 delegates

Counties: Monterey, San Benito, San Luis Obispo, Santa Cruz

Subregion 9-A (Santa Cruz, San Benito)
2 delegates
ONE VACANCY
Jamie Marks (Pajaro Valley USD)

Subregion 9-B (Monterey)
3 delegates
ONE VACANCY
Jyl Lutes (Alisal Un. ESD)

Subregion 9-C (San Luis Obispo)
1 delegate
NO VACANCY

County
1 delegate
NO VACANCY

REGION 10 - 9 delegates + 2 appointed

Counties: Fresno, Kings, Madera

Subregion 10-A (Madera)
1 delegate
NO VACANCY

Subregion 10-B (Fresno)
6 delegates + 2 appointed
THREE VACANCIES
Paul Betancourt (Kerman USD)
Pete Mathew (Washington Colony ESD)
Betsy Sandoval (Clovis USD)

Subregion 10-C (Kings)
1 delegate
ONE VACANCY
Steve Wyrick (Island Un. ESD)

County
1 delegate
ONE VACANCY
John Boogaard (Kings County COE)

Region 11 - 8 delegates

Counties: Santa Barbara, Ventura & Las Virgenes USD

Subregion 11-A (Santa Barbara)
2 delegates
ONE VACANCY
Arthur N. Hicks (Lompoc USD)

Subregion 11-B (Ventura and Las Virgenes USD)
5 delegates
THREE VACANCIES
Paul Chatman (Ocean View ESD)
Judy Jordan (La Virgenes USD)
John B. Walker (Ventura USD)

REGION 12 - 9 delegates

Counties: Kern, Tulare

Subregion 12-A (Tulare)
3 delegates
TWO VACANCIES
Richard Morris (Porterville Un. HSD)
Hal Munter (Lindsay USD)

Subregion 12-B (Kern)
5 delegates
TWO VACANCIES
Robert Selent (Delano Jt. Un. HSD)
Steven Skalisky (Richland-Lerdo USD)

REGION 15 - 15 delegates + 6 appointed

County: Orange & Lowell Jt. USD

SEVEN VACANCIES
Shirley Carey (Huntington Beach City SD)
Martha Fluor (Newport-Mesa USD)
Judy Franco (Newport-Mesa USD)
Donna McDougall (Cypress ESD)
Margie Wakeham (Irvine USD)
Esther Wallace (Magnolia SD)
Virginia F. Wilson (Los Alamitos USD)

REGION 16 - 12 delegates + 2 appointed

Subregion 16-A (Inyo)

1 delegate

NO VACANCY

Subregion 16-B (San Bernardino)

10 delegates + 2 appointed

FOUR VACANCIES

Dolores "Dodie" Andersen (Chino USD)

Larry Lees (Chaffey Jt. Un. HSD)

Henry Mercado (Redlands USD)

Dennis W. Mobley (Rialto USD)

County

1 delegate

ONE VACANCY

Dr. Theodore Vick (San Bernardino COE)

REGION 17 - 15 delegates + 3 appointed

County: San Diego

SEVEN VACANCIES

Sharon Giles (Chula Vista City ESD)

Sharon Jones (La Mesa-Spring Valley ESD)

Deanna Rich (San Dieguito Un. HSD)

Luan B. Rivera (Ramona USD)

Jean Roesch (Coronado USD)

Kathleen R. Seeman (Fallbrook Un. ESD)

Teri Skinner (Julian Un. HSD)

County

1 delegate

NO VACANCY

REGION 18 - 11 delegates + 2 appointed

Subregion 18-A (Riverside)

7 delegates + 2 appointed

THREE VACANCIES

Joey Acuna (Coacahella Valley USD)

Vacant

Vacant

Subregion 18-B (Imperial)

2 delegates

ONE VACANCY
Jeanne Vogel (Central Un. HSD)

County
1 delegate
ONE VACANCY
Marilyn Baumert (Riverside COE)

REGION 20 - 10 delegates

County: Santa Clara

9 delegates
FIVE VACANCIES
Yvonne Cook (Oak Grove ESD)
Sandra L. James (Cupertino Un. SD)
Carol W. Myers (San Jose USD)
Marilyn Rea (Santa Clara USD)
Phil Renteria (Franklin-McKinley ESD)

REGION 22 - 5 delegates

County: North Los Angeles

THREE VACANCIES
Wilda N. Andrejick (Antelope Valley Un. HSD)
Gwendolyn Farrell (Westside Un. ESD)
Greg Tepe (Lancaster ESD)

REGION 23 - 11 delegates

County: San Gabriel Valley East- Los Angeles County

Subregion 23-A
5 delegates
THREE VACANCIES
Mary E. Dougherty (Arcadia USD)
George Van Alstine (Pasadena USD)
Sophie C. Wong (Alhambra City SD)

Subregion 23-B
6 delegates
ONE VACANCY
David A. Flores (El Monte Un. HSD)

Subregion 23-C

5 delegates

THREE VACANCIES

Diana Au (Bonita USD)

Doris Blum (Glendora USD)

Rebecca A. Ryan (Pomona USD)

REGION 24 - 13 delegates + 2 appointed

County: Southwest Crescent - Los Angeles County)

EIGHT VACANCIES

Eve Burnett - Whittier Un. HSD)

Gloria Duran (Los Nietos ESD)

Gary S. Kuwahara (Torrance USD)

Donald LaPlante (Downey USD)

Ellen Perkins (Palos Verdes Pen. USD)

Ann M. Phillips (Lawndale SD)

Adeline Rocha (Whittier Un. HSD)

Sharon Stys (South Whittier ESD)

CSBA DELEGATE

Job Description

(CSBA's Mission: To provide leadership in setting and implementing the public education agenda and to support school board governance at the district and county levels)

CSBA delegates, directors and officers are the governance structure of CSBA. Working together to gather and disseminate information, provide insight, set policy and encourage participation, they enable the organization to serve California's 5000 locally elected school board members as they perform the responsibilities entrusted to them and to speak out, from the governance perspective, for the state's 1000 school districts.

DELEGATE RESPONSIBILITIES:

- To guide the organization by serving as a member of the delegate assembly where delegates --
 - adopt policy platform
 - elect officers, nominating committee members and directors
 - adopt bylaws changes (See also CSBA Bylaws and Standing Rules)
 - take positions on critical issues
- To serve as an effective two-way communication link between local board members in the region and the regional director by --
- helping regional director gather general input and information on significant emerging issues from local school board members so CSBA can represent, respond to and serve them
- supporting and helping articulate delegate assembly decisions back to local school board members
- To market the organization, its services and events to local board members, encouraging membership and participation
- To serve as a local advocate for public education and school boards and as a spokesperson for the perspective of district governance teams
- To assist the director in fostering collegiality within the region

FINANCIAL RESPONSIBILITIES:

- In accordance with the Bylaws, CSBA does not pay the expenses associated with Delegate Assembly meetings. Most Delegates are reimbursed by their districts. Some county associations may choose to offer supplemental help with expenses.

DELEGATE DUTIES:

- Assist regional director in developing and implementing a two-way regional communications plan for gathering and conveying information from local school board members within the region to CSBA and from CSBA to the region. Regions vary greatly so it is up to individual regions to develop plans appropriate for their area. Duties of delegates may include --
 - communicating with individual school boards
 - communicating with county trustees associations' boards of directors
 - contacting local board members in person, by telephone, in writing
- Attend at least 2 regional caucuses held by regional director per year, either in the region or just prior to Delegate Assembly meeting at location of that event to discuss agenda materials and positions
- Help gather input for annual regional report director gives to CSBA Board of Directors
- Help director represent CSBA in your region at county trustees association meetings and other events as appropriate
- Attend the following meetings --
 - All delegate assembly meetings (usually 1 in May, 1 prior to Annual Conference)
 - Annual Education Conference in December
 - Legislative Action Conference in May
- Do everything possible to attend and promote other board development activities including --
 - New Board Member Institute
 - Forecast/Back to School Conferences
 - Leadership Institute
 - Curriculum Institute
 - Spokesperson/Board President Training
- Do everything possible to promote and attend activities sponsored by CSBA to address critical issues of concern to the organization's members.

(4/95)

BIOGRAPHICAL SKETCH

Name: _____ Region or Subregion: _____

Address: _____
Street City Zip Code

Telephone: _____
Home Business

Occupation: _____ Employed by: _____

School District: _____ ADA _____ Bd. Member _____ (years)

CSBA Delegate: New _____ Continuing: _____ No. of years served as delegate: _____

Education: _____

CSBA Activities: _____

Civic Activities: _____

Please identify the critical issue(s) of special interest to you:

Curriculum & Instruction _____

Student Diversity _____

School Funding & Finance _____

Conditions of Children _____

Governance & Structure _____

School Facilities _____

Professional Standards _____

School Safety _____

Reform & Restructure _____

Fiscal & Prog. Acctability _____

RECOMMENDED FORM FOR LETTER OF NOMINATION
K THROUGH 12 DISTRICTS

California School Boards Association
3100 Beacon Boulevard, PO Box 1660
West Sacramento, CA 95691

The Governing Board of _____ School District in
_____ County has nominated _____ to be a
candidate for representative to the CSBA Delegate Assembly from Region ____, Subregion
_____.

Our nominee is a member of the _____ School District
in _____ County, which is a member in good standing of the California
School Boards Association. He/She has been contacted and has given permission for
his/her name to be placed into nomination.

Enclosed is a completed biographical sketch form for our nominee.

Sincerely,

Signature of Clerk or Secretary

Board of Education

Typed Signature and Title

Street Address

City

ZIP

**PLEASE NOTE: THE NOMINATION FORM MUST BE POSTMARKED BY THE
POST OFFICE ON OR BEFORE JANUARY 1, 1998**

If the typed biographical sketch is not attached, it must be received by January 8, 1998
in order to be printed and distributed with the ballots.

30
B16

**JURUPA UNIFIED SCHOOL DISTRICT
RIVERSIDE, CALIFORNIA
MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 17, 1997
OPEN PUBLIC SESSION**

CALL TO ORDER

The Regular Meeting of the Jurupa Unified School District Board of Education was called to order by Board President, Mr. John Chavez, at 6:02 p.m. on Monday, November 17, 1997, in the Multi-Purpose Room at Sunnyslope Elementary School, 7050 - 38th Street, Riverside, California.

ROLL CALL

Members of the Board present were:
Mr. John Chavez, President
Mrs. Mary Burns, Clerk
Mrs. Carolyn Adams, Member
Mr. Sam Knight, Member
Mr. Ray Teagarden, Member

STAFF PRESENT

Staff Advisers present were:
Mrs. Benita B. Roberts, Superintendent
Dr. DeWayne Mason, Assistant Superintendent Education Services
Mr. Kent Campbell, Assistant Superintendent Personnel Services
Mr. Rollin Edmunds, Assistant Superintendent Business Services
Mrs. Pam Lauzon, Director of Business Services
Mr. Memo Mendez, Director of Curriculum & Categorical Projects
Dr. Ron Needham, Director of Administrative Services

ADJOURN TO CLOSED SESSION

CLOSED SESSION

PRESIDENT CHAVEZ ADJOURNED THE BOARD TO CLOSED SESSION IN THE TEACHERS' LOUNGE FOR THE FOLLOWING PURPOSES: TO DISCUSS ITS POSITIONS REGARDING ANY MATTER WITHIN THE SCOPE OF REPRESENTATION AND INSTRUCTING ITS DESIGNATED REPRESENTATIVES FOR NEGOTIATIONS WITH EMPLOYEE GROUPS; PERSONNEL REPORT #9; PUBLIC EMPLOYEE DISCIPLINE/ DISMISSAL, AND EXPULSION CASES #98-018, #98-016, #98-017, #98-019, #98-020, #98-021, #98-022, #98-023, #98-024 AND #98-025. At 6:03 p.m., the Board recessed to Closed Session in the Teachers' Lounge. At 6:56 p.m., the Board adjourned from Closed Session.

**CALL TO ORDER
ROLL CALL
FLAG SALUTE &
INSPIRATIONAL
COMMENT**

OPENING OF REGULAR BOARD MEETING

At 7:06 p.m., President Chavez called the meeting to order in Public Session. President Chavez, Mrs. Burns, Mrs. Adams, Mr. Knight and Mr. Teagarden. Cory Iverson, Sunnyslope Elementary School student, led the pledge of allegiance to the flag of the United States of America. Mrs. Adams made an inspirational comment.

**JURUPA VALLEY HIGH
STUDENT REPORT**

COMMUNICATIONS SESSION

Desiree Cruz, Jurupa Valley High student representative, reported the following: The water polo team defeated North High 23-11 on November 13. The team will face Redlands on November 18 with 25 wins. The JV football team defeated Centennial on November 13, 32-0. On November 14, the Varsity football team defeated Centennial 34-33, finishing in a tie for third place in the Mountain View League, with an overall record of 6-4. The first annual College and Career Workshop night was held on November 13, and was followed the next day by representatives from various colleges visiting the school to help students plan for the future.

JURUPA VALLEY HIGH
STUDENT REPORT
(CONTD)

On November 3 & 4, students in the AVID program visited a variety of college campuses throughout the State. Of the thirty-nine students that took the SAT exam, twenty scored over 1,000, ten scored over 1,100, five scored over 1,200, two scored over 1,300 and the top score was 1,380. Senior Class President, Rocio Rojas, received the Optimist Club Award on November 11 for her community service and leadership skills. Choir teacher, Ms. Melva Morrison, was nominated for the Los Angeles Music Center BRAVO award. Friday Night Live students will report to State officials on November 22 concerning the effectiveness of their program among high school students. The school play, "Fools," premiered on November 14 & 15 and will continue on November 21 and 22. Ms. Cruz thanked Mrs. Burns and Mr. Teagarden for their recent visits to the Jurupa Valley High campus.

RUBIDOUX HIGH
STUDENT REPORT

J.P. Real, Rubidoux High student representative, reported the following: Winter sports at Rubidoux High School includes boys' and girls' soccer, boys' and girls' basketball and wrestling. On November 23-24, ASB members will attend the CADA Leadership Conference in Anaheim. The Varsity football team played against Ramona on November 7 and won 34-9. At the last home football game on November 15, Senior football players were honored during "Senior Night." The team played against Canyon Springs and lost 21-28. This turned out to be the team's last game as the "Wild Card" went to Claremont. A Pep Rally was held on November 15 for cross country runners going into CIF prelims. The girls' cross country team placed 5th in the prelims and their season is over. The boys' cross country team placed third in their heat and fourth overall with the fastest team time overall. If they place in the top four at CIF finals, they will move onto the State competition.

WELCOME TO
SUNNYSLOPE
ELEMENTARY

Ms. Tamara Concannon, Interim Principal at Sunnyslope Elementary, welcomed the Board, Superintendent and community members to Sunnyslope Elementary School. She introduced the following Student Council officers: Cory Iverson, President; Amanda Sadler, Vice-President; Stephanie Villanueva, Secretary, and Robert Perry, Treasurer. Each Student Council officer reported to the Board on the duties that they perform as Student Council representatives.

RECOGNIZE RHS
AFJROTC
INSTRUCTORS

Ms. Sharon Dimery, Rubidoux High School Assistant Principal, introduced and presented plaques and certificates to Rubidoux High School's AFJROTC instructors, Colonel William R. Carroll and Chief Master Sergeant Franklin D. Cohens for their nationally recognized awards as "Outstanding Instructors" in the area of Aerospace and Leadership Education. She announced that Colonel Carroll and Chief Cohens are in their tenth year of leading the AFJROTC unit at Rubidoux High School, and this is the third time that they have both received the "Outstanding Instructor" award. The Rubidoux High School AFJROTC unit has been selected as an "Honor School" five out of the last seven years and has received "Meritorious" recognition for two years. Ms. Dimery stated that it is an honor to have these two instructors at Rubidoux High School.

RECOGNIZE "BEST OF
THE BEST" EMPLOYEES
FOR OCTOBER

The Superintendent stated that for the month of October, the Recognition Committee received sixty nominations for the "Best of the Best" employee, with the following ten individuals selected for honorable mention: John Dawson, Rustic Lane teacher; Pam Dodd, Granite Hill custodian; Helen Haney, Jurupa Valley secretary; Gary Hanson, Jurupa Valley Guidance Coordinator; Pat Hernandez, Jurupa Middle secretary; Karen Russell, Education Center Supervisor of Accounting; Jorge Sanchez, Mira Loma teacher; Henry Sartor, transportation service coordinator; Heather Smith, Mira Loma teacher and Teresa Ziemki, Nueva Vista Campus Supervisor. She stated that three transportation employees were selected as October's "Best of the Best," Melissa Larsen, Robin Robison and Hiram Solis, for their caring efforts during a recent incident when a Jurupa Middle student was hit by an automobile on her way home from school.

ACCEPT DONATIONS
-Motion #88

The Assistant Superintendent Business Services requested that the Board accept three donations.

MRS. ADAMS MOVED THE BOARD ACCEPT THE FOLLOWING DONATIONS WITH LETTERS OF APPRECIATION TO BE SENT: A MAC CENTRIS COMPUTER WITH CD ROM, PRINTER AND SOFTWARE VALUED AT \$4,000.00 FROM MR. & MRS. J. SCHIEFER FOR ROOM 15 AT CAMINO REAL ELEMENTARY; "THE PTA STORY - A CENTURY OF COMMITMENT TO CHILDREN," VALUED AT \$40.00 FROM THE MISSION BELL PTA FOR THE LIBRARY, AND 13 COMPUTERS WITH HARDWARE VALUED AT \$5,200.00 FROM COMPUTER SCIENCES CORPORATION/HUGHES ELECTRONICS FOR MIRA LOMA MIDDLE. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

PUBLIC VERBAL
COMMENTS

Mr. Matthew Nagle, Peralta Elementary teacher, asked that the Board consider reducing the Board Policy related to student acceptable use of the Internet from six pages down to a single page for easier parent signature. He felt that by doing so, this will make the Policy "user-friendly" and allow for frequent educational access by students to the Internet. In addition, Mr. Nagle asked the Board to review the district's status in the area of technology. He indicated that based upon his knowledge and experience, compared to other districts, Jurupa is lacking in its efforts to provide up-to-date technology to its students and staff.

Ms. Sandra Mason, member of the community, employee of the district and CSEA representative, asked that the Board deny the request from the AYSO (Agenda Item B) to allow Southern California Edison to install lights for the playing field at Pedley Elementary for evening soccer practices. She stated that past usage of district facilities by the AYSO has resulted in graffiti, missing trash cans and messy campuses that the AYSO has not been willing to take responsibility for. Ms. Mason also raised the issue of using AYSO volunteers in place of classified employees for maintenance purposes, which violates contract provisions.

Ms. Fran Rice-Laabs, NEA-J President, read the "Document of Association Issues to Amend the Agreement July 1, 1995 to June 30, 1998 submitted November 17, 1997," and officially presented the material to the Superintendent.

BOARD MEMBER
REPORTS & COMMENTS

Mr. Teagarden congratulated the Sunnyslope Student Council officers for their report. He commended the Jurupa Valley Choir for their fantastic performance on November 6. Mr. Teagarden asked for support of Mira Loma Middle School's ice cream booth at the upcoming Jurupa Rodeo to be held in June.

Mr. Knight commended the student ambassadors for their reports. He thanked Interim Principal, Ms. Concannon, and the four Student Council representatives for their excellent reports. Mr. Knight congratulated Colonel Carroll and Chief Master Sergeant Cohens for their outstanding work in the AFJROTC program at Rubidoux High School. He congratulated the Superintendent for being appointed by the County Superintendent of Schools, Dr. Dale Holmes, to chair the County Testing Task Force to assist district's in implementing the State Testing and Reporting Program (STAR).

Mrs. Adams personally acknowledged assistant superintendents, Mr. Rollin Edmunds and Dr. DeWayne Mason, for the research and information that they provide for the Board; she thanked the Superintendent for her leadership and guidance; she commended Board members for visiting school sites; she expressed her appreciation to the other administrators present and she thanked Sunnyslope Interim Principal, Ms. Concannon, for welcoming the Board.

BOARD MEMBER
REPORTS & COMMENTS
(CONT'D)

Mrs. Burns agreed with Mr. Teagarden concerning the Jurupa Valley choral group's excellent performance and with Mrs. Adams regarding her words of thanks to staff. She acknowledged Jurupa Valley music teacher, Ms. Melva Morrison, for being nominated for the BRAVO award. Mrs. Burns noted that she recently toured Jurupa Valley High with the Principal, Ms. Jan Moorehouse, and visited the ASB and ROTC classrooms. In addition, she was also able to be present at a Rubidoux High School band field show and competition, as they competed against much larger bands and still took first place. Mrs. Burns plans to attend another upcoming field show in Arcadia as well. She commended Dr. Mason, Assistant Superintendent Education Services, for providing the recent conference for secondary administrators and teachers.

President Chavez thanked Sunnyslope Interim Principal, Ms. Concannon, for her hospitality, and for her work at the school as Principal, Mr. Gary Hale, recovers from a recent surgery. He commended the Student Council representatives and high school student representatives for their reports, he congratulated Colonel Carroll and Sergeant Cohens for receiving recognition as "Outstanding Instructors" in Rubidoux High School's AFJROTC program, and he requested an update for the Board in the area of technology.

The Superintendent recalled that over the past year, the Board has allocated \$500,000 from the One Time Block Grant Funds received from the State for technology. In addition, the district received \$600,000 from the Riverside County Office of Education that has been designated for technology, and principals had the opportunity to purchase computers and wiring with Site Grant funds from the State. The Superintendent commented that although she did not have before her the exact computer-per-student ratio, the district is moving forward in the area of technology as reported in a detailed presentation last spring. She stated that administration will provide an updated report for the Board as requested.

ACTION SESSION

APPROVE ROUTINE
ACTION ITEMS BY
CONSENT
-Motion #89

MR. KNIGHT MOVED THE BOARD APPROVE/ADOPT ROUTINE ACTION ITEMS A 1-9 AS PRINTED: MINUTES OF THE REGULAR MEETING NOVEMBER 3, 1997; PURCHASE ORDERS; DISBURSEMENT ORDERS; PAYROLL REPORT; AGREEMENTS; NOTICE OF COMPLETION FOR BID #97/10L, ROOFING AT FOUR (4) DISTRICT SITES - PURCHASE ORDER #96480; SECOND READING OF REVISED BOARD POLICY 2410 (PAGE 2 OF 2- OVERVIEW FUNCTIONS CHART); SUBMITTAL OF TECHNOLOGY LITERACY CHALLENGE FUND GRANT APPLICATION IN THE AMOUNT OF \$1,037,302, AND NON-ROUTINE FIELD TRIP REQUEST FOR 25 JURUPA VALLEY HIGH STUDENTS TO TRAVEL TO ANAHEIM ON NOVEMBER 23-24, 1997 TO ATTEND THE STUDENT GOVERNMENT LEADERSHIP RETREAT AND TRAINING. MR. TEAGARDEN SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

CONSENSUS DECISION:
REQUEST FOR
FURTHER
INFORMATION ON
AYSO PROPOSAL

The Assistant Superintendent Business Services stated that the district has received a request from the Jurupa American Youth Soccer Organization (AYSO) to light the field at Pedley Elementary in order to allow approximately 80 teams to hold their practices at night. The lighting will be provided by the Edison Company under their Security Lighting Program, with the AYSO paying for other costs, as noted in their proposal in the supporting documents. He introduced Mr. Dan Haddix and Ms. Michelle Coiro, AYSO representatives, to answer the Board's questions.

CONSENSUS DECISION:
REQUEST FOR
FURTHER
INFORMATION ON
AYSO PROPOSAL
(CONTD)

Mr. Haddix stated that the AYSO would like to work along with the school district by helping to steer young people in the right direction through sports activities. He corrected the letter in the supporting documents by requesting the words "at the" be removed on Page 1, from the eighth benefit to be considered; and on the last page in the closing paragraph, the last sentence should read, "We see this request only as an additional benefit to our long-standing relationship." Mr. Haddix emphasized the advantages for student involvement in soccer; he apologized for any damages that may have occurred as a result of field usage by the AYSO, and stated that there are funds to address repairs, if needed. He added that with the presence of their teams on the Pedley Elementary campus, this may serve as a deterrent to criminal activity in the area as well.

Mr. Haddix assured President Chavez that they are continuing to work with the Economic Development Agency regarding the four soccer fields planned for the new Sports Complex; however, it is not clear whether these fields will be lighted and more than likely, they will be used by adult soccer leagues. Further, he explained that although the Little League teams also use the Pedley Elementary School playing fields, their teams play at different times of the year; soccer in the fall and winter months, and baseball in the spring and summer months.

Mr. Knight asked district staff and AYSO representatives to meet and document accurate data relating to the responsibility of each party and to address the concerns of liability raised by the speaker during the Public Verbal Comments section in order to reach a solution that will enhance the needs of the total community.

Ms. Coiro, AYSO Commissioner, explained to Mr. Teagarden that currently, the AYSO does not provide their own restroom facilities; they typically use the facilities at the site they are practicing at; for example, at Mira Loma Middle School, they have been provided with gate and restroom keys. She further outlined for Mrs. Adams that they have investigated using surrounding parks; however, the fields are not lighted for night practice and the Parks District has not expressed an interest in doing so.

Mrs. Burns asked the AYSO representatives to contact her with the name of a facility for her to visit that already has the lighting that they are requesting. Further, she stated that the district has a policy of using pesticides as a last resort; therefore, there may be conflicting expectations from the AYSO for field maintenance, as well as liability issues. Mrs. Burns commented that surrounding neighbors should also be surveyed to determine their position on the lighting of the field.

President Chavez agreed that the area of liability should be addressed further, as well as the issue raised concerning the use of volunteers for maintenance. He stated his support of student sports activities; however, he emphasized that even if the lights are installed at Pedley Elementary, usage of the field is under the direction of the school principal, not the outside organization. President Chavez agreed that there are several questions that need to be answered before the Board takes a position on this issue.

By a consensus decision, the Board determined that staff will provide answers to the questions raised during discussion and prepare a Memorandum of Understanding for the Board's consideration.

CERTIFICATION OF
ANNUAL
ORGANIZATION
MEETING
-Motion #90

The Superintendent requested that the Board change the date of the Annual Organizational Meeting from December 1 to December 8, 1997 to fall within the dates set forth by the Education Code. She noted that this meeting will be held at Camino Real Elementary School at which time the Board will elect a President and a Clerk.

CERTIFICATION OF
ANNUAL
ORGANIZATION
MEETING
-Motion #90
(CONT'D)

APPROVE A LONGER
SCHOOL DAY FOR THE
MIDDLE SCHOOL
LEVEL BEGINNING IN
THE 1998-99 SCHOOL
YEAR
-Motion #91

MRS. ADAMS MOVED THE BOARD CHANGE THE DECEMBER 1, 1997 REGULAR MEETING TO DECEMBER 8, 1997 TO FALL WITHIN THE REQUIRED FIFTEEN-DAY PERIOD AND THAT THE ANNUAL ORGANIZATION MEETING OF THE BOARD BE HELD AT THE DECEMBER 8, 1997 REGULAR MEETING. MR. KNIGHT SECONDED THE MOTION. The Superintendent noted that typically, the Board schedules one regular meeting in December. A VOTE WAS TAKEN WHICH CARRIED UNANIMOUSLY.

The Superintendent reported that several months ago, Mrs. Adams requested information on lengthening the middle school day. A preliminary report was presented in September, and at that time, the Board requested additional information on several issues. She stated that this evening's report contains the follow-up information requested on the cost of implementation prepared by the Assistant Superintendent Business Services; research data presented by the Assistant Superintendent Education Services related to the benefit of additional on-task time for students, and historical information that she gathered concerning the length of the middle school day from the district's archives of Board documents. In addition, she indicated that a survey of surrounding school district middle school schedules for comparative purposes is included in the supporting documents.

The Superintendent explained that during the last two months, the Assistant Superintendent Education Services met with principals to discuss the lengthening of the middle school day to review possible schedules. Further, the Assistant Superintendent Business Services met with the Transportation Department to develop a proposed schedule based on bus availability. Both scheduling proposals are included in the Board Agenda annotation. She remarked, however, that the major issue that must be addressed is the impact on the district's budget; therefore, the Assistant Superintendent Business Services has also provided in the Agenda annotation a list of the anticipated costs. She stated that in each of the four instances that the Board has requested a review of the middle school day over the past thirty years, each time a decision has been made not to lengthen the school day based on financial considerations.

The Assistant Superintendent Education Services reviewed for the Board current research data regarding engaged learning time and the amount of allocated instructional time as it relates to increased learning. He stated that with the addition of a sixth period to the middle school, this would add approximately 17% more time to teach and learn for teachers and students. With the four sets of variables suggested by researchers present in the proposed added time (quality of instruction, appropriate level of difficulty, incentives and allocated time), there is the potential for higher student achievement.

The Assistant Superintendent Business Services reviewed the K-12 present and proposed "Daily School Schedule" on Page 8 of the Agenda based on bus availability. The starting time for high school students has been moved back to 7:15 a.m., with dismissal time scheduled for 2:00 p.m.; the middle school suggested schedule is from 9:00 a.m. to 3:25 p.m., with elementary schools beginning at 8:45 and ending at 2:55 p.m. He approximated first year costs to lengthen the middle school day at \$1,181,600, with \$910,000 for subsequent year salary costs.

The Assistant Superintendent Business Services estimated the projected discretionary revenue for the 1998-99 school year at \$2.37 million in increased unrestricted revenue. He noted that after subtracting salary schedule maintenance, an estimated \$1.2 million will remain to fund the lengthening of the day at the middle school level for the coming school year. The Assistant Superintendent discussed the financial impact of this decision in subsequent years, as well as providing precautionary notes concerning Proposition 98 revenue and State tax cuts.

A-1
P36

APPROVE A LONGER
SCHOOL DAY FOR THE
MIDDLE SCHOOL
LEVEL BEGINNING IN
THE 1998-99 SCHOOL
YEAR
-Motion #91
(CONT'D)

The Superintendent commented that the lengthening of the middle school day has been carefully examined and discussed in Cabinet meetings to address questions raised by Board members, surrounding middle school schedules have been reviewed and the long-term financial impact has been considered. Following this thorough study, combined with historical data indicating that this has been the Board's desire for many years, the recommendation is to implement a longer day at the middle school level.

MRS. ADAMS MOVED THE BOARD RESTORE A DAILY SIXTH PERIOD TO THE MIDDLE SCHOOL SCHEDULE WITH IMPLEMENTATION BEGINNING IN THE 1998-99 SCHOOL YEAR. MRS. BURNS SECONDED THE MOTION, and commented that this is the best thing that has happened since she has served on the Board. President Chavez thanked Mrs. Adams for bringing this item forward. A VOTE WAS TAKEN WHICH CARRIED UNANIMOUSLY.

DEFER AGENDA ITEM E
TO THE DECEMBER 8,
1997 REGULAR BOARD
MEETING

The Superintendent stated that the curriculum standards developed for mathematics and language arts were distributed to Board members this evening, and in order to allow the Board sufficient time for review, approval of the curriculum standards will be deferred to the December 8, 1997 regular Board meeting. She remarked that following the State adoption of curriculum standards, the Assistant Superintendent Education Services, Dr. DeWayne Mason, and the Director of Curriculum and Categorical Projects, Mr. Memo Mendez, worked diligently with teachers and administrators districtwide to develop curriculum standards for the Jurupa Unified School District, and indicated that Board members will have the opportunity to ask questions at the December 8 meeting.

HEAR STATUS REPORT
ON NEW EDUCATION
CENTER

The Assistant Superintendent Business Services reported that he and Mr. Ray Teagarden met with Supervisor Tavaglione and Ms. Belinda McLaughlin, EDA Regional Manager, on November 6 to discuss the County's participation in the development of the new Education Center. At the meeting, Supervisor Tavaglione indicated a commitment to use County Redevelopment Funds for off-site improvements and landscaping for the Education Center project. Further, Supervisor Tavaglione expressed a strong interest in pursuing a Sports Complex at Agate Park and improvements to the riding arena with the consideration of the district assisting with the maintenance of the Complex. The Assistant Superintendent requested the Board's thoughts on engaging in a joint-venture to develop the surrounding area at the corner of Jurupa and Pedley Roads.

The Assistant Superintendent Business Services and Mr. Teagarden assured President Chavez that the project proposed will not involve relinquishing any of the district's property; the district benefits by the development of the land surrounding the new Education Center as well as the County carrying a portion of the financing until district Redevelopment revenue increases over the next several years.

The Superintendent stated that the County is proposing to improve the entire area, including the two fields on the Jurupa Middle School site, with the supervision and control of the fields being handled by the district, lighting of the two fields, and building four additional ball fields. This will make the entire area compatible with the MOT and Jurupa Middle School sites. She explained that the remaining question is to address the cost for maintaining the fields and arena; this will be discussed, with the Board's consensus decision, as talks with the County proceed.

