

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

MONDAY, JANUARY 5, 1998

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

OPEN PUBLIC SESSION 6:00 P.M.

Call to Order in Public Session

(President Knight)

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

CLOSED SESSION - 6:00 P.M.

The Board will adjourn to Closed Session in the Superintendent's Office 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.

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54957, the Board will be discussing personnel matters to include Personnel Report #11; and public employee discipline/dismissal.

STUDENT DISCIPLINE: Pursuant to Education Code Sections 48900 and 48915, the Board will be discussing Expulsion Cases #98-033, #98-034, #98-035, #98-036, #98-037, #98-038, #98-039, #98-040, #98-042, #98-043, #98-044, #98-045, #98-046, #98-047.

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

Flag Salute

(President Knight)

Invocation

(President Knight)

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. Recognize Former President of the Board (Mrs. Roberts)

Mr. John Chavez will be presented with a plaque in recognition of his service as President of the Board of Education from December, 1996, through December, 1997. Information only.

- b. Recognize Third Consecutive CIF Victory for the Jurupa Valley High School Varsity Water Polo Team (Mrs. Roberts)

The Jurupa Valley High School Jaguars earned a championship berth at the Belmont Plaza Olympic Pool in Long Beach by defeating a superb team from Poly High School, 11-6, in the CIF Water Polo Semi-Finals, after registering CIF playoff victories over North High, 23-11, and Redlands High, 20-5. The Jaguars met Arlington High in the Championship round. The Jaguars in overtime defeated Arlington High 17-13, **thereby capturing the CIF Water Polo Championship, Southern Section Division V, for the third consecutive year.** This accomplishment, three consecutive CIF Water Polo Championships, has occurred only five times in CIF history. The Jaguars posted an overall record of 28-3.

This evening, coaches Mr. Nate Hass and Mr. Will Murray, along with Principal, Ms. Jan Moorehouse, and members of the team (see list below for team names) have been invited so that they can be recognized for their outstanding achievement.

Joey Balough
Daniel Bosch
Jeremiah Carney
Mike Casillas
Dusty Devaney
Abel Gomez

Josh Hutchison
Brady Kocher
Greg Lonzo
Brian McIntosh
Evan McIntosh
Brian Nickles

Jason Northcott
Josh Northcott
Brandon Pegg
Jacob Riedell
Zac Riedell
Johnny Rodriguez
Mathias Wakefield

Information only.

- * c. Recognize Sunnyslope Elementary as an Early Intervention for School Success Demonstration Site (Dr. Mason)

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

As a result of this current recognition, an award of \$900 will be given to each classroom teacher for the purchase of materials to support the model demonstration site status, and further enhance the learning environment for their students. Information only.

2. Recognition (Cont'd)

- d. Recognize "Best of the Best" for November- Employee Recognition Program (Mrs. Roberts)
Many nominations from throughout the District were received for November's "Best of the Best" employee. Employees are nominated by their colleagues each month for outstanding service, accomplishments, achievements or for ongoing excellence.

Those selected for Honorable Mention this month are:

Irma Adauto - Transportation Dispatcher
John Allen - Mission Bell Elementary Teacher
Dave Doubravsky - West Riverside Elementary Teacher
Dorothy Hoffecker - Jurupa Middle School Secretary
Steve Lake - Jurupa Valley High School Teacher
Becky Larson - Special Education Secretary
Mary Orduno - Jurupa Middle School Bilingual Tutor
Karen Russell - Jurupa Valley High School Campus Supervisor
Yvonne Sprengle - Rubidoux High School Teacher
Donna Staub - Jurupa Valley High School Teacher

Selected as "Best of the Best" of Jurupa's employees for November is Evelyn Harman, Van Buren Elementary School First Grade Teacher. Evelyn has for many years set a wonderful example of teaching excellence and the learning environment in her classroom is like a Disneyland and the Little Red Schoolhouse rolled into one. She is always willing and ready to share techniques and ideas with others and many have benefited from her experience and creativity. Evelyn will be treated to lunch one day this month, and a cake will be brought to her site to celebrate with her colleagues. Congratulations to all these fine and dedicated people. Information only.

- e. Accept Donations (Mr. Edmunds)
All donations are given to Jurupa Unified School District with the request that the money or item be used at the designated school.

The Granite Hill Elementary School PTA wishes to donate \$2,557.40, with the request it be used for teachers to purchase instructional materials.

The Indian Hills Elementary School PTA wishes to donate \$5,500.00, with the request the funds be used to lease a Minolta Copier for use by teachers.

The Pacific Avenue Elementary School PTA wishes to donate \$600.00, with the request it be used to pay for an Imagination Machine Assembly at the school.

Mr. and Mrs. David Reimer, residents, wish to donate a new Kodak Ektagraphic III E Plus Slide Projector, with the request it be used for instructional purposes at Stone Avenue Elementary School. The approximate value is \$139.64.

The Troth Street Elementary School PTA wishes to donate \$2,352.36, with the request it be used to purchase a cargo container for the school.

The Mission Middle School Faculty wish to donate a new Sharp Microwave, with the request it be used at the school. The approximate value is \$130.00.

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

3. Administrative Reports and Written Communications

(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.

HEARING SESSION

***Hear Public Comments on NEA-J Initial Negotiating Proposal**

(Mr. Campbell)

As required by law and Board Policy, the Board should conduct a public hearing on the proposal of the National Education Association-Jurupa regarding negotiations on a successor contract. The purpose of this public hearing is to provide an opportunity for the public to express its opinion to the Board concerning the NEA-J initial negotiating proposal. The Board President should formally open and close the public hearing on the proposal.

ACTION SESSION

A. Approve Routine Action Items by Consent

Administration recommends the Board approve/adopt Routine Action Items A 1-10 as printed.

- * 1. Approve Minutes of December 8, 1997 Regular Meeting
- * 2. Purchase Orders (Mrs. Lauzon)
- * 3. Disbursement Orders (Mrs. Lauzon)
- * 4. Appropriation Transfers (Mrs. Lauzon)
- * 5. Agreements (Mr. Edmunds)
- * 6. Approve Notice of Completion for Bid #97/02L, Install Telescopic Bleacher Retrofit at Rubidoux High School - P.O. #92368 - DSA #66852 (Mr. Edmunds)

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

*** 7. Adopt at Second Reading, New and Revised Board Policies and Regulations, 9000 Series, Board Operations (Mrs. Roberts)**

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.

- (A-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.
Pgs. 1-5
- (A-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.
- (A-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 members and subject to applicable laws.
- (A-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
- (A-5) **NEW Policy 9110, Terms of Office**. This new policy, adapted from CSBA, describes the terms of office of Board members.
- (A-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
- (A-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
- (A-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
- (A-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.
- (A-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
- (A-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.

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

*** 7. Adopt at Second Reading, New and Revised Board Policies and Regulations, 9000 Series, Board Operations (Cont'd)** (Mrs. Roberts)

(A-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.

(A-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.

(A-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.

(A-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

(A-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.

(A-17) **NEW Policy 9230, Orientation**. This new policy, adapted from CSBA, describes the orientation of Board Candidates and new members required by law.

(A-18) **Revised and Renumbered Policy 9250, Compensation for Board Member Services** (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.
Pgs. 1-2

(A-19) **Revised and Renumbered Policy 9251, District Group Insurance - Board of Education** (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.
Pgs. 1-2

(A-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.

(A-21) **Revised Policy 9270, Conflict of Interest**. This policy has been revised by district legal counsel to reflect changes in the law regarding conflict of interest and filing of statements of economic interest by Board members and designated employees.
Pgs. 1-4

(A-22) **NEW Policy 9271, Code of Ethics**. This new policy, adapted from CSBA, expresses the personal ideals which the Board believes should guide each Board member's activities.
Pgs. 1-2

(A-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.

(A-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.

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

*** 7. Adopt at Second Reading, New and Revised Board Policies and Regulations, 9000 Series, Board Operations (Cont'd) (Mrs. Roberts)**

- (A-25)**Revised and Renumbered Policy 9302, Board Policies** (old number 9301). This updated policy, last revised in 1979, defines Board policies and describes the processes for formulation, revision, review and adoption of Board policies.
Pgs. 1-2
- (A-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.
- (A-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.
- (A-28)**Revised Policy 9310, Meetings and Notices**. This updated policy, last revised in 1985, 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.
Pgs. 1-5
- (A-29)**NEW Policy 9321, Closed Session Purposes and Agenda**. This new policy, adapted 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.
Pgs. 1-5
- (A-30)**NEW Policy 9321.1, Closed Session Actions and Reports**. This new policy, adapted from CSBA, describes what actions under the law may be taken in Closed Session and how these actions shall be reported.
Pgs. 1-2
- (A-31)**Revised and Renumbered Policy 9322, Agenda/Meeting Materials** (old number 9318). This updated policy, last revised in 1987, describes the content and organization of the Board agenda and its preparation, posting and public availability.
Pgs. 1-3
- (A-32)**Revised and Renumbered Policy 9323, Meeting Conduct** (old number 9315). This 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.
Pgs. 1-4
- (A-33)**NEW Policy and Regulation 9323.2, Actions by the Board**. This new policy and regulation, adapted from CSBA, describes the manner in which the Board of Education may take actions under the law.
Pgs. 1-2
- (A-34)**Revised and Renumbered Policy 9324, Board Minutes and Recordings** (old number 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.
Pgs. 1-2
- (A-35)**Revised Policy 9325, Memberships**. This updated policy, last revised in 1987, permits the Board of Education to affiliate with various organizations and lists those organizations in which the Superintendent is directed to maintain annual memberships.
Pgs. 1-2

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

*** 8. Approve Out-Of-State Travel Request (Dr. Mason)**

Ms. Lana Clauder, Psychologist, is requesting permission to travel to Las Vegas, Nevada on Monday, January 5 through Saturday, January 10, 1998 to participate in a nonviolent crisis intervention certification program. She is requesting that the district pay for the registration costs, and she will provide her own transportation and housing. Upon completion of the course, Ms. Clauder will be certified to instruct staff members in on-going crisis intervention/violence prevention procedures. In addition, she will be invited to attend future refresher courses at no charge. A copy of the travel request from Ms. Clauder is included in the supporting documents.

It is recommended that the Board approve the request from Ms. Lana Clauder to travel out-of-state to Las Vegas, Nevada to attend a program to become a certified nonviolent crisis intervention instructor on Monday, January 5 through Saturday, January 10, 1998.

*** 9. Approve Non-Routine Field Trip Request from Rustic Lane Elementary (Dr. Mason)**

Rustic Lane Elementary School requests that the Board approve a Non-Routine Field Trip to Pathfinder Outdoor Science School, Garner Valley, CA. Each sixth grade class would be attending, accompanied by their teacher, as well as a parent for each ten students. The dates scheduled are Wednesday, January 21 through Friday, January 23, 1998. The cost of this program is \$85 per student, plus the cost of district buses for transportation; sixth grade students would be raising the money for the entire sixth grade to attend the science school. Administration has indicated that no student would be excluded for lack of funds or lack of participation in fundraising efforts. A copy of the Non-Routine Field Trip Request is included in the supporting documents.

The program for three days and two nights includes academic course work with lecture, laboratory and field experiences, meals and lodging. Academic coursework includes forest ecology, chaparral ecology, freshwater ecology, field geology, entomology, soil science, anthropology, ethnobotany, and astronomy. Health and accident insurance for each attendee is included in the fee, and the school maintains an infirmary with a resident nurse. Students are in "class" most of the day and evening, but they do have supervised recreation time scheduled. Supervised recreation includes archery, survival skills, swimming, short ropers course, canoeing and water safety among the offerings.

All of the science teachers have Bachelor's or advanced degrees in their subject areas. Courses are taught with a systems approach to environmental understanding and will satisfy the standards established in the California State Science Framework. Courses may be selected in advance to align with the district science course objectives for sixth grade.

It is recommended that the Board approve the Non-Routine Field Trip Request for Rustic Lane Elementary School's sixth grade students to attend the Pathfinder Outdoor Science School in Garner Valley on Wednesday, January 21 through Friday, January 23, 1998.

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

10. Approve Intent to Submit Title VII Grant Application

(Dr. Mason)

The limited English proficient (LEP) student population in Jurupa has increased from 5% in 1987 to 21% currently. Existing bilingual classes primarily serve early elementary LEP students. A need exists to bolster the bilingual program in grades 3 - 6. Third, fourth and fifth grade students who have been slow to develop their language arts skills in Spanish have difficulty meeting established criteria for transition into English.

On October 20, 1994, President Clinton signed Public Law 103-382, Improving America's Schools Act of 1994, The Reauthorization of the Elementary and Secondary Education Act of 1965. Title VII, Bilingual Education, is a key program of this law.

Ms. Sonia Porter, Bilingual Coordinator, is requesting Board approval to submit a grant application for Title VII, Bilingual Education federal funds for a Program Development and Implementation Project. The grants are based on a competitive basis, and if approved, the district could receive up to \$175,000 a year for three years. The Bilingual Department's plan is to develop a special supplemental instructional program that is coordinated with other relevant programs and services. The main focus of this grant will be a Futures Academy that includes focused staff development, a school-to-career emphasis, high levels of parent involvement, year-round tutorial assistance, and a summer institute that promotes primary language literacy for 3 - 5 grade English learners as well as second language development for English only participants.

Grant applications are due to the California Department of Education by January 20, 1998.

It is recommended that the Board approve the intent to submit a Title VII Grant Application by Sonia Porter, Bilingual Coordinator.

- * **B. Adopt Resolution #98/14, Interdistrict Transfer Attendance Agreements** (Dr. Needham)
Education Code 46600 provides for the transfer of students from district to district or from county to county if a justifiable need exists. Every five years, the school districts in Riverside County enter into or renew the agreement to accept pupils who are residents of other districts who have proper permits for attendance.

The Board of Trustees of the school district agrees to accept transferred students, and to approve transfers out of the district, where appropriate, and as described in the district's policies and regulations pertaining to interdistrict attendance transfers.

Administration recommends the Board adopt Resolution #98/14, renewing Interdistrict Transfer Attendance Agreements.

- ** **C. Approve Issuance of 1996-97 School Accountability Report Cards** (Mr. Méndez)
Proposition 98, approved by the voters in November, 1988, has two major provisions. The first deals with the allocation of the State's fiscal resources to schools, and the second requires that local boards of education issue annual School Accountability Report Cards (SARC's) for every school in the district. This is the eighth year of implementation of the School Accountability Report Cards. The data in the current reports primarily reflect the 1996/97 school year.

**** C. Approve Issuance of 1996-97 School Accountability Report Cards (Cont'd) (Mr. Méndez)**

Every report card must contain information about current school conditions in the following areas:

1. Student Achievement
2. Student Attendance
3. Class Size
4. Teacher Assignments
5. Textbooks and Instructional Materials
6. Counseling and Student Support Services
7. Availability of Substitute Teachers
8. School Facilities and Safety
9. Teacher Evaluation
10. Discipline and Climate for Learning
11. Training and Curriculum Improvement
12. Quality of Instruction and Leadership
13. Student Preparation to Enter Work Force (High Schools Only)
14. Instructional Minutes
15. Minimum Days

These reports are made available upon request to parents or citizens desiring information on a particular school.

Administration recommends that the Board authorize the issuance of the 1996/97 School Accountability Report Cards as presented in the supporting documents for Board members.

D. Approve Purchase of Compaq Computers, Monitors and Appropriate Networking Components from Various Vendors for the Education Center Business Services Department (Mr. Edmunds)

The Purchasing Department has received requests from Business Services for the purchase of ten (10) Compaq Computer Systems, with monitors and appropriate networking components, at an estimated cost of \$35,191.45. These computers and monitors are to be purchased for replacement of the Unisys System, which is to be discontinued by the Riverside County Office of Education (RCOE) in mid-January, 1998. The current Business Services Department computers are not compatible with the new Riverside County Office of Education data system.

These computer systems must be purchased immediately so they may be installed and ready for our Business Services Department to connect with RCOE by mid-January, 1998.

Administration recommends the Board approve the purchase of ten (10) Compaq Computer Systems, with monitors and network components, at a cost not to exceed \$35,191.45.

E. Review and Act on Timely School Facility Matters

1. Status Report on Selection of Architect for a New Education Center

(Mrs. Roberts/Mr. Edmunds)

At its meeting of October 20, 1997, the Board authorized Administration to select an architect or a design-build contractor to develop plans and specifications for a new Education Center. Administration has determined that the most efficient and cost effective way to design and build a new education center will be to retain the services of a construction management firm and an architect to work closely together in designing a facility. This working partnership should ultimately produce a set of plans that is clear, complete, and value-engineered within designated budget parameters.

E. Review and Act on Timely School Facility Matters

1. Status Report on Selection of Architect for a New Education Center

(Mrs. Roberts/Mr. Edmunds)

We have had excellent success in the past working with Tilden-Coil Constructors, Inc., on the Rubidoux High School modernization project and on installation of class size reduction portables last summer. Because of this firm's outstanding performance, we have selected them to be the Construction Manager for the Education Center project. As part of their services, we requested Tilden-Coil to assist us in developing a process to select an architect. The process consisted of developing a questionnaire to send to five selected architectural firms, an oral interview of approximately one-and-one-half hours, followed by a visit to the offices of the two top candidates. Five firms were invited to participate in the process, based upon reputation and references from school districts in Riverside County: PCH; Wolff, Lang and Christopher; HMC Group, Inc.; Porter, Jensen, Hansen, Manzagol; and Perkins and Will. PCH declined to participate because their current work load would not allow additional projects.

Interviews were conducted on November 19 and 20 by Mr. Ray Teagarden, Mrs. Benita Roberts, Mr. Rollin Edmunds, and Mr. Bill Elzig from Jurupa Unified School District; and Dean Irving, Executive Vice President of Tilden-Coil; and Greg Bowers, Project Manager for Tilden-Coil. After the interviews, this group selected HMC Group, Inc., and Perkins and Will as the top two candidates for consideration. On November 24 and 26, Mr. Teagarden and Mr. Edmunds visited the offices of HMC, and Perkins and Will, respectively, with Dean Irving and Greg Bowers of Tilden-Coil. Both firms were outstanding in their design capabilities and range of services offered to school districts. After much deliberation and checking of references, Perkins and Will was selected as the firm to design the new Education Center.

At the time of this writing, Administration is working with legal counsel to develop contracts for both Tilden-Coil and Perkins and Will so that we may proceed with the process of designing a new Education Center. Administration has also requested Perkins and Will to provide architectural services related to installation of portables for class size reduction, as this project needs to move forward quickly. Information only.

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.

F. Act on Student Discipline Cases

(Dr. Needham)

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:

EXPULSIONS:

- ** 1. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-033 for violation of Education Code 48900 (c & k) for the remainder of the 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 February 2, 1998.

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

(Dr. Needham)

- **2. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-034 for violation of Education Code 48900 (a, i & 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.
- **3. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-035 for violation of Education Code 48900 (b & 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.
- **4. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-036 for violation of Education Code 48900 (b & 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.
- **5. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-037 for violation of Education Code 48900 (d & 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.
- **6. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-038 for violation of Education Code 48900 (d, h & 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.
- **7. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-039 for violation of Education Code 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, 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.
- **8. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-040 for violation of Education Code 48900 (a, b & k) for the remainder of the 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 February 2, 1998.

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

(Dr. Needham)

- ** 9. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-042 for violation of Education Code 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
- ** 10. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-043 for violation of Education Code 48900 (f & 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.
- ** 11. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-044 for violation of Education Code 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
- ** 12. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-045 for violation of Education Code 48900 (c & d) 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
- ** 13. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-046 for violation of Education Code 48900 (a, c & d) 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 February 2, 1998.

SUSPENDED EXPULSION:

- ** 1. The Administrative Hearing Panel recommends the expulsion of the pupil in Discipline Case #98-047 for violation of Education Code 48900 (b) for the remainder of the semester and the semester following. 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 school probation 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 June 1, 1998.

Administration recommends the discipline actions as described and listed above.

K. Approve Personnel Matters

- * 1. Approve Personnel Report #11 (Mr. Campbell)
Administration recommends approval of Personnel Report #11 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 recommendation is to fill a vacancy for a Resource Specialist position at Rubidoux High School. The person being recommended is Mr. Arthur Huerta. Mr. Huerta earned his Bachelors degree from the University of LaVerne and is currently taking classes toward his Resource Specialist credential. He has worked at the High School as a Coach as well as being very active in youth activities. Mr. Huerta is judged to be very competent by administration at the High School. Recruitment efforts have not identified a stronger candidate.

