

JURUPA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION REGULAR MEETING AGENDA

SLOGAN

Our Children, Our Schools, Our Future!

MISSION STATEMENT

The mission of the Jurupa Unified School District is to educate each student to the highest levels of academic achievement and prepare students to succeed in life.

BOARD OF EDUCATION Carl Harris, President Mary Burns, Clerk Dawn Brewer John Chavez Michael Rodriguez
SUPERINTENDENT Elliott Duchon

MONDAY, MARCH 5, 2007

**EDUCATION CENTER BOARD ROOM
4850 Pedley Road, Riverside, CA - 4:00 P.M.**

OPEN PUBLIC SESSION - 4:00 P.M.

Call to Order in Public Session

(President Harris)

Roll Call: Mr. Harris, Mrs. Burns, Mrs. Brewer, Mr. Chavez, Mr. Rodriguez

HEARING SESSION - 4:00 P.M.

PUBLIC VERBAL COMMENTS

This communication opportunity is included on the agenda to allow members of the public to comment on matters listed on the Agenda for Closed Session. A second opportunity for public comments is included on the Public Session agenda as well. California law states that there shall be no action on items not shown on the published Board agenda.

CLOSED SESSION - 4:00 P.M.

The Board will adjourn to Closed Session in the Board Conference Room pursuant to Government/Education Codes listed below:

STUDENT DISCIPLINE: Pursuant to Education Code Sections 48900 and 48915, the Board will be discussing Discipline Cases: #05-276, #06-285, #07-073, #07-170, #07-195, #07-214, #07-171, #07-172, #07-184, #07-189, #07-190, #07-196, #07-198, #07-201, #07-202, #07-203, #07-204, #07-208, #07-209, #07-212, #07-215, #07-216, #04-124, #06-095, #07-191, #06-170, #06-328, #07-019, #07-140.

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54957, the Board will be discussing personnel matters as shown on the Personnel Report to include public employee discipline/dismissal/ release/ non-renewal/ reassignment/ reclassification/ resignation/ retirement/ suspension.

CLOSED SESSION - 4:00 P.M. (Continued)

CONFERENCE WITH LABOR NEGOTIATOR: Pursuant to Government Code Section 54957.6, to consider contract provisions of unrepresented employees. Name of Agency negotiator: Superintendent. Title of unrepresented employee: Assistant Superintendent Personnel Services.

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. Name of Employee Groups: National Education Association-Jurupa and California School Employees' Association. Name of Agency Negotiator: Assistant Superintendent Personnel Services.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a District meeting or other services offered by the District, please contact the Superintendent's Office at 951-360-4168. Notification at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

PUBLIC SESSION - 6:00 P.M.

Roll Call Board Members: President Harris, Mrs. Burns, Mrs. Brewer, Mr. Chavez, Mr. Rodriguez

Roll Call Student Board Members: Esteban Acevedo, Connie Maldonado

Flag Salute

Inspirational Comment

(Mr. Chavez)

1. Welcome

- a. Welcome 2006-07 Student Board Members (Mr. Duchon – 5 Minutes)
The Board welcomes 2006-2007 Student Board Members, Esteban Acevedo, Jurupa Valley High, and Connie Maldonado, Rubidoux High. Student Board Members may wish to address the Board regarding student achievements, interests, or other matters.
- b. Welcome Rubidoux High School Madrigal Singers (Mr. Duchon – 5 Minutes)
This evening, Ms. Staci Della-Rocco, Choir Director, and members of the Rubidoux High School Madrigal Singers, will be present to provide a brief performance for the Board. Information only.

2. Recognition

- a. Recognize "Best of the Best" for January & February – Employee Recognition Program (Mr. Fernandez – 5 Minutes)
Outstanding nominations were received from employees throughout the District recommending a colleague for January and February's "Best of the Best" employees. Selected as winners for the months of January and February are:
 - Carmela Capeci, Instructional Aide at Troth Street
 - Sherrie Stoddard, Health Care Aide at Glen Avon
 - Lynn Hill, Teacher at Mira Loma Middle School
 - Jeannette Ingram, Teacher at Sunnyslope
 - Terri Jiminez, Psychologist at the Education Center
 - Kerri Martinez, Personnel Secretary at the Education Center

a. Recognize "Best of the Best" for January & February (Continued)

Ms. Carmela Capeci is an instructional aide at Troth Street. Carmela has worked for the District for over 20 years. Everyone that comes in contact with Ms. Capeci comments on her warmth and extraordinary dedication. She works with SDC students everyday and is kind, encouraging, happy and always a positive role model. Ms. Capeci is a rare find, and we are grateful she spends her days with the students at Troth. Carmela is truly an asset to both Troth Street and the Jurupa team!

Ms. Sherrie Stoddard is a health care aide at Glen Avon. She is a valuable resource to everyone at Glen Avon. Sherrie goes above and beyond in all that she does. She knows every student by name and is amazing with the students. Sherrie is truly a caring and compassionate individual. If Sherrie sees a need in the school community, she is there with a kind word and smile, an extra hug or in many cases, food, clothing, or monetary donations or referrals to agencies that can help. She is truly one of the Best of the Best!

Ms. Lynn Hill is a teacher at Mira Loma Middle School. Lynn has been nominated for her exemplary service to the students on the Mira Loma campus. Lynn has helped spearhead a program on Tuesday afternoons, which began with a small group of girls in conflict. They now meet to learn new ways of getting along and building friendships. Ms. Hill is always available for students in need. Students and staff alike know that she can be counted on to lend a hand in any way she can. We appreciate Ms. Hill and are pleased she is a part of the Jurupa family!

Ms. Jeannette Ingram is a third grade teacher at Sunnyslope Elementary. Each year Jeannette goes above and beyond. This year, however, she has really outdone herself by organizing Family Math Nights for each grade at Sunnyslope. She provided each grade level with a binder full of resources. Jeannette arranged to have snacks, childcare, door prizes, and materials to give to parents. She created a resource packet for parents with additional games and suggestions to help their students' achievement. Jeannette is a vital part of the Jurupa team. She is very much appreciated, and we are pleased to recognize her for all of her hard work.

Ms. Terri Jiminez is one of the District's school psychologists. Terri was nominated for her ability to assist with students who have behavior problems. She is always eager to help in any way she can. Terri gladly assists in finding the proper resources needed to help anyone. She believes we need to work together as a team to benefit all the children of Jurupa. We appreciate her time, effort, and genuine kindness in such a busy world. Ms. Jiminez is appreciated for all her hard work, and we are pleased to recognize her tonight.

Ms. Kerri Martinez is a personnel secretary at the Education Center. She does an outstanding job with the Sub Finder system, ensuring each site has the proper coverage. Kerri is very diligent in working with the secretaries. They all know that no matter what they need or how many times they call in a day, she is there to assist them. We are pleased to have Kerri as a valued member of the Jurupa family and thank her for all that she does!

a. Recognize "Best of the Best" for January & February – Employee Recognition Program
(Continued)

Those selected for honorable mention are:

Linda Byers	Clerk Typist	Rancho Vista
Pam English	Principal's Secretary	Jurupa Middle
Janice Iwinski	ASB Bookkeeper/Secty.	Jurupa Valley
Debbie Makins	Clerk Typist	Learning Center
Gail O'Donnell	H.S. Asst. Principal Secty.	Rubidoux
Shannon Robinson	Health Care Aide/Instructional Aide	Rubidoux
Genevieve Sanchez	Translator Clerk Typist	Troth Street
Debbie Tyson	Bus Driver	Transportation
Ron Crawford	Teacher	Rubidoux
Dolores Hernandez	Teacher	West Riverside
David Moberly	Teacher	Rubidoux
Michelle Murray	Behavior Specialist	Education Center
Susan Ridder	Teacher	Mission Middle
Jill Trosper	Teacher	Rubidoux
Marcia Weaver	Teacher	Pedley

Information only.

b. Recognize Friends of RCC Forensics Program Winners (Dr. Jindra – 5 Minutes)

Communication skills are critically important skills our students need to master in becoming responsible, productive citizens, well endowed with the qualities expected of future leaders. The District began a partnership last year with the Friends of RCC Forensics Program to provide incentives and support for speech education while meeting the state Reading/Language Arts standards.

On Saturday, February 10, 2007, students from Mira Loma Middle School and Mission Middle School participated in a speech meet held at Riverside Community College. A special congratulations goes to Alejandro Alvirles from Mission Middle School who placed first in his category and received a \$100 award. Alejandro was also chosen as the "Most Distinguished Speaker" for the whole contest. Administration and the Board are pleased to recognize the students that participated in the meet as listed below and encourage them to continue to build on their public speaking skills. Information only.

b. Recognize Friends of RCC Forensics Program Winners
(Continued)

(Dr. Jindra – 5 Minutes)

<u>Participants</u>	<u>School</u>
Kyle Austin	Mira Loma Middle
Marvin Noguera	Mira Loma Middle
Ana Carmona	Mira Loma Middle
Cynthia Downey	Mira Loma Middle
Earnysha Scroggins	Mira Loma Middle
McKenzie Hollowell	Mira Loma Middle
Carla Rogel	Mira Loma Middle
Shelby Kolb	Mira Loma Middle
Deirdre Torres	Mira Loma Middle
Alejandra Santana	Mira Loma Middle
Diana Hernandez	Mira Loma Middle
Christina Favela	Mira Loma Middle
Alejandro Alvirles	Mission Middle School
Yeraldin Lopez	Mission Middle School
Steffany Oronia	Mission Middle School
Lisbeth Rocha	Mission Middle School

3. 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 to be placed on a future agenda. The Jurupa Unified School District Board of Education encourages and invites the public to comment on items listed on its agenda or on matters within its subject jurisdiction. All questions to the Board should be directed through the Board President and in order to help conduct the business of the Board in an orderly fashion, we request that you read and follow the guidelines listed on the pink "Request to Speak" card. Any responses from the Board will take place during "Board Member Comments."

4. Board Member Comments

Individual Board members may wish to share information or request items on a future agenda.

5. Administrative Reports and Written Communications

* a. Review Information on One-Time Grants

(Mrs. Lauzon – 5 Minutes)

In 2006, the Board of Education established one-time grants for high school sports, choir, band, theater, agriculture, AVID and GATE programs. Information on the amounts awarded each group and disbursement of funds is included in the supporting documents. Information only.

5. Administrative Reports and Written Communications
(Continued)

b. Review Update on Pesticide Vendors

(Mrs. Lauzon – 5 Minutes)

At the February 5th meeting, the Annual Pesticide Report was presented to the Board. At that time, Mrs. Pam Lauzon, Assistant Superintendent Business Services, stated that at a later date, she would report to the Board on pesticide vendors utilized by the District. Over the past several years, the District has contracted with vendors to perform various types of pest control. Listed below are vendors utilized, the services they provided, and expenses for three prior years:

WESTERN EXTERMINATOR – Termites, bees (structural), kitchen pests, ants, roaches, black widows, fleas, mice, rats, pigeons.

2006	-	\$26,743.50
2005	-	\$21,288.00
2004	-	\$15,348.00

WILDLIFE MANAGEMENT – Gophers, bees, ground squirrels, skunks, coyotes, feral cats.

2006	-	\$19,200.00
2005	-	\$19,770.00
2004	-	\$20,378.00

ERIC CHAMBERLAIN, HORTICULTURIST - Weed abatement, arundo, castor beans, high school ag. areas, canal ditches.

2006	-	\$4,843.00
2005	-	\$8,736.00
2004	-	\$4,102.00

TERMINEX – Pigeons

2004	-	\$ 250.00
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The District contracts these services out because the products used require special training for storing and handling. Licensing must be maintained, as well as liability insurance, and application records. In some cases, pest management plans must be submitted to the County Agricultural Commissioner's Office and monthly and yearly product use reports must be filed with the County Agricultural Commissioner's Office and the Dept. of Pesticide Regulations in Sacramento. Safe storage for a variety of products must be maintained and closely monitored. Information only.

5. Administrative Reports and Written Communications (Continued)

- c. Hear Report on Procedures for Student Discipline (Mr. Duchon – 20 Minutes)
Mr. Steve Eimers, Director of Administrative Services, will provide an overview of the student discipline procedures including the process for suspension and expulsion. Information only.
- d. Hear Report on Bullying Prevention Strategies at School Sites (Dr. Jindra – 20 Minutes)
Dr. Karen Salvaggio, Administrator of Education Support Services, will update the Board on district wide prevention programs and activities at school sites that promote positive and safe school climates. Information only.
- e. Hear Report on School Safety (Dr. Jindra – 20 Minutes)
A learning environment free from violence and substance abuse is important for students to excel academically. The Governing Board of Jurupa Unified School District developed a mission statement, goals, and beliefs that promote safe and drug-free schools and community. District and site administrators are committed to implementing these standards by working closely with staff, students, parents, local agencies and organizations, and other community members to provide a variety of programs and activities that create and maintain safe schools and communities.
- An important element of any comprehensive plan to promote safe and drug-free schools is an understanding of the factors related to youth violence and substance abuse. Obtaining data on student behavior and students' views is necessary to understand the state of our schools and to allow district staff and parents to make informed decisions. This evening, Dr. Karen Salvaggio, Administrator of Education Support Services, will provide a brief report to include school safety information compiled from the California Healthy Kids student survey reflecting information concerning violence, alcohol, tobacco, and other drug prevention and school safety issues. Information only.
- f. Hear Report on Chinese School (Dr. Jindra – 5 Minutes)
This evening Ms. Martha Gomez, Director of Language Services and Student Programs, will provide information on the Chinese School Program. Ms. Gomez will present the benefits of this program for our students. Information only.
- g. Other Administrative Reports and Written Communication (Mr. Duchon)

ACTION SESSION

A. Approve Routine Action Items by Consent

Administration recommends the Board approve Routine Action Items A 1-13 as printed.

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|---|--|---------------|
| * | 1. <u>Approve Minutes of February 20, 2007 Regular Meeting</u> | |
| * | 2. <u>Disbursement Orders</u> | (Mrs. Lauzon) |
| * | 3. <u>Purchase Orders</u> | (Mrs. Lauzon) |
| * | 4. <u>Agreements</u> | (Mrs. Lauzon) |

A. Approve Routine Action Items by Consent (Continued)

- * 5. Certify Authorized Agents for Business Functions (Mrs. Lauzon)
The County requires a list of Board members and school district employees authorized to transact various business functions for the School District. The name of the Senior Buyer has changed and the title of Administrator of Technology has been removed. It is recommended the Authorized Agents in the supporting documents be approved.

- ** 6. Rejection of Claim (Mrs. Lauzon)

On February 7, 2007, Administration received a claim against Jurupa Unified School District from the Law Offices of Herbert L. Terreri on behalf of Ronald W. Shecklen. The claim alleges he is owed partial compensation for the period he was employed by the School District. Administration recommends rejection of the claim, with appropriate notice to the District insurance carrier. (A copy of the claim is available for Board review.)

- * 7. Notice of Completion for Quality Construction Management Contract #C-1000092 for Stone Avenue Elementary School Restroom Building (Mrs. Lauzon)

- * 8. Notice of Completion for Allison Mechanical, Inc., Contract #C-1000049 for the HVAC System in the Gym at Jurupa Middle School (Mrs. Lauzon)

- * 9. Approve Revised Discipline Committee (Mr. Duchon)

Under the authority of Education Code 48918(d), the Board annually appoints a pool of active and retired certificated personnel to serve on administrative hearing panels to conduct expulsion and admission hearings and recommend disciplinary actions to the Board. New panel members are continually needed to keep up with the high volume of hearings. In the supporting documents, the names that appear in bold print are the new members, which have been added to the previously approved list.

Administration recommends approval of the attached list of certificated personnel to serve on administrative hearing panels.

10. Accept Donations (Mrs. Lauzon)
All donations are given to Jurupa Unified School District with the request that the money or item be used at the designated school.

Parents of GATE students at Camino Real Elementary School wish to donate \$240.00, with the request the funds be used to support the GATE Program.

Parents of kindergarten students at Camino Real Elementary School wish to donate \$40.00, with the request the funds be used to support the Kindergarten program.

10. Accept Donations (Continued) (Mrs. Lauzon)
Ms. Mary Jane Razook, resident, wishes to donate a "Go Video" DVR 4000 with the request it be used at Peralta Elementary School. The approximate value is undetermined.

Through an Edison International employee/employer contribution program, parents of Rustic Lane Elementary School students have donated funds in the amount of \$500.00. The funds will be used to purchase instructional materials for the school and to help pay for various student field trips.

The Sunnyslope Elementary School PTA wishes to donate \$5,000.00, with the request the funds be used to pay expenses for educational student programs at the school.

The Rotary Club of Jurupa wishes to donate \$500.00, with the request the funds be used to benefit the Solar Club at Jurupa Valley High School.

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

- * 11. Approve Non-Routine Student Field Trip Request from Jurupa Valley High (Dr. Jindra)
Ms. Sara Diefenbach, teacher at Jurupa Valley High School, is requesting approval for one student to travel to Sacramento on Tuesday, March 6, 2007 through Friday, March 9, 2007. Brittany Parham is one of forty individuals selected in California by the State FFA Advisor, Mr. Charles Parker, to spend the week in Sacramento to take part in a unique leadership training opportunity. She will participate in compiling research, writing bills, and debating issues as State Senators on the Senate Floor. **Costs for the trip will be paid through fundraisers and donations.** Transportation will be air, supervision will be provided by Ms. Diefenbach and lodging and meals are provided by the conference. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the Non-Routine Student Field Trip Request is included in the supporting documents.

It is recommended that the Board approve the Non-Routine Student Field Trip Request from Ms. Diefenbach to travel with one student to Sacramento from Tuesday, March 6, 2007 through Friday, March 9, 2007.

- *12. Approve Non-Routine Student Field Trip Request from Jurupa Valley High (Dr. Jindra)
Mr. Jeff Rhiner, teacher at Jurupa Valley High School, is requesting approval to travel to Chico on Friday, March 9, 2007 through Sunday, March 11, 2007 with approximately sixteen (16) students. The purpose of this trip is to allow students to attend the Chico State University Field Day where they will participate in activities that will enhance their leadership skills. **Costs for the trip will be paid through the FFA account and donations.** Transportation will be by district vehicle; supervision will be provided by staff members and lodging and accommodations will be at a local motel and restaurants. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the Non-Routine Student Field Trip Request is included in the supporting documents. It is recommended that the Board approve the Non-Routine Student Field Trip Request from Mr. Rhiner to travel to Chico with approximately sixteen (16) students on Friday, March 9, 2007 through Sunday, March 11, 2007.

- *13. Approve Non-Routine Student Field Trip Request from Jurupa Valley High (Dr. Jindra)
Ms. Melva Morrison, teacher at Jurupa Valley High School, is requesting approval to take approximately twenty-four (24) members of the JVHS Chamber Singers on a Festival Cruise sponsored by Music Festivals on Monday, May 21, 2007 through Friday, May 25, 2007. The ship will travel to San Diego, Ensenada and Catalina Island. The purpose of this trip is for students to be adjudicated by a nationally known clinician in a choral performance/adjudication/clinic/competition. The Chamber Singers will also perform for passengers on board and at their stop in San Diego and Catalina. **Costs for the trip will be paid through various fundraisers.** Transportation will be by district vehicles and ship; supervision will be provided by staff members and parent volunteers and lodging and accommodations will be on board ship. Administration has been assured that no student will be denied an opportunity to participate in this activity due to the lack of funds. A copy of the Non-Routine Student Field Trip Request is included in the supporting documents. It is recommended that the Board approve the Non-Routine Student Field Trip Request from Ms. Morrison to take approximately twenty-four members of the JVHS Chamber Singers on a Festival Cruise to San Diego, Ensenada and Catalina Island on May 21, 2007 through May 25, 2007.

- B. Consider Increasing Annual Board Conference Budget (Mr. Duchon – 5 Minutes)
Over the past several months, the Board and community members have discussed the importance of Board member participation in workshops, conferences, trainings and Delegate Assembly work. In order to ensure sufficient funds for this purpose, the Board may wish to consider increasing the annual budget for Board member conference expenses from \$3,000.00 to \$4,000.00. Following discussion, the Board may wish to consider increasing the annual Board Conference Budget from \$3,000.00 to \$4,000.00.

- * C. Consider Adopting Standards of Behavior (Mr. Duchon – 10 Minutes)
Since the District holds its students to high standards of behavior and conduct in our classrooms and responding to constituent concerns about the behavior of Board members, Board member Mrs. Dawn Brewer is bringing forward several examples of classroom rules that are included in the supporting documents and is asking that the Board lead by example.

As the Board may recall, at the last meeting, Board members reviewed adopted Board Policy #9271, Code of Ethics, as well as the Board adopted California School Boards Association Governance Standards, which are again contained in the supporting documents. Mrs. Brewer is also asking the Board to review the following "Norms" that were adopted in 1999:

We Agree.....

- To Tell the Truth
- Use "I" Messages (No Blame)
- Show Respect (Never Dismiss/Devalue Others) (Including Body Language)
- Address Process, Not Personalities
- Paraphrase
- Be Collaborative (Find Common Ground)

* **C. Consider Adopting Standards of Behavior** (Continued)

- ⦿ Participate Equally
- ⦿ Be Open to Ideas of Others (Listen Without Preparing Response)
- ⦿ Maintain Confidentiality (-TRUST-)
- ⦿ Raise Concerns
- ⦿ Everyone is Responsible for Success of Meeting
- ⦿
- And Above All.....
- ⦿ To Focus on Students' Best Interests

Trustee Brewer has requested that in addition to these adopted guidelines mentioned above, the Board consider adopting "Standards of Behavior" and has offered the following suggestions:

STANDARDS OF BEHAVIOR FOR BOARD MEMBERS

No Trustee shall violate the Jurupa Unified School District Mission Statements and Goals.

Therefore, each Trustee shall, at all times:

1. View service on the School Board as an opportunity to serve the entire School District;
2. Be cognizant of the impact of the decisions of the Board on its stakeholders;
3. Make no disparaging remarks in or out of Board meetings about other Trustees or their opinions;
4. Act in accordance with the fact that he/she has no legal authority outside of Board meetings except those vested in the President of the School Board as contained in Board Policy and Education Code;
5. Recognize that his/her responsibility is not to manage but to govern;
6. Refer all operational inquiries to the Superintendent where it is not possible to refer the constituent to take another appropriate action;
7. Refer all governance inquiries or concerns to the Board President;
8. Graciously support all decisions of the Board;
9. Not criticize staff but refer concerns to the Superintendent;
10. Only make decisions after consideration of all available pertinent facts and research, relevant legislation, and the Board constitution and by-laws;
11. Refuse to make promises as to how he/she will vote on a matter that should be properly discussed and decided at a Board meeting;
12. Not discuss the confidential business of the Board outside of Board meetings;
13. Encourage cooperation and participation of relevant stakeholders in developing policies;
14. Ensure that the organization uses its financial resources to achieve maximum benefits consistent with its vision and mission;
15. Declare him/herself to be in conflict of interests on any decision that may result in a personal gain whether to him/herself, immediate family member or any corporation in which he/she has a controlling interest; and
16. Recognize that the Board is an agent of the state with a specific legislated mandate.

Administration recommends the Board consider whether or not to adopt the "Standards of Behavior for Board Members."

* **D. Adopt at First Reading Regulation 1230, Recognized Parent Organizations** (Dr. Jindra – 2 Minutes)

The supporting documents include Regulation 1230, Recognized Parent Organizations. This regulation is annually updated at all schools in the district, which was done at the October 16, 2006 Board meeting. This update (see information in bold type) was made to include the Rubidoux High School Softball Booster Club, who recently completed the required paperwork to begin fundraising for the spring softball season. Administration recommends adoption at single reading of Regulation 1230, Recognized Parent Organizations.

* **E. Adopt New Board Policy and Regulation 6174, Education for English Language Learners** (Dr. Jindra – 2 Minutes)

Under the No Child Left Behind (NCLB) legislation, additional information and requirements for Education for English Language Learners are incorporated into this new Board Policy and Regulation 6174. Areas addressed include identification and assessment of students, parent waivers, reclassification and advisory committees. A copy of the proposed policy and regulation are included in the supporting documents. Administration recommends the Board adopt new Board Policy and Regulation 6174, Education for English Language Learners.

* **F. Adopt New Board Policy 6190 (Delete Board Policy 6502), Evaluation of the Instructional Program** (Dr. Jindra – 2 Minutes)

In order to align current district policies with CSBA format, old Board Policy 6502 has been replaced with New Board Policy 6190 and has been modified to reflect changes in the state monitoring systems as well as removal of the Program Quality Review system that is now obsolete. The proposed changes to the Policy are included in the supporting documents and are either underlined as additions or as a strikethrough for removal.

Administration recommends the Board adopt New Board Policy 6190, Evaluation of the Instructional Program, and delete old Board Policy 6502 as obsolete.

* **G. Approve at First Reading, New and Revised Board Policies and Regulations, 0401, 0450, 1312.3, 1312.4, 3513.3, 4030, 4119.11, 4219.11, 4319.11, 5131, 5131.7, 5144, 5144.1** (Mr. Duchon – 10 Minutes)

The District is currently in the process of updating district policies and regulations. The California School Boards Association (CSBA) model policies were used to guide the majority of the revisions. In order to assist the District with the CPM review scheduled in April, the following policies and regulations are being presented to the Board:

Revised and Renumbered Policy 0410 – Nondiscrimination District Programs and Activities – (old number 6003). This policy, last revised in 1999, describes the nondiscrimination of programs and activities throughout the District.

Revised and Renumbered Policy and Regulation 4030 – Nondiscrimination in Employment – (old number 4134, 4234, 4334, 4434, 4534, 4634, 4734). This policy, last revised in 1990, deals with nondiscrimination in employment.

- * G. Approve at First Reading, New and Revised Board Policies and Regulations, 0401, 0450, 1312.3, 1312.4, 3513.3, 4030, 4119.11, 4219.11, 4319.11, 5131, 5131.7, 5144, 5144.1 (Continued)

NEW Policy and Regulation 0450, Comprehensive Safety Plan – This new policy, adapted from CSBA, describes the comprehensive safety plan in the District.

Revised and Renumbered Policy and Regulation 1312.3 – Uniform Complaint Procedures (old number 1902). This policy and regulation have been updated to include changes made since the last update in 1996.

NEW Regulation 1312.4 – Williams Uniform Complaint Procedures. This new regulation was adapted from CSBA and details the Williams Uniform Complaint Procedures, which were included as part of Regulation 1902.

Revised and Renumbered Policy and Regulation 3513.3 – Tobacco-Free Schools (old number 3406). The changes included in the revised policy and regulation were adapted from CSBA and reflect current wording.

NEW Policy and Regulation 4119.11, 4219.11, 4319.11 – Sexual Harassment. These new policies and regulations, adapted from CSBA, describe sexual harassment in the workplace.

NEW Policy 5131 – Conduct. This new policy, adapted from CSBA, describes expected student conduct on school grounds and at school activities.

NEW Policy and Regulation 5131.7 – Weapons and Dangerous Instruments. This new policy and regulation, adapted from CSBA, describes weapons and other dangerous instruments prohibited on school grounds.

NEW Policy and Regulation 5144 – Discipline. This new policy and regulation, adapted from CSBA, describes classroom and campus discipline of students.

Revised and Renumbered Policy and Regulation 5144.1 – Suspension and Expulsion/Due Process. (old number 5144) This revised policy and regulation, adapted from CSBA, describes suspension and expulsion/due process.

Administration recommends approval at first reading Board Policy 0410, Nondiscrimination District Programs and Activities.

Administration recommends approval at first reading Board Policy and Regulation 4030, Nondiscrimination in Employment.

Administration recommends approval at first reading Board Policy and Regulation 0405, Comprehensive Safety Plan.

Administration recommends approval at first reading Board Policy and Regulation 1312.3, Uniform Complaint Procedures.

- * G. Approve at First Reading, New and Revised Board Policies and Regulations, 0401, 0450, 1312.3, 1312.4, 3513.3, 4030, 4119.11, 4219.11, 4319.11, 5131, 5131.7, 5144, 5144.1 (Continued)

Administration recommends approval at first reading Board Regulation 1312.4, Williams Uniform Complaint Procedures.

Administration recommends approval at first reading Board Policy and Regulation, 3513.3, Tobacco-Free Schools.

Administration recommends approval at first reading Board Policy and Regulation 4119.11, 4219.11, 4319.11, Sexual Harassment.

Administration recommends approval at first reading Board Policy 5131, Conduct.

Administration recommends approval at first reading Board Policy and Regulation 5131.7, Weapons and Dangerous Instruments.

Administration recommends approval at first reading Board Policy and Regulation 5144, Discipline.

Administration recommends approval at first reading Board Policy and Regulation 5144.1, Suspension and Expulsion/Due Process.

- * H. Approve Child Development/State Preschool Contract Amendment

(Dr. Jindra–5 Minutes)

The State Preschool program has provided a high quality child development program and comprehensive support services to low-income children and families for over 30 years. This contract provides a part day educational experience that enhances the social competence and school readiness for 216 pre-kindergarten children in programs located at Mission Bell, Rustic Lane, Sunnyslope, Van Buren and West Riverside Elementary Schools. This California Department of Education Child Development contract original amount of \$706,107.00 has been amended due to inflation in an additional amount of \$41,802.00. A copy of the Child Development Amended Contract is included in the supporting documents. Administration recommends adoption of the amended California Department of Education Child Development, State Preschool Contract.

- * I. Approve Submittal of Secondary Plan for Work Experience Education Application

(Dr. Jindra – 5 Minutes)

The Secondary Plan for Work Experience Application provides students within the Jurupa Unified School District the opportunity to enroll and receive credits for exploratory work experience during the school day while maintaining employment at a work site during non-school hours. The Secondary Plan for Work Experience Education Application is approved on an annual basis. Due to recent changes in District administration, the Board is being asked to approve a revised application for submission. A copy of the application is included in the supporting documents. Administration is recommending approval of the Secondary Plan for Work Experience Application.

* **J. Approve Submittal of 2006-2007 Career Technical Education (CTE) Programs Application** (Dr. Jindra – 5 Minutes)

The Budget Act of 2006 provides a one-time allocation for the purchase of equipment, supplies and minor facility improvements. The District is eligible to apply for an allocation of \$151,542. This funding will support courses that meet the established guidelines for operating a Career Technical Education Program. The majority of the funding will be used to establish a health pathway at next year's Rubidoux campus. This funding will help to re-establish vocational programs at this site. The District is also requesting funding for enhancing the multimedia program at Patriot High School and the Auto Mechanics program at Jurupa Valley High School. A copy of the application is included in the supporting documents.

Administration recommends that the Board approve submittal of the application for Career Technical Education (CTE) equipment and supplies.

K. Award Bid #07/07, Category 1 - Earthwork, Edward E. Hawkins Stadium, Rubidoux High School, Opal Street (Mrs. Lauzon – 5 Minutes)

Administration is requesting the Board award Bid #07/07, Category 1 – Earthwork, for the grading of the Edward E. Hawkins Stadium, Rubidoux High School, Opal Street. The Purchasing Department conducted the bid opening on February 15, 2007, 2:00 p.m., and the bids listed below were received. The lowest, most responsible, responsive bid was Southern California Grading, Inc. in the amount of \$332,850.00.

This project will be paid for from Redevelopment funds.

<u>Company</u>	<u>Base Bid</u>
Southern California Grading, Inc.	\$332,850.00
Doja, Inc.	\$344,600.00
Bough Construction & Engineering	\$392,999.00
Wheeler Paving, Inc.	\$430,000.00
Western Rim Constructors, Inc.	\$436,900.00
Reed Thomas Company, Inc.	\$458,300.00
Crew, Inc.	\$485,000.00
Environmental Construction, Inc.	\$535,685.00
McKenna General Engineering, Inc.	\$554,000.00

Administration recommends the Board award Bid #07/07, Category 1 – Earthwork, Edward E. Hawkins Stadium, Rubidoux High School, Opal Street, to Southern California Grading, Inc. in the amount of \$332,850.00.

L. Award Bid #07/09, Lead and Asbestos Abatement at Rubidoux High School, Edward E. Hawkins Stadium (Mrs. Lauzon – 5 Minutes)

Administration is requesting approval of Bid #07/09, Lead and Asbestos Abatement at Rubidoux High School, Edward E. Hawkins Stadium. During a routine inspection to demolish the grandstands, it was noted that the bleachers contained lead and asbestos, which required abatement. The demolition of the bleachers was to occur during early March 2007, so time was of the essence for the bid to be issued and awarded so as not to delay the project. The bid was issued on February 14, 2007 and the bid opening occurred on Wednesday, February 28, 2007 at 10 a.m.; therefore, the bid results were not available to post to the agenda prior to publication. The bid results will be hand-carried to the March 5, 2007 Board meeting. The lead and asbestos abatement will be paid from Redevelopment funds.

Administration recommends award of Bid #07/09, Lead and Asbestos Abatement at Rubidoux High School, Edward E. Hawkins Stadium, to the lowest, most responsible, responsive bidder as announced at the March 5, 2007 Board Meeting.

