

A G E N D A
BOARD OF EDUCATION MEETING
RIVERSIDE UNIFIED SCHOOL DISTRICT
Board Room
6735 Magnolia Avenue, Riverside, California



BOARD OF EDUCATION:
MRS. PATRICIA
LOCK-DAWSON,
PRESIDENT
MR. TOM HUNT,
VICE PRESIDENT
MRS. KATHY ALLAVIE,
CLERK
MRS. GAYLE CLOUD
AND MR. BRENT LEE,
MEMBERS

Closed Session – 4:00 p.m.

April 14, 2014

Open Session – 5:30 p.m.

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification of accommodation in order to participate in a meeting should direct such request to the District Superintendent at 788-7135, Ext. 80402 at least 48 hours before the meeting, if possible.

As required by Government Code 54957.5, agenda materials can be reviewed by the public at the District's administrative offices, Reception Area, First Floor, 3380 Fourteenth Street, Riverside, California.

At approximately 9:00 p.m., the Board of Education will determine which of the remaining agenda items can be considered and acted upon prior to 9:30 p.m., and may continue all other items on which additional time is required until a future meeting. All meetings are scheduled to end at 9:30 p.m.

CALL MEETING TO ORDER – 4:00 p.m.

ESTABLISHMENT OF A QUORUM OF THE BOARD OF EDUCATION

PUBLIC PARTICIPATION ON CLOSED SESSION MATTERS

CLOSED SESSION

The Board of Education will recess to Closed Session at 4:00 p.m. to discuss:

1. Consideration of Pupil Services Matters Pursuant to Education Code Sections 35146 and 48918
2. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6

District Representative: Mr. Michael H. Fine, Interim District Superintendent
Employer Organization: California School Employees Association

3. Consideration of Public Employee Appointment Pursuant to Government Code Section 54957.6

Title: Director V, Instructional Services K-6 and Interim Assistant Superintendent, Instructional Services K-6

4. Public Employment

Title: District Superintendent

April 14, 2014

RECONVENE OPEN SESSION

The Board of Education will convene in Open Session at 5:30 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to our flag will be led by Joseph Nieto, 4th grade Emerson Elementary School student.

GROUP PERFORMANCE

The Chemawa Middle School Flute Choir will perform for the Board of Education.

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
A.1 Recognition of the Riverside Polytechnic High School Mock Trial Team, Riverside County Mock Trial Champions and Third Place in State	Asst. Supt. Inst. Services (7-12)		1
<i>The Board of Education will recognize the Riverside Polytechnic High School Mock Trial Team as Riverside County Mock Trial champions and winners of the third place spot in the state competition.</i>			
A.2 Recognition of the Martin Luther King High School Boys' Basketball Team, CIF Division 1A Champions	Asst. Supt. Inst. Services (7-12)		2
<i>The Board of Education will recognize the Martin Luther King High School Boys' Basketball Team as CIF Division 1A Champions.</i>			
A.3 Recognition of the Martin Luther King High School Pep Squad, Winners of the Sharp Grand National Championship	Asst. Supt. Inst. Services (7-12)		3
<i>The Board of Education will recognize the Martin Luther King High School Pep Squad, winners of the Sharp Grand National Championship.</i>			
A.4 Recognition of the Martin Luther King High School CIF State Wrestling Finalists Kristian Vazquez and Nolan Kistler	Asst. Supt. Inst. Services (7-12)		4
<i>The Board of Education will recognize the Martin Luther King High School wrestlers Kristian Vazquez and Nolan Kistler, both of whom were named CIF Southern Section Champions and placed in the top 8 in the state.</i>			

SECTION B – REPORTS BY HIGH SCHOOL REPRESENTATIVES

B.1 High School Representatives

Interim District
Superintendent

*Karen Cedillo – Abraham Lincoln High School
Garrett Parker – Arlington High School
Reysha Patel – Martin Luther King High School*

SECTION C – PUBLIC INPUT

*Public Input provides an opportunity for citizens to make suggestions, identify concerns, or request information about matters affecting the school District for items **NOT on the agenda**. Complaints against employees will normally be heard in Closed Session, and the District’s complaint procedure should be followed before discussion with the Board.*

Individuals or groups who wish to address the Board are requested to fill out a “Request to Address the Board of Education” card located on the table at the back of the Board Room. Comments or presentations should be limited to three minutes or less.

Pursuant to the Brown Act, Board of Education members cannot discuss or take action on any item which does not appear on the Consent and Action Calendars of the agenda. The Board of Education may provide a reference to staff or other resources of information, request staff to report back at a subsequent meeting, or direct staff to place an item on a future agenda.

SECTION D – INTERIM SUPERINTENDENT’S ANNOUNCEMENTS

SECTION E – CONSENT

Moved _____ Seconded _____ Vote _____

All items listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board request specific items to be removed from the Consent Calendar.

E.1 Minutes of Board Meeting

Interim District
Superintendent Consent 5-11

*March 17, 2014 – Regular Board Meeting
March 25, 2014 – Special Board Meeting*

E.2 Approval of Head Start Reapplication for 2014-2015

Interim District
Superintendent Consent 12-49

Riverside Unified School District is submitting a reapplication for year two of the five-year cycle for Head Start funding.

E.3 Approval of Head Start Policy Committee By-laws	Interim District Superintendent	Consent	50-59
<i>The Head Start Policy Committee (PC) has updated their by-laws. It is a federal requirement that the by-laws be approved by the Board of Education each year regardless of any major changes or revisions.</i>			
E.4 Acceptance of Gifts and Donations to the District	Interim Chief Bus. Official	Consent	60-61
<i>Individuals and entities may make gifts or donations of usable items or money to the District. Gifts or donations of \$100 or more in value are accepted and acknowledged by the Board of Education.</i>			
E.5 Warrant List No. 15	Interim Chief Bus. Official	Consent	62-67
<i>The payment for the purchase of goods, materials, and services is done in school districts with checks called warrants. Warrant lists are presented to the Board of Education for ratification.</i>			
E.6 Notice of Completion – Purchase Order C6002120 – U.S. Communities Contract #139-08-TF-000/A – Synthetic Turf – John W. North High School Athletic Facilities Master Plan	Interim Chief Bus. Official	Consent	68-70
<i>A Notice of Completion is recommended for the Synthetic Turf at the John W. North High School Athletic Facilities Master Plan.</i>			
E.7 Resolutions	Interim Chief Bus. Official	Consent	71-90
Resolution No. 2013/14-35– Resolution of the Board of Education of the Riverside Unified School District to Authorize Budget Adjustments to Appropriate Revenues, Expenditures, and Fund Balance and to Transfer Between Accounts and Funds for the Following Fiscal Year			
<i>Approval of this agenda item will allow the District’s Business Services staff to process transfers for budget adjustments, to increase and decrease revenues and expenditures and to balance between accounts and major funds as needed for the 2014-15 fiscal year.</i>			
Resolution No. 2013/14-36 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Encumbrances of Funds for the Following Fiscal Year, Authorizing Signatures for Purchase Orders			

and Other Contractual Commitments and Establishing Not to Exceed Amounts

Approval of this agenda item will allow the District to encumber funds for the 2014-15 fiscal year and will authorize designated staff to sign purchase orders and contractual commitments within certain dollar limitations.

Resolution No. 2013/14-38 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Temporary Transfer of Funds From the District’s General Fund to the District’s Child Development Fund and From the District’s General Fund to the District’s Nutrition Services Fund for the Following Fiscal Year to Mitigate Potential Impacts of Funding Delays and Federal Sequestration

Approval of this agenda item will allow the District to provide temporary loans for the 2014-2015 fiscal year from the General Fund to the Child Development Fund and from the General Fund to the Nutrition Services Fund.

Resolution No. 2013/14-39 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Temporary Transfer From Various District Funds to the General Fund for the Following Fiscal Year

Approval of this agenda item will allow the District to provide temporary loans for the 2014-15 fiscal year from various District funds to the District General Fund.

Resolution No. 2013/14-40 – Resolution of the Board of Education of the Riverside Unified School District to Authorize Year-end Budget Adjustments to Appropriate Revenues, Expenditures and Fund Balance and to Transfer Between Accounts and Funds for the Current Fiscal Year

Approval of this agenda item will allow the District’s Business Services staff to process year-end budget adjustments to appropriate revenues, expenditures and fund balance, and to transfer between accounts and funds as needed to close the financial records for the 2013-14 fiscal year.

E.8 Approval of Tentative Agreements, Memorandums of Understanding and Agreements Between Riverside Unified School District and Its Employees Represented by the Riverside City Teachers Association

Interim Chief Consent 91-121
Bus. Official

It is recommended that the Board of Education approve the Tentative Agreements, Memorandums of Understanding and Agreements amending the 2010-13 Agreement for employees represented by the Riverside City Teachers Association.

E.9 Out-of-State Field Trip – Martin Luther King High School Asst. Supt. Inst. Services (7-12) Consent 122-127

Martin Luther King High School’s DECA (an Association of Marketing Students) is requesting pre-approval to travel to Atlanta, Georgia, to participate in the DECA International Career Development Competition 2014, May 2 – 7, 2014.

E.10 Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Williams Uniform Complaints to Riverside County Office of Education Asst. Supt. Operations Consent 128-129

The quarterly report information confirms that there was one complaint filed with University Heights Middle School for the period of January 1, 2014 – March 31, 2014.

E.11 Recommended Actions From the Administrative Hearing Panel and/or the Executive Director, Pupil Services/SELPA and Adoption of the Findings of Fact for All Approved Cases Exec. Director Pupil Serv./SELPA Consent Confidential Insert

Cases for Expulsion With a Recommendation for Suspended Expulsion

Education Code Section 48917 provides that a student who has been recommended for expulsion may have the expulsion suspended by the Board of Education. The suspended expulsion is valid for the term of the original expulsion order. The student is placed upon school probation, assigned to a school program, and must remain there until the conditions identified in the Rehabilitation Plan are met.

Student Cases: ##2013-067, #2013-073, #2013-076, #2013-077, #2013-078, #2013-079, #2013-080, #2013-081, #2013-082, #2013-083, #2013-088, #2013-090

Case for Revocation of a Suspended Expulsion That Reverts Back to a Full Expulsion

Students who violate the conditions of their Rehabilitation Plan while on a suspended expulsion may have the suspension of their original expulsion order revoked and may thereby be expelled under the terms of the original expulsion order.

Student Case: #2013-034

Cases for Admittance of a Student Expelled by Another District

Education Code Section 48915 permits school districts to enroll a student expelled by another school district for certain specific violations following a hearing in which the receiving school district determines the student does not represent a threat to the safety of students or staff or of disrupting the instructional program.

Student Cases: #2013-00H, #2013-00I

- | | | | | |
|-------------|---|--------------------------|---------|---------|
| E.12 | Certificated Personnel Assignment Order CE 2013/14-16 | Asst. Supt.
Personnel | Consent | 130-133 |
| | <i>The latest District's management, certificated personnel actions are presented to the Board of Education for approval.</i> | | | |
| E.13 | Classified/Non-Classified Personnel Assignment Order CL 2013/14-16 | Asst. Supt.
Personnel | Consent | 134-140 |
| | <i>The latest District's classified personnel actions are presented to the Board of Education for approval.</i> | | | |

SECTION F – REPORT/DISCUSSION

- | | | | | |
|------------|--|---|--------|---------|
| F.1 | Hispanas Organized for Political Equality (HOPE) | Asst. Supt.
Inst. Services
(7-12) | Report | 141 |
| | <i>Riverside Unified School District students will provide a report.</i> | | | |
| F.2 | Report on the State of School Maintenance | Asst. Supt.
Operations | Report | 142-161 |
| | <i>Staff will report on the status of RUSD school maintenance.</i> | | | |

SECTION G – ACTION

- | | | | | |
|------------|---|---------------------------|--------|---------|
| G.1 | Approval to Proceed With the Construction of School Security Measures at the Entrances to Schools | Asst. Supt.
Operations | Action | 162-239 |
| | <i>Staff will present, for approval, revised cost estimates for the completed design plans for school security measures at the entrances to Phase I and Phase II schools.</i> | | | |
| | Moved _____ Seconded _____ Vote _____ | | | |
| G.2 | Resolution No. 2013/14-32 – Resolution of the Board of Education of the Riverside Unified School District Recognizing California Day of the Teacher, May 14, 2014 | Asst. Supt.
Personnel | Action | 240-242 |
| | <i>Staff recommends that the Board of Education adopt Resolution</i> | | | |

No. 2013/14-32 which recognizes May 14, 2014 as the California Day of the Teacher.

Moved_____ Seconded_____ Vote_____

G.3 Resolution No. 2013/14-33 – Resolution of the Board of Education of the Riverside Unified School District Recognizing Classified School Employees Week – May 18-24, 2014

Asst. Supt.
Personnel

Action 243-245

Staff recommends that the Board of Education adopt Resolution No. 2013/14-33 which recognizes May 18-24, 2014 as Classified School Employees Week.

Moved_____ Seconded_____ Vote_____

G.4 Resolution No. 2013/14-37 – Resolution of the Board of Education of the Riverside Unified School District to Determine Uses of the Monies Received From the Education Protection Account for the Current Fiscal Year

Interim Chief
Bus. Official

Action 246-249

Article XIII, Section 36 of the California Constitution effective November 7, 2012 requires school districts to make spending determinations for monies received from the Education Protection Account (EPA) in an open session of a public meeting.

Moved_____ Seconded_____ Vote_____

SECTION H – CONCLUSION

H.1 Board Members’ Comments

**H.2 Agenda Items for Future Meetings
Monday, May 5, 2014 – Regular Board Meeting**

ADJOURNMENT

The next regular meeting of the Board of Education is scheduled for Monday, May 5, 2014. The meeting will be called to order at 4:30 p.m. in the Board Room at 6735 Magnolia Avenue, Riverside, California. The Board will adjourn to Closed Session from 4:30 to 5:30 p.m., at which time the Board of Education will reconvene in Open Session.