With these considerations in mind, it is recommended that Mr. Arthur Huerta be approved for temporary employment through the end of this school year as a Resource Specialist under the authorization of a Variable Term Waiver.

3. Consider Increase in Daily Rate for Substitute Teachers (Mr. Campbell)
The district has been informed that the Riverside Unified School District has recently approved an increase in the daily rate for substitute teachers from \$70.00 to \$80.00 per day. Since the Riverside Unified School District and Jurupa share and compete for the services of substitute teachers, it is important that we pay a comparable rate. Supporting documentation and a recommendation will be hand-carried to the meeting.

After discussion, administration recommends that the Board increase the daily rate for substitute teachers to \$80.00 effective January 5, 1998.

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 20, 1998 (Tuesday)	Sky Country Elementary
February 2, 1998	Board Room
February 17, 1998 (Tuesday)	Mission Middle
March 2, 1998	Board Room
March 16, 1998	Mission Bell Elementary
April 6, 1998	Board Room
April 20, 1998	Ina Arbuckle Elementary
May 4, 1998	Board Room
May 18, 1998	Glen Avon Elementary
June 1, 1998	Mira Loma Middle
June 15, 1998	Board Room

L. Review Routine Information Reports (Cont'd)

(Dr. Mason)

2. Review Staff Development Days

Peralta Elementary
Van Buren Elementary
Indian Hills Elementary

January 5, 1998
January 12, 1998
January 16, 1998

Information only.

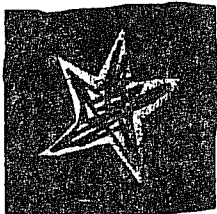
*** 3. Review Unadopted Minutes of the First District Advisory Council for the Consolidated Application (Dr. Mason)**

The Unadopted Minutes of the first meeting of the District Advisory Council for the Consolidated Application is included in the supporting documents for the Board's review.
Information only.

4. Pending Reports

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

ADJOURNMENT



EISS

Early Intervention
for School Success

December 1, 1997

Benita B. Roberts, Superintendent
Jurupa USD
3924 Riverview Dr.
Riverside, CA 92509

Title: Early Intervention for School Success
Type: Demonstration Grant
Period: July 1, 1997 through June 30, 1998
Amount: \$1800
District: Jurupa USD
School(s): Sunnyslope Elementary

Dear Ms. Roberts:

Early Intervention for School Success is pleased to recognize the classroom(s) of:

Lorayne Corcoran
Deborah Dallas

as model demonstration sites. Demonstration classrooms exhibit exemplary practices in implementing EISS programs and serve as models for interested educators, California Department of Education personnel, and other visitors interested in the program.

We are pleased to award a stipend of \$900 to each classroom teacher. Funds are awarded for the teacher to use in the classroom to support model demonstration site status. It is intended that materials purchased with these funds remain with this teacher under the following conditions. If the recipient transfers to another school or grade level and continues to implement EISS in the new setting, these materials may be retained by the teacher. If the recipient leaves the EISS program, the materials purchased with Demonstration Site funds are intended to remain with the school where the award was received.

Addressing the needs of young students and providing age appropriate instruction in the primary grades is the goal of the Early Intervention for School Success program. We appreciate the support and leadership you and your staff have shown in achieving this award.

Sincerely,

Ann Herbst-Bullis, Program Director
Early Intervention for School Success

AH:mjj

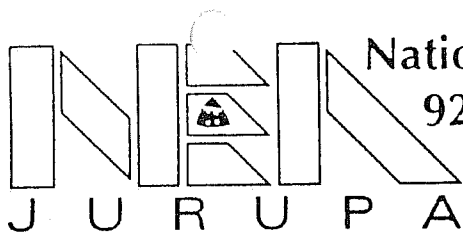
cc: Gary Hale, Principal
Pam Lauzon, Financial Officer
Lorayne Corcoran
Deborah Dallas

John F. Dean, Ed D.
Orange County Superintendent of Schools

200 Kalmus Drive, P.O. Box 9050
Costa Mesa, CA 92628-9050
(714) 966-4145 FAX (714) 966-4124

2-c





National Education Association - Jurupa
9227 Orco Parkway, Suite E
Riverside, CA 92509 • (909) 681-7997

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.

Hearing Session

pg 1

"The Quality Education Advocate"

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.

**JURUPA UNIFIED SCHOOL DISTRICT
RIVERSIDE, CALIFORNIA
MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 8, 1997**

OPEN PUBLIC SESSION

CALL TO ORDER The Regular Meeting of the Jurupa Unified School District Board of Education was called to order by President Chavez at 6:00 p.m. on Monday, December 8, 1997, in the Multi-Purpose Room at Camino Real Elementary School, 4655 Camino Real, 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
Mrs. Pam Lauzon, Director of Business Services
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 AND TO DISCUSS CONTRACT PROVISIONS FOR UNREPRESENTED EMPLOYEE(S); PERSONNEL REPORT #10; PUBLIC EMPLOYEE DISCIPLINE/ DISMISSAL, AND EXPULSION CASES #98-027, #98-026, #98-028, #98-031, #98-032, #98-041. At 6:01 p.m., the Board recessed to Closed Session in the Teachers' Lounge. At 7:17 p.m., the Board adjourned from Closed Session.

OPENING OF REGULAR BOARD MEETING

CALL TO ORDER At 7:23 p.m., President Chavez called the meeting to order in Public Session.

ROLL CALL President Chavez, Mrs. Burns, Mrs. Adams, Mr. Knight, Mr. Teagarden.

FLAG SALUTE Luis Ayala, Camino Real student, led the pledge of allegiance to the flag of the United States of America.

INSPIRATIONAL COMMENT A "Moment of Silence" was held in memory of the students recently killed at a school in Kentucky. President Chavez made an inspirational comment.

WELCOME TO CAMINO REAL ELEMENTARY The Board, by a consensus decision, decided to move to Agenda Item 2a. in order to allow the Camino Real kindergarten students to perform and be dismissed prior to the Board's Annual Organization Meeting.

WELCOME TO CAMINO
REAL ELEMENTARY
(CONTD)

On behalf of the staff at Camino Real Elementary, Mrs. Ellen French, Principal, welcomed the Board, Superintendent, administrators and the community to Camino Real Elementary. In their tenth year at Camino Real, she stated that students have a high level of self-esteem and academic achievement and Camino kids "know they can." She commented that parents and staff worked together to make the enjoyable kindergarten performance for this evening successful.

Ms. Deborah Prutsman, kindergarten teacher, led kindergarten students in a delightful singing performance titled "Cool Yule."

ORGANIZATION MEETING

ANNUAL ORG. MTG.

President Chavez announced the opening of the Annual Organization Meeting of the Board.

ELECT PRESIDENT
-Motion #95

As past Clerk of the Board, Mrs. Mary Burns stated that nominations are now in order for the office of President of the Board for a one-year term beginning with this meeting.

MR. CHAVEZ NOMINATED MRS. CAROLYN ADAMS. MRS. ADAMS DECLINED THE NOMINATION. MR. CHAVEZ NOMINATED MR. KNIGHT. MR. TEAGARDEN SECONDED THE NOMINATION. Mr. Knight thanked Board members for this recognition, he agreed to make himself available to serve as President and he accepted the nomination. MR. KNIGHT WAS UNANIMOUSLY ELECTED PRESIDENT OF THE BOARD.

ELECT CLERK
-Motion #96

President Knight announced that nominations are now in order for the office of Clerk of the Board for a one-year term beginning with this meeting.

MR. CHAVEZ NOMINATED MR. RAY TEAGARDEN FOR CLERK OF THE BOARD. MR. TEAGARDEN WAS UNANIMOUSLY ELECTED CLERK OF THE BOARD.

ADOPT CALENDAR
REGULATION #9310
-Motion #97

The Superintendent requested approval of Regulation #9310, the recommended schedule of meetings for 1998 included in the supporting documents. She noted that regular Board meetings are held on the first and third Mondays of each month; when there is a holiday on Monday, the meeting is scheduled on Tuesday.

MR. CHAVEZ MOVED THE BOARD ADOPT THE CALENDAR OF REGULAR MEETINGS SHOWN IN THE SUPPORTING DOCUMENTS AS REGULATION 9310. MR. TEAGARDEN SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

SELECT REP. FOR
COUNTY COMMITTEE
ON SCHOOL DISTRICT
ORGANIZATION

The Superintendent noted that Mrs. Burns served this past year as the Board's representative on the County Committee on School District Organization. Mr. Chavez volunteered to be the Board's representative for 1998.

AUTHORIZE
AGENTS/CERTIFY
SIGNATURES
-Motion #98

The Superintendent noted that the Assistant Superintendent Business Services is not present this evening due to illness and she will handle his Board Agenda items. She stated that it is necessary to re-certify the list of Board approved signatures for the district's business functions when new Board members take office.

PRESIDENT KNIGHT MOVED THE BOARD APPROVE THE CERTIFICATION OF SIGNATURES IN THE SUPPORTING DOCUMENTS. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPOINT ADVISORY
COMMITTEE MEMBERS

The Superintendent outlined the purpose of the three advisory committees, Consolidated Application, Bilingual Education and Vocational Education, and stated that traditionally Board members are appointed to serve on each of the committees. The Superintendent referred to the supporting documents for the list of names of Board members who are currently serving on these committees. Mrs. Adams will continue to serve on the Consolidated Application Committee; Mr. Chavez will continue to serve on the Bilingual Education Committee, and Mr. Teagarden will replace Mrs. Burns on the Vocational Education Committee. Mr. Chavez confirmed that Mr. Teagarden will continue to serve on the committee to discuss the building of the new Education Center.

COMMUNICATIONS SESSION

JVHS STUDENT
REPRESENTATIVE
REPORT

Desiree Cruz, Jurupa Valley High student representative, reported the following: Congratulations to the Jurupa Valley boys' water polo team for their third consecutive CIF Championship, with an overall record of 28-3. Selected for the 2nd CIF water polo team are Jason Northcott and Zach Riedell. Selected for the 1st CIF team are Brian McIntosh, Evan McIntosh, Brady Kocher and Greg Lonzo. 1997 CIF Player of the Year is Greg Lonzo. The girls' water polo team will begin their first CIF authorized season against Valley View. The soccer team played against Rubidoux on December 3. The boys' JV team won 3-1; the varsity team won 1-0. The girls' varsity team defeated Rubidoux 10-0, AB Miller 10-0 and Eisenhower 6-0, for three shutout games. Congratulations were extended to the Jurupa Valley and Rubidoux football teams for a successful football season. Students took their SAT exams on December 6. The JROTC is confirming a first place win at the Downey Holiday Parade. The Silver Brigade won first place with Juan Diaz named as first place drum major. The Band Concert is scheduled for December 13 in the gym, to include the Silver Brigade and the Jurupa Middle and Mira Loma Middle bands. Admission is a can of food for the Christmas Food Drive. The Choir Concert is scheduled for December 18 in the theater. ASB is promoting Toys-4-Tots to help with presents for needy children. Mr. Martinez, Assistant Principal, is coordinating student volunteers to help at the December 14 Christmas Party for needy children. Congratulations to Board members on their new positions.

RHS STUDENT
REPRESENTATIVE
REPORT

J. P. Real, Rubidoux High student representative, reported the following: All Ivy League Football Players were named: **First Team**, Daniel Berry, Defensive Player of the Year; Will Withers, Defensive Back; Mitch Miller, Defensive Back and Running Back, and Chris Simmons, Quarterback. **Second Team**, Niel Andrews, Defensive End; Caleb Hervey, Linebacker; Darryl Lauritzen, Linebacker; Art Rayas, Offensive Guard, and Tommy Edwards, Offensive Tackle. Coaches will vote on CIF honors during Christmas Break. The boys' soccer team won their first game 4-1; the girls' soccer team tied their first game 2-2 against Paloma Valley. They will play against Moreno Valley on December 11. The boys' cross country team finished first in the Ivy League; they placed third in CIF Finals and third overall at State. ASB members enjoyed attending the educational CADA Conference at the Disneyland Hotel. Their second annual Food Drive was held during the month of November. Koins for Kids, to help provide Christmas presents for needy children, will be held during the month of December.

RECOGNIZE 1998
PRINCIPAL OF THE
YEAR

The Assistant Superintendent Education Services announced that Jurupa's 1998 Principal of the Year, Mr. Paul Jensen, came to the district in 1977 as a work experience teacher at Rubidoux High School where he remained until being named Administrator of Adult/Alternative Education in 1996. He highlighted Mr. Jensen's accomplishments which include seeking and obtaining grants for student programs, maintaining an active adult education program, initiating a Community Day School at the Learning Center, and establishing summer programs for middle school students. Mr. Jensen is also involved in the Rotary Club and Family Services Association.

RECOGNIZE 1998
PRINCIPAL OF THE
YEAR
(CONT'D)

Mr. Paul Jensen thanked district administrators and Board members for honoring him with this award. He thanked his staff, teachers and secretaries at the Learning Center that work with the students in the various programs and he expressed his appreciation for this recognition.

Mr. Chavez added that Mr. Jensen also contributed greatly to the success of the Day Care Center.

RECESS

At 8:10 p.m., President Knight called a short recess for refreshments to be served. At 8:25 p.m., the Board reconvened in Public Session.

ACCEPT DONATIONS
-Motion #99

The Superintendent requested acceptance of the donations listed on the Agenda.

MRS. BURNS MOVED THE BOARD ACCEPT THE FOLLOWING DONATIONS WITH LETTERS OF APPRECIATION TO BE SENT: A TELEVISION, VCR & CART VALUED AT \$240.00 FROM MR. & MRS. AVILES FOR CAMINO REAL ELEMENTARY; \$2,250.00 FROM THE INDIAN HILLS PTA FOR FIELD TRIPS OR CLASSROOM REWARDS; \$2,500.00 FROM THE GLEN AVON PTA FOR FIELD TRIPS; COMPUTER HARDWARE VALUED AT \$2,150.00 FROM MR. MAHONEY FOR JURUPA VALLEY HIGH, AND FOUR NEW TIRES VALUED AT \$460.00 FROM MR. HILLS FOR THE AG. DEPARTMENT AT RUBIDOUX HIGH. MRS. ADAMS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

CSBA 1998 DELEGATE
ASSEMBLY
NOMINATIONS

The Superintendent announced that there are three positions open for nomination for the CSBA Delegate Assembly, Subregion 18A: Mr. Joey Acuna's (Coachella USD) term is expiring and there are two vacancies. She noted that nominations must be postmarked by January 1 and biographical sketches of nominees are due by January 8. Mrs. Burns nominated Mr. Joey Acuna (Coachella USD) and Mr. Chavez nominated Mr. Donald Wickham (San Jacinto USD). The Board reached consensus to nominate these two individuals.

BOARD MEMBER
REPORTS & COMMENTS

Mr. Chavez congratulated Camino Real Principal, Mrs. Ellen French, and kindergarten teacher, Ms. Deborah Prutsman, for the excellent kindergarten performance. He reviewed several of the topics of discussion at the CSBA Delegate Assembly meetings held at the CSBA conference: the 95-5 Initiative; the UNZ Initiative, and an introduction of new CSBA officers. Mr. Chavez was elected to serve on the Nominating Committee. He requested the Assistant Superintendent Education Services to review and report on district patriotic exercises and the incorporation of national pride into school curriculum. He stated that he continues to be impressed with AutoNation, USA, as they have moved to surpass AQMD requirements concerning VOC emissions. He thanked the company for their commitment to the community by forming partnerships to assist schools, sports teams and local community organizations by donating funds to their various programs.

Mrs. Burns noted her visits to Glen Avon and Van Buren Elementary Schools to provide for students her "Rock & Mineral" show and "Basket Weaving" class respectively, and she also attended the informative CSBA Conference in Anaheim. She expressed her appreciation to AutoNation, USA for their monetary donations to schools and community organizations. However, Mrs. Burns emphasized that this is a multi-billion dollar company and citizens' request for this company to implement additional protections to reduce VOC emissions is not unreasonable since it involves the health of children. She thanked PTA members for taking a position on this matter as well.

BOARD MEMBER
REPORTS & COMMENTS
(CONT'D)

Mrs. Adams thanked Camino Real Principal, Ms. Ellen French, for inviting the Board to Camino Real Elementary School and for their lovely performance. She noted her attendance at the recent CSBA conference in Anaheim and stated that there were informative workshops on the school-to-career program, technology, Class Size Reduction, superintendent/board issues, etc., and she has cassettes of the workshops for interested Board members.

Mr. Teagarden thanked Camino Real Principal, Ms. Ellen French, for the evening's accomplishments. He stated to kindergarten teacher, Ms. Prutsman, that she and her beautiful group performance by kindergarten students deserves a gold star. Mr. Teagarden noted his attendance at the CSBA conference, and he commended AutoNation, USA for their community spirit.

President Knight thanked Board members for nominating and electing him to serve as President of the Board of the Jurupa Unified School District. He thanked the Superintendent, administration and the community for supporting the efforts of the Board as the district focuses on its Mission Statement to make a safe educational learning environment for students. Mr. Knight congratulated Mr. Teagarden as the new Clerk of the Board. He thanked Camino Real Principal, Ms. Ellen French, for welcoming the Board and manifesting her outstanding leadership and staff efforts by exemplifying that, "Camino Kids Can" through their outstanding performance.

ACTION SESSION

APPROVE ROUTINE
ACTIONS BY CONSENT
-Motion #100

MR. CHAVEZ MOVED THE BOARD APPROVE/ADOPT ROUTINE ACTION ITEMS A 1-15 AS PRINTED: MINUTES OF THE REGULAR MEETING NOVEMBER 17, 1997; PURCHASE ORDERS; DISBURSEMENT ORDERS; AGREEMENTS; NOTICE OF COMPLETION FOR BID #97/07L, GENERAL CONDITIONS FOR SITE IMPROVEMENTS FOR CLASS SIZE REDUCTION - CONTRACT #3-10234; NOTICE OF COMPLETION FOR BID #97-07L, CONSTRUCTION MANAGEMENT FEES FOR SITE IMPROVEMENTS FOR CLASS SIZE REDUCTION - CONTRACT #C-10233; CHANGE ORDER #1 TO SEAN MALEK ENGINEERING & CONSTRUCTION, INC., FOR PLAYGROUND IMPROVEMENTS AT VARIOUS SITES - BID #98-04L IN THE AMOUNT OF \$6,125.00; RESOLUTION #98-12, EXPENDITURE OF EXCESS FUNDS; NON-ROUTINE FIELD TRIP REQUEST FOR 75 JURUPA VALLEY HIGH STUDENTS TO TRAVEL TO INDIO FEBRUARY 15-22, 1998 TO PARTICIPATE IN THE DATE FESTIVAL AND LIVESTOCK SHOW; NON-ROUTINE FIELD TRIP REQUEST FOR 70 MISSION BELL ELEMENTARY STUDENTS TO TRAVEL TO DANA POINT HARBOR FEBRUARY 26, 1998 AS PART OF THEIR OCEANOGRAPHY SCIENCE UNIT; NON-ROUTINE FIELD TRIP REQUEST FOR 40 JURUPA VALLEY HIGH STUDENTS TO TRAVEL TO SACRAMENTO MARCH 6-7, 1998 TO PARTICIPATE IN AN ANNUAL JUDGING CONTEST AT UC DAVIS; NON-ROUTINE FIELD TRIP REQUEST FOR 40 JURUPA VALLEY HIGH STUDENTS TO TRAVEL TO FRESNO APRIL 17-21, 1998 TO PARTICIPATE IN A JUDGING CONTEST AND LEADERSHIP CONFERENCE AT CAL STATE, FRESNO; NON-ROUTINE FIELD TRIP REQUEST FOR 40 JURUPA VALLEY HIGH STUDENTS TO TRAVEL TO CAL POLY SAN LUIS OBISPO MAY 1-3, 1998 TO PARTICIPATE IN THE ANNUAL JUDGING FINALS; NON-ROUTINE FIELD TRIP REQUEST FOR 70 MISSION BELL ELEMENTARY STUDENTS TO TRAVEL TO SAN DIEGO MAY 18, 1998 TO STUDY MARINE LIFE, AND NON-ROUTINE FIELD TRIP REQUEST FOR 20 RUBIDOUX HIGH STUDENTS TO TRAVEL TO HAWAII MAY 20-26, 1998 TO PERFORM AT VARIOUS CELEBRATIONS AND EVENTS. MRS. ADAMS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

**CERTIFY 1997/98 FIRST
INTERIM REPORT
-Motion #101**

The Director of Business Services stated that twice annually, the Board is required to review the changes in revenue and expenditures since adoption of its Budget in June of each year. This is to certify that the district will be able to meet its financial obligations for the current fiscal year and two subsequent fiscal years. Mrs. Lauzon reported that the 1997/98 First Period Interim Report is included in the supporting documents and contains the following changes: a Net Increase in Revenue of \$4,511,281, a Net Increase in Expenditures of \$7,173,913 and a Net Increase in the Beginning Balance of \$60,890. She explained that salary settlements for 1996/97 and 1997/98 are a major factor in the changes made. The Unrestricted Reserve is estimated at \$2,697,348, or 3.01%, with a projected Restricted Reserve of \$353,062.