The Board reached consensus that the Assistant Superintendent and Mr. Teagarden will move forward with discussions with the County and return with updated information.

HEAR STATUS REPORT
ON NEW EDUCATION
CENTER
(CONT'D)

The Assistant Superintendent Business Services added that the discussions with the County are in no way delaying the process for the building of the new Education Center. Architects are being interviewed this week and plans are moving forward on a new district facility that will only be inhabited by the Jurupa Unified School District.

APPROVE LUNCH
SHELTER FOR STONE
AVENUE
-Motion #92

The Assistant Superintendent Business Services stated that part of the spending plan for Stone Avenue's Site Grant funds is to install a lunch shelter. He reported that the PTA donated \$5,000.00 toward the purchase with the balance being paid from the school's Site Grant funds.

MR. KNIGHT MOVED THE BOARD ISSUE PURCHASE ORDER #99123 TO NATIONAL CARPORT INDUSTRIES, INC. IN THE AMOUNT OF \$14,850.00 FOR A LUNCH SHELTER TO BE INSTALLED AT STONE AVENUE ELEMENTARY SCHOOL. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REPORT: OTHER
FACILITY MATTERS

The Superintendent stated that she and the Assistant Superintendent Business Services met with Jurupa Valley Principal, Ms. Jan Moorehouse, to discuss the County's proposal to include a bus loop adjacent to the school's parking lot as part of the Sports Complex project. Further, it appears that three acres will be designated for the arena, with maintenance of the arena to be determined. She commented that she and the Assistant Superintendent will meet with Ms. Belinda McLaughlin, Economic Development Agency representative, tomorrow to discuss the district's needs and concerns in order to include this input in the Sports Complex plans.

ACT ON TEN (10)
DISCIPLINE CASES:
#98-016, #98-017, #98-018
#98-019, #98-020, #98-021
#98-022, #98-023, #98-024
#98-025
-Motion #93

The Director of Administrative Services requested that the Board accept and adopt as its own the Findings of Fact and Conclusions of Law submitted by the Administrative Hearing Panel in each of the ten discipline cases regarding the disciplinary actions as described and listed on the Agenda, with amended recommendations for Discipline Cases #98-018 and #98-016 subsequent to the Board's deliberation in Closed Session.

PRESIDENT CHAVEZ MOVED THAT THE BOARD ACCEPT THE ADMINISTRATIVE HEARING PANEL FINDINGS TO EXPEL THE PUPILS IN DISCIPLINE CASES #98-018, #98-016, #98-017, #98-019, #98-020, #98-021, #98-022, #98-023, #98-024, #98-025, WITH AMENDED DECISIONS TO DISCIPLINE CASES #98-018 & #98-016 AS FOLLOWS: EXPEL THE PUPIL IN DISCIPLINE CASE #98-018 FOR VIOLATION OF EDUCATION CODE 48900 (A & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING. IT FURTHER RECOMMENDS THE STUDENT BE ALLOWED TO ENROLL IN THE COMMUNITY DAY SCHOOL, OPERATED AT THE DISTRICT LEARNING CENTER, FOR THE PERIOD OF THE EXPULSION ORDER. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE REINSTATEMENT TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JUNE 1, 1998; EXPEL THE PUPIL IN DISCIPLINE CASE #98-016 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (A & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING AND THAT THE STUDENT BE ALLOWED TO ENROLL AND PARTICIPATE IN THE COMMUNITY DAY SCHOOL, OPERATED AT THE DISTRICT LEARNING CENTER. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JANUARY 20, 1998.

ACT ON TEN (10)
DISCIPLINE CASES:
#98-016, #98-017, #98-018
#98-019, #98-020, #98-021
#98-022, #98-023, #98-024
#98-025
-Motion #93
(CONT'D)

EXPEL THE PUPIL IN DISCIPLINE CASE #98-017 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (C, I & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING AND THAT THE STUDENT BE REFERRED TO THE JURUPA COMMUNITY SCHOOL, OPERATED BY THE RIVERSIDE COUNTY OFFICE OF EDUCATION, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JUNE 1, 1998.

EXPEL THE PUPIL IN DISCIPLINE CASE #98-019 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (C & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING AND THAT THE STUDENT BE ALLOWED TO ENROLL AND PARTICIPATE IN THE COMMUNITY DAY SCHOOL, OPERATED AT THE DISTRICT LEARNING CENTER, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JUNE 1, 1998.

EXPEL THE PUPIL IN DISCIPLINE CASE #98-020 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (B, F, I & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THAT THE STUDENT BE ALLOWED TO ENROLL AND PARTICIPATE IN THE COMMUNITY DAY SCHOOL, OPERATED AT THE DISTRICT LEARNING CENTER, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JANUARY 20, 1998.

EXPEL THE PUPIL IN DISCIPLINE CASE #98-021 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (A, F & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THAT THE STUDENT BE ALLOWED TO ENROLL AND PARTICIPATE IN THE COMMUNITY DAY SCHOOL, OPERATED AT THE DISTRICT LEARNING CENTER, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JANUARY 20, 1998.

EXPEL THE PUPIL IN DISCIPLINE CASE #98-022 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (B, C & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THAT THE STUDENT BE ALLOWED TO ENROLL AND PARTICIPATE IN THE COMMUNITY DAY SCHOOL, OPERATED AT THE DISTRICT LEARNING CENTER, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JANUARY 20, 1998.

ACT ON TEN (10)
DISCIPLINE CASES:
#98-016, #98-017, #98-018
#98-019, #98-020, #98-021
#98-022, #98-023, #98-024
#98-025
-Motion #93
(CONT'D)

EXPEL THE PUPIL IN DISCIPLINE CASE #98-023 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (C & K) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING AND THAT THE STUDENT BE REFERRED TO THE JURUPA COMMUNITY SCHOOL, OPERATED BY THE RIVERSIDE COUNTY OFFICE OF EDUCATION, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JUNE 1, 1998.

EXPEL THE PUPIL IN DISCIPLINE CASE #98-024 FOR VIOLATION OF EDUCATION CODE SECTION 48900 (C) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING AND THAT THE STUDENT BE REFERRED TO THE JURUPA COMMUNITY SCHOOL, OPERATED BY THE RIVERSIDE COUNTY OFFICE OF EDUCATION, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JUNE 1, 1998; EXPEL THE PUPIL IN DISCIPLINE CASE #98-025 FOR VIOLATION OF EDUCATION CODE SECTION 48900 (C) FOR THE REMAINDER OF THE CURRENT SEMESTER AND THE SEMESTER FOLLOWING AND THAT THE STUDENT BE REFERRED TO THE JURUPA COMMUNITY SCHOOL, OPERATED BY THE RIVERSIDE COUNTY OFFICE OF EDUCATION, FOR THE PERIOD OF THE EXPULSION. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR POSSIBLE READMISSION TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JUNE 1, 1998. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE PERSONNEL
REPORT #9
-Motion #94

The Assistant Superintendent Personnel Services recommended that the Board approve Personnel Report #9 as printed.

MR. KNIGHT MOVED THE BOARD APPROVE PERSONNEL REPORT #9 AS PRINTED. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

REVIEW ROUTINE
INFORMATION
REPORTS

The Board reviewed Routine Information Reports as follows with no further comments: Announce Schedule to Conduct Board Meetings and Review Staff Development Days.

ADJOURNMENT

There being no further business, President Chavez adjourned the Regular Meeting from Public Session at 9:10 p.m.

MINUTES OF THE REGULAR MEETING OF NOVEMBER 17, 1997 ARE APPROVED AS

President

Clerk

Date

RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 11/14/97
 PAGE: 1

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/01/97 - 11/14/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
				PURCHASE ORDERS TO BE RATIFIED		
P29163	100	178 00	DISTRICT ADMINISTRATION	KAISER FOUNDATION HEALTH PL	97/98 INSURANCE PREMIUMS	1,396,913.00
P29176	100	178 00	DISTRICT ADMINISTRATION	S.M.A.	97/98 INSURANCE PREMIUMS	1,100,504.40
P29192	100	178 00	DISTRICT ADMINISTRATION	AMERICAN FIDELITY ASSURANCE	97/98 INSURANCE PREMIUMS	15,357.30
P29193	100	178 00	DISTRICT ADMINISTRATION	AMERICAN FIDELITY ASSURANCE	97/98 INSURANCE PREMIUMS	89,336.60
P98603	100	178 00	INSTRUCTION SUPPORT	D & S SYSTEMS, INC.	MAINT-RHS-REPAIRS	316.50
P98631	100	178 00	GENERAL SUPPORT OPERATIONS	PIONEER CHEMICAL COMPANY	MAINT-ELECTRIC SCRUBBERS	7,919.63
P99004	100	178 00	PUPIL SERVICES HEALTH	AUDIONETICS	EC-REPAIR AUDIOMETERS	213.95
P99080	100	178 00	GENERAL SUPPORT GROUNDS	HOSE PROS, THE	MAINT-GROUNDS REPAIRS	714.08
P99083	100	178 00	DISTRICT ADMINISTRATION	PURCH PRESS ENTERPRISE COMPANY	EC-PUBLICATION	300.00
P99084	100	178 00	GENERAL SUPPORT OPERATIONS	UT ALLTEL	EC-OPEN PO-TELECOMMUNICATIONS	3,000.00
P99088	100	178 00	GENERAL SUPPORT GROUNDS	C.R. JAESCHKE, INC.	MAINT-GROUNDS EQUIPMENT REPAIRS	673.95
P99091	100	178 00	GENERAL SUPPORT GROUNDS	AA EQUIPMENT	MAINT-EQUIPMENT RENTAL	452.55
P99092	100	178 00	GENERAL SUPPORT GROUNDS	WESTERN FARM SERVICE, INC.	MAINT-GROUNDS SUPPLIES	1,637.26
P99093	100	178 00	GENERAL SUPPORT GROUNDS	EMPIRE MOVERS	MAINT-BLOWER/VACUUM	269.36
P99110	100	196 00	YEAR BOOK	TROXELL COMMUNICATIONS INC.	RHS-CAMERA	676.67
P99113	100	178 00	DISTRICT WAREHOUSE	POSTMASTER	WHSE-STOCK	1,280.00
P99114	100	178 00	GENERAL SUPPORT DISTR ADMIN	P MULTIGRAPHICS(DIV OF AM INT	PRINT SHOP-OFFICE SUPPLIES	2,034.53
P99116	100	622 00	FACILITIES ACQUISITION	- CAPI CULVER-NEULIN INC	EC-CHAIRS	2,704.42
P99132	100	178 00	GENERAL SUPPORT GROUNDS	ABLE EQUIPMENT RENTALS	MAINT-EQUIPMENT RENTAL	302.50
P99144	100	177 88	INSTRUCTION GENERAL EDUCATION	NYSTROM	PER-INSTRUCTIONAL MATERIALS	425.61
P99145	100	182 99	INSTRUCTIONAL MEDIA	PREMIO COMPUTERS	PA-COMPUTER EQUIPMENT	3,001.65
P99146	100	182 99	INSTRUCTIONAL MEDIA	SEHI COMPUTER PRODUCTS	PA-COMPUTER PRINTER	292.00
P99152	100	178 00	GENERAL SUPPORT OPERATIONS	UT VARGAS, ED	EC-TELEPHONE WORK	1,062.50
P99158	100	000 00	SELF-CONTAINED CLASSROOM	INLAND DANCE THEATRES, INC.	CR-FIELD TRIP	425.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 11/14/97
 PAGE: 2

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES
 11/01/97 - 11/14/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P99159	100	191 00	FINE ARTS - MUSIC	J.W. PEPPER OF LOS ANGELES		MMS-INSTRUCTIONAL MATERIALS	265.33
P99167	100	000 00	SELF-CONTAINED CLASSROOM	AMERICAN THEATER ARTS FOR Y		CR-FIELD TRIP	218.75
P99190	100	178 00	DISTRICT ADMINISTRATION PURCH	PRESS ENTERPRISE COMPANY		EC-ADVERTISEMENT	250.00
P99197	100	178 00	DISTRICT ADMINISTRATION BUSIN	SCHOOL SERVICES OF CALIF. I		EC-OFFICE SUPPLIES	376.05
P99202	100	197 00	STUDENT ACTIVITIES	CALIFORNIA COMMERCIAL POOLS		JVHS-INSTALL NEW POOL HEATER	7,443.00
P99203	100	196 00	GENERAL EDUCATION - SECONDARY	VIRCO MANUFACTURING COMPANY		RHS-TRAPEZOIDAL TABLES	1,900.71
P99209	100	000 00	SELF-CONTAINED CLASSROOM	RIVERSIDE CITY COLLEGE		CR-FIELD TRIP	600.00
P99216	100	197 00	GENERAL EDUCATION - SECONDARY	RIVERSIDE COUNTY OFFICE OF		JVHS-FIELD TRIP	375.00
P99238	100	177 88	INSTRUCTION GENERAL EDUCATION	CUISENAIRE CO. OF AMERICA		PER-INSTRUCTIONAL MATERIALS	403.47
P99265	100	178 00	INSTRUCTIONAL SUPPORT CURRICU	OFFICE DEPOT		EC-OFFICE SUPPLIES	221.47

FUND TOTAL						2,832,147.14	
TOTAL NUMBER OF PURCHASE ORDERS						34	
P99003	101	176 00	S.I.P. (SCHOOL IMPROVEMENT PR	HOUGHTON NIFFLIN CO-ORDER D		CR-INSTRUCTIONAL MATERIALS	681.99
P99078	101	178 00	ECONOMIC OPPORTNTY ACT PL98-4	CENTER FOR COMMUNITY FUTURE		EC-REFERENCE BOOKS	307.69
P99150	101	187 00	E.C.I.A. TITLE 1	STATER BROTHERS		WR-OPEN PO-OFFICE SUPPLIES	300.00
P99151	101	185 00	E.C.I.A. TITLE 1	CM SCHOOL SUPPLY CO.		TS-INSTRUCTIONAL MATERIALS	358.18
P99154	101	183 00	S.I.P. (SCHOOL IMPROVEMENT PR	FOREST TECHNOLOGIES "		PED-INSTRUCTIONAL MATERIALS	215.45
P99155	101	182 00	E.C.I.A. TITLE 1	CM SCHOOL SUPPLY CO.		PA-OPEN PO-INSTRUCTIONAL MATERIALS	502.00
P99168	101	191 00	DEMONSTRATION PROGRAMS IN REA	TOP HAT TRAVEL		CONF-MMS	324.00
P99169	101	191 00	DEMONSTRATION PROGRAMS IN REA	TOP HAT TRAVEL		CONF-MMS	324.00
P99193	101	191 00	DEMONSTRATION PROGRAMS IN REA	UNIVERSITY OF NEBRASKA-LINC		MMS-INSTRUCTIONAL MATERIALS	317.86
P99195	101	187 00	E.C.I.A. TITLE 1	MACWAREHOUSE		VB/WR/RHS-INSTRUCTIONAL MATERIALS	854.46
P99199	101	191 00	S.I.P. (SCHOOL IMPROVEMENT PR	REGION "P" PARTNERSHIP SCHO		MMS-MEMBERSHIP	1,000.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES
 11/01/97 - 11/14/97
 PURCHASES OVER 9200

REF	FUND	LCC/SITE	PROGRAM	VENDOR	DESCRIPTION	
				PURCHASE ORDERS TO BE RATIFIED		
P99201	101	178 00	EMERGENCY IMMIGRANT EDUCATION RINS ALLIANCE TWILIGHT CONF		EC-CONFERENCE	7,200.00
P99210	101	190 00	S.I.P. (SCHOOL IMPROVEMENT PR P.C. CLUB		JMS-INSTRUCTIONAL MATERIALS	246.74
P99214	101	197 00	VOCATIONAL AGRICULTURE INCENT SULLIVAN SUPPLY SOUTH, INC.		JVHS-INSTRUCTIONAL MATERIALS	736.07
P99219	101	198 00	S.I.P. (SCHOOL IMPROVEMENT PR TROXELL COMMUNICATIONS INC.		VB-OVERHEAD PROJECTORS	425.80
P99232	101	178 00	ECONOMIC IMPACT AID - L E P TOP HAT TRAVEL		CONFERENCE	213.00
P99236	101	178 00	EARLY MENTAL HEALTH PRIMARY I FAMILY SERVICES ASSOCIATION		EC-OPEN PO-CONSULTANT SERVICES	3,570.00
P99266	101	183 00	S.I.P. (SCHOOL IMPROVEMENT PR COMPUTER SERVICE & SALES		WHSE-COMPUTER REPAIRS	378.92
					FUND TOTAL	17,959.16
					TOTAL NUMBER OF PURCHASE ORDERS	18
P99108	102	178 00	INSTRUCTIONAL PROGRAM		EC-TEST MATERIALS	247.87
					FUND TOTAL	247.87
					TOTAL NUMBER OF PURCHASE ORDERS	1
P99089	103	178 00	GEN SUPPORT TRANS-HOME TO SCH APACHE DIESEL SERVICE		TRANS-BUS REPAIRS	1,910.59
P99031	103	178 00	GEN SUPPORT TRANS-HOME TO SCH MAACO AUTO PAINTING		TRANS-VEHICLE REPAIRS	999.15
P99124	103	178 00	GEN SUPPORT TRANS-HOME TO SCH KOEHL AUTOMATIC TRANS. SVC.		TRANS-BUS REPAIRS	1,335.30
					FUND TOTAL	4,245.04
					TOTAL NUMBER OF PURCHASE ORDERS	3
P99148	106	197 00	ATHLETIC OPERATIONAL SUPPLIES BOEGES SPORTING GOODS		JVHS-INSTRUCTIONAL MATERIALS	372.11
P99207	106	197 00	ATHLETIC OPERATIONAL SUPPLIES CLOVER, JIM		JVHS-OPEN PO-OTHER SERVICES	750.00
					FUND TOTAL	1,122.11
					TOTAL NUMBER OF PURCHASE ORDERS	2
P98490	119	178 00	GENERAL SUPPORT, MAINTENANCE, WESTBURNE PIPE & SUPPLY		MAINT-RHS-SUPPLIES	400.83

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/01/97 - 11/14/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P98832	119	178 00	GENERAL SUPPORT,	PC EXPO		MAINT-EQUIPMENT REPLACEMENT	1,716.23
P98842	119	178 00	GENERAL SUPPORT,	FARES INDUSTRIAL TOOL & SUP		MAINT-SUPPLIES	467.09
P98943	119	178 00	GENERAL SUPPORT,	SOUTHERN CALIF. AIR COND.DIS		MAINT-NEW EQUIPMENT	805.95
P98992	119	178 00	GENERAL SUPPORT,	BURKE ENGINEERING CO		MAINT-SUPPLIES	2,371.20
P98995	119	178 00	GENERAL SUPPORT,	THOMPSON ENGINEERING CO		MAINT-SUPPLIES	557.02
P99074	119	178 00	GENERAL SUPPORT,	INLAND LIGHTING		MAINT-SUPPLIES	257.52
P99117	119	178 00	GENERAL SUPPORT,	AIR COLD SUPPLY INC		MAINT-OPEN PO-SUPPLIES	3,000.00
P99121	119	178 00	GENERAL SUPPORT,	SIMPLEX TIME RECORDER CO.		MAINT-SUPPLIES	290.93
P99122	119	178 00	GENERAL SUPPORT,	REPAIR D & S SYSTEMS, INC.		MAINT-SUPPLIES	336.18
P99125	119	178 00	GENERAL SUPPORT,	AIR COLD SUPPLY INC		MAINT-SUPPLIES	525.64
P99127	119	178 00	GENERAL SUPPORT,	REFRIGERATION SUPPLIES DIST		MAINT-WELDING KIT	485.22
FUND TOTAL							11,213.81
TOTAL NUMBER OF PURCHASE ORDERS							12
P98388	403	178 00	CLASS SIZE REDUCTION - FACILI	CONSOLIDATED ELECTRICAL DIS		MAINT-SUPPLIES FOR NEW PORTABLES	5,051.80
P99260	403	184 00	FACILITIES ACQUISITION - CAPI	J. L. BIBER CONSTRUCTION		RL-ALTERATION TO OFFICE	3,100.00
P99261	403	184 00	FACILITIES ACQUISITION - CAPI	OAK TREE PRODUCTS (BOB FARE		RL-CONSTRUCT AND INSTALL WORKSTATION	6,350.00
FUND TOTAL							14,501.80
TOTAL NUMBER OF PURCHASE ORDERS							3
P98587	930	178 00	GENERAL SUPPORT,	MAINTENANCE, INFOTOX, INC.		MAINT-MMS-ASBESTOS ABATEMENT PROJECT	495.00
P98945	930	197 00	PLANT MAINTENANCE	CONTRACT CARPET COMPANY		MAINT-JVHS-CARPET WORK	2,606.00
P98988	930	178 00	PLANT MAINTENANCE	TRUELINE		MAINT-JVHS-MAINTENANCE WORK	3,490.00
P98996	930	178 00	PLANT MAINTENANCE	HOME DEPOT		MAINT-SUPPLIES	7,288.02

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES
 11/01/97 - 11/14/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION
P99002	930	179 00	PLANT MAINTENANCE	HOME DEPOT	MAINT-SUPPLIES 824.93
PURCHASE ORDERS TO BE RATIFIED					
TOTAL NUMBER OF PURCHASE ORDERS					5
FUND TOTAL					14,709.95
70 PURCHASE ORDERS OVER \$200.00 FOR A TOTAL AMOUNT OF					2,896,140.88
72 PURCHASE ORDERS UNDER \$200.00 FOR A TOTAL AMOUNT OF					6,107.82
150 PURCHASE ORDERS FOR A GRAND TOTAL OF					2,902,248.70

RECOMMEND APPROVAL:



Director of Purchasing

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JURUPA UNIFIED SCHOOL DISTRICT

CAFETERIA FUND 600

PURCHASE ORDERS LESS THAN \$200.00:

C003389, C003390, C003391, C003392, C003393, C003394, C003395, C003397, C003400, C003401, C003402, C003403, C003404, C003406, C003410, C003423, C003426, C003440, C003444, C003452, C003457, C003459, C003462, C003463, C003464, C003465, C003467, C003468, C003473, C003474, C003476, C003477, C003478, C003480, C003492, C003501, C003504, C003510, C003512, C003514, C003521, C005006

TOTAL ORDERS LESS THAN \$200.00 = \$3,895.87

<u>P. O. #</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>LOCATION/DESCRIPTION</u>
C003305	Signature Apparel	\$ 710.53	Food Service Tee Shirts
C003318	Jaguar Computer	305.69	Labor on computers
C003381	PCS Revenue Control	4,100.88	Computer equipment
C003382	Human Computer	368.18	Computer equipment
C003383	Corporate Express	453.79	Office supplies
C003385	Contract Carpet	10,850.00	Furnish & install ceramic tile
C003386	Primary Computer	349.07	Covers for keyboards
C003387	Goldstar Foods	11,177.63	Food purchased for whse. stock
C003388	Tower of Pizza	1,755.00	Pizza delivered to various schools
C003396	Swift Produce	1,392.82	Produce delivered to various schools
C003398	Rykoff Sexton	905.10	Carts delivered for various schools
C003399	Driftwood Dairy	1,722.39	Milk & milk by-products for schools
C003405	AFS	1,073.82	Automatic fire suppression system
C003407	Riverside Restaurant Equip.	10,659.83	Freezers, refrigerator and milk chest
C003408	Inland Acoustics, Inc.	2,428.00	Acoustic ceilings-RHS
C003411	Global Computer Supplies	264.75	Logitech page scan for computer
C003412	Office Depot	423.73	Computer printer paper for various schools
C003414	Barker's Food Machinery	725.20	Gears for JVHS
C003415	Human Computer	287.69	Computer software for various schools
C003416	Action Duct Cleaning	460.00	Duct cleaning for various schools
C003417	Air Cold Supply	541.01	Coil & gasket for Ina Arbuckle freezer
C003418	Contract Carpet Co.	7,502.00	Furnish & install ceramic tile-Pedley
C003419	American Jerky	1,480.00	Jerky for whse. stock
C003420	Goodman Foods	3,837.00	Commodity processing beef/onion patty
C003421	MJM Marketing	1,512.00	Food purchased for whse. stock
C003422	Michael's Popcorn	480.00	Cheese popcorn for whse. stock
C003424	Proficient Paper Co.	3,077.72	Supplies purchased for whse. stock
C003425	Valley Foods	10,734.17	Food purchased for whse. stock
C003427	Signature Apparel	296.65	T-shirts cafeteria
C003428	Westburne Supply	968.54	Garbage disposal at Troth Street
C003429	Air Cold Supply	1,026.46	Parts for freezer-RHS
C003431	Tower of Pizza	12,226.50	Pizza delivered to various schools
C003432	Robin Coutu	275.62	Mileage reimbursement June, July, Aug.
C003433	A & R Distributores	5,379.38	Chips, pastries & soda for various schools
C003434	Alliant Foodservice	2,123.45	Food purchased for warehouse stock
C003435	American Jerky Co.	1,480.00	Jerky for warehouse stock
C003436	Gold Star Foods	12,737.73	Food purchased for whse. stock
C003437	Leabo Foods, Inc.	13,047.78	Food purchased for whse. stock

C003438	Driftwood Dairy	7,518.05	Milk & milk by-products for various schools
C003439	Caljen Sales	1,053.80	Supplies purchased for whse. stock
C003441	Murray's Restaurant Supply	1,373.73	Sink & faucet, supplies for various schools
C003442	P & R Paper Supply	6,382.14	Supplies purchased for whse. stock
C003443	Proficient Paper Co.	1,420.96	Supplies for whse. stock
C003445	Swift Produce	351.48	Produce for various schools
C003446	US Foodservice	1,352.80	Supplies for whse. stock
C003447	Valley Foods	350.00	Food purchased for whse. stock
C003448	Interstate Brands	1,935.77	Bread & rolls for all schools
C003449	Coca-Cola Enterprises-L.A.	1,099.75	Canned soda delivered to JVHS & RHS
C003450	Coca-Cola USA	238.50	Syrup and CO 2 delivered to JVHS & RHS
C003451	Golden West Distributing	468.68	Food delivered to MLM & RHS
C003454	Tower of Pizza	4,816.50	Pizza for various schools
C003456	Roger Gillette Refrigeration	2,177.32	Refrigeration/AC repairs at various schools
C003458	W. W. Grainger	463.75	Hand trucks for Food Service whse.
C003460	Goodman Foods	2,558.00	Commodity processing beef/onion patty
C003466	Tower of Pizza	5,063.56	Pizza delivered to various schools
C003469	A & R Wholesale	3,987.58	Chips, pastries and soda for various schools
C003470	Valley Foods	11,189.65	Food purchased for whse. stock
C003471	MJM Marketing	1,512.00	Food purchased for whse. stock
C003472	Interstate Brands Corp.	3,111.28	Bread & rolls delivered to various schools
C003475	Michael's Popcorn	480.00	Cheese popcorn purchased for whse. stock
C003479	Proficient Paper Co.	1,567.79	Supplies for whse. stock
C003483	Riverside Restaurant Equip.	6,393.01	New refrigerator, freezer, milk chest-TS
C003484	Contract Carpet	5,875.00	Furnish & install tile at Van Buren
C003486	Robin Coutu	26.07	Employee reimbursement
C003487	Tower of Pizza	6,721.00	Pizza for various schools
C003488	Gold Star Foods	32,938.99	Food purchased for whse. stock
C003489	Leabo Foods	33,282.10	Food purchased for whse. stock
C003490	Roger Gillette	1,196.42	Repairs to refrigeration & air conditioning
C003491	Moreno Bros.	1,676.14	Tortillas & chips for various schools
C003493	La Tolteca	483.00	Tortillas delivered to JVHS
C003494	Driftwood Dairy	32,543.76	Milk & milk by-products for various schools
C003495	P & R Paper Supply Co.	6,330.03	Supplies purchased for whse. stock
C003496	Alliant Foodservice	4,984.13	Food purchased for whse stock
C003497	Coca-Cola Enterprises-L.A.	3,584.00	Canned soda delivered to JVHS & RHS
C003499	Tower of Pizza	7,215.00	Pizza for various schools
C003500	Valley Foods	12,050.96	Food purchased for whse. stock
C003502	Proficient Paper Co.	2,328.54	Supplies delivered for whse. stock
C003503	Michael's Popcorn	480.00	Food purchased for whse. stock
C003505	Interstate Brands	5,182.59	Food purchased for whse. stock
C003506	Swift Produce	9,176.03	Produce for the various schools
C003507	Hobart Corporation	323.94	Supplies for whse. stock
C003508	Form Plastics Co.	621.37	Supplies purchased for whse. stock
C003509	A & R Distributors	5,855.14	Chips, pastries & soda for various schools
C003511	US Foodservice	598.42	Food & supplies for whse. stock
C003512	Spintex	1,443.00	Supplies for various schools
C003515	Coca-Cola USA	236.00	Syrup & CO 2 for JVHS & RHS
C003516	Proficient Paper	633.08	Supplies purchased for whse. stock
C003517	Roger Gillette Refrigeration	609.19	Refrigeration & air conditioning repairs
C003518	A & R Distributors	7,950.13	Chips, pastries & soda for various schools
C003519	Goodman Foods	2,135.93	Commodity processing beef/onion patty
C003520	Valley Foods	4,194.78	Food purchased for whse. stock
C003522	Multi-Pak Packaging	1,175.10	Supplies purchased for whse. stock

C003523	Barker's Food Machinery	708.76	Repairs at JVHS, MMS, and WR
C003524	Action Duct Cleaning	220.00	Service at JMS, MMS, and MLM
C003525	Tower of Pizza	6,877.00	Pizza for various schools
C005002	Champion Lumber	787.44	Lumber for shelving in whse.
C005005	W. W. Grainger	728.73	Pallet rack decking-whse. storage shelves
C005007	Corporate Express	<u>274.70</u>	Office supplies

TOTAL

\$397,452.68

Ann Hale
 Approved- Ann Hale, Director of Food Services

AH:dw

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT OF PURCHASES

11/01/97 - 11/14/97
 PURCHASES OVER \$1

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75539	100	191 00	SELF-CONTAINED CLASSROOM	CAPPA-ROBERT JORDAN	D29304 CONF 1/22/97, 1 EMP	70.00
D75542	100	186 00	SELF-CONTAINED CLASSROOM	CAPPA-ROBERT JORDAN	D29305 CONF 1/22/97 1 EMP	70.00
D75544	100	196 00	GENERAL SUPPORT OPERATIONS UT	CHEVRON, U S A	D29150 GASOLINE CHARGES	377.38
D75548	100	178 00	DISTRICT ADMINISTRATION PURCH	GLASS, TERRY L	D29151 MILEAGE	64.01
D75556	100	178 00	GEN SUPPORT DIST ADMIN SAFETY	TEAGARDEN RAY OR CAROLYN	D30044 MILEAGE	45.68
D75558	100	178 00	DISTRICT ADMIN TECHNOLOGY	JURUPA UNIFIED	D30046 REIMB REVOLVING CASH FUND	607.56
D75572	100	192 88	INSTRUCTIONAL MEDIA CENTER	ANNETTE NICKSON	D30045 NATIONAL GEOGRAPHY CD	161.51
D75580	100	172 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA GAS	D29156 PYMT FOR GAS SERVICE	1,039.81
D75582	100	197 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA EDISON	D29157 ELECTRIC SERVICE	21,333.75
D75583	100	180 00	SELF-CONTAINED CLASSROOM	MRS. R. HURTADO	D29158 REIMBURSE FOR RETURNED LIB 80	5.00
D75584	100	173 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA GAS	D29152 PYMT FOR GAS SERVICE	4,112.52
D75600	100	178 00	DISTRICT ADMIN PERSONNEL RECR	HOLIDAY INN PARK CENTER	D29309 CONF 2/3-4/97 1 EMP	148.80
D75649	100	178 00	GENERAL SUPPORT DISTRICT ADHI	RIVERSIDE CO. OFFICE OF EDU	D29316 CONF 11/13/97 1 EMP	15.00
D75650	100	178 00	JJCC BUDGET COMMITTEE	HILL SHARON LYNN	D29161 REIMBURSE TRAINING	90.00
D75653	100	178 00	GENERAL SUPPORT GROUNDS	DICKINSON, STEVE	D29162 MILEAGE	87.70
D75654	100	176 00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA GAS	D29159 GAS SERVICE	455.73
D75655	100	178 00	GENERAL SUPPORT OPERATIONS UT	AIRTOUCH CELLULAR	D29150 PYMT FOR CELL PHONE CHARGES	2,187.45
D75664	100	178 00	GENERAL SUPPORT DISTRICT ADHI	DE WAYNE MASON	D30055 Microcassettes for office equip	7.50
D75665	100	178 00	JJCC BUDGET COMMITTEE	LILES, BECKY	D30054 MEDIATION CLASS	90.00
D75666	100	178 00	JJCC BUDGET COMMITTEE	MASON, SANDRA	D30053 MEDIATION CLASS	90.00
D75679	100	177 88	FACILITIES	PSWC GROUP	D30052 ARCHITECT'S FEES	3,000.00
D75680	100	178 00	GENERAL SUPP DISTR ADMIN PERS	ACSA'S FOUNDATION FOR	D29318 CONF 1/6/98 1 EMP	290.00
D75681	100	178 00	GENERAL SUPP DISTR ADMIN PERS	WESTIN HOTEL AT HORTON PLAZ	D29317 CONF 1/6/98 1 EMP	397.80
D75729	100	178 00	GEN SUPP DIST ADMIN FISCAL SE	POSTMASTER	D30059 REPLENISH POSTAL MACHINE	2,500.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT OF PURCHASES
 11/01/97 - 11/14/97
 PURCHASES OVER \$1