**Board Meeting Agenda
April 14, 2014**

Topic: Recognition of the Riverside Polytechnic High School Mock Trial Team, Riverside County Mock Trial Champions and Third Place in State

Presented by: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Responsible
Cabinet Member: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Type of Item: Presentation

Short Description: The Board of Education will recognize the Riverside Polytechnic High School Mock Trial Team as Riverside County Mock Trial champions and winners of the third place spot in the state competition.

DESCRIPTION OF AGENDA ITEM:

The Board of Education will honor the Riverside Polytechnic High School Mock Trial Team as Riverside County Mock Trial champions. This marks the fourth consecutive county Mock Trial championship for Poly. The team also went on to participate in the state contest, taking third place in California.

FISCAL IMPACT: None

RECOMMENDATION: None. Presentation only.

ADDITIONAL MATERIAL: None

**Board Meeting Agenda
April 14, 2014**

Topic: Recognition of the Martin Luther King High School Boys' Basketball Team, CIF Division 1A Champions

Presented by: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Responsible

Cabinet Member: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Type of Item: Presentation

Short Description: The Board of Education will recognize the Martin Luther King High School Boys' Basketball Team as CIF Division 1A Champions.

DESCRIPTION OF AGENDA ITEM:

The Board of Education will honor the Martin Luther King High School Boys' Basketball Team as the 2014 CIF Division 1A Champions. This is King's third CIF basketball championship since 2008.

FISCAL IMPACT: None

RECOMMENDATION: None. Presentation only.

ADDITIONAL MATERIAL: None

**Board Meeting Agenda
April 14, 2014**

Topic: Recognition of the Martin Luther King High School Pep Squad, Winners of the Sharp Grand National Championship

Presented by: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Responsible

Cabinet Member: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Type of Item: Presentation

Short Description: The Board of Education will recognize the Martin Luther King High School Pep Squad, winners of the Sharp Grand National Championship.

DESCRIPTION OF AGENDA ITEM:

The Board of Education will honor the Martin Luther King High School Pep Squad as winners of the Sharp Grand National Championship. The team won the title as the highest scoring team overall after taking numerous awards at a competition held March 8 in Las Vegas. King's awards included: First Place for All-Girl Varsity Pom; First Place, Large School All-Girl Junior Varsity Pom; Second Place, Large School All-Varsity Cheer; and First Place Large School All-Girl Junior Varsity Cheer.

FISCAL IMPACT: None

RECOMMENDATION: None. Presentation only.

ADDITIONAL MATERIAL: None

**Board Meeting Agenda
April 14, 2014**

Topic: Recognition of the Martin Luther King High School CIF State Wrestling Finalists Kristian Vazquez and Nolan Kistler

Presented by: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Responsible

Cabinet Member: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Type of Item: Presentation

Short Description: The Board of Education will recognize the Martin Luther King High School wrestlers Kristian Vazquez and Nolan Kistler, both of whom were named CIF Southern Section Champions and placed in the top 8 in the state.

DESCRIPTION OF AGENDA ITEM:

The Board of Education will honor Martin Luther King High School CIF state wrestling finalists Kristian Vazquez and Nolan Kistler. Both Kristian and Nolan were CIF Southern Section Champions and went on to compete at the state level. Kristian finished third and Nolan finished 5th in the state. Martin Luther King High School has had 13 individual CIF Southern Section champions in wrestling over the past 10 years.

FISCAL IMPACT: None

RECOMMENDATION: None. Presentation only.

ADDITIONAL MATERIAL: None

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**RIVERSIDE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
MONDAY, MARCH 17, 2014
BOARD ROOM
6735 MAGNOLIA AVENUE, RIVERSIDE, CALIFORNIA**

CALL THE MEETING TO ORDER

Mrs. Lock-Dawson, Board President, called the meeting to order at 4:01 p.m.

MEMBERS PRESENT

Mrs. Lock-Dawson, President; Mr. Tom Hunt, Vice President; Mrs. Kathy Allavie, Clerk; Mrs. Gayle Cloud, Member; and Mr. Brent Lee, Member.

Also present were Assistant Superintendent, Department of Personnel – Leadership and Development, Mrs. Susan Mills, members of the staff, and other interested citizens.

STUDY SESSION

Discussion of Search for District Superintendent

Mrs. Mills introduced Dr. Kent Bechler, Dr. Gwen Gross, and Mr. Rich Thome, Partners of Leadership Associates who discussed the search process, timeline, qualities and characteristics of a District Superintendent, and identification of groups and individuals for community/staff input.

The Study Session was adjourned at 4:54 p.m.

PUBLIC PARTICIPATION ON CLOSED SESSION MATTERS

There were no requests received to address the Board members regarding Closed Session items.

The Board adjourned to Closed Session at 5:00 p.m.

Interim District Superintendent, Mr. Michael H. Fine arrived at the meeting.

CLOSED SESSION

1. Consideration of Pupil Services Matters Pursuant to Education Code Sections 35146 and 48918
2. Public Employment
Title: District Superintendent

RECONVENE OPEN SESSION

The Board reconvened in Open Session at 5:38 p.m. Mrs. Lock-Dawson announced that no formal action was taken by the Board during Closed Session.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to our flag was led by Samantha Hernandez, 6th grade Castle View Elementary School student.

SECTION A – PRESENTATION

A.1 Recognition of the Riverside Polytechnic High School Girls' Water Polo Team, CIF Southern Section, Division 5 Champions

SECTION B – REPORTS BY HIGH SCHOOL REPRESENTATIVES

B.1 Reports presented by Educational Options Center/Riverside Virtual, John W. North, and Ramona High Schools' Student Board Representatives.

SECTION C – PUBLIC INPUT

The following individuals addressed the Board members: Mr. Harlan Kistler discussed the wrestling practice/area at Martin Luther King High School; and Ms. Aurora Sanchez and Ms. Ashley Lopez spoke about the Community Advisory Committee (CAC) requesting that this item be agendized for a future meeting.

SECTION D – INTERIM SUPERINTENDENT'S ANNOUNCEMENTS

Mr. Fine mentioned the Riverside County History Day event and said that RUSD dominated the competition. He noted that the teachers, students, and families did an amazing job.

Mrs. Allavie provided an update regarding the Board Communications Subcommittee.

Mrs. Lock-Dawson provided an update regarding the Board Finance Subcommittee.

SECTION E – DISTRICT EMPLOYEE GROUP REPORTS

E.1 Riverside Council PTA Presentation by Ms. Sandie Page, President

E.2 CSEA Presentation by Mr. Daniel Rudd, President, Riverside Unified School District, Chapter #506

SECTION F – CONSENT

Approval of the Consent Calendar was moved by Mr. Hunt and seconded by Mrs. Allavie and was unanimously approved by members present with the exception of Item F.12 which was pulled for discussion, with the following roll call vote:

AYES: Allavie, Cloud, Hunt, Lee, Lock-Dawson
NOES: None
ABSENT: None
ABSTAIN: None

Items in the Consent Calendar have been published with the agenda and copies are on file in the District administrative offices.

ITEM PULLED FOR DISCUSSION

F.12 Certificated Personnel Assignment Order CE 2013/14-15

The item was moved by Mr. Hunt and seconded by Mrs. Cloud and was unanimously approved by members present with the following roll call vote:

AYES: Allavie, Cloud, Hunt, Lee, Lock-Dawson
NOES: None
ABSENT: None

ABSTAIN: None

SECTION G – REPORT/DISCUSSION

G.1 Disclosure of Tentative Agreement Between Riverside Unified School District and Its Employees Represented by the Riverside City Teachers Association

Ms. Sandie Meekins, Interim Chief Business Official, stated that this item represents the public disclosure of the terms and conditions, including financial impact, of Tentative Agreements and Memorandums of Understanding amending the 2010-13 Agreement for employees represented by the Riverside City Teachers Association.

G.2 Local Control and Accountability Plan Status Report

Mr. Fine provided a status report on the process to develop the District’s Local Control and Accountability Plan (LCAP).

SECTION H – PUBLIC HEARINGS

H.1 Public Hearing – Notice of Public Hearing of the Riverside Unified School District Approving an Increase in Statutory School Facility Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code Section 17620 and Government Code Section 65995

Mrs. Lock-Dawson opened the Public Hearing at 6:47 p.m.

A Public Hearing was required prior to the adoption of Resolution No. 2013/14-31, adopting the findings of the Fee Justification Study for New Residential and Commercial/Industrial Development.

It was moved by Mrs. Allavie and seconded by Mr. Hunt and was unanimously approved by members present to close the Public Hearing with the following roll call vote:

AYES: Allavie, Cloud, Hunt, Lee, Lock-Dawson
NOES: None
ABSENT: None
ABSTAIN: None

Mrs. Lock-Dawson closed the Public Hearing at 6:48 p.m.

H.2 Public Hearing – Notice of Public Hearing of the Riverside Unified School District Relating to Consideration of Approval of a School Facilities Needs Analysis and Consideration of Adoption of Alternative School Facility Fees in Compliance With Government Code Sections 65995.5, 65995.6, and 65995.7

Mrs. Lock-Dawson opened the Public Hearing at 6:49 p.m.

A Public Hearing was required to review and consider adoption of a report entitled “School Facilities Needs Analysis,” dated February 13, 2014, was required to consider and respond to all public comments received by the District.

The following individual addressed the Board members: Mr. Nathan Miller, Director of Governmental Affairs, Building Industry Association (BIA) of Southern California, regarding this item.

It was moved by Mrs. Allavie and seconded by Mr. Hunt and was unanimously approved by members present to close the Public Hearing with the following roll call vote:

AYES: Allavie, Cloud, Hunt, Lee, Lock-Dawson
NOES: None
ABSENT: None
ABSTAIN: None

Mrs. Lock-Dawson closed the Public Hearing at 6:54 p.m.

SECTION I – ACTION

I.1 Resolution No. 2013/14-31 – Resolution of the Board of Education of the Riverside Unified School District Approving an Increase in Statutory School Facility Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code Section 17620 and Government Code Section 65995

Ms. Hayley Calhoun, Director, Planning and Development, said the Board is being asked to approve Resolution No. 2013/14-31, Adopting a Fee Justification Study and Increasing Statutory School Fees Imposed on New Residential and Commercial/Industrial Development.

Ms. Barbara Hale-Carter, Principal, Special District Financing & Administration (SDFA) explained the fees to Board members and answered questions.

The item was moved by Mrs. Allavie and seconded by Mr. Lee and was unanimously approved by the following roll call vote approving Resolution No. 2013/14-31:

AYES: Allavie, Cloud, Hunt, Lee, Lock-Dawson
NOES: None
ABSENT: None
ABSTAIN: None

I.2 Resolution No. 2013/14-30 – Resolution of the Board of Education of the Riverside Unified School District Approving a School Facilities Needs Analysis, Adopting Alternative School Facility Fees in Compliance With Government Code Sections 65995.5, 65995.6, and 65995.7, Adopting Responses to Public Comments Received and Making Related Findings and Determinations

Ms. Calhoun discussed that adoption of Resolution No. 2013/14-30 approves the School Facilities Needs Analysis and adoption of alternative residential mitigation fees.

The item was moved by Mr. Lee and seconded by Mr. Hunt and was approved by a 4 to 1 vote rejecting the new Level II residential fee of \$4.00 per square foot and keeping the current Level II fee of \$3.77 per square foot with the following roll call vote:

AYES: Allavie, Hunt, Lee, Lock-Dawson
 NOES: Cloud
 ABSENT: None
 ABSTAIN: None

The Board members took a break from 7:48 to 7:57 p.m.

I.3 2013-14 Second Period Interim Financial Report

Ms. Meekins reviewed a PowerPoint presentation and explained that California Education Code Section 42130 and 42131, which incorporates provisions of AB 1200, requires each district in the State of California to file interim reports twice each fiscal year. She noted that the second report covers the financial and budgetary status of the district for the period ending January 31, 2014.

The item was moved by Mrs. Lock-Dawson and seconded by Mr. Hunt and was unanimously approved by the following roll call vote approving the 2013-2014 Second Period Interim Report and adopting a positive certification pursuant to Education Code 42131:

AYES: Allavie, Cloud, Hunt, Lee, Lock-Dawson
 NOES: None
 ABSENT: None
 ABSTAIN: None

SECTION J – CONCLUSION

J.1 Board Members’ Comments

Mrs. Allavie said that she would like the wrestling practice/area that was mentioned earlier at Martin Luther King High School to be discussed at a future Board Operations Subcommittee meeting.

Mr. Lee mentioned that the Windermere Foundation named Riverside School of the Arts (RSA) as a finalist for a \$25,000 grant. He noted that there is a Facebook challenge and he encouraged everyone to vote for the next two weeks, and that you can vote every day so that we can bring this money to our community. Mr. Lee said the information is also available on his Facebook page.

Mrs. Cloud discussed that the Riverside Life Services Banquet is scheduled for Saturday, March 22. She reminded the Board members and Cabinet about the Riverside County School Boards Association (RCSBA) Annual General meeting that is being held at Central Middle School that is open for all to attend. Mrs. Cloud discussed an afterschool program at Bryant Elementary School where new rosebushes were planted, and she said this was highlighted on the Channel 7 News.

Mr. Hunt discussed wrestling space at the high schools with Mr. Fine, and Mr. Fine confirmed that none of our high schools have designated space for wrestling because this is a matter of priority of space. Mr. Hunt talked about the small number of wrestling and baseball scholarships that are available compared to other sports. He mentioned

that he is not in favor of the District's routine calendar. He talked about the International Baccalaureate (IB) program. In closing, he discussed the PTA Reflections event, and he suggested the performance that evening would be nice for a future Board meeting.