The Director of Business Services reported that the Multi-Year Budget Projection contained in the supporting documents, immediately following the projected budget figures, indicates that the district will be able to maintain a 3% Unrestricted Reserve of approximately \$2.7 million for 1998/99, increasing to a projected \$4.2 million Unrestricted Reserve for 1999/2000. She noted that although there are several State variances concerning COLA's, ADA growth, and expenditure patterns, the district expects to meet its financial obligations for 1997-98 and the two subsequent fiscal years, with no indication of deficit spending or a declining fund balance.

MRS. ADAMS MOVED THE BOARD CERTIFY THAT THE DISTRICT WILL BE ABLE TO MEET ITS FINANCIAL OBLIGATIONS FOR THE 1997/98 SCHOOL YEAR AND TWO SUBSEQUENT FISCAL YEARS. PRESIDENT KNIGHT SECONDED THE MOTION. The Superintendent noted that administration will review information at the request of Mr. Chavez concerning the PECG Initiative for consideration at a future Board meeting. **A VOTE WAS TAKEN WHICH CARRIED UNANIMOUSLY.**

**APPROVE AT FIRST
INFORMATIONAL
READING, NEW &
REVISED BOARD
POLICIES &
REGULATIONS, 9000
SERIES, BOARD
OPERATIONS
-Motion #102**

The Superintendent reported that following a thorough review with the Board over the last several months of new and revised Board Policies and Regulations, 9000 series, Board Operations, the set is now included in the supporting documents for a first informational approval. She noted that over the next several months, the Board will be presented with several major sections of the Board Policy Book to update the district's policies according to CSBA model policies and changes in the Education Code.

The Superintendent explained to Mr. Chavez that plans are already underway to transfer the entire Board Policy Book onto computer disk for the Board's use, with the Education Code available as well.

MR. TEAGARDEN MOVED THE BOARD APPROVE AT FIRST INFORMATIONAL READING BOARD POLICIES AND REGULATIONS, 9000 SERIES, BOARD OPERATIONS. MRS. ADAMS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

**APPROVE J.U.S.D.
INTERIM CURRICULUM
STANDARDS FOR
MATHEMATICS AND
LANGUAGE ARTS
-Motion #103**

The Assistant Superintendent Education Services recalled that at the October 20, 1997 Board meeting, a presentation was made related to district curriculum standards in mathematics and language arts. He reported that all teachers and principals have been involved in the process, with certificated personnel reviewing the first draft with minor changes made, resulting in a second draft included in Board members' supporting documents, "Interim Mathematics and Language Arts Curriculum Standards," for Board approval and certification to the State for formal adoption. The Assistant Superintendent commented that the Interim second draft is currently being reviewed again by teachers for additional refining at a meeting in January.

APPROVE J.U.S.D.
INTERIM CURRICULUM
STANDARDS FOR
MATHEMATICS AND
LANGUAGE ARTS
-Motion #103
(CONT'D)

The Assistant Superintendent Education Services explained to President Knight that he, Mr. Mendez, and sixty-six teachers have served on the two curriculum standards committees: thirty-three served on the language arts committee and thirty-three served on the mathematics committee, along with five Teachers on Special Assignment. Board members, parents, and PTA representatives visited the meetings as well.

MR. CHAVEZ MOVED THE BOARD APPROVE THE INTERIM MATHEMATICS AND LANGUAGE ARTS CURRICULUM STANDARDS FOR THE JURUPA UNIFIED SCHOOL DISTRICT. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

ADOPT RES. #98/13,
SCHOOL-TO-CAREER
PARTNERSHIP
-Motion #104

The Assistant Superintendent Education Services requested approval of Resolution #98/13 to allow the district to participate in the Riverside County Office of Education School-to-Career Partnership grant. Funding received will allow the district to provide additional activities in the School-to-Career experience, thereby enhancing the countywide School-to-Career Partnership. Mr. Paul Jensen, Administrator of Adult/Alternative Education, is developing the district's proposal, "Supporting Standards," requesting funds for the summer school work experience program to include curriculum education as well as supporting reading and mathematics standards.

MRS. ADAMS MOVED THE BOARD ADOPT RESOLUTION #98/13, SCHOOL-TO-CAREER PARTNERSHIP. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE CONTRACT
FOR AUDITING
SERVICES
-Motion #105

The Superintendent related that Vavrinek, Trine, Day & Co. is being recommended for a three-year contract as the low bidder overall to perform auditing services for the district. She reported that during discussion this morning with the Assistant Superintendent Business Services, he indicated that the company has performed satisfactorily.

MR. CHAVEZ MOVED THE BOARD APPROVE A THREE-YEAR CONTRACT WITH VAVRINEK, TRINE, DAY & COMPANY FOR 1997-98, 1998-99 & 1999-2000 AUDIT SERVICES AT A COST OF \$22,800 EACH YEAR. MRS. BURNS SECONDED THE MOTION. The Superintendent communicated to Mrs. Burns that the district was previously with another firm for a number of years, prior to switching to Vavrinek, Trine, Day & Co. approximately three years ago. In addition to their quality of service, she also raised the question this morning with the Assistant Superintendent Business Services concerning the practice of remaining with one auditor for a six-year time period. He stated that a review of their performance is important; therefore, based on their good service, it is best to continue with this firm. A VOTE WAS TAKEN WHICH CARRIED UNANIMOUSLY.

AUTHORIZE P.O. #99274
FOR A REPLACEMENT
WAREHOUSE FORKLIFT
-Motion #106

The Superintendent stated that Purchase Order #99274 is for the purchase of a replacement forklift at the Warehouse.

MRS. BURNS MOVED THE BOARD AUTHORIZE THE ISSUANCE OF PURCHASE ORDER #99274 IN THE AMOUNT OF \$23,903.18 TO INLAND EMPIRE EQUIPMENT FOR A REPLACEMENT WAREHOUSE FORKLIFT. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE
AUTOMOTIVE FUEL
CONTRACT - BID
#98/08L
-Motion #107

The Superintendent stated that the Purchasing Department is requesting to purchase fuel for the district under the County of Riverside's piggy-back clause, thereby allowing the district to bypass the bidding requirement and adhering to the terms and conditions of their bid, #123-010-08-01-0598.

MR. CHAVEZ MOVED THE BOARD 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. MRS. BURNS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE P. O. 99275
FOR HEAD START
PORTABLE AT INA
ARBUCKLE
-Motion #108

The Superintendent requested approval of Purchase Order #99275 for a Head Start replacement portable at Ina Arbutle, combined with concrete work needed at the school for a total of \$58,890.00.

MR. CHAVEZ MOVED 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, CA, IN THE AMOUNT OF \$58,890. MR. TEAGARDEN SECONDED THE MOTION. Mr. Chavez requested an inspection of the kindergarten and preschool playground area at Stone Avenue Elementary for possible improvements. The Superintendent responded that administration will report back to the Board regarding this concern. A VOTE WAS TAKEN WHICH CARRIED UNANIMOUSLY.

ACT ON DISCIPLINE
CASE: #98-027
-Motion #109

The Director of Administrative Services recommended that the Board accept and adopt the Findings of Fact and Conclusions of Law submitted by the Administrative Hearing Panel for the discipline cases listed on the Agenda. He asked the Board to act separately on Discipline Case #98-027, Suspended Expulsion; act on Discipline Cases #98-026, #98-028, #98-031 and #98-032, Expulsion, as a second action, and as a result of the Board's deliberation in Closed Session, a third action to amend Discipline Case #98-041.

PRESIDENT KNIGHT MOVED THE BOARD ADOPT THE FINDINGS OF FACT AND CONCLUSIONS OF LAW SUBMITTED BY THE ADMINISTRATIVE HEARING PANEL FOR THE CASES LISTED ON THE AGENDA AND EXPEL THE PUPIL IN DISCIPLINE CASE #98-027 AS FOLLOWS:

EXPEL THE PUPIL IN DISCIPLINE CASE #98-027 FOR VIOLATION OF EDUCATION CODE 48900 (B & K) FOR THE REMAINDER OF THE CURRENT SEMESTER, 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 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. MR. CHAVEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

ACT ON DISCIPLINE
CASES #98-026, #98-028,
#98-031, & #98-032
-Motion #110

PRESIDENT KNIGHT MOVED THE BOARD EXPEL THE PUPILS IN DISCIPLINE CASES #98-026, #98-028, #98-031, & #98-032 AS FOLLOWS:

EXPEL 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; EXPEL 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; EXPEL 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, AND EXPEL 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. MR. TEAGARDEN SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

AMEND DISCIPLINE
CASE
#98-041
-Motion #111

MR. TEAGARDEN MOVED THE BOARD AMEND THE DECISION TO EXPEL THE PUPIL IN DISCIPLINE CASE #98-041 AS FOLLOWS:

EXPEL THE PUPIL IN DISCIPLINE CASE #98-041 FOR VIOLATION OF EDUCATION CODE SECTIONS 48900 (J & K) FOR THE REMAINDER OF THE CURRENT SEMESTER, 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 STUDENT IS ASSIGNED TO RUBIDOUX HIGH SCHOOL. THIS CASE WILL BE REFERRED TO THE SCHOOL AND COMMUNITY OUTREACH TEAM (SCORE) FOR FOLLOW-UP. THIS CASE SHALL BE REVIEWED FOR REINSTATEMENT TO THE JURUPA UNIFIED SCHOOL DISTRICT ON OR BEFORE JANUARY 20, 1998. MRS. ADAMS SECONDED THE MOTION WHICH CARRIED 4-1, ABSTENTION, MR. CHAVEZ.

APPROVE PERSONNEL
REPORT #10
-Motion #112

MR. CHAVEZ MOVED THE BOARD APPROVE PERSONNEL REPORT #10 AS PRINTED. MR. TEAGARDEN SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

APPROVE VARIABLE
TERM WAIVER
REQUESTS
-Motion #113

The Assistant Superintendent Personnel Services requested approval of four Variable Term Waiver requests: Ms. Cynthia Wilson, Mr. Richard Franz, Mr. Mark Saugstad and Mr. Matt Davis. He stated that each individual will be assigned to a special education class.

MR. CHAVEZ MOVED THE BOARD APPROVE EMPLOYMENT THROUGH THE END OF THIS SCHOOL YEAR FOR MS. CYNTHIA WILSON, MR. RICHARD FRANZ, MR. MARK SAUGSTAD AND MR. MATT DAVIS UNDER THE AUTHORIZATION OF VARIABLE TERM WAIVERS. MRS. ADAMS SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

ROUTINE INFO.
REPORTS

The Board reviewed the following information reports: Announce Schedule to Conduct Board Meetings; Annual Report on Pesticide Use; Publicize Initial Collective Bargaining Proposal from NEA-J and Review Staff Development Days.

Mrs. Burns commented that she is pleased to note that the Annual Report on Pesticide Use shows reduced usage of pesticides.

ADJOURNMENT

There being no further business, President Knight adjourned the Regular Meeting from Public Session at 9:18 p.m.

MINUTES OF THE REGULAR MEETING OF DECEMBER 8, 1997 ARE APPROVED AS

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President	Clerk
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Date	

RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES
 11/15/97 - 12/05/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
				PURCHASE ORDERS TO BE RATIFIED		
P99123	100	172 99	FACILITIES ACQUISITION - CAPI	NATIONAL CARPORT INDUSTRIES	MAINT-SA-SUPPLY & INSTALL LUNCH TABL	14,850.00
P99131	100	178 00	GENERAL SUPPORT GROUNDS	OASIS IRRIGATION & LANDSCAP	MAINT-SUPPLIES	2,059.37
P99134	100	178 00	GENERAL SUPPORT GROUNDS	AGRONO-TEC SEED CO.	MAINT-SUPPLIES	1,169.09
P99171	100	197 99	INSTR GEN EDUCATION WORK STUD	SOFTWARE CENTRE/MICRODAGE	JVHS-COMPUTER EQUIPMENT	5,146.14
P99175	100	178 00	WAREHOUSE	STATER BROTHERS	WHSE-STOCK	429.92
P99177	100	178 00	WAREHOUSE	BURTRONICS (MARTIN BUS. MAC	WHSE-STOCK	7,395.86
P99181	100	178 00	WAREHOUSE	HILLYARD FLOOR CARE	WHSE-STOCK	13,147.43
P99182	100	178 00	WAREHOUSE	PIONEER CHEMICAL COMPANY	WHSE-STOCK	7,466.56
P99183	100	178 00	WAREHOUSE	WAXIE SANITARY SUP. 334773	WHSE-STOCK	4,440.16
P99188	100	178 00	INSTRUCTION SUPPORT	VARGAS, ED	EC-TELEPHONE REPAIRS	675.00
P99189	100	178 00	INSTRUCTION SUPPORT	DAVE FLANAGAN	EC-TELEPHONE REPAIRS	325.00
P99240	100	178 00	WAREHOUSE	XEROX CORP - SUPPLIES ORDER	WHSE-STOCK	1,249.91
P99241	100	178 00	WAREHOUSE	NATIONWIDE PAPERS	WHSE-STOCK	479.49
P99243	100	178 00	GENERAL SUPPORT OPERATIONS UT	CO-MATRIX	EC-TELEPHONE EQUIPMENT	3,946.49
P99244	100	178 00	WAREHOUSE	ASTRO BUSINESS SOLUTIONS, I	WHSE-STOCK	913.58
P99254	100	178 00	GENERAL SUPPORT GROUNDS	WILDLIFE PEST MANAGEMENT *	MAINT-OTHER SERVICES	362.00
P99272	100	187 00	PLANT OPERATIONS	MC INTOSH, JOHN	EC-TELEPHONE REPAIRS	2,125.00
P99273	100	197 00	PLANT OPERATIONS	MC INTOSH, JOHN	EC-TELEPHONE REPAIRS	3,362.99
P99278	100	178 00	WAREHOUSE	XEROX CORP - SUPPLIES ORDER	WHSE-STOCK	36,979.80
P99284	100	191 00	INDUSTRIAL ARTS	REEL LUMBER SERVICE	MMS-OPEN PO-INSTRUCTIONAL MATERIALS	800.00
P99286	100	178 00	WAREHOUSE	CORPORATE EXPRESS (HANSON O	WHSE-STOCK	2,129.24
P99287	100	178 00	WAREHOUSE	OFFICE DEPOT	WHSE-STOCK	2,721.77
P99306	100	178 00	DISTRICT ADMIN TECHNOLOGY	ASTRO BUSINESS SOLUTIONS, I	EC-PRINTER CARTRIDGES	226.28
P99308	100	185 88	INSTRUCTIONAL MEDIA CENTER	SEHI COMPUTER PRODUCTS	TS-PRINTER	1,513.89

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

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COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/15/97 - 12/05/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P99309	100	185 88	INSTRUCTIONAL MEDIA CENTER	APPLE COMPUTER-SUPPORT CENT	TS-COMPUTER EQUIPMENT & SUPPLIES		5,469.39
P99319	100	184 88	INSTRUCTIONAL MEDIA CENTER	FOLLETT LIBRARY RESOURCES	RL-LIBRARY BOOKS		356.10
P99325	100	175 00	SELF-CONTAINED CLASSROOM	CORPORATE EXPRESS (HANSON O	SS-OPEN PO-INSTRUCTIONAL MATERIALS		250.00
P99330	100	196 88	INSTRUCTIONAL MEDIA CENTER	VIRCO MANUFACTURING COMPANY	RHS-LIBRARY FURNITURE		4,223.80
P99331	100	622 00	FACILITIES ACQUISITION - CAPI	SWINTEC WEST	EC-TYPEWRITER		303.29
P99333	100	622 00	FACILITIES ACQUISITION - CAPI	CULVER-NEULIN INC	EC-OFFICE CHAIRS		629.04
P99336	100	177 88	INSTRUCTION GENERAL EDUCATION	NYSTROM	PER-INSTRUCTIONAL MATERIALS		942.81
P99349	100	178 88	FACILITIES	ROBERTSON'S INDUSTRIES, INC	DISTRICTWIDE-PLAYGROUND REPAIRS		42,273.90
P99350	100	192 00	SCHOOL ADMINISTRATION	TONER FAX	GA-MLMS-OFFICE SUPPLIES		622.36
P99359	100	000 00	SELF-CONTAINED CLASSROOM	WESTERN TROPHY MFG	EC-INSTRUCTIONAL MATERIALS		280.00
P99373	100	196 00	VOC ED-GAINFUL HOMEMAKING	COSTCO	RHS-OPEN PO-INSTRUCTIONAL MATERIALS		3,000.00
P99376	100	000 00	SELF-CONTAINED CLASSROOM	CASU	1H-COPIER LEASE		3,182.52
P99380	100	196 00	GENERAL EDUCATION - SECONDARY	MASTER TEACHER, THE	RHS-SUBSCRIPTIONS		440.00
P99387	100	622 00	FACILITIES ACQUISITION - CAPI	GRANT ENTERPRISES	EC-FILE CABINETS		692.04
P99395	100	000 00	SELF-CONTAINED CLASSROOM	USA YOYO EXTRAVAGANZA *	MB-INSTRUCTIONAL MATERIALS		1,532.21
P99398	100	193 88	INSTRUCTIONAL MEDIA CENTER	EDUCATIONAL SOFTWARE INSTIT	AE-SOFTWARE		306.82
P99400	100	178 00	DISTRICT ADMIN TECHNOLOGY	SOFTWARE CENTRE/MICROAGE	EC-PER-COMPUTER EQUIPMENT		4,176.39
P99403	100	178 00	DISTRICT ADMIN TECHNOLOGY	MAC WAREHOUSE-ACCOUNT #3344	EC-MNS-COMPUTER EQUIPMENT		687.45
P99414	100	179 88	INSTRUCTIONAL MEDIA CENTER	FOLLETT LIBRARY RESOURCES	GA-LIBRARY BOOKS		242.75
P99427	100	000 00	SELF-CONTAINED CLASSROOM	OASIS WATERPARK *	GA-FIELD TRIP		760.00
P99438	100	185 99	INSTRUCTION GENERAL EDUCATION	PRESENTATION PRODUCTS, INC.	TS-INSTRUCTIONAL MATERIALS		1,277.38
P99443	100	196 00	MILITARY SCIENCE	HIGUCHI TAILOR SHOP	RHS-OPEN PO-OTHER SERVICES		350.00
P99444	100	196 00	MILITARY SCIENCE	ORIO CLEANERS	RHS-OPEN PO-UNIFORM CLEANING		350.00
P99445	100	178 00	GEN SUPPORT DIST ADMIN SAFETY	GALL'S INC.	TRANS-OFFICE SUPPLIES		284.83

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REPORT OF PURCHASES

11/15/97 - 12/05/97
 PURCHASES OVER \$200

REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P99446	100	178 00	INSTR STUDENT SUPP SERVICE AD DR. GERALD SAKS			EC-OPEN PO-FOR PEDIATRIC CONSULTANT	1,500.00
P99449	100	178 00	INSTRUCTION GENERAL EDUCATION BELO, BRUCE M.			JMS-MUSICAL EQUIPMENT REPAIRS	1,565.00
P99455	100	197 99	TEEN AGE/SCHOOL AGE PARENTING VIRCO MANUFACTURING COMPANY			JVHS-STACKING CHAIRS	518.92
P99456	100	178 00	INSTRUCTION SUPPORT	COMPUTER SERVICE & SALES		WHSE-COMPUTER REPAIRS	318.26
P99458	100	178 00	STAFF DEV..LITERACY K-6, ADM. ROUND TABLE PIZZA			EC-OPEN PO-LUNCHES FOR MEETINGS	1,000.00
P99471	100	178 00	GEN SUPPORT DIST ADMIN SAFETY CORPORATE EXPRESS (HANSON O			EC-OFFICE SUPPLIES	206.75