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75742	100	178 00	GEN SUPPORT DIST ADMIN SUPERI CSBA		D29324 CONF 12/3/97. 4 EMP	1,419.00
D75787	100	175 00	GENERAL SUPPORT OPERATIONS UT SO CALIFORNIA GAS		D29175 GAS SERVICE	227.44
D75809	100	178 00	PUPIL SERVICES PSYCHOLOGISTS ESTRADA, MARY		D29179 MILEAGE	20.53
D75810	100	178 00	PUPIL SERVICES PSYCHOLOGISTS CLAUDER, LANA		D29180 MILEAGE	61.30
D75811	100	178 00	PUPIL SERVICES HEALTH ALBO ISABEL		D29181 MILEAGE	28.82
D75812	100	178 00	PUPIL SERVICES PSYCHOLOGISTS CONDIT, IRWIN		D29182 MILEAGE	65.52
D75813	100	178 00	PUPIL SERVICES PSYCHOLOGISTS COTTRELL, JEANNA		D29183 MILEAGE	44.37
D75815	100	197 00	ENGLISH BUCKOUT DEBBIE		D29185 REIMBURSE SUPPLIES	105.90
D75816	100	178 00	GENERAL SUPP DISTR ADMIN PERS COOPER CHERYL		D29186 REIMBURSE CLAD/BCLAD	53.00
D75818	100	178 00	GENERAL SUPP DISTR ADMIN PERS KRUMHEUER KAREN		D29187 REIMBURSE CLAD/BCLAD	53.00
D75823	100	197 00	PUPIL SERVICES - DISTRICT TES RESOURCES FOR EFFECTIVE		D29330 CONF 11/17-18/97 2 EMP	260.00
D75824	100	193 00	COMMUNITY SCHOOLS RIVERSIDE CO. OFFICE OF EDU		D29331 CONF 11/21-23/97 1 EMP	170.00
D75834	100	196 00	GENERAL SUPPORT OPERATIONS UT SO CALIFORNIA EDISON		D29191 PYMT FOR ELECTRIC SERVICE	13,334.47
D75876	100	178 00	GEN SUPPORT DIST ADMIN SUPERI NEW HORIZONS		D29280 CONF NOV/DEC/JAN 1 EMP	350.00
D75879	100	178 00	GENERAL SUPPORT DISTR ADMIN A NEW HORIZONS		D29284 CONF 1/8/98 4 EMP	200.00
D75880	100	178 00	GENERAL SUPPORT DISTR ADMIN A NEW HORIZONS		D29285 CONF 1/6/98 3 EMP	150.00
D75881	100	178 00	GENERAL SUPPORT DISTR ADMIN A NEW HORIZONS		D29281 CONF 11/25/97 4 EMPS	200.00
D75883	100	178 00	GEN SUPP DIST ADMIN FISCAL SE NEW HORIZONS		D29283 CONF 12/16/97 4 EMPS	200.00
D75902	100	178 00	GENERAL SUPPORT OPERATIONS CU WILSON, JOHN		D30069 MILEAGE	11.95
D75903	100	178 00	PUPIL SERVICES PSYCHOLOGISTS SANDERS, CAROL		D30067 MILEAGE	34.79
D75904	100	178 00	GENERAL SUPPORT OPERATIONS CU TREVINO JAVIER		D30070 MILEAGE	40.15
D75905	100	194 00	SCHOOL ADMINISTRATION RIVERSIDE UNIFIED SCHOOL DI		D30073 TRANSCRIPT FOR M. MOORE	3.00
D75907	100	000 00	SELF-CONTAINED CLASSROOM PECCERILLI DONNALEE		D30062 BOOKS	162.71
D75908	100	178 00	PUPIL SERVICES PSYCHOLOGISTS LANGE TIM		D30063 MILEAGE	46.36

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REPORT OF PURCHASES
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 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75909	100	179	00	PUPIL SERVICES PSYCHOLOGISTS	WARD SHARON	D30068 MILEAGE 23.37
D75910	100	194	00	SCHOOL ADMINISTRATION	NORTHERN HIGH SCHOOL	D30072 PNT FOR TRANSCRIPT 1.50
D75911	100	197	00	FOREIGN LANGUAGE	VALLEJOS LISA	D30071 EXTENSION CORDS 14.45
D75912	100	178	00	PUPIL SERVICES HEALTH	TUNTLAND SALLY	D30065 MILEAGE 114.53
D75932	100	178	00	JJCC BUDGET COMMITTEE	CAL STATE UNIVERSITY	D29288 CONF 1/10/98 3 EMP 110.00
D75969	100	196	00	GENERAL SUPPORT OPERATIONS UT	SO CALIFORNIA GAS	D29154 GAS SERVICE 3,239.86
D75970	100	183	00	GENERAL SUPPORT OPERATIONS UT	JURUPA COMMUNITY SERVICES	D29195 WATER AND SEWER SERVICE 8,108.20
D75971	100	199	00	CONTINUATION EDUCATION	HUTCHINS, DAVID	D29296 MILEAGE 48.63
D75972	100	178	00	INSTR. GEN EDUCATION, HOME TE	JONES, TIMOTHY	D29297 MILEAGE 33.07
D75973	100	178	00	JJCC BUDGET COMMITTEE	CODER, CANDY	D29199 REIMBURSE BEST OF BEST SUPPLI 18.92
D75974	100	196	00	SCHOOL ADMINISTRATION	FALCON ROOM	D29200 PYMT FOR REFRESHMENTS 91.59
D75975	100	178	00	GEN SUPPORT UNDERGROUND STORA	OASIS PUMPING	D29201 EMPTY OIL AND DISPOSE, JVHS 285.00
D75977	100	178	00	GENERAL SUPP DISTR ADMIN PERS	FRUH GEORGIA	D29202 REIMBURSE HEP B 60.00
D75978	100	178	00	GENERAL SUPP DISTR ADMIN PERS	HESE MICHELLE	D29203 REIMBURSE CLAD/BCCLAD EXAM 53.00

FUND TOTAL						66,691.74
TOTAL NUMBER OF DISBURSEMENTS						62

D75536	101	186	00	E.C.I.A. TITLE 1	A E S W SEMINARS	D29302 CONF 12/4/97 1 EMP 120.00
D75537	101	183	00	S.I.P. (SCHOOL IMPROVEMENT PR	BUREAU OF EDUCATION & RESEA	D75537 CONF 12/2/97 1 EMP 125.00
D75543	101	183	00	S.I.P. (SCHOOL IMPROVEMENT PR	FREDRIC H. JONES & ASSOC. I	D29305 CONF JAN/FEB 1 EMP 303.00
D75545	101	178	00	PL94-142 EDUC FOR ALL HANDICA	CAPPA-ROBERT JORDAN	D29307 CONF 1/22-23/97 1 EMP 79.00
D75549	101	187	00	E.C.I.A. TITLE 1	CARS CONVENTION	D29308 CONF 2/98 1 EMP 145.00
D75578	101	178	00	ECONOMIC OPPORTNTY ACT PL88-4	CHILDREN'S STRESS INSTITUTE	D29154 PYMT FOR BOOK 32.27
D75579	101	178	00	ECONOMIC OPPORTNTY ACT PL88-4	FISHER DEBBIE	D29155 REIMBURSE SUPPLIES 9.83

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 11/14/97
 PAGE: 4

REPORT OF PURCHASES
 11/01/97 - 11/14/97
 PURCHASES OVER \$1

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75601	101	178 00	PL94-142 EDUC FOR ALL HANDICA CAL STATE UNIVERISTY		D29310 CONF 1/21/98 1 EMP	80.00
D75602	101	178 00	ECONOMIC IMPACT AID - L E P RIVERSIDE CO. OFFICE OF EDU		D29311 CONF 12/2/97 1 EMP	60.00
D75603	101	195 00	S.I.P. (SCHOOL IMPROVEMENT PR CHC-SOUTH		D29312 CONF 11/6-9/97 2 EMP	210.00
D75604	101	178 00	PL94-142 EDUC FOR ALL HANDICA CORONA NORCO UNIFIED SCHL D		D29313 CONF 1/29/97 2 EMP	20.00
D75605	101	178 00	ECONOMIC IMPACT AID - L E P RIVERSIDE CO. OFFICE OF EDU		D29314 CONF 12/2/97 5 EMP	300.00
D75613	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR NELSEN, GREGG		D29315 CONF 10/97 1 EMP	97.02
D75644	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4 WILLIS, MARSHA		D30048 BABYSITTING & GAS	342.00
D75645	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4 WIGG, JUDITH		D30049 BABYSITTING	30.00
D75647	101	178 00	EESA MATH & SCIENCE TCHR TRNG MOOREHOUSE JAN		D30047 REIMB FOR LUNCH FOR MEETING	189.08
D75648	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4 WILLIS, MARSHA		D30051 CLASS SUPPLIES & FILM DEVELOP	150.49
D75663	101	178 00	NON SPECIFIC	OWEN, JIM	D30056 REISSUE STALE DATED WARRANT	9.00
D75682	101	197 00	VOCATIONAL EDUCATION - TRANSI S.C.R.R.A.		D29319 CONF 12/2/97 70 STAFF	140.00
D75684	101	197 00	SB 1882-CA PROFESSIONAL DEVEL BUREAU OF EDUCATION & RESEA		D29320 CONF 12/2/97 3 EMP	465.00
D75685	101	197 00	SB 1882-CA PROFESSIONAL DEVEL CAL STATE UNIVERSITY L.A.		D29321 CONF 11/14/97 1 EMP	90.00
D75706	101	175 00	S.I.P. (SCHOOL IMPROVEMENT PR IMAGINATION MACHINE		D29166 PYMT FOR PROFESSIONAL SERVICE	510.00
D75728	101	177 00	S.I.P. (SCHOOL IMPROVEMENT PR PARKER PUBLISHING COMPANY		D30058 BOOK ON GAMES TO KEEP KIDS	37.11
D75732	101	191 00	DEMONSTRATION PROGRAMS IN REA CHC		D29322 CONF 12/4-6/97 4 EMP	740.00
D75733	101	191 00	PUBLIC LIBRARY PROTECTION FUN QUALITY INN PAFICICA		D29323 CONF 12/4/97 4 EMPS	1,320.00
D75734	101	178 00	SB 1882-CA PROFESSIONAL DEVEL DYSON LORRANIE	*	D29167 PYMT FOR PROFESSIONAL SERVICE	125.00
D75749	101	197 00	VOCATIONAL AGRICULTURE INCENT HILARY BARNETT		D29325 CONF 10/97 1 EMP	199.75
D75794	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4 JORDAN, JOAN		D29177 MILEAGE	9.45
D75817	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR NEW HORIZONS		D29328 CONF 12/97-1/98 1 EMP	100.00
D75819	101	190 00	S.I.P. (SCHOOL IMPROVEMENT PR NEW HORIZONS		D29329 CONF 12/2/97 2 EMP	100.00
D75821	101	196 00	SB 1882-CA PROFESSIONAL DEVEL NEW HORIZONS		D29327 CONF 11/6/97 1 EMP	50.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 11/14/97
 PAGE: 5

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/01/97 - 11/14/97
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75825	101	179 00	ECONOMIC IMPACT AID - L E P	RIVERSIDE CO. OFFICE OF EDU	D29332 CONF 12/2/97 3 EMPS	180.00
D75826	101	167 00	E.C.I.A. TITLE I	C A B E	D29333 CONF 12/2/97 3 EMP	510.00
D75830	101	196 00	SB 1882-CA PROFESSIONAL DEVEL	RIVERSIDE CO. OFFICE OF EDU	D29334 CONF 10/24/97 7 EMP	1,800.00
D75831	101	196 00	VOCATIONAL AGRICULTURE INCENT	CAL POLY STATE UNIVERSITY	D29335 CONF 12/3/97 2 EMP	70.00
D75833	101	173 00	S.I.P. (SCHOOL IMPROVEMENT PR	CEEA	D29336 CONF 12/12/97 1 EMP	175.00
D75835	101	192 00	DEMONSTRATION PROGRAMS IN REA	COX. ANNE	D29190 PYMT FOR SUPPLIES	29.10
D75847	101	182 00	E.C.I.A. TITLE I	WRIGHT GROUP, THE	D29337 CONF 12/5-6/97 4 EMPS	980.00
D75850	101	197 00	VOCATIONAL AGRICULTURE INCENT	NORWOOD, ROBERT	D29338 CONF 10/24/97 1 EMP	35.00
D75852	101	197 00	VOCATIONAL AGRICULTURE INCENT	DALE FULLERTON	D29340 CONF 10/97 1 EMP	35.00
D75854	101	178 00	E.C.I.A. TITLE I	HORENO, TERESA	D29339 CONF 10/17/97 1 EMP	135.37
D75859	101	178 00	ECONOMIC IMPACT AID - L E P	LOPEZ, LUPE	D29341 CONF 10/23/97 1 EMP	48.51
D75860	101	178 00	ECONOMIC IMPACT AID - L E P	PORTER, SONIA	D29342 CONF 10/23/97 1 EMP	48.51
D75861	101	196 00	SB 1882-CA PROFESSIONAL DEVEL	RESOURCES FOR EFFECTIVE	D29343 CONF 11/17/97 1 EMP	130.00
D75862	101	186 00	SB1274 RESTRUCTURING/PLANNING	NEW HORIZONS	D29344 CONF 11/4/97 1 EMP	50.00
D75863	101	178 00	ECONOMIC IMPACT AID - L E P	SJCVB	D29346 CONF 12/3/97 3 EMPS	135.00
D75864	101	178 00	ECONOMIC IMPACT AID - L E P	C A B E	D29345 CONF 12/97 3 EMP	670.00
D75865	101	178 00	ECONOMIC IMPACT AID - L E P	RIVERSIDE CO. OFFICE OF EDU	D29347 CONF 12/2/97 1 EMP	60.00
D75866	101	178 00	ECONOMIC IMPACT AID - L E P	RIVERSIDE CO. OFFICE OF EDU	D29348 CONF 12/2/97 2 EMP	120.00
D75867	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR	NEW HORIZONS	D29273 CONF 12/16/97 2 EMP	100.00
D75868	101	196 00	SB 1882-CA PROFESSIONAL DEVEL	NEW HORIZONS	D29274 CONF 1/6/97 1 EMP	50.00
D75869	101	178 00	ECONOMIC IMPACT AID - L E P	CAL STATE UNIVERISTY	D29275 CONF JAN. 98 1 EMP	80.00
D75870	101	178 00	ECONOMIC IMPACT AID - L E P	NEW HORIZONS	D29276 CONF JAN 98 1 EMP	200.00
D75871	101	186 00	SB1274 RESTRUCTURING/PLANNING	NEW HORIZONS	D29277 CONF 1/8/97 1 EMP	50.00
D75872	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR	NEW HORIZONS	D29278 CONF 1/13-15/98 1 EMP	100.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 11/14/97
 PAGE: 6

COUNTY: 33 RIVERSIDE
 DISTRICT: 45 JURUPA UNIFIED

REPORT OF PURCHASES

11/01/97 - 11/14/97
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75873	101	178	00	DRUG ABUSE EDUCATION & PREVEN	DEBRA P. BROWN	D29279 CONF 10/23-11/6/97 1 EHP 40.40
D75885	101	191	00	S.I.P. (SCHOOL IMPROVEMENT PR	UCLA CENTER X	D29287 CONF 12/6/97 2 EMPS 150.00
D75918	101	175	00	S.I.P. (SCHOOL IMPROVEMENT PR	MARCIA WOODARD	D29286 CONF 10/24/97 1 EMP 125.00
FUND TOTAL						12,287.89
TOTAL NUMBER OF DISBURSEMENTS						58
D75730	102	178	00	INSTRUCTIONAL PROGRAM	RATLIFF LAURA	D30060 MILEAGE 37.58
D75792	102	178	00	INSTRUCTIONAL PROGRAM	EVANS, CINDY	D29170 MILEAGE 130.36
D75808	102	178	00	INSTRUCTIONAL PROGRAM	JAFFE, ALISON	D29178 MILEAGE 15.88
D75814	102	181	00	INSTRUCTIONAL PROGRAM	KNIGHT, LORI	D29184 REIMBURSE SUPPLIES 66.72
FUND TOTAL						250.54
TOTAL NUMBER OF DISBURSEMENTS						4
D75550	103	178	97	S8813 INSTRUCTIONAL MATERIAL	PAMELA OR ROBERT COOPER	D29153 REFUND TEXTBOOK 23.00
D75763	103	178	00	INSTRUCTIONAL PROGRAM	COLLEGE BOARD	D29326 CONF 11/15/97 1 EMP 90.00
D75789	103	178	96	S8813 INSTRUCTIONAL MATERIAL	REBECCA JOLLIFF	D29174 REIMBURSE RETURNED BOOK 38.00
D75882	103	178	00	GEN SUPPORT TRANS-HOME TO SCH	NEW HORIZONS	D29282 CONF 12/2/97 5 EMPS 250.00
D75901	103	178	00	INSTRUCTIONAL PROGRAM	TUNDIDOR, MADELIN	D30064 MILEAGE 58.94
FUND TOTAL						459.94
TOTAL NUMBER OF DISBURSEMENTS						5
D75793	119	178	00	GENERAL SUPPORT, MAINTENANCE,	ELZIG, BILL	D29169 MILEAGE 275.00
FUND TOTAL						275.00
TOTAL NUMBER OF DISBURSEMENTS						1
D75535	800	194	00	OFFICE OF EDU	D29301 CONF 12/2/97 2 EMP	120.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APSSSQ/01
 RUN DATE: 11/14/97
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COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES
 11/01/97 - 11/14/97
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D75546	800	178 00	SELF-CONTAINED CLASSROOM	ALMA GIL	D29143 REFUND AE TEXTBOOK	15.00
D75547	800	178 00	SELF-CONTAINED CLASSROOM	SEAN GIFFIN	D29148 REFUND AE TEXTBOOK	15.00
D75686	800	194 00		ANATRIAIN, SANDRA	D29164 MILEAGE	26.46
D75790	800	194 00		GODOY BARBARA	D29173 MILEAGE	31.50
D75791	800	178 00	SELF-CONTAINED CLASSROOM	MYRA DIAZ	D29171 REFUND OF DEPOSIT AE BOOK	15.00

FUND TOTAL 222.96
 TOTAL NUMBER OF DISBURSEMENTS 6

D75557	900	178 00	GENERAL SUPPORT DISTRICT ADMI WARD-TMG	D30043 PROFESSIONAL/OFFICE COSTS	683.51
D75735	900	178 00	GENERAL SUPPORT DISTRICT ADMI CRISPIN DONNA	D29168 REIMBURSE PERSONAL LOSS	250.00
D75906	900	000 00	NON SPECIFIC	D30061 LEGAL EXPENSES (E. DIAZ)	155.50

FUND TOTAL 1,089.01
 TOTAL NUMBER OF DISBURSEMENTS 3

D75646	979	178 00	FACILITIES ACQUISITION - CAPI PSWC GROUP	D30050 ARCHITECTURAL FEE	3,500.00
D75836	979	178 00	FACILITIES ACQUISITION - CAPI DAVID TAUSIG AND ASSOC., I	D29269 PYMT FOR CONSULTING FEES	88.75

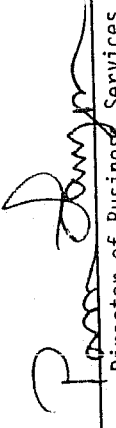
FUND TOTAL 3,588.75
 TOTAL NUMBER OF DISBURSEMENTS 2

141 DISBURSEMENTS OVER \$1.00 FOR A TOTAL AMOUNT OF 84,865.83
 0 DISBURSEMENT ORDERS UNDER \$1.00 FOR A TOTAL AMOUNT OF .00

141 DISBURSEMENT ORDERS FOR A GRAND TOTAL OF 84,865.83

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Recommended for Approval:


Director of Business Services

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Jurupa Unified School District

1997/1998 AGREEMENTS

AGREEMENT NUMBER	CONTRACTOR	AMOUNT	FUND/PROGRAM TO BE CHARGED	PURPOSE
<i>Consultant or Personal Service Agreements</i>				
98-1				
98-1-CCC	Dr. Robert Burns	\$4,000.00	SIP	Inservice for selected district staff on "Development of Mini-model of Assessment for Language Arts and Mathematics Standards and Criteria," which will be used during training of district facilitators.
98-1-DDD	Dr. Gerald Saks	\$1,500.00	Student Support Services	Provide pediatric consultant services districtwide during 1997/1998 school year on an as-needed basis.
98-1-EEE	Pam McDonnell	\$3,000.00	Demo. Math	Inservice and training for Mission Middle School mathematics teachers on mathematics demonstration plan.
98-8	<i>Other Agreements</i>			
98-8-L	Muni Financial	As per Fee Schedule	CFD Administrative Expense Fund	Arbitrage calculation services

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

RE/dc
12/1/97

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

When recorded, return to:

Jurupa Unified School District
Purchasing Department
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)

BID 97/07L Construction Management Fees for Site Improvements for
Class Size Reduction (C-10233) #67018, #67019, #67020, #67021

Date of completion:

December 8, 1997

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:

Tilden Coil Constructors, Inc..

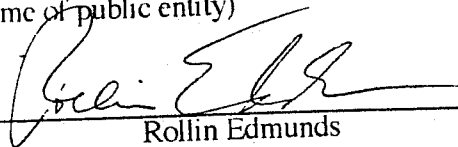
Street address or legal description of site;

(1) 4655 Camino Real, Riverside, CA; (2) 4352 Pyrite Street, Riverside, CA;
(4) 9371 Granite Hill, Riverside, CA; (1) 3600 Packard Street, Riverside, CA;
(3) 7750 Linares, Riverside, CA; (1) 4020 Conning, Riverside, CA; (2) 5871
Hudson, Riverside, CA; (3) 6420 Rustic Lane, Riverside, CA; (1) 5520
Lucretia, Mira Loma, CA; (1) 5111 Steve Avenue, Riverside, CA; (2) 7050 -
38th Street, Riverside, CA; (2) 5565 Troth Street, Mira Loma, CA. and (1) 3972
Riverview Drive, Riverside, CA

Dated: December 8, 1997

Owner: Jurupa Unified School District
(Name of public entity)

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

Date: December 9, 1997

By:

Benita B. Roberts

Title:

Secretary of the Board

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

When recorded, return to:

Jurupa Unified School District
Purchasing Department
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)

BID 97/07L General Conditions for Site Improvements for Class Size
Reduction (C-10234) #67018, #67019, #67020, #67021

Date of completion:

December 8, 1997

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:

Tilden Coil Constructors, Inc..

Street address or legal description of site;

(1) 4655 Camino Real, Riverside, CA; (2) 4352 Pyrite Street, Riverside, CA;
(4) 9371 Granite Hill, Riverside, CA; (1) 3600 Packard Street, Riverside, CA;
(3) 7750 Linares, Riverside, CA; (1) 4020 Conning, Riverside, CA; (2) 5871
Hudson, Riverside, CA; (3) 6420 Rustic Lane, Riverside, CA; (1) 5520
Lucretia, Mira Loma, CA; (1) 5111 Steve Avenue, Riverside, CA; (2) 7050 -
38th Street, Riverside, CA; (2) 5565 Troth Street, Mira Loma, CA. and (1) 3972
Riverview Drive, Riverside, CA

Dated: December 8, 1997

Owner: Jurupa Unified School District
(Name of public entity)

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

Date: December 9, 1997

By:

Benita B. Roberts

Title:

Secretary of the Board

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RIVERSIDE COUNTY OFFICE OF EDUCATION

**RESOLUTION NO. 98/12
RESOLUTION FOR EXPENDITURE OF EXCESS FUNDS**

WHEREAS, the governing board of the Jurupa Unified School District has determined that income in the amount of \$4,492,421 is assured to said district in excess of amounts previously budgeted, as is reflected on the attached page (Part I), and

WHEREAS, the governing board of the Jurupa Unified School District can show just cause for the expenditure of such excess funds;

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 42602 of the Education Code of California, such excess funds to be appropriated according to the schedule on the attached page (Part II).

Approved:

DALE S. HOLMES
Superintendent
Riverside County Office of Education

This is an exact copy of resolution
adopted by the governing board at
a regular meeting on
December 8, 1997.

By: _____

Clerk or Authorized Agent

Jurupa Unified School District

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

DATE(S): February 15 - 22, 1996

LOCATION: Indio, Ca.

TYPE OF ACTIVITY: Livestock Show

PURPOSE/OBJECTIVE: Grooming and showing of livestock projects

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.) Gary D. Lesh, Ag Teacher, Rob Norwood, Ag Teacher, Dale Fullerton, Ag Teacher, Melissa Flory, Ag Teacher, Pam Gates, Voc Ag Asst. and several parents

EXPENSES:	Transportation	\$	Number of Students	<u>75</u>
	Lodging	\$ <u>66.00</u>		
	Meals	\$ <u>34.00</u>		
	All Other	\$		
	TOTAL EXPENSE	\$ <u>7500.00</u>	Cost Per Student	\$ <u>100.00</u>
			(Total Cost ÷ # of Students)	

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

Source	Expected Income	Income Now On Hand
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL:	\$ _____	_____

Arrangements for Transportation: Ag Truck, School Van

Arrangements for Accommodations and Meals: Support Group will cook and make arrangements for lodging - MOTEL 6 OR BEST WESTERN DEPENDING ON LOCATION

Planned Disposition of Unexpended Funds: _____

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

Signatures: [Signature] (Instructor) Date: 10/22/97 School: Jurupa Valley H. S.

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: 11-24-97
Date approved by the Board of Education Date: _____

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

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

DATE(S): 2/26/98
LOCATION: Orange County Marine Institute, Dana Point Harbor, CA
TYPE OF ACTIVITY: Educational Field Trip
PURPOSE/OBJECTIVE: Culmination of Oceanography Science Unit

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.)
Ms. Susan Kay, Teacher; Mr. Brian Long, Teacher; Mrs. Amy Weidman, Teacher

EXPENSES:	Transportation	\$ <u>220.00</u>	Number of Students	<u>70</u>
	Lodging	\$ _____		
	Meals	\$ _____		
	All Other (Admission)	\$ <u>1606.00</u>	(70 students + 3 adults)	
	TOTAL EXPENSE	\$ <u>1826.00</u>	Cost Per Student	<u>\$22.00</u>
			(Total Cost ÷ # of Students)	

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

Source	Expected Income	Income Now On Hand
<u>1996/97 Carryover Funds (bus)</u>	<u>169.50</u>	<u>169.50</u>
<u>PTA (bus)</u>	<u>50.50</u>	
<u>Students (admission)</u>	<u>1606.00</u>	
TOTAL:	\$ <u>1826.00</u>	

Arrangements for Transportation: District School Bus
Arrangements for Accommodations and Meals: Students will bring a sack lunch.
Planned Disposition of Unexpended Funds: _____

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

Signature: X [Signature] (Instructor) Date: 11-12-97 School: Mission Bell

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] ¹¹⁻²⁰⁻⁹⁷ Date: 11-13-97
Date approved by the Board of Education _____ Date: _____

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

(A-10)

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

DATE(S): March 26-27, 1997

LOCATION: UC Davis

TYPE OF ACTIVITY: Judging Contest

PURPOSE/OBJECTIVE: Leadership abilities and Judging skills

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.) Gary D. Lesh,
Ag Teacher, Rob Norwood, Ag Teacher, Dale Fullerton, Ag Teacher, Melissa
Flory, Ag. Teacher

EXPENSES:	Transportation	\$		Number of Students	<u>40</u>
	Lodging	\$	<u>20.00 each</u>		
	Meals	\$			
	All Other	\$			
	TOTAL EXPENSE	\$	<u>800.00</u>	Cost Per Student	<u>\$20.00</u>
				(Total Cost ÷ # of Students)	

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

Source	Expected Income	Income Now On Hand
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL:	\$	

Arrangements for Transportation: Agriculture vehicle and school van

Arrangements for Accommodations and Meals: Students will provide their own money

Planned Disposition of Unexpended Funds: AND MOTEL 6 OR BEST WESTERN DEPENDING ON LOCATION OF CONTEST

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] Date: 10/28/97 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: [Signature] Date: 11-3-97
Date approved by the Board of Education Date: _____

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

Jurupa Unified School District

DATE(S): April 18-21, 1998

LOCATION: CSU Fresno

TYPE OF ACTIVITY: Judging contest and Leadership Conference

PURPOSE/OBJECTIVE: Judging Skills and Leadership abilities

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

Ag Teacher, Rob Norwood, Ag Teacher, Dale Fullerton, Ag Teacher, Melissa

Flory, Ag Teacher

EXPENSES: Transportation \$ _____ Number of Students 40

Transportation \$
Lodging \$160.00 each

Meals \$

All Other \$

Figure 1. The effect of the number of trials on the number of correct responses. The number of correct responses was significantly higher for the 10 trials condition than for the 5 trials condition. The number of correct responses was significantly higher for the 10 trials condition than for the 5 trials condition. The number of correct responses was significantly higher for the 10 trials condition than for the 5 trials condition.

TOTAL EXPENSE \$ 6400.00

Cost Per Student \$160.00

(Total Cost \div # of Students)

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

Source	Expected Income	Income Now On Hand
--------	-----------------	--------------------

TOTAL: \$ _____

Arrangements for Transportation: Agriculture vehicles and School Van

Arrangements for Accommodations and Meals: Students will provide their own money

Planned Disposition of Unexpended Funds: MOTEL 6 OR BEST WESTERN DEPENDING ON LOCATION CONTE

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] Date: 10/28/97 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: James C. Moorhouse Date: 11-3-97

Date approved by the Board of Education _____ Date: _____

Distribution: White copy to Assistant Superintendent Education Services

Yellow copy to Originator

Pink copy to Principal

No. TS4

A-12

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

DATE(S): May 1-3, 1998

LOCATION: Cal Poly San Luis Obispo

TYPE OF ACTIVITY: State Judding Finals

PURPOSE/OBJECTIVE: Leadership abilities and skills in judding

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

Ag Teacher, Rob Norwood, Ag Teacher, Dale Fullerton, Ag Teacher, Melisse

Flory, Ag Teacher

EXPENSES: Transportation \$
 Lodging \$ 15.00 each
 Meals \$
 All Other \$ 600.00

Number of Students 40

TOTAL EXPENSE \$

Cost Per Student \$15.00
(Total Cost ÷ # of Students)

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

Source	Expected Income	Income Now On Hand
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL:	\$ _____	_____

Arrangements for Transportation: School Vech.