Mrs. Lock-Dawson stated that the Board Student Activities Subcommittee Chairman would be Mr. Lee. She thanked Hayley Calhoun for her work, and for staff helping the Board to make good decisions. She thanked Mrs. Allavie for putting together the STEM Vision Committee and for the staff that has worked with her to piece everything together.

I.2 Next Board Meeting: April 14, 2014

ADJOURNMENT

Mrs. Lock-Dawson adjourned the Public Session at 8:26 p.m., in memory of Mrs. Joy Hunt, Trustee Hunt's mother who passed away on March 15; and Mr. Robert Garcia, retired RUSD truck driver who passed away on February 21.

Kathy Allavie
Clerk
Board of Education

This is an uncorrected copy of Board Minutes. The Minutes do not become official until they are approved by the Board at the next meeting.

**RIVERSIDE UNIFIED SCHOOL DISTRICT
MINUTES OF THE SPECIAL BOARD OF EDUCATION MEETING
TUESDAY, MARCH 25, 2014
BOARD ROOM
6735 MAGNOLIA AVENUE, RIVERSIDE, CALIFORNIA**

CALL MEETING TO ORDER

Mrs. Lock-Dawson, Board President, called the Special Board meeting to order at 4:03 p.m.

MEMBERS PRESENT

Mrs. Patricia Lock-Dawson, President; Mr. Tom Hunt, Vice President; Mrs. Kathy Y. Allavie, Clerk; Mrs. Gayle Cloud, Member; and Mr. Brent Lee, Member.

Also present were Interim District Superintendent, Mr. Michael H. Fine, members of the staff, and other interested citizens.

PLEDGE OF ALLEGIANCE

Board Member Mrs. Allavie led the Board and the audience in the Pledge of Allegiance.

SECTION A – PUBLIC INPUT

The following individual addressed the Board members: Mr. Dennis López thanked the Board for the District’s participation in the Greater Riverside Chambers of Commerce College and Career Fair on October 5, 2013, and the Educational Parent Summit that was held on March 22, 2014. He also discussed AB 540 and the California Dream Act.

SECTION B – INTERIM SUPERINTENDENT’S ANNOUNCEMENTS

Mr. Fine had no announcements to share with the Board members.

SECTION C – STUDY SESSION

C.1 Local Control and Accountability Plan Synthesis of Stakeholder Engagement Data

Mr. Fine provided a brief introduction before the guest presenters Ms. Gina Airey, LCAP Facilitator, Gina Airey Consulting; and Ms. Victoria Perera, Research Analyst and Mr. Eric Wat, Director, Special Service for Groups, Research and Evaluation Team, reviewed a PowerPoint presentation sharing stakeholder engagement data and answered questions for the Board members.

Mr. Fine discussed next steps for the Board of Education in this process.

SECTION D – CONCLUSION

D.1 Board Members’ Comments

Mrs. Cloud mentioned a book written by Ms. Diane Ravitch titled, “Left Back: A Century of Failed School Reforms,” and she read an excerpt from the book.

ADJOURNMENT

Mrs. Lock-Dawson adjourned the Public Session at 6:05 p.m.

Kathy Allavie
Clerk
Board of Education

**Board Meeting Agenda
April 14, 2014**

Topic: Approval of Head Start Reapplication for 2014-2015

Presented by: Gloria Cowder, Director, Program Development and Extended Learning
Joseph Nieto, Coordinator, Early Childhood and Family Education

Responsible
Cabinet Member: Michael H. Fine, Interim District Superintendent

Type of Item: Consent

Short Description: Riverside Unified School District is submitting a reapplication for year two of the five-year cycle for Head Start funding.

DESCRIPTION OF AGENDA ITEM:

The application for federal assistance amounts to \$1,118,826.00 funding with a \$279,707.00 district In-Kind match. This funding amount includes a 1.3% COLA increase, restoration of sequestration reductions and 9 additional student slots as compared to the 2013-2014 fiscal year.

The Head Start Reapplication for 2014- 2015 consists of the following documents:

Funding Application

1. 424 – Application for Federal Assistance
2. Approval Forms:
 - Policy Committee and Board Approvals
3. Certifications:
 - 424 B – Assurances
 - Certification of Head Start Administration Costs
 - Certification of Compensation Limits
4. Program Narrative:
 - Need for Assistance and Geographic Area
 - Program Approach and Expected Outcomes
 - School Readiness Strategies
 - Program Improvement Plans for 2014-2015
 - Changes to Governance, Management, and Delivery Services
 - Future Needs

5. Status of Instructional Staff Qualifications
6. Training and Technical Assistance Narrative
7. Summary of Self Review
8. Program Information:
 - Program Calendar
 - Identification of Agency Programs

FISCAL IMPACT: \$1,118,826.00 Federal funds

RECOMMENDATION: It is recommended that the Board of Education approve the Head Start Reapplication for 2014-2015.

ADDITIONAL MATERIAL: Head Start Reapplication for 2014-2015 (\$1,118,826.00)

Attached: Yes

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

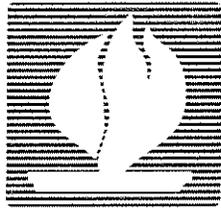
1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED March 25, 2014	Applicant Identifier
<input type="checkbox"/> Construction	Pre-application	3. DATE RECEIVED BY STATE	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
<input checked="" type="checkbox"/> Non-Construction	<input checked="" type="checkbox"/> Non-Construction		
5. APPLICANT INFORMATION			
Legal Name: Riverside Unified School District		Organizational Unit: Department:	
Organizational DUNS:		Division:	
Address: Street: 3380 Fourteenth Street		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Riverside		Prefix: Mr.	First Name: Joseph
County: Riverside		Middle Name Manuel	
State: California		Last Name Nieto	
Zip Code 92501	Suffix: III		
Country:	Email: jnieto@rusd.k12.ca.us		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): □□-□□□□□□□□		Phone Number (give area code) 951-352-8290	Fax Number (give area code) 951-328-2538
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) H - Independent School District Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: □□-□□□□ TITLE (Name of Program):		9. NAME OF FEDERAL AGENCY:	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Riverside Unified School District and surrounding areas.		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Refunding application to serve Head Start eligible children and families. Application includes 1.3% COLA increase and restoration of 5.2% sequestration funding reduction.	
13. PROPOSED PROJECT Start Date: September 1, 2014 Ending Date: August 31, 2015		14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 1,118,826 ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:	
b. Applicant	\$ 279,707 ⁰⁰	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$ ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$ ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$ ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$ ⁰⁰		
g. TOTAL	\$ 1,398,533 ⁰⁰		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix Mr.	First Name Michael	Middle Name	
Last Name Fine	Suffix		
b. Title Interim Superintendent		c. Telephone Number (give area code) 951-788-7135 x80401	
d. Signature of Authorized Representative		e. Date Signed	

Previous Edition Usable
Authorized for Local Reroduction

Standard Form 424 (Rev.9-2003)
Prescribed by OMB Circular A-102

Board Chairperson Signature

Date



**RIVERSIDE COUNTY
OFFICE OF EDUCATION**
KENNETH M. YOUNG
Riverside County Superintendent of Schools

**Program Year 2013-2014
POLICY COMMITTEE AND BOARD APPROVALS**

Agency Riverside Unified School District

ITEMS APPROVED:	DATE APPROVED
2014-2015 Head Start Application and Budget	PC March 21, 2014 GB April 14, 2014

The signatures below certify that the item(s) listed above were properly approved by the Policy Committee and the agency's governing Board. For each item listed, a quorum was established, a motion to approve was made, the motion was seconded and a majority of the members voted to approve the motion. This action is described in the PC and Board minutes of the meeting date indicated.

Patricia Lock-Dawson
Board Chairperson

_____ (Signature) _____ (Date)

Miranda Ontko
Policy Council Vice Chairperson

_____ (Signature) _____ (Date)

Joseph Nieto
Head Start Director

_____ (Signature) _____ (Date)

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCES

SF 424B ASSURANCES - NON-CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- 1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.*
- 2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.*
- 3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.*
- 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.*
- 5. Will comply with the intergovernmental Personnel Act of 1970 (42 U.S.C. 4278-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).*
- 6. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the bases of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to non-discrimination on the bases of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of the alcohol and drug abuse patient records; (h) Title VII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other non-discrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other non-discrimination statute(s) which may apply to the application.*
- 7. Will comply, or has already complies, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally*

assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), regarding labor standards for Federally assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205)

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead based paint in the construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the single Audit Act of 1984.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

DRUG-FREE WORKPLACE REQUIREMENTS GRANTEES OTHER THAN INDIVIDUALS

By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.

This certification is required by regulations implementing the Drug-Free Workplace Act of 1988, 45 CFR, Part 76, Subpart F. The regulations published in the January 31, 1989 Federal Register, require certification by grantees that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when HHS determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government-wide suspension or debarment.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

Workplace identifications must include the actual address of buildings (or parts of building) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g. all vehicles of a mass transit authority of State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).

If the workplace identified to HHS changes during the performance of the grant, the grantee shall inform the agency of the change(s), it previously identified the workplaces in question (see above).

Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 USC 812) and as further defined by regulations (21 CFR, 1308.11 through 1308.15). "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact of involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

The grantee certifies that it will 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 a 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, employee assistance programs; and*

- (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; and*
 - (2) *Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;*
- e) *Notifying the agency in writing within ten days after receiving notice under subparagraph (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 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 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) through (f).*

CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal program either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable Federal funds in medicare or medicaid; or facilities where WIC coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing this certification, the offeror/contractor (for acquisitions) or applicant/grantee (for grants) certifies that the submitting organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

The submitting organization agrees that it will require that the language of this certification be included in any subawards which subrecipients shall certify accordingly.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

By signing and submitting this proposal, the applicant, defined as the primary participant in accordance with 45 CFR Part 76 certifies to the best of his or her knowledge and believe that it and its principals:

- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transaction by any Federal Department or agency;*
- (b) have not within a 3-year period preceding this proposal been convicted or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;*
- (c) are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and*
- (d) have not within a 3-year period preceding this application/proposal had one or more public transaction (Federal, State or local) terminated for cause or default.*

The inability of a person to provide the certification required above will not necessarily result in denial of participation in this covered transaction. If necessary, the prospective participant shall submit an explanation of why it cannot provide the certification. The Department of Health and Human Services' (HHS) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

The prospective primary participant agrees that by submitting this proposal, it will include the clause entitled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided below without modification in all lower tier covered transactions.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS (TO BE SUPPLIED TO LOWER TIER PARTICIPANTS)

By signing and submitting this lower tier proposal, the prospective lower tier participant, as defined in 45 CFR, Part 76, certifies to the best of its knowledge and belief that it and its principals:

- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.*
- (b) where the prospective lower tier participant is unable to certify to any of the above, such prospective participant shall attach an explanation to this proposal.*

The prospective lower tier participant further agrees by submitting this proposal that it will include this clause entitled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

CERTIFICATION REGARDING LOBBYING

**FOR CONTRACTS, GRANTS, LOANS
AND COOPERATIVE AGREEMENTS**

The undersigned certifies to the best of his or her knowledge and belief, that:

- (1) No Federal appropriate funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee or an agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby agree to the above certifications and assurances.

Signature of Certifying Official

Date

Interim Superintendent

Title

Riverside Unified School District

Applicant Organization

Signature of Board President/Chair

CERTIFICATION OF HEAD START ADMINISTRATIVE COSTS

We, Riverside Unified School District have reviewed **45CFR, Part 1301.32** and certify that the development and administrative costs to administer the Riverside Unified School District Head Start Program for the program year 09/01/2014 through 08/31/2015, will not exceed 15 percent of \$1,398,533 (total federal and non-federal costs for program accounts 22 through 26).

Documents substantiating administrative costs are available in our files for review by auditor and the U.S. Department of Health and Human Services personnel.

Signature, Certifying Official

(Date)

Board Chair

(Date)

SECTION 653 CERTIFICATION
Statutory Requirement
Regarding Limits on Compensation of Head Start Staff

We, Riverside Unified School District, have reviewed **ACYF-PI-HS-08-03** and certify that the funds awarded under the Riverside County Superintendent of Schools Head Start/Early Head Start grant for the year 09/01/2014 through 8/31/2015 will not be used to pay the compensation of an individual, either as a direct cost or any proration as an indirect cost, at a rate in excess of Executive Level II.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.

Signature, Certifying Official

(Signature)

(Date)

**REFUNDING APPLICATION
HEAD START/EARLY HEAD START**

NEED FOR ASSISTANCE AND GEOGRAPHIC AREA

Community Assessment:

The grantee provides updated Community Assessment data to supplement the community data each agency gathers in their local service area. During your program's review of this new information, reflect on any changes that may have occurred by answering the questions below. **Note: if changes are planned for program options and/or changes in delivery of services, there should be an explanation in this section to explain how the Community Assessment contributed to these changes.**

Were there any changes to the Community Assessment data since your last application? *(refer to 1305.3(c)(1-6) for the required data elements)*

No.

If yes, briefly describe those changes and how it may impact your agency's delivery of Head Start services.

Does your program have any written agreements with child welfare organizations for the referral of Head Start eligible children to your organization? If so, please explain.

Yes. The program works with the district's Child Welfare and Attendance Department to ensure that children in need are referred. The Manager of the department who is also the homeless liaison and her Family Services Supervisor work closely with the program to ensure that children and families are referred to the program. The Title I elementary school sites in Riverside Unified also refer younger siblings that they come into contact with in their front offices. The program has also started the Riverside Family Learning Collaborative. This group includes representation from the Boys and Girls Club, Community Action Partnership, Riverside County Office on Aging, Riverside County Health Department, University of California Riverside, Riverside Community Health Foundation, Catholic Charities, Borrego Community Health Foundation, Riverside County Mental Health, WIC, DuBois Institute, Stephan Center, Family Services Association and two other RUSD departments from Title I and Drop Out Retention. All of these agencies refer families to the program.