**** M. Act on Student Discipline Cases**

(Mr. Duchon)

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:

REVOKE - EXPULSION CASES:

1. It is recommended that the Board of Education revoke the Suspended Expulsion Order of the following pupil in Discipline Case **#05-276** for violation of district rules and expel the pupil under the terms of the original expulsion order. The pupil will be referred to the Community Day School, operated by at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 18, 2007.
2. It is recommended that the Board of Education revoke the Suspended Expulsion Order of the following pupil in Discipline Case **#06-285** for violation of Education Code Section 48900 (b), (k) and expel the pupil under the terms of the original expulsion order. The pupil will be referred to the Community Day School, operated by at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 18, 2007.
3. It is recommended that the Board of Education revoke the Suspended Expulsion Order of the following pupil in Discipline Case **#07-073** for violation of Education Code Section 48900 (c), (k) and expel the pupil under the terms of the original expulsion order. The pupil will be referred to the Community Day School, operated by at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 18, 2007.

**** M. Act on Student Discipline Cases (Continued)**

SUSPENDED EXPULSION CASES – AGREEMENT AND STIPULATION:

1. Discipline Case #07-170 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (a)(2), (k) and 48915 (b), (e) for the Spring Semester 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended and the student be placed on school probation. Pupil shall be placed at Rubidoux High School. The pupil shall be reviewed for possible reinstatement to the Jurupa Unified School District on or before June 18, 2007.
2. Discipline Case #07-195 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(2), (b), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended and the student be placed on school probation. Pupil shall be placed at Mission Middle School. The pupil shall be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.
3. Discipline Case #07-214 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (a)(2), (k) and 48915 (b), (e) for the Spring Semester 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended and the student be placed on school probation. Pupil shall be placed at Rubidoux High School. The pupil shall be reviewed for possible reinstatement to the Jurupa Unified School District on or before June 18, 2007.

EXPULSION / SUSPENDED EXPULSION CASE – ADMINISTRATIVE HEARING:

1. Discipline Case #07-171 is recommended for expulsion by the Administrative Hearing Panel for violation of Education Code Sections 48900 (a)(1), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended for the Fall Semester and the student be placed on school probation. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed in June for educational placement for the Fall Semester 2007. This case will be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.

EXPULSION / SUSPENDED EXPULSION CASES – AGREEMENT AND STIPULATION:

1. Discipline Case #07-172 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (a)(2), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended for the Fall Semester and the student be placed on school probation. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed in June for educational placement for the Fall Semester 2007. This case will be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.

**** M. Act on Student Discipline Cases (Continued)**

2. Discipline Case #07-184 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended for the Fall Semester and the student be placed on school probation. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed in June for educational placement for the Fall Semester 2007. This case will be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.
3. Discipline Case #07-189 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (a)(2), (i), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended for the Fall Semester and the student be placed on school probation. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed in June for educational placement for the Fall Semester 2007. This case will be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.
4. Discipline Case #07-190 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended for the Fall Semester and the student be placed on school probation. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed in June for educational placement for the Fall Semester 2007. This case will be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.
5. Discipline Case #07-196 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(1), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. However, the Board of Education may wish to consider that the enforcement of the expulsion be suspended for the Fall Semester and the student be placed on school probation. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed in June for educational placement for the Fall Semester 2007. This case will be reviewed for possible reinstatement to the Jurupa Unified School District on or before January 21, 2008.

EXPULSION CASES – AGREEMENT AND STIPULATION:

1. Discipline Case #07-198 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (b), (c), (d), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the West County Elementary Community School, operated by the Riverside County Office of Education. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.
2. Discipline Case #07-201 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (c), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.

**** M. Act on Student Discipline Cases (Continued)**

3. Discipline Case #07-202 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(2), (b), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.
4. Discipline Case #07-203 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (c), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.
5. Discipline Case #07-204 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (b), (c), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the Jurupa Community School, operated by the Riverside County Office of Education. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.
6. Discipline Case #07-208 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (f), (k) and 48915 (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the Jurupa Community School, operated by the Riverside County Office of Education. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.
7. Discipline Case #07-209 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (b), (k), (m) and 48915 (b), (e) for the Spring Semester 2007. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 18, 2007.
8. Discipline Case #07-212 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (f), (g), (k) and 48915 (b), (e) for the Spring Semester 2007. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before June 18, 2007.
9. Discipline Case #07-215 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (a)(2), (k) and 48915 (b), (e) for the Spring and Fall Semesters 2007. The pupil shall be assigned to the West County Elementary Community School, operated by the Riverside County Office of Education. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before January 21, 2008.
10. Discipline Case #07-216 is recommended for expulsion by Agreement and Stipulation for violation of Education Code Sections 48900 (b), (k) and 48915 (b), (c)(3), (e) for one calendar year. The pupil shall be assigned to the Community Day School, operated at the District Learning Center. This case shall be reviewed for possible readmission to the Jurupa Unified School District on or before March 3, 2008.

READMISSION CASES APPROVED (3)

The Administrative Hearing Panel recommends readmission of the pupils in Discipline Cases #04-124, 06-095, 07-191 to the schools of the Jurupa Unified School District.

**** M. Act on Student Discipline Cases (Continued)**

READMISSION CASES APPROVED (3)

The Administrative Hearing Panel recommends denied readmission of the pupils in Discipline Cases #06-170, 06-328, 07-019 and the pupil shall continue in their current educational placement.

APPROVED – REVIEWED EXPULSION/SUSPENDED EXPULSION CASE (1)

The Administrative Hearing Panel reviewed the pupils in Discipline Case #07-140 and approved the pupils to return to the schools of the Jurupa Unified School District on a suspended expulsion.

Administration recommends the discipline actions as described and listed above subject to corrections and changes resulting from review in Closed Session.

N. Approve Personnel Matters

- * 1. Approve Personnel Report #15 (Mrs. Elzig – 2 Minutes)
Administration recommends approval of Personnel Report #15 as printed subject to corrections and changes resulting from review in Closed Session.

2. Direct Issuance of Reemployment Notices to Regular Certificated Employees (Mrs. Elzig – 2 Minutes)
It is recommended that the Board direct administration to issue Offer and Notices of Reemployment to regular certificated employees, excluding adult education teachers, teachers on extra compensation assignments, substitute teachers, the superintendent, the assistant superintendents, certificated directors, temporary personnel, intern teachers, personnel on the reduced workload program, probationary personnel not reelected for continued employment, personnel who have resigned, personnel who have received layoff notices, and any certificated employee on suspended status.

- * 3. Adopt 2007/2008 Employee Work Year Schedules & School Calendar 2007/2008 (Mrs. Elzig – 2 Minutes)
It is recommended that the Board adopt the 2007/2008 Work Year Schedules & School Calendar 2007/2008 as shown in the supporting documents. Appropriate agreements exist with employee organizations on areas that affect them. There are no substantive changes from the current year.

- O. **Board Member Committee Reports** (President Harris - 10 Minutes)
Board President, Mr. Carl Harris, appointed Board representatives to serve on committees for 2007. Individual Board members may wish to report on committee activities.

Best of the Best – Mrs. Burns
Budget – Mrs. Burns, Mrs. Brewer
Charitable Purpose Foundation
– Mrs. Brewer, Mr. Chavez
District Advisory – Mrs. Brewer
District School Liaison Team – Mr. Chavez

English Learner Advisory – Mr. Chavez
Communications – Mrs. Burns, Mr. Harris
Facility Funding – Mrs. Burns, Mr. Harris
Rubidoux High Blue Ribbon
– Mrs. Burns, Mrs. Brewer
Safe Schools – Mrs. Brewer

ADJOURNMENT

2006/07 Board Approved One-Time Grants

Grants	Recipients	Amount Each	Total Grant
Sports Grants	Jurupa Valley and Rubidoux High	\$ 30,000	\$ 60,000
GATE	District Wide	\$ 20,000	\$ 20,000
AVID	Jurupa Valley and Rubidoux High	\$ 20,000	\$ 40,000
AVID	Jurupa, Mira Loma & Mission Middle	\$ 20,000	\$ 60,000
Band	Jurupa Valley and Rubidoux High	\$ 25,000	\$ 50,000
Theatre	Jurupa Valley, Patriot and Rubidoux High	\$ 20,000	\$ 60,000
Choir	Jurupa Valley, Patriot and Rubidoux High	\$ 20,000	\$ 60,000
Ag. Program	Jurupa Valley and Rubidoux High	\$ 25,000	\$ 50,000
			\$ 400,000

2006/07 Board Approved One-Time Grants

Grant	Site	Expenditure Budgets
Sports	See Attached	List of Grants awarded
GATE	Districtwide	Waiting for Budget Request
AVID	High Schools	Tutors, Field Trips, Conferences and Supplies
AVID	Middle Schools	Tutors, Field Trips, Conferences and Supplies
Band	Jurupa Valley High	Instruments, Uniforms, Computer and Printer
Band	Rubidoux High	Instruments, Uniforms, Transportation and Supplies
Theatre	High Schools	Waiting for Budget Request
Choir	Jurupa Valley High	Choral Risers, Music Chairs, Music Library Storage
Choir	Rubidoux High	Waiting for Budget Request
Ag. Program	Jurupa Valley High	Sub Teachers, Computers, Supplies, Field Trips
Ag. Program	Rubidoux High	Waiting for Budget Request

**Summary of 2006/07
One-Time Sports Grant Applications**

	Jurupa Valley H.S.	# Players	Amount	
1	Football	100	3,741	
2	Baseball	50	1,871	
3	Basketball - Boys	45	1,683	
4	Basketball - Girls	33	1,235	
5	Cross Country - All	75	2,805	
6	Track & Field	100	3,741	
7	Softball	45	1,683	
8	Swim	50	1,871	
9	Wrestling	55	2,057	
10	Golf	12	449	
11	Tennis - Girls	45	1,683	
12	Volleyball	45	1,683	
13	Soccer - Boys	40	1,496	
14	Soccer - Girls	45	1,683	
15	Water Polo - Boys	22	823	
16	Water Polo - Girls	40	1,496	
		802	30,000	
	37.40 x # of Players			

**Summary of 2006/07
One-Time Sports Grant Applications**

	Rubidoux H.S.	# Players	Amount	
1	Football	150	6,000	
2	Baseball	44	1,760	
3	Basketball - Boys	50	2,000	
4	Basketball - Girls	40	1,600	
5	Cross Country - Girls	40	1,600	
6	Cross Country - Boys	25	1,000	
7	Track & Field	150	6,000	
8	Softball	50	2,000	
9	Swim	40	1,600	
10	Wrestling	50	2,000	
		639	25,560	
	\$40 x # Players	\$ 40		
		25,560		
11	Golf	20	800	
12	Tennis	30	1,200	
13	Volleyball	36	1,440	
14	Athletics		1,000	
			30,000	

JURUPA UNIFIED SCHOOL DISTRICT
Report of Disbursement Order Purchases
Purchase Over \$1
02-05-07 thru 02-16-07

Line #	Fund	Sch Resource	Vendor	Description	Amount
1	03	100 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	319.85
2	03	105 1100 - STATE LOTTERY	THE GAS COMPANY	GAS - JAN 2007	593.49
3	03	110 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	256.70
4	03	115 0001 - DISCRETIONARY	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	21.89
5	03	115 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	910.62
6	03	115 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	734.08
7	03	120 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	509.46
8	03	125 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	349.83
9	03	130 0001 - DISCRETIONARY	DAVE DOUBRAVSKY	REIMBURSE SUPPLIES	48.49
10	03	130 0001 - DISCRETIONARY	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	48.00
11	03	130 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	700.90
12	03	130 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	520.04
13	03	135 0600 - DONATIONS	ALLIANCE BUS LINES	BUS SERVICE - FIELD TRIP	819.00
14	03	135 0000 - UNRESTRICTED	JURUPA COMMUNITY SERVICES	WATER BILLING 12/27/06 - 01/31/07	2,034.95
15	03	135 0000 - UNRESTRICTED	SO CALIFORNIA EDISON	ELECTRIC - JAN 07	605.12
16	03	135 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	764.16
17	03	140 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	1,431.07
18	03	140 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	784.28
19	03	145 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	712.08
20	03	145 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	605.12
21	03	150 0001 - DISCRETIONARY	KAREN DUNLAP	REIMBURSE SUPPLIES	14.54
22	03	150 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	629.24
23	03	155 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	315.83
24	03	160 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	500.60
25	03	165 0600 - DONATIONS	EMPIRE TRANSPORTATION	BUS SERVICE - FIELD TRIP	226.00
26	03	165 0001 - DISCRETIONARY	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	15.23
27	03	165 0000 - UNRESTRICTED	SANTA ANA RIVER WATER	WATER - JAN 2007	1,598.50
28	03	165 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	944.09
29	03	170 0000 - UNRESTRICTED	JURUPA COMMUNITY SERVICES	WATER BILLING 12/27/06 - 01/31/07	2,277.51
30	03	170 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	1,053.69
31	03	175 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	1,225.68
32	03	175 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	594.69
33	03	200 0000 - UNRESTRICTED	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	35.63
34	03	200 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	2,151.60
35	03	205 0000 - UNRESTRICTED	JURUPA COMMUNITY SERVICES	WATER BILLING 12/27/06 - 01/31/07	4,921.14
36	03	205 0000 - UNRESTRICTED	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	35.63
37	03	205 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	325.18
38	03	210 0000 - UNRESTRICTED	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	35.96
39	03	210 0001 - DISCRETIONARY	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	55.97
40	03	210 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	1,896.27
41	03	210 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	1,013.21

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JURUPA UNIFIED SCHOOL DISTRICT
Report of Disbursement Order Purchases
Purchase Over \$1
02-05-07 thru 02-16-07

Line #	Fund	Sch Resource	Vendor	Description	Amount
42	03	300 0001 - DISCRETIONARY	CREL TRANSPORTATION	BUS SERVICE - ATHLETICS	337.00
43	03	300 1100 - STATE LOTTERY	I.M.P.A.C. GOVERNMENT SERVICES	SUPPLIES	84.83
44	03	300 0000 - UNRESTRICTED	JURUPA COMMUNITY SERVICES	WATER BILLING 12/27/06 - 01/31/07	6,371.19
45	03	300 0000 - UNRESTRICTED	NEXTTEL	CELLULAR PHONE 01/02/07-02/01/07	308.18
46	03	300 0001 - DISCRETIONARY	RIVERSIDE CO. OFFICE OF EDUCA.	CONF FEE - RCOE-10/06-(3) 2DAYS	85.00
47	03	300 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	10,397.49
48	03	305 0001 - DISCRETIONARY	CREL TRANSPORTATION	BUS SERVICE - ATHLETICS	806.75
49	03	305 0001 - DISCRETIONARY	DEWAYNE MASON	REIMBURSE SUPPLIES	148.92
50	03	305 0000 - UNRESTRICTED	MOBIL BUSINESS	GASOLINE JAN - FEB 2007	33.82
51	03	305 0000 - UNRESTRICTED	NEXTTEL	CELLULAR PHONE 01/02/07-02/01/07	35.96
52	03	305 0001 - DISCRETIONARY	NEXTTEL	CELLULAR PHONE 01/02/07-02/01/07	146.61
53	03	305 0001 - DISCRETIONARY	RIVERSIDE CO. OFFICE OF EDUCA.	CONF FEE - RCOE-10/06-(3) 2DAYS	85.00
54	03	305 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	4,024.80
55	03	305 0000 - UNRESTRICTED	SAN BERNARDINO CO. SUPT. OF SCHOOL	CONF FEE - SBCSS-8/06-(1) 1 DAY	250.00
56	03	305 0000 - UNRESTRICTED	SO CALIFORNIA EDISON	ELECTRIC - JAN 07	40.02
57	03	305 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	5,359.81
58	03	306 0001 - DISCRETIONARY	PEARSON SCHOOL SYSTEMS	CONF FEE -MSBW-3/07-(1) 2 DAYS	450.00
59	03	310 0000 - UNRESTRICTED	INDIAN HILLS CONSERVATION CORP.	WATER - JAN 2007	1,421.57
60	03	310 0000 - UNRESTRICTED	INDIAN HILLS CONSERVATION CORP.	WATER - NOV 2006	1,418.48
61	03	310 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	3,905.91
62	03	405 0000 - UNRESTRICTED	NEXTTEL	CELLULAR PHONE 01/02/07-02/01/07	58.51
63	03	405 0000 - UNRESTRICTED	RIVERSIDE CO. OFFICE OF EDUCA.	CONF FEE - RCOE-10/06-(3) 2DAYS	50.00
64	03	410 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	262.66
65	03	500 0000 - UNRESTRICTED	ACCENT ON TRAVEL	AIRFARE/CARPENTER/1/07-SAB	192.30
66	03	500 0000 - UNRESTRICTED	AMBER JACKSON	REIMBURSE MILEAGE	30.12
67	03	500 0000 - UNRESTRICTED	BANKCARD SERVICES	SUPPLIES	2,682.66
68	03	500 0000 - UNRESTRICTED	BANKCARD SERVICES	SUPPLIES	558.74
69	03	500 0000 - UNRESTRICTED	CAL BAPTIST UNIVERSITY	CONF FEE -CBU-2/07-(3) 1 DAY	175.00
70	03	500 0000 - UNRESTRICTED	CONDIT, IRWIN	REIMBURSE MILEAGE	116.66
71	03	500 0000 - UNRESTRICTED	DANA KRUCKENBERG	REIMBURSE TB TEST	10.00
72	03	500 0000 - UNRESTRICTED	DEBORAH BURDICK	REIMBURSE MILEAGE	50.64
73	03	500 0000 - UNRESTRICTED	DICKINSON, STEVE	PESTICIDE LICENSE	60.00
74	03	500 0000 - UNRESTRICTED	EDSOURCE	CONF FEE -EDSOUCE-4/07(2) 1 DAY	100.00
75	03	500 0000 - UNRESTRICTED	EIMERS, STEVE	REIMBURSE MILEAGE	17.27
76	03	500 0000 - UNRESTRICTED	HART WENDY	REIMBURSE WORK BOOTS	43.07
77	03	500 0000 - UNRESTRICTED	I.M.P.A.C. GOVERNMENT SERVICES	SUPPLIES	1,229.89
78	03	500 0000 - UNRESTRICTED	JOHN MCGAUGH	REIMBURSE SUPPLIES	127.32
79	03	500 0000 - UNRESTRICTED	KARA DAVIS	REIMBURSE CLAD	55.00
80	03	500 0000 - UNRESTRICTED	LUCINDA RUTTEN	REIMBURSE MILEAGE	69.41
81	03	500 0000 - UNRESTRICTED	MURRAY, MICHELLE	REIMBURSE MILEAGE	56.23
82	03	500 0000 - UNRESTRICTED	NEXTTEL	CELLULAR PHONE 01/02/07-02/01/07	5,056.10

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JURUPA UNIFIED SCHOOL DISTRICT
Report of Disbursement Order Purchases

Purchase Over \$1
02-05-07 thru 02-16-07

Line #	Fund	Sch Resource	Vendor	Description	Amount
83	03	500 0020 - STAR TESTING	ORWIG, RUSSELL	REIMBURSE TRAVEL EXPENSES	74.07
84	03	500 0000 - UNRESTRICTED	PACE, ROBERTA	REIMBURSE SUPPLIES	300.00
85	03	500 0000 - UNRESTRICTED	REGINA CHACON	REIMBURSE MILEAGE	63.04
86	03	500 0000 - UNRESTRICTED	ROBINSON, DONALD	REIMBURSE MILEAGE	23.47
87	03	500 0000 - UNRESTRICTED	ROBINSON, DONALD	REIMBURSE MILEAGE	25.30
88	03	500 0000 - UNRESTRICTED	RUBIDOUX COMMUNITY SERVICES	WATER - JAN 2007	140.46
89	03	500 0000 - UNRESTRICTED	SO CALIFORNIA EDISON	ELECTRIC - JAN 07	24.29
90	03	500 0000 - UNRESTRICTED	SUNBELT RENTALS	SUPPLIES	30.98
91	03	500 0000 - UNRESTRICTED	THE CLIFF RESORT	LODG FEE- ED SYMP-3/07-(1)2NIGHTS	299.20
92	03	500 0000 - UNRESTRICTED	THE GAS COMPANY	GAS - JAN 2007	1,194.07
93	03	500 0000 - UNRESTRICTED	VERIZON WIRELESS	CELLULAR PHONE - JAN 07	252.36
94				TOTAL FUND 03	\$ 81,775.48
95					
96	06	105 7395 - SCHOOL AND LIBRARY IMPROVEMENT	CUE CONFERENCE	CONF FEE -CUE-3/07-(1) 3 DAY	265.00
97	06	115 7395 - SCHOOL AND LIBRARY IMPROVEMENT	JUAN PENALOZA	REIMBURSE SUPPLIES	29.62
98	06	120 7395 - SCHOOL AND LIBRARY IMPROVEMENT	CAESARS PALACE	LODGG FEE-PLC-6/07-(8) 3 NIGHTS	2,763.15
99	06	120 7395 - SCHOOL AND LIBRARY IMPROVEMENT	CUE CONFERENCE	CONF FEE -CUE-(1) 3 DAYS	295.00
100	06	120 7395 - SCHOOL AND LIBRARY IMPROVEMENT	DORAL PALM SPRINGS	LODGG FEE-CUE-3/07-(2) 2 NIGHTS	424.96
101	06	120 7395 - SCHOOL AND LIBRARY IMPROVEMENT	SOLUTION TREE	CONF FEE -PLC-6/07-(8) 3 DAYS	4,120.00
102	06	135 6500 - SPECIAL EDUCATION	FUTURE HORIZONS, INC.	CONF FEE -AAS-2/07-(2) 1 DAY	280.00
103	06	150 6285 - COMMUNITY-BASED TUTORING	THE LATINO FAMILY LITERACY PROJECT	CONF FEE -LFLP-1/07-(1) 1 DAY	200.00
104	06	160 6500 - SPECIAL EDUCATION	CM SCHOOL SUPPLY CO.	SUPPLIES	6.00
105	06	160 7395 - SCHOOL AND LIBRARY IMPROVEMENT	DISNEYLAND HOTEL	LODGG FEE-CSS-10/07-(13)3NIGHTS	4,322.85
106	06	160 7395 - SCHOOL AND LIBRARY IMPROVEMENT	SOLUTION TREE	CONF FEE CSS-10/07-(13) 3DAYS	7,280.00
107	06	175 3010 - NCLB: TITLE I, PART A, BASIC GRANTS	FUTURE HORIZONS, INC.	CONF FEES-AUTISM 2/07-(2)1 DAYS	280.00
108	06	175 7395 - SCHOOL AND LIBRARY IMPROVEMENT	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	38.64
109	06	200 7255 - IMMEDIATE INTERVENTION	CAL STATE UNIVERSITY	CONF FEE -CSUSB-2/07-(1) 8 DAYS	500.00
110	06	200 7255 - IMMEDIATE INTERVENTION	CLMS/CLHS/NHSA	CONF FEE -CLMS-3/07-(1) 4 DAYS	249.00
111	06	200 7255 - IMMEDIATE INTERVENTION	TOWN & COUNTRY HOTEL - SAN DIEGO	LODGG FEE-CLMS-3/07-(1) 1 NIGHT	184.38
112	06	210 3010 - NCLB: TITLE I, PART A, BASIC GRANTS	CLMS/CLHS/NHSA	CONF FEE -CLMS-3/07-(1) 4 DAYS	249.00
113	06	210 3010 - NCLB: TITLE I, PART A, BASIC GRANTS	MAUREEN THURMAN	REIMBURSE SUPPLIES	186.53
114	06	210 7395 - SCHOOL AND LIBRARY IMPROVEMENT	TOWN & COUNTRY HOTEL - SAN DIEGO	LODGG FEE-CLMS-3/07-(1) 2 NIGHT	368.76
115	06	500 4203 - NCLB: TITLE III, LIMITED ENGLISH	ACSA	CONF FEE -SLS-3/07-(2) 2 DAYS	680.00
116	06	500 4203 - NCLB: TITLE III, LIMITED ENGLISH	ASKEW, ESTHER	REIMBURSE MILEAGE	8.00
117	06	500 6285 - COMMUNITY-BASED TUTORING	ASKEW, ESTHER	REIMBURSE SUPPLIES	18.04
118	06	500 8150 - ONGOING & MAJOR MAINTENANCE	BALDWIN, DAN	REIMBURSE MILEAGE	460.75
119	06	500 4035 - NCLB: TITLE II, PART A, TEACHER	BANKCARD SERVICES	SUPPLIES	120.00
120	06	500 4203 - NCLB: TITLE III, LIMITED ENGLISH	CINDY VASQUEZ-RODRIGUEZ	REIMBURSE MILEAGE	23.09
121	06	500 6500 - SPECIAL EDUCATION	COMMUNITY SPEECH CENTER OF UPLAND	IEP MEETING	40.00
122	06	500 7230 - TRANSPORTATION: HOME TO SCHOOL	CREL TRANSPORTATION	BUS SERVICE - ATHLETICS	263.00
123	06	500 7230 - TRANSPORTATION: HOME TO SCHOOL	CREL TRANSPORTATION	BUS SERVICE - ATHLETICS	477.00

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JURUPA UNIFIED SCHOOL DISTRICT
Report of Disbursement Order Purchases
Purchase Over \$1
02-05-07 thru 02-16-07

Line #	Fund	Sch Resource	Vendor	Description	Amount
124	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	CUE CONFERENCE	CONF FEE -CUE-3/07- (1) 3 DAYS	295.00
125	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	CUE CONFERENCE	CONF FEE -CUE-3/07- (1) 3 DAYS	295.00
126	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	CUE CONFERENCE	CONF FEE -CUE-3/07(2) 3 DAYS	500.00
127	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	CUE CONFERENCE	CONF FEE -CUE-3/07- (1) 3 DAYS	295.00
128	06	500 6285 - COMMUNITY-BASED TUTORING	DEWAYNE MASON	REIMBURSE SUPPLIES	38.74
129	06	500 7140 - GIFTED & TALENTED EDUCATION	DEWAYNE MASON	REIMBURSE SUPPLIES	93.39
130	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	DORAL PALM SPRINGS	LODG FEE-CUE-3/07-(2) 2 NIGHTS	424.96
131	06	500 6500 - SPECIAL EDUCATION	DROST, KATHY	REIMBURSE MILEAGE	67.00
132	06	500 8150 - ONGOING & MAJOR MAINTENANCE	ELZIG, BILL	REIMBURSE MILEAGE	419.53
133	06	500 7230 - TRANSPORTATION: HOME TO SCHOOL	EMPIRE TRANSPORTATION	BUS SERVICE - FIELD TRIP	474.00
134	06	500 4203 - NCLB: TITLE III, LIMITED ENGLISH	GOMEZ MARTHA	REIMBURSE MILEAGE	274.47
135	06	500 7091 - ECONOMIC IMPACT AID: LIMITED	GOMEZ MARTHA	REIMBURSE SUPPLIES	66.01
136	06	500 7091 - ECONOMIC IMPACT AID: LIMITED	GOMEZ MARTHA	REIMBURSE TRAVEL	86.58
137	06	500 6285 - COMMUNITY-BASED TUTORING	IRASEMA GUZMAN	REIMBURSE CBET	362.72
138	06	500 6500 - SPECIAL EDUCATION	JANA VAN VYVE	REIMBURSE MILEAGE	26.10
139	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	JOBE VICTORIA	REIMBURSE CUE REGISTRATION	1,000.00
140	06	500 7140 - GIFTED & TALENTED EDUCATION	JURUPA UNIFIED	CONSULTANT AGREEMENT	200.00
141	06	500 6500 - SPECIAL EDUCATION	KARI ROHR	REIMBURSE MILEAGE	25.20
142	06	500 5640 - MEDI-CAL BILLING OPTION	LINDAMOOD -BELL	CONF FEE -LIPS-2/07-(2) 3 DAYS	1,358.00
143	06	500 3010 - NCLB: TITLE I, PART A, BASIC GRANTS	MORENO, TERESA	REIMBURSE REGISTRATION FEES	20.00
144	06	500 4035 - NCLB: TITLE II, PART A, TEACHER	NASSP CONVENTION	CONF FEE-NASSP 2/07-(1) 4 DAYS	705.00
145	06	500 3010 - NCLB: TITLE I, PART A, BASIC GRANTS	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	526.89
146	06	500 6285 - COMMUNITY-BASED TUTORING GRANTS	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	49.26
147	06	500 7230 - TRANSPORTATION: HOME TO SCHOOL	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	62.92
148	06	500 9025 - WORKFORCE INVESTMENT ACT (WIA)	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	94.55
149	06	500 9027 - SCHOOL READINESS PROGRAM	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	46.39
150	06	500 7091 - ECONOMIC IMPACT AID: LIMITED	NORMA ARVAYO	REIMBURSE SUPPLIES	16.15
151	06	500 7091 - ECONOMIC IMPACT AID: LIMITED	NORMA ARVAYO	REIMBURSE SUPPLIES	8.28
152	06	500 6500 - SPECIAL EDUCATION	RCOE	CONF FEE -RCOE-2/07-(1) 2 DAYS	200.00
153	06	500 4045 - NCLB: TITLE II, PART D, ENHANCING	SPA RESORT CASINO	LODG FEE-CUE-3/07-(1) 2 NIGHTS	430.92
154	06	500 7140 - GIFTED & TALENTED EDUCATION	THE COLLEGE BOARD WRO	CONF FEE - CB/WRO- 3/07 (1) 1 DAY	175.00
155	06	500 7140 - GIFTED & TALENTED EDUCATION	THE COLLEGE BOARD WRO	CONF FEE - CB-3/07(1) 1 DAY	175.00
156	06	500 7140 - GIFTED & TALENTED EDUCATION	THE COLLEGE BOARD WRO	CONF FEE - CB-3/07(2) 1 DAY	350.00
157	06	500 4035 - NCLB: TITLE II, PART A, TEACHER	TIM PETERSON	REIMBURSE TRAVEL	281.40
158	06	500 5210 - HEAD START	WIGG, JUDITH	REIMBURSE SUPPLIES	60.03
159	06	501 6500 - SPECIAL EDUCATION	DEMOR, JOHN	REIMBURSE MILEAGE	216.40
160	06	565 6500 - SPECIAL EDUCATION	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	60.92
161				TOTAL FUND 06	\$ 34,003.58
162					
163	13	500 5310 - CHILD NUTRITION: SCHOOL PROGRAMS	KELLEY, MARCIA	REIMBURSE FOOD HANDLER'S CARD	17.00
164	13	500 5310 - CHILD NUTRITION: SCHOOL PROGRAMS	MERCY WILSON	REIMBURSE FOOD HANDLER'S CARD	17.00

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JURUPA UNIFIED SCHOOL DISTRICT
Report of Disbursement Order Purchases
Purchase Over \$1
02-05-07 thru 02-16-07

Line #	Fund	Sch Resource	Vendor	Description	Amount
165	13	500 5310 - CHILD NUTRITION: SCHOOL PROGRAMS	MILLER, SHARON	REIMBURSE MILEAGE	9.69
166	13	500 5310 - CHILD NUTRITION: SCHOOL PROGRAMS	NEXTEL	CELLULAR PHONE 01/02/07-02/01/07	314.77
167	13	500 5310 - CHILD NUTRITION: SCHOOL PROGRAMS	THERESA WALLACE-KING	REIMBURSE MILEAGE	83.83
168				TOTAL FUND 13	\$ 442.29
169					
170	21	130 0204 - MODERNIZATION PROJECTS	JCA ENGINEERING, INC.	SUPPLIES	55.60
171	21	135 0204 - MODERNIZATION PROJECTS	JCA ENGINEERING, INC.	SUPPLIES	62.00
172	21	185 0000 - UNRESTRICTED	DIVISION OF STATE ARCHITECT	PLAN CHECK FEE	108,850.00
173	21	210 0204 - MODERNIZATION PROJECTS	JCA ENGINEERING, INC.	SUPPLIES	65.20
174	21	305 0204 - MODERNIZATION PROJECTS	FOLLETT SOFTWARE COMPANY	FREIGHT	361.94
175				TOTAL FUND 21	\$ 109,394.74
176					
177	67	500 0012 - SELF INSURANCE	HOPSON PATRICIA	REIMBURSE PERSONAL LOSS	149.78
178	67	500 0012 - SELF INSURANCE	JUAN MEZA	REIMBURSE PERSONAL LOSS	500.00
179	67	500 0012 - SELF INSURANCE	MERCURY INSURANCE CO. ASO	REIMBURSE PERSONAL LOSS	858.27
180				TOTAL FUND 67	\$ 1,508.05
181					
182	73	500 0000 - UNRESTRICTED	REGISTRY OF CHARITABLE TRUSTS	REGISTRATION FEES	25.00
183				TOTAL FUND 73	\$ 25.00

173 DISBURSEMENT ORDERS FOR A GRAND TOTAL OF: \$ 227,149.14

APPROVAL RECOMMENDED:

Bob Connors
DIRECTOR OF FISCAL SERVICES

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Jurupa Unified School District