Arrangements for Accommodations and Meals: MOTEL 6 OR BEST WESTERN-DEPENDING ON LOCATION OF
Students will provide their own money. CONTEST

Planned Disposition of Unexpended Funds: _____

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

Signature: [Signature] Date: 10/28/97 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: [Signature]

Date: 11/5/97

Date approved by the Board of Education

Date: _____

Distribution:

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

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

DATE(S): 5/18/98
LOCATION: Sea World, San Diego, CA
TYPE OF ACTIVITY: Educational Field Trip
PURPOSE/OBJECTIVE: Study of Marine Life

NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.)
Ms. Susan Kay, Teacher; Mr. Brian Long, Teacher; Mrs. Amy Weidman, Teacher

EXPENSES:	Transportation	\$ 335.00	Number of Students	<u>70</u>
	Lodging	\$		
	Meals	\$		
	All Other (Admission)	\$ 1029.30	(70 students + 3 adults)	
	TOTAL EXPENSE	\$ 1364.30	Cost Per Student	<u>\$14.10</u>
			(Total Cost ÷ # of Students)	

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

Source	Expected Income	Income Now On Hand
<u>PTA Donation (bus)</u>	<u>335.00</u>	
<u>Students (admission)</u>	<u>1029.30</u>	
TOTAL:	<u>\$ 1364.30</u>	

Arrangements for Transportation: District School Bus
Arrangements for Accommodations and Meals: Students will bring a sack lunch.
Planned Disposition of Unexpended Funds: _____

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

Signature: X Blay (Instructor) Date: 11-12-97 School: Mission Bell

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: M Steinbrinck Date: 11-12-97
Date approved by the Board of Education Date: _____

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

A-14

Gray

Jurupa Unified School District

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

RECEIVED
NOV 15 1997

DATE(S): May 20-26, 1998

Jurupa Unified School District

LOCATION: Hawaii

Education Services

TYPE OF ACTIVITY: Performance tour

PURPOSE/OBJECTIVE: To perform at Pearl Harbor Memorial and area High Schools

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

Staci A. Pella-Rocco, teacher

Sharon McDonough, accompanist

EXPENSES:

Transportation

\$

Lodging

\$

Meals

\$

All Other

\$

Number of Students 20

TOTAL EXPENSE \$ 13,520.00

Cost Per Student \$676.00

(Total Cost ÷ # of Students)

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

Source	Expected Income	Income Now On Hand
Performances, fundraisers		<u>\$4,000.00</u>
Advertisements, ticket sales, concerts	<u>\$4,500.00</u>	
Talent Show, other fundraisers	<u>\$5,020.00</u>	
TOTAL:	<u>\$ 13,520.00</u>	<u>\$4,000.00</u>

Arrangements for Transportation: District bus (airport transfers), Northwest Airlines

Arrangements for Accommodations and Meals: Perry Boys Restaurant

Planned Disposition of Unexpended Funds: redeposit into Madrigal Fund

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] Date: 11-5-97 School: Rubidoux 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: [Signature]

Date approved by the Board of Education

Date: 11/12/97

Date: [Signature]

Distribution:

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

A-15

First Period Interim (As of October 31

DISTRICT CERTIFICATION OF INTERIM REPORT
For the Fiscal Year 1997/98

33 | 67090 | 250 |

CALIFORNIA
DEPT OF EDUCATION
J-250
RIVERSIDE County

Jurupa Unified School District

NOTICE OF REVIEW

All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report is hereby filed by the governing board of the school district.

Date of Meeting: December 8, 1997

Signed _____

(President)

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was reviewed in accordance with the state-adopted Criteria and Standards.

(Signed) _____

District Superintendent
or Designee

CERTIFICATION OF FINANCIAL CONDITION

y POSITIVE CERTIFICATION

'As President of the Governing Board of this school district, I certify that this district will be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years.'

QUALIFIED CERTIFICATION

'As President of the Governing Board of this school district, I certify that this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.'

NEGATIVE CERTIFICATION

'As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the fiscal year or for the subsequent fiscal year.'

SUPPLEMENTAL INFORMATION

Report Prepared By: Pam Lauzon, Director Business

Date Prepared: November 19, 1997

Telephone Number: (909) 222-7887

Printed: 11/20/97 08:55 AM



GENERAL FUND
SUMMARY

CALIFORNIA
DEPT OF EDUCATION
Form J-251 (Rev 01/95)

REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE

Jurupa Unified School District

RIVERSIDE County

		Summary - Unrestricted/Restricted					
Description	Account Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Yr Totals (D)	Difference (Col. B & D) (E)	% Diff (E / B) (F)
A. REVENUES							
1) Revenue Limit Sources	8010-8099	+ 63,806,487.00	+ 64,110,084.00	+ 16,981,900.00	+ 64,136,808.00	26,724.00	.04
2) Federal Revenues	8100-8299	+ 2,888,263.00	+ 2,888,263.00	+ 425,114.00	+ 4,150,967.00	1,262,704.00	43.72
3) Other State Revenues	8300-8599	+ 15,341,983.00	+ 15,341,983.00	+ 4,725,311.00	+ 16,552,733.00	1,210,750.00	7.89
4) Other Local Revenues	8600-8799	+ 1,442,008.00	+ 1,442,008.00	+ 282,802.00	+ 1,653,791.00	211,783.00	14.69
5) TOTAL, REVENUES		= 83,478,741.00	= 83,782,338.00	= 22,415,127.00	= 86,494,299.00		
B. EXPENDITURES							
1) Certificated Salaries	1000-1999	+ 43,785,733.00	+ 46,130,514.00	+ 10,123,834.00	+ 46,842,564.00	-712,050.00	-1.54
2) Classified Salaries	2000-2999	+ 11,097,860.00	+ 11,592,411.00	+ 3,117,842.00	+ 11,950,710.00	-358,299.00	-3.09
3) Employee Benefits	3000-3999	+ 12,599,204.00	+ 13,077,738.00	+ 2,567,809.00	+ 13,324,165.00	-246,427.00	-1.88
4) Books and Supplies	4000-4999	+ 4,045,941.00	+ 4,168,335.00	+ 1,373,088.00	+ 4,827,194.00	-658,859.00	-15.81
5) Services, Other Operating Expenses	5000-5999	+ 9,067,977.00	+ 9,012,067.00	+ 1,857,922.00	+ 9,041,177.00	-29,110.00	-.32
6) Capital Outlay	6000-6599	+ 588,457.00	+ 695,025.00	+ 895,162.00	+ 2,349,840.00	-1,654,815.00	-238.09
7) Other Outgo	7100-7299	+ 605,096.00	+ 695,410.00	+ .00	+ 609,415.00	85,995.00	12.37
8) Direct Support/Indirect Costs	7300-7399	+ -270,995.00	+ -270,995.00	+ -120,000.00	+ -251,879.00	-19,116.00	7.05
9) TOTAL, EXPENDITURES		= 81,519,273.00	= 85,100,505.00	= 19,815,657.00	= 88,693,186.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B9)							
		= 1,959,468.00	= -1,318,167.00	= 2,599,470.00	= -2,198,887.00		
D. OTHER FINANCING SOURCES/USES							
1) Interfund Transfers							
a) Transfers In	8910-8929	+ .00	+ .00	+ .00	+ .00	.00	.00
b) Transfers Out	7610-7629	- 612,964.00	- 612,964.00	- 125,000.00	- 630,941.00	-17,977.00	-2.93
2) Other Sources/Uses							
a) Sources	8930-8979	+ .00	+ .00	+ 601,752.00	+ 1,495,723.00	1,495,723.00	.00
b) Uses	7630-7699	- 317,384.00	- 317,384.00	- 2,461.00	- 317,384.00	.00	.00
3) Contributions to Restricted Programs	8980-8999	+ .00	+ .00	+ .00	+ .00	.00	.00
4) TOTAL, OTHER FINANCING SOURCES/USES		= -930,348.00	= -930,348.00	= 474,291.00	= 547,398.00		

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pg 2

GENERAL FUND
SUMMARYREVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE

Jurupa Unified School District (33-67090)

RIVERSIDE County

		Summary - Unrestricted/Restricted					
Description	Account Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Yr Totals (D)	Difference (Col. B & D) (E)	% Diff (E / B) (F)
=====							
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		= 1,029,120.00	= -2,248,515.00	= 3,073,761.00	= -1,651,489.00		
=====							
F. FUND BALANCE, RESERVES							
1) Beginning Balance							
a) As of July 1 - Estimated		+ 4,942,935.00	+ 4,942,935.00	+XXXXXXXXXXXXXXX	+ 4,942,935.00	.00	.00
b) Unaudited Actual Adj.		+ .00	+ 60,890.00	+XXXXXXXXXXXXXXX	+ 60,890.00	.00	.00
c) As of July 1-Unaudited 9791		= 4,942,935.00	= 5,003,825.00	=XXXXXXXXXXXXXXX	= 5,003,825.00		
d) Audit Adj/Restatement 9792-9793		+ .00	+ .00	+XXXXXXXXXXXXXXX	+ .00	.00	.00
e) Net Beginning Balance		= 4,942,935.00	= 5,003,825.00	=XXXXXXXXXXXXXXX	= 5,003,825.00		
2) Ending Balance, June 30 (E + F1e)		= 5,972,055.00	= 2,755,310.00	=XXXXXXXXXXXXXXX	= 3,352,336.00		
=====							
Components of Ending Fund Balance							
a) Reserved Amounts							
Revolving Cash 9611		- 2,500.00	- 2,500.00	-XXXXXXXXXXXXXXX	- 2,500.00		
Stores 9612		- 296,420.00	- 296,420.00	-XXXXXXXXXXXXXXX	- 299,426.00		
Prepaid Expenditures 9613		- .00	- .00	-XXXXXXXXXXXXXXX	- .00		
Other 9619		- .00	- .00	-XXXXXXXXXXXXXXX	- .00		
General Reserve (EC 42124) 9630		- .00	- .00	-XXXXXXXXXXXXXXX	- .00		
Legally Restricted Balances 9640		-XXXXXXXXXXXXXXX	-XXXXXXXXXXXXXXX	-XXXXXXXXXXXXXXX	- 7,536.00		
b) Designated Amounts							
Designated for Economic Uncertainties 9710		- 5,419,460.00	- 2,456,390.00	-XXXXXXXXXXXXXXX	- 2,697,348.00	240,958.00	9.81
Designated for 9720-9789 School Oper. Alloc. C/O 0972		- .00	- .00	-XXXXXXXXXXXXXXX	- 200,000.00		
CSR Facilities 0974		- 201,246.00	- .00	-XXXXXXXXXXXXXXX	- 145,526.00		
Sp. Ed. S/H Chargeback 0975		- 52,429.00	- .00	-XXXXXXXXXXXXXXX	- .00		
c) Undesignated Amount 9790		=XXXXXXXXXXXXXXX	=XXXXXXXXXXXXXXX	=XXXXXXXXXXXXXXX	= .00		
d) Unappropriated Amount 9790		= .00	= .00	=XXXXXXXXXXXXXXX	=XXXXXXXXXXXXXXX		
=====							

B
Pg 3

GENERAL FUND
SUMMARYREVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE

Jurupa Unified School District (33-67090)

RIVERSIDE County

		UNRESTRICTED (OPTIONAL)					
Description	Account Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Yr Totals (D)	Difference (Col. B & D) (E)	% Diff (E / B) (F)
A. REVENUES							
1) Revenue Limit Sources	8010-8099	+ 62,233,810.00	+ 62,537,407.00	+ 16,981,900.00	+ 62,508,271.00	-29,136.00	-.05
2) Federal Revenues	8100-8299	+ 71,341.00	+ 71,341.00	+ 12,553.00	+ 171,274.00	99,933.00	140.08
3) Other State Revenues	8300-8599	+ 4,608,650.00	+ 4,608,650.00	+ 600,487.00	+ 5,085,255.00	476,605.00	10.34
4) Other Local Revenues	8600-8799	+ 1,024,086.00	+ 1,024,086.00	+ 75,730.00	+ 1,042,063.00	17,977.00	1.76
5) TOTAL, REVENUES		= 67,937,887.00	= 68,241,484.00	= 17,670,670.00	= 68,806,863.00		
B. EXPENDITURES							
1) Certificated Salaries	1000-1999	+ 37,586,680.00	+ 39,668,791.00	+ 8,703,497.00	+ 40,101,197.00	-432,406.00	-1.09
2) Classified Salaries	2000-2999	+ 7,109,639.00	+ 7,566,252.00	+ 2,042,798.00	+ 7,626,252.00	-60,000.00	-.79
3) Employee Benefits	3000-3999	+ 10,035,774.00	+ 10,505,717.00	+ 2,150,069.00	+ 10,673,762.00	-168,045.00	-1.60
4) Books and Supplies	4000-4999	+ 1,485,285.00	+ 1,550,249.00	+ 502,591.00	+ 1,285,206.00	265,043.00	17.10
5) Services, Other Operating Expenses	5000-5999	+ 6,014,002.00	+ 5,829,448.00	+ 1,533,481.00	+ 5,553,894.00	275,554.00	4.73
6) Capital Outlay	6000-6599	+ 110,717.00	+ 217,405.00	+ 666,347.00	+ 2,021,874.00	-1,804,469.00	-830.00
7) Other Outgo	7100-7299	+ 489,611.00	+ 489,611.00	+ .00	+ 403,616.00	85,995.00	17.56
8) Direct Support/Indirect Costs	7300-7399	+ -402,907.00	+ -402,907.00	+ -120,218.00	+ -422,907.00	20,000.00	-4.96
9) TOTAL, EXPENDITURES		= 62,428,801.00	= 65,424,566.00	= 15,478,565.00	= 67,242,894.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B9)		= 5,509,086.00	= 2,816,918.00	= 2,192,105.00	= 1,563,969.00		
D. OTHER FINANCING SOURCES/USES							
1) Interfund Transfers							
a) Transfers In	8910-8929	+ .00	+ .00	+ .00	+ .00	.00	.00
b) Transfers Out	7610-7629	- 612,964.00	- 612,964.00	- 125,000.00	- 630,941.00	-17,977.00	-2.93
2) Other Sources/Uses							
a) Sources	8930-8979	+ .00	+ .00	+ 601,752.00	+ 1,495,723.00	1,495,723.00	.00
b) Uses	7630-7699	- 317,384.00	- 317,384.00	- 2,461.00	- 317,384.00	.00	.00
3) Contributions to Restricted Programs	8980-8999	+ -3,343,128.00	+ -3,802,807.00	+ .00	+ -3,438,114.00	-364,693.00	9.59
4) TOTAL, OTHER FINANCING SOURCES/USES		= -4,273,476.00	= -4,733,155.00	= 474,291.00	= -2,890,716.00		

GENERAL FUND
SUMMARYREVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE

Jurupa Unified School District (33-67090)

RIVERSIDE County

		UNRESTRICTED (OPTIONAL)					
Description	Account Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Yr Totals (D)	Difference (Col. B & D) (E)	% Diff (E / B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		= 1,235,610.00	= -1,916,237.00	= 2,666,396.00	= -1,326,747.00		
F. FUND BALANCE, RESERVES							
1) Beginning Balance							
a) As of July 1 - Estimated		+ 4,684,016.00	+ 4,684,016.00	xxxxxxxxxxxxxx	+ 4,684,016.00	.00	.00
b) Unaudited Actual Adj.		+ .00	+ -12,469.00	xxxxxxxxxxxxxx	+ -12,469.00	.00	.00
c) As of July 1-Unaudited 9791		= 4,684,016.00	= 4,671,547.00	xxxxxxxxxxxxxx	= 4,671,547.00		
d) Audit Adj/Restatement 9792-9793		+ .00	+ .00	xxxxxxxxxxxxxx	+ .00	.00	.00
e) Net Beginning Balance		= 4,684,016.00	= 4,671,547.00	xxxxxxxxxxxxxx	= 4,671,547.00		
2) Ending Balance, June 30 (E + F1e)		= 5,919,626.00	= 2,755,310.00	xxxxxxxxxxxxxx	= 3,344,800.00		
Components of Ending Fund Balance							
a) Reserved Amounts							
Revolving Cash 9611		- 2,500.00	- 2,500.00	xxxxxxxxxxxxxx	- 2,500.00		
Stores 9612		- 296,420.00	- 296,420.00	xxxxxxxxxxxxxx	- 299,426.00		
Prepaid Expenditures 9613		- .00	- .00	xxxxxxxxxxxxxx	- .00		
Other 9619		- .00	- .00	xxxxxxxxxxxxxx	- .00		
General Reserve (EC 42124) 9630		- .00	- .00	xxxxxxxxxxxxxx	- .00		
Legally Restricted Balances 9640		xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	- .00		
b) Designated Amounts							
Designated for Economic Uncertainties 9710		- 5,419,460.00	- 2,456,390.00	xxxxxxxxxxxxxx	- 2,697,348.00	240,958.00	9.81
Designated for 9720-9789 School Oper. Alloc. C/O 0972		- .00	- .00	xxxxxxxxxxxxxx	- 200,000.00		
CSR Facilities 0974		- 201,246.00	- .00	xxxxxxxxxxxxxx	- 145,526.00		
Sp. Ed. S/H Chargeback 0975		- .00	- .00	xxxxxxxxxxxxxx	- .00		
c) Undesignated Amount 9790		xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	= .00		
d) Unappropriated Amount 9790		= .00	= .00	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx		

B
995

GENERAL FUND
SUMMARYREVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE

Jurupa Unified School District (33-67090)

RIVERSIDE County

		R E S T R I C T E D (OPTIONAL)					
Description	Account Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Yr Totals (D)	Difference (Col. B & D) (E)	% Diff (E / B) (F)
A. REVENUES							
1) Revenue Limit Sources	8010-8099	+ 1,572,677.00	+ 1,572,677.00	+ .00	+ 1,628,537.00	55,860.00	3.55
2) Federal Revenues	8100-8299	+ 2,816,922.00	+ 2,816,922.00	+ 412,561.00	+ 3,979,693.00	1,162,771.00	41.28
3) Other State Revenues	8300-8599	+ 10,733,333.00	+ 10,733,333.00	+ 4,124,824.00	+ 11,467,478.00	734,145.00	6.84
4) Other Local Revenues	8600-8799	+ 417,922.00	+ 417,922.00	+ 207,072.00	+ 611,728.00	193,806.00	46.37
5) TOTAL, REVENUES		= 15,540,854.00	= 15,540,854.00	= 4,744,457.00	= 17,687,436.00		
B. EXPENDITURES							
1) Certificated Salaries	1000-1999	+ 6,199,053.00	+ 6,461,723.00	+ 1,420,337.00	+ 6,741,367.00	-279,644.00	-4.33
2) Classified Salaries	2000-2999	+ 3,988,221.00	+ 4,026,159.00	+ 1,075,044.00	+ 4,324,458.00	-298,299.00	-7.41
3) Employee Benefits	3000-3999	+ 2,563,430.00	+ 2,572,021.00	+ 417,740.00	+ 2,650,403.00	-78,382.00	-3.05
4) Books and Supplies	4000-4999	+ 2,560,656.00	+ 2,618,086.00	+ 870,497.00	+ 3,541,988.00	-923,902.00	-35.29
5) Services, Other Operating Expenses	5000-5999	+ 3,053,975.00	+ 3,182,619.00	+ 324,441.00	+ 3,487,283.00	-304,664.00	-9.57
6) Capital Outlay	6000-6599	+ 477,740.00	+ 477,620.00	+ 228,815.00	+ 327,966.00	149,654.00	31.33
7) Other Outgo	7100-7299	+ 115,485.00	+ 205,799.00	+ .00	+ 205,799.00	.00	.00
8) Direct Support/Indirect Costs	7300-7399	+ 131,912.00	+ 131,912.00	+ 218.00	+ 171,028.00	-39,116.00	-29.65
9) TOTAL, EXPENDITURES		= 19,090,472.00	= 19,675,939.00	= 4,337,092.00	= 21,450,292.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B9)		= -3,549,618.00	= -4,135,085.00	= 407,365.00	= -3,762,856.00		
D. OTHER FINANCING SOURCES/USES							
1) Interfund Transfers							
a) Transfers In	8910-8929	+ .00	+ .00	+ .00	+ .00	.00	.00
b) Transfers Out	7610-7629	- .00	- .00	- .00	- .00	.00	.00
2) Other Sources/Uses							
a) Sources	8930-8979	+ .00	+ .00	+ .00	+ .00	.00	.00
b) Uses	7630-7699	- .00	- .00	- .00	- .00	.00	.00
3) Contributions to Restricted Programs	8980-8999	+ 3,343,128.00	+ 3,802,807.00	+ .00	+ 3,438,114.00	364,693.00	9.59
4) TOTAL, OTHER FINANCING SOURCES/USES		= 3,343,128.00	= 3,802,807.00	= .00	= 3,438,114.00		

B
P36

GENERAL FUND
SUMMARYREVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE

Jurupa Unified School District (33-67090)

RIVERSIDE County

		R E S T R I C T E D (OPTIONAL)					
Description	Account Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Yr Totals (D)	Difference (Col. B & D) (E)	% Diff (E / B) (F)
=====							
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		= -206,490.00	= -332,278.00	= 407,365.00	= -324,742.00		
=====							
F. FUND BALANCE, RESERVES							
=====							
1) Beginning Balance							
a) As of July 1 - Estimated		+ 258,919.00	+ 258,919.00	+xxxxxxxxxxxxxxxx	+ 258,919.00	.00	.00
b) Unaudited Actual Adj.		+ .00	+ 73,359.00	+xxxxxxxxxxxxxxxx	+ 73,359.00	.00	.00
c) As of July 1-Unaudited 9791		= 258,919.00	= 332,278.00	=xxxxxxxxxxxxxxxx	= 332,278.00		
d) Audit Adj/Restatement 9792-9793		+ .00	+ .00	+xxxxxxxxxxxxxxxx	+ .00	.00	.00
e) Net Beginning Balance		= 258,919.00	= 332,278.00	=xxxxxxxxxxxxxxxx	= 332,278.00		
2) Ending Balance, June 30 (E + F1e)		= 52,429.00	= .00	=xxxxxxxxxxxxxxxx	= 7,536.00		
=====							
Components of Ending Fund Balance							
a) Reserved Amounts							
Revolving Cash 9611		-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx		
Stores 9612		- .00	- .00	-xxxxxxxxxxxxxxxx	- .00		
Prepaid Expenditures 9613		- .00	- .00	-xxxxxxxxxxxxxxxx	- .00		
Other 9619		- .00	- .00	-xxxxxxxxxxxxxxxx	- .00		
General Reserve (EC 42124) 9630		-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx		
Legally Restricted Balances 9640		-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx	-xxxxxxxxxxxxxxxx	- 7,536.00		
b) Designated Amounts							
Designated for Economic Uncertainties 9710		- .00	- .00	-xxxxxxxxxxxxxxxx	- .00	.00	.00
Designated for 9720-9789 School Oper. Alloc. C/O 0972		- .00	- .00	-xxxxxxxxxxxxxxxx	- .00		
CSR Facilities 0974		- .00	- .00	-xxxxxxxxxxxxxxxx	- .00		
Sp. Ed. S/H Chargeback 0975		- 52,429.00	- .00	-xxxxxxxxxxxxxxxx	- .00		
c) Undesignated Amount 9790		=xxxxxxxxxxxxxxxx	=xxxxxxxxxxxxxxxx	=xxxxxxxxxxxxxxxx	= .00		
d) Unappropriated Amount 9790		= .00	= .00	=xxxxxxxxxxxxxxxx	=xxxxxxxxxxxxxxxx		
=====							

First Period Interim
As of October 31

1997/98 INTERIM REPORT
AVERAGE DAILY ATTENDANCE

| 33 | 67090 | 250A |

CALIFORNIA
DEPT OF EDUCATION
Form J-250A (Rev 01/95)
RIVERSIDE County

Jurupa Unified School District

GRADE SPAN	ESTIMATED P-2 REPORT ADA (if declining enrollment)	ESTIMATED REVENUE LIMIT ADA Original Budget (A)	ESTIMATED REVENUE LIMIT ADA Board Approved Operating Budget (B)	ESTIMATED REVENUE LIMIT ADA Projected Year Totals (C)	DIFFERENCE (Col. C - B) (D)	PERCENTAGE DIFFERENCE (Col. D / B) (E)
ELEMENTARY						
1. General Education	12,649	12,649	12,649	12,649	0	.00
2. Special Education	342	342	342	342	0	.00
HIGH SCHOOL						
3. General Education	4,178	4,178	4,178	4,178	0	.00
4. Special Education	220	220	220	220	0	.00
COUNTY SUPPLEMENT						
5. Community Schools Pupils	30	30	30	30	0	.00
6. Special Education	125	125	125	125	0	.00
7. TOTAL, ELEMENTARY, HIGH SCHOOL & COUNTY SUPPLEMENT	17,544	17,544	17,544	17,544	0	.00
8. ADA for Necessary Small Schools also included in lines 1 - 4.	0	0	0	0	0	.00
9. Regional Occupational Centers/Programs (POC/P)	0	0	0	0	0	.00
CLASSES FOR ADULTS						
10. Concurrently Enrolled	0	0	0	0	0	.00
11. Not Concurrently Enrolled- Mandated Programs	227	227	227	227	0	.00
12. Independent Study - (21 or older and 19 or over and not continuously enrolled)	0	0	0	0	0	.00
13. TOTAL, CLASSES FOR ADULTS	227	227	227	227	0	.00
14. Adults in Correctional Facilities	0	0	0	0	0	.00
15. ADA TOTALS (Sum of lines 7,9,13,&14)	17,771	17,771	17,771	17,771	0	.00
SUMMER SCHOOL (Report in Hours)						
16. Elementary	21,579	16,073	16,073	21,579	5,506	34.26
17. High School	240,632	191,815	191,815	240,632	48,817	25.45
18. TOTAL, SUMMER SCHOOL HOURS	262,211	207,888	207,888	262,211	54,323	26.13

AVERAGE DAILY ATTENDANCE

Jurupa Unified School District (33-67090)

RIVERSIDE County

GRADE SPAN	ESTIMATED P-2 REPORT ADA (if declining enrollment)	ESTIMATED REVENUE LIMIT ADA Original Budget (A)	ESTIMATED REVENUE LIMIT ADA Board Approved Operating Budget (B)	ESTIMATED REVENUE LIMIT ADA Projected Year Totals (C)	DIFFERENCE (Col. C - B) (D)	PERCENTAGE DIFFERENCE (Col. D / B) (E)
COMMUNITY DAY SCHOOLS (5th-8th Hours)						
19. ELEMENTARY						
a. 5th & 6th Hours (ADA)	1	1	1	1	0	.00
b. 7th & 8th Pupil Hours (report in hours)	0	0	0	0	0	.00
20. HIGH SCHOOL						
a. 5th & 6th Hours (ADA)	6	6	6	6	0	.00
b. 7th & 8th Pupil Hours (report in hours)	0	0	0	0	0	.00

First Period Interim
As of October 31

1997/98 INTERIM REPORT

| 33 | 67090 | 251RL |

GENERAL FUND

Revenue Limit Summary
(Optional)

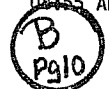
CALIFORNIA
DEPT OF EDUCATION
Form J-251RL (Rev 01/97)

Jurupa Unified School District

RIVERSIDE County

Description	FORM K-12 EDP NO.	Board Approved Operating Budget	Projected Year Totals
=====			
BASE REVENUE LIMIT			
1. Base Revenue Limit per ADA	025	3,805.44	3,805.44
2. Equalization Adjustment	010	.00	.00
3. Inflation Increase	019	102.00	102.00
4. Less: Transfer of Special Education Programs	023	.00	.00
5. All Other Adjustments	---	.00	.00
6. TOTAL, BASE REVENUE LIMIT PER ADA (Sum Lines 1 through 3, minus Line 4, plus Line 5)	024	3,907.44	3,907.44
=====			
TOTAL REVENUE LIMIT			
7. Total Base Revenue Limit for Non-growth ADA			
\$ 3,907.44 x 10,032.00 Operating Budget ADA	201	39,199,438.08	39,199,438.08
\$ 3,907.44 x 10,032.00 Projected Year ADA			
8. Total Base Revenue Limit for Growth ADA			
\$ 3,907.44 x 7,512 Operating Budget ADA	207	29,352,689.28	29,352,689.28
\$ 3,907.44 x 7,512 Projected Year ADA			
9. Necessary Small Elementary School Allowance	209	.00	.00
10. Necessary Small High School Allowance	211	.00	.00
11. Necessary Small Continuation High School Increase	058	88,416.00	88,416.00
12. Gain or Loss from Interdistrict Attendance (PL 81-874)	045	.00	.00
13. Unemployment Insurance Increase	960	.00	.00
14. Meals for Needy Increase	370	.00	.00
15. Less: Class Size Penalties	084	.00	.00
16. Less: PERS Reduction (must agree with accounts 8092 and 7270, not applicable to Basic Aid districts)	085	480,406.00	480,406.00
17. Less: Transfer of Special Education SDC Revenues to County Offices	121	425,872.00	425,872.00
18. Less: Transfer of County Community School Revenues to County Offices	310	106,977.00	106,977.00
19. Summer School Core Programs	181	342,356.00	349,787.00
20. Mandated Summer School Funding	129	80,562.00	99,855.00
21. Apprentice Allowance	087	.00	.00
22. Community Day Schools	800	.00	.00

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GENERAL FUND

Revenue Limit Summary
(Optional)

Jurupa Unified School District (33-67090)

RIVERSIDE County

Description	FORM K-12 EDP NO.	Board Approved Operating Budget	Projected Year Totals
23. Less: Revenue Limit Adjustment - Longer day/year penalty and Excess ROC/P Reserve	060	.00	.00
24. Other Revenue Limit Adjustments	062	.00	.00
25. All Other Adjustments	---	.00	.00
26. TOTAL, REVENUE LIMIT (Sum Lines 7 through 14, minus Lines 15 through 18, plus Lines 19 through 22, minus Line 23, plus Lines 24 and 25)		68,050,206.36	68,076,930.36
REVENUE LIMIT - LOCAL SOURCES			
27. Less: Property Taxes	117	15,298,711.00	15,298,711.00
28. Less: Miscellaneous Taxes	118	.00	.00
29. Less: Community Redevelopment Funds (SB 617/699/1992)	125	.00	.00
30. STATE AID ENTITLEMENT (Line 26 minus Lines 27 through 29)		52,751,495.36	52,778,219.36
31. Less: State School Deficit (EDP #82 minus EDP #65 of Form K-12)		5,992,141.00	5,992,141.00
32. REGULAR STATE AID (Line 30 minus Line 31)		46,759,354.36	46,786,078.36
33. BASIC AID ENTITLEMENT (For Basic Aid Districts only, Sum EDP 122, 121, 310, 181, 129, 087, 700 and 800 of Form K-12)		.00	.00
34. NET STATE AID - REVENUE LIMIT (Greater of Line 32 or Line 33)		46,759,354.36	46,786,078.36
35. Less: Actual Revenue Limit State Apportionment Receipts (Apportionment Doc: Form K-12, Exhibit H, EDP 999)	---	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
36. NET ACCRUAL TO STATE AID - REVENUE LIMIT (Line 34 minus Line 35)		XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
STATE SCHOOL DEFICIT CALCULATION			
37. State School Deficit (Line 31)		5,992,141.00	5,992,141.00
38. Revenue Limit Subject to Deficit (Sum of Lines 7 through 10, plus Lines 12, 14, and 24, minus Line 15)		68,552,127.36	68,552,127.36
39. State School Deficit (Percentage) (Line 37 divided by Line 38)		8.74	8.74

First Period Interim
As of October 31

1997/98 INTERIM REPORT

| 33 | 67090 | 251SE |

GENERAL FUND

Special Education Revenue Summary
(Optional)

CALIFORNIA
DEPT OF EDUCATION
Form J-251SE (Rev 01/97)

Jurupa Unified School District

RIVERSIDE County

		Board Approved Operating Budget			Projected Year Totals		
Form J-50 EDP NO.		# IPS Units	x Unit Rate =	State Allowances	# IPS Units	x Unit Rate =	State Allowances
=====							
SEVERELY HANDICAPPED							
Special Day Classes							
1.	No Aide - Regular	562	.00	.00	.00	.00	.00
2.	One Aide - Regular	564	.00	.00	.00	.00	.00
3.	One Aide - Infant	564	.00	.00	.00	.00	.00
4.	Two Aides - Regular	566	.00	.00	.00	.00	.00
5.	Two Aides - Infant	566	.00	.00	.00	.00	.00
6.	Less: Unused Aides Adjustment	088	xxxxxxx	xxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxx
7.	Extended Year Program	083	xxxxxxx	xxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxx
8. TOTAL, SEVERELY HANDICAPPED (Sum Lines 1 through 5, plus Line 7 minus Line 6)							
		.00	xxxxxxxxxxx	.00	.00	xxxxxxxxxxx	.00
=====							
NON-SEVERELY HANDICAPPED							
Special Day Classes							
9.	No Aide - Regular	526	.00	.00	.00	.00	.00
10.	One Aide - Regular	528	29.50	57,505.00	1,696,397.50	31.40	57,505.00
11.	One Aide - Infant	528	.00	.00	.00	.00	.00
12.	Two Aides - Regular	530	.00	.00	.00	.00	.00
13.	Two Aides - Infant	530	.00	.00	.00	.00	.00
Resource Specialists Program							
14.	No Aide - Regular	546	.00	.00	.00	.00	.00
15.	One Aide - Regular	532	36.50	59,637.00	2,176,750.50	37.50	59,637.00
16.	One Aide - Infant	532	.00	.00	.00	.00	.00
17.	Designated Instruction and Services - Regular	548	17.30	40,855.00	706,791.50	17.10	40,854.00
18.	Designated Instruction and Services - Infant	548	.00	.00	.00	.00	.00
19.	Less: Unused Aides Adjustment	072	xxxxxxx	xxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxx
20.	Extended Year Program	063	xxxxxxx	xxxxxxxxxx	75,000.00	xxxxxxx	xxxxxxxxxx
21. TOTAL, NON-SEVERELY HANDICAPPED (Sum Lines 9 through 18, plus Line 20 minus Line 19)							
		83.30	xxxxxxxxxxx	4,654,939.50	86.00	xxxxxxxxxxx	4,815,647.90
=====							
22. TOTAL PROGRAM ENTITLEMENT (Line 8 plus Line 21)		83.30	xxxxxxxxxxx	4,654,939.50	86.00	xxxxxxxxxxx	4,815,647.90
=====							
SUPPORT SERVICES ENTITLEMENT							
23.	Support Services - Severely Handicapped	089	xxxxxxx	xxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxx

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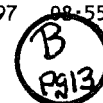
GENERAL FUND

Special Education Revenue Summary
(Optional)

Jurupa Unified School District (33-67090)

RIVERSIDE County

	Form J-50 EDP NO.	Board Approved Operating Budget			Projected Year Totals		
		# IPS Units	x Unit Rate	= State Allowances	# IPS Units	x Unit Rate	= State Allowances
24. Support Services - Non-Severely Handicapped	079	xxxxxxx	xxxxxxxxxxx	2,405,223.00	xxxxxxx	xxxxxxxxxxx	2,488,937.00
25. TOTAL, SUPPORT SERVICES ENTITLEMENT (Line 23 plus Line 24)	091	xxxxxxx	xxxxxxxxxxx	2,405,223.00	xxxxxxx	xxxxxxxxxxx	2,488,937.00
26. NON-PUBLIC SCHOOLS ENTITLEMENT	095	xxxxxxx	xxxxxxxxxxx	1,115,971.00	xxxxxxx	xxxxxxxxxxx	1,115,971.00
27. LONGER DAY/LONGER YEAR INCENTIVE ENTITLEMENT	368	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
28. SPECIAL EDUCATION INSTRUCTIONAL ENTITLEMENT (Sum Lines 22, 25, 26, 27)	321	xxxxxxx	xxxxxxxxxxx	8,176,133.50	xxxxxxx	xxxxxxxxxxx	8,420,555.90
29. Program Specialists Entitlement	361	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
30. Regionalized Services Entitlement	363	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
31. Low Incidence Entitlement	366	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
32. NPS - LCI & FFH Independently Placed (Column C)	717C	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
33. TOTAL, SPECIAL EDUCATION ENTITLEMENT (Sum Lines 28 through 32)		xxxxxxx	xxxxxxxxxxx	8,176,133.50	xxxxxxx	xxxxxxxxxxx	8,420,555.90
SPECIAL EDUCATION INCOME SOURCES							
34. Less: Revenue Limit Funds (should be included in account 8091)	331/ 334	xxxxxxx	xxxxxxxxxxx	1,385,858.00	xxxxxxx	xxxxxxxxxxx	1,441,153.00
35. Less: PL 94-142 Federal Contributions (must agree with account 8181)	335	xxxxxxx	xxxxxxxxxxx	566,230.00	xxxxxxx	xxxxxxxxxxx	566,230.00
36. Less: Local General Fund Contribution	337	xxxxxxx	xxxxxxxxxxx	260,364.00	xxxxxxx	xxxxxxxxxxx	260,364.00
37. Less: County Special Education Property Taxes (County Offices Only) (should be included in account 8097)	339	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
38. Plus: Designated Revenue Sources (County Offices Only)	342	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
39. Less: Designated Revenue Sources (Districts Only)	344	xxxxxxx	xxxxxxxxxxx	.00	xxxxxxx	xxxxxxxxxxx	.00
40. STATE ENTITLEMENT (Line 33 minus Lines 34, 35, 36, 37, 39, plus Line 38)		xxxxxxx	xxxxxxxxxxx	5,963,681.50	xxxxxxx	xxxxxxxxxxx	6,152,808.90



GENERAL FUND

Special Education Revenue Summary
(Optional)

Jurupa Unified School District (33-67090)

RIVERSIDE County

Form J-50 EDP NO.	Board Approved Operating Budget			Projected Year Totals		
	# IPS Units	x Unit Rate =	State Allowances	# IPS Units	x Unit Rate =	State Allowances
41. Less: State School Deficits (estimated deficiency factor times the sum of EDP No. 358 and 365 of Form J-50)	---	XXXXXXXXXXXXXXXXXXXX	820,476.50	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	786,457.90
42. SELPA Redistributions	---	XXXXXXXXXXXXXXXXXXXX	.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	.00
43. NET STATE AID - SPECIAL EDUCATION AND/OR SELPA REDISTRIBUTION (must agree with account 8321 and/or total of 8721, 8722, & 8723) (Line 40 minus Line 41 plus Line 42)	NET	XXXXXXXXXXXXXXXXXXXX	5,143,205.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	5,366,351.00
44. Less: Actual Special Education State Aid Receipts (Apportionment Doc: Form J-50-NET/ENT-1 and Form J-50-NET/ENT, deficated EDP 367) and/or SELPA Redistribution		XXXXXXXXXXXXXXXXXXXX	.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
45. NET ACCRUAL TO STATE AID - SPECIAL EDUCATION AND/OR SELPA REDISTRIBUTION (Line 43 minus Line 44)		XXXXXXXXXXXXXXXXXXXX	5,143,205.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
REVENUE LIMIT FUNDS TRANSFER						
46. NPS Revenue Limit Funds (For Districts Only)	707	XXXXXXXXXXXXXXXXXXXX	186,819.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	187,384.00
47. Revenue Limit Funds Adjustment (County Office Only) (EDP 334 times EDP 328, minus EDP 334)	ADJ	XXXXXXXXXXXXXXXXXXXX	.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	.00
48. TOTAL REVENUE LIMIT FUNDS TRANSFER (Line 34 plus Lines 46, 47) (Must agree with account 8091)	RLT	XXXXXXXXXXXXXXXXXXXX	1,572,677.00	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	1,628,537.00



Jurupa Unified School District
1997-98 Cash Flow Comparison

	July	August	September	October	November	December	January	%
	Actuals	Actuals	Actuals	Actuals	Estimated	Estimated	Estimated	Bud
Beginning Cash Balance	7,109,346	7,378,935	10,161,213	8,372,553	6,985,328	2,847,609	12,319,932	
REVENUE								
Revenue Limit	3,021,727	6,036,547	3,675,498	4,248,128	3,848,209	10,903,257	5,130,945	8.00%
Federal Revenues	147,605	14,263	151,098	112,147	(21,695)	104,714	1,235,273	29.76%
Other State Revenue	421,187	669,099	2,400,262	1,234,762	1,557,215	1,215,333	1,868,658	11.29%
Other Local Revenue	866	138,686	9,912	133,337	108,765	46,614	248,607	15.03%
TOTAL REVENUES	3,591,385	6,858,595	6,236,770	5,728,374	5,492,494	12,269,918	8,483,483	9.81%
EXPENDITURES								
Certificated Salaries	671,720	669,127	4,369,563	4,413,422	4,719,957	0	8,307,563	17.74%
Classified Salaries	623,851	588,440	886,212	1,023,347	1,034,130	1,034,130	1,022,120	8.55%
Employee Benefits	269,411	201,674	823,893	1,272,831	1,395,998	631,723	1,727,089	12.96%
Books & Supplies	176,792	204,426	4,239	232,601	448,284	296,209	625,154	12.95%
Services/Oper Expenses	297,555	619,222	345,776	595,369	1,350,550	661,873	530,732	5.87%
Capital Outlay	114,122	269,019	269,641	242,380	342,347	173,014	440,990	18.77%
Other Outgo	0	0	0	0	0	0	60,941	10.00%
Direct/Indirect Costs	0	0	0	(120,000)	47.64%	0.00%	0.00%	0.00%
TOTAL EXPENDITURES	2,153,451	2,551,908	7,454,354	7,659,950	9,291,266	2,796,949	12,714,589	14.34%
OTHER SOURCES/USES								
Interfund Transfers In	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	446,480	29.85%
Other Sources	0.00%	0.00%	601,752	40.23%	0.00%	(432,902)	0.00%	0.00%
Interfund Transfers Out	125,000	0	0	0	0	615	615	0.19%
Other Uses	615	615	615	615	615	615	615	0.19%
TOTAL OTHER SOURCES/USES	(125,615)	(615)	601,137	(615)	(615)	(433,517)	445,865	
PRIOR YEAR TRANSACTIONS								
Cash Collections Awaiting Deposit	359,899	15,796	0.00%	0.00%	0.00%	(31)	993,226	23.61%
Accts Rec/Due Froms	862,092	285,052	130,042	551,532	21,695	432,902	0.00%	0.00%
Prepaid Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	936,501	16.34%
Accts Pay/Due Tos	2,289,420	1,871,908	96,756	1,650	267,126	0.00%	0.00%	0.00%
Deferred Revenue	0.00%	0.00%	1,231,351	100.00%	0.00%	432,871	56,725	
NET PRIOR YEAR TRANSACTIONS	(1,067,429)	(1,571,060)	(1,198,065)	549,882	(245,431)	432,871	56,725	
OTHER ADJUSTMENTS								
Stores	22,544	45,648	22,209	(862)	(89,539)	0.00%	0.00%	0.00%
Out of State Sales Tax	(2,155)	(1,618)	(3,643)	4,054	3,362	0.00%	0.00%	0.00%
TRANS Proceeds	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TRANS Repayment	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL MISC ADJUSTMENTS	24,699	47,266	25,852	(4,916)	(92,901)	0	0	
NET REVENUE	269,589	2,782,278	(1,788,660)	(1,387,225)	(4,137,719)	9,472,323	(3,728,516)	
ENDING CASH BALANCE	7,378,935	10,161,213	8,372,553	6,985,328	2,847,609	12,319,932	8,591,416	
GENERAL LEDGER 9110 ACCT	7,378,935	10,161,213	8,372,553	6,985,328	2,847,609	12,319,932	8,591,416	
DIFFERENCE	0	(0)	0	0	0	0	0	
								cash flow 97-98

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	February	March	April	May	June	%	Estimated	Total	Projected	Difference
	Estimated	Estimated	Estimated	Estimated	Estimated	Bud			Budget	
Beginning Cash Balance	8,591,416	9,797,205	8,557,749	6,251,592	7,068,893			7,109,346	7,109,346	
REVENUE										
Revenue Limit	8,031,454	4,489,577	4,489,577	7,055,049	3,206,840	11.00%		64,136,808	64,136,808	0
Federal Revenues	332,077	166,039	373,587	1,535,858	0	0.00%		4,150,966	4,150,966	1
Other State Revenue	1,557,215	2,024,379	934,329	934,329	1,245,772	5.64%		16,552,732	16,552,732	1
Other Local Revenue	121,183	233,069	155,379	310,758	46,614	18.79%		1,653,790	1,653,790	1
TOTAL REVENUES	10,041,929	6,913,064	5,952,872	9,855,994	4,499,226	11.37%		86,494,296	86,494,296	3
EXPENDITURES										
Certificated Salaries	4,719,958	4,719,958	4,719,958	4,719,958	4,719,959	10.08%		46,842,562	46,842,564	2
Classified Salaries	1,270,494	1,034,132	1,034,132	1,034,132	1,034,132	8.65%		11,950,710	11,950,710	0
Employee Benefits	1,263,446	1,263,446	1,263,446	1,395,998	1,263,446	9.48%		13,324,165	13,324,165	0
Books & Supplies	353,416	353,416	305,847	448,284	353,416	7.32%		4,827,194	4,827,194	0
Services/Oper Expenses	702,963	530,732	530,732	1,350,550	530,732	5.87%		9,041,177	9,041,177	0
Capital Outlay	91,323	140,990	114,066	75,974	75,974	3.23%		2,349,840	2,349,840	0
Other Outlay	0.00%	548,474	90,000%	0.00%	0.00%	0.00%		609,415	609,415	0
Direct/Indirect Costs	0.00%	(120,000)	47.64%	0.00%	(11,879)	4.72%		(251,879)	(251,879)	0
TOTAL EXPENDITURES	8,401,600	8,471,148	7,968,181	9,024,896	7,965,780	10.18%		88,693,184	88,693,186	2
OTHER SOURCES/USES										
Interfund Transfers In	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0	0	0
Other Sources	0.00%	423,472	28.31%	0.00%	456,921	30.55%		1,495,723	1,495,723	0
Interfund Transfers Out	0.00%	215,708	34.19%	46.00%	0.00%	0.00%		630,941	630,941	0
Other Uses	310,619	615	615	615	615	0.19%		317,384	317,384	0
TOTAL OTHER SOURCES/USES	(310,619)	207,149	(290,848)	(615)	456,306			547,398	547,398	0
PRIOR YEAR TRANSACTIONS										
Cash Collections Awaiting Deposit	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		375,664	375,664	0
Accts Rec/Due Froms	142,862	111,479	2.65%	6,818	0.16%	0.00%		4,206,714	4,206,714	0
Prepaid Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0	0	0
Accts Pay/Due Tos	266,783	4.66%	0.00%	0.00%	0.00%	0.00%		5,730,144	5,730,144	0
Deferred Revenue	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		1,231,351	1,231,351	0
NET PRIOR YEAR TRANSACTIONS	(123,921)	111,479	0	6,818	0			(2,379,117)	(2,379,117)	0
OTHER ADJUSTMENTS										
Stores	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0	0	0
Out of State Sales Tax	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0	0	0
TRANS Proceeds	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0	0	0
TRANS Repayment	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0	0	0
TOTAL MISC ADJUSTMENTS	0	0	0	0	0			0	0	0
NET REVENUE	1,205,789	(1,239,456)	(2,306,157)	817,301	(3,010,248)			(979,906)	(4,030,606)	1
ENDING CASH BALANCE	9,797,205	8,557,749	6,251,592	7,068,893	4,058,645			3,078,739	3,078,740	
GENERAL LEDGER 9110 ACCT	9,797,205	8,557,749	6,251,592	7,068,893	4,058,645					
DIFFERENCE	0	0	0	0	0			0		

cash flow 97-98

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Jurupa Unified School District
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Instructions: All school districts and JPAs must complete the Summary Review (Sections I - III). School districts and JPAs projecting that they may not or will not have a positive cash balance or fund balance in the General Fund for the remainder of the current fiscal year or subsequent two fiscal years must also complete the In-depth Review (Section IV). Completion of the In-depth Review may also be required if requested by your county office of education.

GENERAL FUND

I. Cash Balance (Mark an X by one of the following three statements)

x Based upon current projections, the cash balance will be positive at the end of the current and two subsequent fiscal years.

Based upon current projections, the cash balance may not be positive at the end of the current or two subsequent fiscal years.

Based upon current projections, the cash balance will be negative at the end of the current or subsequent fiscal year.

II. Fund Balance (Mark an X by one of the following three statements)

x Based upon current projections, the fund balance will be positive at the end of the current and two subsequent fiscal years.

Based upon current projections, the fund balance may not be positive at the end of the current or two subsequent fiscal years.

Based upon current projections, the fund balance will be negative at the end of the current or subsequent fiscal year.

If you responded either that your Cash Balance or Fund Balance MAY NOT BE POSITIVE or WILL BE NEGATIVE, please explain below, or provide separate attachments, explaining the contributing factors.

III. Supplemental Information

1. Reserves

Reserve Standard	Size of district by ADA		
5% or \$50,000 (Greater of)	0	to	300
4% or \$50,000 (Greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	Over

- a. Indicate the district's recommended percentage reserve. 3%
- b. Indicate district's total expenditures, transfers out, and uses.
(Form J-251, column D, sum of lines B-9, D-1b and D-2b) \$ 89,641,511.00
- c. Multiply the standard from step 1a times the amount from step 1b. \$ 2,689,245.33
- d. Enter the greater of \$50,000 or the amount from step 1c.
The recommended minimum reserve amount is: \$ 2,689,245.33
=====

e. List and total below district's projected reserve amount.

(Note: Amounts designated as reserves must be UNRESTRICTED)

(1) General Fund Designated for Economic Uncertainties (DEU) (Form J-251, column D, #9710)	\$	2,697,348.00
(2) General Fund - Undesignated (J-251, column D, #9790)	\$.00
(3) Special Reserve Fund (J-207) - DEU (#9710)	\$.00
(4) Special Reserve Fund (J-207) - Undesignated (#9790)	\$.00
(5) Article XIII-B Fund (J-241) - DEU (#9710)	\$.00
(6) Article XIII-B Fund (J-241) - Undesignated (#9790)	\$.00
(7) Total projected unrestricted reserves (Sum of e1 through e6)	\$	2,697,348.00

f. Do reserves meet the recommended minimum reserve amount? (Yes/No) Yes

If no, please explain below or provide separate attachments explaining why the recommended reserve levels have not been met. The explanation must include reasons for any decrease from original budget levels and how the reserves will be replenished in the subsequent fiscal year:

2. Status of salary and benefit negotiations

	Certificated	Classified
a. Indicate total number of FTEs included in the interim report.	895.00	474.00
b. Indicate change in FTEs (+ or -) from the original adopted budget.	4.00	4.00
c. Are salary and benefit negotiations settled for the current fiscal year (Yes/No)	Yes	Yes

PLEASE NOTE If salary and benefit negotiations are not finalized, upon settlement the Criteria and Standards specify that the school district must provide the county office of education with a salary settlement notification which includes an analysis of the cost of the settlement and its impact on the operating budget. The public disclosure documents prepared in compliance with Government Code Section 3547.5 will satisfy this salary settlement notification requirement. (Refer to CDE Management Advisory 92-01, dated May 15, 1992.)

d. If negotiations have not been settled:

- Are any proposed or previously negotiated salary or benefit increases budgeted in expenditure categories 1000/2000 and 3000?
(Yes/No)
- What would an overall 1% increase for all personnel be estimated to cost in total dollars?

Salaries and Statutory Benefits (STRS/PERS, FICA, UI, Workers' Comp)	\$.00	\$.00
Health and welfare benefits	\$.00	\$.00

3. Multi-year commitments (include BOTH General Fund and OTHER FUNDS)

List all significant multi-year commitments that have occurred since budget adoption for the current and subsequent two fiscal years. (EXCLUDE SALARY AND BENEFIT SETTLEMENTS SINCE THEY ARE REQUESTED IN THE SUBSEQUENT PAGES; ALSO EXCLUDE EQUIPMENT LEASES, MAINTENANCE AGREEMENTS, AND ANY OTHER MINOR OPERATING EXPENSES.)

Type of Commitment	# of Years	Balance July 1, 1997 Principal Only	1997/98 Payment (P & I)	1998/99 Payment (P & I)	1999/00 Payment (P & I)	Funding Source/ Fund/Object Code
Gen. Obligation Bonds	0	0	0	0	0	
State School Bldg. Lns	5	197,726	49,950	49,950	49,950	Tax Override 290
Other Postemployment Benefits	0	0	0	0	0	
Compensated Absences	0	585,983	36,853	0	0	General Fund
Cert. of Participation	0	0	0	0	0	
Capital Leases	4	38,375	15,981	12,653	9,741	General Fund
Other Commitments:						
Extended Health & Dent	0	641,933	221,224	221,224	199,495	General Fund
Golden Handshake	1	346,009	346,009	0	0	General Fund
Energy Revenue Bonds	15	2,780,000	310,000	310,000	310,000	General Fund
	0	0	0	0	0	
	0	0	0	0	0	
	0	0	0	0	0	

Comments:

4. Other Fund Balances

- a. Are any other fund balances projected to be negative for the current or subsequent two fiscal years: (Yes/No)

No

If yes, list the fund(s) and the projected fund balances:

Fund Name	1997/98 Fund Balance	1998/99 Fund Balance	1999/00 Fund Balance
	\$.00	\$.00	\$.00
	\$.00	\$.00	\$.00
	\$.00	\$.00	\$.00
	\$.00	\$.00	\$.00

- b. Please explain below, or provide separate attachments, on how each fund with projected negative balances will be resolved:

=====

This is the end of the Summary Review. You do not need to continue on to the In-depth Review unless (1) the Summary Review reflects that the district's or JPA's projected general fund balance or cash balance may not or will not be positive at the end of the current or subsequent two fiscal years or (2) your county office of education has requested an In-depth Review.

=====

Multi-year Projections

1998/99
1999/2000

JURUPA UNIFIED SCHOOL DISTRICT

MULTI-YEAR BUDGET PROJECTION

11/19/97

Combined

Description	Account Codes	1997/98 Projected	1998/99 Projected	1999/2000 Projected
A. REVENUES				
1) Revenue Limit Sources	8010 - 8099	64,136,808	65,386,535	68,315,287
2) Federal Revenues	8100 - 8299	4,150,967	4,054,034	4,054,034
3) Other State Revenues	8300 - 8599	16,552,733	17,227,418	18,057,418
4) Other Local Revenues	8600 - 8799	1,653,791	1,517,109	1,517,109
5) TOTAL REVENUES		86,494,299	88,185,096	91,943,848
B. EXPENDITURES				
1) Certificated Salaries	1000 - 1999	46,842,564	48,817,237	50,299,542
2) Classified Salaries	2000 - 2999	11,950,710	12,225,080	12,372,967
3) Employee Benefits	3000 - 3999	13,324,165	13,388,428	13,683,646
4) Books & Supplies	4000 - 4999	4,827,194	4,099,380	4,082,579
5) Services, Other Exp.	5000 - 5999	9,041,177	7,948,741	7,917,950
6) Capital Outlay	6000 - 6999	2,349,840	312,825	562,825
7) Other Outgo	7100 - 7299	609,415	695,410	719,381
8) Dir. Supp./Ind. Costs	7300 - 7399	(251,879)	(251,879)	(251,879)
9) TOTAL EXPENDITURES		88,693,186	87,235,222	89,387,011
C. EXCESS (DEFIC.) OF REVENUES OVER EXPEND.		(2,198,887)	949,874	2,556,837
D. OTHER FINANCING SOURCES/USES				
1) Interfund Transfers				
a) Transfers In	8910 - 8929	0	0	0
b) Transfers Out	7610 - 7629	630,941	630,941	630,941
2) Other Sources/Uses				
a) Sources	8930 - 8979	1,495,723	0	0
b) Uses	7630 - 7699	317,384	317,384	317,384
3) Contrib. to Rest. Pgm.	8980 - 8999	0	0	0
4) TOTAL OTHER FIN. SOURCES/USES		547,398	(948,325)	(948,325)

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E. NET INC. (DEC.) IN		(1,651,489)	1,549	1,608,512
FUND BALANCE				
F. FUND BALANCE, RESERVES				
1) Beginning Balance				
a) As of July 1 - Unaud.	9791	4,942,935	3,352,336	3,353,885
b) Unaudited Actual Adj.		60,890	0	0
c) As of July 1, Aud.				
	9793			
e) Net Beginning Bal.		5,003,825	3,352,336	3,353,885
2) Ending Balance, June 30		3,352,336	3,353,885	4,962,397
Components of Ending Fund Balance				
a) Reserved Amounts				
Revolving Cash	9611	2,500	2,500	2,500
Stores	9612	299,426	299,426	299,426
Prepaid Expend.	9613	0	0	0
Other	9619	0	0	0
Gen. Reserve(EC 42124)	9630	0	0	0
Legally Restricted	9640	7,536	7,536	7,536
b) Designated Amounts				
Desig. for				
Economic Uncertainties	9710	2,697,348	2,650,004	4,213,665
Designated For -	9720 - 9789			
Carryover Allocation/Donations	9750	200,000	200,000	200,000
CSR Facilities	9720	145,526	194,419	239,270
Board Desig. Block Grant	9730	0	0	0
Mega-Item Block Grant	9740	0	0	0
c)Unapprop. Amt.	9790	0	0	0

REQUIRED RESERVE (3 %)	2,689,245	2,645,506	2,710,060
OVER/(SHORT) REQUIRED RESERVE	8,103	4,498	1,503,605

JURUPA UNIFIED SCHOOL DISTRICT

MULTI-YEAR BUDGET PROJECTION

11/19/97

Unrestricted

Description	Account Codes	1997/98 Projected	1998/99 Projected	1999/2000 Projected
A. REVENUES				
1) Revenue Limit Sources	8010 - 8099	62,508,271	63,757,998	66,686,750
2) Federal Revenues	8100 - 8299	171,274	74,341	74,341
3) Other State Revenues	8300 - 8599	5,085,255	5,759,940	6,589,940
4) Other Local Revenues	8600 - 8799	1,042,063	1,042,063	1,042,063
5) TOTAL REVENUES		68,806,863	70,634,342	74,393,094
B. EXPENDITURES				
1) Certificated Salaries	1000 - 1999	40,101,197	42,075,870	43,558,175
2) Classified Salaries	2000 - 2999	7,626,252	7,845,622	7,993,509
3) Employee Benefits	3000 - 3999	10,673,762	10,738,025	11,033,243
4) Books & Supplies	4000 - 4999	1,285,206	810,641	820,440
5) Services, Other Exp.	5000 - 5999	5,553,894	4,437,487	4,406,696
6) Capital Outlay	6000 - 6999	2,021,874	82,500	332,500
7) Other Outgo	7100 - 7299	403,616	489,611	489,611
8) Dir. Supp./Ind. Costs	7300 - 7399	(422,907)	(422,907)	(422,907)
9) TOTAL EXPENDITURES		67,242,894	66,056,849	68,211,267
C. EXCESS (DEFIC.) OF REVENUES OVER EXPEND.		1,563,969	4,577,493	6,181,827
D. OTHER FINANCING SOURCES/USES				
1) Interfund Transfers				
a) Transfers In	8910 - 8929	0	0	0
b) Transfers Out	7610 - 7629	630,941	630,941	630,941
2) Other Sources/Uses				
a) Sources	8930 - 8979	1,495,723	0	0
b) Uses	7630 - 7699	317,384	317,384	317,384
3) Contrib. to Rest. Pgm.	8980 - 8999	(3,438,114)	(3,627,619)	(3,624,990)
4) TOTAL OTHER FIN. SOURCES/USES		(2,890,716)	(4,575,944)	(4,573,315)

E. NET INC. (DEC.) IN		(1,326,747)	1,549	1,608,512
FUND BALANCE				
F. FUND BALANCE, RESERVES				
1) Beginning Balance				
a) As of July 1 - Unaud.	9791	4,684,016	3,344,800	3,346,349
b) Unaudited Actual Adj.		(12,469)		
c) As of July 1, Aud.				
	9793			
e) Net Beginning Bal.		4,671,547	3,344,800	3,346,349
2) Ending Balance, June 30		3,344,800	3,346,349	4,954,861
Components of Ending Fund Balance				
a) Reserved Amounts				
Revolving Cash	9611	2,500	2,500	2,500
Stores	9612	299,426	299,426	299,426
Prepaid Expend.	9613			
Other	9619			
Gen. Reserve(EC 42124)	9630			
Legally Restricted	9640			
b) Designated Amounts				
Desig. for				
Economic Uncertainties	9710	2,697,348	2,650,004	4,213,665
Designated For -	9720 - 9789			
School Oper. Supply Alloc. C/O	9750	200,000	200,000	200,000
CSR Facilities	9720	145,526	194,419	239,270
Board Desig. Block Grant	9730			
Mega-Item Block Grant	9740			
c) Unapprop. Amt.	9790			

JURUPA UNIFIED SCHOOL DISTRICT

MULTI-YEAR BUDGET PROJECTION

11/19/97

Restricted

Description	Account Codes	1997/98 Projected	1998/99 Projected	1999/2000 Projected
A. REVENUES				
1) Revenue Limit Sources	8010 - 8099	1,628,537	1,628,537	1,628,537
2) Federal Revenues	8100 - 8299	3,979,693	3,979,693	3,979,693
3) Other State Revenues	8300 - 8599	11,467,478	11,467,478	11,467,478
4) Other Local Revenues	8600 - 8799	611,728	475,046	475,046
5) TOTAL REVENUES		17,687,436	17,550,754	17,550,754
B. EXPENDITURES				
1) Certificated Salaries	1000 - 1999	6,741,367	6,741,367	6,741,367
2) Classified Salaries	2000 - 2999	4,324,458	4,379,458	4,379,458
3) Employee Benefits	3000 - 3999	2,650,403	2,650,403	2,650,403
4) Books & Supplies	4000 - 4999	3,541,988	3,288,739	3,262,139
5) Services, Other Exp.	5000 - 5999	3,487,283	3,511,254	3,511,254
6) Capital Outlay	6000 - 6999	327,966	230,325	230,325
7) Other Outgo	7100 - 7299	205,799	205,799	229,770
8) Dir. Supp./Ind. Costs	7300 - 7399	171,028	171,028	171,028
9) TOTAL EXPENDITURES		21,450,292	21,178,373	21,175,744
C. EXCESS (DEFIC.) OF REVENUES OVER EXPEND.		(3,762,856)	(3,627,619)	(3,624,990)
D. OTHER FINANCING SOURCES/USES				
1) Interfund Transfers				
a) Transfers In	8910 - 8929	0		
b) Transfers Out	7610 - 7629	0		
2) Other Sources/Uses				
a) Sources	8930 - 8979	0		
b) Uses	7630 - 7699	0		
3) Contrib. to Rest. Pgm.	8980 - 8999	3,438,114	3,627,619	3,624,990
4) TOTAL OTHER FIN. SOURCES/USES		3,438,114	3,627,619	3,624,990

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E. NET INC. (DEC.) IN		(324,742)	0	0
FUND BALANCE				
F. FUND BALANCE, RESERVES				
1) Beginning Balance				
a) As of July 1 - Unaud.	9791	258,919	7,536	7,536
b) Unaudited Actual Adj.		73,359		
c) As of July 1, Aud.				
	9793			
e) Net Beginning Bal.		332,278	7,536	7,536
2) Ending Balance, June 30		7,536	7,536	7,536
Components of Ending Fund Balance				
a) Reserved Amounts				
Revolving Cash	9611			
Stores	9612			
Prepaid Expend.	9613			
Other	9619			
Gen. Reserve(EC 42124)	9630			
Legally Restricted	9640	7,536	7,536	7,536
b) Designated Amounts				
Desig. for				
Economic Uncertainties	9710	0	0	0
Designated For -	9720 - 9789			
Carryover Allocation/Donations	9750			
CSR Facilities	9720			
Board Desig. Block Grant	9730			
Mega-Item Block Grant	9740			
c)Unapprop. Amt.	9790			

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**Jurupa Unified School District
1998-99 Budget Projection**

Revenue/Expenditure Assumptions

REVENUE ASSUMPTIONS:

- Projected enrollment increase of 280 students, for a total enrollment of 18,209 (including Nueva Vista, Rio Vista, and Special Education).
- Base Revenue Limit funding per ADA has a 2.99% funded COLA. Deficit factor .91259 (i.e., 8.741% deficit) (School Services of California's Financial Projection Dartboard)
- Base Revenue Limit Equalization funding for 1995/96 and 1996/97 will continue, but no new equalization funding for 1997/98 or 1998/99.
- Special Education at 86.00 funded units (Funding at same rate as 1997/98).
- Lottery revenue estimated at \$110 per ADA.
- All other funding, including Transportation, at the 1997/98 level.
- One-time funding for Block Grant and Site Grants is not included.
- Assumes that Mega Item transfers from Special Projects will remain at the same level as in 1997/98.
- Funding for Class Size Reduction will continue at \$800 per pupil for all participating classes. Kindergarten, first and second grade will be implemented.

EXPENDITURE ASSUMPTIONS:

- All salary schedules remain at the 1997/98 level. Step and column movement and Certificated professional salary advancement for all applicable employees is included (\$918,911).
- \$4,400 for health and welfare benefits for all personnel.
- 9 additional teaching positions for enrollment growth.
- 15 additional teaching positions for Class Size Reduction in kindergarten.
- 19 additional teaching positions for sixth period at the middle schools.

- Additional Transportation cost for implementing sixth period at the middle schools (\$55,000).
- Decrease in utility costs due to implementation of Energy Efficiency Program (-\$250,000). Increase in cost of Severely Handicapped Transportation costs (\$23,971).
- Capital Outlay expenditures to provide for categorical program requirements.
- Includes County charge for Severely Handicapped Students (\$205,799).
- Facility needs for implementing Class Size Reduction and Sixth Period at the Middle Schools will be expended from Class Size Reduction or Redevelopment funds.

INTERFUND TRANSFER ASSUMPTIONS:

- State Deferred Maintenance transfer (\$125,000).

DEBT SERVICE:

- Energy Efficiency Bond Repayment (\$310,000).