Does your program have policies, procedures, or plans that specifically address the needs of children who are in the child welfare system? If so, please explain.

Yes. The program has tried to form a partnership with DPSS, but has not been successful in having anyone from Social Services attend the Riverside Family Learning Collaborative or the Resource Day. The program would like someone from DPSS to attend a Support Staff meeting to talk to program staff about the specifics of the child welfare system.

<p>Does your program have any written agreements with homeless shelters for the referral of homeless children and families to your program? If so, please explain.</p> <p>The program works with the district's Child Welfare and Attendance Department to ensure that homeless children are referred. The Manager of the department who is also the homeless liaison and her Family Services Supervisor work closely with the program to ensure that children and families are referred to the program. These two individuals have contacts with multiple homeless shelters and help with the referral process. A school board member who also acts as the Early Childhood liaison and attends the Head Start Governance Committee meetings is also a member of the Path of Life Ministries board. Path of Life offers services to the homeless. This agency also refers children and families to the program.</p>
<p>Does your program have policies, procedures, or plans that specifically address the needs of homeless children and families? If so, please explain.</p> <p>The program works with the district's Child Welfare and Attendance Department to ensure that homeless children and families are referred. The Manager of the department who is also the homeless liaison and her Family Services Supervisor work closely with the program to ensure that children and families are referred to the program. If any families come to enroll that are homeless, the program also refers these families to the Child Welfare and Attendance Department for assistance with food, clothing and shelter. All homeless students are tracked and monitored in the districts' Aeries system.</p>
<p>Does your program have policies, procedures, or plans that specifically address the needs of dual language learners in your program? If so, please explain.</p> <p>The Early Childhood Department has partnered with the district's Educational Accountability, Instructional Services and Academic English Learners departments to receive training from 2 Instructional Services Specialists on how to meet the needs of dual language learners and how to prepare them for Kindergarten and the California English Language Development Test (CELDT). Teachers have received training on the CELDT expectations as well as on how to enhance language skills. RUSD Head Start tracks students' CELDT scores when they start Kindergarten to help inform instruction. When tracking the 12-13 Head Start students and how they scored on the CELDT in Kindergarten, it was found that 37% scored Beginning (Level 1) and 34% scored Early Intermediate (Level 2). The program has created a goal to have at least 44% of Head Start dual language learners score Early Intermediate and decrease the percentage of Beginning level students down to 27%.</p> <p>Two of the program's School Readiness goals specifically focus on dual language learners. DRDP Measure 24: Self-expression in English – The child is progressing toward fluency in speaking English and Measure 25: Understanding and response to English literacy activities.</p>
<p>Are there any proposed changes to the program options? If so, please explain why these changes are necessary.</p> <p>No.</p>

Geographic Service Area

Are you proposing any changes to your geographic service area?

No.

If yes, briefly describe how the proposed changes will impact your agency's delivery of Head Start services.

PROGRAM APPROACH AND EXPECTED BENEFITS

Goals/Objectives

Are you proposing any changes to your goals since your last application?

Yes.

If yes, describe the proposed change(s) and why it is necessary.

Based on Kindergarten data for the following year, goals have been added to track dual language learners Head Start students and how they score on the CELDT test in Kindergarten. When tracking the 12-13 Head Start students and how they scored on the CELDT in Kindergarten, it was found that 37% scored Beginning (Level 1) and 34% scored Early Intermediate (Level 2). The program has created a goal to have at least 44% of Head Start dual language learners score Early Intermediate and decrease the percentage of Beginning level students down to 27%. A goal has also been added to track all of the program's Head Start students and how they score on the beginning of the year DIBELS in Kindergarten which assesses first sound fluency and letter naming fluency. The composite score from these two subtests determines if students are on track to achieving later importing reading outcomes. When tracking the 12-13 Head Start students and how they scored on the DIBELS in Kindergarten, it was found that 44% scored Core, 25% scored Strategic and 30% scored Intensive. The program has created a goal to have over 50% of Head Start students score Core on the DIBELS assessment and decrease students scoring Intensive from 30% to 20%.

What strategies will be implemented and what is the timeline for achieving the revised goal?

During the 13-14 school year, Head Start teachers and Instructional Assistants have receiving training on the expectations of the CELDT and DIBELS assessments from school district specialists. Teachers have also received training from a Staff Development Specialist from Instructional Services on early literacy skills. An online professional resource site HAIKU has been established in which teachers can log on

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and access strategies to enhance the language, listening, fine motor, phonemic awareness, sound-symbol and writing skills of preschool aged children. Teachers will also continue to receive staff development on language modeling, language development and phonemic awareness instruction. A new curriculum was purchased for the 13-14 school year which focuses on language development and early literacy entitled Little Treasures. When students progress to Elementary School, they will be taught using Treasures in Kindergarten, First grade and Second grade. Progress towards these goals will be measured each Fall when Kindergarten data is available.

Progress Achieved and Barriers Encountered in Meeting the Agency's Goals and Objectives

Summarize the process that agency has made towards its 2013-14 goals.

Goal: School Readiness Goal – Language & Literacy – Phonological Awareness – DRDP-PS Measure 20. 54% of students will meet the Building and Integrating levels by the end of the school year on the DRDP. 44% of Head Start dual language learners will score Early Intermediate and less than 27% will score at the Beginning level on the CELDT assessment. Over 50% of Head Start students will score Core and 20% or less will score Intensive on the Beginning of the Year DIBELS assessment.

Progress: Spring Assessment Data for the School Year 2012-2013 showed that 87% of students were at the Building and Integrating levels on the DRDP-PS Measure 20-Phonological Awareness. 10% of students were at the Developing level. This data reflects how students progressed at the end of the 2012-2013 school year.

Winter Assessment Data for the School Year 2013-2014 shows that 43% of students are at the Building and Integrating levels on the DRDP-PS Measure 20-Phonological Awareness. 51% of students are holding at the Developing level. By June 2014, a higher percentage of students will advance to the Building and Integrating levels. This data reflects how the current 2013-2014 students are progressing.

It is crucial for students to be able to show an awareness of the sounds that make up language, including segmentation of sounds in words and recognition of word rhyming as they enter Kindergarten next school year and are expected to meet the Common Core Standards.

As the 2012-2013 students entered Kindergarten in 2013-2014, DIBELS assessment data reflects that 44% of students scored Core and 30% of students scored Intensive. 37% of dual language learners scored Beginning (Level 1) and 34% scored Early Intermediate (Level 2) on the CELDT assessment.

Barriers, if any:

Goal: School Readiness Goal – Cognitive & General Knowledge – Reasoning & Problem Solving – DRDP-PS Measure 28. 37% of students will meet the Integrating level by the end of the school year.

Progress: Spring Assessment Data for the School Year 2012-2013 showed that 63% of students were at the Integrating level on the DRDP-PS Measure 28 – Problem Solving. 33% of students were at the Building level. This data reflects how students progressed at the end of the 2012-2013 school year.

Winter Assessment Data for the School Year 2013-2014 shows that 10% of students are at the Integrating level on the DRDP-PS Measure 28-Problem Solving. 56% of students are holding at the Building level. By June 2014, a higher percentage of students will advance to the Building and Integrating levels. This data reflects how the current 2013-2014 students are progressing.

It is crucial for students to be able to show an increasing ability to reason logically and use strategies to solve challenging problems as they enter Kindergarten next school year and are expected to meet the Common Core Standards.

Barriers, if any:

Goal: School Readiness Goal – Social & Emotional Development - Self-Regulation-Impulse Control– DRDP-PS Measure 4. 40% of students will meet the Integrating level by the end of the school year.

Progress: Spring Assessment Data for the School Year 2012-2013 showed that 55% of students were at the Integrating level on the DRDP-PS Measure 4 – Impulse Control. 41% of students were at the Building level. This data reflects how students progressed at the end of the 2012-2013 school year.

Winter Assessment Data for the School Year 2013-2014 shows that 20% of students are at the Integrating level on the DRDP-PS Measure 4-Impulse Control. 47% of students are holding at the Building level. By June 2014, a higher percentage of students will advance to the Building and Integrating levels. This data reflects how the current 2013-2014 students are progressing.

It is crucial for students to be able to develop strategies for regulating responses in increasingly socially appropriate ways as they enter Kindergarten next school year.

Barriers, if any:

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Goal: Parent Involvement Goal – Parents will receive training in the areas of Phonological Awareness and Mathematical Reasoning at site trainings, PC meetings and Dad’s University. Set-4-School will offer parenting classes such as Triple P, PRIDE Skills and Incredible Years to focus on Impulse Control. 100% of parents will respond “Yes” to the third question on the Desired Results for Children and Families Parent Survey, “Have you received information from the program about what can you do to help your child learn and develop?”

Progress: 98% of parents responded “Yes” to the third question on the Desired Results for Children and Families Parent Survey, “Have you received information from the program about what can you do to help your child learn and develop?”

Each Policy Committee meeting includes thirty minutes of parent training. Topics that have been covered are Dual Language Immersion Programs, CELDT, Covered California, Volunteering, Local Control Funding, Nutrition, PRIDE Skills and Transition to Kindergarten. Teachers and Community Assistants were trained by the Latino Family Literacy Project at the end of March 2013. Classes have been offered to parents at Fremont, Jackson and Highgrove. Set-4-School has offered Triple P parenting classes in Riverside and are hosting a parent summit in April 2014 in Riverside.

Barriers, if any:

SCHOOL READINESS STRATEGIES

RCOE has established grantee-wide goals for School Readiness (SR). Identify the specific SR domain goals your agency has decided to emphasize for the 2014-15 program year and explain why these goals will be your focus. Outline some of the strategies that will be implemented by staff and parents toward the achievement of these goals in your agency.

<p>SR Goal: Children will increase their awareness of sounds that make up language.</p>
<p>Reasons why this goal was chosen: It is crucial for students to be able to show an awareness of the sounds that make up language, including segmentation of sounds in words and recognition of word rhyming as they enter Kindergarten and are expected to meet the Common Core Standards. Research is very clear that students who are not reading at grade level by the end of the third grade only have a 1 in 9 of ever catching up. Phonemic Awareness is the foundation of literacy.</p>
<p>Strategies that will be implemented by Staff: Lesson Plans will reflect activities based on phonemic awareness including blending, segmenting, and identifying syllables. Staff will use the <u>Little Treasures</u> curriculum to practice phonological awareness, alphabet recognition, print awareness and oral language skills. Staff also have access to a multitude of online resources on HAIKU including strategies on teaching phoneme production, environmental sounds, rhyming, isolated phonemes, segmenting cards, compound words, sounds in words, blending puzzles and graphing sounds.</p>
<p>Strategies that will be implemented by Parents: Parents and families will use daily routines as opportunities to engage children in conversations where they can ask questions and express ideas and needs. Families will model language and will help children practice letters sounds, names, and familiar words. Families will engage children in storytelling, singing, reading and writing activities. Daily family routines and activities will provide opportunities for children to recognize numbers, letters, names, words, and familiar logos and signs.</p>

<p>SR Goal: Children will increase their ability to reason logically, think critically, or use strategies to solve challenging problems.</p>
<p>Reasons why this goal was chosen: It is crucial for students to be able to show an increasing ability to reason logically and use strategies to solve challenging problems as they enter Kindergarten next school year and are expected to meet the Common Core Standards. This goal also ties into CLASS in areas of concept development and language modeling. In order for children to access the Common Core standards, they need to be able to problem solve, analyze, reason and explain their thinking and rationale for responses and actions.</p>

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Strategies that will be implemented by Staff: **Teachers will intentionally create activities/opportunities that allow children to develop problem solving strategies and incorporate adequate processing time (“think and wait time”). Teachers will use Listening and Speaking strategies from HAIKU to focus on thinking, reasoning and explaining. Teachers will use science and math lessons from Little Treasures which promote critical thinking, problem solving and discussions. Teachers will also use Developing Math Concepts in Pre-Kindergarten by Kathy Richardson to implement activities that promote critical thinking and problem solving.**

Strategies that will be implemented by Parents: **Parents and families will use the “At Home Learning Activities” to encourage their children to problem solve, listen and think, and use their imagination.**

PROGRAM IMPROVEMENT PLANS FOR 2014-2015

Areas for program improvement should be identified through the annual Self-Assessment process, delegate monitoring, grantee monitoring, and review and analysis of program specific data including child outcomes, CLASS results, and environmental rating scale results. For each area of improvement, please describe why this area is being emphasized; the strategies that will be used; and the due date for completion for each of the improvements. If there are any outstanding grantee monitoring findings, they must be addressed in this section.

Please note you must also submit your most recent Self-Assessment (findings, corrective actions, and progress report) with your proposal.

Area of improvement #1:

CLASS results in the domain of Instructional Support which includes Concept Development, Quality of Feedback and Language Modeling. Delegate Agency average scores for all 6 classrooms fall in the low mid-range. The goal of the agency is to improve Instructional Support CLASS scores so that they reach at least the upper mid-range.

Why this area is being emphasized? CLASS scores in the Instructional Support domain tend to be the lowest nation, state and grantee wide. Without strong instructional support, we are not preparing students for the rigors and challenges of Kindergarten and beyond especially with the emphasis on the new Common Core standards.

The Common Core standards will require that students are able to problem solve, answer *why* and *how* questions, engage in discussions that encourage analysis and reasoning and to be able to explain that analysis and reasoning.

Strategies that will be used by the agency: CLASS observations will be done 3 times a year for each classroom teacher. Data from these observations will be discussed with teachers and used as a basis for staff development. Training will continue to be focused on Instructional Support. The program will partner with the district’s Elementary Education department to provide training from Staff Development specialists in the areas of early literacy, common core standards, mathematics and problem solving.