							FUND TOTAL
							191,656.98
							TOTAL NUMBER OF PURCHASE ORDERS
							54
P98941	101	196 00	DRUG ABUSE EDUCATION & PREVEN DIANES CUSTOM TROPHIES & AW			RHS-INSTRUCTIONAL MATERIALS	371.74
P99270	101	177 00	S.I.P. (SCHOOL IMPROVEMENT PR CALIFORNIA ELEMENTARY			CONF-S.S.	525.00
P99271	101	185 00	S.I.P. (SCHOOL IMPROVEMENT PR CALIFORNIA DEPT. OF EDUCATI			TS-INSTRUCTIONAL MATERIALS	253.21
P99292	101	180 00	E.C.I.A. TITLE 1	COMPUTER SERVICE & SALES		WHSE-COMPUTER REPAIRS	317.07
P99293	101	182 00	E.C.I.A. TITLE 1	COMPUTER SERVICE & SALES		WHSE-STOCK	273.95
P99297	101	179 00	S.I.P. (SCHOOL IMPROVEMENT PR RDB ELECTRONICS INC			WHSE-EQUIPMENT REPAIRS	250.16
P99298	101	185 00	E.C.I.A. TITLE 1	APPLE COMPUTER-SUPPORT CENT		TS-COMPUTER EQUIPMENT	10,984.04
P99301	101	178 00	E.C.I.A. TITLE 1	CALIF STATE DEPT OF JUSTICE		EC-CHILD CARE CLEARANCE & FINGERPRIN	335.00
P99303	101	197 00	VOCATIONAL EDUCATION ACT PL94 SNAP-ON TOOLS			JVHS-INDUSTRIAL ARTS EQUIPMENT	5,378.27
P99307	101	178 00	EMERGENCY IMMIGRANT EDUCATION APPLE COMPUTER-SUPPORT CENT			EC-COMPUTER EQUIPMENT	2,788.57
P99326	101	192 00	DEMONSTRATION PROGRAMS IN REA TOP HAT TRAVEL			CONF - MLMS	294.00
P99328	101	180 00	E.C.I.A. TITLE 1	SURVIVAL SKILLS & CO.		IA-OFFICE SUPPLIES	422.60
P99329	101	180 00	E.I.A. (ECONOMIC IMPACT AID) HOUGHTON MIFFLIN CO-ORDER D			IA-INSTRUCTIONAL MATERIALS	1,090.32
P99337	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4 STATER BROTHERS			EC-OPEN PO-SUPPLIES	500.00
P99338	101	187 00	E.C.I.A. TITLE 1	D.F. SCHOTT ED. MATERIALS		WR-BOOKS	517.74

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE
DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/15/97 - 12/05/97
PURCHASES OVER \$200

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REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION	
P99339	101	185 00	E.C.I.A. TITLE 1	100% EDUCATIONAL VIDEOS	TS-INSTRUCTIONAL MATERIALS	215.28	
P99340	101	184 00	S.I.P. (SCHOOL IMPROVEMENT PR CM SCHOOL SUPPLY CO.		RL-OPEN PO-INSTRUCTIONAL MATERIALS	300.00	
P99341	101	184 00	S.I.P. (SCHOOL IMPROVEMENT PR STATER BROTHERS		RL-OPEN PO-INSTRUCTIONAL MATERIALS	300.00	
P99343	101	184 00	E.C.I.A. TITLE 1	LIBRARY STORE, THE	RL-INSTRUCTIONAL MATERIALS	952.78	
P99344	101	184 00	E.C.I.A. TITLE 1	LIBROS DE RICARDO	RL-BOOKS	1,187.94	
P99361	101	197 00	STAFF DVLPMNT INTERSEG COLL R STAPLES DIRECT		JVHS-INSTRUCTIONAL MATERIALS	382.92	
P99375	101	197 00	VOCATIONAL AGRICULTURE INCENT CALIFORNIA ASSOCIATION		JVHS-INSTRUCTIONAL MATERIALS	3,740.50	
P99377	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR APPLE COMPUTER-SUPPORT CENT		EC-COMPUTER MONITOR	626.03	
P99388	101	197 00	STAFF DVLPMNT INTERSEG COLL R SO. CALIFORNIA SCREEN PRINT		JVHS-OFFICE SUPPLIES	1,204.06	
P99391	101	187 00	E.C.I.A. TITLE 1	BEARCOM	WR-CHARGER	279.88	
P99399	101	178 00	* TITLE 1	VIRCO MANUFACTURING COMPANY	EC-OFFICE FURNITURE	2,007.44	
P99405	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR SOFTWARE CENTRE/MICROAGE		EC-OFFICE SUPPLIES	370.66	
P99421	101	187 00	S.I.P. (SCHOOL IMPROVEMENT PR KNOTT'S BERRY FARM, ED. PRG		WR-FIELD TRIP	487.50	
P99440	101	180 00	E.C.I.A. TITLE 1	RESOURCES FOR EDUCATION	IA-INSTRUCTIONAL MATERIALS	316.79	
P99442	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR AMIGOS TRES		EC-LUNCH FOR INSERVICE TRAINING	675.00	
P99447	101	188 00	S.I.P. (SCHOOL IMPROVEMENT PR IT'S ELEMENTARY		SC-OFFICE SUPPLIES	505.95	
P99448	101	185 00	E.C.I.A. TITLE 1	GREAT LAKES SPORTS *	TS-INSTRUCTIONAL MATERIALS	297.20	
P99451	101	183 00	S.I.P. (SCHOOL IMPROVEMENT PR VON'S MARKET (LIMONITE AVE)		PED-OPEN PO-INSTRUCTIONAL MATERIALS	700.00	
P99452	101	178 00	ECONOMIC IMPACT AID - L E P	STATER BROTHERS	EC-OPEN PO-SUPPLIES	250.00	
P99460	101	186 00	S.I.P. (SCHOOL IMPROVEMENT PR SILVER BURDETT GINN		VB-INSTRUCTIONAL MATERIALS	341.02	
P99465	101	180 00	E.I.A. (ECONOMIC IMPACT AID)	GUMDROP BOOKS	IA-INSTRUCTIONAL MATERIALS	273.28	

						FUND TOTAL	39,715.90
						TOTAL NUMBER OF PURCHASE ORDERS	36
P99077	103	178 00	GEN SUPPORT TRANS-HOME TO SCH ATLAS RADIATOR, INC.		TRANS-REPAIR BUS	365.76	

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P99311	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	PIONEER RESEARCH CORPORATIO	TRANS-SUPPLIES		295.77
P99473	103	178 00	INSTRUCTIONAL PROGRAM	IMAGE SOLUTIONS	RHS-INSTRUCTIONAL MATERIALS		374.97
					FUND TOTAL		1,036.50
					TOTAL NUMBER OF PURCHASE ORDERS		3
P99334	106	178 00	INSTRUCTIONAL MEDIA CENTER	GBC NATIONAL SERVICE DEPT.	IMC-M/A AGREEMENT		368.00
					FUND TOTAL		368.00
					TOTAL NUMBER OF PURCHASE ORDERS		1
P99184	107	178 00	INSTRUCTION GENERAL EDUCATION	TROXELL COMMUNICATIONS INC.	VARIOUS SITES-AV EQUIPMENT		2,303.70
P99185	107	178 00	INSTRUCTION GENERAL EDUCATION	GRANT ENTERPRISES	VARIOUS SITES-OFFICE FURNITURE		1,045.18
P99441	107	178 00	INSTRUCTION GENERAL EDUCATION	NYSTROM	EC-MAPS AND GLOBES		5,705.36
					FUND TOTAL		9,054.24
					TOTAL NUMBER OF PURCHASE ORDERS		3
P98843	119	178 00	GENERAL SUPPORT, MAINTENANCE	FOURTH STREET ROCK CRUSHER	MAINT-IA-CONCRETE WORK		1,648.58
P98844	119	178 00	GENERAL SUPPORT, MAINTENANCE	C.B. CASE CONCRETE PUMPING	MAINT-IA-CONCRETE PUMPING		265.00
P98928	119	178 00	GENERAL SUPPORT, MAINTENANCE	WHITE CAP INDUSTRIES	MAINT-HAND TOOLS		731.20
P99082	119	178 00	GENERAL SUPPORT, MAINTENANCE	ELROD FENCING CO.	MAINT-SUPPLIES		1,099.70
P99085	119	178 00	GENERAL SUPPORT, MAINTENANCE	FOURTH STREET ROCK CRUSHER	MAINT-SUPPLIES		261.29
P99135	119	178 00	GENERAL SUPPORT, MAINTENANCE	CONTRACT CARPET COMPANY	MAINT-JVHS-CARPET REPAIRS		2,800.00
P99136	119	178 00	GENERAL SUPPORT, MAINTENANCE	MISSION PAVING & SEALING	MAINT-SA-CONCRETE WORK		3,270.00
P99172	119	178 00	GENERAL SUPPORT, MAINTENANCE	CONTRACT CARPET COMPANY	MAINT-INSTALL MINI BLINDS		420.00
P99180	119	178 00	GENERAL SUPPORT, MAINTENANCE,	GRAYBAR ELECTRIC COMPANY	MAINT-SUPPLIES		457.17

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REF	FUND	LOC/SITE	PROGRAM	VENDOR	PURCHASE ORDERS TO BE RATIFIED	DESCRIPTION
P99250	119	178	00	GENERAL SUPPORT, MAINTENANCE, GRILLO FILTERS SALES	MAINT-SUPPLIES	427.21
P99253	119	178	00	GENERAL SUPPORT, MAINTENANCE, INLAND LIGHTING	MAINT-SUPPLIES	409.53
P99411	119	178	00	GENERAL SUPPORT, MAINTENANCE RETROFIT SERVICE CO.	DISTRICTWIDE-AIR CONDITIONING REPAIR	14,273.49
P99437	119	178	00	GENERAL SUPPORT, MAINTENANCE, WESTBURNE PIPE & SUPPLY	MAINT-OPEN PO-PLUMBING SUPPLIES	3,000.00
				FUND TOTAL		29,063.17
				TOTAL NUMBER OF PURCHASE ORDERS		13
P99090	403	178	00	CLASS SIZE REDUCTION - FACILI COURSER CONSTRUCTION	MAINT-SKIRTING FOR NEW PORTABLES	4,654.24
				FUND TOTAL		4,654.24
				TOTAL NUMBER OF PURCHASE ORDERS		1
P99305	800	194	00	GENERAL EDUCATION - ADULT ADDISON-WESLEY SCHOOL SERVI AE-TEXTBOOKS		418.95
				FUND TOTAL		418.95
				TOTAL NUMBER OF PURCHASE ORDERS		1
P99179	930	178	00	PLANT MAINTENANCE MISSION PAVING & SEALING	MAINT-REMOVE DAMAGED ASPHALT	4,830.00
				FUND TOTAL		4,830.00
				TOTAL NUMBER OF PURCHASE ORDERS		1
P99374	979	178	00	FACILITIES ACQUISITION - CAPI VIRCO MANUFACTURING COMPANY RL-CHAIR REPLACEMENTS		425.40
				FUND TOTAL		425.40
				TOTAL NUMBER OF PURCHASE ORDERS		1
				114 PURCHASE ORDERS OVER	\$200.00 FOR A TOTAL AMOUNT OF	291,223.38

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REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION
					PURCHASE ORDERS TO BE RATIFIED
				110 PURCHASE ORDERS UNDER	\$200.00 FOR A TOTAL AMOUNT OF + 9,737.28
				224 PURCHASE ORDERS	FOR A GRAND TOTAL OF 290,960.66

Recommend Approval Bob Cable
 Bob Cable, Director of Purchasing

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11/15/97 - 12/05/97
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D76011	100	178 00	GENERAL SUPPORT WAREHOUSE	MOBIL OIL CREDIT CORPORATIO	D30088 GAS CHARGES FOR OCT	632.95
D76021	100	177 00	GENERAL SUPPORT OPERATIONS	UT RUBIDOUX COMMUNITY SERVICES	D30089 WATER BILL FOR 9-23 TO 10-21	11,671.17
D76022	100	178 00	DISTRICT ADMINISTRATION	PURCH CABLE, BOB	D29204 MILEAGE	321.86
D76023	100	180 00	SCHOOL ADMINISTRATION	CHARD, LINDA	D29207 REIMBURSE SUPPLIES	63.30
D76024	100	178 00	GEN SUPPORT DIST ADMIN	SUPERI BANKCARD SERVICES	D29208 TRAVEL EXPENSES AND WORKSHOP	274.78
D76025	100	178 00	INST. SUPPORT CURR.	STAFF DEV KINNEAR, ELLEN	D29210 REIMBURSE REFRESHMENTS	47.92
D76026	100	178 00	INST. SUPPORT CURR.	STAFF DEV THERESA HOAG	D29205 MILEAGE	32.71
D76028	100	178 00	GEN SUPP DIST ADMIN	FISCAL SE GOLDWARE & TAYLOR INS. SERV	D29209 RENEWAL POLICIES	298,020.00
D76029	100	178 00	GEN SUPP DIST ADMIN	FISCAL SE COLLINS, DENISE	D29211 MILEAGE	48.30
D76071	100	178 00	GENERAL SUPPORT	DISTR ADMIN A GARCIA, CINDY	D29293 CONF 11/6/97 1 EMP	9.00
D76073	100	192 00	SCHOOL ADMINISTRATION	NATIONAL EDUCATION INSTITUT	D29355 CONF 11/21/97 1 EMP	119.00
D76122	100	178 00	NON SPECIFIC	PALERMO CHERYL	D30095 REISSUE STALE DATED WARRANT	385.85
D76123	100	178 00	NON SPECIFIC	LEON GABRIEL	D30094 REISSUE STALE DATED WARRANT	14.00
D76124	100	178 00	GENERAL SUPPORT	DISTR ADMIN A SHEFFLER, LORI	D30096 REIMB FOR MEAL AT CONFERENCE	9.00
D76126	100	197 00	SCHOOL ADMINISTRATION	MARTINEZ, RALPH	D30093 PRINTER CABLE	10.72
D76156	100	178 00	INST. SUPPORT CURR.	STAFF DEV VICKERS LINDA	D30091 MILEAGE	50.54
D76157	100	178 00	INST. SUPPORT CURR.	STAFF DEV CYNTHIA TRASK	D30090 MILEAGE	73.67
D76158	100	178 00	PUPIL SERVICES	HEALTH PERRICONE DONNA	D30092 MILEAGE	17.36
D76211	100	178 00	GEN SUPPORT DIST ADMIN	SUPERI NEW HORIZONS	D29356 CONF NOV/DEC/JAN 1 EMP	200.00
D76215	100	178 88	INSTRUCTIONAL MEDIA	CENTER AMERICAN MEDIA INC.	D29213 PMT FOR VIDEO	673.43
D76219	100	173 00	GENERAL SUPPORT	OPERATIONS UT JURUPA COMMUNITY SERVICES	D29214 WATER AND SEWER SERVICE	5,539.45
D76221	100	178 00	GEN SUPPORT UNDERGROUND	STORA G.I. PUMPING CO.	D29215 CLEAN CLARIFIER JVHS	850.00
D76225	100	000 00	SELF-CONTAINED	CLASSROOM MARIA JAMES	D29212 REIMBURSEMENT FOR LOST LIBRAR	16.00
D76227	100	193 00	INDEPENDENT	STUDY ALICIA AYALA	D29223 REFUND FOR RTRNED LOST TEXTBO	11.50

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DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D76228	100	000 00	SELF-CONTAINED CLASSROOM	DEBRA BARNES	D29216 REIMBURSE ADMISSION	105.00
D76230	100	178 00	GENERAL SUPPORT OPERATIONS CU COX, CLARA		D29221 MILEAGE REIMBURSEMENT	27.76
D76234	100	180 00	SELF-CONTAINED CLASSROOM	DEXTER JANA	D29217 REIMBURSEMENT FOR CLASS SUPPL	25.15
D76240	100	178 00	NON SPECIFIC	GARCIA BLANCA	D29222 REISSUE OF WARRANT	18.00
D76243	100	000 00	SELF-CONTAINED CLASSROOM	EVELYN HARMAN	D29226 REIMBURSEMENT FOR BOOKFAIR	150.00
D76244	100	000 00	SELF-CONTAINED CLASSROOM	IMAGINATION MACHINE	D29220 PAYMENT FOR PROFESSIONAL SERV	500.00
D76246	100	178 00	GEN SUPPORT DIST ADMIN SUPERI NEW HORIZONS		D29375 CONF 1/22/98	50.00
D76247	100	178 00	GENERAL SUPP DISTR ADMIN PERS NEW HORIZONS		D29374 CONF 1/6/98 2 EMP	100.00
D76248	100	178 00	GENERAL SUPP DISTR ADMIN PERS NEW HORIZONS		D29373 CONF 1/8/98 2 EMP	100.00
D76249	100	178 00	GENERAL SUPP DISTR ADMIN PERS NEW HORIZONS		D29372 CONF 1/22/98 5 EMP	250.00
D76251	100	178 00	GENERAL SUPPORT OPERATIONS UT PACIFIC TELEPHONE		D30100 PHONE CHARGES FOR OCT 97	3,750.30
D76252	100	172 00	PLANT OPERATIONS	PACIFIC TELEPHONE	D30099 PHONE CHARGES FOR OCT 97	3,569.47
D76253	100	178 00	GENERAL SUPPORT OPERATIONS UT PACIFIC TELEPHONE		D30098 PHONE CHARGES FOR OCT 97	4,946.68
D76292	100	178 00	DISTRICT ADMINISTRATION BUSIN LAUZON, PAM		D30110 MILEAGE	31.08
D76295	100	181 00	SELF-CONTAINED CLASSROOM	MOBERLY, DAVID	D30109 REIMB FOR SUPPLIES	21.54
D76298	100	000 00	SELF-CONTAINED CLASSROOM	RIVERSIDE CHILDREN'S READER	D30108 ASSEMBLY PRESENTATION	25.00
D76299	100	178 00	GENERAL SUPPORT OPERATIONS UT PACIFIC TELEPHONE		D30101 PHONE CHGS FOR OCT 97	145.79
D76305	100	178 00	GENERAL SUPP DISTR ADMIN PERS SPREEN LYNNE		D30105 REFRESHMENTS FOR JJCC MTG	53.17
D76306	100	178 00	PUPIL SERVICES HEALTH	TUNTLAND SALLY	D30106 MILEAGE	17.20
D76334	100	178 00	GENERAL SUPPORT DISTR ADMIN A SMITH, LESLIE		D29393 CONF 11/6/97 1 EMP	9.00
D76401	100	197 00	FINE ARTS - DRAMA	NORCOSTCO, INC	D30008 LIGHTING FOR THEATER	156.63
D76410	100	178 00	JJCC BUDGET COMMITTEE	JURUPA UNIFIED	D30111 REPLENISH REVOLVING CASH FUND	248.00
D76414	100	191 00	SELF-CONTAINED CLASSROOM	ROBLES, LORRAINE	D30112 MILEAGE	44.33
D76435	100	178 00	GENERAL SUPP DISTR ADMIN PERS AMERICAN ASSOCIATION FOR		D29231 MEMBERSHIP DUES	160.00