Report of Purchases

Purchases Over \$200

2-05-07 thru 2-16-07

P.O. #	Fund	Sch Resource	Vendor	Description	Amount
1 P1005376	25	500 0000 - UNRESTRICTED	RAND MCNALLY	CR-CLASSROOM MAP SETS-6	\$ 4,261.51
2 P1005793	03	210 0001 - DISCRETIONARY	LAB SAFETY SUPPLY	MM-CUSTODIAL SUPPLIES	439.09
3 P1005918	03	500 0013 - SAFETY CREDIT	COSTCO	MAINT-ENTRANCE MATS-100	2,041.86
4 P1006091	06	500 5210 - HEAD START	LAKESHORE CURRICULUM MATERIAL	EC-INSTRUCTIONAL SUPPLIES	390.98
5 P1006138	03	100 0001 - DISCRETIONARY	CDW-G	CR-COMPUTER HARDWARE	442.87
6 P1006141	06	500 5640 - MEDI-CAL BILLING OPTION	EDUCATIONAL RESOURCES - ORDERS	EC-SOFTWARE LICENSES	274.17
7 P1006144	06	500 7055 - CAHSEE INTENSIVE INSTRUCTION AND SERVICES	GREAT SOURCE EDUCATION GROUP	NV-INSTRUCTIONAL MATERIAL	3,004.95
8 P1006145	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	WESTERN DC SYSTEMS	MAINT-INVERTER SERVICE	1,395.00
9 P1006146	03	500 0000 - UNRESTRICTED	LIBERTY LANDSCAPING, INC.	MAINT-RL-TEXT-TREE REMOVAL	5,440.00
10 P1006147	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	INLAND LIGHTING	MAINT-LIGHTING SUPPLIES	1,749.22
11 P1006148	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	C.R. LAURENCE CO.	MAINT-MM-LOCKER ROOM MIRRORS	383.44
12 P1006149	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	TRICO DISPOSAL, INC.	MAINT-SS-DUMPSTER CHARGES	2,842.54
13 P1006150	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ANGELA'S GLASS & MIRRORS	MAINT-RL-WINDOWS	317.96
14 P1006151	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	BEST ACCESS SYSTEMS	MAINT-LOCKSMITH SUPPLIES	8,456.75
15 P1006152	03	500 0000 - UNRESTRICTED	EWING IRRIGATION PRODUCTS	MAINT-PH-IRRIGATION SUPPLIES	1,875.60
16 P1006153	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ELROD FENCING CO.	MAINT-PH-CHAIN LINK FOR VARSITY FIELDS	7,731.00
17 P1006154	14	500 6205 - DEFERRED MAINTENANCE APPORTIONMENT	PACIFIC AIR HEATING & COOLING, INC.	MAINT-WR-HVAC HEAT PUMP	7,780.00
18 P1006155	03	500 0000 - UNRESTRICTED	PIONEER CHEMICAL COMPANY	MAINT-PH-GYM SEAL	4,474.16
19 P1006156	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ALL COUNTIES GLASS DISTRIBUTORS	MAINT-GLASS FOR REPAIRS	682.17
20 P1006157	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ADVANCED CONCRETE CREATIONS	MAINT-SS-DRAINAGE SYSTEM	10,780.00
21 P1006158	03	500 0000 - UNRESTRICTED	WESTERN FARM SERVICE, INC.	MAINT-OPEN PO-GROUNDS SUPPLIES	1,000.00
22 P1006159	06	300 3550 - VOCATIONAL PROGRAMS: VOC & APPL TECH SEC	INLAND WHOLESAL FLOWER INC.	JVH-OPEN PO-INSTRUCTIONAL SUPPLIES	3,000.00
23 P1006160	03	305 0001 - DISCRETIONARY	GUNTHER'S ATHLETIC SERVICE	RH-OPEN PO-HELMET CERT. & REPAIR	7,000.00
24 P1006161	06	300 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	KEN'S SPORTING GOODS	JVH-SPORT APPAREL	1,679.29
25 P1006162	03	205 0001 - DISCRETIONARY	SMART & FINAL IRIS CO	MLM-OPEN PO-SUPPLIES	500.00
26 P1006163	06	300 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	KEN'S SPORTING GOODS	JVH-ATHLETIC APPAREL AND EQUIPMENT	2,056.32
27 P1006164	03	160 0600 - DONATIONS	SAN BERNARDINO COUNTY MUSEUM	SS-OPEN PO-FIELD TRIP ADMISSIONS-100	500.00
28 P1006165	03	305 0001 - DISCRETIONARY	KEN'S SPORTING GOODS	RH-ATHLETIC SUPPLIES	3,168.07
29 P1006168	06	300 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	EXCEL SPORTS PRODUCTS	JVH-WATER POLO EQUIPMENT	321.31
30 P1006170	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ADI	MAINT-OPEN PO-ELECTRICAL SUPPLIES	500.00
31 P1006171	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	SHORT POUR CONCRETE	MAINT-RH-CONCRETE	351.27
32 P1006172	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	AAA ELECTRIC MOTOR SALES & SERVICE	MAINT-VB-HVAC REPAIR PARTS	471.95
33 P1006173	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	MISSION READY-MIX	MAINT-JVH-BASEBALL FIELD CONCRETE	2,219.65
34 P1006174	14	500 6205 - DEFERRED MAINTENANCE APPORTIONMENT	A.L.L. ROOFING & BUILDING MATERIALS	MAINT-GH-ROOF REPAIR	361.88
35 P1006175	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	AIR-EX AIR CONDITIONING, INC.	MAINT-PH-HVAC FILTERS	2,519.00
36 P1006176	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	CONSOLIDATED ELECTRICAL DIST.	MAINT-ELECTRICAL SUPPLIES	901.13
37 P1006177	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	REFRIGERATION SUPPLIES DIST	MAINT-SC-HVAC REPAIR PARTS	383.79
38 P1006178	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	TRANE PARTS CENTER	MAINT-HVAC REPAIR PARTS	3,287.89
39 P1006179	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	WHITE CAP CONSTRUCTION SUPPLY	MAINT-HAND TOOLS	1,515.74
40 P1006181	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ELROD FENCING CO.	MAINT-PH-FENCING FOR JV FIELD	3,940.00
41 P1006182	14	500 6205 - DEFERRED MAINTENANCE APPORTIONMENT	PACIFIC AIR HEATING & COOLING, INC.	MAINT-WR-HVAC HEAT PUMP	6,975.00

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Report of Purchases

Purchases Over \$200

2-05-07 thru 2-16-07

P.O. #	Fund	Sch	Resource	Vendor	Description	Amount
42	P1006183	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	TRANE PARTS CENTER	MAINT-HVAC REPAIR PARTS	602.31
43	P1006184	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	REBEL RENTS	MAINT-RH-EQUIPMENT RENTAL	745.33
44	P1006185	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	INFOTOX, INC.	MAINT-MM-SAMPLE ANALYSIS	545.00
45	P1006186	06	150 7395 - SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT	HEWLETT PACKARD	SC-PRINTERS-4	1,691.46
46	P1006187	06	300 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	SR SPORT	JVH-WATER POLO EQUIPMENT	908.55
47	P1006190	03	305 0047 - DISCRETIONARY BLOCK GRANT ONE TIME FUNDING	DESIGNS BY KING	RH-COLOR GUARD SUPPLIES	550.61
48	P1006191	06	125 7395 - SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT	PC & MACEXCHANGE	MB-BOOMBOXES-4	229.53
49	P1006192	06	160 7395 - SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT	PC & MACEXCHANGE	SS-PA SYSTEM	1,890.23
50	P1006193	03	100 0001 - DISCRETIONARY	CULVER-NEWLIN INC	CR-OFFICE FURNITURE	5,305.92
51	P1006194	03	500 0000 - UNRESTRICTED	JOHN DEERE LANDSCAPES	MAINT-IRRIGATION SUPPLIES	1,238.70
52	P1006195	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	WESTERN WATER WORKS SUPPLY CO.	MAINT-PLUMBING/IRRIGATION REPAIR PARTS	689.72
53	P1006196	03	500 0000 - UNRESTRICTED	WESTERN EXTERMINATOR COMPANY	MAINT-WR-FUMIGATION	1,804.00
54	P1006197	03	500 0000 - UNRESTRICTED	METRO CITY PROTECTIVE SERVICES	MAINT-BUS & SPECIAL DETAIL	544.00
55	P1006198	03	500 0000 - UNRESTRICTED	TOMARK SPORTS INC	MAINT-JVH-SUPPLIES FOR BASEBALL FIELDS	592.59
56	P1006199	03	170 0600 - DONATIONS	AMERICAN THEATER ARTS FOR YOUTH	VB-FIELD TRIP ADMISSIONS-66	311.75
57	P1006204	03	100 0600 - DONATIONS	FOLLETT LIBRARY RESOURCES	CR-LIBRARY BOOKS	4,300.00
58	P1006205	03	145 0001 - DISCRETIONARY	CORPORATE EXPRESS	RL-OFFICE SUPPLIES	375.83
59	P1006206	06	300 3550 - VOCATIONAL PROGRAMS: VOC & APPL TECH SEC	PC & MACEXCHANGE	JVH-PRINTER	265.49
60	P1006207	06	500 7140 - GIFTED & TALENTED EDUCATION (GATE)	WRITING COMPANY, THE	JVH-SUPPLEMENTAL MATERIAL	480.71
61	P1006209	03	410 0000 - UNRESTRICTED	KONICA MINOLTA BUSINESS SOLUTIONS	NVH-COPIER MAINTENANCE	1,000.00
62	P1006211	03	300 0001 - DISCRETIONARY	CORPORATE EXPRESS	RH-OFFICE SUPPLIES	208.84
63	P1006213	03	305 0001 - DISCRETIONARY	JIM CLOVER	RH-FIRST AID & CPR TRAINING	1,000.00
64	P1006216	06	105 3010 - NCLB: TITLE I, PART A, BASIC GRANTS LOW-INCOME	PEARSON EDUCATION	GA-TRAINING MATERIALS	894.78
65	P1006217	03	500 0015 - UNANTICIPATED CAPITAL OUTLAY F & E	RIVERSIDE COMMUNITY COLLEGE DIST.	EC-GRADUATION FEES	1,418.62
66	P1006221	06	125 7395 - SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT	COLONIAL CHESTERFLD RILEY'S FARM	MB-FIELD TRIP ADMISSIONS-89	1,218.00
67	P1006222	06	105 7395 - SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT	SPORTIME	GA-SPORTING GOODS	406.29
68	P1006224	03	300 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	SPORTS SUPPLY GROUP	JVH-SPORTS EQUIPMENT	414.55
69	P1006225	03	200 1100 - STATE LOTTERY	WOODWIND & BRASSWIND	JM-BAND INSTRUMENTS & SUPPLIES	4,575.07
70	P1006228	06	165 7395 - SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT	TROXELL COMMUNICATIONS INC.	TS-TV CARTS	1,395.36
71	P1006229	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	PIONEER CHEMICAL COMPANY	MAINT-VACUUM	448.24
72	P1006230	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	TECHNICAL AIR CORPORATION	MAINT-EMS SYSTEM PARTS	429.10
73	P1006232	03	500 0000 - UNRESTRICTED	WESTERN EXTERMINATOR COMPANY	MAINT-NV-JVH-PEST CONTROL	700.00
74	P1006233	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	LENNOX INDUSTRIES	MAINT-HVAC REPAIR PARTS	228.24
75	P1006234	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	AMERICAN PLUMBING PARTSMASTER	MAINT-PLUMBING SUPPLIES	337.39
76	P1006235	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	TRANE PARTS CENTER	MAINT-PH-COOLING TOWER REPAIR PARTS	1,875.49
77	P1006236	03	500 0000 - UNRESTRICTED	EWING IRRIGATION PRODUCTS	MAINT-GROUND SUPPLIES	546.55
78	P1006238	06	305 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	INDIAN HILLS GOLF CLUB	RH-OPEN PO-GOLF TEAM SHIRTS/JACKETS	800.00
79	P1006239	06	205 3010 - NCLB: TITLE I, PART A, BASIC GRANTS LOW-INCOME	ORIENTAL TRADING CO.	MLM-OPEN PO-STUDENT INCENTIVES	400.00
80	P1006240	06	105 3010 - NCLB: TITLE I, PART A, BASIC GRANTS LOW-INCOME	ALBERTSON'S	GA-OPEN PO-SUPPLIES	500.00
81	P1006241	03	305 0001 - DISCRETIONARY	STAPLES	RH-OPEN PO-CAREER DAY SUPPLIES	300.00
82	P1006242	03	300 0001 - DISCRETIONARY	CIF SOUTHERN SECTION	JVH-CIF DUES	1,142.85

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Jurupa Unified School District
Report of Purchases
Purchases Over \$200
2-05-07 thru 2-16-07

P.O. #	Fund	Sch Resource	Vendor	Description	Amount
83	P1006243	06 300 6761 - ARTS, MUSIC, AND PHYSICAL EDUCATION SUPPLIES	GUNTHER'S ATHLETIC SERVICE	JVH-TRACK SUPPLIES	3,637.73
84	P1006244	03 305 0001 - DISCRETIONARY	AARDVARK CLAY	RH-CLAY	732.98
85	P1006245	21 130 0205 - LANDSCAPING, TREES, BENCHES & FENCING	REBEL RENTS	MAINT-PA-EQUIPMENT RENTAL	2,105.37
86	P1006246	21 130 0205 - LANDSCAPING, TREES, BENCHES & FENCING	PEDLEY EQUIPMENT RENTAL	MAINT-PA-EQUIPMENT RENTAL	631.00
87	P1006247	21 130 0214 - PLAY STRUCTURES/PLAY GROUNDS	ALL CITIES STEEL & FABRICATION	MAINT-PA-PLAYGROUND FENCING MATERIAL	7,459.55
88	P1006248	21 130 0214 - PLAY STRUCTURES/PLAY GROUNDS	MISSION READY-MIX	MAINT-VB-PA-CONCRETE	1,837.14
89	P1006248	21 170 0214 - PLAY STRUCTURES/PLAY GROUNDS	MISSION READY-MIX	MAINT-VB-PA-CONCRETE	1,756.33
90	P1006249	03 500 0000 - UNRESTRICTED	LEROY'S LANDSCAPE SERVICE	MAINT-PA-LANDSCAPING SUPPLIES	525.00
91	P1006249	21 130 0205 - LANDSCAPING, TREES, BENCHES & FENCING	LEROY'S LANDSCAPE SERVICE	MAINT-PA-LANDSCAPING SUPPLIES	560.00
92	P1006250	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	AAA ELECTRIC MOTOR SALES & SERVICE	MAINT-HVAC REPAIR PARTS	487.64
93	P1006251	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	INLAND LIGHTING	MAINT-ELECTRICAL SUPPLIES	347.50
94	P1006252	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	SUNBELT RENTALS	MAINT-FORKLIFT RENTAL	734.06
95	P1006253	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	WOLVERINE BRASS, INC.	MAINT-PH-PLUMBING REPAIR PARTS	510.93
96	P1006254	03 500 0000 - UNRESTRICTED	REBEL RENTS	MAINT-EQUIPMENT RENTALS-VARIOUS SITES	593.04
97	P1006254	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	REBEL RENTS	MAINT-EQUIPMENT RENTALS-VARIOUS SITES	593.94
98	P1006255	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	MOST DEPENDABLE FOUNTAINS, INC.	MAINT-PLUMBING SUPPLIES	3,624.75
99	P1006255	14 500 6205 - DEFERRED MAINTENANCE APPORTIONMENT	MOST DEPENDABLE FOUNTAINS, INC.	MAINT-PLUMBING SUPPLIES	2,359.73
100	P1006256	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	TRANE PARTS CENTER	MAINT-PH-COOLING TOWER REPAIR PARTS	1,012.21
101	P1006258	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	AXCES	MAINT-PLUMBING SUPPLIES	1,292.58
102	P1006259	03 305 0001 - DISCRETIONARY	KEN'S SPORTING GOODS	RH-BASEBALL EQUIPMENT	796.54
103	P1006260	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	THE HOME DEPOT- MIRA LOMA	MAINT-SUPPLIES	6,000.00
104	P1006261	03 500 0000 - UNRESTRICTED	PRUDENTIAL OVERALL SUPPLY	MAINT-OPEN PO-CUSTODIAL SUPPLIES	9,000.00
105	P1006261	06 500 7230 - TRANSPORTATION: HOME TO SCHOOL	PRUDENTIAL OVERALL SUPPLY	MAINT-OPEN PO-CUSTODIAL SUPPLIES	2,000.00
106	P1006262	03 300 1100 - STATE LOTTERY	STEVE WEIS MUSIC	JVH-MUSIC SUPPLIES	1,385.35
107	P1006263	03 500 0000 - UNRESTRICTED	VILLAGE NURSERIES	MAINT-LANDSCAPING SUPPLIES	546.56
108	P1006264	03 300 0001 - DISCRETIONARY	ACADEMIC SUPERSTORE.COM	JVH-MUSIC BOOKS	337.10
109	P1006265	03 500 0000 - UNRESTRICTED	ERIC CHAMBERLAIN WEED CONTROL	MAINT-JVH-WEED CONTROL	470.00
110	P1006266	03 500 0000 - UNRESTRICTED	PEDLEY EQUIPMENT RENTAL	MAINT-JVH-EQUIPMENT RENTAL	814.08
111	P1006267	06 500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ACE HARDWARE RIVERSIDE	MAINT-SUPPLIES	414.43
112	P1006269	11 400 6390 - ADULT EDUCATION APPORTIONMENT	NORTHWEST TEXTBOOK COMPANY	LC-TEXTBOOKS	1,014.54
113	P1006270	03 300 0001 - DISCRETIONARY	AUTO SHOP EQUIPMENT COMPANY	JVH-AUTOMOTIVE SUPPLIES	221.50
114	P1006271	06 165 3010 - NCLB: TITLE I, PART A, BASIC GRANTS LOW-INCOME	ASCD	TS-TEXTBOOKS-SCIENCE	711.12
115	P1006272	06 165 3010 - NCLB: TITLE I, PART A, BASIC GRANTS LOW-INCOME	FOLLETT EDUCATIONAL SERVICES	TS-TEACHER'S MANUALS-VOCABULARY	366.57
116	P1006273	03 405 0000 - UNRESTRICTED	FOLLETT EDUCATIONAL SERVICES	LC-POCKET DICTIONARIES-75	376.59
117	P1006274	03 300 0001 - DISCRETIONARY	PC & MACEXCHANGE	JVH-PRINTER AND SUPPLIES	490.35
118	P1006275	03 500 0000 - UNRESTRICTED	CORPORATE EXPRESS	EC-PERS-INK CARTRIDGES	1,118.44
119	P1006276	03 500 0000 - UNRESTRICTED	CORPORATE EXPRESS	EC-PERS-OFFICE SUPPLIES	270.22
120	P1006278	21 305 0220 - RHS STADIUM	RIVERSIDE CO. RECORD	EC-FACILITIES-LEGAL ADVERTISING	286.08
121	P1006279	03 500 0000 - UNRESTRICTED	REGISTRAR OF VOTERS	EC-ELECTION SERVICES	63,710.00
122	P1006280	21 195 0000 - UNRESTRICTED	STATE OF CALIFORNIA	EC-FACILITIES-ENVIRONMENTAL FEES	5,707.01
123	P1006282	03 150 0600 - DONATIONS	THEATREWORKS USA	SC-FIELD TRIP ADMISSIONS-99	746.71

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P.O. #	Fund	Sch	Resource	Vendor	Description	Amount
124	P1006285	06	500 6285 - COMMUNITY-BASED TUTORING GRANTS	MCGRAW HILL	EC-OPEN PO-INSTRUCTIONAL MATERIAL	1,400.00
125	P1006286	06	500 6285 - COMMUNITY-BASED TUTORING GRANTS	THOMSON LEARNING	EC-OPEN PO-INSTRUCTIONAL MATERIAL	3,600.00
126	P1006287	06	500 6285 - COMMUNITY-BASED TUTORING GRANTS	NEW READERS PRESS	EC-OPEN PO-INSTRUCTIONAL MATERIAL	1,800.00
127	P1006289	67	500 0012 - SELF INSURANCE	DELL COMPUTER CORPORATION	RH-ACA-COMPUTER MONITOR	231.77
128	P1006290	03	155 0600 - DONATIONS	DISCOVERY SCIENCE CENTER	SA-FIELD TRIP ADMISSIONS-99	792.00
129	P1006291	03	300 0001 - DISCRETIONARY	CHANNING L. BETE CO., INC.	JVH-PAMPHLETS	480.36
130	P1006292	06	145 3010 - NCLB: TITLE I, PART A, BASIC GRANTS LOW-INCOME	CM SCHOOL SUPPLY CO.	RL-OPEN PO-INSTRUCTIONAL SUPPLIES	500.00
131	P1006295	03	155 0600 - DONATIONS	JENSEN ALVARADO RANCH	SA-FIELD TRIP ADMISSIONS-105	525.00
132	P1006296	06	500 4035 - NCLB: TITLE II, PART A, TEACHER QUALITY	MCGRATH'S CATERING	EC-CATERING-MATH WORKSHOP-40	240.93
133	P1006298	03	145 0001 - DISCRETIONARY	CLASSROOM SUPPLY MART	RL-INCENTIVES	865.39
134	P1006299	03	210 0002 - SITE GRANT	DATA CONTROL, INC.	MM-CALENDAR	599.67
135	P1006301	03	120 0001 - DISCRETIONARY	INTERNATIONAL LASER GROUP	IH-INK CARTRIDGES	446.09
136	P1006302	03	500 0000 - UNRESTRICTED	EWING IRRIGATION PRODUCTS	MAINT-RH-BASEBALL FIELD IRRIGATION	740.19
137	P1006303	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	ANGELA'S GLASS & MIRRORS	MAINT-JM-WINDOW GLASS	1,000.53
138	P1006304	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	CONSOLIDATED ELECTRICAL DIST.	MAINT-PRINT SHOP-ELECTRICAL UPGRADE	1,162.78
139	P1006305	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	CONTRACT CARPET PLUS	MAINT-JM-CARPET REPAIR	350.00
140	P1006306	03	500 0000 - UNRESTRICTED	FOUR SEASON'S TREE SERVICE	MAINT-VB-TREE TRIMMING	600.00
141	P1006307	06	300 7220 - PARTNERSHIP ACADEMIES PROGRAM	DISCOVER POWER	JVH-INSTRUCTIONAL SUPPLIES	385.75
142	P1006309	03	300 0001 - DISCRETIONARY	MEDCO	JVH-SPORTS MEDICINE SUPPLIES	281.37
143	P1006311	06	500 5210 - HEAD START	COSTCO WHOLESALE	EC-HSPS-OPEN PO-CLASSROOM SUPPLIES	225.00
144	P1006311	12	500 6055 - CHILD DEVELOPMENT: STATE PRESCHOOL	COSTCO WHOLESALE	EC-HSPS-OPEN PO-CLASSROOM SUPPLIES	225.00
145	P1006312	06	500 5210 - HEAD START	COSTCO WHOLESALE	EC-HSPS-OPEN PO-FILM	225.00
146	P1006312	12	500 6055 - CHILD DEVELOPMENT: STATE PRESCHOOL	COSTCO WHOLESALE	EC-HSPS-OPEN PO-FILM	225.00
147	P1006315	06	500 9027 - SCHOOL READINESS PROGRAM	LAKESHORE LEARNING MATERIALS	EC-HSPS-CLASSROOM CARPET	429.92
148	P1006316	03	300 0001 - DISCRETIONARY	OAK TREE PRODUCTS	JVH-FURNITURE	2,128.06
149	P1006317	06	500 9027 - SCHOOL READINESS PROGRAM	LAKESHORE LEARNING MATERIALS	EC-HSPS-INSTRUCTIONAL SUPPLIES	1,295.83
150	P1006318	03	500 0000 - UNRESTRICTED	CORPORATE EXPRESS	EC-OFFICE SUPPLIES	697.96
151	P1006319	03	500 0000 - UNRESTRICTED	PITNEY BOWES	EC-MAILING SUPPLIES	267.41
152	P1006321	03	300 0001 - DISCRETIONARY	ELECTRONIX EXPRESS	JVH-ELECTRICAL SUPPLIES	292.10
153	P1006324	14	500 6205 - DEFERRED MAINTENANCE APPORTIONMENT	THE HOME DEPOT- MIRA LOMA	MAINT-RH-RL-CEILING TILES	3,662.21
154	P1006325	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	PACIFIC AIR HEATING & COOLING, INC.	MAINT-TRANS GARAGE HEATER	11,970.00
155	P1006326	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	SIERRA WHOLESALE HARDWARE	MAINT-VB-DOOR	604.48
156	P1006327	03	500 0000 - UNRESTRICTED	G & F HORSE TRAILER REPAIR	MAINT-TRAILER REPAIR	492.17
157	P1006328	03	500 0000 - UNRESTRICTED	LAWN TECH EQUIPMENT	MAINT-GROUNDS SUPPLIES	231.05
158	P1006329	03	500 0000 - UNRESTRICTED	GAIL MATERIALS	MAINT-INFIELD MIX-H.S. BASEBALL FIELDS	4,019.67
159	P1006331	06	500 8150 - ONGOING & MAJOR MAINTENANCE ACCOUNT (RMA)	WASTE MANAGEMENT	MAINT-WASTE DISPOSAL	1,014.15
160	P1006334	03	300 1100 - STATE LOTTERY	ROW LOFF PRODUCTIONS	JVH-MUSIC	233.28
161	P1006336	06	500 7140 - GIFTED & TALENTED EDUCATION (GATE)	SARGENT-WELCH	JVH-INSTRUCTIONAL SUPPLIES	536.27
162	P1006338	03	105 0001 - DISCRETIONARY	ULTIMATE OFFICE, INC.	GA-CHAIRS-4	1,204.65
163	P1006339	03	210 0001 - DISCRETIONARY	ULTIMATE OFFICE, INC.	MM-ORGANIZER	339.26
164	P1006340	03	305 0001 - DISCRETIONARY	WARD'S NATURAL SCIENCE EST., INC.	RH-SCIENCE LAB SUPPLIES	470.09

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JURUPA UNIFIED SCHOOL DISTRICT

2006/2007 AGREEMENTS

Agreement Number	Contractor	Amount	Fund/Program To Be Charged	Purpose
07-1 Consultant or Personal Service Agreements				
89-1+M1	Air Force JROTC Logistics	To be determined	To be determined	Agreement for the establishment of an Air Force Junior Reserve Officer Training Corps Unit at Rubidoux High School. 3/5/2007 to 3/5/2012.
96-1+M1	Air Force JROTC Logistics	To be determined	To be determined	Agreement for the establishment of an Air Force Junior Reserve Officer Training Corps Unit at Jurupa Valley High School. 3/5/2007 to 3/5/2012.
07-1-F+M1	Jonathon McClure	NTE \$1,352.00	CBET	Ratify Agreement by modifying to add services of teaching the adult English learner classes (CBET) for Granite Hill Elementary School parents. 1/9/2007 to 3/23/2007.
07-1-KKK	Prismatic Magic LLC	NTE \$645.00	05/06 School Improvement Program (SIP)	Ratify Agreement for American Pride Spectacular Laser Assembly as incentive for students with perfect attendance for the 2006-2007 first semester at Pedley Elementary School. 2/5/2007.

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Agreement Number	Contractor	Amount	Fund/Program To Be Charged	Purpose
07-3	<i>Riverside County Schools Agreements</i>			
07-3-I	Agreement for High Priority School Services, Glen Avon Elementary School	NTE \$30,000.00	High Priority School Grants	Ratify Agreement (IN-1274) for RCOE to provide high priority services for Glen Avon Elementary School related to school improvement. Years two & three will each cost \$40,000.00. 7/1/2006 to 6/30/2009.
07-3-J	Agreement for High Priority School Services, Pedley Elementary School	NTE \$30,000.00	NCLB - Title I	Ratify Agreement (IN-1275) for RCOE to provide high priority services for Pedley Elementary School related to school improvement. Years two & three will each cost \$40,000.00. 7/1/2006 to 6/30/2009.
07-3-K	Agreement for Technical Assistance Services	NTE \$1,250.00	NCLB - Title I	Ratify Agreement (IN-1296) for RCOE to provide follow-up technical assistance for Van Buren Elementary School. 12/12/2006 to 1/31/2007.
07-3-L	Agreement for Step Up To Writing Coaching Services	NTE \$1,000.00	Comprehensive School Reform (CSR)	Provide two days of Step Up to Writing coaching services at Rustic Lane Elementary School on March 15 & 29, 2007.

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Agreement Number	Contractor	Amount	Fund/Program To Be Charged	Purpose
07-3	<i>Riverside County Schools Agreements (continued)</i>			
07-3-M	Agreement for Math Portfolio Training Services	NTE \$1,200.00	Comprehensive School Reform (CSR)	Provide two days of Math Portfolio Training Services at Rustic Lane Elementary School on March 13 & 29, 2007.
07-7	<i>Facility and Construction Agreements</i>			
05-7-F+M5	Dolinka Group	NTE \$10,000.00	Developer Fees	Modify master Agreement to allow Consultant's Schools Division to assist District and its legal counsel in negotiating the terms and structure of Jurupa USD/Mastercraft CFD #7 Formation. 4/17/2006 & ongoing.
07-8	<i>Other Agreements</i>			
07-8-OO	Vicenti, Lloyd, Stutzman, LLP	NTE \$16,000.00	Unrestricted Resources	Consultant to audit records for the Workforce Investment Act Program. 3/6/2007 to 6/30/2007.
07-8-PP	Kerry Consulting Group	NTE \$39,000.00	Unrestricted Resources	Consulting services for District IT Department Management Study. 3/6/2007 to 5/4/2007.
07-8-QQ	Titan Group	As per fee schedule	Personnel Legal Services	Comprehensive investigation services for employee investigations as assigned by client. 2/8/07 - 6/30/07

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

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3/5/2007

JURUPA UNIFIED SCHOOL DISTRICT
AUTHORIZED AGENTS

Superintendent, Elliott Duchon; Assistant Superintendent Business Services, Pam Lauzon; and Assistant Superintendent Education Services, Dr. Susan Jindra, are authorized agents for all District processes. In addition, the specific names listed below for each account are authorized signatures. The number in parentheses indicates the number of signatures required on the particular account.