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Due date for completion: **Spring CLASS scores for the 13-14 School Year will be analyzed in June of 2014. CLASS observations will take place 3 times for each classroom for the 14-15 school year. Progress towards this goal will be analyzed at each interval. Goal will be completed by the end of the 14-15 school year. Once accomplished, goals for reaching the high range in Instructional Support will be established.**

Area of improvement #2: Ongoing monitoring written procedures and policies

Why this area is being emphasized?

Ongoing monitoring activities are taking place in the program, but are not written out into procedure and policy formats.

Strategies that will be used by the agency:

As the new Program Area Plan format is being written for FY 14-15, written ongoing monitoring policies will be created to accompany the new Program Area Plan format. The written policies and procedures will complement the Program Area Plans.

Due date for completion:

The new ongoing monitoring written procedures and policies will be completed by July 2014.

CHANGES TO GOVERNANCE, MANAGEMENT, AND DELIVERY SERVICES

(If organizational structure changes are proposed, a new organizational chart needs to be attached.)

Are there any proposed changes to the agency's Board of Directors governance (including bylaws, composition, roles and responsibilities, etc.)? If so, please explain.

Since the 2013-14 application was submitted, a new RUSD Board of Education trustee (Brent Lee) was elected and started in December 2013. The position of Board of Education President was also shifted from Gayle Cloud to Patricia Lock-Dawson since the last application.

Are there any proposed changes to the agency's approach to the Policy Committee (including bylaws, composition, roles and responsibilities, etc.)? If so, please explain.

A section on the election of Policy Council officers that are family members of program staff will be written into the by-laws. This was brought to the program's attention during the grantee self review on March 18, 2014.

Are there any proposed changes to the program's organizational structure? If so, please explain and provide a new organizational chart.

**Deputy Superintendent Mike Fine is acting as Interim Superintendent.
Lupe Arellano, Student Health Care Specialist, oversees Health and Safety.**

At the time of submission, what management positions are vacant? What is the plan for filling these vacant positions?

None.

At the time of submission, what line staff positions are vacant? What is the plan for filling these vacant positions?

Instructional Assistant at Jackson accepted another district position working with Kindergarten students. Hire an Instructional Assistant that is highly qualified with an A.A. Position will be flown for the new school year.

The program plans to hire one additional community assistant and one office assistant starting July 1, 2014.

Are there any proposed changes to service delivery for the 2014 – 2015 program year? Please include any changes to curriculum, assessment, or screening tools used by your program.

Since the 13-14 application, the program has purchased a new curriculum Little Treasures due to the fact that Treasures is now being using in Kindergarten, First grade and Second grade. This will allow for educational consistency for our students as they transition to Elementary School. The program is also assessing students using the Desired Results Developmental Profile (DRDP) three times a year as opposed to two times a year as has been the practice in the past. The program has been using the Nipissing District Developmental Screen instead of the P.E.D.S. for developmental and behavioral screenings. At the end of the school year, the program will give each student the DIBELS assessment which is similar to the assessment that RUSD students are given at the beginning of Kindergarten. This assessment measures first sound fluency and letter naming fluency which are predictors for future reading success.

Future Needs:

Is there a need for expansion in your agency? **Yes.**

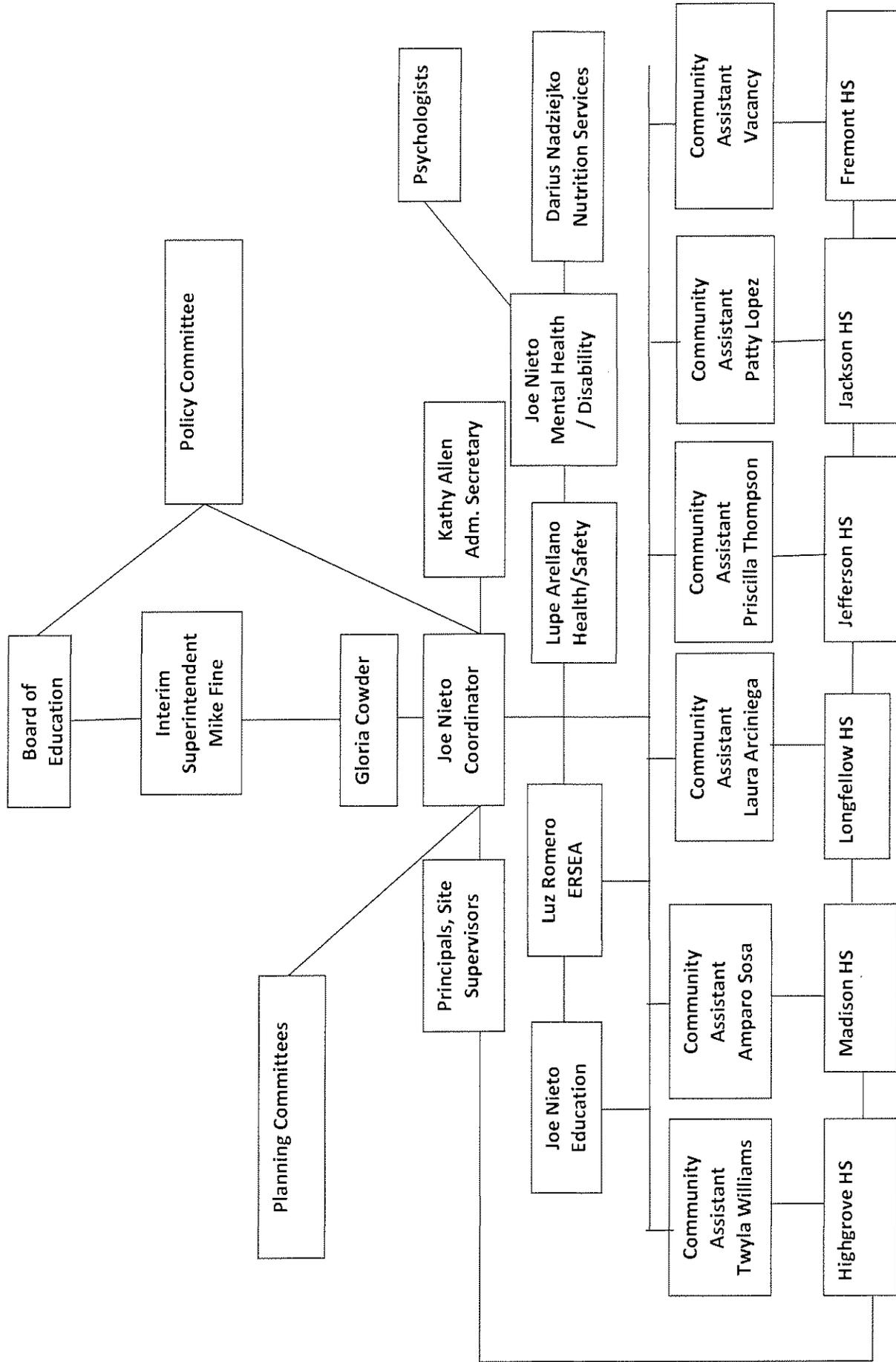
If so, explain what supports this need for expansion. **The program is very interested in offering home based Early Head Start slots.**

If extra HS slots became available, how many would you be able to serve at the start of the 2014-2015 PY and where would you consider locating them?

If extra EHS slots became available, how many would you be able to serve at the start of the 2014-2015 PY and where would you consider locating them?

The program would be interested in at least 15 Early Head Start slots to serve families in the Casa Blanca and Arlington areas of Riverside. Home based. There is one teacher on staff who holds a Master's Degree, site supervisor permit and an infant/toddler permit. The program would reach out to the families in these areas as well as any teen parents from the Educational Options Center, Arlington High School and Ramona High School.

RUSD Head Start Organizational Chart



Training and Technical Assistance Narrative

Use the following chart format to identify **each T&TA priority** and summarize who will attend, explain the strategies to implement, define the expected outcomes, method for evaluation/monitoring, time lines, and estimated cost and how these efforts will be sustained.

Priorities should be broad; not specific activities or trainings. For example, child abuse training would not be listed as a "Priority" in this chart. Rather the broad priority is meeting OHS and CCL mandates. Having staff receive child abuse training is an expected outcome.

Expenses related to T&TA should also be explained in the Budget Narrative and may have a link to your self assessment findings. **Remember that substitutes and catering are not allowable costs for T&TA.**

1) Describe the process used to develop the T&TA plan and who was involved in the process.

The T&TA plan was developed by analyzing the agency's program self-assessment, corrective action plan, CLASS results and school readiness goals. The Coordinator, Family Services Supervisor, Teachers and Community Assistants used the information above to create the T&TA plan. Parents on the PC were also consulted.

2) Identify the sources that generated the need for the T&TA plan.

CLASS results, school readiness goals and DRDP data were sources that generated the need for this T&TA plan.

T&TA Priority #1: Improve the quality of teaching and learning.		
Timeline: August 2014 – June 2015	Participants: 15	Cost: \$2,796
Strategies: Training and planning of instruction that will meet the CLASS expectations in the Instructional Support domain.		
Expected Outcomes: The CLASS Observation results from the Fall and Winter indicated that the agency as a whole scored a 3.3 in the Instructional Support domain. The expected outcome is for the average score on the RUSD CLASS results will be at least a 4 or higher in all three dimensions of Instructional Support.		
Method for Monitoring/Evaluation: CLASS observations of Head Start classrooms will occur three times a year and the results will be analyzed in each of the three school trimesters.		
Sustainability: Integration of the CLASS instructional focus into daily routines in the classroom and become a part of best practice.		

T&TA Priority #2: Improve parent participation at home and classroom instruction to ensure that students meet the established school readiness goals.		
Timeline:	Participants:	Cost: \$2,796
Strategies: Teachers will review School Readiness goals and plan accordingly with a focus on phonemic awareness, mathematical reasoning, impulse control, fine motor skills, recognition of own skills, expression of self through language, emergent writing, self-expression in English, understanding and response to English literacy activities, cause and effect, memory and knowledge, curiosity and initiative and engagement and persistence. All of these goals are measured on the DRDP-PS which is completed three times a year. Parents will also receive training and materials to accomplish growth in these areas at home.		
Expected Outcomes: DRDP-PS results will show an increase of students who are scoring at the <i>Building</i> and <i>Integrating</i> level in phonemic awareness, mathematical reasoning, impulse control, fine motor skills, recognition of own skills, expression of self through language, emergent writing, self-expression in English, understanding and response to English literacy activities, cause and effect, memory and knowledge, curiosity and initiative and engagement and persistence.		
Method for Monitoring/Evaluation: DRDP-PS results will be analyzed three times a year.		
Sustainability: School readiness goals and data from assessments will drive the focus of our planning and classroom instruction.		

Summary of Self Review
 Conducted: December 6-20, 2013
 Based on FY 2014 Monitoring Protocols

2013 MONITORING PROTOCOLS	COMPLIANCE	NON-COMPLIANCE
Program Governance	X	
Management Systems		X
Fiscal Integrity	X	
ERSEA	X	
Child Health and Safety	X	
Family and Community Engagement	X	
Child Development and Education	X	

Narrative Summary:

- 1) Describe your agencies self assessment process and who was involved:** The Riverside Unified District Early Childhood staff as well as staff from other district departments made up teams of three to four persons to complete the review. The participants included the Director of Program Development, Early Childhood Coordinator, Program Improvement Coordinator, Nutrition Specialist, five Preschool Community Assistants, Instructional Assistant, Family Services Supervisor, Budget Technician, Accountant, Instructional Services Specialist, Retired Head Start Director, PC Chairperson, 2 Staff Development Specialists, Student Health Care Specialist and Safety Technician. Teams used the FY 2014 Office of Head Start Monitoring Protocol (September 27, 2013).
- 2) What agency strengths were found during the self assessment process?**
- RUSD has formed a strong mental health partnership, "Set-4-School" which is a collaborative between First 5 Riverside, Riverside County Department of Mental Health, Catholic Charities and the Wylie Center. Mental health services are no cost to families or the program.
 - The agency has an effective transition process in place for children moving from RUSD preschool to RUSD kindergarten.
 - The district Nutrition Specialist and Nutrition Services Department work closely with the Head Start staff to meet special dietary needs of enrolled children.
 - There is a strong collaboration between the School Psychologists and Speech

Pathologists and the Head Start program in terms disabilities services and IEPs.

- Information on Head Start programs is easily accessible on the RUSD website and on Facebook.
- A Preschool Attendance Review Team (PART) has been created to monitor, meet with and assist families with chronic absences.
- Early Childhood has partnered with a RUSD Staff Development Specialist who has a background in language development and early literacy. A HAIKU staff development website was created that teachers can access. Parents can also access the site.
- The Early Childhood Coordinator started an evening series of parent workshops/trainings aimed at father figures and other men involved in the child's life entitled *Dad's University*.
- Technology in the classroom is strong in that every Head Start child has access to an iPod touch.
- RUSD Early Childhood partnered with RCOE to offer a Resource Day which was very successful.
- RUSD Early Childhood started and coordinates the Riverside Family Learning Collaborative.
- The Child Study Team monthly meetings in collaboration with Set-4-School, RUSD Special Education, Wiley Center and Catholic Charities tracks and meets the needs of students with mental health and disability needs.

3) What challenges did the self assessment reveal?

Program Governance in terms of the Riverside Unified School District Board of Education which oversees more than 42,000 students. It is difficult to meet all of the Head Start governing board requirements when the school board has so many other programs that it governs.

4) What findings, if any, were found during the agency's self assessment?

Ongoing monitoring activities are taking place in the program, but are not written out as clear policies and procedures. Written ongoing monitoring policies and procedures need to be created.