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D76436	100	178	00	GENERAL SUPP DISTR ADMIN PERS BAGUYO SHARDN	D29229 REIMB FOR CLAD EXAM	53.00
D76437	100	178	00	GENERAL SUPPORT GROUNDS	D29228 REIMB FOR MEMBERSHIP TO PAPA	27.00
D76438	100	196	00	WORK EXPERIENCE	D29232 MILEAGE	140.49
D76444	100	175	00	SELF-CONTAINED CLASSROOM	D29240 MILEAGE	6.30
D76450	100	177	00	SELF-CONTAINED CLASSROOM	D29244 INKJET CARTRIDGE	25.31
D76452	100	197	00	AVID	D29227 JVHS COLLEGE TOUR	2,475.00
D76480	100	178	00	GENERAL SUPP DISTR ADMIN PERS PRECIADO MARIA	D29252 REIMB FOR CLAD EXAM	63.00
D76481	100	000	00	SELF-CONTAINED CLASSROOM	D29251 REIMB FOR PARKING FEES	10.00
D76482	100	178	00	DISTRICT ADMIN TECHNOLOGY	D29250 REIMB FOR UPS DELIVERY	28.75
D76483	100	196	00	GENERAL EDUCATION - SECONDARY GLORIA HILL	D29249 REIMB FOR PRINTING	224.67
D76489	100	185	00	SCHOOL ADMINISTRATION	D29408 CONF 1/8/98 1 EMP	50.00
D76490	100	178	00	SCHOOL ADMINISTRATION	D29409 CONF 2/98 1 EMP	310.00
D76491	100	178	00	SCHOOL ADMINISTRATION	D29410 CONF 2/98 1 EMP	150.00
D76492	100	178	00	STAFF DEV., LITERACY K-6, ADM. NEW HORIZONS	D29411 CONF 1/6/98 1 EMP	50.00
D76494	100	178	00	GEN SUPP DIST ADMIN FISCAL SE CASBO PROFESSIONAL DEVELOPH	D29413 CONF 2/6/98 1 EMP	120.00
D76495	100	178	00	GEN SUPPORT DIST ADMIN SUPERI CSBA	D29414 CONF 2/27-28/98 1 EMP	85.00
D76497	100	178	00	GENERAL SUPP DISTR ADMIN PERS IRENE MURGUIA	D29416 CONF 11/6/97 1 EMP	9.00
D76503	100	191	00	SCHOOL ADMINISTRATION	D30252 Reimb for Stater Bros	17.65
D76504	100	197	00	FINE ARTS - ART	D30251 REFUND FOR SHOP FEE	15.00
D76505	100	172	00	GENERAL SUPPORT OPERATIONS UT JURUPA COMMUNITY SERVICES	D29255 WATER SERVICE FOR NOV 97	12,490.55
D76506	100	178	00	GEN SUPP DIST ADMIN FISCAL SE VILLEGAS ALFREDO	D29256 FOR CUSTOM FRAMING	110.00
D76524	100	178	00	GEN SUPP DIST ADMIN FISCAL SE NEW HORIZONS	D29417 CONF 12/2/97 1 EMP	50.00
D76529	100	178	00	DISTRICT ADMIN PERSONNEL RECR RIVERSIDE CO. OFFICE OF EDU	D29418 CONF 12/19/97 1 EMP	17.50
D76554	100	178	00	GEN SUPP DIST ADMIN FISCAL SE GARCIA, CINDY	D30257 REIMBURSEMENT FOR MILEAGE	12.60

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D76537	100	172 00	GENERAL SUPPORT OPERATIONS	UT SO CALIFORNIA EDISON	D30264 ELECTRIC CHGS FOR OCTOBER 97	92,136.75
D76616	100	178 00	GEN SUPP DIST ADMIN FISCAL	SE POSTMASTER	D30117 REPLENISH POSTAL MACHINE	2,500.00
D76618	100	185 00	GENERAL SUPPORT OPERATIONS	UT SANTA ANA RIVER WATER	D30113 WATER	1,262.50
D76623	100	178 00	INST. SUPPORT CURR.	STAFF DEV RIVERSIDE CO. OFFICE OF EDU	D29421 CONF 1/8/98 1 EMP	15.00
D76625	100	178 00	GEN SUPP DIST ADMIN FISCAL	SE NEW HORIZONS	D29423 CONF 12/97-1/98 1 EHP	100.00
D76627	100	197 00	PUPIL SERVICES - DISTRICT	TES DENNIS KROEGER	D29425 CONF 11/97 1 EMP	8.82
D76632	100	000 00	SELF-CONTAINED CLASSROOM	WEIBLE DELORIS	D30143 SUPPLIES FOR KILN	24.73
D76717	100	178 00	GENERAL SUPPORT GROUNDS	ARIAS, MARTIN	D30326 UNIFORM ALLOW	120.00
D76718	100	178 00	GENERAL SUPPORT GROUNDS	BROKAR, WILBUR	D30327 UNIFORM ALLOW	120.00
D76719	100	178 00	GENERAL SUPPORT GROUNDS	CHAVEZ, HERMAN	D30328 UNIFORM ALLOW	120.00
D76720	100	178 00	GENERAL SUPPORT GROUNDS	EAKS, GERALD	D30329 UNIFORM ALLOW	120.00
D76721	100	178 00	GENERAL SUPPORT GROUNDS	ENGLAND, JOHN	D30330 UNIFORM ALLOW	120.00
D76722	100	178 00	GENERAL SUPPORT GROUNDS	GARBUTT JIM	D30331 UNIFORM ALLOW	120.00
D76723	100	178 00	GENERAL SUPPORT GROUNDS	MARTINEZ, TONY	D30332 UNIFORM ALLOW	120.00
D76724	100	178 00	GENERAL SUPPORT GROUNDS	MONTEZ, BILLY	D30333 UNIFORM ALLOW	120.00
D76725	100	178 00	GENERAL SUPPORT GROUNDS	MCKELVEY, JOY	D30334 UNIFORM ALLOW	120.00
D76726	100	178 00	GENERAL SUPPORT GROUNDS	ORTEGA, ED	D30335 UNIFORM ALLOW	120.00
D76727	100	178 00	GENERAL SUPPORT GROUNDS	RUIZ, ROBERT	D30336 UNIFORM ALLOW	120.00
D76728	100	178 00	GENERAL SUPPORT GROUNDS	SANDOVAL, ED	D30337 UNIFORM ALLOW	120.00
D76729	100	178 00	GENERAL SUPPORT GROUNDS	SCHUTTERA, CHRIS	D30338 UNIFORM ALLOW	120.00
D76730	100	178 00	GENERAL SUPPORT GROUNDS	SHINE, BRIAN	D30339 UNIFORM ALLOW	120.00
D76731	100	178 00	GENERAL SUPPORT GROUNDS	ZIEMKE, RICHARD	D30340 UNIFORM ALLOW	120.00
D76732	100	178 00	GENERAL SUPPORT OPERATIONS	CU ABRAHAM GARY	D31076 UNIFORM ALLOW	100.00
D76733	100	178 00	GENERAL SUPPORT OPERATIONS	CU ATENCIO, JACOBO	D31077 UNIFORM ALLOW	120.00

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D76734	100	178 00	GENERAL SUPPORT OPERATIONS	CU ATKINSON, STEVE	D31078 UNIFORM ALLOW	120.00
D76735	100	178 00	GENERAL SUPPORT OPERATIONS	CU AYALA, ART	D31079 UNIFORM ALLOW	120.00
D76736	100	178 00	GENERAL SUPPORT OPERATIONS	CU AYALA, RHONA	D31080 UNIFORM ALLOW	120.00
D76738	100	178 00	PLANT OPERATIONS	BATEMAN, BRUCE	D31081 UNIFORM ALLOW	120.00
D76739	100	178 00	GENERAL SUPPORT OPERATIONS	CU BLAKE, JAMES E.	D31082 UNIFORM ALLOW	120.00
D76740	100	178 00	GENERAL SUPPORT OPERATIONS	CU CHILDS JOHN	D31083 UNIFORM ALLOW	80.00
D76741	100	178 00	GENERAL SUPPORT OPERATIONS	CU COX, CLARA	D31084 UNIFORM ALLOW	120.00
D76742	100	178 00	GENERAL SUPPORT OPERATIONS	CU DODD, PAM	D31085 UNIFORM ALLOW	120.00
D76743	100	178 00	GENERAL SUPPORT OPERATIONS	CU DOMINGUEZ, JOSE	D31086 UNIFORM ALLOW	120.00
D76744	100	178 00	GENERAL SUPPORT OPERATIONS	CU DUNAWAY, LOLA D.	D31087 UNIFORM ALLOW	120.00
D76745	100	178 00	GENERAL SUPPORT OPERATIONS	CU FENDERSGN, ANSON	D31088 UNIFORM ALLOW	120.00
D76746	100	178 00	GENERAL SUPPORT OPERATIONS	CU HANCOCK, LAWRENCE	D31089 UNIFORM ALLOW	120.00
D76747	100	178 00	GENERAL SUPPORT OPERATIONS	CU HITCHCOCK, ROGER	D31090 UNIFORM ALLOW	120.00
D76748	100	178 00	GENERAL SUPPORT OPERATIONS	CU HOLGUIN, JOHNNY V.	D31091 UNIFORM ALLOW	120.00
D76749	100	178 00	GENERAL SUPPORT OPERATIONS	CU HUGHES JOSEPH	D31093 UNIFORM ALLOW	120.00
D76750	100	178 00	GENERAL SUPPORT OPERATIONS	CU KATES, JACK	D31094 UNIFORM ALLOW	120.00
D76751	100	178 00	GENERAL SUPPORT OPERATIONS	CU KELL, CAROL	D31095 UNIFORM ALLOW	120.00
D76752	100	178 00	GENERAL SUPPORT OPERATIONS	CU KELL RONALD	D31096 UNIFORM ALLOW	120.00
D76753	100	178 00	GENERAL SUPPORT OPERATIONS	CU KELLY BRENDAN	D31097 UNIFORM ALLOW	120.00
D76754	100	178 00	GENERAL SUPPORT OPERATIONS	CU KING, PAUL	D31098 UNIFORM ALLOW	120.00
D76755	100	178 00	GENERAL SUPPORT OPERATIONS	CU MAREZ, RAUL	D31099 UNIFORM ALLOW	120.00
D76757	100	178 00	GENERAL SUPPORT OPERATIONS	CU MARTINEZ, TEMOC	D31101 UNIFORM ALLOW	120.00
D76758	100	178 00	GENERAL SUPPORT OPERATIONS	CU MASON, SANDRA	D31102 UNIFORM ALLOW	120.00
D76759	100	178 00	GENERAL SUPPORT OPERATIONS	CU MENDEZ DIANE	D31103 UNIFORM ALLOW	120.00

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DISBURSEMENT ORDERS

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D76760	100 178 00	GENERAL SUPPORT OPERATIONS	CU MIRANDA, PAUL	D31104 UNIFORM ALLOW	120.00
D76761	100 178 00	GENERAL SUPPORT OPERATIONS	CU MORGAN ELIZABETH	D31105 UNIFORM ALLOW	40.00
D76762	100 178 00	GENERAL SUPPORT OPERATIONS	CU MORSE KENNETH	D31106 UNIFORM ALLOW	120.00
D76764	100 178 00	GENERAL SUPPORT OPERATIONS	CU MCCLAIN, PATTY	D31107 UNIFORM ALLOW	120.00
D76765	100 178 00	GENERAL SUPPORT OPERATIONS	CU NEWTON PAMELA	D31108 UNIFORM ALLOW	120.00
D76766	100 178 00	GENERAL SUPPORT OPERATIONS	CU PEASNALL, JERRY	D31109 UNIFORM ALLOW	120.00
D76767	100 178 00	GENERAL SUPPORT OPERATIONS	CU PHILPOTT, KENNETH	D31110 UNIFORM ALLOW	120.00
D76768	100 178 00	GENERAL SUPPORT OPERATIONS	CU PIERCE, RONALD	D31111 UNIFORM ALLOW	120.00
D76769	100 178 00	GENERAL SUPPORT OPERATIONS	CU PODOVICH, CAROL	D31112 UNIFORM ALLOW	120.00
D76770	100 178 00	GENERAL SUPPORT OPERATIONS	CU REED, CHARLES	D31113 UNIFORM ALLOW	120.00
D76771	100 178 00	GENERAL SUPPORT OPERATIONS	CU REID, DAVID	D31114 UNIFORM ALLOW	120.00
D76772	100 178 00	GENERAL SUPPORT OPERATIONS	CU RITCH, SHIRLEY	D31115 UNIFORM ALLOW	120.00
D76773	100 178 00	GENERAL SUPPORT OPERATIONS	CU ROMERO, KATHY	D31116 UNIFORM ALLOW	120.00
D76774	100 178 00	GENERAL SUPP DISTR ADMIN PERS	NEW HORIZONS	D30134 CONF 1/27/98 2 EMP	100.00
D76775	100 178 00	GENERAL SUPPORT OPERATIONS	CU SANDOVAL, THOMAS	D31117 UNIFORM ALLOW	120.00
D76776	100 178 00	GENERAL SUPPORT OPERATIONS	CU SAPIEN, RICHARD	D31118 UNIFORM ALLOW	120.00
D76777	100 178 00	GENERAL SUPPORT OPERATIONS	CU SPANO, PATRICIA	D31119 UNIFORM ALLOW	120.00
D76778	100 178 00	GENERAL SUPPORT OPERATIONS	CU TERESIN, MARTIN JR	D31120 UNIFORM ALLOW	120.00
D76779	100 178 00	GENERAL SUPPORT OPERATIONS	CU TERESIN, MARTIN SR	D31121 UNIFORM ALLOW	120.00
D76780	100 178 00	GENERAL SUPPORT OPERATIONS	CU TERRELL ANITA	D31122 UNIFORM ALLOW	120.00
D76781	100 178 00	GENERAL SUPPORT OPERATIONS	CU TILL, DONNA	D31123 UNIFORM ALLOW	120.00
D76782	100 178 00	GENERAL SUPPORT OPERATIONS	CU TRAVILLION, KAREN	D31124 UNIFORM ALLOW	120.00
D76783	100 178 00	GENERAL SUPPORT OPERATIONS	CU TREVINO JAVIER	D31125 UNIFORM ALLOW	120.00
D76784	100 178 00	GENERAL SUPPORT OPERATIONS	CU TWAITE JESSE	D31126 UNIFORM ALLOW	120.00

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D76785	100	178	00	GENERAL SUPPORT OPERATIONS CU WALKER, RICHARD	D31127 UNIFORM ALLOW	120.00
D76786	100	178	00	GENERAL SUPPORT OPERATIONS CU WEITZEL, MELINDA	D31128 UNIFORM ALLOW	120.00
D76787	100	178	00	GENERAL SUPPORT OPERATIONS CU WILSON, JOHN	D31129 UNIFORM ALLOW	120.00
D76788	100	178	00	GENERAL SUPPORT OPERATIONS CU WOODEN, RONNIE	D31130 UNIFORM ALLOW	120.00
D76789	100	178	00	GENERAL SUPP DISTR ADMIN PERS NEW HORIZONS	D30135 CONF 1/29/98 2 EMP	100.00
D76790	100	178	00	GENERAL SUPPORT OPERATIONS CU COLOSIMO, MIKE	D31131 UNIFORM ALLOW	120.00
D76791	100	178	00	GENERAL SUPPORT OPERATIONS CU HANSEN DAVID L.	D31132 UNIFORM ALLOW	120.00
D76792	100	178	00	GENERAL SUPPORT OPERATIONS CU ROBINSON, DONALD	D31133 UNIFORM ALLOW	120.00
D76793	100	178	00	GENERAL SUPPORT OPERATIONS CU SHINE, GARY	D31134 UNIFORM ALLOW	120.00
D76794	100	178	00	GENERAL SUPPORT OPERATIONS CU THORNTON, JOHN	D31135 UNIFORM ALLOW	120.00
D76795	100	178	00	GENERAL SUPP DISTR ADMIN PERS NEW HORIZONS	D30136 CONF 2/3/98 1 EMP	50.00
D76797	100	178	00	GENERAL SUPPORT OPERATIONS CU MARTIN, OZIE	D31100 UNIFORM ALLOW	80.00
D76798	100	178	00	GENERAL SUPPORT OPERATIONS CU HOULIHAN, JOHN	D31092 UNIFORM ALLOW	120.00
FUND TOTAL						455,255.23
TOTAL NUMBER OF DISBURSEMENTS						157
D76012	101	187	00	E.C.I.A. TITLE 1	D30087 MILEAGE	37.11
D76013	101	178	00	ECONOMIC IMPACT AID - L E P	D30083 MILEAGE	26.81
D76014	101	191	00	DEMONSTRATION PROGRAMS IN REA SCHERRER ANDREW	D30084 MATH N STUFF	54.86
D76015	101	196	00	SB 1992-CA PROFESSIONAL DEVEL RUBIDOUX HIGH SCHOOL	D30085 REFRESHMENTS FOR INSERVICE DA	511.28
D76016	101	180	00	S.I.P. (SCHOOL IMPROVEMENT PR MENDEZ, LUZ	D30079 MISC SIGNS FOR PEACEBUILDERS	51.93
D76017	101	178	00	DRUG ABUSE EDUCATION & PREVEN MERCER ROBERT	D30077 OFFICE SUPPLIES	19.46
D76018	101	178	00	ECONOMIC IMPACT AID - L E P	D30078 INSERVICE SUPPLIES & MILEAGE	58.38
D76019	101	178	00	ECONOMIC IMPACT AID - L E P	D30076 MILEAGE	69.37

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D76027	101	175 00	S.I.P. (SCHOOL IMPROVEMENT PR CORCORAN, LORAYNE		D29206 REIMBURSE REFRESHMENTS	8.42
D76069	101	196 00	SB 1882-CA PROFESSIONAL DEVEL STURM, LARRY		D29354 CONF 11/1/97 1 EMP	20.00
D76072	101	191 00	DEMONSTRATION PROGRAMS IN REA SCHERRER ANDREW		D29353 CONF 11/7/97 1 EMP	9.00
D76074	101	195 00	SB 1882-CA PROFESSIONAL DEVEL NEW HORIZONS		D29292 CONF 11/25/97 2 EMP	100.00
D76075	101	186 00	S.I.P. (SCHOOL IMPROVEMENT PR RIVERSIDE COUNTY MATHEMATIC		D29295 CONF 12/3/97 2 EMP	30.00
D76076	101	182 00	E.C.I.A. TITLE 1	WRIGHT GROUP, THE	D29296 CONF 12/97 1 EMP	99.00
D76077	101	173 00	S.I.P. (SCHOOL IMPROVEMENT PR CEEA		D29297 CONF 12/12/97 2 EMP	350.00
D76078	101	182 00	E.C.I.A. TITLE 1	WRIGHT GROUP, THE	D29350 CONF 12/97 1 EMP	198.00
D76079	101	186 00	ECONOMIC IMPACT AID - L E P C A B E		D29291 CONF 2/4/98 2 EMPS	340.00
D76080	101	186 00	S.I.P. (SCHOOL IMPROVEMENT PR SJCVB		D29289 CONF 2/4/98 1 EMP	135.00
D76081	101	182 00	E.C.I.A. TITLE 1	WRIGHT GROUP, THE	D29352 CONF 2/19-20/98 6 EMPS	1,188.00
D76082	101	187 00	E.C.I.A. TITLE 1	BUREAU OF EDUCATION & RESEA	D29351 CONF 1/15/98 2 EMPS	250.00
D76083	101	178 00	PL94-142 EDUC FOR ALL HANDICA CAL STATE UNIVERISTY		D29294 CONF JAN 98 1 EMP	80.00
D76125	101	187 00	E.C.I.A. TITLE 1	MULLINS, RON	D30097 SONY SPEAKERS	43.04
D76212	101	195 00	SB 1882-CA PROFESSIONAL DEVEL NEW HORIZONS		D29357 CONF 11/25/97 4 EMP	200.00
D76217	101	197 00	SB 1882-CA PROFESSIONAL DEVEL UCLA CENTER X		D29359 CONF 12/6/97 2 EMPS	150.00
D76220	101	180 00	E.C.I.A. TITLE 1	BUREAU OF EDUCATION & RESEA	D29361 CONF 12/5/97 1 EMP	125.00
D76222	101	180 00	E.C.I.A. TITLE 1	BUREAU OF EDUCATION & RESEA	D29362 CONF 12/5/97 4 EMPS	500.00
D76224	101	180 00	E.C.I.A. TITLE 1	NEW HORIZONS	D29363 CONF DEC. 97 5 EMPS	250.00
D76226	101	197 00	SB 1882-CA PROFESSIONAL DEVEL THOMAS PATON & ASSOCIATES		D29364 CONF 12/6/97 1 EMP	150.00
D76232	101	192 00	DEMONSTRATION PROGRAMS IN REA CASA MUNRAS		D29365 CONF 12/4/97 3 EMP	561.00
D76233	101	192 00	DEMONSTRATION PROGRAMS IN REA CMC		D29366 CONF 12/4/97 3 EMPS	285.00
D76235	101	197 00	STAFF DVLPMNT INTERSEG COLL R CAL POLY STATE UNIVERSITY		D29367 CONF 12/3/97 6 EMP	110.00
D76236	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR PRYOR RESOURCES, INC		D29371 CONF 12/11/97 1 EMP	99.00