Clearing Account - General Fund (2)		Elizabeth Connors	Karen Russell
Tax Sheltered Annuities (1)		Elizabeth Connors	-----
Revolving Cash Fund (2)		Elizabeth Connors	Karen Russell
School Accounting Division (1)		Elizabeth Connors	Karen Russell
Purchase Orders (1)		Elizabeth Connors	Shelia Carpenter
	Mike Bynum (Cafeteria)	Eric David	Stella Pacheco
Maintenance Agreements (1)		Shelia Carpenter	Elizabeth Connors
Contracts - Consultant Agreements (1)		Shelia Carpenter	Elizabeth Connors
Cafeteria Account (2)		Mike Bynum	Elizabeth Connors
State School Building Program [OPSC & others] (1)		Shelia Carpenter	Elizabeth Connors
Purchase of State Surplus Property (1)		Shelia Carpenter	Bill Elzig
			Elizabeth Connors
State/Federal Supplemental Education Projects (1)	Dr. Susan Jindra	Art Sanchez	Ellen Kinnear
Student Body Account - Jurupa Middle School (2)		Walt Lancaster	Nicholas Blake
		Stan Rowland	Sara Reynolds
Student Body Account - Mission Middle School (2)	Luz Mendez	Amy Weidman	Lori Pardon
			Susan Ridder
Student Body Account - Mira Loma Middle School (2)	Cindy Freeman	Laurel Fretz	Rudy Monge
Student Body Account - Rubidoux High (2)		Jay Trujillo	Vanessa Douty
		Terri Foltz	Kathy Schroeder
			Roberta Pace
Student Body Account - Jurupa Valley High (2)	Ilsa Garza-Gonzalez	Ben Bunz	Tim Hopper
		Dennis Kroeger	Vera Mahoney

Approved by the Board of Education at the Regular Meeting of March 5, 2007

Clerk of the Board

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

When recorded, return to:

Jurupa Unified School District
Centralized Support Services
4850 Pedley Road
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:

Restroom Building at Stone Avenue Elementary School

Nature of owner:

Date of completion: March 5, 2007

Nature of Interest:

Public School District

Interest or estate of owner:

Contractor

Address of owner:

Jurupa Unified School District

Name of contractor:

4850 Pedley Road, Riverside CA., 92509

Street address or legal description of site:

Quality Construction Management

5111 Stone Avenue, Riverside, CA 92509

Dated:

Owner:

Jurupa Unified School District

By:

Shelia E. Carpenter

Title: Director of Centralized Support 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: March 5, 2007

By:

Elliott Duchon

Title: Secretary of the Board

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

When recorded, return to:

Jurupa Unified School District
Centralized Support Services
4850 Pedley Road
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:	HVAC Jurupa Middle School Gym
Nature of owner:	Date of completion: March 5, 2007
Nature of Interest:	Public School District
Interest or estate of owner:	Contractor
Address of owner:	Jurupa Unified School District
Name of contractor:	4850 Pedley Road, Riverside CA., 92509
Street address or legal description of site:	Allison Mechanical, Inc.
	8700 Galena, Riverside, CA 92509

Dated: _____ Owner: Jurupa Unified School District

By: _____
Shelia E. Carpenter

Title: Director of Centralized Support 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: March 5, 2007

By: _____
Elliott Duchon

Title: Secretary of the Board

2006-2007
DISCIPLINE COMMITTEE

NAME	TITLE	LOCATION
Sandy Amatriain	Principal	Rustic Lane Elementary
LouAnn Archbold	Principal	Retired
Bobbie Arterberry	Guidance Coordinator	Rubidoux High School
Laz Barreiro	Principal	Troth Street Elementary
Ben Bunz	Assistant Principal	Jurupa Valley High School
Debbie Bush	Guidance Coordinator	Rubidoux High School
Jose Campos	Principal	Camino Real Elementary
Onie Castillo	Guidance Coordinator	Jurupa Valley High School
Mike Chalmers	Principal	Nueva Vista High School
Nicholas Cornejo	Guidance Coordinator	Rubidoux High School
Maureen Dalimot	Principal	Indian Hills Elementary
Paul DeFoe	Principal	Van Buren Elementary
Gary Dixon	Principal	Glen Avon Elementary
Dave Doubravsky	Principal	Pacific Avenue Elementary
Lisa Durham	Guidance Coordinator	Jurupa Valley High School
Steve Eimers	Superintendent's Designee	Education Center
Tammy Elzig	Asst. Superintendent, Personnel	Education Center
Darald Erickson	Guidance Coordinator	Rubidoux High School
Jackie Espinoza	Coordinator Accountability & Assessment	Education Center
Teresa Foltz	Assistant Principal	Rubidoux High School
Cindy Freeman	Principal	Mira Loma Middle School
Ellen French	Principal	Retired
Laurel Fretz	Assistant Principal	Mira Loma Middle School
	Guidance Coordinator	Rubidoux High School
Ernie Garcia	Guidance Coordinator	Jurupa Valley High School
Ilsa Garza-Gonzalez	Principal	Jurupa Valley High School
Ignacio Godoy	Guidance Coordinator	Rubidoux High School
Martha Gomez	Director, Language Services & Student Programs	Education Center
Marcy Hale	Principal	Peralta Elementary
Kevin Harrison	Guidance Coordinator	Jurupa Valley High School
Ed Hawkins	Superintendent	Retired
James Heidecke	Guidance Coordinator	Retired
Andrew Huben	Principal	Mission Bell Elementary
Kathi Jensen	Counselor	Retired
Paul Jensen	Director	Retired
Susan Jindra	Asst. Superintendent, Education Services	Education Center
Michelle Johnson	Principal	Granite Hill Elementary
Victoria Jobe	Principal	Pedley Elementary
Ellen Kinnear	Director, Elementary	Education Center

Education

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2006-2007
Discipline Committee

NAME	TITLE	LOCATION
Dennis Kroeger	Assistant Principal	Jurupa Valley High School
Walt Lancaster	Principal	Jurupa Middle School
Joan Lauritzen	Principal	Sky Country Elementary
Nancy Lott	Teacher	Retired
Vera Mahoney	Assistant Principal	Jurupa Valley High School
Ralph K. Martinez	Coordinator, Child Welfare & Attendance	Learning Center
Nancy Matzenauer	Coordinator	Youth Opportunity Center
Don McCall	Principal	Retired
Leticia Mellin	Guidance Coordinator	Jurupa Valley High School
Luz Mendez	Principal	Mission Middle School
Memo Mendez	Director	Retired
Claudia Mendoza	Guidance Coordinator	Jurupa Valley High School
Neil Mercurius	Adm., Educ. Techn.	Education Center
George Monge	Principal	Learning Center
Luis Murillo	Guidance Coordinator	Rubidoux High School
Karen Murphy	Guidance Coordinator	Retired
Roberta Pace	Assistant Principal	Rubidoux High School
Juan Penaloza	Interim Principal	Ina Arbuckle Elementary
Karen Pina	Guidance Coordinator	Retired
Sonia Porter	Principal	West Riverside Elementary
Mary Ricks	Guidance Coordinator	Jurupa Valley High School
Stan Rowland	Assistant Principal	Jurupa Middle School
Maritza Ruano	Principal	Sunnyslope Elementary
Karen Salvaggio	Adm. Education Support Services	Education Center
Arthur Sanchez	Director, Secondary Education	Education Center
Kathy Schroeder	Assistant Principal	Rubidoux High School
Denise Squires	Guidance Coordinator	Rubidoux High School
Marge Steinbrinck	Principal	Retired
Terri Stevens	Assttistant Principal	West Riverside Elementary
Jill Trosper	Guidance Coordinator	Rubidoux High School
Jay Trujillo	Principal	Rubidoux High School
Sally Tuntland	Nurse	Retired
Amy Weidman	Assistant Principal	Mission Middle School
John Wheeler	Principal	Retired
Caron Winston	Principal	Stone Avenue Elementary
Sherry Zelenka	Teacher	Retired

Jurupa Unified School District

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

DATE(S): March 6th - 9th 2007

LOCATION: Sacramento, California

TYPE OF ACTIVITY: Sacramento Leadership Experience (FFA)

PURPOSE/OBJECTIVE: Leadership Development

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

Charles Parker Consultant for Ag Ed Dept.

EXPENSES: Transportation \$ 97.30
 Lodging \$ inc
 Meals \$ inc
 All Other \$ 300.00

Number of Students 1

TOTAL EXPENSE \$ 397.30

Cost Per Student 397.00
 (Total Cost ÷ # of Students)

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

Source	Expected Income	Income Now On Hand
<u>ASB Funds (FFA Fundraiser)</u>	<u>300.00</u>	<u>300.00</u>
<u>Student personal funds</u>	<u>97.30</u>	
TOTAL:	\$	

Arrangements for Transportation: Air (Southwest)

Arrangements for Accommodations and Meals: Included

Planned Disposition of Unexpended Funds:

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

Signature: [Signature] Date: 2/7/07 School: JVHS
 (Instructor)

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

Approvals: Principal: [Signature] Date: 2-7-07

Date approved by the Board of Education Date: _____

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

Jurupa Unified School District

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

DATE(S): March 9th, 10th, and 11th, 2007

LOCATION: California State University, Chico

TYPE OF ACTIVITY: FFA Field Day

PURPOSE/OBJECTIVE: Enhance leadership skills

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

Teachers Jeff Rhiner, and Sara Diefenbach

EXPENSES:	Transportation	\$ _____	Number of Students	<u>16</u>
	Lodging	\$ <u>712.67</u>		
	Meals	\$ <u>480.00</u>		
	All Other	\$ _____		
	TOTAL EXPENSE	\$ <u>1192.67</u>	Cost Per Student	<u>20.00</u>
			(Total Cost ÷ # of Students)	

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

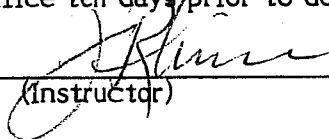
Source	Expected Income	Income Now On Hand
<u>FFA account</u>	<u>1,000.00</u>	<u>1,200.00</u>
<u>FFA students</u>	<u>480.00</u>	_____
TOTAL:	\$ _____	_____

Arrangements for Transportation: District vehicles

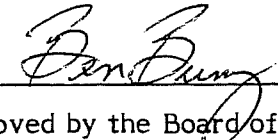
Arrangements for Accommodations and Meals: Motel 6 Chico Ca.

Planned Disposition of Unexpended Funds: _____

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

Signature:  (Instructor) Date: 2/5/07 School: JVHS

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

Approvals: Principal:  Date: 2-6-07
Date approved by the Board of Education _____ Date: _____

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

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2-7-07

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

DATE(S): May 21, 2007 - May 25

LOCATION: Music Festival Cruise - L.A., San Diego, etc.

TYPE OF ACTIVITY: Performances and adjudication

PURPOSE/OBJECTIVE: To provide chamber singers with an adjudication and the opportunity to perform in unique venues.

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

Gary and Shirley Armstrong - parent; Rick and Melva Morrison -
director and husband

EXPENSES:	Transportation	\$ _____	Number of Students <u>24</u>
	Lodging	\$ _____	
	Meals	\$ _____	
	All Other	\$ _____	

TOTAL EXPENSE \$12,480

Cost Per Student \$520
(Total Cost ÷ # of Students)

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

Source	Expected Income	Income Now On Hand
<u>Student payments,</u>	_____	_____
<u>Program ads, candy sales</u>	_____	_____
<u>catalogue sales, yard sale</u>	_____	_____
<u>concert tickets, dinner, etc.</u>	_____	_____
TOTAL:	<u>\$ 12,500</u>	<u>\$7,800</u>

Arrangements for Transportation: bus and ship

Arrangements for Accommodations and Meals: on ship

Planned Disposition of Unexpended Funds: return to students

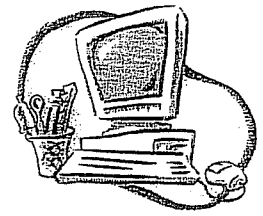
I hereby certify that all other requirements of District regulations will be complete and on file in the District Office ten days prior to departure.

Signature: Melva Morrison (Instructor) Date: 2/7/07 School: J.V.H.S.

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

Approvals: Principal: Hein Krueger Date: 2/7/07
Date approved by the Board of Education _____ Date: _____

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



Dear Parents,

I would like to welcome you and your child to Jurupa Middles School's Computer class. Students will learn the basic skills needed to use a computer as well as more advanced skills when they are ready.

In order to insure that there is an orderly and positive learning environment I have established the following discipline policy.

Classroom Rules

- Respect other people and their property.
- Follow directions the first time given.
- Bring materials to class.
- Raise your hand and wait to be called upon before speaking.
- Respect and maintain computer equipment.
- Remain Seated

Consequences

- Warning
- Time out in class with discipline essay.
- Time out in another class & Parent contact.
- Referral to office.

Rewards

- Treats
- Phone calls home.
- Good notes home.
- Free-time on a computer.

Because all students do not have access to a computer, homework assignments will vary. Please check with you child on a regular basis about what they are learning in class and be sure to ask them to demonstrate their newly learned skills if possible.

I'm looking forward to the exciting year ahead. If you have any questions or concerns please contact me during school hours.

Sincerely,

Ms. Levine Perkins

Please sign below and return to classroom teacher

I have read and approve the discipline policy for my child's computer class.

Parent Signature: _____

Student Signature: _____

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B.1

Mrs. King's Back to School Newsletter

Dear Parents,

Welcome to your child's exciting year in Junior High! This year we are looking forward to learning many new concepts. Together we will make this a year full of learning and positive growth.

Behavior

This week at school the students of room 307 and I have discussed the need for classroom rules. Every classroom should be a pleasant place to learn. To help accomplish this, our class has a discipline plan. We have come up with a few basic rules and have agreed to consequences for breaking the rules and rewards for good behavior. The discipline plan is as follows:

Classroom Rules

1. Be on time with all necessary materials
2. Follow directions the 1st time they are given
3. Respect the personal space and property of others
4. Use appropriate language when given permission to speak
5. Do not leave your seat without permission

Consequences

1. Warning
2. Change seat
3. Parent contact
4. Time out to another classroom or referral to office

*Severe offenses or misbehavior may result in an instant referral to office at teacher's discretion

Rewards

1. Praise
2. Positive notes home
3. Awards or certificates
4. Goodies
5. Holiday parties
6. Movie day or game day
7. Computer time

If you ever have any questions or comments please feel free to contact me at 360-2846 and if I am in class I will promptly return your call. Thank-you!

Sincerely,

Miss Stephanie King



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 1/5/98

C
Pg. 4

C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and:

- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Govern within board-adopted policies and procedures.
- Take collective responsibility for the board's performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.

C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE BOARD'S JOBS

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

Effective boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.

C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE INDIVIDUAL TRUSTEE

In California's public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee:

- Keeps learning and achievement for all students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the board as a whole and not with individuals.

SUPERINTENDENT GOVERNANCE STANDARDS

THE SUPERINTENDENT:

- Promotes the success of *all* students and supports the efforts of the Board of Trustees to keep the district focused on learning and achievement.
- Values, advocates and supports public education and all stake holders.
- Recognizes and respects the differences of perspective and style on the Board and among staff, students, parents and the community — and ensures that the diverse range of views inform board decisions.
- Acts with dignity, treats everyone with civility and respect, and understands the implications of demeanor and behavior.
- Serves as a model for the value of lifelong learning and supports the Board's continuous professional development.
- Works with the Board as a “governance team” and assures collective responsibility for building a unity of purpose, communicating a common vision and creating a positive organizational culture.
- Recognizes that the board/superintendent governance relationship is supported by the management team in each district.
- Understands the distinctions between board and staff roles, and respects the role of the Board as the representative of the community.
- Understands that authority rests with the Board as a whole; provides guidance to the Board to assist in decision-making; and provides leadership based on the direction of the Board as a whole.
- Communicates openly with trust and integrity including providing all members of the Board with equal access to information, and recognizing the importance of both responsive and anticipatory communications.
- Accepts leadership responsibility and accountability for implementing the vision, goals and policies of the district.



Developed by the CSBA Superintendents Advisory Council and the Association of California School Administrators' Superintendents Committee, and approved by the ACSA Board of Directors in January, 2001.

COMMUNITY RELATIONS**SUBJECT: Recognized Parent Organizations**

The following parent organizations are recognized as official organizations for schools as listed:

<u>School</u>	<u>Organization</u>
Camino Real Elementary School	Parent Teacher Association Fifth/Sixth Grade Booster Club
Glen Avon Elementary School	Parent Teacher Association
Granite Hill Elementary School	Parent Teacher Association
Ina Arbuckle Elementary School	Parent Teacher Association
Indian Hills Elementary School	Parent Teacher Association Sixth Grade Booster Club
Mission Bell Elementary School	Parent Teacher Association Sixth Grade Booster Club
Pacific Avenue Elementary School	Parent Teacher Association
Pedley Elementary School	Parent Teacher Association
Peralta Elementary School	Parent Teacher Association
Rustic Lane Elementary School	Parent Teacher Association Sixth Grade Booster Club Joggers' Club
Sky Country Elementary School	Parent Teacher Organization Sixth Grade Booster Club
Stone Avenue Elementary School	Parent Teacher Association Sixth Grade Booster Club
Sunnyslope Elementary School	Parent Teacher Association
Troth Street Elementary School	Parent Teacher Association
Van Buren Elementary School	Van Buren Booster Club Fifth/Sixth Grade Booster Club
West Riverside Elementary School	Parent Teacher Association
Jurupa Middle School	Parent Teacher Association Band Boosters Travel Club Booster Club
Mira Loma Middle School	Mountain Lion Booster Club

Mission Middle School

Parent Teacher Association

Jurupa Valley High School

Boys Basketball Booster Club
Cheer Booster Club
Choir Auxiliary Booster Club
FFA Advisory Booster Club
Football Booster Club
Jaguar Aquatics Booster Club
Parent Teacher Student Association
Silver Brigade Booster Club
Softball Booster Club
Track & Field Booster Club
Wrestling Booster Club

Rubidoux High School

Band Booster Club
Baseball Booster Club
Boys Basketball Booster Club
Football Booster Club
Future Farmers Booster Club
Parent Teacher Student Association
Pep Squad Booster Club
Softball Booster Club
Swimming Booster Club
Vocal Music Booster Club

INSTRUCTION

SUBJECT: Education for English Language Learners

The Governing Board intends to provide English language learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively as possible in order to assist students in accessing the full educational program and achieving the district's academic standards. The district's program shall be based on sound instructional theory and shall be adequately supported so that English language learners can achieve results at the same academic level as their English-proficient peers in the regular course of study.

The Board encourages staff to exchange information with staff in other districts and the county office of education about programs, options and strategies for English language learners that succeed under various demographic conditions.

The Superintendent or designee shall maintain procedures which provide for the identification, assessment and placement of English language learners and for their redesignation based on criteria adopted by the Board and specified in administrative regulations.

To evaluate program effectiveness, the Superintendent or designee shall regularly examine program results, including reports of the English language learners' academic achievement, their progress towards proficiency in English and the progress of students who have been redesignated as fluent English proficient. The Superintendent or designee shall annually report these findings to the Board and shall also provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Type of Instruction

Students who are English language learners shall be educated through "sheltered English immersion" or "structured English immersion" during a temporary transition period not normally intended to exceed one year. "Nearly all" of the classroom instruction in the district's sheltered English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language.

When an English language learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education or any locally developed assessments and using other criteria developed by the district, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is "overwhelmingly" in English.

An English language learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following: When the student has reached the Early Advanced or Advanced level on the CELDT.

Upon the request of his/her parent/guardian, a student shall be placed in an English language mainstream classroom.

Parental Exception Waivers

At any time during the school year, the parent/guardian of an English language learner may have his/her child moved into an English language mainstream program.

Parent/guardian requests for waivers from Education Code 305 regarding placement in a sheltered English immersion program shall be granted in accordance with law and administrative regulation.

If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the Superintendent's decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days.

Legal Reference:

EDUCATION CODE

300-340 English language education for immigrant children

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33308.5 CDE guidelines not binding

44253.5-44253.10 Certification for bilingual-cross-cultural competence

48985 Notices to parents in language other than English

51101 Rights of parents to information

51101.1 Rights for parents of English learners

52130-52135 Impacted languages act of 1984

52160-52178 Bilingual Bicultural Act

52180-52186 Bilingual teacher training assistance program

54000-54041 Programs for disadvantaged children

60810-60812 Assessment of language development

62001-62005.5 Evaluation and sunseting of programs

CODE OF REGULATIONS, TITLE 5

4320 Determination of funding to support program to overcome the linguistic difficulties of English learners

11300-11316 English Language Learner Education

11510-11516 California English Language Development Test

UNITED STATES CODE, TITLE 20

1701-1705 Equal Educational Opportunities Act

6312 Local education agency plans

6801-6871 Title III, Language instruction for limited English proficient and immigrant students

INSTRUCTION

SUBJECT: Education for English Language Learners

Definitions

English learner means a student who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English, also known as a limited English proficient or LEP child.

English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language.

English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English.

Sheltered English immersion or structured English immersion means an English language acquisition process in which nearly all classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language.

Bilingual education/native language instruction means a language acquisition process for students in which much or all instruction, textbooks, and teaching materials are in the student's native language.

Identification and Assessment

Upon enrollment, each student's primary language shall be determined through use of a home language survey.

Within 30 calendar days of their initial enrollment, students who are identified as having a primary language other than English, as determined by the home language survey, and for whom there is no record of results from an English language development test shall be assessed using the California English Language Development Test (CELDT).

All students shall have sufficient time to complete the CELDT as provided in the directions for test administration.

Any student with a disability shall take the CELDT with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs.

The district shall notify parents/guardians of their child's results on the CELDT within 30 calendar days.

Within 90 days of initial enrollment, students identified as having limited English proficiency shall be further assessed for primary language proficiency in comprehension, speaking, reading and writing. The Superintendent or designee shall develop criteria for determining student needs on the basis of these assessments.

Before students are enrolled in a program for English language learners, parents/guardians shall receive information about the program and their opportunities for parental involvement. This information shall include the fact that an individual student's participation in the program is voluntary on the part of the parent/guardian.

Not later than 30 calendar days after the beginning of the school year, each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency. The notice shall include all of the following:

1. The reason for the student's classification as English language learner.
2. The level of English proficiency.
3. A description of the program for English language development instruction, including a description of all of the following:
 - a. The manner in which the program will meet the educational strengths and needs of the student.
 - b. The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards.
 - c. The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English language learner students, and the expected rate of graduation from secondary school if Title I funds are used for students in secondary schools.
 - d. Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP.
4. Information regarding a parent/guardian's option to decline to allow the student to become enrolled in the program or to choose to allow the student to become enrolled in an alternative program.
5. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered

Parent/guardians also shall be notified of the results of any reassessments.

Parental Exception Waivers

At the beginning of each school year, parents/guardians shall be informed of the placement of their children in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver.

A parent/guardian may request that the district waive the requirements pertaining to the placement of a student in a structured English immersion program if the one of the following circumstances exists:

1. Students who already know English: The student already possesses good English language skills, as measured by standardized tests of English vocabulary comprehension, reading and writing, in which the student scores at or above the state average for his/her grade level or at or above the fifth-grade average, whichever is lower.
2. Older students: The student is age 10 years or older, and it is the informed belief of the school principal and educational staff that an alternate course of study would be better suited to the student's rapid acquisition of basic English skills.
3. Students with special needs: The student already has been placed, for a period of not less than 30 calendar days during that school year, in an English language classroom and it is subsequently the informed belief of the school principal and educational staff that the student has special physical, emotional, psychological or educational needs and that an alternate course of educational study would be better suited to the student's overall educational development.

The parent/guardian shall personally visit the school to apply for the waiver.

Upon request for a waiver, the Superintendent or designee shall provide to the parents/guardians:

1. A full written description, and a spoken description upon request, of the intent and content of the structured English immersion program, any alternative courses of study and all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices
2. For a request for waiver for students with special needs, notification that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the Superintendent must approve the waiver pursuant to Governing Board guidelines

The principal and educational staff may recommend a waiver to a parent/guardian for a student 10 years or older and a student with special needs. Parents/guardians shall be informed in writing of any recommendation for an alternative program made by the principal and staff and shall be given notice of their right to refuse to accept the

recommendation. The notice shall include a full description of the recommended alternative program and the educational materials to be used for the alternative program as well as a description of all other programs available to the student. If the parent/guardian elects to request the alternative program recommended by the principal and educational staff, the parent/guardian shall comply with district procedures and requirements otherwise applicable to a parental exception waiver.

When evaluating waiver requests for students who already know English and other waiver requests for those students for whom standardized assessment data are not available, other equivalent assessment measures may be used. These equivalent measures may include local assessments, local standards and teacher evaluations.

Parental exception waivers for students 10 years or older shall be granted if it is the informed belief of the principal and educational staff that an alternate course of educational study would be better suited to the student's rapid acquisition of basic English language skills.

Parental exception waivers for students with special needs shall be granted if it is the informed belief of the principal and educational staff that, due to the student's special physical, emotional, psychological or educational needs, an alternate course of educational study would be better suited to the student's overall educational development.

The principal shall consider all waiver requests for students with special needs and shall submit a rationale of the decision regarding the waiver to the Superintendent or designee. When determining whether or not to recommend the approval of the waiver request, the principal shall assume that the facts justifying the request attested by the parent/guardian are a true representation of the child's condition.

Each waiver shall be considered on its individual merits with great deference given to parental preference for student placement.

The principal or designee shall act upon all parental exception waivers within 20 instructional days of submission to the principal. However, parental waiver requests for students with special needs shall not be acted upon during the 30-day placement in an English language classroom. These waivers shall be acted upon no later than 10 calendar days after the expiration of that 30-day English language classroom placement or within 20 instructional days of submission of the waiver to the principal, whichever is later.

All parental exception waivers shall be granted unless the principal and educational staff have determined that an alternative program offered at the school would not be better suited for the overall educational development of the student.

Individual schools in which 20 students or more of a given grade level receive a waiver shall be required to offer such a class; otherwise they must allow the students to transfer to a public school in which such a class is offered.

Students wishing to transfer shall be subject to the district's intradistrict and interdistrict attendance policies and administrative regulations. Students wishing to transfer to another district shall also be subject to the receiving district's interdistrict attendance policies and administrative regulations.

In cases where a parental exception waiver is denied, the parent/guardian shall be informed in writing of the reason(s) for the denial and advised that he/she may appeal the decision to the Board if the Board authorizes such an appeal, or to the court.

Waiver requests shall be renewed annually by the parent/guardian.

Reclassification/Redesignation

The district shall continue to provide additional and appropriate educational services to English language learners for the purposes of overcoming language barriers until the English language learners have:

1. Demonstrated English language proficiency comparable to that of the district's average native English language speakers
2. Recouped any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers

English language learners shall be redesignated as fluent English proficient when they are able to comprehend, speak, read and write English well enough to receive instruction in the regular program and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study.

The following measures shall be used to determine whether an English language learner shall be reclassified as fluent English proficient:

1. Assessment of English language proficiency utilizing the CELDT as the primary criterion, and objective assessment of the student's English reading and writing skills
2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions.
3. Parent/guardian opinion and consultation during a redesignation interview.

Parents/guardians shall receive notice and a description of the redesignation process, including notice of their right to participate in the process. Parent/guardian participation in the process shall be encouraged.

4. Comparison of performance in basic skills, including performance on the English-Language Arts section of the California Standards Test.

5. Objective data on the student's academic performance in English.

The Superintendent or designee shall provide subsequent monitoring and support for redesignated students, including but not limited to monitoring the performance of redesignated students in the core curriculum in comparison with their native-English speaking peers, monitoring the rate of redesignation, and ensuring correct classification and placement.

The Superintendent or designee shall develop a process to monitor the effectiveness of the district's program for English language learners. The district's program shall be modified as needed to help ensure language and academic success for each English language learner.

Advisory Committees

At the district level when there are more than 50 English language learners in the district and at each school with more than 20 English language learners, parent/guardian advisory committees shall be maintained to serve the advisory functions specified in law.

Parents/guardians of English language learners shall constitute committee membership in at least the same percentage as their children represent of the total number of students in the school.

The district's English language advisory committee shall advise the Board on at least the following tasks:

1. The development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners.
2. The districtwide needs assessment on a school-by-school basis.
3. Establishment of a district program, goals and objectives for programs and services for English learners.
4. Development of a plan to ensure compliance with applicable teacher or aide requirements.
5. Administration of the annual language census.
6. Review of and comment on the district's reclassification procedures.
7. Review of and comments on the written notification required to be sent to parents/guardians.

In order to assist advisory members in carrying out their responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members.

INSTRUCTION**SUBJECT: Evaluation of the Instructional Program**

The Governing Board recognizes that it is accountable to students, parents/guardians, and the community for conducting a continual evaluation of the curriculum and the instructional program in order to improve student achievement.

The Superintendent or designee shall review the effectiveness of district programs in meeting goals for student learning. He/she shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in ~~language arts and mathematics~~ each area of study. In addition, he/she shall evaluate and report data for each district school and for every numerically significant subgroup of the student population, including but not limited to school and subgroup performance on statewide achievement indicators.

Based on these evaluations, the Board shall take appropriate actions to maintain the effectiveness of programs and, as needed, to improve the quality of education that district students receive.

Program Quality Reviews

~~The Superintendent or designee shall ensure that Program Quality Reviews for all schools are conducted in accordance with law by conducting a self study.~~

~~The goal of the self study shall be to provide accurate information about the curriculum and instructional program and its effectiveness in meeting student needs and district goals. This information shall be analyzed using the quality criteria formulated by the California Department of Education. Findings from the Program Quality Review shall guide ongoing evaluation efforts to improve the quality of curriculum and instruction at each school site.~~

Categorical Program Monitoring ~~Coordinated Compliance Reviews~~

The Superintendent or designee shall cooperate with the California Department of Education (CDE) in the conduct of on-site monitoring ~~coordinated compliance reviews~~ to ensure that district categorical programs comply with federal and state laws and regulations. The Superintendent or designee shall notify report to the Board regarding the results of these reviews.

On an ongoing basis, the Superintendent or designee shall conduct a district self-evaluation which may utilize tools developed by the district or the CDE to ensure compliance of district categorical programs with legal requirements.

Criteria for Annual Evaluation of Consolidated Categorical Programs

To enhance student achievement, the Superintendent or designee and the Board shall conduct annual evaluations to determine whether ~~supplemental services provided by consolidated programs are effective and supportive~~ the district's categorical programs funded through the state's consolidated application are supportive of the core curriculum and are effective in meeting the needs of the students they are intended to serve. As a basis for this evaluation, the Superintendent or designee shall recommend for Board approval the specific, measurable criteria that shall be used at each school and at the district level ~~to evaluate student achievement and the effectiveness of each consolidated program.~~ These criteria shall include, but not necessarily be limited to, progress toward goals contained in the school's single plan for student achievement and progress of the total student population and each numerically significant subgroup toward growth targets on the statewide Academic Performance Index.

Western Association of Schools and Colleges (WASC) Accreditation

The Board believes that accreditation by the Western Association of Schools and Colleges (WASC) can foster excellence and ongoing academic improvement in the district's schools. The accreditation process also may demonstrate to parents/guardians and the community that the schools are meeting their goals and objectives and the WASC criteria for school effectiveness through a viable instructional program.

The Superintendent or designee shall undertake procedures whereby district schools may achieve and maintain full WASC accreditation status. The schools shall conduct a self-study in accordance with WASC requirements, cooperate with the WASC committee during a site visit, and develop and review action plans to increase the effectiveness of the instructional program for students. The Superintendent or designee shall regularly report to the Board on the status of district schools and any WASC recommendations for school improvement.

If any district school loses its accreditation status, the Board shall give official notice at a regularly scheduled Board meeting. The Superintendent or designee shall provide written notification to each parent/guardian of a student in the school that the school has lost its accreditation status, including the potential consequences of the loss of accreditation status.

Legal Reference:**EDUCATION CODE**

33400-33407 Educational evaluations

35178.4 Notice of loss of accreditation status

44662 Evaluation and assessment guidelines, certificated employee performance

51041 Education program, evaluation and revisions

51226 Model curriculum standards

52050-52059 Public Schools Accountability Act

54650-54659 Education Improvement Incentive Program

62005.5 Failure to comply with purposes of funds

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3930-3937 Program requirements

3942 Continuity of funding

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

Adopted: 4/16/79

Revised: 5/21/84

Readopted: 9/4/90

Technical change: 1/10/91

Revised: 4/19/99

Revised: 2/20/07

PHILOSOPHY, GOALS, OBJECTIVES AND COMPREHENSIVE PLANS

SUBJECT: Nondiscrimination in District Programs and Activities

The Governing Board is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act.

The Superintendent or designee shall ensure that the district provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.

The Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin, catalog, application form or other recruitment materials distributed to these groups.

The Superintendent or designee shall also provide information about related complaint procedures.

A lack of English proficiency will not be a barrier to participation in any program or service offered by the district. In compliance with law, the district's nondiscrimination policy shall be published in the individual's primary language to the extent practicable.

Inquiries regarding the district's equal opportunity policies may be directed to the Assistant Superintendent Personnel Services. Inquiries regarding Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act of 1990 may be directed to the Administrator of Education Support Services who is the district Section 504/Americans with Disabilities Act Coordinator. Inquiries regarding Title IX of the Education Amendments of 1972 may be directed to the Director of Administrative

Services, who is the district Title IX coordinator.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

GOVERNMENT CODE

11000 Definitions

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

PHILOSOPHY, GOALS, OBJECTIVES AND COMPREHENSIVE PLANS

SUBJECT: Comprehensive Safety Plan

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior, and respect for others.

The school site council at each district school shall write and develop a comprehensive school safety plan relevant to the needs and resources of that particular school.

The school safety plan shall take into account the school's staffing, available resources and building design, as well as other factors unique to the site.

Each school shall review and update its safety plan by March 1 of each year. New school campuses shall develop a safety plan within one year of initiating operations.

Each school shall forward the safety plan to the Board for approval.

The Board shall review the comprehensive districtwide and/or school safety plan(s) in order to ensure compliance with state law, Board policy and administrative regulation.

The Board shall approve the plan at a regularly scheduled meeting and the adoption of the plan shall not be a consent item. At a minimum, the Board shall discuss both of the following:

1. How the safety plan addresses the needs of each school and students within that school
2. How the school site council or safety planning committee, when writing the plan, considered the "three essential components" described in Education Code 35294.21, including assuring each student a safe physical environment; assuring each student a safe, respectful, accepting, and emotionally nurturing environment; and developing each student's resiliency skills

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public.

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of sex discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

35294.10-35294.15 School Safety and Violence Prevention Act

35294.20-35294.25 Double Your Cash program

41510-41514 School Safety Consolidated Competitive Grant

48900-48927 Suspension and expulsion

48950 Speech and other communication

67381 Violent crime

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

UNITED STATES CODE, TITLE 20

7101-7165 Safe and Drug Free Schools and Communities, especially:

7114 Application for local educational agencies

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

PHILOSOPHY, GOALS, OBJECTIVES AND COMPREHENSIVE PLANS

SUBJECT: Comprehensive Safety Plan

Development and Review of School Site Safety Plan

In writing and developing the comprehensive school safety plan, the school site council shall consult with local law enforcement as well as other school site councils and safety committees, when practical.

In addition, the school site council may consult with other local agencies as appropriate, including health care and emergency service providers.

The school site council may delegate the responsibility for writing and developing a school safety plan to a school safety planning committee. This committee shall be composed of the following members:

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired, like the School Site Safety Coordinator

Before adopting its comprehensive school safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the school safety plan.

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting:

1. The County Supervisor
2. A representative of the local school employee organization
3. A representative of each parent organization at the school site, including the parent teacher association and parent teacher clubs
4. A representative of each teacher organization at the school site
5. A representative of the student body government

6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting:

1. A representative of the local churches
2. Local civic leaders
3. Local business organizations

The school site council or safety planning committee may consider incorporating into the plan the following "three essential components" and/or the strategies recommended in Education Code 35294.21:

1. Assuring each student a safe physical environment
2. Assuring each student a safe, respectful, accepting, and emotionally nurturing environment
3. Developing each student's resiliency skills

Content of the Safety Plan

The districtwide and/or school site safety plan shall include an assessment of the current status of school crime committed on campus(es) and at school-related functions.