5) What action steps does your agency plan to take to correct any findings from your self assessment?

Written ongoing monitoring policies and procedures will be created to complement the new 14-15 Program Area Plan format.

6) How do these action steps apply to your T&TA plans? If they do not require T&TA dollars, why not?

These action steps do not require T&TA funding because T&TA will be provided through the grantee.

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SECTION: Child Health and Safety

TEAM : Lupe Arellano, Joe Nieto, Darius Nadziejko, Laura Arciniega, Brian Caldwell

<i>HS/EHS Regulation Citation No. & Brief Description</i>	<i>Finding (Issue or Non-Compliance)</i>	<i>Corrective Action Needed</i>	<i>Person(s) Responsible</i>	<i>Completion Target Date</i>	<i>Validation of Completion (Date)</i>
3.4 Safe Physical Environments – Facilities are well maintained and in good repair.	Highgrove: Exposed hole in wall where drinking fountain will be put in. Playground. Fremont: Floor tiles by front entrance of classroom are cracked.	Work orders to fix wall at Highgrove and tiles at Fremont. Highgrove hole was covered temporarily.	Joe Nieto	February 2014	Fremont – Work order #2013007559 issued on 1/21/14. Tiles will be redone during Spring Break. March 31-April 4, 2014. Highgrove –Work order #2013006588 issued on 12/17/13. Worker order completed 1/10/14.

SECTION: Family and Community Services

TEAM: Luz Romero, Alicia Grissom, Laura Arciniega, Twyla Williams, Amparo Sosa, Priscilla Thompson, Patty Lopez

<i>HS/EHS Regulation Citation No. & Brief Description</i>	<i>Finding (Issue or Non-Compliance)</i>	<i>Corrective Action Needed</i>	<i>Person(s) Responsible</i>	<i>Completion Target Date</i>	<i>Validation of Completion (Date)</i>
1.2 Partnerships with Families: Program works with families to provide services and conducts follow-ups to determine effectiveness.	Documenting follow-ups in Child Plus.	On-going training and running reports on Child Plus to monitor follow-up.	Joe Nieto Community Assistants Luz Romero	June 2014	

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SECTION: Childhood Development and Education

TEAM: Joe Nieto, Wes Kriesel, Judy Fuhrman, Luz Romero, Twyla Williams

<i>HS/EHS Regulation Citation No. & Brief Description</i>	<i>Finding (Issue or Non-Compliance)</i>	<i>Corrective Action Needed</i>	<i>Person(s) Responsible</i>	<i>Completion Target Date</i>	<i>Validation of Completion (Date)</i>
1.2 – School Readiness: Program uses Individual, ongoing child-level assessment data for all children.	Program uses DRDP to assess students. Results are tracked and reported. However, program needs a better system to track anecdotal notes and evidence in individual student files.	Create a system to monitor individual student DRDP portfolios. System put into place where files are checked on the same day as CLASS visit three times a year.	Joe Nieto	May 2014	Second round of CLASS observations were completed on March 11, 2014. Samples of DRDP anecdotal notes were checked in each classroom.

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SECTION: Fiscal Integrity

TEAM : Joe Nieto, Laura Perez, Marilyn Stadler, Kathy Allen

<i>HS/EHS Regulation on No. & Brief Description</i>	<i>Finding (Issue or Non-Compliance)</i>	<i>Corrective Action Needed</i>	<i>Person(s) Responsible</i>	<i>Completion Target Date</i>	<i>Validation of Completion (Date)</i>
5.3 – Cost principals: In-Kind	Tracking of Donations of Services Report form for site principals, mental health consultants and student health care specialist. Need to include cafeteria workers as well.	T&TA for secretary Kathy Allen.	Kathy Allen Joe Nieto	March 2014	T&TA on IN-KIND was provided by Debbie McGrath and Dorothy Fleming from RCOE on 2/19/14.

SECTION: Program Governance

TEAM: Joe Nieto, Gloria Cowder, Miranda Ontko, Amparo Sosa

<i>HS/EHS Regulation Citation No. & Brief Description</i>	<i>Finding (Issue or Non-Compliance)</i>	<i>Corrective Action Needed</i>	<i>Person(s) Responsible</i>	<i>Completion Target Date</i>	<i>Validation of Completion (Date)</i>
2.1 – Training: Members of governing body receive appropriate training.	New board of education member was elected in December 2013. He has not received governing body training.	Invite newest board members to Governance Committee meeting on April 8, 2014	Joe Nieto	June 2014	RCOE Governing Board training is scheduled for May 2014.

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SECTION: ERSEA- Eligibility, Recruitment, Selection, Enrollment and Attendance

TEAM : Luz Romero, Gaby Ponce, Laura Arciniega, Twyla Williams, Amparo Sosa, Priscilla Thompson, Patty Lopez

<i>HS/EHS Regulation Citation No. & Brief Description</i>	<i>Finding (Issue or Non-Compliance)</i>	<i>Corrective Action Needed</i>	<i>Person(s) Responsible</i>	<i>Completion Target Date</i>	<i>Validation of Completion (Date)</i>
1.1 Recruitment: Actively recruit families with children with disabilities	4% of enrolled children have an IEP.	Continue to work closely with RUSD Sunshine Child Development Center. Meet with Inland Regional Center staff and promote program with fliers.	Joe Nieto Luz Romero	June 2014	As of 3/20/14, 8% of enrolled children have an IEP.

1) STATUS OF INSTRUCTIONAL STAFF QUALIFICATIONS

Fill in the following chart to reflect:

- 1) Total number of existing instructional staff
- 2) Current highest degree or certification held by the individual
- 3) Number of staff working toward degree or credential

Qualifications	Number of HS Teachers	Number of EHS Teachers	Number of HS Teacher Assistants	Number of EHS Teacher Assistants
1) Total Number of Agency Staff	6		8	
2) Highest Permit or degree held (total should equal the number of staff above)				
No State certification or degree; on 180 day OHS waiver			1	
Child Development Assistant Permit				
Child Development Associate Teacher Permit			1	
AA (ECE or related)	3		4	
BA (ECE or related)	2		2	
MA (ECE or related)	1			
3) Of your total staff, how many are enrolled in a program leading to a degree or credential?				
Enrolled in program leading to AA				
Enrolled in program leading to BA/BS	2			
Enrolled in program leading to MA				
Enrolled in Child Development Credential program				

2) Briefly describe the steps your agency is taking to meet the timelines for staff qualifications described in the Head Start Act.

All of the Head Start teachers know of the degree requirements. Two teachers are currently enrolled in programs leading to a BA. Each teacher completed a Professional Development Plan in October 2013. These plans will be revisited in May 2014. If progress has not been made, the teacher may be removed from the Head Start program for FY 14-15.

All of the Head Start teacher assistants know of the degree requirements. Each teacher assistant completed a Professional Development Plan in October 2013. These plans will be revisited in May 2014. If progress has not been made, the teacher may be removed from the Head Start program for FY 14-15.

3) What training needs, if any, does your staff need to meet the Head Start Act requirements? If T&TA funds are being used to meet this need, briefly explain how they are being used.

Representatives from the CARES Plus program from UCR met with teachers and assistants to discuss the steps involved.



Identification of Agency Programs

Street Address:	7675 Magnolia Ave.		City:	Riverside	Zip:	92555
Phone #:	951-352-8290	Director's Email:	jnieto@rusd.k12.ca.us		Funded Enrollment:	176
First Day for Children: (MM/DD/YY)	08/26/2014	Last Day for Children: (MM/DD/YY)	06/11/2015			
First Day for Staff: (MM/DD/YY)	08/21/2014	Last Day for Staff: (MM/DD/YY)	06/11/2015		Total Staff Days	185

Center Name	Street Address City, State, Zip Phone, FAX	Child Days of Operation	Hours of Operation per Program Option	HS/EHS Slots
Jefferson Elementary	4285 Jefferson St. Riverside, CA 92504 PH: 951-352-8218 FX: 951-342-2780	145 38 wks.	3.5 hrs.	32
Longfellow Elementary	3610 Eucalyptus Ave. Riverside, CA 92507 PH: 951-788-7335 FX: 951-328-5080	145	3.5 hrs.	32
Fremont Elementary	1925 N. Orange Street Riverside CA 92501 PH: 951-788-7466 FX: 951-788-5380	38 wks	3.5 hrs.	16

Center Name	Street Address City, State, Zip Phone, FAX	Child Days of Operation	Hours of Operation per Program Option	HS/EHS Slots
Madison Elementary	3635 Madison Riverside CA 92504 PH: 951-352-8236	145	3.5 hrs.	32
Jackson Elementary	4585 Jackson Street Riverside CA 92503 PH: 951-352-8211	38 wks	3.5 hrs.	32
Highgrove Elementary	690 Center Street Riverside CA 92507 PH: 951-788-7296	145	3.5 hrs.	32

2014-2015 Calendar

Standard Double Session

145/40

LEGAL NAME OF AGENCY: Riverside Unified School District

August 2014

SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	T	S	23
24	S	X	X	X	X	30
31						

Days of Operation: $\frac{4}{3}$
Staff Only Days

September 2014

SU	M	T	W	TH	F	SA
	○	X	X	X	X	6
7	S	X	X	X	X	13
14	T	X	X	X	X	20
21	S	X	X	X	X	27
28	S	X				

Days of Operation: $\frac{17}{4}$
Staff Only Days

October 2014

SU	M	T	W	TH	F	SA
			X	X	X	4
5	S	X	X	X	X	11
12	S	X	X	X	X	18
19	T	X	X	X	X	25
26	S	X	X	X	X	

Days of Operation: $\frac{19}{4}$
Staff Only Days

November 2014

SU	M	T	W	TH	F	SA
						1
2	S	X	X	X	X	8
9	S	○	X	X	X	15
16	T	X	X	C	C	22
23	TB	TB	TB	○	○	29
30						

Days of Operation: $\frac{9}{5}$
Staff Only Days

December 2014

SU	M	T	W	TH	F	SA
	S	X	X	X	X	6
7	S	X	X	X	X	13
14	T	X	X	X	X	20
21	WB	WB	WB	○	WB	27
28	WB	WB	WB			

Days of Operation: $\frac{12}{3}$
Staff Only Days

January 2015

SU	M	T	W	TH	F	SA
				○	WB	3
4	S	X	X	X	X	10
11	T	X	X	X	X	17
18	○	X	X	X	X	24
25	S	X	X	X	X	31

Days of Operation: $\frac{16}{3}$
Staff Only Days

February 2015

SU	M	T	W	TH	F	SA
1	S	X	X	X	X	7
8	T	X	X	X	○	14
15	○	X	X	X	X	21
22	S	X	X	X	X	28

Days of Operation: $\frac{15}{3}$
Staff Only Days

March 2015

SU	M	T	W	TH	F	SA
1	S	X	X	X	X	7
8	S	X	X	X	X	14
15	T	X	X	X	X	21
22	S	X	X	X	X	28
29	SB	SB				

Days of Operation: $\frac{16}{4}$
Staff Only Days

April 2015

SU	M	T	W	TH	F	SA
			SB	SB	SB	4
5	S	X	X	X	X	11
12	S	X	X	X	X	18
19	T	X	X	X	X	25
26	S	X	X	X		

Days of Operation: $\frac{15}{4}$
Staff Only Days

May 2015

SU	M	T	W	TH	F	SA
					X	2
3	S	X	X	X	X	9
10	S	X	X	X	X	16
17	T	X	X	C	C	23
24	○	X	X	X	X	30
31						

Days of Operation: $\frac{15}{5}$
Staff Only Days

June 2015

SU	M	T	W	TH	F	SA
	S	X	X	X	X	6
7	S	X	X	X	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Days of Operation: $\frac{7}{2}$
Staff Only Days

July 2015

SU	M	T	W	TH	F	SA
			1	2	3	○
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	

Days of Operation: $\frac{0}{0}$
Staff Only Days

- X Student days
- Holiday
- SB Spring Break
- TB Thanksgiving Break

- T Training
- S Staff Days
- WB Winter Break
- C Parent Conferences

CD Total Child Days: $\frac{145}{40}$
SD Total Staff Days: $\frac{40}{38}$
Total Weeks: (HB)

April 1, 2014

**Board Meeting Agenda
April 14, 2014**

Topic: Approval of Head Start Policy Committee By-laws

Presented by: Gloria Cowder, Director, Program Development and Extended Learning
Joseph Nieto, Coordinator, Early Childhood and Family Education

Responsible

Cabinet Member: Michael H. Fine, Interim District Superintendent

Type of Item: Consent

Short Description: The Head Start Policy Committee (PC) has updated their by-laws. It is a federal requirement that the by-laws be approved by the Board of Education each year regardless of any major changes or revisions.

DESCRIPTION OF AGENDA ITEM:

Head Start Policy Committee (PC) By-laws have been revised to include PC composition by site and the inclusion of PC approved community members. Any revision to the Head Start Policy Advisory Committee By-laws requires approval by the Board of Education.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board approve the revised Head Start Policy Committee By-laws.

ADDITIONAL MATERIAL: Head Start Policy Committee By-laws

Attached: Yes

Riverside Unified School District Head Start Policy Committee

BY-LAWS

ARTICLE I – NAME

The name of this organization shall be the Riverside Unified School District Head Start Policy Committee; hereinafter referred to as the “Head Start PC Committee”.

ARTICLE II – PURPOSE AND FUNCTIONS

The purpose of the Head Start Policy Committee will be to serve as a decision-making body in accordance with 45 Code of Federal Regulations (CFR), Part 1304 and Appendix A. The Policy Committee shall abide by all Federal, State, Riverside Unified School District (RUSD) and Riverside County Office of Education (RCOE) laws, regulations, policies and procedures in conducting Head Start business and will work with the RUSD Board of Education, which is the Governing Body of the Delegate Agency. The Policy Committee will serve as an advisory and decision making body for the district’s Head Start program. In doing this, a quality program will be ensured for all children and families enrolled in the RUSD’S Head Start program. Under no circumstances shall the Policy Committee exceed its authority or limitations as identified by the aforementioned regulations.