**Jurupa Unified School District
1999-2000 Budget Projection**

Revenue/Expenditure Assumptions

REVENUE ASSUMPTIONS:

- Projected enrollment increase of 200 students, for a total enrollment of 18,409 (including Nueva Vista, Rio Vista, and Special Education).
- Base Revenue Limit funding per ADA has a 3.38% funded COLA. Deficit factor .91259 (i.e., 8.741% deficit) (School Services of California's Financial Projection Dartboard).
- Base Revenue Limit Equalization funding for 1995/96 and 1996/97 will continue, but no new equalization funding.
- Special Education at 86.00 funded units (Funding at same rate as 1997/98).
- Lottery revenue estimated at \$110 per ADA.
- All other funding, including Transportation, at the 1997/98 level.
- One-time funding for Block Grant and Site Grants is not included.
- Assumes that Mega Item transfers from Special Projects will remain at the same level as in 1997/98.
- Funding for Class Size Reduction will continue at \$800 per pupil for all participating classes. Kindergarten, first, second and third grade will be implemented.

EXPENDITURE ASSUMPTIONS:

- All salary schedules remain at the 1997/98 level. Step and column movement and Certificated professional salary advancement for all applicable employees is included (\$873,906).
- \$4,400 for health and welfare benefits for all personnel.
- 7 additional teaching positions for enrollment growth.
- 16 additional teaching positions for Class Size Reduction in third grade.
- Increase cost of Severely Handicapped Transportation costs (\$23,971).

- Capital Outlay expenditures to provide for categorical program requirements and \$250,000 for Capital Outlay Program.
- Includes County charge for Severely Handicapped Students (\$205,799).

INTERFUND TRANSFER ASSUMPTIONS:

- State Deferred Maintenance transfer (\$125,000).

DEBT SERVICE:

- Energy Efficiency Bond Repayment (\$310,000).

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ROLE OF THE BOARD (POWERS AND RESPONSIBILITIES)

The Governing Board is elected by the community to provide leadership and citizen oversight of the district's schools. The Board shall work with the Superintendent to fulfill its major roles, which include:

1. Establishing a long-term mission for the district
2. Establishing and maintaining an organizational structure for the district, including employment of the Superintendent and adoption of policies, curriculum, the budget and the collective bargaining agreement
3. Ensuring accountability to the local community, including personnel, programmatic and fiscal accountability and service as a judicial and appeals body as needed
4. Providing community leadership and advocacy at the local, state and national levels on behalf of children, district programs and public education

The Board is authorized to establish and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. (Education Code 35160)

The Board may delegate any of its duties to the Superintendent or designee but shall be ultimately responsible for the performance of any duties it delegates. (Education Code 35161)

Mission

The Board shall set the direction for the district by adopting a mission statement which defines the district's goals and priorities. The Board shall carry out its mission setting role by identifying the strengths and needs of the district, developing and adopting a process for framing the mission statement, soliciting staff and community input as appropriate, ensuring that the adopted mission statement is implemented, and conducting its periodic review.

Superintendent Employment and Evaluation

The Board shall be solely responsible for employing the Superintendent, who shall be chief executive to the Board, and ensuring that he/she is the best match for the district based on needed abilities, traits and level of knowledge. When selecting a new superintendent, the Board shall ensure a smooth transition period; evaluate the district's current and long-term needs; plan and conduct a process for recruitment, screening and selection; and approve the Superintendent's employment contract. The Board shall regularly evaluate the Superintendent based on an evaluation system and performance objectives established by the Board and Superintendent.

General Hiring and Personnel Accountability

The Board shall adopt wage and salary schedules, and elect or reject employees at the recommendation of the Superintendent or designee. In order to have the best qualified people working at their maximum effectiveness, the Board shall hold the Superintendent responsible for overseeing the district's personnel system, developing effective hiring practices, creating a climate supportive of personnel and providing an effective framework for staff accountability.

Policy Adoption and Monitoring

The Board shall govern the schools by adopting policies and regulations that reflect the district's mission and the mandates of law. The Board shall establish a clear policy development process through which it may deliberate on issues, identify priorities, assign responsibilities, identify goals and courses of action and review policy decisions.

Curriculum Adoption and Program Accountability

While the design and implementation of curriculum is primarily a staff responsibility, the Board's role is to adopt overall educational goals and standards, define the curriculum development process, specify graduation requirements, adopt the developed curriculum and ensure compliance with state and federal laws.

To ensure accountability to the community, the Board shall establish measurable benchmarks to assess the effectiveness of the district's educational programs in producing desired student achievement results.

Budget, Facilities and Fiscal Accountability

The Board shall adopt a sound, responsible budget that supports district goals and priorities. To guide the Superintendent or designee in development of the budget, the Board shall establish a budget calendar, budget process and spending priorities.

Recognizing that school facilities are a long-term obligation that impacts district budgets, the Board shall also ensure that a plan is in place to address the district's facility needs, including the funding, construction and maintenance of school facilities. The Board shall approve facility sites, funding sources and architectural and construction contracts.

The Board recognizes that it is accountable to the community for its budget and facilities decisions and for the district's fiscal integrity. The Board shall use appropriate accountability systems and processes in order to monitor the district's fiscal health.

Collective Bargaining

The Board is the legal representative of the district in negotiations with employee representatives. In carrying out the collective bargaining process, the Board shall set goals and guidelines for collective bargaining,

maintain communications throughout the process and approve the negotiated contract.

Judicial and Appeals Body

In addition to establishing complaint procedures that ensure due process and facilitate the satisfactory resolution of issues, the Board may convene to serve as a judicial and appeals body in accordance with the law, Board policies and negotiated agreements. The Board may delegate fact-finding or hearing responsibilities in appropriate cases but remains the final decision-maker in these proceedings.

Community Leadership

The Board shall build and maintain community awareness and support by actively involving parents/guardians, business and other community members in the schools and informing them about district programs, policies and issues.

Recognizing that the level of local, state and national support for education impacts the Board's ability to fulfill its responsibilities, the Board shall engage in advocacy on behalf of district schools.

The Board shall ensure that the district has the capability to respond to emerging issues and a proactive communications plan for issues that are district priorities.

Legal Reference:

EDUCATION CODE

5304

12400-12405

33319.5

35000

35010

35020-35046

35100-35351

35160-35185

35291

39601-39621

Adopted 6/17/63

Revised 1/16/78

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old number 8201)

Revised/Renumbered (old number 9201)

POWERS AND DUTIES OF THE BOARD

old

The Board of Education recognizes that it is a legislative and judicial body. It is a legislative body in that it is a policy-making board; it is a judicial body in that it may approve or reject recommendations as it may or may not judge them to be for the best interest of the pupils or of the District; it is a judicial body also in that it acts as a Board of Appeal in certain cases.

The Board further recognizes that the executive power of the Board is vested in its chief executive officer, the Superintendent. It vests in him/her the responsibility to interpret Board guidelines and policies, to administer the school system and to act as Secretary to the Board.

Board Responsibilities

The Board recognizes that its responsibilities include:

1. To elect a Superintendent who shall be chief executive to the Board of Education.
2. To delegate operational responsibility to the education staff through the Superintendent.
3. To receive and evaluate reports of the operation of the school district, to be alert to problems and, as they arise, to submit them to the Superintendent for action or study and report.
4. To consider and act on recommendations by the Superintendent.
5. To delegate to the Superintendent the function of specifying required actions and designing the detailed arrangements under which the schools will be operated. These rules and these detailed arrangements shall constitute governing the schools.
6. To advise with the Superintendent affording him/her the benefit of group judgment on his/her proposals in matters relating to the extension or readjustment of educational activities.
7. To hear communications, written or oral, from citizens or from organizations on matters of administration or policy.
8. To serve as laymen, ready both to champion educational causes and to further the public support of the public schools by alerting the public to local educational needs.
9. To pass upon all matters as legally required upon recommendation of the Superintendent.

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POWERS AND DUTIES OF THE BOARD

Board Responsibilities (continued)

10. To require all employees of the district to work under and through the supervisor placed immediately over them and to submit petitions, requests or complaints to their immediate supervisor, except in cases of appeal.
11. To make continuous effort to acquaint themselves with matters pertaining to education and to the duties and responsibilities of their office.
12. To require school employees and members of the public to follow established channels in submitting requests, complaints or administrative matters to the proper executive officers. The Board of Education shall consider only matters that effect general policies or legislation or those cases that are being appealed to the Board of Education from decisions of the executive officers.
13. To require all petitions, requests or complaints intended for the consideration of the Board of Education to be in writing and to be submitted through the Superintendent except matters pertaining immediately to the service of the Superintendent which shall be submitted through the President.

Adopted 6/17/63

Revised 1/16/78 (Nos. 9200 and 9280 combined)

Reviewed by Board 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8201)



PUBLIC STATEMENTS

The Governing Board recognizes the rights of Board members to freely express their views and encourages open discussion of issues during the Board meeting. The Board believes that effective Board members have a responsibility to express themselves, whether in agreement or disagreement with the Board majority, in ways that promote the Board's ability to govern the district.

When speaking to community groups, the media or other members of the public, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or other designated representative.

Legal Reference:
EDUCATION CODE
35010
GOVERNMENT CODE
54960

Adopted

DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION

All confidential/privileged information shall be released only as allowed by law.

Confidential/privileged information which is produced for, or which is revealed during closed sessions of the Governing Board, shall not be divulged or released unless a majority of Board members agree to release the information, subject to applicable laws regarding closed sessions. (Education Code 35146, Government Code 3549.1, 54956.8, 54956.9, 54957 et seq., 6250 et seq.)

This policy is not intended to cause the withholding of information about the purpose and subject(s) of the closed session as required for public information under Government Code 54957.7

Information which is to be released from closed sessions shall be released only by the president.

Any Board member who willfully and for monetary gain uses or discloses confidential/privileged information as defined in Government Code 1098 is guilty of a misdemeanor.

Any Board member who releases confidential/privileged information contrary to the provisions of this policy may be publicly censured by a majority vote of the members of the Board.

Legal Reference:

EDUCATION CODE

35010

35146

GOVERNMENT CODE

1098

6254

54957

54957.1

54957.5

54957.6

54957.7

EVIDENCE CODE

1040

Adopted

ANNUAL ORGANIZATIONAL MEETING

In accordance with the Education Code, the governing board of each school district shall hold an Annual Organizational Meeting.

In a year in which a regular election for board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a Board member elected at that election takes office.

Annual Organizational Meetings, in years in which no such regular election for board members is conducted, shall be held during the same 15-day period on the calendar.

The day and time of the Annual Organizational Meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the County Superintendent of Schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the Annual Organizational Meeting, notify in writing all members and members-elect of the date and time selected.

At that time, the Board of Education shall elect a President and a Clerk from among its members, each of whom shall hold office for one year or until his/her successor shall have been elected and qualified.

The Superintendent shall be the chief executive officer of the Board and shall serve as secretary to the Board.

Legal Reference:

EDUCATION CODE

35143

35145

GOVERNMENT CODE

54953

68 OPS. Cal. Atty. Gen. 65 (1985) 59 OPS. Cal. Atty. Gen. 619, 621-622 (1976)

Revised 11/18/83

Renumbered 1/16/78 (old No. 9130)

Revised 11/5/79, 11/19/84

Reviewed by Board 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8101)

Revised 1/22/91

Technical Change 11/29/94

Revised

OFFICERS OF THE BOARD/ANNUAL ORGANIZATIONAL MEETING

In accordance with the Education Code, the governing board of each school district shall hold an Annual Organizational Meeting.

In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office.

Annual Organizational Meetings, in years in which no such regular election for governing board members is conducted, shall be held during the same 15-day period on the calendar.

Unless otherwise provided by rule of the governing board, the day and time of the Annual Organizational Meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the County Superintendent of Schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the Annual Organizational Meeting, notify in writing all members and members-elect of the date and time selected.

At that time, the Board of Education shall elect a President and a Clerk from among its members, each of whom shall hold office for one year or until his/her successor shall have been elected and qualified.

The Superintendent shall be the chief executive officer of the Board and shall serve as secretary to the Board.

*11/18/83
Renumbered 1/16/78
Revised 11/5/79, 11/19/84
Reviewed by Board 12/1/86
Readopted/Renumbered 4/3/89
Revised 1/22/91
Technical Change 11/29/94*

577 PC 4/3/89

Revised 11/18/83
Renumbered 1/16/78 (old No. 9130)
Revised 11/5/79, 11/19/84
Reviewed by Board 12/1/86
Readopted/Renumbered 4/3/89 (old No. 8101)
Revised 1/22/91
Technical Change 11/29/94
Revised

TERMS OF OFFICE

The Governing Board shall consist of five members whose terms shall be staggered so that as nearly practicable, one-half of the members shall be elected in alternate election years.

The term of office for members elected in regular elections shall be four years, commencing on the first Friday in December next succeeding their election.

Board member terms expire four years after their initial election on the first Friday in December following the election of new members.

A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office.

Legal Reference:

EDUCATION CODE

5000-5033

35010

35012

35107

GOVERNMENT CODE

1302

1303

1360

Adopted

PRESIDENT

The president shall preside at all Governing Board meetings. He/she shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
5. Explain what the effect of a motion would be if it is not clear to every member;
6. Restrict discussion to the question when a motion is before the Board;
7. Rule on parliamentary procedure;
8. Put motions to a vote, and state clearly the results of the vote.

The president shall have all the rights of any member of the Board, including the right to move, second, discuss, and vote on all questions before the Board.

The Board President shall also perform other duties as directed by law, State Department of Education regulations and the Board, including the duty to

1. Sign all instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent or designee on the preparation of the Board's agendas;
3. Appoint and disband all committees, subject to Board approval;
4. Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law;
5. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings;
6. Be responsible for the orderly conduct of all Board meetings.
7. Share informational mail with other Board members;
8. Appoint a clerk pro tempore for each meeting not attended by the Clerk.

When the president resigns or is absent or disabled, the clerk shall perform the president's duties. When both the president and clerk are absent or

disabled, the Board shall choose a president pro tempore to perform the president's duties.

Legal Reference:

EDUCATION CODE

35022

35143

35144

Adopted 6/17/63
Revised 11/18/74
Renumbered 1/16/78 (old No. 9210)
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (old No. 8210)
Revised/Renumbered (old No. 9210)

PRESIDENT

old

It shall be the duty of the President to preside at all regular and special meetings of the Board of Education, to preserve order and enforce such rules as are adopted by the Board for its meetings, to sign such contracts and documents as are approved or ordered to be executed by the Board, or are required by law, to appoint authorized committees and serve as an ex officio member of each.

At each meeting of the Board not attended by the Clerk, the President shall appoint a Clerk Pro Tempore.

The President may call special meetings of the Board, allowing sufficient time for required legal notice of such meetings.

The President shall lose no privilege of making or seconding motions, discussing issues, or voting by virtue of holding this office.

Adopted 6/17/63
Revised 11/18/74
Renumbered 1/16/78 (old No. 9210)
Reviewed by Board 12/1/86
Readopted/Renumbered 4/3/89 (old No. 8210)

CLERK

At the annual organizational meeting, the Governing Board shall elect a clerk from its own membership.

The duties of the clerk shall be to:

1. Certify or attest to actions taken by the Board when required.
2. Maintain such other records or reports as required by law.
3. Sign the minutes of the Board meetings following their approval.
4. Sign documents as directed by the Board on behalf of the district, and sign all other items which require the signature of the clerk.
5. Serve as presiding officer in the absence of the president, and in such cases appoint a clerk pro-tempore.
6. Perform any other duties assigned by the Board.

Legal Reference:

EDUCATION CODE

35038
35039
35143
35250
39630
40003

Revised 11/18/74
Renumbered 1/16/78 (Old No. 9230)
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (Old No. 8211)
Revised/Renumbered (Old No. 9211)

9/1/89

OLD

CLERK

It shall be the duty of the Clerk to sign the minutes of meetings following their approval, to sign election notices, contracts, and other documents as are approved or ordered to be executed by the Board of Education or are required by law, and to supervise the completion of such duties as are jointly assigned among the Clerk, Secretary, or Superintendent in the California Education Code.

It shall further be the duty of the Clerk to preside at regular or special meetings of the Board of Education in the absence of the President. In such event the Clerk, acting as President Pro Tempore, shall appoint another member of the Board as Clerk Pro Tempore.

The Clerk shall lose no privilege of making or seconding motions, discussing issues or voting by virtue of holding this office.

Revised 11/18/74
Renumbered 1/16/78 (old No. 9230)
Reviewed by Board 12/1/86
Readopted/Renumbered 4/3/89 (old No. 8211)

SECRETARY TO THE BOARD OF EDUCATION

As Secretary to the Board of Education, the Superintendent shall be responsible to:

1. Supervise the care of all records, proceedings and documents of the Board of Education.
2. Prepare agendas for meetings of the Board of Education.
3. Notify members of all Board meetings.
4. Supervise the keeping of the minutes of the meetings.
5. Conduct the official correspondence of the Board of Education.
6. Sign and execute official papers as authorized by the Board of Education.
7. Submit to Board Officers correspondence addressed to them.

An Acting Superintendent may serve as Acting Secretary to the Board of Education in the absence of the Superintendent.

Legal Reference:
EDUCATION CODE
35025

Revised/Renumbered 1/16/78 (old No. 9290)
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (old No. 8212)
Revised/Renumbered (old No. 9212)

ATTORNEY

The Governing Board recognizes the complex legal environment in which school districts operate and desires reliable, dependable legal advice. The Board also supports collaborative legal efforts with other agencies and districts in order to promote the district's interests.

The Board may use legal counsel to meet the needs of the district.

The district's legal counsel may:

1. Render legal advice to the Board and the Superintendent or designee.
2. Serve the Board and the Superintendent or designee in the preparation and conduct of district litigation and administrative proceedings.
3. Render advice on school bond and tax increase measures and prepare the necessary forms for the voting of these measures.
4. Perform other administrative duties as assigned by the Board and Superintendent or designee.

The Superintendent may confer with the district's legal counsel at his/her discretion and shall provide the Board with desired legal information when so directed by a majority of the Board. The Board also may authorize a specific member to confer with legal counsel on behalf of the Board.

Legal Reference:

EDUCATION CODE

35041

35041.5

35204

35205

GOVERNMENT CODE

814-895.8

995-996.6

26520

26522

Adopted

TEMPORARY BOARD COMMITTEES

The Board recognizes the importance of meeting as a group to carry out its responsibilities. Usually decisions and actions will be best if all members have considered the same complete information. However, under special circumstances it may not be possible to have all Board members involved in a study or investigation.

For special matters, the President may appoint temporary special committees of the Board to investigate and report to the Board as a whole on the matter under consideration. When the temporary committee's report has been made, the committee shall terminate automatically. There shall be no standing committees.

Board committees shall provide public notice of their meetings and conduct these meetings in accordance with the state open meeting laws. Temporary Board committees composed solely of less than a quorum of the members of the Board are not subject to open meeting laws.

When a Board committee composed of less than a quorum of the Board meets, a Board member who is not on the committee shall not attend the meeting, even if it is a noticed meeting open to the public, unless he/she ascertains that the total number of Board members attending the meeting will constitute less than the majority of the Board.

The Superintendent or designee may serve as an advisor to any committee at the discretion of the Board.

Whenever so charged, committees may actively seek input and participation by parents/guardians, staff, community and students and may consult with local public boards and agencies.

Legal Reference:

EDUCATION CODE

35010

35024

35160

35160.1

GOVERNMENT CODE

54952

54954.3

79 Ops. Cal. Atty. Gen 69 (1996)

Adopted 6/17/63

Renumbered 1/16/78 (old No. 9150)

Readopted/Renumbered 4/3/89 (old No. 8110)

Revised/Renumbered (old No. 9110)



TEMPORARY COMMITTEES

OLD
Board Operations
Policy 2110

7130

The Board recognizes the importance of meeting as a group to carry out its responsibilities. Usually decisions and actions will be best if all members have considered the same complete information. However, under special circumstances it may not be possible to have all Board members involved in a study or investigation.

For special matters, the President may appoint temporary special committees of the Board to investigate and report to the Board as a whole on the matter under consideration. When the temporary committee's report has been made, the committee shall terminate automatically. There shall be no standing committees.

Adopted by PS from CSBA sample
Legal References

Adopted 6/17/63

Renumbered 1/16/78 (old No. 9150)

Readopted/Renumbered 4/3/89 (old No. 8110)

not numbered

BOARD REPRESENTATIVES

The Governing Board may appoint any of its members to serve as its representatives on district committees or advisory committees of other public agencies or organizations. Due to open meeting law requirements, a majority of the Board shall not be appointed to serve on the same committee.

When making such appointments, the Board shall clearly specify, on a case-by-case basis, what authority and responsibilities are involved. Board representatives shall not grant district support or endorsement for any activity without prior Board approval.

If a committee discusses a topic on which the Board has taken a position, the Board member may express that position as a representative of the Board. When contributing individual ideas or opinions on other topics, he/she shall make it clear that he/she is speaking as an individual, not on behalf of the Board.

At its annual organizational meeting, the Board shall designate one Board member as its representative to elect members to the County Committee on School District Organization. (Education Code 35023)

The Board may provide the representative with nominees to this committee.

A Board member is eligible to serve as a member of the County Committee on School District Organization. (Education Code 4007)

Legal Reference:

EDUCATION CODE

4000-4014

35020-35046

35160

GOVERNMENT CODE

54952.2

Adopted

MEMBERS LIMITS OF AUTHORITY

Limits of Board Members Authority

The Governing Board is the unit of authority over the district. It has broad but clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting.

The Board member has no individual authority. Individually, the Board member may not commit the district to any policy, act or expenditure. The Board member cannot do business with the district served, nor should the Board member have an interest in any contract with the school district. The Board member represents and acts for the community as a whole and does not represent any factional segment of the community.

Individual members of the Board, by virtue of holding office, shall not exercise any administrative responsibility with respect to the schools or command the services of any school employee. Individual Board members shall submit requests for information to the Superintendent. At his/her discretion, the Superintendent may refer the request to the entire Board for consideration. If approved, the Superintendent or designee shall perform any necessary research associated with the request and report to the Board at a future meeting.

Obligations of Board Members

Board members should hold the education of children and youth above any partisan principle, group interest, or personal interest.

Board members should understand their role and the programs offered by the district. They should study all agenda materials before the meeting, participate in the discussion of items which come before the Board, vote on motions and resolutions, and abstain only for compelling reasons.

Board members shall refer Board-related correspondence to the Superintendent or designee for forwarding to the Board or for placement on the Board's agenda.

Board members and persons elected to the Board are responsible for complying with the requirements of the state's open meeting laws prior to and after assuming office.

The Superintendent or designee shall provide a copy of the Brown Act to each Board member and to anyone who is elected to the Board.

Legal Reference:

EDUCATION CODE

7054	35230-35240	54952.1
35010	35291	54952.7
35100-35351	35292	54959
35160-35184	GOVERNMENT CODE	

Adopted

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GOVERNING BOARD ELECTIONS

Any person is eligible to be a Governing Board member, without further qualification, if he/she is 18 years of age or older, a citizen of the state, a resident of the school district, a registered voter and not legally disqualified from holding civil office. (Education Code 35107)

A district employee elected to the Board shall resign his/her position before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code 35107)

The Board shall assume no part of the cost of printing, handling, translating or mailing candidate statements. The Board secretary shall notify the county clerk of this policy on or before the 125th day before each Board member election. (Elections Code 23510.5)

Governing Board election procedures shall be conducted in accordance with the California Education Code and Elections Code.

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall schedule a runoff election in accordance with law. (Education Code 5016)

Legal Reference

EDUCATION CODE

5000-5033

5300-5304

5320-5329

5340-5345

5360-5363

5380

5390

5420-5426

5440-5442

35107

35177

ELECTIONS CODE

10012

23510.5

24000

24002

24003

24004

GOVERNMENT CODE

85101

85300-85307

Service Employees International Union vs. Fair Political Practices Commission,
Ninth Cir. Cal. 1992 WL 18475

Adopted

C-13

RESIGNATION

A Governing Board member who wishes to resign may do so by filing a written resignation with the County Superintendent of Schools. (Education Code 5090)

A copy shall be given to the Board secretary.

The written resignation is effective when filed, except when a deferred effective date is specified in the resignation. (Education Code 5090)

A Board member may not defer the effective date of his/her resignation for more than 60 days after filing. (Education Code 5091)

A written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable upon being filed. (Education Code 5090)

Upon resignation, the Board member may continue to exercise all his/her powers, save that of voting for a successor, until the effective date of resignation. (Education Code 35178)

Legal Reference:

EDUCATION CODE

5090

5091

35178

Adopted

FILLING VACANCIES

A vacancy on the Governing Board may occur for any of the events specified in Government Code 1770 or by a failure to elect. (Education Code 5090) Removal by recall election shall also create a vacancy on the Board. (Elections Code 27344)

A vacancy on the Board also occurs when a Board member ceases to inhabit the trustee area which he/she represents on the Board. (58 Ops. Ca. Atty. Gen. 888 (1975))

If a vacancy occurs less than four months before the end of a Board member's term, the Board shall take no action. (Education Code 5093)

If a vacancy occurs four or more months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described below. (Education Code 5091)

Mandated Special Election

If a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

Provisional Appointments

When the special election described above is not required, the Board may make a provisional appointment. (Education Code 5091, 5093)

In order to draw from the largest possible number of candidates, the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

Notice and Duration of Provisional Appointment

Within 10 days after the appointment is made, the Board shall post notices of the provisional appointment. The notice shall be published in the local newspaper and posted in at least three public places within the district. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation.
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent of Schools within 30 days of the provisional appointment, it shall become an effective appointment.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)

Legal Reference:

EDUCATION CODE

5012

5019-5019.5

5090

5091

5092

5093

5094

5095

5200

5304

5325

5420-5426

5424

35107

ELECTIONS CODE

27344

GOVERNMENT CODE

1064

1770

3060-3074

6061

54950-54962

58 Ops. Cal. Atty. Gen. 888 (1975)

Adopted

OATH OR AFFIRMATION

When entering upon the duties of their office, all Governing Board members shall take the oath or affirmation required by law. (Constitution of the State of California, Article 20, Section 3)

A Board member, the Superintendent, or an authorized designee may administer this oath. (Education Code 60)

Legal Reference:

EDUCATION CODE

60

GOVERNMENT CODE

1360-1363

3100-3109

CONSTITUTION OF THE STATE OF CALIFORNIA

Article 20, Section 3

Vogel v. County of Los Angeles (1967) 68 Cal. 2d 18, 22

Chilton v. Contra Costa Community College District 55 Cal. App. 3d 554

Adopted

C-16

ORIENTATION

Board Candidate Orientation

The Governing Board desires to provide Board candidates with orientation that will enable them to understand the responsibilities of Board membership. The Superintendent or designee shall provide all candidates with general information about school programs, district operations, and Board responsibilities.

The Board encourages all candidates to attend public Board meetings during the period of their candidacy. Candidates have the same access as members of the public to district staff and information.

New Board Member Orientation

The Board and the Superintendent or designee shall help each new member-elect to understand district operations and the Board's functions, policies and procedures as soon after election as possible. Incoming members shall be given a copy of the Brown Act and informed that they must conform to its requirements as if they had already assumed office. Incoming members shall also receive the district's policy manual and other materials related to the school system and Board member responsibilities.

Incoming members are encouraged to attend Board meetings and meet with the Superintendent or designee and Board president regarding their role and responsibilities.

Legal Reference:

EDUCATION CODE

33360

33362

GOVERNMENT CODE

54950-54962

Adopted

COMPENSATION FOR BOARD MEMBER SERVICES

Each member of the Board of Education who actually attends all meetings, both regular and special, held in a calendar month, shall receive as compensation for his/her services \$400.00 for that month.

A member may be paid for any meeting when absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting s/he was performing services outside the meeting for the school district, that s/he was absent due to illness, jury duty, bereavement, or a hardship deemed acceptable by the Board.

Any member who does not attend all meetings held in any month, and not excused under the second paragraph above, shall receive as compensation for his/her services, an amount not greater than \$400.00 divided by the number of meetings held and multiplied by the number of meetings actually attended.

Legal Reference:

EDUCATION CODE

1090

33362

35012

35044

35120

35172

44038

GOVERNMENT CODE

20322

53200-53209

Adopted 11/17/75

Revised 12/19/77, 1/16/78, 7/17/78, 4/30/79, 4/21/86

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8901)

Revised/Renumbered (old No. 9901)

COMPENSATION FOR BOARD MEMBER SERVICES

OLD

Each member of the Board of Education who actually attends all meetings, both regular and special, held in a calendar month, shall receive as compensation for his/her services \$400.00 for that month.

A member may be paid for any meeting when absent if the Board, by resolution duly adopted and spread upon its minutes, finds that at the time of the meeting s/he was performing services outside the meeting for the school district. ~~that he was performing services outside the meeting for the school district.~~

Any member who does not attend all meetings held in any month, and not excused under the second paragraph above, shall receive as compensation for his/her services, an amount not greater than \$400.00 divided by the number of meetings held and multiplied by the number of meetings actually attended.

*Legal Reference
Education Code*

1090

33367

35012

35014

35120

35172

35033

Government Code

20322

53200 - 53209

Adopted 11/17/75

Revised 12/19/77, 1/16/78, 7/17/78, 4/30/79, 4/21/86

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old #8901)

Revised / Renumbered (old 9901)

DISTRICT GROUP INSURANCE PROGRAMS - BOARD OF EDUCATION

Members of the Board of Education may participate in one each of any type of district group insurance plan available to employees at their own or at district expense. District cost for any Board member shall be limited to the maximum health and welfare benefit available to members of any employee group. Coverage may be on an individual, two-party or family basis except for limitations set forth by an insurance carrier.

Any Board member may elect a cash option in a manner similar to the option available to employees of the school district. The total cash option combined with any district paid insurance program provided any Board member cannot exceed the maximum as noted in the preceding paragraph.

Board members may continue to participate in health, dental, life or other insurance programs available to employees of the school district, and for which they qualify, after their tenure of office to age 70 at their own expense.

Legal Reference:

EDUCATION CODE

35012

35120

GOVERNMENT CODE

20322

53200-53209

UNITED STATES CODE, TITLE 26

Adopted 9/19/77

Revised 9/2/80, 11/1/82

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8902)

Revised/Renumbered (old No. 9902)

DISTRICT GROUP INSURANCE PROGRAMS - BOARD OF EDUCATION

OLD

Members of the Board of Education may participate in one each of any type of district group insurance plan available to employees at their own or at district expense. District cost for any Board member shall be limited to the maximum health and welfare benefit available to members of any employee group. Coverage may be on an individual, two-party or family basis except for limitations set forth by an insurance carrier.

Any Board member may elect a ^{cash} ~~tax-shelter~~ option in a manner similar to the option available to employees of the school district. The total ~~cost of such tax-shelter~~ combined with any district paid insurance programs provided any Board member cannot exceed the maximum as noted in the preceding paragraph.

Board members may continue to participate in health, dental, life or other insurance programs available to employees of the school district, and for which they qualify, after their tenure of office to age 70 at their own expense.

Legal References
Educational Code
35012
35020
Government Code
20522
53200 - 53209
United States Code, Title 20

Adopted 9/19/77
Revised 9/2/80, 11/1/82
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (old #8902)

Revised/Renumbered _____ (old 9/02)

C-19
B2

LEGAL PROTECTION

Liability Insurance

The Governing Board shall provide insurance necessary to protect Board members and employees from any judgment resulting from suits brought against them alleging their liability while acting within the scope of their employment and/or under the direction of the Board. The insurance shall cover claims in such matters as civil rights actions, negligence or other acts resulting in accidental injury to any person or damage to property.

The Governing Board may direct the District to self-insure by provision of Education Code 35214.

Legal Reference

EDUCATION CODE

17729.5

35208

35214

39140-39159

39210-39232

GOVERNMENT CODE

815.3

820.9

825

825.6

1090-1098

54950-89503

Caldwell v. Montoya (Paramount Unified School District) 10 Cal 4th 972 (1995)

Adopted

C-20

CONFLICT OF INTEREST

Incompatible Activities

Jurupa Unified School District board members shall not engage in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to the Board member's duties as an officer of the District. (Government Code Section 1126)

Conflicts of Interest Code - Political Reform Act

The District has adopted a Conflict of Interest Code (the "Code") pursuant to the requirements of the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"). The Code sets forth the required provisions for the disclosure of assets and income of designated employees, the disqualification of public officials from acting where a conflict of interest exists, the list of designated employees subject to the disclosure provisions of the Code, and the list of disclosure categories specifying the types of assets and income required to be disclosed by each of the designated employees. Disclosure of assets and income are to be made on Statements of Economic Interests as directed by the Code. The requirements of the Code are in addition to other state and local laws pertaining to conflicts of interest and has the force and effect of law. Officers and employees are directed to refer to the District's Code for these specific requirements.