The plan also shall identify appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety and shall include the development of all of the following:

1. Child abuse reporting procedures
2. Routine and emergency disaster procedures including, but not limited to:
 - a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act
 - b. An earthquake emergency procedure system
 - c. A procedure to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare
3. Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion

recommendations

4. Procedures to notify teachers of dangerous students
5. A discrimination and harassment policy consistent with the prohibition against discrimination
6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel," the provisions of that dress code and the definition of "gang-related apparel"
7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school
8. A safe and orderly school environment conducive to learning
9. The rules and procedures on school discipline
10. Hate crime reporting procedures

Among the strategies for providing a safe environment, the school safety plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution
2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying and hazing, as well as behavioral expectations and consequences for violations
3. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education, character/values education, media analysis skills, conflict resolution, and community service learning
4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus
5. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students
6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system and the schools that lead to the development of a set of common goals and community strategies for violence prevention

instruction

7. Procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of the school
8. Procedures for receiving verification from law enforcement that a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime
9. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for the closing of campuses to outsiders, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus
10. Crisis prevention and intervention strategies, which may include the following:
 - a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate
 - b. Assignment of staff members responsible for each identified task and procedure
 - c. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan
 - d. Coordination of communication to schools, Governing Board members,
 - e. Development of a method for the reporting of violent incidents
 - f. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling
11. Staff training in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

COMMUNITY RELATIONS

SUBJECT: Uniform Complaint Procedures

The Governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4620)

The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program or activity that receives or benefits from state financial assistance. (5 CCR 4610)

Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and career technical and technical training programs, child care and development programs, child nutrition programs, and special education programs. (5 CCR 4610)

Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, and teacher vacancies and misassignments shall be investigated pursuant to the district's Williams uniform complaint procedure (AR 1312.4).

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects every individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This may include keeping the identity of the complainant confidential, as appropriate and except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee, on a case-by-case basis.

The Board prohibits any form of retaliation against any complainant in the complaint process, including but not limited to a complainant's filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18203 School libraries

32289 School safety plan, uniform complaint procedure

35186 Williams uniform complaint procedure

41500-41513 Categorical education block grants

48985 Notices in language other than English

49060-49079 Student records

49490-49590 Child nutrition programs

52160-52178 Bilingual education programs

52300-52499.6 Career-technical education

52500-52616.24 Adult schools

52800-52870 School-based coordinated programs

54000-54028 Economic impact aid programs

54100-54145 Miller-Unruh Basic Reading Act

54400-54425 Compensatory education programs

54440-54445 Migrant education

54460-54529 Compensatory education programs

56000-56885 Special education programs

59000-59300 Special schools and centers

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

PENAL CODE

422.6 Interference with constitutional right or privilege

UNITED STATES CODE, TITLE 20

6301-6577 Title I basic programs

6601-6777 Title II preparing and recruiting high quality teachers and principals

6801-6871 Title III language instruction for limited English proficient and immigrant students

7101-7184 Safe and Drug-Free Schools and Communities Act

7201-7283g Title V promoting informed parental choice and innovative programs

7301-7372 Title V rural and low-income school programs

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/offices/OCR>

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COMMUNITY RELATIONS

SUBJECT: Uniform Complaint Procedures

Compliance Officer

The Board of Education designates the following compliance officers to receive and investigate Uniform Complaints and ensure district compliance with applicable law:

Section 504/Americans With Disabilities Act, Special Education, Title II complaints:

Administrator, Education Support Services
4850 Pedley Road
Riverside, CA 92509
(951) 360-4144

Title IX and other complaints:

Director, Administrative Services
4850 Pedley Road
Riverside, CA 92509
(951) 360-4140

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Designated employees may have access to legal counsel as determined by the Superintendent or designee.

Notifications

The Superintendent or designee shall ensure the notification requirements of the Code of Regulations, Title 5, Section 4622 are met, including the annual dissemination of district complaint procedures and information about available appeals, civil law remedies, and conditions under which a complaint may be submitted directly to the California Department of Education.

Annual dissemination of the complaint procedures will be made to students, employees, parents/guardians, district/school advisory committees, and other interested parties.

The Superintendent or designee shall make available copies of the district's uniform complaint procedures free of charge. (5 CCR 4622)

The notice shall:

1. Identify the person(s), position(s), or unit(s) responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal discrimination laws, if applicable
3. Advise the complainant of the appeal process pursuant to Education Code 262.3, including the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies
4. Include statements that:
 - a. The district is primarily responsible for compliance with state and federal laws and regulations
 - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline
 - c. An unlawful discrimination complaint must be filed not later than six months from the date the alleged discrimination occurs, or six months from the date the complainant first obtains knowledge of the facts of the alleged discrimination
 - d. The complainant has a right to appeal the district's decision to the CDE by filing a written appeal within 15 days of receiving the district's decision
 - e. The appeal to the CDE must include a copy of the complaint filed with the district and a copy of the district's decision

Procedures

The following procedures shall be used to address all complaints which allege that the district has violated federal or state laws or regulations governing educational programs. Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with the Code of Regulations, Title 5, Section 4632.

To the fullest extent possible, investigations of discrimination complaints shall be conducted in a manner that protects confidentiality of the parties and the facts. (Title 5, Section 4630) The results of the investigation shall be communicated to the complaining party, accused employee, and if appropriate to others directly concerned on a need-to-know basis.

Adopted: 9-21-92

Revised: 7-20-94, 4-3-95, 12-11-96, 1-19-99, 10-4-99, 11-5-01

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19.13

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled, and when a decision or ruling is made.

Filing a Complaint

Any individual, public agency, or organization may file a written complaint of alleged noncompliance with the compliance officer named above.

If a complainant is unable to put a complaint in writing due to conditions such as illiteracy or other disabilities, district staff shall help him/her to file the complaint. (Title 5, Section 4600)

Complaints alleging any form of unlawful discrimination may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to any form of unlawful discrimination. The complaint must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts of the alleged discrimination. (Title 5, Section 4630)

Mediation

Upon receipt of a complaint, the district may offer the complainant the possibility of using mediation. If all parties agree to mediation, the district will make all arrangements for this process.

Before initiating the mediation of a discrimination complaint, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

If the mediation process does not resolve the problem, or is deemed inappropriate due to the nature of the complaint, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time.

Investigation of Complaint

The compliance officer shall hold an investigation meeting within five days of receiving the complaint or attempting to mediate the complaint. This meeting shall provide an

opportunity for the complainant and/or his/her representative and the district's representatives to present information relevant to the complaint. Parties to the dispute may discuss the complaint and question each other or each other's witnesses. (Title 5, Section 4631)

To ensure that all pertinent facts are made available, the compliance officer and the complainant may ask other individuals to attend this meeting and provide additional information.

In the meditative/investigative process complainant and/or representative and the district representative will be given the opportunity to present evidence.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, or his/her failure or refusal to cooperate in the investigation or his/her engagement in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegation. (5 CCR 4631)

The district's refusal to provide the investigator with access to records and/or other information related to the allegation in the complaint, or its failure or refusal to cooperate in the investigation or its engagement in any other obstruction of the investigation, may result in a finding, based on evidence collected, that a violation has occurred and may result in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

Written Response

~~Within 45 days of receiving the complaint, the compliance officer or designee shall prepare and send to the complainant a written response on behalf of the district, including:~~

- ~~1. The findings and disposition with rationale reached concerning the complaint, including any corrective remedies if such are determined appropriate.~~
- ~~2. Notice of the complainant's right to appeal the district's response within 15 days to the California Department of Education, and the procedures to be followed for initiating such an appeal. All complainants have the right to appeal any district response. Complainants may also avail themselves of appropriate civil remedies in the appropriate state or federal administrative agency or court.~~

3. ~~The report containing the above response shall be provided in the language of the complainant.~~

Within 30 days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described below under "Final Written Decision." If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five days, file his/her complaint in writing with the Board.

Final Written Decision

The district's decision shall be in writing and sent to the complainant. (5 CCR 4631)

The district's decision shall be written in English and in the language of the complainant whenever feasible or as required by law.

The decision shall include:

1. The findings of fact based on the evidence gathered (5 CCR 4631)
2. The conclusion(s) of law (5 CCR 4631)
3. Disposition of the complaint (5 CCR 4631)
4. Rationale for such disposition (5 CCR 4631)
5. Corrective actions, if any are warranted (5 CCR 4631)
6. Notice of the complainant's right to appeal the district's decision within 15 days to the CDE and procedures to be followed for initiating such an appeal (5 CCR 4631)
7. For discrimination complaints, notice that the complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies (Education Code 262.3)

If an employee is disciplined as a result of the complaint, the decision shall simply state that effective action was taken and that the employee was informed of district expectations. The report shall not give any further information as to the nature of the disciplinary action.

Appeal to the Board

A complainant dissatisfied with the compliance officer's response may, within five (5) days of the receipt of the findings/conclusions, file an appeal in writing with the Board of Education. The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. The Board may also decide not to hear the complaint, in

which case the response of the compliance officer shall be the district's final written decision. If the Board hears the complaint, the compliance officer or designee shall send the Board's decision to the complainant within 60 days of the district's initially receiving the complaint or within an extended time period that has been specified in a written agreement with the complainant.

The Board's written decision shall be the District's final decision.

Appeals to the California Department of Education

~~A complainant dissatisfied with the district's decision, may appeal in writing to the California Department of Education within 15 days of receiving the district's decision. For good cause, the State Superintendent of Public Instruction may grant an extension for filing appeals. (Title 5, Section 4652)~~

~~When appealing to the California Department of Education, the complainant must specify the reason(s) for appealing the district's decision and must include a copy of the locally filed complaint and the district's decision.~~

~~Notwithstanding any other provision of law, a person who alleges that he or she is a victim of discrimination may not seek civil remedies until at least 60 days have elapsed from the filing of an appeal to the State Department of Education pursuant to Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations. The moratorium imposed does not apply to injunctive relief and is applicable only if the local educational agency has appropriately, and in a timely manner, apprised the complainant of his or her right to file a complaint.~~

If dissatisfied with the district's decision, the complainant may appeal in writing to the CDE within 15 days of receiving the district's decision. When appealing to the CDE, the complainant must specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the district's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant has appealed the district's decision, the Superintendent or designee shall forward the following documents to the CDE: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the decision
3. A summary of the nature and extent of the investigation conducted by the district, if not covered by the decision
4. A copy of the investigation file, including but not limited to all notes, interviews, and documents submitted by the parties and gathered by the investigator
5. A report of any action taken to resolve the complaint
6. A copy of the district's complaint procedures
7. Other relevant information requested by the CDE

The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists, including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district.

Civil Law Remedies

A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For discrimination complaints, however, a complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if the district has appropriately, and in a timely manner, apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622.

If a complainant is not satisfied with the District processing of a complaint, the complainant may also seek remedies with the following other local, state, or federal agencies, or organizations which may have jurisdiction:

California Department of Fair Employment & Housing

Equal Employment Opportunity Commission

U.S. Department of Education - Office of Civil Rights

Mediation services

Legal assistance agencies, such as Legal Aid

Private legal counsel

These agencies and organizations are listed in the yellow or white pages of the telephone directory and the World Wide Web.

COMMUNITY RELATIONS

SUBJECT: Williams Uniform Complaint Procedures

Types of Complaints

The district shall use the following procedures to investigate and resolve complaints when the complainant alleges that any of the following has occurred: (Education Code 35186; 5 CCR 4681, 4682)

1. Textbooks and instructional materials

a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.

b. A student does not have access to textbooks or instructional materials to use at home or after school.

c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.

2. Teacher vacancy or misassignment

a. A semester begins and a teacher vacancy exists.

b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner students in the class.

c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

Vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of the semester for an entire semester. (Education Code 35186; 5 CCR 4682)

Beginning of the year or semester means the first day classes necessary to serve all the students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester. (5 CCR 4600)

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position

that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR 4600)

3. Facilities

A condition poses an emergency or urgent threat to the health or safety of students or staff.

Emergency or urgent threat means structures or systems that are in a condition that poses a threat to the health and safety of students or staff while at school, including but not limited to gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; or structural damage creating a hazardous or uninhabitable condition. (Education Code 17592.72)

Filing of Complaint

A complaint alleging any condition(s) specified above shall be filed with the principal or designee at the school in which the complaint arises. The principal or designee shall forward a complaint about problems beyond his/her authority to the Superintendent or designee in a timely manner, but not to exceed 10 working days. (Education Code 35186; 5 CCR 4680)

The principal or designee shall make all reasonable efforts to investigate any problem within his/her authority. He/she shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186)

Complaints may be filed anonymously. If the complainant has indicated on the complaint form that he/she would like a response to the complaint, the principal or designee shall report the resolution of the complaint to him/her within 45 working days of the initial filing of the complaint. If a response is requested, the response shall be made to the mailing address of the complainant as indicated on the complaint form. At the same time, the principal or designee shall report the same information to the Superintendent or designee. (Education Code 35186; 5 CCR 4680)

If a complainant is not satisfied with the resolution of a complaint, he/she has the right to describe the complaint to the Governing Board at a regularly scheduled meeting. (Education Code 35186; 5 CCR 4686)

For any complaint concerning a facility condition that poses an emergency or urgent threat to the health or safety of students or staff as described in item #3 above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the Superintendent of Public Instruction

(SPI) within 15 days of receiving the district's response. The complainant shall comply

with the appeal requirements specified in 5 CCR 4632. (Education Code 35186; 5 CCR 4687)

All complaints and written responses shall be public records. (Education Code 35186; 5 CCR 4686)

Reports

The Superintendent or designee shall report summarized data on the nature and resolution of all complaints to the Board and the County Superintendent of Schools on a quarterly basis. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting. (Education Code 35186; 5 CCR 4686)

Forms and Notices

The Superintendent or designee shall ensure that the district's complaint form contains a space to indicate whether the complainant desires a response to his/her complaint and specifies the location for filing a complaint. A complainant may add as much text to explain the complaint as he/she wishes. (Education Code 35186)

The Superintendent or designee shall ensure that a notice is posted in each classroom in each school containing the components specified in Education Code 35186. (Education Code 35186)

Legal Reference:

EDUCATION CODE

1240 County superintendent of schools, duties

17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account

33126 School Accountability Report Card

35186 Williams uniform complaint procedure

60119 Hearing on sufficiency of instructional materials

CODE OF REGULATIONS, TITLE 5

4600-4671 Uniform complaint procedures, especially:

4680-4687 Williams complaints

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Williams case:
<http://www.cde.ca.gov/eo/ce/wc/index.asp>

BUSINESS AND NONINSTRUCTIONAL OPERATIONS**SUBJECT: Tobacco-Free Schools**

~~Ample research has demonstrated~~ The Governing Board recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff. As required by law, the district provides instructional programs designed to discourage students from using tobacco products. District employees are expected to serve as models for good health practices that are consistent with these instructional programs.

Therefore, in the best interests of students, employees and the general public, the Board prohibits the use of tobacco products at ~~all any time~~ in district-owned or leased buildings, on district property and in district vehicles. This prohibition applies to all employees, students and visitors at any instructional program, activity or athletic event. ~~It applies to any meeting on any property owned, leased or rented by or from the district.~~

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground.

Legal Reference:**EDUCATION CODE**

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

LABOR CODE

6404.5 Occupational safety and health: use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

7111-7117 Safe and Drug Free Schools and Communities Act

PERB RULINGS

Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

BUSINESS AND NONINSTRUCTIONAL OPERATIONS**SUBJECT: Tobacco-Free Schools**

~~Effective January 1, 1995,~~ The use of tobacco products is prohibited anywhere by anyone on school district property, district vehicles or at school sponsored events.

Notifications

The Superintendent or designee shall notify employees of the district's tobacco-free schools policy. The notification shall inform them of:

1. Their need to abide by district policy as a condition of employment.
2. The dangers of tobacco use in the workplace, including the threat to the health and safety of employees, students, and the public.
3. Available resources which may help employees stop using tobacco.
4. Possible disciplinary actions in accordance with Board policy, state law and applicable collective bargaining agreements.
5. Information about the district's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students and the community. Students and parents will be informed of this policy in the registration packet and the Student Handbook. Initial notification to the ~~public~~ community will be accomplished through the media.
6. Signs ~~prohibiting the use of tobacco~~ stating "Tobacco use is prohibited" shall be prominently displayed at all entrances to school property. The district's tobacco-free schools policy will also be announced at all school sponsored events.
7. At each entrance to a building or structure, the Superintendent or designee shall post a sign stating "No smoking" or "Smoking is prohibited except in designated areas" as appropriate.

Enforcement/Discipline

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property
2. Request local law enforcement assistance in removing the person from school premises
3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering district property for a specified period of time

PERSONNEL**SUBJECT: Nondiscrimination In Employment**

The Governing Board prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Any district employee who engages or participates in unlawful discrimination, or who aids, abets, incites, compels or coerces another to discriminate, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

Any district employee who observes or has knowledge of an incident of unlawful discrimination or harassment shall report the incident to the principal, district administrator or Superintendent as soon as practical after the incident. Failure of a district employee to report discrimination or harassment may result in disciplinary action.

The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment.

The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms.

The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:

Assistant Superintendent of Personnel Services
4850 Pedley Road
Riverside, California 92509
(951) 360-4124

Other Remedies

An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:

1. To file a valid complaint with DFEH, the employee must file his/her complaint within one year of the alleged discriminatory act(s), unless an exception exists

pursuant to Government Code 12960.

2. To file a valid complaint directly with EEOC, the employee must file his/her complaint within 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier.

Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.

Legal Reference:

CIVIL CODE

51.7 Freedom from violence or intimidation

GOVERNMENT CODE

11135 Unlawful discrimination

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.56 Definitions, hate crimes

CODE OF REGULATIONS, TITLE 2

7287.6 Terms, conditions and privileges of employment

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

COURT DECISIONS

Carter v. California Department of Veterans Affairs (2003) 2003 Cal.LEXIS 5694

Shephard v. Loyola Marymount (2002) 102 CalApp.4th 837

PERSONNEL**SUBJECT: Nondiscrimination In Employment**

Unlawful discrimination or harassment of an individual includes:

1. Slurs, epithets, threats or verbal abuse
2. Derogatory or degrading comments, descriptions, drawings, pictures or gestures
3. Unwelcome jokes, stories, teasing or taunting
4. Any other verbal, written, visual or physical conduct against the individual which:
 - a. Adversely affects his/her employment opportunities, or
 - b. Has the purpose or effect of unreasonably interfering with his/her work performance or creating an intimidating, hostile or offensive work environment

Any employee or job applicant who feels that he/she has been or is being unlawfully discriminated against or harassed should immediately contact his/her supervisor, the nondiscrimination coordinator or the Superintendent in order to obtain procedures for reporting a complaint. Such complaints shall be filed in accordance with AR 4031 - Complaints Concerning Discrimination in Employment. An employee may bypass his/her supervisor when the supervisor is the alleged offender.

Any supervisor who receives a discrimination/harassment complaint shall immediately notify the nondiscrimination coordinator or the Superintendent, who shall ensure that the complaint is appropriately investigated in accordance with district policy and regulations.

The Superintendent or designee shall ensure that annual training is provided to all employees regarding the issues of discrimination.

PERSONNEL

SUBJECT: Sexual Harassment

The Governing Board prohibits sexual harassment of district employees and job applicants. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and administrative regulation.

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation

2. Publicizing and disseminating the district's sexual harassment policy to staff

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

3. Ensuring prompt, thorough, and fair investigation of complaints

4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (5 CCR 4964)

Any district employee or job applicant who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment by or against another employee, a job applicant or a student, shall immediately report the incident to his/her supervisor, the principal, district administrator or Superintendent.

A supervisor, principal or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.

Complaints of sexual harassment shall be filed in accordance with AR 4031 - Complaints Concerning Discrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

Any district employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment against a district employee, job applicant, or student is in violation of this policy and is subject to

disciplinary action, up to and including dismissal.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

CODE OF REGULATIONS, TITLE 2

7287.8 Retaliation

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

CODE OF FEDERAL REGULATIONS, TITLE 34

106.9 Dissemination of policy

COURT DECISIONS

Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026

Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998

Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57

Management Resources:

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS
GENERAL

Protecting Students from Harassment and Hate Crime, January, 1999

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

PERSONNEL

SUBJECT: Sexual Harassment

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is made expressly or implicitly a term or condition of the individual's employment
2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her
3. The conduct has the purpose or effect of unreasonably interfering with the other individual's work performance; creating an intimidating, hostile, or offensive work environment; or adversely affecting the other individual's evaluation, advancement, assigned duties, or any other condition of employment or career development
4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district

Other examples of actions that might constitute sexual harassment, whether committed by a supervisor, a co-worker, or a non-employee, in the work or educational setting, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit e-mails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

Prohibited sexual harassment may also include any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

Training

By January 1, 2006, and every two years thereafter, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All newly hired or promoted supervisory employees shall receive training within six months of their assumption of the supervisory position. (Government Code 12950.1)

The district's training and education program for supervisory employees shall include information and practical guidance regarding the federal and state statutory law on the prohibition against and the prevention and correction of sexual harassment and the remedies available to the victims of sexual harassment in employment. The training shall also include practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation. (Government Code 12950.1)

In addition, the Superintendent or designee shall ensure that all employees receive periodic training regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures.

Notifications

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to each faculty member, all members of the administrative staff, and all members of the support staff at the beginning of the first quarter or semester of the school year or whenever a new employee is hired
3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

All employees shall receive either a copy of information sheets prepared by the California Department of Fair Employment and Housing (DFEH) or a copy of district information sheets that contain, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law

3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 7287.8 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

STUDENTS

SUBJECT: Conduct

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. On school grounds and at school activities, students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program.

Behavior is considered appropriate when students are diligent in study, careful with school property, courteous, and respectful towards their teachers, other staff, students and volunteers.

The Superintendent or designee shall ensure that each school site develops standards of conduct and discipline consistent with district policies and administrative regulations.

Students and parents/guardians shall be notified of district and school rules related to conduct and shall receive regular instruction regarding these rules. In addition, parents/guardians and students may be provided information about early warning signs of harassing/intimidating behaviors, such as bullying, as well as prevention and intervention strategies.

Prohibited student conduct includes but is not limited to:

1. Behavior that endangers staff and/or students
2. Behavior that disrupts the orderly classroom or school environment
3. Harassment of students or staff, including bullying, intimidation, hazing, or initiation activity or any other verbal, written or physical conduct that causes or threatens to cause bodily harm or emotional suffering
4. Damage to or theft of property belonging to the district, staff or students
5. Possession or use of laser pointers, unless used for a valid instructional or other school-related purpose, including employment (Penal Code 417.27)

Prior to bringing a laser pointer on school premises, students shall first obtain permission from the principal or designee. The principal or designee shall determine whether the requested use of the laser pointer is for a valid instructional or other school-related purpose.

6. Profane, vulgar or abusive language
7. Plagiarism or dishonesty in school work or on tests

8. Inappropriate dress

9. Tardiness and unexcused absence from school

10. Failure to remain on school premises in accordance with school rules

Possession of Cellular Phones and Other Personal Electronic Signaling Devices

No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to health-related purposes. (Education Code 48901.5)

Students may possess or use personal electronic signaling devices, including but not limited to pagers, beepers and cellular/digital telephones.

Permitted devices shall:

1. Be turned off during class time and at any other time directed by a district employee

2. Not disrupt the educational program or school activity

3. Not be used inappropriately as determined by staff

If a disruption occurs, the employee shall direct the student to turn off the device and/or confiscate it. If a school employee finds it necessary to confiscate a device, he/she may either return it at the end of the class period or school day or keep it until the principal or designee has consulted with the student's parent/guardian.

A student who violates this policy may be prohibited from possessing a personal electronic signaling device at school or school-related events.

Enforcement of Standards

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, he/she shall refer the matter to his/her supervisor or administrator for further investigation.

Students who violate district or school rules and regulations may be subject to discipline, including but not limited to suspension, expulsion or transfer to alternative programs in accordance with Board policy and administrative regulation. In addition, when the conduct involves intimidation, harassment, or other endangerment of a student or

employee, the Superintendent or designee shall provide appropriate assistance as necessary for the victim and the offender or make appropriate referrals for such assistance.

Legal Reference:

EDUCATION CODE

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

44807 Duty concerning conduct of students

48900-48925 Suspension or expulsion, especially:

48908 Duties of students

CIVIL CODE

1714.1 Liability of parents and guardians for willful misconduct of minor

PENAL CODE

245.6 Hazing

417.25-417.27 Laser scope

CODE OF REGULATIONS, TITLE 5

300-307 Duties of pupils

UNITED STATES CODE, TITLE 42

2000h-2000h6 Title IX, 1972 Education Act Amendments

Management Resources:

CSBA PUBLICATIONS

Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Preventing Bullying: A Manual for Schools and Communities, 1998

WEB SITES

California Department of Education, Safe Schools and Violence Prevention Office:

<http://www.cde.ca.gov/spbranch/safety>

CSBA: <http://www.csba.org>

(3/02 11/02) 3/04

STUDENTS

SUBJECT: Weapons And Dangerous Instruments

The Governing Board desires students and staff to be free from the danger presented by firearms and other weapons.

Possession of Weapons

The Board prohibits any person other than authorized law enforcement or security personnel from possessing weapons, imitation firearms, or dangerous instruments of any kind in school buildings, on school grounds or buses, or at a school-related or school-sponsored activity away from school, or while going to or coming from school.

Students possessing without permission or threatening others with a weapon, dangerous instrument or imitation firearm are subject to suspension and/or expulsion in accordance with law, Board policy and administrative regulations.

Under the power granted to the Board to maintain order and discipline in the schools and to protect the safety of students, staff and the public, any school employee is authorized to confiscate a weapon, dangerous instrument or imitation firearm from any person on school grounds.

The principal or designee shall notify law enforcement authorities when any student possesses a weapon without permission or commits any act of assault with a firearm or other weapon. (20 USC 7151; Education Code 48902; Penal Code 245, 626.9, 626.10)

Possession of Pepper Spray

To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas or tear gas weapons such as pepper spray on campus or at school activities.

Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The strategy shall also provide a method of informing staff, students and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

Legal Reference:

EDUCATION CODE

35291 Governing board to prescribe rules for discipline of the schools

48900 Grounds for suspension/expulsion

48902 Notification of law enforcement authorities

48915 Required recommendation for expulsions

48916 Readmission

49330-49335 Injurious objects

PENAL CODE

245 Assault with deadly weapon

417.4 Imitation firearm; drawing or exhibiting

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razor or stun gun; bringing or possessing in school or on school grounds; exception

653k Soliciting a minor to commit certain felonies

12001 Control of deadly weapons

12020-12036 Unlawful carrying and possession of concealed weapons

12220 Unauthorized possession of a machinegun

12401 Tear gas

12402 Tear gas weapon

12403.7 Weapons approved for self defense

12403.8 Minors 16 or over; tear gas and tear gas weapons

12555 Imitation firearms

UNITED STATES CODE, TITLE 20

6301-7941 No Child Left Behind Act; especially:

7151 Gun-Free Schools Act

STUDENTS

SUBJECT: Weapons and Dangerous Instruments

Weapons and dangerous instruments include, but are not limited to:

1. Firearms: pistols, revolvers, shotguns, rifles, "zip guns," "stun guns," tasers, and any other device capable of propelling a projectile by the force of an explosion or other form of combustion
2. Knives: any dirks, daggers or other weapons with a fixed, sharpened blade fitted primarily for stabbing, weapons with a blade fitted primarily for stabbing, weapons with a blade longer than 3-1/2 inches, folding knives with a blade that locks into place, and razors with an unguarded blade
3. Explosive and/or incendiary devices: pipe bombs, time bombs, cap guns, containers of inflammable fluids, and other hazardous devices
4. Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, carbon dioxide pressure or spring action, or any spot marker gun
5. Any other dangerous device, instrument or weapon, especially those defined in Penal Code 12020, including a blackjack, slingshot, billy, nunchaku, sandclub, sandbag, metal knuckles, or any metal plate with three or more radiating points with one or more sharp edges designed for use as a weapon
6. Any imitation firearm, defined as a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm

If an employee knows that a student possesses any of the above devices, he/she shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately notify the local law enforcement agency and the principal

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

The principal shall report any possession of a weapon or dangerous instrument, including imitation firearm, to the student's parents/guardians by telephone or in person, and shall follow this notification with a letter.

STUDENTS

SUBJECT: Discipline

The Governing Board desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, effective classroom management and parent involvement can minimize the need for discipline. Staff shall use preventative measures and positive conflict resolution techniques whenever possible.

Board policies and regulations shall delineate acceptable student conduct and provide the basis for sound disciplinary practices. Each school shall develop disciplinary rules to meet the school's individual needs.

When misconduct occurs, staff shall implement appropriate discipline and attempt to identify and address the causes of the student's behavior. Continually disruptive students may be assigned to alternative programs or removed from school in accordance with law, Board policy and administrative regulation. At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline.

The Superintendent or designee shall provide professional development as necessary to assist staff in developing classroom management skills and implementing effective disciplinary techniques.

Legal Reference:

CIVIL CODE

1714.1 Parental liability for child's misconduct

EDUCATION CODE

32280-32288 School safety plans

35146 Closed sessions

35291 Rules

35291.5-35291.7 School-adopted discipline rules

37223 Weekend classes

44807.5 Restriction from recess

48900-48926 Suspension and expulsion

48980-48985 Notification of parents or guardians

49000-49001 Prohibition of corporal punishment

49330-49335 Injurious objects

CODE OF REGULATIONS, TITLE 5

307 Participation in school activities until departure of bus

353 Detention after school

Management Resources:

CSBA PUBLICATIONS

Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999

CDE PROGRAM ADVISORIES

1010.89 Physical Exercise as Corporal Punishment, CIL 89/9-3

1223.88 Corporal Punishment, CIL: 88/9-5

WEB SITES

CDE: <http://www.cde.ca.gov>

USDOE: <http://www.ed.gov>

STUDENTS

SUBJECT: Discipline

Site-Level Rules

The final version of the rules shall be adopted by a panel comprised of the principal or designee and a representative selected by classroom teachers employed at the school. Each school shall file a copy of its rules with the Superintendent or designee.

The rules shall be consistent with law, Governing Board policy and district regulations. The Board may review, at an open meeting, the approved school discipline rules for consistency with Board policy and state law. (Education Code 35291.5)

Each school shall review its site-level discipline rules at least every four years.

It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291)

Disciplinary strategies provided in Board policy, regulation and law may be used in developing site-level rules. These strategies include but are not limited to:

1. Referral of the student for advice and counseling
2. Discussion or conference with parents/guardians
3. Recess restriction
4. Detention during and after school hours
5. Community service
6. Reassignment to an alternative educational environment
7. Removal from the class in accordance with Board policy, administrative regulation and law
8. Suspension and expulsion

Corporal Punishment

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of, or willfully causing the infliction of, physical pain on a student. (Education Code 49001)

For purposes of this policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to property or to obtain possession of weapons or other dangerous objects within the control of the student. (Education Code 49001)

Recess Restriction

A teacher or the principal or designee may restrict a student's recess time when he/she believes that this action is the most effective way to bring about improved behavior, subject to the following conditions:

1. The student shall be given adequate time to use the restroom and get a drink or eat lunch, as appropriate.
2. The student shall remain under a certificated employee's supervision during the period of restriction.
3. Teachers shall inform the principal of any recess restrictions they impose.

Detention After School

Students may be detained for disciplinary reasons up to one hour after the close of the maximum school day. (5 CCR 353)

If a student will miss his/her school bus on account of being detained after school, or if the student is not transported by school bus, the principal or designee shall notify parents/guardians of the detention at least one day in advance so that alternative transportation arrangements may be made. The student shall not be detained unless the principal or designee notifies the parent/guardian.

In cases where the school bus departs more than one hour after the end of the school day, students may be detained until the bus departs. (5 CCR 307, 353)

Students shall remain under the supervision of a certificated employee during the period of detention.

Students may be offered the choice of serving their detention on Saturday rather than after school.

Community Service

As part of or instead of disciplinary action, the Board, Superintendent, principal or principal's designee may, at his/her discretion, require a student to perform community service on school grounds, or with written permission of the student's parent/guardian off

school grounds, during nonschool hours. Such service may include, but is not limited to, community or school outdoor beautification, campus betterment, and teacher, peer or youth assistance programs. (Education Code 48900.6)

This community service option is not available for a student who has been suspended, pending expulsion, pursuant to Education Code 48915. However, if the recommended expulsion is not implemented or the expulsion itself is suspended, then a student may be required to perform community service for the resulting suspension pursuant to this section. (Education Code 48900.6)

Notice to Parents/Guardians and Students

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians, in writing, about the availability of district rules related to discipline. (Education Code 48980)

The Superintendent or designee shall also provide written notice of the rules related to discipline to transfer students at the time of their enrollment in the district.

STUDENTS

SUBJECT: Suspension And Expulsion/Due Process

The Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Suspended or expelled students shall be denied the privilege of participation in all extracurricular activities during the period of suspension or expulsion.

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion shall be used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to self or others.

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be those specified in law and/or administrative regulation.

Zero Tolerance

The Board supports a zero tolerance approach to serious offenses in accordance with state and federal law. This approach makes the removal of potentially dangerous students from the classroom a top priority and ensures the standardized treatment of all students. Staff shall immediately report to the Superintendent or designee any incidence of offenses specified in law, Board policy, and administrative regulation as cause for suspension or expulsion.

Student Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and/or law. (Education Code 48911, 48915, 48915.5)

Supervised Suspension Classroom

The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.

The Superintendent or designee shall establish a supervised classroom suspension program which meets the requirements of law for students suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, who pose no imminent danger or threat at school, and for whom an expulsion action has not been initiated.

The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.