ARTICLE III – MEMBERSHIP AND COMPOSITION

Section 1

Eligibility for Membership

To be eligible for membership of the Head Start Policy Committee, the legal guardian or parent of a currently enrolled Head Start child must be elected by their school site committee no later than September of each year. All members of the committee will be officially seated at the first regularly scheduled PC Meeting in October.

Section 2

Procedures for Election of Members

Each Head Start site shall elect two parents to sit on the Policy Committee. One alternate will be elected from each school site to serve as a proxy if a duly elected representative can not attend a committee meeting.

At the first PC meeting of each year, the Head Start parents will vote to approve community members as community representatives for the Policy Committee.

The Policy Committee shall vote for a Head Start parent to serve as the representative and one to serve as the alternate to attend the meetings of the Policy Council at the county level representing Riverside Unified School District’s Head Start program.

Section 3

Composition of the Policy Committee - Parents, Community Representatives and Alternates

At least 51% of the Policy Committee members must be parents/guardians of currently enrolled children in the Head Start program, in accordance with Head Start regulations.

PC Parents/ Guardians and Community Representatives

2013-2014

Schools	Head Start	Alternate
Madison HS	2	1
Fremont HS	2	1
Highgrove HS	2	1
Jackson HS	2	1
Jefferson HS	2	1
Longfellow HS	2	1
TOTAL	12	6

* Up to 5 community members can be approved by the parent members to become voting members of the Policy Committee.

Section 4

Term of Office

All members of the Policy Committee shall serve for one program year from the time of their seating until the seating of the subsequent year’s Policy Committee. The seating of the PC shall take place at the first regularly scheduled meeting in October of each year.

The term of all classes of participation shall be limited to no more than three years, consecutive or otherwise. Any member participating for three months or more on the Policy Committee will be considered to have served one full year. The three year term limit applies to any combination of current parent or community representative participation on the PC.

Section 5

Voting Rights

Each Policy Committee voting member has one vote. A PC alternate member can only vote if the representative is not present.

Section 6

Termination of Membership

Termination of membership from the Policy Committee shall be prescribed only after serious consideration and review of the circumstances leading to this action. Any and all cases for termination will be treated with fairness to all parties concerned and in the best interests of the Head Start program and the children and families served. The document titled, "Early Childhood and Family Education Core Values and Code of Conduct" will be used as a guide in making any decision to terminate a member from the Policy Committee.

Any member of the Policy Committee may appeal the decision for termination of membership. The appeal must be in writing and submitted within ten working days to the Chairperson of the Committee, or in the event the termination proceedings were against a Chairperson, then to the Vice Chairperson of the Policy Committee. A copy of the request to appeal the termination must also be provided to the RUSD Coordinator of Early Childhood and Family Education. The appeal of termination will be placed on the agenda for the next PC meeting. A motion to consider the appeal must be made and approved by three-fourths of the total voting membership of the Policy Committee in order for the appeal to be reviewed by the PC. The terminated member shall have the right to speak before the Policy Committee to present new information or mitigating evidence regarding the reason for termination. The PC, upon conclusion of the hearing and reconsideration of the matter, may reverse their decision to terminate the member by three-fourths vote of the total voting membership. The results of this appeal are final.

Section 7

Meetings

The Policy Committee shall meet once every month with the exception of the months of June, July, August, September and December. PC members will be mailed board reports and updates over the summer. Any hiring decisions that need to be made over the summer will be done at a special emergency meeting. A quorum for transacting all business of the Policy Committee shall be ten (10%) percent of the Policy Committee's total voting membership.

A Parent Training will be scheduled for September. The day and time for the Policy Committee meetings will be established by the current membership of the following year in May. PC members will receive an email or written notice of all regular meetings at least seven work days prior to the regular meeting. Fliers will also be posted at each school site classroom before the meeting is to take place. An agenda of the upcoming meeting will be posted 72 hours prior to the scheduled PC meeting at the Early Childhood Office. A copy of the Minutes of the last meeting will be posted on the Parent Information Bulletin Board at each school site for public review.

Emergency Meetings

Emergency meetings may be called following at least twenty-four (24) hours notice to all members of the Policy Committee. The purpose of the meeting shall be stated in the notification of the meeting. The Coordinator of Early Childhood and Family Education may request emergency meetings.

Quorum and Authority to Conduct Business

The PC Committee shall consist of 12 Parent/Guardians as elected by their respective school sites and up to 5 Community Representatives as elected by the parent representatives. A quorum for transacting all business of the Policy Committee shall be ten (10%) percent of the Policy Committee's total voting membership.

Non-Members and Staff Attendance at Meeting

Meetings are open to the public. Non-members, including staff, are able to attend. When a non-member is in attendance, they are only to observe at the meeting. They may not actively participate in the meeting unless called upon to do so by a Policy Committee Chairperson.

Non-members and individual members of the PC may address any issue of public concern for which the Policy Committee has authority to take action except in matters relating to personnel hiring/termination procedures or any other matters that may be governed by Federal or state confidentiality rules.

Upon request or agreement of the Policy Committee, staff consultation and input may be provided. Staff can be invited to attend meetings to provide reports, training, support, information, and to answer questions. The Coordinator of Early Childhood and Family Education or designee shall attend all meetings and shall be used as a resource personnel to the Policy Committee.

Closed Sessions

A closed session of the Policy Committee may be called in order to conduct business concerning RUSD personnel issues only. There shall be notice given to the public of closed sessions.

ARTICLE IV – DUTIES AND RESPONSIBILITIES

Section 1

All PC Officers and Members of the Executive Committee shall be familiar with :

1. The By-laws of the Policy Committee
2. Robert's Rules of Order, Newly Revised
3. Federal Head Start Regulations (45 CFR 1304 and Appendix A)
4. Policies and Procedures of the RUSD Early Childhood and Family Education Programs

Section 2

Head Start Chairperson

During the election of Policy Committee officers, one Head Start parent shall be elected as Head Start Policy Committee Chairperson.

The Chairperson shall:

1. Preside as the Chairperson of the Policy Committee meetings.
2. The Head Start Chairperson shall act as a liaison member of the RUSD Governance Committee.
3. Call the PC meeting to order on time, follow the agenda and be able to clarify the business on hand.
4. Explain each motion before it is voted upon.
5. Make sure that all members are given equal opportunity to speak regarding motions made, while refraining from entering into the debates personally. If the Chairperson desires to voice an opinion, he/she must “pass the gavel” to the Vice Chairperson or another member of the Executive Committee to accept the temporary Chairperson’s position during the entire course of the debate and until final vote on the motion. Upon announcement of the final vote on the motion, the Chairperson may resume his/her position as Chairperson of the Policy Committee.
6. Appoint members to ad hoc committees, if those committees are approved by the PC.
7. Vote only to break a tie.
8. Serves as an ex-officio member of all committees.
9. Serves on oral screening panels, when requested by the RUSD Coordinator of Early Childhood and Family Education.

Recording Secretary

The Recording Secretary shall:

1. Maintain a current list of all Policy Committee members, including their names, addresses and phone numbers.
2. Record the minutes of the Policy Committee meetings and provide a draft copy to the RUSD Coordinator of Early Childhood and Family Education. Ensure all motions are recorded exactly as stated. Minutes shall include the names of all PC members present.
3. Serves on the Executive Committee as the Recording Secretary for all Executive Committee meetings.
4. Serves on oral screening panels, when requested by the RUSD Coordinator of Early Childhood and Family Education.

Section 3

Vacancies of Policy Committee Members and Officers

Current Parent/Guardian Representatives

The vacancy of a current parent/guardian representative shall be filled immediately by an election by the appropriate group that originally selected that Policy Committee parent/guardian representative.

Officers of the Executive Committee

Upon notification of the vacancy, the Chairperson, shall immediately appoint a member of the council to temporarily fill the vacant position. At the next regularly scheduled or emergency meeting of the PC, the acting Chairperson shall announce the vacant office and ask for nominations for filling the vacant position. Upon closing nominations for the vacant position, a vote will be cast to fill the vacant office.

Section 4

Voting Procedures

Vote cards shall be used in all voting procedures. The Chairperson of the Policy Committee votes only to make or break a tie.

Section 5

Relatives of Head Start Staff serving as Policy Committee Officers

In order to preclude situations which could bring about conflict of interest for Head Start staff members as well as Policy Committee members, a PC member shall not be appointed to the position of Chairperson, Vice Chairperson or Recording Secretary where a member of his/her immediate family is a Head Start staff member.

Immediate family members include the PC member's spouse, children and/or step children, parents and grandparents, brother, sister or relative by marriage of comparable degree.

ARTICLE V – COMMITTEES

Section 1

The Policy Committee shall have three standing committees:

1. Executive Committee
2. Program Planning Committee
3. Governance Committee

ARTICLE VI – POLICY COMMITTEE TRAVEL, ATTENDANCE AT CONFERENCES AND TRAINING SEMINARS

Policy Committee Members will be elected to attend conferences and/or training seminars as funding allows throughout the program year. All PC members must meet the following criteria to be eligible for travel and for attendance at conferences and/or training seminars throughout the year:

- The selected representative must be an active voting PC member.
- The selected representative must present all receipts for expenditures and unspent monies to the RUSD Coordinator of Early Childhood and Family Education within 10 days of the closing of a session. Members with previous outstanding expenses will not be eligible to travel or to attend conferences and/or training seminars.

ARTICLE VII – POLICY COMMITTEE REIMBURSEMENT OF EXPENDITURES

The guidelines established by Business Services under the authorization of the RUSD Board of Education shall be used for reimbursement of expenditures.

ARTICLE VIII – IMPASSE

Section 1

Definition

An impasse situation occurs when the Policy Committee votes to approve or disapprove an action item on a scheduled meeting agenda and the final vote on that item is in disagreement with the decision of the RUSD Board of Education on that same action item.

Section 2

Procedure for Resolution of an Impasse

The Impasse Resolution Procedure is provided in Appendix A “Internal Dispute Resolution Program Procedure (Impasse)”. The resolution of any impasse shall follow this procedure and this procedure is hereby made part of these by-laws by reference.

ARTICLE IX – AMENDMENT OF BY-LAWS

Amendments to these by-laws may be approved by a majority vote of those members who are present and voting at any regular meeting of the Policy Committee at which a quorum is present and the proposed amendment has been placed on the agenda for final approval.

APPENDIX A
RIVERSIDE UNIFIED SCHOOL DISTRICT
HEAD START PARENT POLICY COMMITTEE
AND THE BOARD OF EDUCATION
INTERNAL DISPUTE POLICY

When an agreement cannot be reached, the Policy Committee and the Board of Education designee(s) will review and discuss information in closed session. If an impasse is created, the following procedure will be followed. The RUSD Superintendent or designee designates a mediator to carry out a negotiation process involving the Policy Committee and assigned Board of Education designee(s) until an agreement is reached.

Disputes shall be limited to the scope of those areas defined by applicable Federal regulations. If the Board of Education designee(s) and Policy Committee cannot resolve a dispute within seven (7) working days following notification by either party of the existence of a dispute, then the following procedure will apply:

- a) Each party shall appoint two (2) persons to act as impartial panelists in an attempt to resolve the dispute. The parties shall mutually appoint a fifth person. The appointed individual shall not be a person involved in any manner in the dispute.
- b) This dispute resolution group shall convene no later than twelve (12) working days following notification of appointment and the existence of a dispute. The dispute resolution group shall meet for a maximum of four (4) hour sessions during the subsequent seven (7) working days to resolve the dispute.

APPENDIX B
RIVERSIDE UNIFIED SCHOOL DISTRICT
HEAD START PARENT POLICY COMMITTEE
NOTIFICATION OF PROCEDURES FOR THE DISMISSAL OF

PERMANENT EMPLOYEES

Procedures for dismissal of all Head Start permanent employees must follow the Riverside Unified School District Board Policies, California Education Code as well as the California School Employees Association (CSEA) and the Riverside City Teachers Association (RCTA) Collective Bargaining Agreements. These include that the employee shall be given prior written notice informing the employee of the intended action, the effective date, a specific statement of the charges and reasons and the right to respond and request a hearing. The Head Start administration will discuss these procedures with the Policy Advisory Committee in October.

**Board Meeting Agenda
April 14, 2014**

Topic: Acceptance of Gifts and Donations to the District

Presented by: Donna Manson, Account Clerk, Business Services

Responsible

Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: Individuals and entities may make gifts or donations of usable items or money to the District. Gifts or donations of \$100 or more in value are accepted and acknowledged by the Board of Education.

DESCRIPTION OF AGENDA ITEM:

The District has received the following gifts and donations:

- Louisa May Alcott Elementary School received the following:
 - \$4,830.00 from Wells Fargo Community Support Campaign for their United Way Campaign
 - \$950.00 from their Parent Teacher Association to pay for a Wild Wonders Assembly for kindergarten, a dance troupe from Riverside Community College to perform, and a reservation fee for the California Science Center
 - \$500.00 from the University of California Berkeley in conjunction with participating in HEAL Zone Youth Survey

- Amelia Earhart Middle School received the following:
 - \$500.00 donation from Bud's Tire and Wheel Tire Pro for the Associated Student Body
 - \$1,000.00 from Gar Laboratories, Inc. for 2014-15 all Leadership Retreat

- Frank Augustus Miller Middle School received \$1,448.63 from their Parent Teacher Student Association to purchase college flags and poles to display outside all classrooms

- Martin Luther King High School received the following for King High School Remembers:
 - \$500.00 from Paul Davis for City Council
 - \$250.00 from March Healthcare Development, LLC
 - \$100.00 from Susan and Victor Wolf
 - \$100.00 from Frigaard Ries Chiropractic Corp
 - \$100.00 from Kathleen and John Allavie
 - \$100.00 from Friendly Ob/Gyn Medical Group Inc.
 - \$400.00 from Central City Enterprises
 - \$100.00 from Elect Andy Melendrez Ward 2

- Martin Luther King High School received the following for Girls' Softball:
 - \$275.00 from Richard and Kristine Martinez
 - \$100.00 from Diane and Santos Rico Jr.
 - \$100.00 from Kurt's One Stop Tire Auto Repair

- Martin Luther King High School received the following:
 - \$100.00 from Cyns Gainer for Mock Trial
 - \$300.00 from Kurt's One Stop Auto Repair for a Banner

- Business Services received a Threshold Accent Cabinet with side cabinets and two (2) drawers from an anonymous donor valued at \$162.00.