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D76237	101	180 00	E.C.I.A. TITLE 1	NEW HORIZONS	D29370 CONF 1/8/98 3 EMP	150.00
D76239	101	180 00	E.C.I.A. TITLE 1	NEW HORIZONS	D29369 CONF 1/13/97 3 EMP	300.00
D76241	101	180 00	E.C.I.A. TITLE 1	NEW HORIZONS	D29368 CONF 1/6/98 1 EMP	50.00
D76245	101	195 00	SB 1882-CA PROFESSIONAL DEVEL	NEW HORIZONS	D29376 CON 1/6/98 4 EMPS	200.00
D76254	101	180 00	E.I.A. (ECONOMIC IMPACT AID)	C A B E	D29378 CONF 2/4-7/98 1 EMP	170.00
D76255	101	173 00	S.I.P. (SCHOOL IMPROVEMENT PR	DOUBLETREE HOTEL	D29380 CONF 2/4-7/98 2 EMP	458.70
D76257	101	173 00	S.I.P. (SCHOOL IMPROVEMENT PR	C A B E	D29379 CONF 2/98 2 EMP	250.00
D76290	101	175 00	S.I.P. (SCHOOL IMPROVEMENT PR	CARS	D29382 CONF 2/27/98 1 EMP	145.00
D76293	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4	RODRIGUEZ IRMA	D30102 BABYSITTING SERVICE	125.00
D76296	101	180 00	E.C.I.A. TITLE 1	MEDEZ, LUZ	D30104 REIMB FOR SUPPLIES FOR STAFF	32.63
D76301	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR	RIVERSIDE CO. OFFICE OF EDU	D29383 CONF 3/13/98 1 EMP	25.00
D76304	101	178 00	ECONOMIC OPPORTNTY ACT PL88-4	ORTEGA LENA	D30103 BABYSITTING SERVICES	125.00
D76316	101	180 00	E.C.I.A. TITLE 1	RIVERSIDE CO. OFFICE OF EDU	D29384 CONF 12/2/97 1 EMP	60.00
D76331	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR	RIVERSIDE CO. OFFICE OF EDU	D29396 CONF 1/27/97 2 EMP	50.00
D76332	101	192 00	DEMONSTRATION PROGRAMS IN REA	MARTINEZ, VICTORIA	D29395 CONF 10/14/97 1 EMP	33.37
D76333	101	172 00	S.I.P. (SCHOOL IMPROVEMENT PR	CHRISTA KISH	D29394 CONF 11/6/97 1 EMP	141.71
D76336	101	178 00	PL94-142 EDUC FOR ALL HANDICA	PERRICONE DONNA	D29391 CONF 11/14/97 1 EMP	40.00
D76337	101	178 00	PL94-142 EDUC FOR ALL HANDICA	ESTRADA, MARY	D29389 CONF 11/14/97 1 EMP	9.00
D76338	101	178 00	PL94-142 EDUC FOR ALL HANDICA	DROST, KATHY	D29390 CONF 11/14/97 1 EMP	9.00
D76339	101	185 00	S.I.P. (SCHOOL IMPROVEMENT PR	ROSA SANTOS-LEE	D29387 CONF 11/6-9/97 1 EMP	167.16
D76340	101	185 00	S.I.P. (SCHOOL IMPROVEMENT PR	BOLD CHRISTINA	D29388 CONF 11/6-9/97 1 EMP	50.09
D76341	101	197 00	SB 1882-CA PROFESSIONAL DEVEL	FRANCIS MANNLEIN	D29386 CONF 11/97 1 EMP	50.00
D76342	101	178 00	PL94-142 EDUC FOR ALL HANDICA	HENDRICK, BILL	D29385 CONF 11/14/97 1 EMP	29.00
D76343	101	196 00	SB 1882-CA PROFESSIONAL DEVEL	CAPPA-ROBERT JORDAN	D29397 CONF 1/22/98 1 EMP	70.00

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D76345	101	180 00	E.C.I.A. TITLE I	NEW HORIZONS	D29398 CONF 11/25/97 1 EMP	50.00
D76347	101	196 00	SB 1882-CA PROFESSIONAL DEVEL	RIVERSIDE CO. OFFICE OF EDU	D29399 CONF 12/2/97 1 EMP	60.00
D76348	101	196 00	SB 1882-CA PROFESSIONAL DEVEL	A E S W SEMINARS	D29400 CONF 12/4-5/97 3 EMP	350.00
D76349	101	178 00	PL94-142 EDUC FOR ALL HANDICA	RIVERSIDE CO. OFFICE OF EDU	D29401 CONF 12/5/97 1 EMP	20.00
D76350	101	178 00	C.T.E.I.	UCLA CENTER X	D29402 CONF 12/6/97 1 EMP	75.00
D76352	101	183 00	S.I.P. (SCHOOL IMPROVEMENT PR	BUREAU OF EDUCATION & RESEA	D29403 CONF 12/11/97 2 EMP	310.00
D76407	101	191 00	DEMONSTRATION PROGRAMS IN REA	BROWN DEBRA	D29406 CONF 11/7/97 1 EMP	9.00
D76408	101	197 00	VOCATIONAL AGRICULTURE INCENT	MELISSA FLORY	D29405 CONF 10/97 1 EMP	35.00
D76409	101	183 00	S.I.P. (SCHOOL IMPROVEMENT PR	CARS CONVENTION	D29404 CONF 2/98 1 EMP	145.00
D76439	101	187 00	S.I.P. (SCHOOL IMPROVEMENT PR	LANE, CHRISTY	D29237 DANCE PERFORMANCES	345.00
D76440	101	178 00	SB 1882-CA PROFESSIONAL DEVEL	BODEN NICK	D29236 FACILITATOR FOR CONFERENCE	125.00
D76441	101	178 00	SB 1882-CA PROFESSIONAL DEVEL	KEDZIORA MARTINREX	D29235 FACILITATOR FOR CONF	250.00
D76442	101	178 00	SB 1882-CA PROFESSIONAL DEVEL	KILLPATRICK ALLEN R.	D29234 FACILITATOR FOR CONF	125.00
D76443	101	178 00	SB 1882-CA PROFESSIONAL DEVEL	JK EDUCATIONAL ASSOCIATES, I	D29233 FACILITATOR FOR CONF	1,250.00
D76445	101	172 00	S.I.P. (SCHOOL IMPROVEMENT PR	JAVENS, JDSIE	D29239 REIMB FOR WORKSHOP	1,000.00
D76446	101	178 00	MENTOR TEACHER PROGRAM	JOHNSON, CYNTHIA	D29241 REIMB FOR COPIES	51.70
D76448	101	178 00	ECONOMIC IMPACT AID - L E P	PORTER, SDNIA	D29246 REIMB FOR SUPPLIES	21.51
D76451	101	178 00	ECONOMIC IMPACT AID - L E P	RIVERSIDE CO. OFFICE OF EDU	D29243 REGISTRATION FOR CLAD TRAINER	600.00
D76493	101	192 00	DEMONSTRATION PROGRAMS IN REA	RIVERSIDE CO. OFFICE OF EDU	D29412 CONF DEC/JAN/MAR 2 EMPS	250.00
D76496	101	191 00	DEMONSTRATION PROGRAMS IN REA	STEVENS, TERRI	D29415 CONF 11/7/97 1 EMP	9.00
D76547	101	178 00	MENTOR TEACHER PROGRAM - SUPP	JONES VIRGINIA	D30262 REIMBURSEMENT FOR MATERIALS	57.38
D76550	101	178 00	MENTOR TEACHER PROGRAM	JOHNSON, CYNTHIA	D30258 REIMBURSEMENT FOR SUPPLIES	37.09
D76552	101	191 00	DEMONSTRATION PROGRAMS IN REA	BROWN DEBRA	D29242 REIMBURSEMENT FOR MATH N STUF	50.61
D76555	101	173 00	S.I.P. (SCHOOL IMPROVEMENT PR	JOHNSON, MICHELLE	D30256 REIMBURSEMENT FOR ICE CHESTS	42.82

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REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D76556	101	180 00	E.C.I.A. TITLE 1	AGUILERA-BELTY REBECCA	D30255 REIMBURSEMENT FOR REFRESHMENT	33.94
D76619	101	178 00	SB 1882-CA PROFESSIONAL DEVEL	MANTHORNE JUDY LYNN	D30074 PRESENTATION ON HIGH STANDARD	250.00
D76620	101	178 00	SB 1882-CA PROFESSIONAL DEVEL	MORTON KATHRYN	D30115 PRESENTATION AT RAINCROSS SQ	250.00
D76621	101	178 00	PL94-142 EDUC FOR ALL HANDICA	HYATT REGENCY HOTEL	D29420 CONF 1/14/98 1 EMP	369.60
D76622	101	178 00	PL94-142 EDUC FOR ALL HANDICA	ACSA'S FOUNDATION FOR	D29419 CONF 1/14/98 1 EMP	310.00
D76624	101	180 00	E.C.I.A. TITLE 1	NEW HORIZONS	D29422 CONF 11/25/97 1 EMP	50.00
D76626	101	185 00	S.I.P. (SCHOOL IMPROVEMENT PR	SUSAN MATORINO	D29424 CONF 11/97 1 EMP	137.25
D76628	101	178 00	MENTOR TEACHER PROGRAM	GOMEZ MARTHA	D30149 REIMB FOR REFRESHMENTS FOR IN	20.18
D76631	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR	MICHELE RIVERA	D30145 SUPPLIES FOR MEETING	26.34
D76633	101	191 00	DEMONSTRATION PROGRAMS IN REA	STEVENS, TERRI	D30129 OFFICE SUPPLIES	84.02
D76634	101	178 00	ECONOMIC IMPACT AID - L E P	PEDROZA KATHY	D30128 REFRESHMENTS FOR ADVISORY MTG	52.92
D76635	101	178 00	MENTOR TEACHER PROGRAM	MARTINEZ, DORA	D30126 OFFICE SUPPLIES	24.32
D76638	101	178 00	EESA MATH & SCIENCE TCHR TRNG	MOOREHOUSE JAN	D30123 REIMB FOR REFRESHMENTS FOR MT	145.25
D76639	101	178 00	MENTOR TEACHER PROGRAM	TRUNNELL, JULI	D30122 GIFT CERTIFICATES PURCHASED	100.00
D76714	101	178 00	E.C.I.A. TITLE 1	MENDEZ, MEMO	D30131 CONF 11/97 1 EMP	136.05
D76737	101	178 00	E.C.I.A. TITLE 1	RIVERSIDE CO. OFFICE OF EDU	D30132 CONF 12/12/97 4 EMP	60.00
D76763	101	178 00	S.I.P. (SCHOOL IMPROVEMENT PR	RIVERSIDE CO. OFFICE OF EDU	D30133 CONF 3/13/98 1 EMP	25.00
D76796	101	180 00	E.C.I.A. TITLE 1	NEW HORIZONS	D30137 CONF 12/25/97 2 EMP	100.00
D76801	101	178 00	ECONOMIC IMPACT AID - L E P	NEW HORIZONS	D30138 CONF 1/22-23/98 5 EMPS	400.00

FUND TOTAL 16,704.30

TOTAL NUMBER OF DISBURSEMENTS 99

D76238	102	178 00	INSTRUCTIONAL PROGRAM	DROST, KATHY	D29218 MILEAGE	56.67
D76484	102	178 00	INSTRUCTIONAL PROGRAM	PAULSEN, MELODY	D27248 MILEAGE	63.14

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DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D76498	102	196 00	INSTRUCTIONAL PROGRAM	STURM, LARRY	D29253 REIMB FOR CONFERENCE	95.00
D76500	102	188 00	INSTRUCTIONAL PROGRAM	RIVERSIDE CO. OFFICE OF EDU	D29245 AUTUMN WORKSHOP VIDEO	28.00
FUND TOTAL						242.81
TOTAL NUMBER OF DISBURSEMENTS						4
D76020	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	SARTOR, HENRY	D30075 SQUARE METAL TUBING	38.62
D76218	103	178 00	INSTRUCTIONAL PROGRAM	RIVERSIDE CO. OFFICE OF EDU	D29360 CONF 12/9/97 1 EMP	10.00
D76250	103	178 00	INSTRUCTIONAL PROGRAM	BUREAU OF EDUCATION & RESEA	D29377 CONF 12/11/97 7 EMPS3	1,085.00
D76549	103	178 00	SB813 INSTRUCTIONAL MATERIAL	KOCHER BOB OR PATTIE	D30259 REFUND FOR TEXTBOOK	43.00
D76551	103	178 00	SB813 INSTRUCTIONAL MATERIAL	FORD TRISIA	D30260 REIMBURSEMENT FOR BOOK	23.00
D76629	103	178 97	SB813 INSTRUCTIONAL MATERIAL	LOPEZ RAQUEL OR LUIS	D30147 REFUND FOR BOOK	48.00
D76630	103	178 97	SB813 INSTRUCTIONAL MATERIAL	WILSON BETH	D30146 REFUND ON BOOK	22.00
D76654	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	AGUIRRE, ANDREA	D30265 UNIFORM ALLOW	100.00
D76655	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	ALFARO ELISA	D30268 UNIFORM ALLOW	80.00
D76656	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	BRADEN, LESLIE	D30269 UNIFORM ALLOW	80.00
D76657	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	BROWN, KATIE L.	D30270 UNIFORM ALLOW	100.00
D76658	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	BUTTS, MONA	D30271 UNIFORM ALLOW	80.00
D76659	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	CALVERT, MARIA P.	D30272 UNIFORM ALLOW	80.00
D76660	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	CANUP, ANDRIENNE S.	D30273 UNIFORM ALLOW	80.00
D76661	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	CARRANZA, SHAREE	D30274 UNIFORM ALLOW	120.00
D76662	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	CASTILLO LUIS	D30275 UNIFORM ALLOW	40.00
D76663	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	COLBURN, STACY	D30276 UNIFORM ALLOW	80.00
D76665	103	178 00	GEN SUPPORT TRANS-HOME TO SCH	CONTE, SHEILA	D30277 UNIFORM ALLOW	80.00
D76666	103	178 00	GEN SUPPORT TRANS-SPECIAL	EDU CRUZ, FLORA M.	D30278 UNIFORM ALLOW	100.00

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REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D76667	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH ST. LOUIS, JANET	D30292 UNIFORM ALLOW	100.00
D76668	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH DEKKER, SHERON L.	D30279 UNIFORM ALLOW	80.00
D76669	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH ELLIS, BRENDA	D30280 UNIFORM ALLOW	100.00
D76670	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH SIERRA, NICOLE	D30293 UNIFORM ALLOW	80.00
D76671	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH FINE, RITA	D30281 UNIFORM ALLOW	100.00
D76672	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH SIERRA, PAMELA	D30294 UNIFORM ALLOW	100.00
D76673	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH GANDY, KARLA	D30282 UNIFORM ALLOW	80.00
D76674	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH SOLIS, HIRAH	D30295 UNIFORM ALLOW	120.00
D76675	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH HERNANDEZ, ELMA	D30283 UNIFORM ALLOW	120.00
D76676	103	178 00	GEN SUPPORT	TRANS-SPECIAL EDU SOLLOWS, KATHLEEN	D30296 UNIFORM ALLOW	80.00
D76677	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH JAMES, GLORIA J.	D30284 UNIFORM ALLOW	100.00
D76678	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH STEVART, DENISE J.	D30297 UNIFORM ALLOW	120.00
D76679	103	178 00	GEN SUPPORT	TRANS-SPECIAL EDU LARA, LORENE M.	D30285 UNIFORM ALLOW	100.00
D76680	103	178 00	GEN SUPPORT	TRANS-SPECIAL EDU STONES, RENEE	D30298 UNIFORM ALLOW	100.00
D76681	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH LARSEN, MELISSA	D30286 UNIFORM ALLOW	100.00
D76682	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH STONUM, DONNA	D30299 UNIFORM ALLOW	80.00
D76683	103	178 00	GEN SUPPORT	TRANS-SPECIAL EDU MCBRIDE, EVALENA	D30266 UNIFORM ALLOW	100.00
D76684	103	178 00	GEN SUPPORT	TRANS-EXT YR-SPEC MCELYEA, SHARROW	D30267 UNIFORM ALLOW	20.00
D76685	103	178 00	GEN SUPPORT	TRANS-SPECIAL EDU SULLIVAN, LUCILLE A.	D30300 UNIFORM ALLOW	100.00
D76686	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH MARTINEZ, TONY	D30287 UNIFORM ALLOW	80.00
D76687	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH TYSON, DEBRA	D30301 UNIFORM ALLOW	80.00
D76688	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH MURPHY, GAIL	D30288 UNIFORM ALLOW	100.00
D76689	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH WALTERS, VIRGINIA J.	D30302 UNIFORM ALLOW	80.00
D76690	103	178 00	GEN SUPPORT	TRANS-HOME TO SCH PEMBERTON JAN	D30289 UNIFORM ALLOW	80.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

COUNTY: 33 RIVERSIDE
DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/15/97 - 12/05/97
PURCHASES OVER \$1

DISBURSEMENT ORDERS

REPORT: APS/APS550/01
RUN DATE: 12/08/97
PAGE: 14

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
D76691	103	178	00	GEN SUPPORT TRANS-HOME TO SCH WHALEN, VALERIE	D30303 UNIFORM ALLOW	80.00
D76692	103	178	00	GEN SUPPORT TRANS-HOME TO SCH RUIZ, ANNA V.	D30291 UNIFORM ALLOW	100.00
D76693	103	178	00	GEN SUPPORT TRANS-HOME TO SCH WIENCEK, SHANNON	D30304 UNIFORM ALLOW	80.00
D76694	103	178	00	GEN SUPPORT TRANS-SPECIAL EDU RADFORD, CAROL	D30290 UNIFORM ALLOW	100.00
D76695	103	178	00	GEN SUPPORT TRANS-HOME TO SCH BERNHARD, TIMOTHY D.	D30305 UNIFORM ALLOW	120.00
D76696	103	178	00	GEN SUPPORT TRANS-HOME TO SCH GREEN, RON	D30306 UNIFORM ALLOW	120.00
D76697	103	178	00	GEN SUPPORT TRANS-HOME TO SCH MARTINEZ, GEORGE R.	D30307 UNIFORM ALLOW	120.00
D76698	103	178	00	GEN SUPPORT TRANS-HOME TO SCH OLIVIER, JAMES C.	D30308 UNIFORM ALLOW	120.00
D76699	103	178	00	GEN SUPPORT TRANS-HOME TO SCH RITCH, BRIAN	D30309 UNIFORM ALLOW	120.00
D76700	103	178	00	GEN SUPPORT TRANS-HOME TO SCH SARTOR, HENRY	D30310 UNIFORM ALLOW	120.00
FUND TOTAL						5,569.62
TOTAL NUMBER OF DISBURSEMENTS						53
D76411	106	179	00	SCHOOL ADMINISTRATION	D30107 QUICKEN BASIC 98	49.90
D76640	106	197	00	ATHLETIC OPERATIONAL SUPPLIES LAIDLAW TRANSPORTATION	D30119 TRANSP FROM JVHS TO VALLEY VI	235.40
D76641	106	197	00	PHYSICAL EDUCATION	D30118 TRANSP FROM JVHS TO ETIWANDA	275.00
FUND TOTAL						560.30
TOTAL NUMBER OF DISBURSEMENTS						3
D76335	119	178	00	GENERAL SUPPORT, MAINTENANCE, ELZIG, BILL	D29392 CONF 11/13/97 1 EMP	25.80
D76701	119	178	00	GENERAL SUPPORT, MAINTENANCE ALEXEN, CARL	D30311 UNIFORM ALLOW	120.00
D76702	119	178	00	GENERAL SUPPORT, MAINTENANCE BALDWIN, DAN	D30312 UNIFORM ALLOW	120.00
D76703	119	178	00	GENERAL SUPPORT, MAINTENANCE BANKS, JOHN	D30313 UNIFORM ALLOW	120.00
D76704	119	178	00	GENERAL SUPPORT, MAINTENANCE BEASON STEPHEN	D30314 UNIFORM ALLOW	120.00