Required Parental Attendance

The Board believes that parental involvement plays an important role in the resolution of classroom behavior problems. The Board expects that teachers will communicate with parents/guardians when behavior problems arise.

Whenever a student is suspended from class by a teacher because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities, or otherwise willfully defied valid staff authority, the teacher of the class from which the student was removed may provide that the student's parent/guardian attend a portion of a school day in the class from which the student was suspended. (Education Code 48900.1)

Before requiring parental attendance, the teacher shall make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher also may inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.

The teacher shall apply this policy uniformly to all students within the classroom. This policy shall apply only to a parent/guardian who lives with the student. (Education Code 48900.1)

When a teacher requires parental attendance, the principal shall send a written notice to the parent/guardian stating that his/her attendance is pursuant to law. (Education Code 48900.1)

The notice shall specify that the attendance may be on either the date the student is scheduled to return to class or within one week thereafter.

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

The principal or designee shall contact a parent/guardian who does not respond to the request to attend school. The Board recognizes that parent/guardian compliance with this policy may be delayed, modified, or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get release time from work.

Decision Not to Enforce Expulsion Order

On a case-by-case basis, the enforcement of an expulsion order may be suspended by the Board pursuant to the requirements of law.

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

1981 Enrollment of students in community school

17292.5 Program for expelled students

35146 Closed sessions (re suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48660-48667 Community day schools

48900-48927 Suspension and expulsion

48950 Speech and other communication

49073-49079 Privacy of student records

CIVIL CODE

47 Privileged communication

48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt

54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia

11053-11058 Standards and schedules

LABOR CODE

230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined

240 Assault defined

241.2 Assault fines

242 Battery defined

243.2 Battery on school property

243.4 Sexual battery

245 Assault with deadly weapon

245.6 Hazing

261 Rape defined

266c Unlawful sexual intercourse

286 Sodomy defined

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

289 Penetration of genital or anal openings

626.2 Entry upon campus after written notice of suspension or dismissal without permission

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razors or stun guns

868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

7151 Gun free schools

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County

Board of Education and Kenneth H., (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal.App.3d 807

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen 146 (2001)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.caag.state.ca.us>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office of Safe and Drug-Free Schools:
<http://www.ed.gov/about/offices/list/osdfs/index.html>

STUDENTS

SUBJECT: Suspension And Expulsion/Due Process

Definitions

Suspension from school means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910. Removal from a particular class shall not occur more than once every five school days.

Expulsion means removal of a student from the immediate supervision and control, or the general supervision, of school personnel. (Education Code 48925)

Day means a calendar day unless otherwise specifically provided. (Education Code 48925)

School day means a day upon which the schools of the district are in session or weekdays during the summer recess. (Education Code 48925)

Student includes a student's parent/guardian or legal counsel. (Education Code 48925)

Principal's designee means one or more administrators or, if there is not a second administrator at one school site, a certificated person specifically designated by the principal, in writing, to assist with disciplinary procedures. Only one such person may be designated at any time as the principal's primary designee and only one such person may be designated as secondary designee for the school year. The names of such persons shall be on file in the principal's office. (Education Code 48911)

School property, for the purposes described in Education Code 48900, includes, but is not limited to, electronic files and databases. (Education Code 48900(s))

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, suspension and expulsion. (Education Code 48900.1, 48980)

Grounds for Suspension and Expulsion

A student may be suspended or expelled for any of the acts included Education Code 48900 and 48915, if the act is related to school activity or school attendance occurring at any district school under the jurisdiction of the Superintendent or principal or within any other school district, including but not limited to the following circumstances: (Education Code 48900)

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

The Superintendent or principal may use his/her discretion to provide alternatives to suspension or expulsion for a student subject to discipline under this administrative regulation, including, but not limited to, counseling and an anger management program. (Education Code 48900(r))

Alternatives to suspension or expulsion shall be used with students who are truant, tardy, or otherwise absent from assigned school activities.

Removal from Class by a Teacher/Parental Attendance

A teacher may suspend any student from his/her class for the remainder of the day and the following day for any act listed in "Grounds for Suspension and Expulsion" above. (Education Code 48910)

A teacher also may refer a student to the principal or designee for consideration of suspension from school. (Education Code 48910)

When removing a student from his/her class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. The student shall be appropriately supervised during the class periods from which he/she has been removed. (Education Code 48910)

As soon as possible, the teacher shall ask the student's parent/guardian to attend a parent-teacher conference regarding the removal. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)

A student removed from class shall not be returned to class during the period of removal without the approval of the teacher of the class and the principal. (Education Code 48910)

A student removed from class shall not be placed in another regular class during the period of removal. However, if a student is assigned to more than one class per day, he/she may be placed in any other regular classes except those held at the same time as the class from which the student was removed. (Education Code 48910)

The teacher of any class from which a student is removed may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Pursuant to Board policy, a teacher may provide that the parent/guardian of a student whom the teacher has removed attend a portion of a school day in his/her child's classroom. When a teacher makes this request, the principal shall send the parent/guardian a written notice that the parent/guardian's attendance is requested pursuant to law. (Education Code 48900.1)

Suspension by Superintendent, Principal or Principal's Designee

The Superintendent, principal or principal's designee may suspend a student from school for not more than five consecutive school days unless the suspension is extended pending expulsion. (Education Code 48911)

Suspension also may be imposed upon a first offense if the Superintendent, principal or designee determines that the student violated Education Code 48900 or 48915 or if the student's presence causes a danger to persons or property or threatens to disrupt the instructional process. (Education Code 48900.5)

A student may be suspended from school for not more than 20 school days in any school year, unless for purposes of adjustment the student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class, in which case suspension shall not exceed 30 days in any school year. However, this restriction on the number of days of suspension does not apply when the suspension is extended pending an expulsion. (Education Code 48903, 48911, 48912)

The Superintendent or designee may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903)

The suspension notice shall state the specific offense committed by the student. (Education Code 48900.8)

In addition, the notice may state the date and time when the student may return to school. If school officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may add that state law requires the parent/guardian to respond to such requests without delay.

Extension of the suspension may be made only if the Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian

were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911)

Authority to Expel

A student may be expelled only by the Board. The Board shall expel, as required by law, any student found to have committed any offense listed below under "Mandatory Recommendation and Mandatory Expulsion."

The Board may also order a student expelled for any of the acts listed in Education Code 48900 or 48915, upon recommendation by the principal, Superintendent, hearing officer or administrative panel, based on either or both of the following finding(s): (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

Mandatory Recommendation for Expulsion

Unless the principal, Superintendent or designee finds that expulsion is inappropriate due to particular circumstances, the principal or the Superintendent or designee shall recommend a student's expulsion for any of the following acts: (Education Code 48915(a))

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife as defined in Education Code 48915(g), explosive, or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance, as listed in Health and Safety Code 11053-11058, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

Mandatory Recommendation and Mandatory Expulsion

The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be: (Education Code 48915(c))

1. Possessing, as verified by a district employee, or selling or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Brandishing a knife as defined in Education Code 48915(g) at another person
3. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
4. Committing or attempting to commit a sexual assault or committing a sexual battery
5. Possessing an explosive as defined in 18 USC 921 Upon finding that the student committed any of the above acts, the Board shall expel the student. (Education Code 48915)

Education Code 48900 through 48927 shall be followed in dealing with any type of student suspension and expulsion.

**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

F.Y. 06 - 07**Amendment 01****DATE:** July 01, 2006**CONTRACT NUMBER:** CPRE-6263**PROGRAM TYPE:** STATE PRESCHOOL**PROJECT NUMBER:** 33-6709-00-6**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**
INFLATION/GROWTH/FT&C CHG.**CONTRACTOR'S NAME:** JURUPA UNIFIED SCHOOL DISTRICT

This agreement with the State of California dated July 01, 2006 designated as number CPRE-6263, shall be amended in the following particulars but no others:

The 2006/07 Funding Terms and Conditions (FT&C) shall be amended in accordance with the attached 2006/07 amended FT&C Language which by this reference is incorporated herein.

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$706,107.00 and inserting \$747,909.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$18.19 and inserting \$19.27 in place thereof.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 38,818.4 and inserting 38,812.1 in place thereof.

Minimum Days of Operation (MDO) Requirement shall be 176. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Sharon Taylor		PRINTED NAME AND TITLE OF PERSON SIGNING Pam Lauzon, Asst. Superintendent			
TITLE Manager-Contracts CD+NS Fiscal Svcs		ADDRESS 4850 Pedley Road, Riverside, CA 92509			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 41,802	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 706,107	(OPTIONAL USE) 0656 23038-6709				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 747,909	ITEM 30.10.010. 6100-196-0001	CHAPTER 47	STATUTE 2006	FISCAL YEAR 2006-2007	
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6055 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.					
SIGNATURE OF ACCOUNTING OFFICER		T.B.A. NO.		B.R. NO.	
		DATE			

**CHILD CARE AND DEVELOPMENT
2006/2007 LANGUAGE CHANGES TO
THE FUNDING TERMS AND CONDITIONS (FT&C)**

These changes apply to the FT&C for the following contract type: **CPRE**

Note: The page numbers cited may be a few pages off.

Add to the TABLE OF CONTENTS, Child Care and Development Center Program Requirements, Section IX. WRITTEN MATERIALS TO BE GIVEN TO PARENTS page 46.

Amend the TABLE OF CONTENTS, Program Quality Requirements (p. iii), as follows:

PROGRAM ANNUAL SELF-EVALUATION STUDY-PROCESS 48

Amend Section I, Definitions, as follows:

"CPM/CMR" means Categorical Program Monitoring/Contract Monitoring Review and is the monitoring and review instrument for child development programs to determine compliance. ~~The Training and Monitoring Resource guide determines compliance for Dimension II, Governance and Administration for Alternative Payment/CalWORKs programs.~~

"Day of Operation" means a day in which the contractor provides service to one or more certified children enrolled. ~~operating facility is open to the public to provide services.~~

"~~Derived rate~~" means the rate calculated pursuant to ~~California Code of Regulations, Title 5, Chapter 19, Subchapter 2.5, Article 1 and Section 18074.3(i).~~

"Desired Results Developmental Profile" is a document issued by the department to record the information in the developmental profile defined below ~~above~~.

"Earned" (For Alternative Payment programs) means net reimbursable program costs consisting of direct payments to providers, which includes family fees for certified children and interest earned on advanced contract funds if the interest is spent on reimbursable costs for additional services, plus actual and allowable reimbursable administrative and support services costs of which of which at least eighty-one percent (81%) must be payments to direct services, no more than nineteen percent (19%) may be for support services and administrative costs together and no more than fifteen percent (15%) may be for administrative costs alone. (For Family Child Care Homes Education Networks) "Earned" means net reimbursable program costs of which at least seventy percent (70%) must be payments for direct services, no more than thirty percent (30%) may be for quality assurance and administrative costs together and no more than fifteen percent (15%) may be for administrative costs alone.

"~~Established rate~~" means the documented rates providers charge unsubsidized families pursuant to ~~California Code of Regulations, Title 5, Chapter 19, Subchapter 2.5, Article 1, Section 18074.3.~~

"Recertification" means a formal process to collect information and documentation to determine that the family continues to meet the eligibility criteria for CalWORKs child care. The adult must certify the information is accurate with a signature.

Amend Section II.H., General Provisions, Payments to Family Child Care Providers, as follows (p.11):

H. Payments to Family Child Care Providers

Reimbursement to family child care home providers shall be based on the lesser of the regional market rate ceiling, ~~the established rate or the derived rate. If an established rate or derived rate is unavailable, reimbursement shall be based on the lesser of the regional market rate ceiling, the comparable local rate, or the provider's requested rate.~~

Add the following two paragraphs to the end of Section IV.C., SUBCONTRACTS, Prior Child Development Division Approval, as follows (p. 20):

The State does not assume any responsibility for performance of approved subcontracts nor does the State assume responsibility for any unpaid debt of the contractor resulting from subcontracting liens.

Subcontracts that increase the contractor's cost of performance are nonreimbursable. Subcontracts that contain a provision for reimbursement for cost-plus-a-percentage-of-cost are not reimbursable.

Amend Section VI.G., ACCOUNTING AND REPORTING REQUIREMENTS, Child Development Data Collection, as follows (p. 29):

G. Child Development Data Collection

The contractor shall submit the following:

- ~~1. Child Care Annual Aggregate Report (CDD-800) to the CDE by December 1 of each year.~~
- ~~2. Monthly Child Care Population Information (CDD-801A) electronically in accordance with instructions from the CDE.~~

Amend Section I.F., ELIGIBILITY AND NEED CRITERIA AND DOCUMENTATION, Determination of Family Size, as follows (p. 39):

F. Determination of Family Size

Family size shall be determined by the number of adults and children related by blood, marriage, or adoption that comprise the household in which the child is living. When an adult living in the household is neither the parent of the child nor the spouse of the parent, the adult and the adult's children if any, shall be excluded from the calculation of family size. When a child is living with adult (s) other than a natural or adoptive parent, the child shall be considered a family of

~~one. In these cases, a need criterion as specified in Section IIC above must be met by the caretaker of the child.~~

Amend Section I.J., ELIGIBILITY AND NEED CRITERIA AND DOCUMENTATION, Documentation of Child Protective Services, as follows (p. 39):

J. Documentation of Child Protective Services

~~If eligibility and need as specified in Section I.B and I.C above is~~ are based on child protective services, the basic data file shall contain a written referral, dated within the six (6) months immediately preceding the date of application for services, from a county welfare department, child welfare services worker certifying that:

Amend Section I.K., ELIGIBILITY AND NEED CRITERIA AND DOCUMENTATION, Documentation of At Risk of Abuse, Neglect, or Exploitation, as follows (p. 39):

K. Documentation of At Risk of Abuse, Neglect, or Exploitation

~~If eligibility and need as specified in Section I.B. and I.C. above is~~ are based on the child being at risk of abuse, neglect, or exploitation, the basic data file shall contain a written referral, dated within the six months immediately preceding the date of application for services from a legally qualified professional from a legal, medical, social service agency, or emergency shelter certifying that:

Amend Section V.A., STAFFING QUALIFICATIONS, Program Director, as follows (p. 43):

A. Program Director

If the contractor operates at two or more sites, the contractor shall employ a program director that has administrative and programmatic responsibility for the program. The program director shall meet the requirements specified in Attachment A.

The Superintendent of Public Instruction ~~CDE~~ may waive the qualifications for program director upon a finding of one of the following:

- (1) the applicant is making satisfactory progress toward securing a permit issued by the Commission on Teacher Credentialing authorizing supervision of a child care and development program operating in two or more sites or fulfilling the qualifications for program directors in severely handicapped programs,
- (2) the place or employment is so remote from institutions offering the necessary coursework as to make continuing education impracticable and the contractor has made a diligent search but has been unable to hire a more qualified applicant, or
- (3) any other reason established by the Superintendent of Public Instruction pursuant to *Education Code* Section 8244.

Add Section IX. WRITTEN MATERIALS TO BE GIVEN TO PARENTS, as follows (p. 49):

Effective January 1, 2007, provide the child's parent or guardian with a copy of the Center (LIC 995) or Family Child Care Home (LIC 995A) Notification of Parents' Rights form, as appropriate, provided by the State Department of Social Services, which shall include information stating that the specified registered sex offender database is available to the public via an Internet Web site maintained by the Department of Justice as www.Meganslaw.ca.gov

Amend the title for Section IX, ANNUAL SELF-STUDY PROCESS, as follows (p. 48):

PROGRAM ANNUAL SELF-EVALUATION STUDY PROCESS

Amend Section IX., PROGRAM ANNUAL SELF-EVALUATION STUDY PROCESS, as follows (p. 48):

- B. The annual plan shall include the following:
 - 1. A self-evaluation based on the use of the CPM/ CMR CRM, as defined in Section I, Definitions.
 - 2. An assessment of the program by parents using the Desired Results Parent Survey, as defined in Section I, Definitions.
 - 3. An assessment of the program by staff and board members as evidenced by written documentation.
 - 4. An analysis of the CPM/ CMR CRM findings, including the Desired Results Developmental profiles, the environment rating scales, and the Desired Results Parent Survey, each of which are defined in Section I, Definitions, together with all other self-evaluation findings.
 - 5. A written list of tasks needed to modify the program in order to address all areas that need improvement, as indicated in the analysis specified in Section IX.B.4.
 - 6. Procedures for the ongoing monitoring of the program to assure that areas of the program that are satisfactory continue to meet standards, and areas requiring modification pursuant to Section IX.B.5., are addressed in a timely and effective manner.
- C. The contractor shall use the Agency Annual Report, as defined in Section I, Definitions, ~~Program Requirements~~, to submit a summary of the findings of the program self-evaluation to the CDE by June 1 of each year.
- D. The contractor shall modify its program to address any areas identified during the self-evaluation as needing improvement.

SECONDARY PLAN FOR WORK EXPERIENCE EDUCATION APPLICATION

JURUPA UNIFIED SCHOOL DISTRICT

33-67090

Local Educational Agency (LEA)

County/District/School (CDS) Code

4850 Pedley Rd.

Riverside

92509

Address: Street

City

Zip Code

Place an "X" in the appropriate box(es) to identify the conditions under which Work Experience Education (WEE) will operate.

Exploratory WEE

General WEE

Vocational WEE

Regular School	[]	[x]	[]
Summer School	[]	[]	[]

(Each student not to exceed a total of 40 credits. See assurance # 13.)

The Plan for Work Experience Education is a required document to accompany this application.
Lack of attention to items 8, 10 and 13 in the Plan for WEE is the most frequent cause of rejecting applications.

Assurances for WEE

In addition to complying with appropriate federal and state laws, *California Labor Code*, *California Education Code*, and *California Code of Regulations, Title 5*, Work Experience Education, the district agrees to the following assurances:

1. District Plan: The district **plan** for WEE has been approved and adopted by the local governing board and **is attached**. (*California Education Code* Section 51762 and *California Code of Regulations, Title 5*, Section 10070)
2. Responsibility for District Plan: The Work Experience Education teacher-coordinator shall implement and/or comply with the assurances contained herein. The school district administration is responsible for those assurances outside the purview of the WEE teacher coordinator (e.g. Assurances 14, 15, 17, and 18).
3. Credential: The WEE teacher-coordinator possesses a valid secondary-level credential, has two years of occupational experience outside the field of education, and has knowledge of the educational purposes, standards, laws, and regulations regarding WEE. (*California Education Code* Section 51762 and *California Code of Regulations, Title 5*, Section 10075)
4. Enrollment in WEE:
 - 4.a. The WEE teacher-coordinator approves students for enrollment in WEE (*California Education Code* Section 51760)



- 4.b. At the time of enrollment, students are at least 16 years of age (*California Education Code* Section 51760.3(a))
- Exceptions:
- Students in grade II or higher. (*California Education Code* Section 51760.3(a)(i))
 - Students enrolled in Exploratory WEE may be 12 years of age and in the middle school. (*California Code of Regulations, Title 5, Section 10071(c)*)
 - Principal may certify exemption. (*California Education Code* Section 51760.3(a)(2)(3))
 - WEE may be identified on the IEP. (*California Education Code* Section 51760.3(a)(4))
5. Minimum Day: The minimum day for a pupil in an approved work experience program who attends a school, other than a continuation school or class, in which the regularly scheduled period is greater than 60 minutes in length, is one or more periods totaling at least 180 minutes in duration (*California Education Code* Section 46144)
- Exceptions:
- Continuation high school students (*California Education Code* Section 46145)
 - Graduating WEE students in the last semester of their senior years (*California Education Code* Section 46147)
6. Pupil/Teacher-Coordinator Ratio: The pupil/teacher-coordinator ratio in WEE does not exceed 125 pupils per one full-time equivalent certificated WEE teacher-coordinator. Only duties and time directly related to the operation of WEE are considered when determining the pupil/teacher-coordinator ratio (*California Education Code* Section 46300(b))
- Exceptions:
- Ratio may be waived by the State Board of Education. (*California Education Code* Section 46300(b))
7. Related Classroom Instruction:
- 7.a. The WEE teacher-coordinator is responsible for preparing and conducting related classroom instruction (*California Education Code* sections 51760 and 51762.5(b) and *California Code of Regulations, Title 5, Section 10073*)
7. b. Related classroom instruction or guidance for each semester and type of WEE is conducted by the WEE teacher-coordinator a minimum equivalent of one instructional period per week offered in sessions scheduled intermittently throughout the semester. (*California Education Code* Section 51760.3(b))
8. Course Description: The district **course description, with major units of instruction for each semester and for each type of Work Experience Education offered is attached.** (*California Code of Regulations, Title 5, Section 10073*)
9. Work Sites:
- 9.a. The WEE teacher-coordinator identifies, selects, and/or approves work sites. (*California Education Code* Section 51762.5(a) and *California Code of Regulations, Title 5, Section 10072*)
9. b. A minimum of two on site contacts per semester with a supervisor at each work site and minimum of one on site contact during the summer school session is mandated for completion by the WEE teacher coordinator. (*California Code of Regulations, Title 5, Section 10074*)

10. Training Agreement: A written formal training agreement identifying the responsibilities of the school district, employer, parent (or legal guardian), and student is developed for each WEE student. (*California Education Code* Section 51762.5(d) and *California Code of Regulations, Title 5, Section 10071*) The following are a part of the formal training agreement: **Attach a copy of the full training agreement as described in 10a-h.**
- 10.a. The student objectives to be accomplished at the work site (*California Code of Regulations, Title 5, Section 10071*)
- 10.b. The work site offers a reasonable probability of continuous employment for the student during the period for which the student is enrolled in WEE. (*California Education Code* sections 51760 and 51762.5)
- 10.c. The employer has adequate equipment, materials, and other facilities to provide appropriate learning opportunities. (*California Education Code* Section 51760 and *California Code of Regulations, Title 5, Section 10072*)
- 10.d. Work conditions will not endanger the health, safety, welfare, or morals of the student (*California Education Code* sections 49116 and 51762 and *California Code of Regulations, Title 5, Section 10072*)
- 10.e. The employer provides adequate adult supervision to ensure that:
(1) The Exploratory WEE student is provided opportunities to observe and sample a variety of conditions of work to ascertain his/her interests and suitability for occupations being explored.
(2) The General WEE student is provided opportunities to gain occupational skills.
(3) The Vocational WEE student is provided opportunities to reinforce and extend the job skills and knowledge learned through the school career/vocational education instructional program.
(*California Code of Regulations, Title 5, sections 10071 and 10072*)
- 10.f. The employer, as required by law, provides Workers' Compensation Insurance coverage whenever there is an employee/employer relationship. Students enrolled in Exploratory WEE are provided Workers' Compensation Insurance through the local school district. (*California Education Code* sections 51768 and 51769 and *California Code of Regulations, Title 5, Section 10071*)
- 10.g. The employer maintains student's hourly work records and cooperates in rating his/her achievement at the work site. (*California Education Code* Section 51762.5 and *California Code of Regulations, Title 5, Section 10072*)
- 10.h. The employer assures the district that he/she does not discriminate on the basis of race, creed, color, sex, or religion. (*California Education Code* Section 51760.3(c)) and *California Code of Regulations, Title 5, Section 10071*)
11. Work Permits: All work permits for students enrolled in ME are issued or verified by the WEE teacher-coordinator. (*California Education Code* Section 49110)
12. Exploratory WEE: For each student enrolled in Exploratory WEE, a limit on the number of hours of observation is established at each observation site. (*California Code of Regulations, Title 5, Section 10071(c)*)

13. Granting Credit: The district ***procedure for granting school credit for WEE is attached to this district plan.*** A student satisfactorily completing WEE program requirements may earn a maximum of 40 semester credits made up of one or a combination of two or more of the following:
- (1) Exploratory WEE - Ten (10) semester credits for each semester with a maximum of twenty (20) semester credits.
 - (2) General WEE - Ten (10) semester credits for each semester with a maximum of forty (40) semester credits.
 - (3) Vocational WEE - Ten (10) semester credits for each semester with a maximum of forty (40) semester credits. (*California Education Code* sections 51760.3 and 51762.5(b)(f) and *California Code of Regulations, Title 5, Section 1635*)
14. Professional Development: A provision is made for WEE professional development for new and continuing a teacher-coordinators and other support personnel in WEE, to ensure the quality of the WEE program. (*California Education Code* Section 51762)
15. Clerical Services & Records: A provision is made for clerical services to assist the professional in meeting the goals and objectives of Work Experience Education and to assure the accuracy, completeness, and quality of the records. The district shall maintain records including:
- 15.a. Type of WEE in which each student is enrolled, where the student is employed, the type of job held or observation sites and hours of rotation. (*California Education Code* Section 51762.5)
 - 15.b. Work permit issued, if applicable. (*California Education Code* Section 49110) Note: Not required for Exploratory WEE.
 - 15.c. Employer's report of student's hourly work record and performance on the job. (*California Education Code* Section 51762.5)
 - 15.d. Report of employer consultations. (*California Education Code* Section 51762.5 and *California Code of Regulations, Title 5, Section 10074*)
 - 15.e. Ratings of each student, including his/her grade. (*California Education Code* sections 51760.3 and 51762.5)
 - 15.f. Formal training agreement for each employer and student that describes the responsibilities of the employer, student, school, and parent (legal guardian). (*California Education Code* Section 51762.5 and *California Code of Regulations, Title 5, Section 10071*)
16. Summer School: WEE during the summer is conducted in the same time period as the rest of the approved summer school and conforms to all appropriate federal and state laws, *California Labor Code, California Education Code*, and *California Code of Regulations, Title 5* rules and regulations applicable to WEE.
17. Civil Rights Act: WEE covered by this plan shall be in compliance with Title VI and Title VII of the Civil Rights Act of 1964 and with the *California Code of Regulations, Title 5, Education*. (*California Education Code* Section 51762)
18. Nondiscrimination: WEE covered by this plan shall be in compliance with Title IX (Nondiscrimination on the Basis of Sex) of the Education Amendments of 1972. (*California Education Code* Section 51762)

I hereby certify that to the best of my knowledge the provisions for Work Experience Education outlined in the attached plan meet all *California* Department of Education requirements.

District Superintendent or Designee

Date

Date Local Governing Board Approved: _____

PERSON PREPARING APPLICATION

FOR STATE USE ONLY

Arthur V. Sanchez

Name

Approved by

Director, Secondary Education

Title

February 14, 2007

Date

(951)360-4174

Phone: ()

arthur_sanchez@jUSD.k12.ca.us

E-mail:

All copies must bear the **original signature** of the district superintendent or designee.

Submit three (3) copies of this application **and** (3) copies of the district's work experience education plan that was approved by the local governing board to:

Rick Mejia
Work Experience Education Office
Secondary, Postsecondary, and Adult Leadership Division
California Department of Education
1430 N Street, Suite 4503
Sacramento, CA 95814
Phone: (916) 322-5050 and (916) 319-0498

JURUPA UNIFIED SCHOOL DISTRICT

RUBIDOUX HIGH SCHOOL
JURUPA VALLEY HIGH SCHOOL
NUEVA VISTA HIGH SCHOOL

COURSE PLAN

Adopted: 1982
Revised: January 1999

<u>Course Title:</u>	Work Experience
<u>Departments:</u>	Business
<u>Credits:</u>	Variable credits up to 10 per semester
<u>Length of Course:</u>	One semester/Year Maximum 2 years in the program
<u>Target Group:</u>	Eleventh and twelfth grade students that are currently working.

Course Description:

Work Experience is an elective class that combines paid employment with classroom instruction. Students attend their own jobs during the week, and also attend a class session once a week at school. There is open enrollment throughout the semester in work experience. Students will develop: work habits, attitudes, self-confidence, job skills, and a personal portfolio which can be used to locate, secure, and retain employment in the community.

Students must have a teacher approved, legally paid job while enrolled in this elective. A grade and course credit is earned by completion of the course requirements: attending class, submitting paycheck stubs, keeping monthly time reports, taking tests, and completing a portfolio while submitting required forms and working a minimum of at least 13 weeks in the semester.

The course curriculum includes-- how to get a job, keep a job, and leave a job, economic awareness and career awareness. Students will develop a portfolio, which shows the abilities, knowledge, and skills achieved, and will receive a course certificate upon completion of at least two semesters of Work Experience with a grade of "C" or better and completion of the portfolio.

Other Specific and Related Instructional Materials:

- a) Various interest, abilities, and aptitude surveys; such as *CAPS*, *COPS*, *ASVAB*.
- b) Computer software programs; *Peterson's*, *COIN*.
- c) Guest Speakers
- d) Field Trips

- e) Handouts
- f) Multimedia: Videos, overhead transparencies, videodiscs, computer presentations
- g) Newspapers, magazines, internet data, and other data resources

Means of Assessing Student Learning

1. Tests and quizzes
2. Evaluation of class assignments
3. Classroom activities; both individual and group projects
4. Outside assignments/projects/presentations
5. Notebook/portfolio/presentation

General Goals and Requirements of Course:

Work Experience is designed to give students credit for a learning experience. It is part of their total education, which will prepare them for a full time employment and adult responsibilities.

The uniqueness of offering credit to a learning experience off the campus in a community classroom enables students to gain a greater variety of learning. We have to realize that it is a privilege to leave the campus and have a recognized on-the-job learning situation. Work Experience Education students must accept certain responsibilities along with the benefits of this program.

Student Requirements for Program:

• Things You Must Do For Work Experience To Enroll In Program:

- ◆ You **MUST** have a job.
- ◆ You **MUST** be at least 16 years old.
- ◆ You **MUST** turn in a signed training agreement and a filled out information sheet.
- ◆ You **MUST** have a current *Work Permit* if you're under 18 years of age.

• Things You Must Do To Receive Credit:

- ◆ You **MUST** do all related instruction and attend related instruction meetings.
- ◆ You **MUST** turn in *Monthly Reports* (time cards) first Monday or Tuesday of following month end.
- ◆ You **MUST** remain in school during the period of employment.
- ◆ You **MUST** have a good attitude and attendance at school and on the job.
- ◆ You **MUST** report immediately to the employer and/or *Outside Work Coordinator* any job change, illness, or unsatisfactory working conditions.
- ◆ You **MUST** cooperate with the employer and *Outside Work Coordinator* at all times.
- ◆ You **MUST** maintain regular attendance at work and school, and a satisfactory grade average in all schoolwork.

• The Steps Necessary To Complete Enrollment:

1. Take the *Work Experience Education Training Agreement* home for employer and parent's signature.

2. If you are under 18 years of age, you will need a *Work Permit* form signed by your parents and employer. If you are a student over 18, you do not need it.
3. Return all signed forms to the *Work Experience Office* within one week of enrolling in the program. The *Work Permit Request Application* should also be returned to the *Work Experience Office* after your employer has signed it. The Work Experience Office will prepare your *Work Permit*.
4. Pick up your permit to work for Work Experience Coordinator and sign it. At this point, your enrollment is complete.

• **The Grading Procedure In Work Experience Education:**

The Work Experience Coordinator assigns grades for Work Experience Education on assignments and participation. Your grade will be based on the following:

1. Evaluation completed by the employer.
2. *Work Experience Coordinator* visits to the job site.
3. Your individual efforts on meeting the requirements of the program include your attendance at the *Related Instruction* meetings, completion of vocational/educational objectives, completion of assignments and turning in monthly time cards signed by the job supervisor.
4. If you miss three (3) consecutive class meetings, your work experience work permit will be revoked and you will be dropped from the class.
5. *Work Experience Students* must work 24 hours to equal 1 credit. *Work Experience Students* will complete about 15 hours of related instruction each semester. Students may earn a maximum of 10 credits per semester.