The District has two different kinds of public officials who must file Statements of Economic Interests:

(1) Designated Employees are those positions determined by the District to entail the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest. These positions are designated in Appendix Exhibit 'A' of the Code and have been assigned disclosure categories listed in Appendix Exhibit 'B' which have been narrowly drawn to include only the kinds of economic interests the employee could significantly affect through the conduct of his or her office. The District's Superintendent is the Filing Officer for the Statements of Economic Interests of designated employees and will inform all designated employees as to their filing requirements when assuming, continuing (annual filing), or leaving office. Designated employees should refer to the District's Conflict of Interest Code for their specific filing requirements which would include information on items to be disclosed on their Statements of Economic Interests, the deadline for the filing of these Statements, limitations on the acceptance of reportable gifts and the prohibitions regarding the acceptance of honoraria.

(2) Officials Who Manage the Investment of Public Funds are included in and governed by the Code only with respect to its disqualification provisions. For purposes of disclosure, all District Officials who manage the investment of public funds are subject to the statutory conflict of interest provisions of Article 2 of Chapter 7 of the Political Reform Act of 1974

(Government Code Section 87200 et seq.) and must file a Statement of Economic Interests pursuant to the Act. Officials determined to be Officials Who Manage the Investment of Public Funds for the District, as defined by 2 Cal. Code of Regs., are listed as such in Appendix Exhibit 'A' of the District's Code. These Officials are to file their Statements of Economic Interests with the District's Superintendent who is the District's Filing Official for these Statements. The Filing Official will record information as required regarding the filing of the Statements, retain a copy and forward the original Statements to the Clerk of the Board of Supervisors who is the Filing Officer for these Statements. The Filing Official will inform these Officials as to their filing requirements when assuming, continuing (annual filing), or leaving office.

Comments:

The instructions and forms used for Statements of Economic Interests are revised each year by the Fair Political Practices Commission to incorporate legislative and regulatory changes. The Board of Supervisors as the District's code-reviewing body should annually provide the required instructions and forms to be used. If these forms have not been received by mid-February, the Filing Officer/Official should contact the Clerk of the Board of Supervisors to obtain them.

Duties of Filing Officer/Official (Superintendent)

The District has designated the Superintendent as the Filing Officer/Official for the filing of all Statements of Economic Interests. The Filing Officer/Official has certain duties and responsibilities as to notification, dissemination of Forms and information, reviewing Statements, record keeping, retention of Statements, and further processing of certain Statements with the Board of Supervisors. The Filing Officer/Official is to refer to the Handbook on the Duties of Filing Officers and Filing Officials for Local Governmental Agencies distributed by the Fair Political Practices Commission for the specific requirements in fulfilling those duties.

Conflict of Interest - Contracts

District Officers or employees shall not be financially interested in any contract made by them in their official capacity, or by the Board. Nor shall they be purchasers at any sale or venders at any purchase made by them in their official capacity.

An Officer or employee shall not be deemed to be interested in a contract if any of the exceptions set forth in Government Code Section 1091.5 apply.

A Board member shall not be deemed to be financially interested in a contract if he or she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. Remote interests are specified in Government Code Section 1091(b), and include

interest of a parent in the earnings of his or her minor child. (Government Code Section 1091)

Personnel - Family Members

A Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member. A Board member may vote, however, on collective bargaining agreements and personnel matters that affect a class of employees to which the relative belongs. (Education Code Section 35107)

Legal Reference:

EDUCATION CODE

1006
35107
35230-35240
35233

GOVERNMENT CODE

1090-1098
1125-1129
81000-91015
82011
82019
82028
82030
82033
82034
87100-87103.6
87200-87210
87300-87313
87500
89501
89506
91000-91015

CODE OF REGULATIONS, TITLE 2

18100 et seq.

68 Ops. Cal. Atty. Gen. 171 (1985)

65 Ops. Cal. Atty. Gen. 606 (1982)

Adopted 8/3/92
Readopted 8/1/94
Revised/Readopted

C-21
B3

CONFLICT OF INTEREST

OLD

Jurupa Unified School District Board members and designated employees shall adhere to the District Conflict of Interest Code adopted pursuant to the provisions of Government Code 87300.

The District Conflict of Interest Code shall comprise the terms of the California Code of Regulations, Title 2, 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, together with District attachments specifying designated positions and disclosure categories.

Board members and designated employees shall file statements of economic interests with the District. These statements shall be filed pursuant to Government Code 87500.

Board members shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members. (Government Code 1090)

A Board member shall not be deemed to be financially interested in a contract between the Board and the Board member's minor child as long as the Board member's interest in the contract is disclosed to the Board and noted in the minutes of the Board. The Board member shall abstain from voting on the contract and shall not attempt to influence other members of the Board to approve the contract. (Government Code 1091)

A Board member shall not be deemed to be financially interested in a contract between the Board member's spouse and the District provided the contract concerns the same employment as that held by the employee when the employee's spouse became a Board member, and provided the Board member's spouse has been employed by the District in that same position for at least one year prior to the Board member's election or appointment. (Government Code 1091.5 and 69 Ops.Cal.Atty.Gen. 255)

A Board member shall not be considered to be financially interested in a contract if any of the exceptions set forth in Government Code 1091.5 apply.

A Board member who maintains a remote interest in any contract considered by the Board shall disclose the interest during a Board meeting and have the disclosure noted in the official Board minutes. "Remote interests" shall be those defined in Government Code 1091. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract.

Board members shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the District. (Government Code 1126)

CODE OF ETHICS

This code of ethics expresses the personal ideals which the Governing Board believes should guide each school Board member's activities.

In all actions as a school Board member, the member's first commitment is to the well-being of our youth. His/her primary responsibility is to every student in the district.

Board members also have other major commitments to:

- **The Community.** Each Board member is responsible to all residents of the district and not solely to those who elected him/her; nor solely to any organization to which he/she may belong, or which may have supported his/her election.

- **Individuals.** Each Board member has a direct concern for every individual in this community. As an integral part of his/her duties, he/she represents the authority and responsibility of government. This authority must be exercised with as much care and concern for the least influential as for the most influential member of the community.

- **Employees.** The Board member's actions may affect the capability of district employees to practice their trade or profession; therefore, Board members should encourage employees increasing competence and professional growth.

- **Laws, Policies.** Each Board member must be aware of, and comply with, the constitutions of State and Nation, the Education Code of the State of California, other laws pertaining to public education, and the established policies of the district.

- **Decision making.** Each Board member is obliged by law to participate in decisions pertaining to education in the district. As an elected representative of the people, the Board member can neither relinquish nor delegate this responsibility to any other individual or group.

- **Individual Feelings and Philosophy.** Every individual Board member has something to contribute to society.

Understanding and acting upon the foregoing premises, each Board member shall:

- Consider his/her position on the Board as a public trust and not use it for private advantage or personal gain.

- Be constantly aware that he/she has no legal authority except when acting as a member of the Board. Board members shall present their concerns and concepts through the process of Board debate. If in the minority of any decision, they shall abide by and support the majority decision. When in the majority, they shall respect divergent opinions.

- Encourage ideas and opinions from the residents of the district and endeavor to incorporate community views into the deliberations and decisions of the Board.
- Devote sufficient time, thought, and study to proposed actions so as to be able to base decisions upon all available facts and vote in accordance with honest convictions, unswayed by partisan bias of any kind.
- Remember that the basic functions of the Board are to establish the policies by which district schools are administered and to select the Superintendent and staff who will implement those policies.
- Promote and participate actively in a concerted program of timely exchange of information with all district residents, parents, employees and students.
- Recognize that the deliberations of the Board in closed session may be released or discussed in public only with Board approval.
- Make use of opportunities to enlarge his/her potential as a Board member through participation in educational conferences, workshops and training sessions made available by local, state and national agencies.

Adopted

C-22
PS2

GOVERNANCE

The Governing Board has the power of establishing its own policies, regulations and procedures within the parameters of law. (Education Code 35010)

The formulation and adoption of written Board policies shall constitute the basic method by which the Board shall exercise its leadership in the governance of the school district. This right shall be retained solely by the Board. The study and evaluation of reports concerning the execution of its policies shall constitute the basic method by which the Board shall exercise its accountability for the governance of the schools.

The implementation of policies is an administrative task to be performed by the Superintendent or designee who shall be held responsible for the effective administration and supervision of the entire school system.

All actions of the Board shall be taken only in official Board meetings called, scheduled and conducted according to these policies and the statutes of the state.

Legal Reference:

EDUCATION CODE

35010
35140
35143
35144
35145
35146
35160
35163
35164

Adopted

C-23

POLICY MANUAL

The Superintendent or designee shall maintain a district policy manual for the purpose of communicating to all interested parties the policies and regulations within which our schools will operate. The Governing Board encourages members of the public to acquaint themselves with the district's policy manual.

The Superintendent or designee shall ensure that the community and all district employees have access to the policy manual. A public copy of the manual shall be maintained in the district central office and at each school site.

The Superintendent or designee shall establish procedures for distributing to all authorized manual holders copies of new or revised policies and regulations as they are adopted. Annually, before the Board's organizational meeting, the Superintendent or designee shall have all district policy manuals reviewed to ensure that they are up-to-date and complete.

Legal Reference
EDUCATION CODE
35010

Adopted

BOARD POLICIES

Governing Board policies are written statements adopted by the Board which communicate the guidelines within which the Superintendent or designee and staff may take discretionary action.

The Superintendent or designee shall present for new policy and policy revisions when changes in law occur and when specific need arise.

The Superintendent or designee shall provide for the continuous orderly review of existing policies at a time allocated for this purpose on the agenda of regular Board meetings.

The Board shall review certain policies annually, as required by law. (Education Code 35160.5)

The adoption of policy shall conform with Board policies governing agendas, meetings, and voting. Only those written statements adopted and recorded in the minutes shall constitute official Board policy.

Before adoption, policies shall normally be given two readings by the Board.

At its second reading, the policy may be adopted by a majority vote of all members of the Board. The Board may waive the second reading or may require additional readings.

When policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy.

Legal Reference:

EDUCATION CODE

35010

35160

35160.5

35163

35164

Adopted 1/2/73

Rescind old policies 9320, 8310, 8310.1

Revised/Renumbered 1/16/78 (old No. 9320)

Revised 6/18/79

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8301)

Revised/Renumbered (old No. 9301)

POLICIES, REGULATIONS, HANDBOOKS AND PROCEDURES

OLD

Policies and Regulations adopted by the Board shall be considered as rules and regulations of the Governing Board. Handbooks and guidebooks adopted by the Board shall be considered as regulations.

The first time a policy change is presented at a Board meeting, it shall be introduced as an information item for the purpose of notifying the Board, the public, and employees through their organization representatives that such a change is being considered. A change includes a new policy, an amendment or revision of policy, or the deletion of a policy.

At a subsequent Board meeting, such policy change will be considered as an action item. Affirmative action by the Board at such second presentation shall constitute adoption of the policy change.

The Board reserves the right to change policy at a single meeting without prior introduction when such change is scheduled as an action item for a regular, adjourned, or special meeting of the Board and when the Board first acts to declare that an emergency or urgent condition exists. The Board also reserves the right to suspend a policy for a single action when the reason(s) for suspension is stated prior to action or as part of the action.

A regulation to implement law or policy may be adopted at one reading when scheduled as an action item.

Procedures established by the Superintendent to implement policies and regulations shall become effective on the date published.

Minor changes in position titles or other minor technical changes in policies and regulations can be made administratively without requiring Board action. Such administrative changes will include insertion of newly adopted or revised salary schedules, work year schedules, and calendars.

Adopted 1/2/73
Rescinds Old Policies 9320, 8310, 8310.1
Revised and renumbered 1/16/78 (old No. 9320)
Revised 6/18/79
Reviewed by Board 12/1/86
Readopted/Renumbered 4/3/89 (old No. 8301)

C-25
P.2

ADMINISTRATIVE REGULATIONS

To carry out the intentions expressed in Governing Board policy, the Superintendent or designee shall develop administrative regulations and/or procedures specifying detailed actions to be taken and arrangements to be enforced within the district and its schools. Administrative regulations shall be consistent with state and federal law and regulations, Board policy, and negotiated employee contracts.

The Board shall review and approve administrative regulations as mandated by law. In addition, the Board may review and approve other regulations related to topics of particular interest to the Board or for which the Superintendent requests Board endorsement. The Board shall review proposed administrative regulations for the sole purpose of ensuring conformity with the intent of Board policy.

Administrative regulations shall normally be given one reading by the Board and adopted at this reading by a majority vote of the Board.

Administrative regulations shall be maintained at appropriate school and/or district locations and shall be placed in the district's policy manual.

Legal Reference:
EDUCATION CODE
35010

Adopted

SUSPENSION OF POLICIES AND ADMINISTRATIVE REGULATIONS

Policies and administrative regulations may be suspended for a specific purpose and limited time by majority vote.

Suspension of any policy or administrative regulation shall undergo the following consideration:

1. Policies or administrative regulations shall be reviewed on their own merits rather than the circumstances of the moment.
2. The Governing Board shall decide whether the policy or administrative regulation still reflects the intent of the Board and the law. If so, the suspension will be denied and the policy or administrative regulation reaffirmed in the minutes.

Superintendent's Authority

The Superintendent may suspend all or part of any policy or administrative regulation when it conflicts with state or federal law or regulations. The Superintendent shall report the suspension to the Board. Suspension shall be valid until the policy or administrative regulation is rescinded, amended or reaffirmed.

Legal Reference:
EDUCATION CODE
35010
35163
35164

Approved

MEETINGS AND NOTICES

Meetings of the Governing Board are conducted for the purpose of accomplishing district business.

A Board meeting exists whenever a majority of its members gather at the same time and place to hear, discuss or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

In accordance with state open meeting laws, the Board shall hold its meetings in public and shall conduct closed sessions during these meetings only to discuss confidential matters specified in law. To encourage community involvement in the schools, meetings shall provide opportunities for comments by members of the public and shall be conducted in accordance with law.

Direct communication, personal intermediaries, and technological devices shall not be used by a majority of Board members to develop a collective concurrence as to an action that members will take on any item of district business. (Government Code 54952.2)

Meetings shall be held within district boundaries, except when otherwise allowed by law. (Government Code 54954)

Meetings shall be held in a facility that is accessible to all persons, including disabled persons, without charge. (Government Code 54961)

Regular Meetings

A. Date and Time Meetings in public will be convened at 7:00 p.m. on the first and third Monday of each month except that no regular meeting will be scheduled for the third Monday in August or the third Monday in December.

B. Holiday Adjustment If a regularly scheduled meeting falls on a holiday, it shall be held the following Tuesday.

C. Early Time The Superintendent may schedule a Closed Session preceding the regular Public Session. In such cases, the Public Session will not commence before 7:00 p.m.

Location Meetings will be held in the Board Room at the Education Center, 3924 Riverview Drive except:

1. When an educational presentation on the agenda warrants, the Superintendent, as Secretary to the Board, may schedule the meeting at the school location involved.

2. When anticipated attendance would exceed capacity of the Board Room, the Superintendent, as Secretary to the Board may schedule the meeting at a larger facility.

In either case, the Superintendent shall be responsible for adequately publicizing the change.

D. Waiver Right Reserved The Board reserves the right to waive dates, times and location of regular meetings for cause when such action is taken at a prior Board meeting and is suitably publicized.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

If a fire, flood, earthquake or other emergency renders the regular meeting place unsafe, meetings may temporarily be held at a place designated by the president or designee, who shall so inform, by the most rapid available means of communication, all news media who have requested notice of special meetings. (Government Code 54954)

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members. (Government Code 54956)

Notice of special meetings shall be delivered either by mail or personally at least 24 hours before the meeting to all Board members, the Superintendent, and the local media who have requested such notice in writing. This notice also shall be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed; no other business shall be considered at these meetings. (Education Code 35144, Government Code 54956)

When a special meeting is called at least one week in advance, a notice of the meeting shall be mailed at least one week before the meeting to any person who has appropriately filed with the Board a written request for notice of regular meetings. (Government Code 54954.1)

Notices of special meetings at which action is proposed shall provide an opportunity for the public to address the Board on the item before action is taken. (Government Code 54954.3)

At least 72 hours' public notice shall be given for any retreats, study sessions or training sessions held by the Board. All such meetings shall be held within district boundaries, and action items shall not be included.

Emergency Meetings

The Board may hold an emergency meeting without complying with the 24-hour notice requirement in the following cases: (Government Code 54956.5)

1. A work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board.
2. A crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the Board.

The Board president or designee shall give notice of the emergency meeting to the local media by telephone at least one hour before the meeting. If telephone services are not functioning, the notice requirement of one hour is waived. As soon after the meeting as possible, the Board shall notify local media which have requested notice for special meetings, describing the purpose of the meeting and any action taken by the Board. (Government Code 54956.5)

No closed session may be held during an emergency meeting. all other rules governing special meetings shall be observed, with the exception of the 24-hour notice requirement. (Government Code 54956.5)

The minutes of the meeting, a list of persons the president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned Meetings

A majority vote by the Board may adjourn any meeting to a later time and place which shall be specified in the order of adjournment. Within 24 hours after a meeting has been adjourned to a later time, a copy of the order of adjournment shall be posted at the meeting site.

If no members are present at any regular or adjourned regular meeting, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Video Teleconferencing

The Board may use video teleconferences for Board meetings when receiving public comment or testimony and during Board deliberations. Agendas shall be posted at all video conference locations whenever they are posted elsewhere. (Government Code 54953)

All Board policies and administrative regulations shall apply equally to meetings that are video conferenced. The Superintendent or designee shall facilitate public participation in the meeting at each video teleconference location.

Hearings

The Board may occasionally convene public hearings at which no Board action is to be taken. Such hearings are held solely to allow the Board and members of the public to receive information. A hearing may take place during or immediately prior to a Board meeting.

If a quorum of Board members is present at a hearing, notice of the hearing shall be provided according to procedures specified above for regular meetings.

Other Gatherings

Attendance by a majority of the Board's members at any of the following events is not subject to state open meeting laws provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering that involved a discussion of issues of general interest to the public or to school boards.
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern.
3. A purely social or ceremonial occasion

Individual contacts or conversations between a Board member and any other person are not subject to open meeting laws. (Government Code 54952.2)

Legal Reference:

EDUCATION CODE

35140	54954	12101 Et seq.
35143	54954.1	CODE OF FEDERAL REGULATIONS, TITLE 28
35144	54954.2	35.160
35145	54954.3	36.303
35145.5	54956	78 Ops. Cal. Atty. Gen. 827 (1995)
35146	54956.5	78 Ops. Cal. Atty. Gen. 69 (1996)
GOVERNMENT CODE	54957.5	
54950-54957.9	54961	
54953	UNITED STATES CODE, TITLE 42	

Adopted 6/7/63

Revised 3/5/73, 7/2/73, 7/1/74, 1/19/76

Renumbered 1/16/78 (old No. 9341.2)

Revised 1/3/83, 4/16/84, 9/17/84, 2/19/85, 4/1/85

Readopted/Renumbered 4/3/89 (old No. 8310)

Revised

REGULAR BOARD MEETINGS

020

- A. Date and Time Meetings in public will be convened at 7:00 p.m. on the first and third Monday of each month except that no regular meeting will be scheduled for the third Monday in August.
- B. Holiday Adjustment If a regularly scheduled meeting falls on a holiday, it shall be held the following Tuesday.
- C. Early Time The Superintendent may schedule a Closed Session preceding the regular Public Session. In such cases, the Public Session will not commence before 7:00 p.m.

Location Meetings will be held in the Board Room at the Education Center, 3924 Riverview Drive except:

1. When an educational presentation on the agenda warrants, the Superintendent, as Secretary to the Board, may schedule the meeting at the school location involved.
2. When anticipated attendance would exceed capacity of the Board Room, the Superintendent, as Secretary to the Board, may schedule the meeting at a larger facility.

In either case, the Superintendent shall be responsible for adequately publicizing the change.

D. Waiver Right Reserved

The Board reserves the right to waive dates, times and location of regular meetings for cause when such action is taken at a prior Board meeting and is suitably publicized.

Adopted 6/7/63
Revised 3/5/73, 7/2/73, 7/1/74, 1/19/76
Renumbered 1/16/78 (old #9341.2)
Revised 1/3/83, 4/16/84, 9/17/84, 2/19/85, 4/1/85
Readopted/Renumbered 4/3/89 (old #8310)

CLOSED SESSION PURPOSES AND AGENDAS

The Governing Board may hold closed sessions only for purposes identified in law and placed on the meeting agenda in the manner required by law. The Board may hold a closed session at any time during a regular or special meeting. No closed session may be held during an emergency meeting of the Board. (Government Code 54956.5, 54957.7, 54962)

The Board shall announce in open meeting the items to be discussed in closed session. No other matters shall be discussed in closed session. (Government Code 54957.7)

Personnel Matters

The Board may hold closed sessions to consider the appointment, employment, evaluation of performance, discipline or dismissal of an employee, or to hear complaints or charges against an employee. These sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

Agenda items related to employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information. (Government Code 54954.5)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following meetings and executive sessions held for negotiation with represented employees shall not be subject to open meeting requirements: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization.
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process.
3. Any hearing, meeting or investigation conducted by a fact finder or arbitrator.
4. Any executive session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives.

The Board may meet in closed session with the Board's representative to consider matters which have been placed in negotiation and to instruct the representative as to the Board's position on these matters. Such sessions may be held before or during consultations and discussions with representatives of employee organizations and unrepresented employees. The Board also may meet in closed session with a state conciliator or a mediator who has intervened in negotiation proceedings. (Government Code 54957.6)

Closed sessions related to negotiations may include discussion of the district's available funds and funding priorities only insofar as these discussions relate to providing instructions to the district's designated representative. When the negotiations are with unrepresented employees, only salaries, salary schedules and compensation in the form of fringe benefits may be considered. (Government Code 54957.6)

Agenda items related to negotiations shall specify the name of the district negotiator and the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Matters Related to Students

The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action in connection with a student if a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48918, 49073, 49076)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal" or "interdistrict attendance request," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Security Matters

The Board may meet in closed session with the Attorney General, district attorney, sheriff or chief of police, or their respective deputies, on matters posing a threat to the security of public buildings or to the public's right of access to public services or public facilities. (Government Code 54957)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer with whom the Board will consult. (Government Code 54954.5)

Conference with Real Property Negotiator

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property in order to

give its negotiator the authority to settle the price and terms of the property on behalf of the district. (Government Code 54956.8)

Before holding the closed session, the Board shall, at a public meeting, identify the property under negotiation and specify the person(s) with whom the negotiator may negotiate. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the Board's position in the case. For this purpose, "litigation" includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation shall be considered pending when any of the following circumstances exist:

1. Litigation to which the Board is a party has been initiated formally. (Government Code 54956.9(a))
2. Based on existing facts and circumstances and the advice of legal counsel, the Board is meeting only to decide whether there is a significant exposure to litigation against the district and a closed session is therefore authorized or the Board has already determined that there is significant exposure to litigation against the district. (Government Code 54956.9(b))
3. Pursuant to Government Code 54956.9(c), the Board has decided to initiate or is deciding whether to initiate litigation.

"Existing facts and circumstances" authorizing a closed session pursuant to Government Code 54956.9(b) as described in #2 above are limited to the following:

1. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
2. Facts and circumstances such as accidents, disasters, incidents or transactional occurrences which might result in litigation, which are already known to potential plaintiffs, and which must be publicly disclosed before the closed session or specified on the agenda.

3. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

4. A threat of litigation made by a person in an open meeting and related to a matter for which the Board has responsibility.

5. A threat of litigation made by a person outside of an open meeting and related to a matter for which the Board has responsibility, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection.

The above record does not need to identify an alleged victim or perpetrator of tortuous sexual conduct or a victim of child abuse unless this identity has already been made public. (Government Code 54956.9, 54961)

Before holding a closed session pursuant to this section, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on subdivision (a), the Board shall either identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding "Existing Litigation" or "Anticipated Litigation." (Government Code 54954.5)

"Existing litigation" items shall either specify the claimant's name, names of parties and case or claim number or shall state that disclosure would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. (Government Code 54954.5)

The agenda or an oral statement before the closed session may also be required to provide information about the following: (Government Code 54954.5, 54956.9)

1. Facts and circumstances known to a potential plaintiff that might result in litigation against the district.

2. The receipt of a claim or other written threat of litigation which is available for public inspection.

3. A threat of litigation made by a person in an open public meeting.

4. Threats of litigation about which an employee has made a record which is available for public inspection.

Self Insurance Liability Claims

The Board may meet in closed session to discuss a claim against a self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meetings, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that the Education Code requires closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference

EDUCATION CODE

35145

35146

48918

49073

49076

60617

GOVERNMENT CODE

3540-3549.3

6250-6268

54950-54962

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors (1968)

263 Cal. App. 2d 41, 69 Cal. Rptr. 480

Roberts v. City of Palmdale (1993) 5 Cal. 4th 363

59 Ops. Cal. Atty. Gen. 532 (1976)

78 Ops. Cal. Atty. Gen. 218 (1995)

Approved

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pg 5

CLOSED SESSION ACTIONS AND REPORTS

No matters other than those announced in open session shall be acted upon during the closed session. (Government Code 54957.7)

The Board shall reconvene in open session before adjourning and report closed session actions, the votes or abstentions thereon, and other disclosures required by Government Code 54957.1. These disclosures may be made at the location announced in the agenda for the closed session, as long as the public is allowed to be present at that location for the purpose of hearing them. (Government Code 54957.7)

Personnel Matters

The Board shall report any personnel action taken and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall identify the title of the position. However, the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

Negotiations/Collective Bargaining

Final action on the proposed compensation of one or more unrepresented employees shall not be taken during the closed session. (Government Code 54957.6)

Approval of an agreement concluding closed session labor negotiations with represented employees shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

Student Matters

Actions related to student matters shall be taken in open session and shall be a matter of public record. No information shall be released in violation of student privacy rights provided in law. (Education Code 35146, 48918)

Students shall not be named on these public records.

Real Estate Negotiations

Approval of an agreement concluding real estate negotiations shall be reported after the agreement is final. If the Board renders the agreement final, it shall report that approval, the votes or abstentions thereon, and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Pending Litigation

The Board shall report the following actions related to pending litigation, and the votes or abstentions thereon, at the public meeting during which the closed session is held: (Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation and if final approval rests with the other party or with the court, the district shall report the fact of approval, the substance of the agreement and the vote and abstentions thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

Self-Insurance Claims

The Board shall report the disposition of self-insurance claims and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall include the name of the claimant(s), the name of the agency claimed against, the substance of the claim and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

Review of Assessment Instruments

At the public meeting during which the Board holds a closed session to review student assessment instruments, the Board shall confirm that this review was made. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

Legal Reverence:

EDUCATION CODE

35145

35146

48918

49073

60617

GOVERNMENT CODE

54950-54962

Adopted

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P52

AGENDA/MEETING MATERIALS

Board agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

Each Regular Meeting Agenda will include in the Communication Session an item entitled Public Verbal Comments. This item will provide an opportunity for citizens to make suggestions or identify concerns about matters affecting the school district. Topics raised under this item may, at the direction of the Board, be included as separate items in future agendas.

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least thirteen days before the scheduled meeting date. The Superintendent or designee shall decide whether a request is within the subject matter jurisdiction of the Board and whether an item is appropriate for discussion in open or closed session.

Any Board member may submit an item for the Board agenda any time before the agenda is posted. Items submitted less than thirteen days before the scheduled meeting date may be postponed to a later meeting.

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Consent Items

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items are items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.

Board Member Preparation

A copy of the agenda shall be forwarded to each Board member at least three days before each regular meeting, together with minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and other available documents pertinent to the meeting. The agenda will be posted in a public place at least 72 hours before each meeting.

The official Public place for posting agendas and legal notices is the bulletin board located on the north side of the Personnel Quad at the Education Center, 3924 Riverview Drive, Riverside, California 92509 (community of Rubidoux) and outside bulletin board at West Riverside Elementary School, 3972 Riverview Drive, Riverside, California 92509, which is accessible to the public at all times.

When special meetings are called, the secretary and president shall make every effort to distribute the agenda and support materials to Board members as soon as possible.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items.

Legal Reference:

EDUCATION CODE

35144

35145

35145.5

GOVERNMENT CODE

53635.7

54954.2

54954.5

54956.5

54957.5

Revised 1/16/78, 10/16/78, 2/19/85, 4/1/85, 2/17/87

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8318)

Revised/Renumbered (old No. 9318)



9322

BOARD AGENDA

Normally, the Superintendent will prepare the agenda and necessary supporting documents for distribution to the Board at least 72 hours in advance of the scheduled meeting. The agenda will specify the time, location, and a brief general description of each item of business to be covered. Determination of items for the agenda will be the responsibility of the Superintendent. Board members may request items to be placed on the agenda.

Each Regular Meeting Agenda will include in the Communication Session an item entitled Public Verbal Comments. This item will provide an opportunity for citizens to make suggestions or identify concerns about matters affecting the school district. Topics raised under this item may, at the direction of the Board, be included as separate items in future agendas.

The official Public place for posting agendas and legal notices is the bulletin board located on the north side of the Personnel Quad at the Education Center, 3924 Riverview Drive, Rubidoux, California / 92529 Community Rubidoux

Revised 1/16/78, 10/16/78, 2/19/85, 4/1/85, 2/17/87
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (old #8318)

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P93

MEETING CONDUCT

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and to other persons upon request.

Meetings of the Board of Education shall be conducted informally, and the President is privileged to vote on every motion and may make a motion should s/he desire. With this exception, the presiding officer may invoke Robert's Rule of Order.

Voting shall be by roll call only when a dissenting vote or abstention is voiced, or when it is legally required.

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. At 11:00 p.m., the Board President shall announce the time. The President will then bring forth such agenda items that need immediate attention so as to complete all necessary business before 12:00 midnight, except in urgency instances where all Board members present agree to continue the meeting. Consideration of remaining agenda items will be deferred to the next regular Board meeting, an adjourned meeting or a special meeting.

Quorum

A majority of the number of filled positions on the Board constitutes a quorum. (Education Code 5095, 35165)

Unless otherwise provided by law, affirmative votes by a majority of all the membership of the Board are required to approve any action under consideration, regardless of the number of members present. (Education Code 35164)

Abstentions

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.

Public Participation

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each item of

business to be discussed at regular or special meetings. (Education Code 35145.5, Government Code 54954.3)

2. At a time so designated on the agenda, members of the public may bring before the Board, at a regular meeting, matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time except as allowed by law. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board. (Education Code 35145.5, Government Code 54954.2)

3. Persons wishing to address the Board should complete and submit speaker request cards before the Board meeting begins.

The Board President may terminate public verbal comments when such comments become repetitious or when time is required by the Board for other business. To the extent time permits, the Board President will call on speakers who have completed cards requesting to be heard and will then determine whether to allow additional public comment time for other speakers. The President will determine when it is appropriate to defer comments about specific items on the agenda until the Board reaches those items.

Generally, speakers will be requested to limit their comments to five minutes. The Board Clerk will assist the President by monitoring each speaker's time.

4. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

5. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3)

Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant of the Board's Public Complaint Procedure (Policy 1801), and request that the complainant utilize the process contained therein.

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the chair to terminate the privilege of addressing the Board. The Board may remove disruptive individuals and order the room cleared if necessary; in this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph or tape record open meetings without causing a distraction.

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Smoking Prohibited

Smoking shall not be permitted in any meeting room or on the grounds of any school or facility of the School District during Board meetings or recesses.

Legal Reference:

EDUCATION CODE

5095

32210

35010

35145.5

35163

35164

35165

GOVERNMENT CODE

54953.5

54953.6

54954.2

54954.3

54957

54957.9

59 Ops. Cal. Atty. Gen. 532 (1976)

61 Ops. Cal. Atty. Gen. 243, 253 (1978)

63 Ops. Cal. Atty. Gen. 215 (1980)

66 Ops. Cal. Atty. Gen. 336, 337 (1983)

76 Ops. Cal. Atty. Gen. 281 (1993)

Adopted 6/17/63

Revised 1/16/78 (9341.7 & 9341.10 combined), 4/1/85

Reviewed 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8315)

Revised/Renumbered (old No. 9315)

CONDUCT OF MEETINGS

Quorum

A majority of members shall constitute a quorum for the transaction of Board business.

Parliamentary Procedure

Meetings of the Board of Education shall be conducted informally, excepting that the President is privileged to vote on every motion, and may make a motion should s/he desire. With this exception the presiding officer may invoke Robert's Rules of Order.