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 12/08/97
 PAGE: 15

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/15/97 - 12/05/97
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND	LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	AMOUNT
D76705	119	178 00	GENERAL SUPPORT, MAINTENANCE	CASTILLO, HUMBERTO	D30315 UNIFORM ALLOW	120.00
D76706	119	178 00	GENERAL SUPPORT, MAINTENANCE	CASTILLO TRAVIS	D30316 UNIFORM ALLOW	120.00
D76707	119	178 00	GENERAL SUPPORT, MAINTENANCE	CRAWFORD ROGER	D30317 UNIFORM ALLOW	120.00
D76708	119	178 00	GENERAL SUPPORT, MAINTENANCE	DOWLING, TOM	D30318 UNIFORM ALLOW	120.00
D76709	119	178 00	GENERAL SUPPORT, MAINTENANCE	DURAN, AL	D30319 UNIFORM ALLOW	120.00
D76710	119	178 00	GENERAL SUPPORT, MAINTENANCE	FERRELL, RON	D30320 UNIFORM ALLOW	120.00
D76711	119	178 00	GENERAL SUPPORT, MAINTENANCE	FOSTER, JOEL	D30321 UNIFORM ALLOW	120.00
D76712	119	178 00	GENERAL SUPPORT, MAINTENANCE	MAREZ, PAUL	D30322 UNIFORM ALLOW	120.00
D76713	119	178 00	GENERAL SUPPORT, MAINTENANCE	MORROW, BOB	D30323 UNIFORM ALLOW	120.00
D76715	119	178 00	GENERAL SUPPORT, MAINTENANCE	MUMMERT, TOM	D30324 UNIFORM ALLOW	120.00
D76716	119	178 00	GENERAL SUPPORT, MAINTENANCE	RAMIREZ, ED	D30325 UNIFORM ALLOW	120.00

FUND TOTAL 1,825.80
 TOTAL NUMBER OF DISBURSEMENTS 16

D76229	800	178 00	SELF-CONTAINED CLASSROOM	TAUNA BUTLER	D29225 REFUND OF DEPOSIT FOR ADLT	15.00
D76231	800	178 00	SELF-CONTAINED CLASSROOM	NATHANIEL CRISS	D29224 REFUND OF DEP. FOR AE BOOK	15.00
D76242	800	194 00	GENERAL EDUCATION - ADULT	GODOY BARBARA	D29219 REIMBURSEMENT FOR COPYING	22.80
D76281	800	194 00	ADULT BASIC EDUCATION GRANT (SCOE		D29381 CONF 12/12/97 1 EMP	10.00
D76502	800	178 00	SELF-CONTAINED CLASSROOM	BRISCO REGINA	D30253 REFUND FOR DEP OF ADULT ED 80	15.00
D76548	800	178 00	SELF-CONTAINED CLASSROOM	DURAN ISAAC	D30261 REIMBURSEMENT OF DEP FOR BOOK	15.00

FUND TOTAL 92.80
 TOTAL NUMBER OF DISBURSEMENTS 6

D76637	979	178 00	FACILITIES ACQUISITION - CAPI OFFICE OF PUBLIC SCHS CONST	D30120 LEASE PMTS ON STATE RELOC CLA	340,000.00
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FUND TOTAL 340,000.00
 TOTAL NUMBER OF DISBURSEMENTS 1

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RIVERSIDE REGIONAL EDUCATION DATA CENTER

REPORT: APS/APS550/01
 RUN DATE: 12/08/97
 PAGE: 16

COUNTY: 33 RIVERSIDE
 DISTRICT: 46 JURUPA UNIFIED

REPORT OF PURCHASES

11/15/97 - 12/05/97
 PURCHASES OVER \$1

DISBURSEMENT ORDERS

REF	FUND LOC/SITE	PROGRAM	VENDOR	DESCRIPTION	
339				DISBURSEMENTS OVER	\$1.00 FOR A TOTAL AMOUNT OF + 820,250.86
0				DISBURSEMENT ORDERS UNDER	\$1.00 FOR A TOTAL AMOUNT OF + .00
339				DISBURSEMENT ORDERS	FOR A GRAND TOTAL OF 820,250.86

Recommended for Approval:

Pam Dargatz
 Director of Business Services

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JURUPA UNIFIED SCHOOL DISTRICT
APPROPRIATION TRANSFERS

January 5, 1998
Page 1 of 2

GENERAL FUND - FUND 100

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
0971	Appropriation for Contingencies	1,560,491		59,977	1,500,514	
1000	Certificated Salaries	36,463,597	91,535		36,555,132	(1)
2000	Classified Salaries	7,473,128	2,500		7,475,628	(1)
3000	Employee Benefits	9,900,946	7,457		9,908,403	(1)
4200	Other Books	49,789	6,301		56,090	(2)
4300	Instructional Supplies	884,092		136,477	747,615	(2) (3)
4500	Other Supplies	601,945		11,435	590,510	(2)
5100	Consultants	41,396	7,500		48,896	(2)
5200	Travel and Conference Expenses	126,989	9,938		136,927	(2)
5300	Dues and Memberships	17,017	400		17,417	(2)
5500	Utilities & Housekeeping Services	2,174,665	11,643		2,186,308	(2) (3)
5600	Rentals, Leases, and Repairs	417,489			430,579	(3)
5700	Direct Costs for Interprogram and Interfund Services	20,313	2,820		23,133	(2)
5800	Other Services	2,106,196		254,642	1,851,554	(3)
6200	Building Improvements	15,962	3,189		19,151	(3)
6400	Equipment/Building Fixtures	162,766	211,660		374,426	(3)
6500	Equipment Replacement	120,592	57,474		178,066	(3) (4)
	Total Fund 100	62,137,373			62,100,349	

TRANSPORTATION - FUND 103

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
4690	Other Pupil Transportation Supplies	276,406	2,800		279,206	(2)
5734	Field Trip Transportation on a District Bus	(163,181)		2,800	(165,981)	(2)
	Total Fund 103	113,225			113,225	

LOTTERY - FUND 106

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
0971	Contingencies	399,813	20		399,833	(2)
5700	Direct Costs for Interprogram and Interfund Services	31,304		20	31,284	(2)
	Total Fund 106	431,117			431,117	

CLASS SIZE REDUCTION - FUND 107

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
0972	Contingency	145,526	2,936		148,462	
2XXX	Classified Salaries	65,271		2,415	62,856	
3XXX	Employee Benefits	487,483		521	486,962	
	Total Fund 107	698,280			698,280	

MAINTENANCE - FUND 119

Object	Description	Current Budget	Increase	Decrease	Revised Budget	Comments
2000	Classified Salaries	682,307	5,504		687,811	(2)
3000	Employee Benefits	210,322	487		210,809	(2)
4500	Other Supplies	259,578	1,791		261,369	(2)
5600	Rentals, Leases and Repairs	127,270	20,678		147,948	(2) (4)
5800	Other Services	35,201	7,604		42,805	(2)
6400	Equipment/Building Fixtures	4,966	960		5,926	(2)
	Total Fund 119	1,319,644			1,356,668	

Comments:

- (1) Salary Adjustments (Includes Teacher on Special Assignment at Ina Arbuckle)
- (2) Includes small dollar amount to match appropriation needs with program needs.
- (3) Inter program transfers (Block Grant Site Grant)
- (4) A/C Repairs (District-wide)

Recommended for Approval:

Pam Lauzon

Pam Lauzon, Director of Business Services

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25

Jurupa Unified School District

1997/1998 AGREEMENTS

AGREEMENT NUMBER	CONTRACTOR	AMOUNT	FUND/PROGRAM TO BE CHARGED	PURPOSE
98-1 Consultant or Personal Service Agreements				
98-1-FFF	Primary Focus	\$350.00	DAE&P - 70% TUPE - 30%	Substance abuse prevention assembly entitled, "Five Credos To Live By" for students of Indian Hills Elementary School.
98-1-GGG	Wayne Bennett	\$950.00	SIP	Earthquake preparedness workshop on "Survival Skills" for staff of Peralta Elementary School.
98-1-HHH	Reynolds Consulting Group	NTE \$20,800.00	Business Services	Administer mandated cost claims program and preparation of science lab chemical inventories for 1997/1998 school year.
98-1-III	Educational Theater Company, Inc.	\$900.00	TUPE - 25% DAE&P - 75%	Substance abuse prevention assembly for students of Jurupa Middle School.
98-8 Other Agreements				
98-8-M	Youth Service Center	NTE \$12,350.00	Healthy Start Grant	Provide outreach services through the Healthy Start Program to students, families and staff of Jurupa Middle School.

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

RE/dc
1/5/98

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:

**Install Telescopic Bleacher Retrofit at Rubidoux High School -
Bid #97/02L (PO #92368) - (DSA #66852)**

Date of completion:

January 5, 1997

Nature of owner:

Public School District

Interest or estate of owner:

Jurupa Unified School District

Address of owner:

3924 Riverview Drive

Name of contractor:

Herk Edwards, Inc.

Street address or legal description of site:

4250 Opal Street; Riverside, CA 92509

Dated: January 5, 1998

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

By:

Rollin Edmunds
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: January 6, 1998

By:

Benita B. Roberts

Title:

Secretary of the Board

(9000) BOARD OPERATIONS

(9000) Role of the Board

Role of the Board (Powers and Responsibilities).....	9000
Public Statements.....	9010
Disclosure of Confidential/Privileged Information.....	9011

(9100) Organization

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Terms of Office.....	9110
President.....	9121
Clerk.....	9122
Secretary to the Board of Education.....	9123
Attorney.....	9124
Temporary Board Committees.....	9130
Board Representatives.....	9140

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Members Limits of Authority.....	9200
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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.

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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

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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.

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

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

A-6
Pg 1

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)



9/1/88

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)

SECRETARY TO THE BOARD OF EDUCATION

OLD

9123

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. Attend all Board meetings except when excused in advance by the President.
4. Notify members of all Board meetings.
5. Supervise the keeping of the minutes of the meetings.
6. Conduct the official correspondence of the Board of Education.
7. Sign and execute official papers as authorized by the Board of Education.

must be done by the Secretary or the Superintendent
An Acting Superintendent may serve as Acting Secretary to the Board of Education in the absence of the Superintendent.

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

Revised/Renumbered (old 7:15)

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 9110

9130

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.

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= legal references

Adopted 6/17/63
Renumbered 1/16/78 (old No. 9150)
Readopted/Renumbered 4/3/89 (old No. 8110)

not numbered

A-10
A-2

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

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

A-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)

OLD

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 spread upon its minutes, finds that at the time of the meeting s/he was performing services outside the meeting for the school district. *When the member is absent, the Board may, by resolution, find that the member 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.

*Ref. to
Education Code*

1090

33367

35012

35014

35120

35172

35173

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

Education Code

35712

50720

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 #902)



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

(A-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 vendors 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

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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



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



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

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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)

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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

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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



OLD

REGULAR BOARD 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.
- 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)

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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



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 / 92579 (Community of 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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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.

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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)

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pg 3

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



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)



OLD

MINUTES

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

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 memberships 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
- Riverside County School Boards Association

(Addition of Jurupa 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
TRAVEL REQUEST**

Fund 101
Location 178
Program 2507400
Object _____

Name(s) Lana Clauder Site Ed Center

Title of Activity Crisis Prevention

Location of Activity Las Vegas, NV

Depart: Day Monday Date 1/5/98 Time _____ am/pm From _____

Return: Day Sat. Date 1/10/98 Time _____ am/pm

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

	<u>Estimated Cost</u>	<u>Actual Cost</u>	<u>Mode of Payment</u>
Number of days of substitute time required: _____	\$ _____	\$ _____	_____
Registration Fees	\$ <u>895.00</u>	\$ _____	_____
Banquet Fees	\$ _____	\$ _____	_____
Mode of Travel: <u>CAR</u>	\$ <u>N/A</u>	\$ _____	_____
Meals - Number: _____ <u>B</u> <u>L</u> <u>D</u>	\$ _____	\$ _____	_____
Lodging: <u>N/A</u> (Name of Hotel)	\$ <u>N/A</u>	\$ _____	_____
Other: _____	\$ _____	\$ _____	_____
TOTAL COST	\$ <u>895.00</u>	\$ _____	_____

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

Remarks/Rationale (Required for Categorical Projects):

Upon completion of course, Lana Clauder will have the capability and certification to train our staff. Lana Clauder will provide her own transportation and lodging.

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

Lana Clauder 12/11/97 Brie Hunsel 12/11/97
Employee's Signature Date Principal/Supervisor's Date
Signature

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

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

DATE(S): January 21, 22, 23, ~~1997~~ 1998
LOCATION: Pathfinder Ranch, Garner Valley
TYPE OF ACTIVITY: Sixth Grade Outdoor Education (Science Camp)
PURPOSE/OBJECTIVE: Outdoor Education
NAMES OF ADULT SUPERVISORS (Note job title: principal, volunteer, etc.) G. Brian Henry
Linda Daniels and John Vigrass

EXPENSES:	Transportation	\$ 800.00	Number of Students	<u>80</u>
	Lodging	\$6510.00		
	Meals	\$		
	All Other	\$ 280.00		
	TOTAL EXPENSE	\$6,790.00	Cost Per Student	<u>\$84.88</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>Donations, fundraisers by PTA</u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
TOTAL:	<u>\$6,790.00</u>	<u> </u>

Arrangements for Transportation: District Buses
Arrangements for Accommodations and Meals: provided
Planned Disposition of Unexpended Funds: none expected

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: Brian Henry Date: 12/8/97 School: Rustic Lane
(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: Principals [Signature] Date: 12-8-97
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-9

INTERDISTRICT TRANSFER ATTENDANCE AGREEMENTS

RESOLUTION #98/14

Whereas, school districts in Riverside County are receiving an ever-increasing number of requests for interdistrict attendance transfers, both within and outside the county; and

Whereas, many of these requests are being brought about by the need to maintain a stronger family unit; and

Whereas, Education Code Section 46600, et seq. provides for the transfer of students from district to district or county to county if a justifiable need exists; and

Whereas, Inter or Intra SELPA Permits for Individuals with Exceptional Needs may apply for students requiring special education; and

Whereas, the Jurupa Unified School District shall accept, insofar as facilities permit, pupils who are residents of other districts who have proper permits for attendance from the superintendent or designee of the resident district, and who are eligible to attend elementary, junior high, or senior high schools maintained by the district of proposed attendance, and who are acceptable to this district, including:

- a. Pupils enrolled in evening high schools or classes maintained under an adult education program;
- b. Pupils enrolled in summer school classes;
- c. Pupils enrolled in kindergarten through 12th grade of regular day school classes or compulsory continuation classes maintained during the academic year; and

Whereas, the Jurupa Unified School District shall furnish these pupils the same advantages, equipment, supplies, and service as furnished to other pupils in attendance in these classes, with the exception of home-to-school transportation; and

Whereas, the Jurupa Unified School District shall be excused from paying or receiving tuition for such attendance; and

Whereas, applicability of this agreement shall be limited as provided in the residency section of Education Code Section 48204; and

Whereas, in accordance with Section 46607 of the Education Code, the attendance of pupils from another school district covered by this resolution shall be credited to the school district of attendance for apportionment purposes and the revenue limit pursuant to Education Code Sections 42237 and 42238, Now Therefore

Be It Resolved, that the Board of Trustees of the Jurupa Unified School District agrees to accept transferred students, and to approve transfers out of the district, where appropriate, and as described in the district's policies and regulations pertaining to interdistrict attendance transfers.

Adopted and signed this 5th day of January 1998.

Sam D. Knight, Sr., President

Ray Teagarden, Clerk

Carolyn A. Adams

Mary Burns

John Chavez

Jurupa Unified School District

Personnel Report #11

January 6, 1998

CERTIFICATED PERSONNEL

Temporary Assignment

Resource Specialist	Mr. Richard Franz 11229 Twilight Way Moreno Valley, CA 92555	Effective November 24, 1997 Single Subject-Social Science Credential and Resource Specialist Waiver
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Extra Compensation Assignment

Home Bound Instructors; 1997-98 school year; appropriate hourly rate of pay.

Ms. Kathy Nitta Ms. Trenae Ocello

Instructional Services; to participate in the Inland Empire Beginning Teacher Support and Assessment Program; September 27, 1997 through October 18, 1997; not to exceed eight (8) hours each; appropriate hourly rate of pay.

Ms. Janice DeSpain	Sarah Franz	Ms. Amy George
Ms. Susan Kay	Ms. Miranda Larson	Ms. Amber Lee
Ms. Bertha Lopez	Ms. Hannah Paik	Mr. Joel Parker
Ms. Lorrane Raby	Mr. George Ramos	Ms. Dina Swaim
Ms. Jill Van Hofwegen	Ms. Brook Walker	Ms. Kelly Wysocki

Instructional Services; to prepare and present Cross-Age Tutoring inservice; October 16, 1997; not to exceed two (2) hours total; appropriate hourly rate of pay.

Ms. Laurie Riemer

Instructional Services; to grade writing samples; November 26, 1997; not to exceed .75 hour each; appropriate hourly rate of pay.

Mr. Allan Stringer Mr. Ernie Wright

Saturday Detention Program; 1997-98 school year; appropriate hourly rate of pay.

Mr. George Monge Mr. Pat Fagan

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Personnel Report #11

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Camino Real Elementary; to continue programs to help students "bond" with the school; November 17, 1997 through April 30, 1998; not to exceed 60 hours total; appropriate hourly rate of pay.

Ms. Carol Schiefer Mr. David Clarke

Camino Real Elementary; to work on yearbook; September 1, 1997 through May 29, 1998; not to exceed 100 hours total; appropriate hourly rate of pay.

Ms. Joan Bain Ms. Paula Goldberg

Pedley Elementary; release time for planning, implementing curriculum and assessing students; September 2, 1997 through June 12, 1998; not to exceed 30 hours total; appropriate hourly rate of pay.

Ms. Kim Parker Ms. Brook Walker Ms. Robyn Anderson

Peralta Elementary; to monitor SIP Program; September 1, 1997 through June 30, 1998; not to exceed four (4) hours per month; appropriate hourly rate of pay.

Ms. Jaclyn Johnson

Sky Country Elementary; to facilitate evaluation of PQR process; September 24, 1997 through June 20, 1998; not to exceed 37 hours total; appropriate hourly rate of pay.

Mr. Dan Moore

Sunnyslope Elementary; curriculum standards; September 23, 1997; not to exceed 2 1/2 hours total; appropriate hourly rate of pay.

Ms. Harriet Huling

Sunnyslope Elementary; to provide speakers and programs for tobacco and drug prevention education; October 1-31, 1997; not to exceed four (4) hours total; appropriate hourly rate of pay.

Ms. Sherry Bockman

West Riverside Elementary; to assist at risk student achievement; December 11, 1997; not to exceed 6.5 hours total; appropriate hourly rate of pay.

Ms. Kathy Edmond Ms. Judy Van Train Ms. Liz Miller
Ms. Sophia Gray Mr. Hector Sanchez

Personnel Report #11

CERTIFICATED PERSONNEL

Extra Compensation Assignment

West Riverside Elementary; to serve as the GATE program teacher; October 1, 1997 through June 11, 1998; not to exceed five (5) hours per month; appropriate hourly rate of pay.

Ms. Carole Patty

West Riverside Elementary; to encourage students to participate in annual science fair, math field day, field trips, or assemblies; January 5-9, 1998; not to exceed six (6) hours total; appropriate hourly rate of pay.

Ms. Emma Garza

Ms. Barbara Godoy

Mira Loma Middle School; to administer GATE program; November 7, 1997 through June 15, 1998; not to exceed 1.5 hours per week; appropriate hourly rate of pay.

Ms. Wendy Ramirez

Jurupa Valley High School; CATA meeting for Agriculture Academy; October 25, 1997; not to exceed four (4) hours each; appropriate hourly rate of pay.

Mr. Gary Lesh

Ms. Victoria Fischbeck

Mr. Dale Fullerton

Mr. Robert Norwood

Ms. Hilary Barnett

Ms. Melissa Flory

Jurupa Valley High School; to accomplish site menu of standards for math and reading project; September 11, 1997 through October 21, 1997; not to exceed five (5) hours total; appropriate hourly rate of pay.