Course Content and Organization

First Semester Lessons: (Year 1)

1. Orientation/Syllabus (Requirements, Grading, Class Schedule)
2. Labor Laws

Unit I: Getting a Job

3. Labor Laws/Sexual Harassment / Job Search
4. Discuss Portfolios
5. Resumes
6. Application Letters
7. Employment Applications
8. Job Interview Skills/First Impressions
9. Common Interview Questions
10. Illegal Questions, Discrimination

Unit II: Keeping a Job

11. Attitude Survey
12. Understanding Management – Case Studies

- 13. Don't Get Fired/ Employer Expectations
- 14. Privacy in the Workplace
- 15. Job Safety/Worker's Rights

Unit III: Leaving a Job

- 16. Legal Rights/Letter of Resignation
- 17. Income Taxes
- 18. Semester Summary

Second Semester Lessons: (Year 1)

- 19. Orientation/Syllabus
- 20. Labor Laws Review

Unit IV: Economic Awareness

- 21. Tax Withholding/W4 Forms/Payroll Deductions
- 22. Portfolios
- 23. Fringe Benefits – Legislated
- 24. Fringe Benefits – Optional
- 25. Insurance Benefits
- 26. Retirement Benefits
- 27. Budgets/ Credit / Banking

Unit V: Career Awareness

- 28. Values Survey
- 29. Portfolios
- 30. Aptitude and Skills Assessment
- 31. Career Assessment and Self-Exploration
- 32. Job Opportunity Outlook/ Careers in the 2000's/ Career Paths
- 33. Training Options: Workplace, College, Vocational Schools
- 34. Earning a Living Wage
- 35. Review Employability Skills/Student Survey
- 36. Semester summary (Awarding of Program Certificates & Portfolios)
- 37. Student Conferences

First Semester Lessons: (Year 2) (Greater Detail and Depth)

- 38. Orientation/Syllabus (Requirements, Grading, Class Schedule)
- 39. Labor Laws

Unit I: Getting a Job

- 40. Labor Laws/Sexual Harassment / Job Search

- 41. Discuss Portfolios
- 42. Resumes
- 43. Application Letters
- 44. Employment Applications
- 45. Job Interview Skills/First Impression/Follow up
- 46. Illegal Questions, Discrimination
- 47. Equal Employment Opp.
- 48. Summary of Hiring Process

Unit II: Keeping a Job

- 49. Communication Skills
- 50. Raises & Promotions/Meeting Career Goals
- 51. Sexual Harassment
- 52. Alcohol, Drugs and Drug Testing at Work

Unit III: Leaving a Job

- 53. Legal Rights/Letter of Resignation
- 54. Wrongful Termination
- 55. Current Issues in the Workplace
- 56. Income Taxes
- 57. Semester Summary

Second Semester Lessons: (Year 2)

- 58. Orientation/Syllabus

Unit IV: Economic Awareness

- 59. Tax Withholding/W4 Forms/Payroll Deductions
- 60. State and Federal Income Tax
- 61. Portfolios
- 62. Fringe Benefits
- 63. Business Day-to-Day Operations
- 64. Business Day-to-Day Operations (Continued)
- 65. Business Requirements/Structure
- 66. Personal Insurance
- 67. Current Issues in the Workplace
- 68. Portfolios

Unit V: Career Awareness

- 69. Aptitude and Skills Assessment
- 70. Career Assessment and Self-Exploration
- 71. Self-Assessment/Work Activity Preference
- 72. Job Opportunity Outlook/ Careers in the 2000's/Career Paths
- 73. Training Options: Workplace, College, Vocational Schools
- 74. Wages and Career Choices
- 75. Review Employability Skills/Student Survey

76. Semester summary (Awarding of Program Certificates & Portfolios)
77. Student Conferences

** Note: There are only a small percentage of students that are enrolled in Work Experience for the second year. Therefore, the subject matter is essentially the same, but developed in more depth and detail.

JUSD Standards for Work Experience Education

(Revised 6/12/01)

Goal 1: Students will develop appreciation, knowledge, understanding, and critical thinking skills in career preparation and build lifelong skills. Students will understand occupational safety issues, labor laws, and sexual harassment policies in the work environment.

- 1.1 Students will identify the most common work place accidents. (K) I
- 1.2 Students will identify and/or list ways to avoid common work place accidents. (C) D/I
- 1.3 Given working condition scenarios, students will identify which discrimination and/or labor and wage law is being broken. (C) I
- 1.4 Given several sexual harassment case studies students will identify the situation and appropriate action(s) that need to be taken. (K) I
- 1.5 Students will identify and/or prepare a written plan of action for sexual harassment case studies. (CT) D/I

Goal 2: Students will develop appreciation, knowledge, understanding, and critical thinking skills job acquisition skills by utilizing verbal, nonverbal, and written communication skills.

- 2.1 Utilizing their own data, students will write an error free resume. (CT) D
- 2.2 Students will identify and/or list parts of a proper letter format. (K) D/I
- 2.3 Given proper letter format, students will compose a cover letter for the resume. (CT) D
- 2.4 Students will identify and/or summarize job interview skills and techniques (e.g. how one acts and how to dress). (CT) D/I
- 2.5 Students will identify and/or prepare written responses to potential interview questions. (CT) I/D

- 2.6 Given proper letter format, students will compose a thank you letter for after an interview. (CT) D

Goal 3: Students will develop appreciation, knowledge, understanding, and critical thinking skills in personal and interpersonal skill development and how they affect their employability and longevity.

- 3.1 Given an attitude survey, students will identify their character traits. (K) I
- 3.2 Given a copy of the employer's evaluation of student performance, students will identify their areas of improvement and develop steps to increase job performance. (CT) D
- 3.3 Students will identify and/or prepare outcomes of given work ethic case studies. (CT) I/D

Goal 4: Students will develop appreciation, knowledge, understanding, and critical thinking skills in the economic benefits of holding a job.

- 4.1 Students will identify, describe, and/or differentiate between various forms of compensation and benefits. (C) D/I
- 4.2 Students will identify, locate, and/or define the various deductions on the paycheck stub. (K) D/I
- 4.3 Given a W-2 form with appropriate information and/or their own information, students will complete a 1040EZ or 1040A tax return. (CT) D

Goal 5: Students will develop appreciation, knowledge, understanding, and critical thinking skills in matching their skills and aptitudes to various occupations, explore career options and determining training needs.

- 5.1 Given aptitude and skills assessments, students will identify their personal characteristics and interests and develop a plan to continue their educational and career opportunities. (K) D
- 5.2 Students will identify and/or explore career opportunities and projected trends; investigate required education, training, and experience; and develop an individual career plan. (C) D/I

Goal 6: Students will develop appreciation, knowledge, understanding, and critical thinking skills in technology used in business. Students will demonstrate competency by utilizing technology to access, manipulate, and produce information.

- 6.1 Students will identify and/or list fundamentals to create, format, and produce documents. (K) D/I

- 6.2 Students will demonstrate proper techniques and the knowledge of resources using electronic media to access information regarding careers. (K) I/D
- 6.3.1 Students will identify and/or list proper workplace ethics and issues as they relate to emerging technologies and telecommunications. (C) D/I
- 6.4 Students will produce properly formatted resume and letters using technology. (CT) I

Application Cover Sheet

This application is for: ☒ CTE Equipment ☒ CTE Supplies
(select all that apply) ☐ Necessary Minor Facility Reconfigurations

CDS# 33-67090

District/County Office of Education (COE)/Regional Occupational Center and Program (ROCP) Information

(Please print or type information except for the signature line)

Name of District/COE/ROCP Jurupa Unified School District		
District/COE/ROCP Mailing Address 4850 Pedley Road	City Riverside	Zip Code 92509
District/COE/ROCP Contact Person Arthur Sanchez	Title Director of Secondary Education	
Telephone (951) 360-4174	Fax (909) 360-4167	E-mail Address Arthur_Sanchez@jUSD.k12.ca.us
Name of District/COE/ROCP Superintendent Elliott Duchon		
Signature of District/COE/ROCP Superintendent or Designee		Date March 6, 2007
Allocation Amount: \$151,542		
Date of Approval by Governing Board: March 5, 2007		
Date of Consultation with CTE Advisory Committee: February 14, 2007		

Name of school(s) or ROCP facilities that will receive CTE equipment, supplies, or minor facility reconfigurations:

1. Jurupa Valley High School
2. Rubidoux High School
3. Rubidoux High School Annex
4.
5.

Additional schools or ROCP facilities that will receive CTE equipment, supplies, or minor facility reconfigurations may be listed on a blank sheet of paper.

General Assurances

Discrimination

As the duly authorized representative of the applicant, I certify that the applicant will comply with all federal statutes relating to nondiscrimination, including (a) Title VI of the Civil Rights Act of 1964 (45 *United States Code* [USC] sections 2000d through 2000d-4) prohibiting discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972 (20 USC sections 1681-1683) prohibiting discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973 (20 USC Section 794) prohibiting discrimination on the basis of handicap; and the Age Discrimination Act (42 USC Section 6101, *et seq.*) prohibiting discrimination on the basis of age.

Costs

As the duly authorized representative of the applicant, I certify that the applicant will comply with the general cost principles set forth in federal regulations, 34 *Code of Federal Regulations* (CFR) Section 74.27 and 34 CFR Section 80.22, and the Office of Management and Budget circulars applicable to my entity.

I further certify that the applicant will comply with the expenditure requirements set forth in the federal Education Department Guidelines Administrative Regulations (EDGAR) contained in Title 34 of the CFR.

Records

As the duly authorized representative of the applicant, I certify that the applicant will make reports to the state or federal agency designated in the application as may reasonably be necessary to enable those agencies to perform their duties. The applicant will maintain and provide access to all records used in the preparation of such reports for a period of five years. Such records shall include, but not be limited to, records which fully disclose the amount and disposition by the recipient of funds, the total cost of the activity for which the funds are used, the share of the cost provided from other sources, and such other records as will facilitate an effective audit. The recipient shall maintain such records for five years after the completion of the activities for which the funds are used.

Applicable Law

As the duly authorized representative of the applicant, I certify that the applicant will comply with all state and federal statutes, regulations, program plans, and eligibility requirements applicable to each program under which federal and state funds are made available through the application.

Jurupa Unified School District _____
NAME OF APPLICANT

Jurupa Valley High School - Rubidoux High School – Rubidoux High School Annex
Auto Mechanics - Multimedia - Health Sci & Medical Tech

NAME OF PROGRAM

Arthur Sanchez – Director of Secondary Education _____
PRINTED NAME AND TITLE OF SUPERINTENDENT OR DESIGNEE

SIGNATURE

DATE

Special Assurances

1. All state statutes, applications, regulations, and program plans applicable to each program, under which state funds are made available through this application, will be met by the applicant agency in its administration of each program, and the undersigned is authorized to file these assurances for such applicant agency.
2. The LEA will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, state funds paid to that agency under each program.
3. The LEA shall make reports to the California Department of Education as may be reasonably necessary to enable the State Board of Education and the State Superintendent of Public Instruction to perform their duties and will maintain such records and provide access to those records as the aforementioned deem necessary. Such records shall include, but not be limited to, records that fully disclose the amount and disposition by the recipient of those funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and such other records as will facilitate an effective audit. The recipient shall maintain such records for three years after the completion of the activities for which the funds are used.
4. All approved project funds must be applied for within the dates designated and for the amount stated in the 2006-07 Equipment for CTE Programs Grades Seven to Twelve Allocation Award. Encumbrances may be made at any time after approval indicated. Approved funds must be spent solely on purchasing CTE equipment, purchasing CTE supplies, making necessary minor facility reconfigurations, or on making improvements to remove old CTE equipment or utilize the new CTE equipment.
5. Expenditures shall comply with all applicable provisions of state and local rules, regulations, and policies relating to administration, use, and accounting for public school funds, including but not limited to the *Education Code* of the State of California.

Jurupa Unified School District _____
NAME OF APPLICANT

Jurupa Valley High School - Rubidoux High School – Rubidoux High School Annex
Auto Mechanics - Multimedia - Health Sci & Medical Tech

NAME OF PROGRAM

Arthur Sanchez – Director of Secondary Education

PRINTED NAME AND TITLE OF SUPERINTENDENT OR DESIGNEE

SIGNATURE

DATE

Certification Regarding State and Federal Drug-Free Workplace Requirements

Grantees Other Than Individuals

As required by Section 8355 of the California *Government Code* and the Drug-Free Workplace Act of 1988, and implemented at 34 *Code of Federal Regulations (CFR)* Part 85, Subpart F, for grantees, as defined at 34 *CFR* Part 85, Sections 85.605 and 85.610

A. The applicant certifies that it will provide or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition

(b) Establishing an ongoing drug-free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace
- (2) The grantee's policy of maintaining a drug-free workplace
- (3) Any available drug counseling, rehabilitation, and employee assistance programs
- (4) The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a)

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction

(e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency

(g) Making a good-faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f)

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (street address, city, county, state, zip code)

_ Rubidoux High School, 4355 Camino Real, Riverside CA 92509__

_ Rubidoux High School Annex, 4250 Opal Street, Riverside CA 92509__

_ Jurupa Valley High School, 10551 Bellegrave Avenue, Mira Loma CA 91752

Check [] if there are workplaces on file that are not identified here.

Grantees Who Are Individuals

As required by Section 8355 of the California *Government Code* and the Drug-Free Workplace Act of 1988, and implemented at 34 *CFR* Part 85, Subpart F, for grantees, as defined at 34 *CFR* Part 85, Sections 85.605 and 85.610

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction to every grant officer or designee, in writing, within 10 calendar days of the conviction. Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Jurupa Unified School District _____
NAME OF APPLICANT

Jurupa Valley High School - Rubidoux High School – Rubidoux High School Annex
Auto Mechanics - Multimedia - Health Sci & Medical Tech

NAME OF PROGRAM

Arthur Sanchez – Director of Secondary Education

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Program Narrative

Jurupa Unified School District will support programs in each of its high school sites of Jurupa Valley High School, Rubidoux High School and the Rubidoux High School Annex. Rubidoux High School Annex is listed as a separate site due to the fact that it will become Rubidoux High School next September. At that time the current Rubidoux High School will become Patriot High School. The programs listed at each site will remain there. The main need in the district is to gear up for the expansion and conversion of the Rubidoux High School Annex to a regular high school campus. Within this campus we have started smaller learning community academies. And in the fall of 2007 we will expand to include a CTE academy in Health Science and Medical Technology – Support Services.

Rubidoux High School Annex

The requested \$129,641 will be used to purchase Equipment and Supplies to provide an Anatomy and Physiology for Health Careers Course to train students enrolled in health career pathway. This training will enable students to enter College training programs in the health field. A regular Anatomy and Physiology course is currently not offered in the district and would not be offered at this high school site next year. The addition of this CTE course will allow for the Health Pathway and will only be offered to students that are in the Science and Medical Technology – Support Services program.

Back Ground for New Program

Rubidoux Early College High School (RECHS) is a small learning academy operating an on-site Early College High School program in partnership with the Riverside Community College District (RCCD). Its mission is to provide an innovative learning environment that supports and meets the needs of students in an environment which prepares and provides for multiple options and career pathways while students earn their high school diploma and concurrently earn college credits leading to an AA degree. Our plan is for expansion beyond our current Early College Academy which provides an A-G college preparatory curriculum with a focus on transfer to four-year colleges. During our next and subsequent years of operation, we will be adding vocational academies. During the 2007-2008 school year, a Health Academy, as well as a Public Safety Academy, will be added.

Within the Health Academy we will incorporate RCCD's existing School of Nursing "Fast Track to the ADN (RN) Program". While RCCD courses are attended by our high school students on another wing of the high school campus, a limitation to this expansion offering is that, we cannot yet offer this program on-site because we must first provide a fully-equipped CTE science lab. This is needed for a core course, Anatomy and Physiology for Nursing and Health Careers.

We are planning to use the state CTE equipment grant and the CTE regular grant to start up this vocational program. As described below, the course sequence is in place and these funds for a needed laboratory would permit us to begin this additional offering in September 2007.

As part of our Early College program format, students engage in rigorous preparation during their freshman and sophomore years for their final two years of high school during which time they complete high school coursework in the morning and begin their college careers in the afternoon. Students enter "pathways" based on their career interests, whether that be to transfer from our AA degree pathway to a four-year college, or to focus on a terminal, vocational degree or certificate. Thus students attain either 2 years of postsecondary education that leads to an associate or baccalaureate degree, or a postsecondary certificate in a specific career field. Students attend coursework on site: high school on one wing of our campus, and college courses in another wing. Our campus is a designated campus of the Riverside Community College District.

As part of this partnership, secondary and postsecondary articulation agreements between the high school district, Jurupa Unified School District (JUSD), and Riverside Community College District (RCCD), are in place.

Given that we are completing our first year of operation, we have demonstrated the effectiveness of our partnership and students' successful completion of program offerings. Our school enrollment is expected to expand to approximately 1500 students in the fall of 2007 when we reopen as a comprehensive high school.

The addition of our Health Academy and specifically the Fast Track to the AND (RN) Program, on our site will increase our work-based learning opportunities for students which is integral to our program model. We selected this program due to the tremendous local and statewide need for nurses and our own students' interest determinations.

This program will meet all the requirements of a CTE program. It will be part of out 2007-08 offerings and provide tremendous opportunities for our students. The course sequence Health Science and Medical Technology – Support Services will include an Introduction to Health Careers, other health support classes, this concentrator's course of Anatomy and Physiology for Nursing and Health Careers and a capstone course at the college.

Rubidoux High School

The Multimedia program is supporting many project based experiences such as running the school TV station and supporting site presentations it is proposed to expand these experiences to included work with the Career Center.

The multimedia pathway program will purchase two host computers and a 16 port switch to set up a student practicum experience. The program will work with the Career Center to provide and support computers for students to accessing research through the center resources and the internet. The program will maintain and work with the career center and site students to utilize this multimedia resource. This practical experience will benefit student development through the application of skills and knowledge learned in class. The ability to have the application of skills will reinforce the instruction and provide the students with marketable experiences.

Jurupa Valley High School

The district will purchase a Hunter Alignment Machine. Currently the Auto program is using a machine that has been in service for eighteen years. The machine is not only difficult to maintain but does not meet the current industry standards. This updated equipment will provide students the opportunity to train using a machine that they will encounter in the field. This will make them much more employable.

2006-07 CTE Expenditure Plan Section I

(Separate plan required for each school site)

Name of Local Educational Agency: Jurupa Unified School District			
Name of School Site Receiving Funds: Rubidoux High School Annex			
Contact Person (Please Print): Arthur Sanchez	Telephone: (909) 360-4174		
Separately describe each (1) piece of equipment to be purchased, (2) supplies to be purchased, (3) minor facility reconfigurations to occur, (4) improvement to remove old equipment or make improvements to utilize the new equipment	CTE course or program to be supported by purchases	Equipment \$	Supplies \$
36 - Compound Microscopes - \$13,000 each	Health Sci & Medical Tech	\$46,800	
2 - Microscope Cabinet - \$1,500 each	Health Sci & Medical Tech	\$ 3,000	
2- Cell Models - \$485 each	Health Sci & Medical Tech		\$ 970
1 - Mitosis Model	Health Sci & Medical Tech		\$ 386
1 - Meiosis Model	Health Sci & Medical Tech		\$ 275
2 - Human Neuron Models - \$325 each	Health Sci & Medical Tech		\$ 650
2 - Articulated Skeleton With Stand - \$465 each	Health Sci & Medical Tech		\$ 930
8 - Disarticulated Skeletons - \$760 each	Health Sci & Medical Tech		\$6,080
2 - Male Numbered Skull - \$223 each	Health Sci & Medical Tech		\$ 446
2 - Male Unnumbered Skull - \$199 each	Health Sci & Medical Tech		\$ 398
2 - Female Numbered Skull - \$179 each	Health Sci & Medical Tech		\$ 358
2 - Female Unnumbered Skull - \$145 each	Health Sci & Medical Tech		\$ 290
1 - Exploded	Health Sci & Medical Tech		\$ 965
1 - Fetal Skull	Health Sci & Medical Tech		\$ 43
1 - Vertebral Column Set	Health Sci & Medical Tech		\$ 139
1 - Male Pelvis	Health Sci & Medical Tech		\$ 65
1 - Female Pelvis	Health Sci & Medical Tech		\$ 65
1 - Torso Unisex Model	Health Sci & Medical Tech		\$ 843
1 - Arm Model & Shoulder Girdle	Health Sci & Medical Tech		\$1,295
1 - Human Leg & Portion Of Pelvis	Health Sci & Medical Tech		\$1,505
1 - Male Half Pelvis	Health Sci & Medical Tech		\$ 440
1 - Female Half Pelvis	Health Sci & Medical Tech		\$ 368
2 - Human Brain Model With Arteries - \$170 each	Health Sci & Medical Tech		\$ 340
2 - Human Brain Model Without Arteries \$325 each	Health Sci & Medical Tech		\$ 652
2 - Human Brain Ventricles Models - \$105 each	Health Sci & Medical Tech		\$ 210

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2006-07 CTE Expenditure Plan Section I

(Separate plan required for each school site)

Name of Local Educational Agency: Jurupa Unified School District		Continued list Page 2		
Name of School Site Receiving Funds: Rubidoux High School Annex		Telephone: (909) 360-4174		
Contact Person (Please Print): Arthur Sanchez				
Separately describe each (1) piece of equipment to be purchased, (2) supplies to be purchased, (3) minor facility reconfigurations to occur, (4) improvement to remove old equipment or make improvements to utilize the new equipment		CTE course or program to be supported by purchases	Equipment \$	Supplies \$ Facility Reconfig \$
1 – Heart of America Model		Health Sci & Medical Tech		\$ 443
4 – Human Heart Models - \$573		Health Sci & Medical Tech		\$2,292
2 – Human Larynx Model - \$326		Health Sci & Medical Tech		\$ 652
1 – Urinary System Model -		Health Sci & Medical Tech		\$ 331
1 – Digestive Tract Model		Health Sci & Medical Tech		\$ 604
2 – Stomach Model - \$138		Health Sci & Medical Tech		\$ 276
2 – Liver Model \$105		Health Sci & Medical Tech		\$ 210
1 – Human Thoracic Organs Model		Health Sci & Medical Tech		\$ 683
2 – Human Kidney Deluxe Model - \$377 each		Health Sci & Medical Tech		\$ 754
2 – Human Nephron Model - \$179 each		Health Sci & Medical Tech		\$ 358
1 – Male Genital Organ Model		Health Sci & Medical Tech		\$ 850
1 – Female Genital Organ Model		Health Sci & Medical Tech		\$ 615
4 – Human Eye Model - \$204 each		Health Sci & Medical Tech		\$ 816
4- Human Ear Model - \$188 each		Health Sci & Medical Tech		\$ 752
1 – Human Auditory Ossicles		Health Sci & Medical Tech		\$ 66
1 – Human Skin Model		Health Sci & Medical Tech		\$ 462
2 – Human Nervous System - \$453 each		Health Sci & Medical Tech		\$ 906
2 – Human Spinal Cord Section Model - \$300 each		Health Sci & Medical Tech		\$ 600
1 - Cat Skeleton		Health Sci & Medical Tech		\$ 450
1 – Monkey Skeleton		Health Sci & Medical Tech		\$1,699
20 – Cat Dissection Tray - \$14 each		Health Sci & Medical Tech		\$ 280
18 – Computers - \$1500 each		Health Sci & Medical Tech	\$27,000	
4 – A.D.A.M. Interactive Anatomy DVD-Rom Institutional Edition – \$487 each		Health Sci & Medical Tech		\$1,948
		Total	\$	\$

2.10

(Separate plan required for each school site)

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2006-07 CTE Expenditure Plan

Section II

SUBMIT ONE EXPENDITURE PLAN PER SCHOOL SITE (Rubidoux High School Annex)

Describe how the purchases identified in Section I will upgrade the quality of CTE courses and programs. Describe how the expenditures identified in Section I will sustain and enhance attendance in high-quality CTE programs for students in grades seven to twelve. Identify the expected student outcomes that will result from this funding.

These funds will be used to purchase Equipment and Supplies to provide an Anatomy and Physiology for Health Careers Course to train students enrolled in health career pathway. This training will enable students to enter College training programs in the health field.

The addition of our Health Academy and specifically the Fast Track to the AND (RN) Program, on our site will increase our work-based learning opportunities for students which is integral to our program model..

I hereby certify that this plan was approved by the Governing Board on March 5, 2007. I also certify that the CTE advisory committee was consulted and notified of the proposed CTE equipment purchases on February 14, 2007. I agree to notify the CTE advisory committee prior to disposing of any CTE equipment. I agree to submit a final report to the CDE on or before March 1, 2008.

Authorized Official

Date

Return to:
Julie Wible, Education Programs Consultant
ROCP and Workforce Development Office
California Department of Education
1430 N Street, Suite 4503
Sacramento, CA 95814

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(Separate plan required for each school site)

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2006-07 CTE Expenditure Plan

Section II

SUBMIT ONE EXPENDITURE PLAN PER SCHOOL SITE (Rubidoux High School)

Describe how the purchases identified in Section I will upgrade the quality of CTE courses and programs. Describe how the expenditures identified in Section I will sustain and enhance attendance in high-quality CTE programs for students in grades seven to twelve. Identify the expected student outcomes that will result from this funding.

The programs students will maintain and work with the career center and assist other students in utilize this multimedia resource. This practical experience will benefit student development through the application of skills and knowledge learned in class. The ability to have the application of skills will reinforce the instruction and provide the students with marketable experiences.

I hereby certify that this plan was approved by the Governing Board on March 5, 2007. I also certify that the CTE advisory committee was consulted and notified of the proposed CTE equipment purchases on February 14, 2007. I agree to notify the CTE advisory committee prior to disposing of any CTE equipment. I agree to submit a final report to the CDE on or before March 1, 2008.

Authorized Official

Date

Return to:

Julie Wible, Education Programs Consultant
ROCP and Workforce Development Office
California Department of Education
1430 N Street, Suite 4503
Sacramento, CA 95814

8.14

(Separate plan required for each school site)

2006-07 CTE Expenditure Plan

Section II

SUBMIT ONE EXPENDITURE PLAN PER SCHOOL SITE (Jurupa Valley high School)

Describe how the purchases identified in Section I will upgrade the quality of CTE courses and programs. Describe how the expenditures identified in Section I will sustain and enhance attendance in high-quality CTE programs for students in grades seven to twelve. Identify the expected student outcomes that will result from this funding.

This updated equipment will offer students the opportunity to train using a machine that they will encounter in the field. It will provide them technical expertise for employed in the auto field.

I hereby certify that this plan was approved by the Governing Board on March 5, 2007. I also certify that the CTE advisory committee was consulted and notified of the proposed CTE equipment purchases on February 14, 2007. I agree to notify the CTE advisory committee prior to disposing of any CTE equipment. I agree to submit a final report to the CDE on or before March 1, 2008.

Return to:
Julie Wible, Education Programs Consultant
ROCP and Workforce Development Office
California Department of Education

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Jurupa Unified School District

Personnel Report #15

March 5, 2007

Regular Assignment

Speech Language Pathologist	Ms. Sylvia Sheppard PO Box 843 Loma Linda, CA 92354	Eff. February 13, 2007 Clear Clinical Rehabilitative Services W/ special class authorization
Teacher	Ms. Tara Vines 10385 Pendleton St. Riverside, CA 92505	Eff. February 20, 2007 Preliminary Single Subject PE w/ SB2042

Extra Compensation Assignment

Administrative Services; provide home hospital instruction; January through June 2007; not to exceed 3 hours per week each; appropriate hourly rate of pay; Funding Source: Special Education; \$3,000 total.

Ms. Anita Martinez

Education Services; planning and organizing Science Fair; January 2007; not to exceed 6 hours; appropriate hourly rate of pay; Funding Source: Unrestricted Resources; \$217 total.

Mr. Vince Rosse

Education Services; attend meetings with consulting teachers and BTSA events; October 2006 through May 2007; not to exceed 20 hours total; appropriate hourly rate of pay; Funding Source: California Peer Assistance and Review; \$568 total.

Ms. Amy Oliva	Ms. Maria Rodriguez	Ms. Heather Burnett
Ms. Lucienne Schwendner	Ms. Maria Andrade	Ms. Patty Abraham

Education Services; stipend to attend optional staff development days at Ina Arbuckle School; January 22 & 25, 2007; Funding Source: Staff Development Buy Back Days; \$7,500 total.

Ms. Britta Anderson	Ms. Jackie Andrews	Ms. Mabel Armenta
Ms. Gloria Arredondo	Mr. Jason Atkinson	Ms. Tracy Bratton
Ms. Nancy Cadiente	Mr. Timothy Crider	Ms. Connie Dam
Ms. Silvana Diaz	Ms. Raeona Dies	Ms. Bertha Fletes
Ms. Adriana Flores	Ms. Josefina Gamez	Ms. Karen Garinger
Ms. Cathe Giles	Ms. Kate Jardine	Ms. Dana Kruckenberg
Ms. Sofia McCarthy	Ms. Carmen Mendez	Ms. Martha Molina
Ms. Gloria Morales	Ms. Jodie Nichols	Ms. Erica Sawhill
Ms. Nanette Prince-Egetter	Mr. Larry Sturm	Ms. Nancy Summers
Ms. Beth VandenRaadt	Ms. Norma Velasquez	Ms. June VanGenuchten

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Personnel Report #15

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Education Services; stipend to attend optional staff development day at Pedley Elementary; January 27, 2007; Funding Source: Staff Development Buy Back Days; \$5,250 total.

Ms. Michele Armstrong	Ms. Pat Balteria	Ms. Laura Ciesla
Ms. Nicole Douty	Ms. JoAnn Greeley	Ms. Tracy Grogan
Ms. Cindy Hert	Ms. Monica Jarcy	Ms. Cindy Jensen
Ms. Marleen Jockers	Ms. Joan Knowlton	Ms. Katherine Laag
Ms. Jennifer Lara	Ms. Janet McClellan	Ms. Michelle Nelson
Ms. Valerie Othon	Ms. Shelly Puckett	Ms. Lourdes Ruelas
Ms. Donna Stevens	Ms. Sue Thompson	Ms. Sally Valente

Education Services; stipend to attend optional staff development day at Mission Middle School; January 20, 2007; Funding Source: Staff Development Buy Back Days; \$7,500 total.

Ms. Hiliary Barnett	Mr. Alfonso Barrientos	Ms. Molly Complin
Mr. Juan Ralph Garcia	Mr. Sam Gee	Ms. Amber Harrell-Tobey
Mr. Andrew Hernandez	Ms. Cynthia Hernandez	Ms. Amber Iest
Mr. Jay Ishimoto	Ms. Cheryl Lauritzen	Ms. Marci Lee
Ms. Jamie Lewison	Ms. Laurie Ludwig	Ms. Melissa Moberly
Ms. Pam Ogden	Ms. Lori Pardon	Ms. Loretta Pearce
Mr. Dan Poelstra	Ms. Susan Ridder	Ms. Maria Rodriguez
Mr. Doug Stevens	Ms. Irene Stewart	Ms. Cheri Travis
Ms. Judy Van Train	Ms. Claudia Vasquez	Ms. Angela Vela
Ms. Rachel Weeks	Ms. Danae Yohonn	Mr. Ross Yohonn

Education Services; stipend to attend optional staff development day at Sunnyslope Elementary; February 3, 2007; Funding Source: Staff Development Buy Back Days; \$5,500 total.

Ms. Kristi Batchelder	Ms. Sally Beese	Ms. Lori Brown
Ms. Robin Carver	Ms. Lorayne Corcoran	Ms. Yolanda Corona
Ms. Janet Edmondson	Ms. Sherrill Ferguson	Ms. Elizabeth Garcia
Ms. April Hodgkins-Jacobson	Ms. Carol Hogerty	Ms. Harriet Hiling
Ms. Barbara Martin	Ms. Maria Martin	Ms. Anita Martinez
Ms. Brooke Martinez	Mr. Robert Mitchell	Ms. Shrily Taylor
Ms. Joanne Viafora	Ms. Zoe Washburn	Ms. Marilyn Wior
Mr. Carl Zitek		

Education Services; stipend to attend optional staff development day at Van Buren Elementary; January 27, 2007; Funding Source: Staff Development Buy Back Days; \$5,750 total.

Ms. Ashley Arena	Ms. Nancy Batchelder	Ms. Cindi Carvo
Ms. Karla Chaffin	Ms. Sandra Cullum	Mr. Earl Edwards
Ms. Shelley Edwards	Ms. Melissa Ferreira	Ms. Lynae Gaeta
Ms. Terry Hainsworth	Ms. Nancy Jenkins	Ms. Ginger Jones
Ms. Karen Laskey	Ms. Jessica May	Ms. Leslie McDowell
Ms. Imelda Navarrete	Ms. Mylinh Nguyen	Ms. Lynn Parrella
Ms. Kathleen Perez	Ms. Vivian Perricone-Rude	Ms. Sandra Roberson
Ms. Darcee Staiger	Mr. Ronald Zahnd	

Personnel Report #15

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Education Support Services; attend and assist with Parent Education Fair; December 2, 2006; not to exceed 5.5 hours; appropriate hourly rate of pay; Funding Source: Special Education; \$221 total.

Ms. Robin Thompson

Research & Assessment; administer CAHSEE to Adult Education students; February 6 & 7, 2007; not to exceed 16 hours; appropriate hourly rate of pay; Funding Source: High School Exit Exam; \$577 total.

Mr. Russ Orwig

Indian Hills Elementary; support student achievement through Family Science Night; January 16, 2007; not to exceed 4 hours each; appropriate hourly rate of pay; Funding Source: Title III, LEP; \$288 total.

Ms. Kathleen Jaramillo

Mr. Philip Martinez

Mission Bell Elementary; provide after school ELO instruction; January 16, 2007 through March 1, 2007; not to exceed 320 hours; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$11,500 total.

Ms. Sandie Allen
Ms. Francie Dempsey
Mr. Alex Ortiz

Mr. Jim Beckley
Ms. Debbi England
Ms. Donna Prince

Ms. Michelle Castaneda
Ms. Monica Graves
Ms. Joanne Tyler

Troth Street Elementary; provide after school ELO instruction; January through March 2007; not to exceed 6 weeks each; appropriate hourly rate of pay; Funding Source: Title I Basic Grant Low Income; \$8,000 total.

Ms. Connie Nagle
Ms. Bonnie Werner
Ms. Heather Burnett
Ms. Sarah Franz
Ms. Rosa Santos-Lee
Mr. Esteban Martinez

Ms. Melissa Montoya
Ms. Katy Moore
Ms. Margaret Whitmore
Ms. Johanna Downs
Ms. Leslie Brown

Ms. Michelle Guyer
Ms. Andrea Roe
Ms. Dorothy Baca
Ms. Kelly Horspool
Mr. Eli Salazar

Van Buren Elementary; provide ELO program instruction; September 2006 through June 2007; not to exceed 600 hours total; appropriate hourly rate of pay; Funding Source: English Language Acquisition Program; \$21,630 total.