Voting shall be by roll call only when a dissenting vote or abstention is voiced, or when it is legally required.

Smoking Prohibited

No smoking will be permitted in the meeting room during Board meetings or recesses.

Public Participation

While the Board meets in public, such meetings are not public meetings per se. However, the Board desires and needs to sense community concerns and welcomes suggestions to improve public schools.

Persons wishing to address the Board should complete and submit speaker request cards before the Board meeting begins.

The Board President may terminate public verbal comments when such comments become repetitious or when time is required by the Board for other business. To the extent time permits, the Board President will call on speakers who have completed cards requesting to be heard and will then determine whether to allow additional public comment time for other speakers. The President will determine when it is appropriate to defer comments about specific items on the agenda until the Board reaches those items.

Generally, speakers will be requested to limit their comments to five minutes. The Board Clerk will assist the President by monitoring each speaker's time.

Adopted 6/17/63
Revised 1/16/78 (#9341.7 & 9341.10 combined), 4/1/85
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (old #8315)

Revised

0-32
254

ACTIONS BY THE BOARD

The Board may take action in a regular meeting on a subject not listed on the published agenda only when it publicly identifies the item to be acted upon in conjunction with one of the following circumstances: (Government Code 54954.2)

1. The Board, by majority vote of its members, determines that the action responds to an emergency situation. Pursuant to Government Code 54956.5, an emergency situation is a work stoppage, crippling disaster, or other activity which severely impairs public health or safety.

2. The Board determines, either by a majority of its members or, if unavailable, by the unanimous vote of all members present, that the need to take immediate action came to the district's attention after the posting of the agenda.

3. The matter was properly posted for a previous meeting occurring not more than five days earlier and was continued to the meeting at which action is being taken.

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

Legal Reference:

EDUCATION CODE

35144	54954.2
35145	54954.6
35145.5	54956
35146	54956.5
35164	54956.7-54956.95
39366	54957-54957.7
39380	54957.1
39431	54957.2
39521	54959
39541	54960
39543	54960.1
39618	54960.5
39618.5	

GOVERNMENT CODE

53094
53790-53792
53821
53822-53824
53850-53858
54950
54952.6
54953
54953.5

Adopted

ACTIONS BY THE BOARD

Actions Requiring More Than A Majority Vote

Actions requiring a two-thirds vote of the Board include:

1. Resolution declaring intention to sell or lease real property. (Education Code 39366)
2. Resolution declaring intent of Board to convey or dedicate property to the state or any political subdivision. (Education Code 39541)
3. Resolution authorizing and directing the Board president to execute a deed of dedication or conveyance of property. (Education Code 39543)
4. Lease for up to three months of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable. (Education Code 39380)
5. Temporary borrowing before receipt of fiscal income, if implemented pursuant to Government Code 53820-53833. (Government Code 53821)
6. Ordering county zoning ordinances inapplicable if they would adversely affect the use of property for classrooms. (Government Code 53094)
7. Resolution to transfer excess local funds from a deferred maintenance fund when state funds are insufficient to match local funds being held in the deferred maintenance fund. (Education Code 39618, 39618.5)

Actions requiring a four-fifths vote of the Board include:

1. The expenditure and transfer of necessary funds and use of district vehicles and personnel to meet a national or local emergency created by war, military, naval or air attack, or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)
2. Adoption of a resolution, between July 15 and August 30, to borrow funds of up to 25% of the estimated income and revenue to be received by the district during the fiscal year from apportionments based on ADA for the preceding year. (Government Code 53822-53824)

Actions requiring a unanimous vote of the Board include:

1. Resolution authorizing and prescribing the terms of a community lease for extraction of gas. (Education Code 39431)
2. Private sale of surplus property without advertisement requires the unanimous vote of the Board members present establishing that such property is not worth more than \$2,500. Disposal of surplus property in the local dump or donation to a charitable organization required the unanimous vote of the Board members present establishing that the value of such property would not defray the cost of its sale. (Education Code 39521)

Adopted

BOARD MINUTES AND RECORDINGS

The secretary of the Governing Board shall keep minutes and record all official Board actions. (Education Code 35145, 35163)

Copies of the minutes of each regular or special meeting shall be distributed to all Board members with the agenda for the next regular meeting.

Any minutes or recordings kept for Board meetings held in closed session shall be kept separate from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

Official Board minutes and recordings shall be filed by date and stored in a fire-proof location.

Recording of Votes

Motions or resolutions shall be recorded as having passed or failed. Individual votes shall be recorded unless the action was unanimous. All motions and Board resolutions shall be numbered consecutively from the beginning of each fiscal year.

Video or Audio Recording

A video or audio tape recording may be made at any Board meeting. The presiding officer shall announce that a recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.

Recordings made during regular or special Board meetings are public records. They shall be kept for at least 30 days and upon request shall be made available for inspection by members of the public on a district recorder without charge. (Government Code 54953.5)

Legal Reference:

EDUCATION CODE

35145

35163

35164

PENAL CODE

632

GOVERNMENT CODE

54957.2

54960

Renumbered 1/16/78 (old No. 9440)

Revised 12/1/86

Readopted/Renumbered 4/3/89 (old No. 8320)

Revised/Renumbered (old No. 9320)

MINUTES

OLD

The Superintendent, as Secretary to the Board, will be responsible for the accurate recording of the minutes of each meeting of the Board. A permanent copy will be compiled and bound by fiscal year.

Renumbered 1/16/78 (old #9440)
Reviewed 12/1/86
Readopted/Renumbered 4/3/89 (old #8320)

MEMBERSHIPS

The Board of Education may affiliate as a member in any non-sectarian, non-religious organization which has as one of its purposes the promotion and advancement of public education.

The Board recognizes the need to maintain communications and exchange information with other organizations, and to deliberate and present legislative recommendations affecting local school systems through associations of school boards.

The Superintendent is thus directed to maintain annual membership in the name of the school district in the organizations listed below, inform Board members appropriately about meetings, and distribute information received so that Board members may be well informed.

- California School Boards Association
- Greater Riverside Hispanic Chamber of Commerce
- Jurupa Chamber of Commerce
- Mira Loma Chamber of Commerce
- Riverside County School Boards Association

Adopted 4/4/71
Revised 7/1/85, 12/1/86, 7/20/87
Technical change 3/17/88
Readopted/Renumbered 4/3/89 (old No. 8325)
Revised 7/15/91
Revised

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- Jurupa Chamber of Commerce
- Riverside County School Boards Association

(additions or deletions to list)

Adopted 4/4/71
Revised 7/1/85, 12/1/86, 7/20/87
Technical Change 3/17/88
Readopted/Renumbered 4/3/89 (old #8325)
Revised 7/15/91

Revised _____

JURUPA UNIFIED SCHOOL DISTRICT
3924 Riverview Drive
Riverside, CA 92509

Resolution #98/13
School-to-Career Partnership

WHEREAS, the Jurupa Unified School District's Board of Education recognizes the need to establish a County School-to-Career Partnership which is committed to the development of a system that assists both in-school and out-of-school youth transition into higher education and helps prepare them for the high-skill jobs of the future; and,

WHEREAS, such a partnership works toward increasing academic standards, providing all students with a postsecondary experience and develop a strong student support system to ensure that all students reach these; and,

WHEREAS, such a partnership will provide academic rigor and student retention are tied to relevancy in the curriculum and the workplace provides relevancy through real-life applications of academic theory and access to mentors and tutors that expand and enhance each student's existing support system; and

WHEREAS, such programs offer students an education pathway that is linked to the Passport to College Program through Riverside Community College; and,

WHEREAS, the program will provide basic-skill development and enrichment during summer school and the regular school year to expand our current summer school program down to the fifth grade.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of Jurupa Unified School District is committed to the countywide collaborative formed to develop the county's School-to-Career Partnership.

BE IT FURTHER RESOLVED, that the Board of Education of Jurupa Unified School District does charge our administration with providing activities that develop the district's system of school-to-career experiences.

Passed and adopted by the Governing Board of Education at a regular meeting on November 4, 1996.

John Chavez, President

Mary Burns., Clerk

Carolyn Adams, Member

Sam D. Knight, Sr., Member

Ray Teagarden, Member

(E)

Jurupa Unified School District

Personnel Report #10

December 8, 1997

CERTIFICATED PERSONNEL

From Temporary to Regular Assignment

Teacher	Mr. Richard Garrett 3088 Sulphur Drive Mira Loma, CA 91752	Effective September 24, 1997 Single Subject Life Science Preliminary Credential
Teacher	Ms. Laura Leal 320 E. Huff Street Rialto, CA 92376	Effective November 5, 1997 Multiple Subject Preliminary Credential

Intern Assignment

Teacher	Ms. Brandi Boren 10142 Lake Summit Drive Moreno Valley, CA 92557	Effective August 27, 1997 Multiple Subject Internship Credential
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Temporary Assignment

Teacher	Ms. Jamey Hesler 301 N. San Dimas Canyon #63 San Dimas, CA 91773	Effective January 5, 1998 through June 11, 1998 Multiple Subject Emergency Credential
Teacher (SDC)	Ms. Cynthia Wilson 4118 Sunnysage Drive Riverside, CA 92509	Effective November 1, 1997 through June 11, 1998 Specialist Mild to Moderate Emergency Credential

Extra Compensation Assignment

Adult/Alternative Education; to work in the motivation class; October 6, 1997 through June 12, 1998; not to exceed three (3) hours per week; appropriate hourly rate of pay.

Ms. Joann Hill

Adult/Alternative Education; to work in Independent Study Program; November 18, 1997 through June 12, 1998; not to exceed eight (8) hours per week; appropriate hourly rate of pay.

Mr. Gareth Richards



Personnel Report #10

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Adult Education; to serve as an instructor; November 12, 1997 through June 11, 1998; not to exceed eight (8) hours per week; appropriate hourly rate of pay.

Ms. Triza Samuel

Bilingual Education; to enhance skills required in working with LEP students; October 6, 1997 through March 30, 1998; not to exceed 33 hours total; appropriate hourly rate of pay.

Ms. Lupe Lopez

Home Teaching; 1997-98 school year; to serve as an instructor; appropriate hourly rate of pay.

Mr. Kevin Harrison

Instructional Services; facilitators for Houghton Mifflin Parent Workshops; October 23, 1997; not to exceed three each; appropriate hourly rate of pay.

Ms. Linda Vickers

Ms. Theresa Hoag

Ms. Nori Garavito

Instructional Services; to provide sixth grade teachers with information regarding passport to college; October 13, 1997; not to exceed one (1) hour each; appropriate hourly rate of pay.

Ms. Tonya Cooper

Camino Real Elementary; math tutorial; October 1, 1997 through June 30, 1998; not to exceed 300 hours total; appropriate hourly rate of pay.

Mr. James Smyth
Ms. Debbi England
Ms. Joan Bain

Ms. Mary Harris
Ms. Gayle Yamada

Ms. Paula Goldberg
Ms. Mary Harris

Camino Real Elementary; curriculum standards for reading and math; October 1-31, 1997; not to exceed ten (10) hours total; appropriate hourly rate of pay.

Ms. Barbara Hobson
Ms. Paula Cannon
Ms. Debbie Primmer
Ms. Paula Goldberg

Ms. Flo Kent
Ms. Linda Kenyon
Ms. Nancy Liverman
Ms. Karen Gotschall

Mr. Jim Smyth
Ms. Wendy Kerby
Ms. Gayle Yamada
Ms. Lynell Gray

Personnel Report #10

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Ina Arbuckle Elementary; to supplement curriculum by providing third through sixth grade student with the opportunity to improve their reading, writing and math skills; October 31, 1997 through May 29, 1997; not to exceed 464 hours total; appropriate hourly rate of pay.

Ms. Cheryl Magnuson
Ms. Josefina Castro
Ms. Kathryn Jardine

Ms. Freida Labrado-Weber
Ms. Stephanie Cunningham

Ms. Martha Molina
Mr. Sergio Infante

Pacific Avenue Elementary; school action plan, language arts strategies; October 1, 1997 through June 30, 1998; not to exceed 15 hours total; appropriate hourly rate of pay.

Ms. Lynne Ridge

Ms. Faye Edmunds

Rustic Lane Elementary; workshops for bilingual parents; November 13, 1997 through May 20, 1998; not to exceed 12 hours each; appropriate hourly rate of pay.

Ms. Jessie Alaniz

Ms. Carol Camacho

Sunnyslope Elementary; to recruit staff for extended day activities; October 1-31, 1997; not to exceed 5 1/2 hours each; appropriate hourly rate of pay.

Mr. Eduardo Cesena

Mr. Carl Zitek

West Riverside Elementary; extended day and summer challenge literature based programs to advance literacy skills; November 10, 1997 through January 22, 1998; not to exceed 300 hours total; appropriate hourly rate of pay.

Ms. Jodi Brandom
Ms. Mary Golden
Ms. Marilyn Martinez
Ms. Judy Van Train

Mr. Tom Buchanan
Ms. Mayra McClain
Ms. Liz Miller
Mr. Dave Doubravsky

Ms. Elsa Buenrostro
Ms. Barbara Godoy
Mr. Hector Sanchez

West Riverside Elementary; students will be held to high standards of attendance and behavior through a variety of means including student of the month, weekly drawings, and after school attendance programs; February 4, 1998 through June 10, 1998; not to exceed 10 hours total; appropriate hourly rate of pay.

Ms. Mary Golden
Mr. Hector Sanchez

Ms. Liz Miller
Ms. Sharon Smith

Ms. Carole Patty

Personnel Report 10

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Mira Loma Middle; family math night; October 20, 1997; not to exceed two (2) hours each; appropriate hourly rate of pay.

Ms. Jennifer Griffin
Ms. Gayle Venegas
Ms. Victoria Martinez

Ms. Tina Mihin
Ms. Anne Cox
Ms. Linda Sanchez

Ms. Kathryn Gonzalez
Ms. Carol Veneman

Substitute Assignment

Teacher

Mr. Stuart Baker
1467 Diego Way
Upland, CA 91786

As needed
CBEST Waiver

Teacher

Mr. James Beukema
22404 Terrace Pines Drive #A
Grand Terrace, CA 92313

As needed
30-Day Emergency Permit

Teacher

Ms. Megan Brown
1882 Apostle Lane
Riverside, CA 92506

As needed
30-Day Emergency Permit

Teacher

Mr. George Bugar
50 Kansas Street
Redlands, CA 92373

As needed
CBEST Waiver

Substitute Assignment

Teacher

Ms. Sira Fulton
30271 Early Round Drive
Canyon Lake, CA 92587

As needed
CBEST Waiver

Teacher

Ms. Kathryn McSkimming
3429 Rustin Avenue #6
Riverside, CA 92507

As needed
30-Day Emergency Permit

Teacher

Mr. Brian Strack
5391 Magnolia Avenue
Riverside, CA 92506

As needed
30-Day Emergency Permit

Personnel Report #10

CERTIFICATED PERSONNEL

Leave of Absence

Teacher (SDC)	Ms. Bridget Bohanek 17660 Mariposa Avenue Riverside, CA 92504	Unpaid Special Leave effective January 1, 1998 through June 30, 1998 without compensation, health and welfare benefits, or increment advancement.
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Teacher (SDC)	Ms. Teresa Moran 14447 Judy Ann Street Riverside, CA 92503	Maternity Leave effective January 5, 1998 through February 6, 1998 with use of sick leave benefits and Unpaid Special Leave effective February 10, 1998 through June 11, 1998 without compen- sation, health and welfare benefits or increment advancement.
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CLASSIFIED PERSONNEL

Promotion

From Account Clerk to Secretary-Elementary & NVHS Principal	Ms. Patsy Stone 9646 53rd Street Riverside, CA 92509	Effective November 24, 1997 Work Year C
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Regular Assignment

Bilingual Language Tutor/Instructional Aide	Ms. Alicia Araux 9688 Webb Street Riverside, CA 92509-3551	Effective November 12, 1997 Work Year E1 Part-time
Instructional Aide	Ms. Vicky Hall 8145 Townsend Drive Riverside, CA 92509	Effective November 17, 1997 Work Year E1 Part-time
Instructional Aide	Ms. Kathleen Hernandez 11944 Serra Avenue Chino, CA 91710	Effective November 12, 1997 Work Year E1 Part-time
Activity Supervisor	Ms. Brenda Hildreth 9433 61st Street Riverside, CA 92509	Effective November 12, 1997 Work Year F1 Part-time

Personnel Report 10

CLASSIFIED PERSONNEL

Regular Assignment

Cafeteria Assistant I	Ms. Ernestine Moreno 6085 Bain Street Mira Loma, CA 91752	Effective November 17, 1997 Work Year F Part-time
Custodian	Ms. Elizabeth Morgan 6403 Rathke Drive Riverside, CA 92509	Effective November 6, 1997 Work Year A Part-time
Instructional Aide	Ms. Jacqueline Rogers 9891 52nd Street Riverside, CA 92509	Effective November 12, 1997 Work Year E1 Part-time
Instructional Aide	Ms. Christine Singleton 24383 Myers Avenue Moreno Valley, CA 92553	Effective November 17, 1997 Work Year E1 Part-time

Short-Term/Extra Work

Camino Real Elementary; reading tutorial assistance for primary students; November 17, 1997 through April 3, 1998; not to exceed 225 hours each; appropriate hourly rate of pay.

Instructional Aide	Ms. Catherine Hills
Activity Supervisor	Ms. Robin Anderko
Instructional Aide	Ms. Lisa Wyrick

Glen Avon Elementary; 1997-98 school year; support for independent and group activities; not to exceed 30 hours total; appropriate hourly rate of pay.

Inst. Aide	Ms. Irma Rangel
Bil. Language Tutor	Ms. Jacqueline Lizarraga

Ina Arbuckle Elementary; to provide peak load clerical assistance; October 15, 1997 through June 10, 1998; not to exceed 30 hours total; appropriate hourly rate of pay.

Ms. Rebecca Belty

Ina Arbuckle Elementary; to provide peak load clerical assistance involved in tasks necessary for the documentation of a school-wide program; October 15, 1997 through June 10, 1998; not to exceed 30 hours total; appropriate hourly rate of pay.

Bil. Language Tutor	Ms. Reveca Gomez
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Personnel Report 10

CLASSIFIED PERSONNEL

Short-Term/Extra Work

Ina Arbuckle Elementary; to provide opportunities for staff members to attend inservices to explore Peacebuilder, Health and Safety, and campus supervision techniques; September 29, 1997 through June 11, 1998; not to exceed 13 hours total; appropriate hourly rate of pay.

Bil. Language Tutor Ms. Elva Prado

Troth Street Elementary; after school detention program; October 1, 1997 through June 1, 1997; not to exceed 80 hours total; appropriate hourly rate of pay.

Activity Supervisor Ms. Barbara Snyder

West Riverside Elementary; to provide supervision for all activities; November 10, 1997 through June 6, 1998; not to exceed fifty (50) hours total; appropriate hourly rate of pay.

Activity Supervisor	Ms. Margarita Ascencio
Activity Supervisor	Ms. Margaret Dooley
Activity Supervisor	Ms. Gaby Kerklin
Activity Supervisor	Ms. Kikuko McDaniel
Activity Supervisor	Ms. Olivia Ugale

West Riverside Elementary; students will be held to high standards of attendance and behavior through a variety of means including student of the month, weekly drawings, and after school attendance programs; October 31, 1997; not to exceed six (6) hours total; appropriate hourly rate of pay.

Inst. Aide-Head Start	Ms. Anita Smith
Inst. Aide-Head Start	Ms. Pauline Evans
Inst. Aide-Head Start	Ms. Gladys Bonesteel

Mira Loma Middle School; curriculum standards; October 1-31, 1997; not to exceed two (2) hours each; appropriate hourly rate of pay.

Mr. Todd Beasley	Ms. Gayle Venegas	Ms. Heather Smith
Ms. Tina Mihin	Ms. Kathryn Gonzalez	Ms. Anne Cox

Mira Loma Middle School; family math night; October 20, 1997; not to exceed two (2) hours each; appropriate hourly rate of pay.

Bil. Language Tutor Ms. Velia Lara

Personnel Report 10

CLASSIFIED PERSONNEL

Short-Term/Extra Work

Mission Middle School: to perform written and verbal translation for office; September 2, 1997 through June 11, 1998; not to exceed 28 hours total; appropriate hourly rate of pay.

Bil. Language Tutor Ms. Delma Kason

Substitute Assignment

Custodian Mr. Joseph Arce As needed
241 Cleanwood Avenue
Riverside, CA 92506

Instructional Aide- Ms. Margaret Bobian As needed
Headstart/Preschool 7010 #B John Drive
Riverside, CA 92509

Custodian Mr. Luis Castillo As needed
5371 Odell Street
Riverside, CA 92509

Activity Supervisor Ms. Pamela Frize As needed
3720 Quartz Canyon Road
Riverside, CA 92509

Custodian Ms. Annette Jacobson As needed
9241 Tara Circle
Glen Avon, CA 92509

Cafeteria Assistant I Ms. Michelle McClure As needed
4030 Opal Street
Riverside, CA 92509

Clerk-Typist Ms. Linda Morse As needed
5854 Grinnell Drive
Riverside, CA 92509

Bus Driver Ms. Josie Munoz As needed
2957 W. Oregon Street
Rialto, CA 92376

Custodian Mr. Joe Sanchez As needed
3345 Wallace Street
Riverside, CA 92509



Personnel Report 10

CLASSIFIED PERSONNEL

Substitute Assignment

Secretary	Ms. Kathleen Tevis 20625 Bakal Drive Riverside, CA 92508	As needed
Bus Driver	Ms. Parra Victoria 13741 Green Vista Drive Fontana, CA 91337	As needed
Custodian	Mr. Christopher Wyrick 15570 Colt Avenue Fontana, CA 92335	As needed

Leave of Absence

Bilingual Language Tutor	Ms. Grace Madrid 6231 Brookdale Avenue Riverside, CA 92509	Maternity Leave effective October 20, 1997 through December 16, 1997 with use of sick leave benefits.
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39-Month Reemployment List

Bus Driver	Ms. Donna Stonum 4876 N. Christie San Bernardino, CA 92407-6841	Effective December 10, 1997
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Remove from 39-Month Layoff List

Custodian	Mr. Dennis Francis 24018 Royale Street Moreno Valley, CA 92387	Effective November 10, 1997
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Termination

Custodian	Mr. John Childs 24421 Meyers Avenue Moreno Valley, CA 92553	Effective November 5, 1997
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Personnel Report #10

OTHER PERSONNEL

Short-Term Assignment

Maintenance and Operations; November 17, 1997 through January 30, 1998; not to exceed eight (8) hours per day; \$14.04 per hour.

General Maintenance Mr. Jaime Valencia

Warehouse; to serve as Peak Load Assistance; October 28, 1997 through November 13, 1997; not to exceed 100 hours total; \$9.53 per hour.

Peak Load Assistance Mr. James Craig

Warehouse; to serve as Peak Load Assistance; October 28, 1997 through December 19, 1997; not to exceed 16 hours per week; \$8.23 per hour.

Peak Load Assistance Ms. Sylvia McCook

Ina Arbuckle Elementary; to serve as a substitute read around assistant; September 25, 1997 through May 29, 1998; not to exceed five (5) hours per week; \$5.15 per hour.

Sub Read Around Assist. Ms. Dennise Vargas

Jurupa Valley High School; to serve as an AVID Tutor; October 27, 1997 through June 11, 1998; not to exceed 25 hours per week; \$6.00 per hour.

AVID Tutor Ms. Elba Sierra

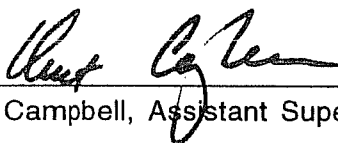
Jurupa Valley High School; to serve as an AVID Tutor; October 30, 1997 through June 11, 1998; not to exceed 15 hours per week each; \$5.15 per hour.

AVID Tutor Mr. Brandon Petrunio
AVID Tutor Ms. Jennifer Johnson
AVID Tutor Mr. Mike Matsukawa

Rubidoux High School; to serve as an AVID Tutor; September 2, 1997 through June 11, 1998; not to exceed twenty (20) hours per week; \$6.00 per hour.

AVID Tutor Ms. Nghi Huynh

The above actions are recommended for approval:



Kent Campbell, Assistant Superintendent-Personnel Services



JURUPA UNIFIED SCHOOL DISTRICT

MAINTENANCE AND OPERATIONS 4740 Pedley Road Riverside, CA 92509 (909) 360-2761

TO: Rollin Edmunds, Assistant Superintendent of Business Services

FROM: Steve Dickinson, Supervisor of Grounds

DATE: November 12, 1997

SUBJECT: Annual Pesticide use report

The J.U.S.D. Business and Non-Instructional Operations Policy 3401 requires an annual report to the board of Education, citing the kind and amount of pesticide used at each site.

The following is a list of pesticides used "in-house" per location for the 12 month period from July 1 1996, to June 30, 1997:

<u>SITE</u>	<u>PESTICIDE/AMOUNT</u> ROUNDUP	<u>PESTICIDE/AMOUNT</u> WILCO SQUIRREL BAIT	<u>PESTICIDE/AMOUNT</u> COOKE'S GOPHER BAIT
IA	152 Oz.		
WR/IMC	120 Oz.		
PA	148 Oz.		
RHS	528 Oz.		
MMS	674 Oz.	1 Lb.	
RL	204 Oz.		
NV	144 Oz.		
CR	84 Oz.		
IH	104 Oz.		
GA	92 Oz.		
JMS	504 Oz.	42 Lbs.	
MOT	236 Oz.		
GH	100 Oz.		
MB	92 Oz.		
VB	128 Oz.		
TS	108 Oz.		
JVHS	256 Oz.		
SC	116 Oz.		
PED.	58 Oz.		
ED. CTR.	144 Oz.		
SS	124 Oz.		
MLMS	292 Oz.		
SA	110 Oz.		
PER.	113 Oz.		
	36.18 Gal.	43 Lbs.	0 Lbs.

Totals for the last three years:

1996	44.54 Gal.	36 Lbs.	22.5 Lbs.
1995	32.94 Gal.	48 Lbs.	78.0 Lbs.
1994	35.01 Gal.	28 Lbs.	129.0 Lbs.

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The following is a list of pesticides used by WESTERN EXTERMINATOR per site to control indoor pests from July 1, 1996 to June 30, 1997:

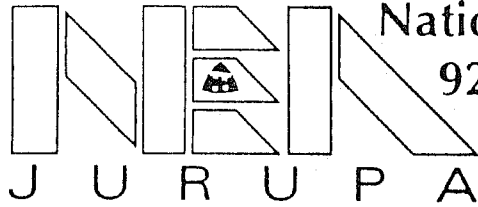
<u>SITE</u>	<u>CHEMICAL</u> TEMPO 20 WP	<u>CHEMICAL</u> BORID	<u>CHEMICAL</u> DURSBAN WSP	<u>CHEMICAL</u> DURSBAN PT 270
IA	0.8 Oz.			
WR/IMC	0.2 Oz.			
PA	0.6 Oz.			
RHS	1.0 Oz.			
MMS	0.8 Oz.			
RL	0.2 Oz.			
CR	0.2 Oz.			
IH				
GA	0.4 Oz.			
JMS	1.2 Oz.		0.3	
MOT	4.3 Oz.		1.0	
GH	0.4 Oz.			
MB	0.4 Oz.			
VB	0.3 Oz.			
TS.	0.6 Oz.			
JVHS	0.2 Oz.			
SC	0.2 Oz.			
PED	0.4 Oz.			
ED CTR	0.1 Oz.			
SS	0.2 Oz.			
MLMS	0.5 Oz.			
SA	0.1 Oz.			
NV	0.2 Oz.			
PER				
TOTALS	<u>9.9 Oz.</u>	<u>0 Oz.</u>	<u>1.3 Oz.</u>	<u>0 Oz.</u>

Totals for the previous year:

9.5 Oz.	4.0 Oz.	1.0 Oz.	0.1 Oz.
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The following is a list of pesticides used by RPW SERVICES, INC. per site to control gophers from July 1, 1996, to June 30, 1997:

<u>SITE</u>	<u>PESTICIDE/AMOUNT</u> FUMITOXIN	<u>PESTICIDE/AMOUNT</u> WILCO GOPHER GETTER
VB	3.84 Oz.	
PED	2.4 Oz.	
MLMS	88.96 Oz.	
JVHS	33.25 Oz.	
GA	80.0 Oz.	
IA	2.8 Oz.	
MMS	48.84 Oz.	5.0 Lbs.
MB	6.72 Oz.	
JMS	24.0 Oz.	
WR	5.44 Oz.	
RL	6.92 Oz.	
SA	1.92 Oz.	
GH	1.15 Oz.	
TS	4.8 Oz.	
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TOTALS	19.44 Lbs.	5.0 Lbs.



National Education Association – Jurupa

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DOCUMENT OF ASSOCIATION ISSUES
TO AMEND THE AGREEMENT
JULY 1, 1995 TO JUNE 30, 1998
SUBMITTED NOVEMBER 17, 1997

The National Education Association - Jurupa affiliated with the California Teachers Association and the National Education Association presents the attached Association Issues.

It is noted that through the collective bargaining process the Association and the District have developed an Agreement that for the most part is a fair and workable contract. Because of this, the Association proposes that articles not addressed in this document remain unchanged in the successor Agreement. This however, does not preclude the Association from addressing other concepts during the bargaining process in response to district issues and concepts.

Association Issues

Article V Unit Member Rights.

Work with the district to develop a "Code of Conduct" to identify and encourage positive professional interaction between administrators and unit members.

Article VI Safety.

Work with the district to provide an environment more conducive to learning and physical comfort by providing timely unit member input for indoor work location heating and cooling systems.

Article VII Hours of Duty.

1. Work with the district to establish a longer student instructional day at the middle school level while making a maximum 5 period assignment for full time middle school teachers.
2. Study the concept of staffing assignments which exceed 300 instructional minutes with applicants who meet specific criteria that may include seniority and/or rotational priority.
3. Work with the district to develop a plan that would eliminate all routine supervision duties such as playground, bus area, and sidewalk.
4. Study elementary student instructional minutes for the purpose of establishing supplemental preparation time for elementary teachers.

Article VIII Class Size.

1. Study all class sizes throughout the district for the purpose of improving the student-teacher ratio as part of a systematic plan.
2. Study the district ratio of students to support personnel (nurses, psychologists, and language, speech & hearing specialists) for the purpose of defining and improving the ratios as appropriate.
3. Work with the district to resolve issues relating to the Class Size Reduction program such as the availability of resources, proper learning environment and other related staff issues
4. Study unresolved issues related to "504" students for the purpose of making appropriate assignments and clarifying the impact on unit members.

Article IX Evaluation Procedures.

Re-examine the topics, methods and procedures used in the evaluation of unit members for the purpose of modifying the article as appropriate with current professional theory and circumstances.

Article XI Absences and Leaves.

Work with the district to clarify and make equitable the accrual and charge of sick leave benefits of unit members with part-time and/or extra compensation assignments.

Article XI Transfer and Reassignment.

Study the district's policies for voluntary transfers, assignment selection and reassignments for the purpose of defining and standardizing its procedures.

Article XIV Basic Compensation.

1. Study basic compensation salary schedule amounts with the purpose of making improvements commensurate with comparable local chapters and increases in the district's resources.
2. Study the placement requirement timelines for the purpose of allowing more timely movements on the salary schedule.
3. Study a plan to reduce the number of years required to reach each or all longevity steps.
4. Study basic compensation stipend amounts (excluding doctoral) and investigate their application to elementary combination classes, designated bilingual and ESL classes, and other assignments as well.
5. Study jointly with the district the requirements of specific assignments such as Independent Study teachers for the purpose of adjusting basic compensation commensurate with duties/credential requirements and or responsibilities.

Article XV Extra Compensation.

1. Study extra compensation stipend assignments not already listed in the Agreement for the purpose of including additional assignments as appropriate and standardizing the amount of extra compensation.
2. Study the method of filling Department Chair and Grade Level Coordinator positions with the possibility of modifying the method of selection to provide more department or grade level unit member input.

Article XVII Health and Welfare Benefits.

1. Study the concept of allowing unit members to name their domestic partner as part of their health and welfare coverage.
2. Work in a timely fashion with the district to improve the Fringe Benefit package beyond 1998-1999 without losing the cash back benefit to those unit members who currently have it.

Article XVIII Supplemental Retirement Benefits.

1. Study the Retired Unit Member health and welfare coverage with the purpose of lengthening the time of district paid coverage.
2. Seek to develop a district provided benefit available to retiring or resigning unit members who have unused sick leave.

Article XXIX Duration.

Work with the district to develop the school calendar(s) as appropriate, determine the duration of the Agreement and determine the retroactivity, if any, of the Agreement.