Ms. Hilary Barnett

Ms. Deb Buckhout

Ms. Marie Mains

Mr. Mark McFerrer

Mr. Terry Padgett

Ms. Stella Sloan

Mr. Scott Steinbrinck

Mr. Paul Viafora

Jurupa Valley High School; to supervise student store during brunch and lunch; September 1, 1997 through January 30, 1998; not to exceed 80 hours total; appropriate hourly rate of pay.

Ms. Karen Wright

Jurupa Valley High School Athletics; 1997-98 school year; additional 30% for CIF competition.

Assist. Boys Water Polo

Mr. Will Murray

Head Boys Water Polo

Mr. Nate Hass

Rubidoux High School Athletics; 1997-98 school year; additional 30% for CIF competition.

Head Cross Country

Mr. Sam Gee

Personnel Report #11

CERTIFICATED PERSONNEL

Substitute Assignment

Teacher	Ms. Michelle Black 1013 West Linden Street #14 Riverside, CA 92507	As needed Emergency 30-Day Permit
Teacher	Ms. Casey Brown 1170 Tripoli Street #25 Riverside, CA 92507	As needed Emergency 30-Day Permit
Teacher	Ms. Andrea Cole 12584 Atwood Street #1824 Rancho Cucamonga, CA 91739	As needed Emergency 30-Day Permit
Teacher	Mr. Patrick Finn 14331 Judy Ann Drive Riverside, CA 92503	As needed CBEST Waiver
Teacher	Ms. Fabian Giatti 5310 Canyon Crest Drive #52 Riverside, CA 92507	As needed Emergency 30-Day Permit
Teacher	Mr. Steven Gridley 2757 Apple Orchard Lane Riverside, CA 92506	As needed CBEST Waiver
Teacher	Ms. Deborah Pekarcik 7435 Pico Avenue Riverside, CA 92509	As needed Emergency 30-Day Permit
Teacher	Ms. Maria Rivadeneyra 5200 Chicago #U6 Riverside, CA 92507	As needed Emergency 30-Day Permit
Teacher	Ms. Elaine Scott 2012 Lagoon Court Hemet, CA 92545	As needed CBEST Waiver
Teacher	Ms. Lucille Smalley 2344 Three Bar Lane Norco, CA 91760	As needed CBEST Waiver

Personnel Report #11

CERTIFICATED PERSONNEL

Leave of Absence

Psychologist	Ms. Madelin Tundidor 986 S. Dylan Avenue Anaheim Hills, CA 92808	Maternity Leave effective December 24, 1997 through February 9, 1998 with use of sick leave benefits.
Teacher	Ms. Lisa Vallejos 2134 Russell Drive Corona, CA 90719	Maternity Leave effective December 16, 1997 through February 12, 1997 with use of sick leave benefits.

CLASSIFIED PERSONNEL

Regular Assignment

Activity Supervisor	Ms. Susan Goodwine 3067 Wishing Well Court Mira Loma, CA 91752	Effective December 9, 1997 Work Year F1 Part-time
Activity Supervisor	Ms. Tammy Hop 9709 60th Street Riverside, CA 92509	Effective November 24, 1997 Work Year F1 Part-time
Bus Driver	Ms. Deborah Logue 9919 Topaz Avenue #12 Hesperia, CA 92345	Effective December 9, 1997 Work Year F Part-time
Cafeteria Assistant I	Ms. Lydia Navarro 6666 Gillam Street Riverside, CA 92509	Effective December 1, 1997 Work Year F Part-time
Instructional Aide	Ms. Melody Teagarden 4244 Lindsay Riverside, CA 92509	Effective December 1, 1997 Work Year E1 Part-time
Activity Supervisor	Mr. Michael Ursua 6215 Rustic Lane Riverside, CA 92509	Effective November 21, 1997 Work Year F1 Part-time

Personnel Report #11

CLASSIFIED PERSONNEL

Short-Term/Extra Work

Administrative Services; to prepare 44 readmission cases and 9 expulsion cases; December 22-23, 1997; not to exceed eight (8) hours per day; appropriate hourly rate of pay.

Clerk-Typist Ms. Terri Bierwirth

Administrative Services; peak load assistance; December 8-10, 1997; not to exceed 12 hours total; appropriate hourly rate of pay.

Clerk-Typist Ms. Sandra Rodriguez

Administrative Services; to prepare readmission and expulsion cases; December 23, 1997; not to exceed eight (8) hours total; appropriate hourly rate of pay.

Translator/Clerk-Typist Ms. Sandra Rainsbury

Bilingual Education; to work on ELD and Spanish Language Arts standards; December 8, 1997 through January 16, 1997; not to exceed 40 hours total; appropriate hourly rate of pay.

Secretary Ms. Rosi Partida

Ina Arbuckle Elementary; to provide peak load clerical assistance; November 25, 1997 through May 29, 1998; not to exceed 20 hours each; appropriate hourly rate of pay.

Bil. Language Tutor Ms. Elva Prado
Bil. Language Tutor Ms. Reveca Gomez

Troth Street Elementary; to assist teacher with P.E. activities for Project More; November 17, 1997, through June 5, 1998; not to exceed 130 hours total; appropriate hourly rate of pay.

Activity Supervisor Ms. Elizabeth Franco
Activity Supervisor Ms. Suzanne Perla

West Riverside Elementary; parent involvement; November 24, 1997 through December 19, 1997; not to exceed 20 hours total; appropriate hourly rate of pay.

Instructional Aide Ms. Maria Saucedo

Substitute Assignment

Activity Supervisor Ms. Sarah Durazo As needed
5411 Beach Street
Riverside, CA 92509

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Personnel Report #11

CLASSIFIED PERSONNEL

Substitute Assignment

Elementary Media Center Clerk	Ms. Jennifer Kuderman 7598 Orchard Street #118 Riverside, CA 92504	As needed
Cafeteria Assistant I	Ms. Lupita Olivas 9051 Galena Street Riverside, CA 92509	As needed
Activity Supervisor	Ms. Ana Ontiveros 5261 Tresian Way Riverside, CA 92509	As needed
Activity Supervisor	Ms. Sonia Ontiveros 5261 Triesian Way Riverside, CA 92509	As needed
Custodian	Mr. Elven Qualls 4086 Vernon Avenue Riverside, CA 92509	As needed
Activity Supervisor	Ms. Dixie Renek 4041 Pedley Road #133 Riverside, CA 92509	As needed

Leave of Absence

Instructional Aide	Ms. Cynthia Cowling 5470 Sulphur Drive Mira Loma, CA 91752	Unpaid Special Leave effective January 5, 1998 through December 18, 1998 without compensation, health and welfare benefits, increment advance- ment, or the accrual of seniority or layoff in force purposes.
Activity Supervisor	Ms. Brandy Scott 4080 Pedley #60 Riverside, CA 92509	Maternity Leave effective February 12, 1997 through March 26, 1997 with use of sick leave benefits.

Personnel Report #11

CLASSIFIED PERSONNEL

Termination

Cafeteria Assistant I (Probationary)	Ms. Angela Sosa 7451 Mt. Vernon Riverside, CA 92504	Effective November 26, 1997
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Resignation

Activity Supervisor	Ms. Deborah Kiss 4140 Hunter Street Riverside, CA 92509	Effective December 19, 1997
Cafeteria Assistant I	Ms. Judy Van Allen 9271 La Reta Way Riverside, CA 92509	Effective November 25, 1997

OTHER PERSONNEL

Short-Term Assignment

Transportation; peak load assistance; October 6, 1997 through December 19, 1997; not to exceed four (4) hours per day; \$8.23 per hour.

Clerical Aide	Ms. Connie Garcia
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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. Carrie Fischbeck
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Rubidoux High School; to serve as a babysitter; November 24, 1997 through December 16, 1997; not to exceed 16 hours total; \$5.15 per hour.

Babysitter	Ms. Lena Ortega
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Rubidoux High School; to serve as a Lifeguard; November 10, 1997 through June 11, 1998; not to exceed 400 hours total; \$6.50 per hour.

Mr. Kevin Williams

Rubidoux High School Athletics; 1997-98 school year; additional 10% for CIF Competition.

Assist. Cross Country	Mr. Mike Pekar
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Personnel Report #11

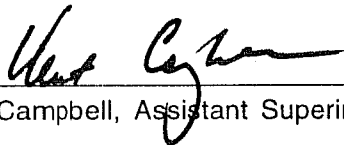
OTHER PERSONNEL

Short-Term Assignment

Rubidoux High School Athletics; 1997-98 school year; appropriate seasonal rate of pay.

Drill Team Co-Advisor	Mr. Phillip Ruiz
Drill Team Co-Advisor	Mr. Chris Eldred
Tall Flags Co-Advisor	Mr. Brandon Goodermont
Tall Flags Co-Advisor	Ms. Vanessa Ruvalcaba
Head Girls Tennis Coach	Mr. Robbie Watson

The above actions are recommended for approval:



Kent Campbell, Assistant Superintendent-Personnel Services

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Jurupa Unified School District
SALARY SCHEDULES FOR NON-MANAGEMENT
EMPLOYEES NOT REPRESENTED IN BARGAINING UNIT

ACTIVITY SUPERVISOR
Effective October 18, 1988

A Hrly.	B Hrly.	C Hrly.	D Hrly.	E Hrly.
\$6.658	\$6.992	\$7.344	\$7.719	\$8.094
Substitute Activity Supervisor - Assigned As Needed				\$6.508

SUBSTITUTE OR TEMPORARY CLASSIFIED EMPLOYEES
Effective October 18, 1988

Title	Hrly.	Title	Hrly.
Bus Driver.....	\$8.96	Fiscal Clerk.....	\$7.74
Cafeteria Assistant..	\$6.21	Grounds Worker.....	\$8.54
Campus Supervisor....	\$8.34	Instructional Aide....	\$7.37
Clerk-Typist.....	\$7.74	Maintenance Worker....	\$9.88
Custodian.....	\$8.34		
Other needs may be met by written authorization from the Superintendent with compensation at Step A one range below the regular position. Assigned as needed.			

SUBSTITUTE CERTIFICATED EMPLOYEES
Effective February 6, 1989

Title	Daily Rate
Non-ratio (Certificated Salary Schedule Positions (i.e. Teacher, Nurse, Librarian).	\$70.00 short term \$80.00 long term
Ratio Certificated Salary Positions (i.e. Teaching Project Director, Counselor, Career Guidance Specialist)	\$70.00 short term \$80.00 long term
Management Certificated & Administrative Positions (i.e. Staff Development Coordinator, Instructional Coordinator, Principal)	\$75.00 short term \$85.00 long term
Assigned as needed. Long term designated by Assistant Superintendent-Personnel Services but automatic on 16th day of single substitute assignment.	

Adopted 2/6/89
Revised/Readopted 5/7/90

Jurupa Unified School District
SALARY SCHEDULES FOR NON-MANAGEMENT
EMPLOYEES NOT REPRESENTED IN BARGAINING UNIT

SUBSTITUTE OR TEMPORARY CLASSIFIED EMPLOYEES
Effective October 18, 1988

Title	Hrly	Title	Hrly
Bus Driver	\$8.96	Fiscal Clerk	\$7.74
Cafeteria Assistant I.....	\$6.21	Grounds Worker	\$8.54
Campus Supervisor	\$8.34	Instructional Aide	\$7.37
Clerk-Typist	\$7.74	Maintenance Worker	\$9.88
Custodian.....	\$8.34		

Other needs may be met by written authorization from the Superintendent with compensation at Step A one range below the regular position. Assigned as needed.

SUBSTITUTE CERTIFICATED EMPLOYEES
Effective January 5, 1998

Title	Daily Rate
Non-ratio (Certificated Salary Schedule) Positions (i.e. Teacher, Nurse, Librarian)	\$80.00 short-term \$90.00 long-term
Ratio Certificated Salary Positions (ie. Guidance Coordinator, Counselor, Psychologist)	\$80.00 short-term \$90.00 long-term
Management Certificated and Administrative Positions (i.e. Curriculum Coordinator, Administrator, Principal)	\$85.00 short-term \$95.00 long-term

Assigned as needed. Long-term designated by Assistant Superintendent-Personnel Services but automatic on 16th day of single substitute assignment.

Adopted 2/6/89
Revised/Readopted 5/7/90

JURUPA UNIFIED SCHOOL DISTRICT
Instructional Services

DISTRICT ADVISORY COUNCIL FOR THE CONSOLIDATED APPLICATION

UNADOPTED MINUTES OF MEETING #1

October 31, 1997 - 9:00 a.m.

Board Room
Education Center

CALL TO ORDER

The first meeting of the District Advisory Council for the Consolidated Application was called to order by Mr. Memo Méndez, Director of Curriculum and Categorical Projects, at 9:03 a.m. at the Education Center, in the Board Room.

ROLL CALL

Elected District Advisory Council members present were:

Ms. Patricia Alvarez, Peralta Elementary
Ms. Lori Anderson, Mira Loma Middle School
Mr. Stuart Bateman, Rustic Lane Elementary
Ms. Judy Baynton, Granite Hill Elementary
Ms. Lisa Benya, Troth Street Elementary
Ms. Karen Chambers, Mission Middle School
Ms. Maria Davila, Ina Arbuckle Elementary
Ms. Diana Fox, Mira Loma Middle School
Ms. Kerry Gerber, Van Buren Elementary
Ms. Helen Haney, Jurupa Valley High School
Ms. Michele Johnson, Stone Avenue Elementary
Ms. Caisha Phillips, Van Buren, State Preschool
Ms. Lorraine Robles, Sunnyslope Elementary
Ms. Barbara Schultz, Camino Real Elementary
Ms. Thelma Umsheid, Nueva Vista High School
Ms. Pam Whitman, Sky Country Elementary
Mr. Dan Wobser, Rubidoux High School

Non-elected members and guests present were:

Ms. Beatriz Llamas, Mira Loma Middle School
Mr. Robert Mercer, Glen Avon Elementary

District staff members present were:

Mr. Memo Méndez, Education Center
Ms. Terri Moreno, Education Center
Mr. Gregg Nelsen, Education Center
Ms. Sonia Porter, Education Center
Ms. Michele Rivera, Education Center
Mr. John Wheeler, Rustic Lane Elementary
Ms. Marsha Willis, Education Center

INFORMATION SESSION

FLAG SALUTE

Mr. Memo Méndez led committee members and staff in the flag salute to the United States of America.

PURPOSE OF DISTRICT ADVISORY COMMITTEE

Ms. Terri Moreno reviewed the School Site Council Handbook, which was included in the District Advisory Committee Handbook. She outlined the purpose and duties of the school site and district advisory members and noted the role of the council (Article II) on page 15 of the handbook. Also contained in the handbook are complaint and parent involvement policies and procedures. All policies, school plans, procedures, etc. for the Jurupa Unified School District are approved by the Board of Education.

Ms. Moreno stated that DAC members participate in the School-Based Coordinated Plan development and recommendation for approval at their School Site Council meetings. The plan includes program rationale for expenditure of categorical funds which supplement general funding. The school improvement effort should be coordinated with the district's effort to enhance services to children, through the School Site Council, local governing board, and district office as a single improvement effort.

If you have any questions regarding the handbook or program requirements, please call Ms. Moreno or her staff, Ms. Michele Rivera and Ms. Judy Wigg. They can be reached at (909) 222-7855.

TITLE IV (INNOVATIVE STRATEGIES) RESULTS

Ms. Moreno gave an overview of the Title IV Innovative Program. The current program funding is used for the purchase of library books/resources to support the curriculum and guidance and counseling services from the Youth Service Center. A handout was provided.

Other funding considerations, identified by last year's advisory members were magnet schools/permanent on-site counselors/student literacy, and programs using technology. Due to current funding levels and services being provided by other departments, current programs will remain the same.

The Jurupa Unified School District now has a new Administrator of Education Technology, Mr. Neil Mercurius. All the sites will be wired for Wide Area Networks (WAN's) in the very near future. Schools will then be able to network with other school sites and the district office.

UPDATE ON IMPROVING AMERICA'S SCHOOLS ACT (IASA)

Mr. Méndez, along with Ms. Moreno, gave an overview of the district's efforts to align itself with the Improving America's Schools Act (IASA). The district has developed the Local Improvement Plan (included in the District Advisory Committee Handbook).

The Consolidated Application states the amount of money our district will receive for different categorical programs, such as Title I, Economic Impact Aid (EIA), Title II Eisenhower, Tenth Grade Counseling, etc. The State of California stated that the district needed a plan that would help support the effort to integrate these different programs to improve the teaching and learning of all students. In our district, the Local Improvement Plan (handout) is the result of many combined efforts, including bilingual and special education programs. At the heart of the plan are five components:

Standards and Assessment
Teaching and Learning
Strategies to Improve Teaching and Professional
Development
Links among Schools, Parents and Communities
Governance Funding

The curriculum standards section of the Local Improvement Plan is currently undergoing revision under the leadership of our new Assistant Superintendent of Education Services, Dr. DeWayne Mason. The standards currently being developed are in the areas of Language Arts and Mathematics and are based on the draft standards provided by the state. The process for the development of standards in these areas involved all teachers in the district. These standards will serve as the basis for evaluating and determining student achievement. Current plans are to develop similar standards for Science and Social Studies during the 1998-99 school year.

Standards are critical to assessment and are a requirement of IASA to assess individual student progress from Pre-Kindergarten to 12th Grade. This will assist the district in identifying which students are exceeding, meeting or are below standards. Students who have been identified as below standards, can be assisted through the support of core programs utilizing categorical funds.

**COORDINATED
COMPLIANCE
REVIEW**

Jurupa Unified School District will be submitting self-review findings and student achievement data to the California Department of Education in preparation for our compliance review in 1998-99. Ms. Moreno provided a handout summarizing the review process, the purpose of a self-review and how this is undertaken.

**SCHOOL -BASED
COORDINATED
PROGRAM ANNUAL
EVALUATION**

Mr. Gregg Nelsen, Research and Evaluation, presented a handout which compiled the results of a questionnaire completed by 105 school site council members. The purpose of the questionnaire was to evaluate the effectiveness of the School-Based Coordinated Program at each site.

**READING INSTRUCTION
DEVELOPMENT GRANT**

Jurupa Unified School District will be applying for a grant which will provide reading instruction training for teachers from kindergarten and grades 1-3 inclusive, grades 4-8, inclusive, and site administrators. An overview of the grant requirements were tabled to the next meeting because of lack of time.

ACTION SESSION

**SELECT CHAIRPERSON
AND VICE-CHAIRPERSON**

Mr. Memo Méndez opened nominations for chairperson and vice-chairperson.

Ms. Patricia Alvarez nominated herself as Chairperson. The motion was seconded by Ms. Judy Baynton and agreed upon unanimously.

Ms. Judy Baynton nominated herself as Vice-Chairperson. The motion was seconded by Mr. Dan Wobser and agreed upon unanimously.

**REVIEW AND
RECOMMEND FOR
APPROVAL PART II
OF THE
CONSOLIDATED
APPLICATION**

The Consolidated Application is the district's application for State and Federal supplemental grants. Programs included in the application are School Improvement, Economic Impact Aid, 10th Grade Counseling, TUPE, SB 1882 Professional Development, Title I, Title II, Title IV and Title VI and Mentor Teacher.

Ms. Moreno reviewed each page of Part II of the Consolidated Application with the committee.

Mr. Méndez explained the ranking of schools according to need based on the Free and Reduced Lunch percentages. The district currently has five Title I schoolwide schools and four Targeted Assistance Title I schools as follows:

Title I Schools

Ina Arbuckle Elementary
West Riverside Elementary
Pacific Avenue Elementary
Rustic Lane Elementary
Troth Street Elementary

Targeted Assistance Title I Schools

Van Buren Elementary
Granite Hill Elementary
Glen Avon Elementary
Pedley Elementary

A motion was made by Ms. Patricia Alvarez to approve the submittal of Part II of the Consolidated Application. The motion was seconded by Lorraine Robles and approved unanimously.

**TOPICS FOR FUTURE
AGENDAS**

The following topics were suggested for future meetings:

Homeless Program

The following topic was tabled for the next meeting:

More information on the Reading Instruction Development Grant

NEXT MEETING

**January 28, 1998
9:00 - 11:00 a.m.
Peralta Elementary School**

ADJOURNMENT

The meeting was adjourned at 11:35 a.m.

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