Ms. Ashley Arena
Ms. Cindi Carvo
Ms. Sandra Cullum
Ms. Liz Einecke
Ms. Terry Hainsworth
Ms. Karen Laskey
Ms. Leslie McDowell
Ms. MyLinh Nguyen
Ms. Sandra Roberson
Ms. Linita Simmons
Ms. Angie Vanderhorst

Ms. Nancy Batchelder
Ms. Karla Chaffin
Mr. Earl Edwards
Ms. Melissa Ferreira
Ms. Nancy Jenkins
Mr. Chuck Loving
Mr. Ron Morris
Ms. Lynn Parrella
Ms. Vivian Rude
Mr. Aaron Smith
Mr. Ronnie Zahnd

Ms. Jessie Caballero
Ms. Kathy Crain
Ms. Shelley Edwards
Ms. Lynnae Gaeta
Ms. Ginger Jones
Ms. Jessica May
Ms. Imelda Navarrette
Ms. Kathleen Perez
Ms. Michele Sheets
Ms. Darcee Staiger

Personnel Report #15

CERTIFICATED PERSONNEL

Extra Compensation Assignment

Jurupa Middle School; recognize student academic success; February through April 2007; not to exceed 4 hours each; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$577 total.

Mr. Christopher Woodside

Mr. Kevin Roughton

Mr. Brian Shaffer

Mira Loma Middle School; attend GATE meeting and provide activities for GATE students; February 1, 2007; not to exceed 10 hours; appropriate hourly rate of pay; Funding Source: Gifted and Talented Education; \$402 total.

Ms. Julia Holt

Ms. Terese Pisarik

Learning Center; administer CASHEE to independent study students; February 6 & 7, 2007; not to exceed 4 hours total; appropriate hourly rate of pay; Funding Source: Unrestricted Resources; \$145 total.

Ms. Kathryn McSkimming

Leave of Absence

Teacher	Ms. Donna Cmelak 389 Cynthia Crest Redlands, CA 92373	Unpaid Special Leave July 1, 2007 through June 30, 2008 without compensation, health & welfare benefits or increment advancement.
Teacher	Ms. Michelle Johnson 8431 Roxy Circle Riverside, CA 92508	Unpaid Special Leave July 1, 2007 through June 30, 2008 without compensation, health & welfare benefits or increment advancement.
Teacher	Ms. Katherine Laag 9231 Shamouti Dr. Riverside, CA 92508	Unpaid Special Leave July 1, 2007 through June 30, 2008 without compensation, health & welfare benefits or increment advancement.
Teacher	Ms. Monika Montiel-Turner 623 Madera Ave. Ontario, CA 91764	Unpaid Special Leave July 1, 2007 through June 30, 2008 without compensation, health & welfare benefits or increment advancement.

Place on 39-Month Reemployment List

Teacher Ms. Helen McNab-Blanco
7469 Ramona Ave.
Rancho Cucamonga, CA 91730

Eff. February 16, 2007

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Personnel Report #15

CERTIFICATED PERSONNEL

Resignation

Teacher	Ms. Patty Abraham 1400 Barton Rd. #2003 Redlands, CA 92373	Eff. June 30, 2007
Teacher	Mr. Diddier Andrade 4756 North F St. San Bernardino, CA 92407	Eff. June 30, 2007
Bilingual Resource Teacher	Ms. Norma Arvayo 14858 Fox Ridge Rd. Fontana, CA 92336	Eff. June 30, 2007
Teacher	Mr. Fredrick Bailey PO Box 5522 Palm Springs, CA 92263	Eff. June 30, 2007
Teacher	Ms. Shawndel Brown 332 Madison Ave. Pomona, CA 91767	Eff. June 30, 2007
SDC Teacher	Ms. Lindsey Cortes 6155 Palm Ave. #2903 San Bernardino, CA 92407	Eff. June 30, 2007
RSP Teacher	Mr. Tarquinn Curry 600 Central Ave. Apt.138 Riverside, CA 92507	Eff. June 30, 2007
Teacher	Mr. David Fluhart 6185 Magnolia Ave. #213 Riverside, CA 92506	Eff. June 30, 2007
Teacher	Ms. Cynthia Klock 7388 Percheron Ave. Riverside, CA 92509	Eff. June 30, 2007
Bilingual Resource	Mr. Francisco Lopez 13782 Dearborn St. Corona, CA 92880	Eff. June 30, 2007
Teacher	Ms. Carly McCarty 22310 Maidenhair St. Moreno Valley, CA 92553	Eff. June 30, 2007
Teacher	Ms. Jennifer McDermott 12259 Jamboree Dr. #C Mira Loma, CA 91752	Eff. June 30, 2007
Teacher	Ms. Heidi Miceli-Davies 9135 Gawn Trail Moreno Valley, CA 92557	Eff. June 30, 2007
Teacher	Ms. Crystal Parker 7025 Vista Del Verde Riverside, CA 92509	Eff. June 30, 2007
Teacher	Ms. Michele Taylor 8556 56 th St. Riverside, CA 92509	Eff. June 30, 2007
Teacher	Ms. Melissa VanVooren 4111 Kingsbury Pl. Riverside, CA 92503	Eff. June 30, 2007

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Personnel Report #15

CERTIFICATED PERSONNEL

Return From Leave of Absence

Teacher	Ms. Yesenia Barr 19162 Laurenrae St. Riverside, CA 92508	Eff. July 1, 2007
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Substitute Assignment

Teacher	Ms. Natasha Barnes 4405 Angelo St. Riverside, CA 92507	As needed Emergency 30-Day Permit
Teacher	Mr. Arthur Coker 6458 Bluebell St. Corona, CA 92880	As needed Emergency 30-Day Permit
Teacher	Ms. Maria Espinoza 2979 McDonald Lane Corona, CA 92881	As needed Emergency 30-Day Permit
Teacher	Ms. Seong Kim 9117 Florence Ave. #102 Downey, CA 90240	As needed Emergency 30-Day Permit
Teacher	Ms. Ellen Porter 6172 Avenue Juan Diaz Riverside, CA 92509	As needed Emergency 30-Day Permit
Teacher	Ms. Monica Ronchetti 17828 Boxwood Dr. Riverside, CA 92503	As needed CBEST Waiver
Teacher	Ms. Shontae Sale 10935 Terra Vista Pkwy. #230 Rancho Cucamonga, CA 91730	As needed CBEST Waiver
Teacher	Ms. Josephine Williams 4278 5 th St. Riverside, CA 92501	As needed Prospective Teacher Permit

Personnel Report #15

CLASSIFIED PERSONNEL

Short-Term/Extra Work

Transportation; provide transportation for student; February 12, 2007; not to exceed 5.5 hours; appropriate hourly rate of pay; Funding Source: Transportation: Special Education; \$291 total.

Bus Driver Special Students Ms. April Corrales

Granite Hill Elementary; assist with interventions to assist students; February 5, 2007 through April 2, 2007; not to exceed 1.75 hours a day; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$1,165 total.

Instructional Aide Ms. Cassandra Sadler

Ina Arbuckle Elementary; assist with ELO instruction; January 10, 2007 through May 15, 2007; not to exceed 400 hours; appropriate hourly rate of pay; Funding Source: Title III, LEP; \$6,000 total.

Instructional Aide	Ms. Marie Clemente
Bilingual Language Tutor	Ms. Lourdes Espinosa
Instructional Aide	Ms. Linda Hogarth
Bilingual Language Tutor	Ms. Gisele Kendall
Activity Supervisor/BLT	Ms. Leticia Lopez
Bilingual Language Tutor	Ms. Jessica Lopez
Bilingual Language Tutor	Ms. Jessica Raya
Instructional Aide/BLT	Mr. Luis Saavedra
Bilingual Language Tutor	Ms. Angelita Saldana
Bilingual Language Tutor	Ms. Hilda Cabezas

Indian Hills Elementary; provide childcare and supervision during parent involvement meetings; 2006-2007 school year; not to exceed 25 hours each; appropriate hourly rate of pay; Funding Source: School Improvement Program; \$557 total.

Activity Supervisor	Ms. Belinda Aguilar
Activity Supervisor	Ms. Elvira Escamilla

Mission Bell Elementary; provide assistance with ELO program; January 16, 2007 through March 1, 2007; not to exceed 56 hours total; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$877 total.

Activity Supervisor	Ms. Susan Goodwine
Café Mgr.-Elementary	Ms. Brenda Greaver
Bilingual Language Tutor	Ms. Maria Cabrera
Activity Supervisor	Ms. Jessica Munoz
Activity Supervisor	Ms. Amy Pace
Activity Supervisor	Ms. Kathy Vargas
Activity Supervisor	Ms. Marilyn Swearingen
Activity Supervisor	Ms. Jessica Terriquez
Activity Supervisor	Ms. Marina Topete
Bilingual Language Tutor	Ms. Maria Leticia Carrillo-Rodriguez

Personnel Report #15

CLASSIFIED PERSONNEL

Short-Term/Extra Work

Pedley Elementary; provide supervision during special events; January 2, 2007 through June 21, 2007; not to exceed 125 hours total; appropriate hourly rate of pay; Funding Source: School Improvement Program; \$1,405 total.

Activity Supervisor	Ms. Judy Alvarez
Activity Supervisor	Ms. Stephanie Christian
Student Attendant Aide	Ms. Patty Clark
Activity Supervisor	Ms. Jeanne Cline
Activity Supervisor	Ms. Barbara Dean
Bilingual Language Tutor	Ms. Lilia Guillen
Health Care Aide	Ms. Renee Hurtado
Activity Supervisor	Ms. Judy Hesler
Activity Supervisor	Ms. Maria Lopez
Activity Supervisor	Ms. Yolanda Muniz
Student Attendant Aide	Ms. Susan Rivera
Student Attendant Aide	Ms. Lorraine Robles
Activity Supervisor	Ms. Mary Stallard
Clerk Typist	Ms. Araceli Tovar

Troth Street Elementary; assist with extended learning opportunities; January 2007 through June 2007; not to exceed 10 hours per week; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$4,000 total.

Bilingual Language Tutor	Ms. Veronica Chavez
Activity Supervisor	Ms. Francisca Corcoles
Instructional Aide	Ms. Jeanine Cortez
Activity Supervisor	Ms. Alice Gonzalez
Activity Supervisor	Ms. Rosa Guevara
Clerk Typist	Ms. Carlene Jones
Bilingual Language Tutor	Ms. Pam Juarez
Activity Supervisor	Ms. Mayte Ledea
Activity Supervisor	Ms. Amalia Lujan
Bilingual Language Tutor	Ms. Amelia Raya
Clerk Typist	Ms. Janet Richards

Troth Street Elementary; provide supervision of activities; January through June 2007; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$250 total.

Activity Supervisor	Ms. Mayte Ledea
Activity Supervisor	Ms. Rose Guevara

Mission Middle School; provide additional campus supervision; January 25, 2007; not to exceed 2.5 hours; appropriate hourly rate of pay; Funding Source: Discretionary; \$43 total.

Activity Supervisor	Ms. Raquel Ramirez
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Personnel Report #15

CLASSIFIED PERSONNEL

Leave of Absence

Bilingual Language Tutor & Instructional Aide	Ms. Anna Cruz 1808 Baywood Dr. #106 Corona, CA 92881	Amend Special Leave Unpaid to January 2, 2007 through March 26, 2007 without compensation.
Instructional Aide	Ms. Christina Carrillo 6050 Florence St. Riverside, CA 92504	Unpaid Special Leave February 8, 2007 through March 23, 2007 without compensation.
Student Attendant Aide	Ms. Tomeka Drain 8405 Arlington Ave. #C9 Riverside, CA 92503	Maternity Leave January 31, 2007 through March 13, 2007 with use of sick Leave and Unpaid Special Leave March 14-16, 2007 without compensation.
Campus Supervisor	Ms. Patricia Hopson 5635 Falling Leaf Lane Riverside, CA 92509	Unpaid Special Leave February 13, 2007 through May 14, 2007 without compensation.

Place on 39-Month Reemployment List

Bilingual Language Tutor	Ms. Kenya Zundel 8446 Lindenhurst St. Riverside, CA 92508	Eff. February 16, 2007
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Promotion

From Custodian To Stock Clerk Deliver Driver	Mr. Daniel Medina 25991 Coriander Ct. Moreno Valley, CA 92553	Eff. February 16, 2007 Work Year A
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25.9

Personnel Report #15

CLASSIFIED PERSONNEL

Regular Assignment

Café Asst. I	Ms. Cynthia Brooks 7471 Cottontail Ct. Riverside, CA 92509	Eff. February 14, 2007 Work Year F
Crossing Guard	Mr. Phillip Chacon 5640 Marlatt St. Mira Loma, CA 91752	Eff. February 14, 2007 Work Year F1
Custodian	Mr. Craig Erickson 5361 Golden Ave. Riverside, CA 92505	Eff. February 14, 2007 Work Year A
Crossing Guard	Ms. Laura Kodis 57 Larkdale Circle Mira Loma, CA 91752	Eff. February 14, 2007 Work Year F1
Activity Supervisor	Ms. Joanne Lopez 3600 Fleming St. Riverside, CA 92509	Eff. February 1, 2007 Work Year F1
Bus Driver Special Students	Ms. Clarissa Montoya 5327 Paloma Rd. Riverside, CA 92509	Eff. February 14, 2007 Work Year F
Crossing Guard	Ms. Melanie Olson 4041 Pedley Rd. #35 Riverside, CA 92509	Eff. February 14, 2007 Work Year F1
Instructional Aide HS/PS	Ms. Samantha Perez 3845 Polk St. #80 Riverside, CA 92505	Eff. February 21, 2007 Work Year E2
Instructional Aide HS/PS	Ms. Lisa Sanchez 4147 Campbell St. Riverside, CA 92509	Eff. February 21, 2007 Work Year E2
Instructional Aide HS/PS	Mr. Juliana Ramos 7021 Granite Hill Dr. Riverside, CA 92509	Eff. February 21, 2007 Work Year G
Instructional Aide HS/PS	Ms. Maria Rodriguez 7021 Granite Hill Dr. Riverside, CA 92509	Eff. February 21, 2007 Work Year G
Activity Supervisor	Ms. Jenna Schwartz 6991 Skyview Dr. Riverside, CA 92509	Eff. February 14, 2007 Work Year F1

Personnel Report #15

CLASSIFIED PERSONNEL

Resignation

Café Asst. I	Ms. Tiffany Fex 5317 Allison Lane Riverside, CA 92509	Eff. February 20, 2007
Refuse/Grounds Equipment Operator	Mr. James Laninga 6860 Gaylord Riverside, CA 92505	Eff. March 15, 2007

Substitute Assignment

Custodian	Ms. Anna Alcantar 15168 Mojave St. Hesperia, CA 92345	As needed
Clerk Typist	Ms. Ruby Almazan 9690 Calle La Cuseta Riverside, CA 92503	As needed
Activity Supervisor	Ms. Lany Cahill 11640 Parkcenter Mira Loma, CA 91752	As needed
Activity Supervisor	Ms. Maria Castillo 10593 56 th St. Mira Loma, CA 91752	As needed
Custodian	Mr. Christopher Gonzalez 4033 Opal St. Riverside, CA 92509	As needed

Termination

Probationary Secretary/ Account Clerk	Employee # 195921	Eff. February 20, 2007
Probationary Clerk Typist	Employee # 195811	Eff. February 9, 2007

N-1
2411

Personnel Report #15

CONFIDENTIAL/MANAGEMENT PERSONNEL

Promotion

From Café Mgr.- High School
To Supervisor of Food Services

Ms. Carolyn Dodd
20706 Rosedale Dr.
Riverside, CA 92506

Eff. March 1, 2007
Work Year A

OTHER PERSONNEL

Short-Term/Extra Work

Grounds; provide additional assistance with landscape projects; January 22, 2007 through March 30, 2007; not to exceed 40 hours per week each; appropriate hourly rate of pay; Funding Source: Unrestricted Resources; \$14,098 total.

Short-Term Grounds Worker
Short-Term Grounds Worker

Mr. Mike Crawford
Mr. Brian Parham

Operations; provide assistance with moving of furniture to prepare for summer moves; January 29, 2007 through March 30, 2007; not to exceed 40 hours per week each; appropriate hourly rate of pay; Funding Source: Unrestricted Resources; \$11,763 total.

Short-Term Custodian
Short-Term Custodian

Ms. Bertha Avaya
Ms. Imelda Ruelaz

Mira Loma Middle School; provide additional supervision on campus; January 25, 2007 through June 21, 2007; not to exceed 10 hours total; appropriate hourly rate of pay; Funding Source: School Improvement Program; \$100 total.

Short-Term Activity Supervisor
Short-Term Activity Supervisor

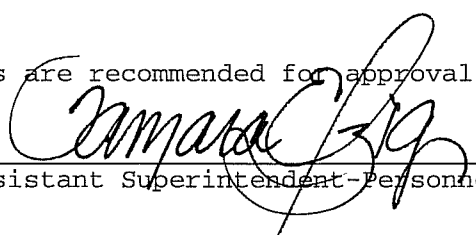
Ms. Dee Austin
Ms. Barbara Luttrell

Mission Middle School; provide supervision and childcare; January 25, 2007 through June 30, 2007; appropriate hourly rate of pay; Funding Source: Title I Basic Grants Low Income; \$350 total.

Short-Term Activity Supervisor

Ms. Marie Zamora

The above actions are recommended for approval:



Tamara Elzig, Assistant Superintendent-Personnel Services

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JURUPA UNIFIED SCHOOL DISTRICT SCHOOL CALENDAR 2007-2008

JULY	AUGUST	SEPTEMBER	OCTOBER
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
NOVEMBER	DECEMBER	JANUARY	FEBRUARY
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29
MARCH	APRIL	MAY	JUNE
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

HOLIDAYS

July	4	Independence Day
Sept	3	Labor Day
Nov	12	Veterans Day
Nov	21	Admissions Day (Obs)
Nov	22	Thanksgiving Day
Nov	23	Local Holiday
Dec	24	Local Holiday
Dec	25	Christmas Day
Dec	31	Local Holiday
Jan	1	New Year's Day
Jan	21	Dr. Martin Luther King, Jr. Day
Feb	11	Lincoln Day
Feb	18	Washington Day
May	26	Memorial Day

END OF SCHOOL MONTHS AND DAYS TAUGHT

SCHOOL MONTH	DATE	DAYS TAUGHT
1	Sept 14	9
2	Oct 12	20
3	Nov 7/9	18/20
4	Dec 7	14
5	Dec 21	10
6	Feb 1	19/18
7	Feb 29	18
8	Mar 28	20
9	Apr 25	15
10	May 23	20
11	Jun 17/18	17/16

TOTAL 180/180

IMPORTANT DATES

Aug	29	New Teachers Report
Aug	30	Staff Development
Nov	2	Minimum Instr. Day K-6
Nov	8-9	ELEMENTARY Conference (No Pupils)
Nov	9	End of 1st Quarter
Nov	19-23	Thanksgiving Recess
Dec	24-Jan 4	Winter Recess
Feb	1	MIDDLE & SR. HIGH Conference (No Pupils) Minimum Instr. Day K-6
Feb	1	End of 1st Semester
Apr	4	End of 3rd Quarter Minimum Instr. Day K-6
Apr	7-11	Spring Recess
June	13	Minimum Instr. Day K-6
June	17	End of 2nd Semester 7-12
June	18	Minimum Instr. Day K-6 End of 2nd Semester K-6 Planning Day 7-12 (No Pupils)

LEGEND

- ☐ LEGAL HOLIDAY
- ☐ LOCAL HOLIDAY
- ☐ SCHOOL RECESS

- ☒ ELEMENTARY SCHOOLS NOT IN SESSION
- ☒ MIDDLE & HIGH SCHOOLS NOT IN SESSION
- ☐ BEGINNING AND ENDING OF SCHOOL K-6
- ☐ BEGINNING AND ENDING OF SCHOOL 7-12

02-20-07

R. Strona
02/20/07
J. Hill

N-3
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Jurupa Unified School District

CERTIFICATED WORK YEARS

2007-2008

Job Title	Dates	Days Worked
Teacher, Nurse, Resource Specialist, Language, Speech & Hearing Specialist	August 30, 2007 through June 18, 2008	184 days
Teacher on Special Assignment	Schedule varies	184 days
Teacher, Nurse, Resource Specialist, Language, Speech & Hearing Specialist (New to District)	August 29, 2007 through June 18, 2008	185 days
Teacher on Special Assignment (New to District)	Schedule varies	185 days
Nurse (Coordinator)	August 23, 2007 through June 18, 2008	189 days
Librarian, Mental Health Counselor, Psychologist, Behavior Specialist	August 30, 2007 through June 25, 2008	189 days
Counselor, Program Specialist	August 23, 2007 through June 25, 2008	194 days
Guidance Coordinator	August 2, 2007 through June 18, 2008	204 days

Days and dates shown above exclude Saturdays, Sundays, legal and local holidays, Winter recess and Spring recess.

Teacher (Community Day School)	July 1, 2007 through June 30, 2008	209 days
Teacher (Independent Study/Adult Ed.)	July 1, 2007 through June 30, 2008	214 days
Teacher (Lead Work Experience)	July 1, 2007 through June 30, 2008	225 days
Teacher (Five Period Agriculture)	July 1, 2007 through June 30, 2008	225 days

Days and dates shown above may include Saturdays, Sundays, legal and local holidays, Winter recess and Spring recess by mutual agreement.

John S. Zili
2/23/07

Jurupa Unified School District

CLASSIFIED WORK YEARS

2007-2008

All classified personnel are assigned to one of the following work year schedules:

Work Year A - 247 days	July 1, 2007 through June 30, 2008.
Work Year B - 215 days	July 27, 2007 through June 27, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).
Work Year C - 206 days	August 9, 2007 through June 27, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).
Work Year D - 196 days	August 23, 2007 through June 27, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).
Work Year E1 - 185 days	August 31, 2007 through June 20, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).
Work Year E2 - 180 days	September 6, 2007 through June 18, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).
Work Year F - 182 days	September 4, 2007 through June 18, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).
Work Year F1 - 181 days	September 4, 2007 through June 18, 2008. (Exclude November 9 [Elementary only]; November 19 through November 23; December 24 through January 4; February 1 [Secondary only]; and April 7 through April 11).
Work Year G - 170 days	September 13, 2007 through June 11, 2008. (Exclude November 19 through November 23; December 24 through January 4 and April 7 through April 11).

Days and dates shown above exclude Saturdays, Sundays, legal and local holidays.

Employees are paid for legal and local holidays which fall within their assigned work year.

Holidays 2007-2008

July 4; September 3; November 12, 21, 22, 23; December 24, 25, 31; January 1, 21;
February 11, 18; May 26.

D. Strona
02/20/07

SALARY SCHEDULE, WORK YEAR, VACATION AND HOLIDAYS

WORK YEAR 2007-2008

July 1, 2007 through June 30, 2008 (247 days)

HOLIDAYS 2007-2008

July 4; September 3; November 12, 21, 22, 23; December 24, 25, 31; January 1, 21;
February 11, 18; May 26.

VACATION

Vacation days will be granted in accordance with Policy 4395.

SALARY SCHEDULE, WORK YEAR, VACATION AND HOLIDAYS

2007-2008 WORK YEAR AND VACATION

Position	Work Year	Vacation Days Per Year
Assistant Director of Maintenance & Operations	A	22
Business Assistant	A	22
Director of Centralized Support Services	A	22
Director of Database Administration	A	22
Director of Fiscal Services	A	22
Director-Categorical Projects	A	22
Director-Classified Personnel	A	22
Director-Food Services	A	22
Director-Transportation	A	22
Early Childhood Specialist	A	22
Head Custodian-High School	A	22
Head Custodian-Middle School	A	22
Network Manager	A	22
Personnel Specialist	A	22
Regional Coord. of Healthy Children Connections	A	22
Senior Building Inspector	A	22
Supervisor of Accounting	A	22
Supervisor of Food Services	A	22
Supervisor of Grounds	A	22
Supervisor of Transportation	A	22
Supervisor-Head Start/Preschool	A	22
Supervisor-Maintenance & Operations	A	22
Warehouse Manager	A	22
Elementary School Operations Manager	B	20

Work Year A: July 1, 2007 through June 30, 2008 (247 days).
Excludes Saturdays, Sundays, legal and local holidays.

Work Year B: August 1, 2007 through June 30, 2008 (226 days).
Exclude Saturdays, Sundays, legal and local holidays.

HOLIDAYS 2007-2008

July 4; September 3; November 12, 21, 22, 23; December 24, 25, 31; January 1, 21;
February 11, 18; May 26.

Jurupa Unified School District

MANAGEMENT/LEADERSHIP TEAM

2007-2008 WORK YEARS

Position	Base Work Year	Vacation and Recess	Net Work Days
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Administration

Administrator Ed. Support Services Administrator of Educational Tech. Administrator of Student Services Assistant Principal-High School Assistant Superintendent Coord. of Child Welfare and Attend. Coordinator of Language Services Coordinator of Research Director Principal-Adult/Alternative Ed. Principal-High School	July 1 - June 30	A	225
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Principal - Middle School Assistant Principal - Adult/Alt. Ed Educational Technology Coordinator	July 27 - June 27	B	215
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Assistant Principal - Elementary School Assistant Principal - Middle School Coordinator of Pupil Services Principal - Continuation High School Principal - Elementary School Principal on Special Assignment Student Support Services Coordinator Youth Opportunity Coordinator	August 9 - June 27	B	206
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Certificated

Curriculum Coordinator Instructional Media Coordinator	July 27 - June 27	B	215
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Jurupa Unified School District

MANAGEMENT/LEADERSHIP TEAM

2007-2008 WORK YEARS

WORK DATES

Assigned work periods exclude weekends and holidays.

SCHOOL RECESSES

Assigned work periods for positions coded B exclude the Thanksgiving, Winter and Spring school recesses except as noted otherwise.

HOLIDAYS

July 4; September 3; November 12, 21, 22, 23; December 24, 25, 31; January 1, 21; February 11, 18; May 26.

ANNUAL COMPENSATION

Total annual compensation is determined by multiplying days of work required under the net work days column by the daily rate from appropriate salary schedule placement. Vacation days are excluded in determining annual compensation.

VACATIONS

Positions coded A are 12 month work year positions entitled to annual vacation as provided by Board Policy. Net work days are listed for computation of annual rates for positions compensated by the daily rate schedule. Net work days would be actual non-vacation days worked if earned vacation was fully used during the year earned.

Positions coded B do not earn vacation.

Jurupa Unified School District

MANAGEMENT/LEADERSHIP TEAM

2007-2008 WORK YEARS

Position	Base Work Year	Vacation and Recess	Net Work Days
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Administration

Administrator Ed. Support Services			
Administrator of Educational Tech.			
Administrator of Student Services			
Assistant Principal-High School			
Assistant Superintendent			
Business Manager			
Coord. of Child Welfare and Attend.	July 1 - June 30	A	225
Coordinator of Language Services			
Coordinator of Research			
Director			
Principal-Adult/Alternative Ed.			
Principal-High School			

Principal - Middle School			
Assistant Principal - Adult/Alt. Ed.	July 27 - June 27	B	215
Educational Technology Coordinator			

Assistant Principal - Elementary School			
Assistant Principal - Middle School			
Coordinator of Pupil Services			
Principal - Continuation High School	August 9 - June 27	B	206
Principal - Elementary School			
Principal on Special Assignment			
Student Support Services Coordinator			
Youth Opportunity Coordinator			

Certificated

Curriculum Coordinator			
Instructional Media Coordinator	July 27 - June 27	B	215

Jurupa Unified School District

MANAGEMENT/LEADERSHIP TEAM

2007-2008 WORK YEARS

WORK DATES

Assigned work periods exclude weekends and holidays.

SCHOOL RECESSES

Assigned work periods for positions coded B exclude the Thanksgiving, Winter and Spring school recesses except as noted otherwise.

HOLIDAYS

July 4; September 3; November 12, 21, 22, 23; December 24, 25, 31; January 1, 21; February 11, 18; May 26.

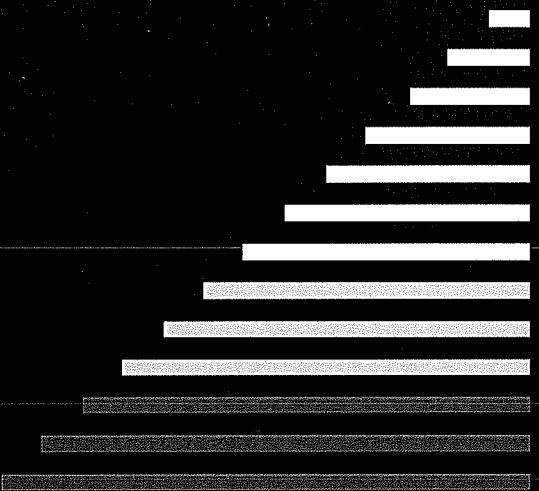
ANNUAL COMPENSATION

Total annual compensation is determined by multiplying days of work required under the net work days column by the daily rate from appropriate salary schedule placement. Vacation days are excluded in determining annual compensation.

VACATIONS

Positions coded A are 12 month work year positions entitled to annual vacation as provided by Board Policy. Net work days are listed for computation of annual rates for positions compensated by the daily rate schedule. Net work days would be actual non-vacation days worked if earned vacation was fully used during the year earned.

Positions coded B do not earn vacation.



Jurupa Unified School District

Bullying Prevention Intervention Strategies

Elementary Schools
Middle Schools
High Schools

Presented by Education Support Services
March 5, 2007



Bully/Target Violence Information

Bullying Identifiers:

- ☐ Verbal Violence
- ☐ Social Violence
- ☐ Physical Violence
- ☐ Violence Against Property



Targets of Bullying

Passive Victim

- ☐ Lots of emotion
 - ☐ Rarely tells because they think it will make it worse
 - ☐ Doesn't think adults can help
 - ☐ Sensitive and cries easily
 - ☐ Pushovers
 - ☐ Lack social skills
 - ☐ Chosen last for games, group activities, etc.
 - ☐ Don't invite attacks
 - ☐ May carry weapons
-



Targets of Bullying

Provocative Target

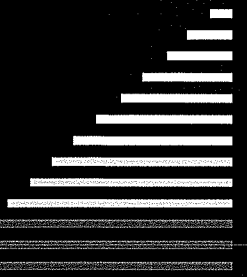
- ☐ Pestering and irritating others
 - ☐ Quick tempered and will fight back
 - ☐ Gets others charged up
 - ☐ Can look like a bully, but always a victim
 - ☐ Provokes attacks
 - ☐ Clumsy, immature
 - ☐ Isolated
 - ☐ Overly dependent on adults
 - ☐ May be learning disabled-often DX of ADD
 - ☐ Bullied repeatedly
-



Enabling Violence

- ❑ We enable when we protect a person from the consequences of their violence out of a sense of compassion, love or fear.
- ❑ Misguided beliefs: “Boys will be boys.”
- ❑ Misguided feelings: “It’s just me who is upset.”
- ❑ Misguided attitudes: “Only certain types of kids behave violently.”
- ❑ Misguided behaviors: “Ignoring blatant examples.”

No One Should Bully!



INTERVENTIONS



Perpetrator

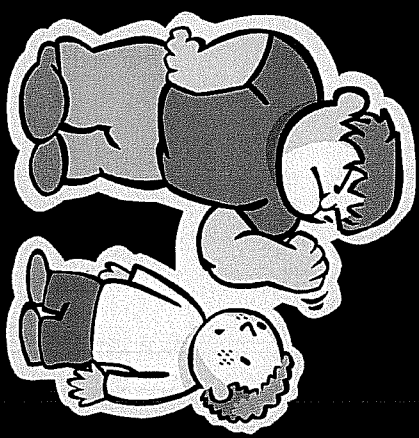
- Prevention
- Curriculum
- Assemblies
- SRO

- Intervention
- Discipline procedures
- Counseling
- SRO

Target

- Prevention
- Curriculum
- Assemblies
- SRO

- Intervention
- Counseling
- Support
- SRO





Elementary School

- ☐ “Too Good for Violence” Curriculum
 - ☐ “Drumming Up Peace” Assembly
 - ☐ Positive Playground Plan
 - ☐ Positive Reinforcement
 - ☐ Character Traits
 - ☐ Student Discipline
-



Middle School

- ☐ “Too Good For Violence”
 - ☐ Schoolwide Assemblies
 - ☐ “Assertiveness Training for Girls”
 - ☐ Staff Development
 - ☐ Student Discipline Policies
-



High School

- ☐ “Too Good for Drugs/Violence”
- ☐ “Conflict and Dispute Mediation”
- ☐ “Guidance Coordinators”
- ☐ “The Link Crew Program”
- ☐ Student Discipline



District Level Interventions

- ☐ School Resource Officers (SRO's)
 - ☐ Student Assistance Program
 - ☐ Yellow Ribbon Week: *"Promoting Safe Schools for Successful Students"*
 - ☐ District Safe Schools Advisory Committee
 - ☐ Alcohol, Drug and Tobacco Prevention
-



District Level Interventions

- ☐ Gang Awareness
- ☐ California Healthy Kids Survey (CHKS) and Youth Report
- ☐ Counseling Services
- ☐ Youth Service Center
- ☐ Site Safety Coordinators



District Level Interventions

“Confidential Hotline”

(951) 360-4709

- ❑ Flyers on all JUSD campuses
- ❑ Student Services Facilitates Calls