- Benjamin Franklin Elementary School received \$1,416.25 from their Parent Teacher Organization for field trips.

Values are set by donor, and the District has not conducted any independent assessment as to the actual value of the gifted donated item. Inclusion of the value on this report is for information only and does not represent an affirmation of the value.

FISCAL IMPACT: \$13,331.88

RECOMMENDATION: It is recommended that the Board of Education accept the above gifts and donations.

ADDITIONAL MATERIAL: None

**Board Meeting Agenda
April 14, 2014**

Topic: Warrant List No. 15

Presented by: Jeannie Darnell, Account Clerk, Business Services

Responsible
Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: The payment for the purchase of goods, materials, and services is done in school districts with checks called warrants. Warrant lists are presented to the Board of Education for ratification.

DESCRIPTION OF AGENDA ITEM:

B-Warrants in excess of \$2,000.00 issued since last period. Invoices for the claims have been checked and audited by the Business Office. Warrants for the claims have been prepared.

FISCAL IMPACT: \$7,441.631.07

RECOMMENDATION: It is recommended that the Board of Education approve the warrants.

ADDITIONAL MATERIAL: Warrant List No. 15

Attached: Yes

RIVERSIDE UNIFIED SCHOOL DISTRICT
Commercial Warrant Listing 2013 - 2014

February 22, 2014 THRU March 14, 2014

B-Warrants In Excess of \$1,999.00 Issued Since Last Period

Claim	Date	Fund	Warrant	Vendor Name	Claim Amount
GENERAL FUND UNRESTRICTED 03					
223831	02/24/2014	03	14701950	WESTERN MUNICIPAL WATER DISTRICT	\$2,114.02
223839	02/24/2014	03	14701958	IMAGING PLUS	\$3,983.45
223844	02/24/2014	03	14701963	CALIFORNIA SCHOOL BOARDS ASSOCIATION	\$2,078.96
223845	02/24/2014	03	14701964	CANON BUSINESS SOLUTIONS, INC., WEST	\$2,916.00
223852	02/24/2014	03	14701971	COPYLITE INC	\$3,700.00
223856	02/24/2014	03	14701973	STATE OF CA/DEPT. JUSTICE	\$4,024.00
223857	02/24/2014	03	14701974	KMBS C/O BURTRONICS BUSINESS SYSTEMS	\$2,191.43
223887	02/25/2014	03	14702837	LIVE NATION WORLDWIDE, INC.	\$3,675.00
223889	02/25/2014	03	14702839	THE GAS COMPANY	\$3,785.21
223891	02/25/2014	03	14702841	RUSD REVOLVING FUND	\$2,477.48
223901	02/25/2014	03	14702851	SUPER DUPER PUBLICATIONS	\$3,110.00
223960	02/26/2014	03	14703738	LOGICAL CHOICE TECHNOLOGIES	\$3,056.59
224024	02/26/2014	03	14703802	R & V ALDRETE CUSTOM SPORTSLETTERING	\$2,203.20
224053	02/27/2014	03	14705209	FOLLETT LIBRARY RESOURCES	\$2,774.63
224074	02/27/2014	03	14705230	CLOVER ENTERPRISES	\$2,887.50
224075	02/27/2014	03	14705231	CR&R INC.	\$6,555.53
224102	02/27/2014	03	14705258	QUIEL BROS	\$4,199.29
224134	02/28/2014	03	14706706	AT&T MOBILITY	\$12,454.43
224137	02/28/2014	03	14706709	CELL BUSINESS EQUIPMENT	\$2,219.81
224138	02/28/2014	03	14706710	AT&T	\$13,951.66
224151	02/28/2014	03	14706722	ACCREDITING COMMISSION FOR SCHOOLS	\$2,925.00
224192	03/03/2014	03	14707525	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$51,910.92
224204	03/03/2014	03	14707537	XPEDX, AN INTERNATIONAL PAPER COMPANY	\$2,170.02
224210	03/03/2014	03	14707543	SCHOOL HEALTH SERVICES REGISTRY	\$11,073.88
224238	03/03/2014	03	14707571	ARC SERVICES COMPANY	\$5,957.04
224261	03/04/2014	03	14709133	GINA AIREY CONSULTING, INC.	\$16,000.00
224284	03/04/2014	03	14709156	SOUTHERN CALIFORNIA EDISON CO	\$16,059.51
224285	03/04/2014	03	14709157	PEAK EXPECTATIONS, INC.	\$4,315.15
224306	03/04/2014	03	14709178	PEDERSEN, PHD, JOHN E.	\$4,590.00
224312	03/04/2014	03	14709184	ACCUVANT, INC.	\$3,786.88
224315	03/04/2014	03	14709187	WESTERN MUNICIPAL WATER DISTRICT	\$9,046.79
224324	03/04/2014	03	14709196	SCHOOL HEALTH SERVICES REGISTRY	\$2,609.98
224367	03/05/2014	03	14710468	STUDENT TRANSPORTATION OF AMERICA	\$35,398.61
224395	03/05/2014	03	14710496	SOUTHWEST SCHOOL SUPPLY	\$2,098.40
224403	03/06/2014	03	14710941	REACH LEADERSHIP ACADEMY	\$42,798.37
224404	03/06/2014	03	14710942	XEROX CORPORATION	\$2,071.04
224405	03/06/2014	03	14710943	TK1SC	\$2,625.00
224406	03/06/2014	03	14710944	RIVERSIDE, CITY OF	\$2,236.65
224407	03/06/2014	03	14710945	RIVERSIDE, CITY OF	\$2,019.50
224408	03/06/2014	03	14710946	RIVERSIDE, CITY OF	\$3,126.97
224409	03/06/2014	03	14710947	RIVERSIDE, CITY OF	\$4,864.16
224431	03/06/2014	03	14710969	RIVERSIDE, CITY OF	\$2,451.07
224447	03/06/2014	03	14710985	BEST BUY GOV LLC	\$13,272.64
224451	03/06/2014	03	14710989	AREY JONES EDUCATIONAL SOLUTIONS	\$3,517.15
224478	03/07/2014	03	14712364	CCS PRESENTATION SYS	\$5,292.00
224483	03/07/2014	03	14712369	CLOVER ENTERPRISES	\$2,148.03
224500	03/07/2014	03	14712386	WORTH AVE. GROUP, LLC	\$4,875.00
224501	03/07/2014	03	14712387	RIVERSIDE GATEWAY TO COLLEGE	\$20,052.52
224503	03/07/2014	03	14712389	SHERATON CARLSBAD RESORT & SPA	\$2,006.50
224507	03/10/2014	03	14713292	WESTERN MUNICIPAL WATER DISTRICT	\$7,874.14
224522	03/10/2014	03	14713307	THE LEADERSHIP & LEARNING CENTER	\$2,740.00

224536	03/10/2014	03	14713321	CLOVER ENTERPRISES	\$3,061.56
224538	03/10/2014	03	14713323	RIVERSIDE COUNTY OFFICE OF ED.	\$2,500.00
224543	03/10/2014	03	14713328	URIBE PRINTING	\$2,548.36
224547	03/10/2014	03	14713332	PEAK EXPECTATIONS, INC.	\$2,440.80
224553	03/10/2014	03	14713338	FAGEN FRIEDMAN & FULFROST, LLP	\$8,367.25
224555	03/10/2014	03	14713340	TRACE3	\$42,242.58
224567	03/11/2014	03	14714380	SUNESYS, LLC.	\$8,191.29
224574	03/11/2014	03	14714387	BB&T INSURANCE SERVICES OF CALIFORNIA, INC.	\$5,619.70
224575	03/11/2014	03	14714388	RIVERSIDE COUNTY OFFICE OF ED.	\$2,000.00
224624	03/11/2014	03	14714437	STUDENT TRANSPORTATION OF AMERICA	\$29,493.90
224625	03/11/2014	03	14714438	STUDENT TRANSPORTATION OF AMERICA	\$39,206.02
224643	03/12/2014	03	14715792	ID ACTIVE WEAR, INC.	\$2,673.00
224684	03/12/2014	03	14715833	ALERT SERVICES	\$4,292.69
224690	03/12/2014	03	14715839	CLOVER ENTERPRISES	\$3,024.53
224700	03/12/2014	03	14715849	EDNOVO	\$4,677.93
224713	03/13/2014	03	14717051	APPLE INC.	\$66,581.56
224714	03/13/2014	03	14717052	THE GAS COMPANY	\$5,723.02
224715	03/13/2014	03	14717053	APPLE INC.	\$2,513.86
224753	03/13/2014	03	14717091	SAN DIEGUITO PRINTERS	\$3,629.81
224758	03/13/2014	03	14717096	CENERGISTIC, INC.	\$73,440.00
224774	03/13/2014	03	14717112	ADI	\$2,117.29
224779	03/13/2014	03	14717117	PCMG, INC.	\$4,134.42
224804	03/14/2014	03	14718904	US POSTAL SERVICE	\$50,000.00
224806	03/14/2014	03	14718906	PACIFIC FUND RAISERS	\$2,700.00
224807	03/14/2014	03	14718907	RAMIREZ, SANDRA K.	\$2,360.00

TOTAL FOR FUND 03 \$749,810.68

GENERAL FUND RESTRICTED 06

223872	02/24/2014	06	14701989	PAINTING AND DECOR, LTD	\$2,275.00
223895	02/25/2014	06	14702845	SOCO GROUP, INC.	\$12,770.74
223896	02/25/2014	06	14702846	SOMERSET EDUCATIONAL SERVICES INC.	\$23,923.36
223944	02/25/2014	06	14702893	CDW-G	\$7,302.96
223945	02/25/2014	06	14702894	CDW-G	\$13,465.44
223946	02/25/2014	06	14702895	CDI COMPUTER DEALERS, INC.	\$11,700.00
223947	02/25/2014	06	14702896	CDW-G	\$7,174.00
223998	02/26/2014	06	14703776	TRIUMPH LEARNING, LLC	\$2,430.00
224043	02/27/2014	06	14705199	LEARN IT ONLINE, LLC	\$56,468.80
224044	02/27/2014	06	14705200	LEADING EDGE LEARNING CENTER LLC	\$1,999.00
224045	02/27/2014	06	14705201	OXFORD TUTORING, INC.	\$8,910.00
224046	02/27/2014	06	14705202	ONE ON ONE LEARNING CORP.	\$14,915.21
224049	02/27/2014	06	14705205	APPLE INC.	\$15,810.51
224050	02/27/2014	06	14705206	APPLE INC.	\$27,388.80
224051	02/27/2014	06	14705207	APPLE INC.	\$9,129.60
224079	02/27/2014	06	14705235	ACHIEVE HIGHPOINTS	\$4,031.60
224087	02/27/2014	06	14705243	SMELCER, RODGER	\$9,834.72
224100	02/27/2014	06	14705256	PEARSON	\$2,725.56
224148	02/28/2014	06	14706719	CAROLYN E. WYLIE CENTER	\$3,264.00
224164	02/28/2014	06	14706735	THERESA HANCOCK & ASSOCIATES	\$2,500.00
224193	03/03/2014	06	14707526	TOTAL EDUCATION SOLUTIONS	\$2,791.25
224209	03/03/2014	06	14707542	HARRIS, DENNIS L.	\$3,000.00
224231	03/03/2014	06	14707564	ALL CITY MANAGEMENT SERVICES, INC.	\$2,599.20
224237	03/03/2014	06	14707570	ASPIRAR A LA EDUCACION	\$2,448.00
224262	03/04/2014	06	14709134	AREY JONES EDUCATIONAL SOLUTIONS	\$7,702.06
224369	03/05/2014	06	14710470	STUDENT TRANSPORTATION OF AMERICA	\$78,236.98
224371	03/05/2014	06	14710472	STUDENT TRANSPORTATION OF AMERICA	\$168,809.09
224372	03/05/2014	06	14710473	STUDENT TRANSPORTATION OF AMERICA	\$65,116.02
224374	03/05/2014	06	14710475	STUDENT TRANSPORTATION OF AMERICA	\$135,535.41
224383	03/05/2014	06	14710484	SIEMENS INDUSTRY, INC.	\$3,075.86
224419	03/06/2014	06	14710957	CDW-G	\$22,028.12

224421	03/06/2014	06	14710959	CDW-G	\$2,935.43	
224432	03/06/2014	06	14710970	INLAND LIGHTING SUPPLIES INC	\$4,500.90	
224469	03/06/2014	06	14711007	LAW OFFICES OF PUNAM PATEL GREWAL	\$4,000.00	
224486	03/07/2014	06	14712372	BOYS & GIRLS CLUBS OF REDLANDS	\$109,369.14	
224519	03/10/2014	06	14713304	CARDINAL ENVIRONMENTAL-USE #03621	\$4,000.00	
224531	03/10/2014	06	14713316	AMERICAN TECHNOLOGIES	\$2,230.00	
224539	03/10/2014	06	14713324	#1 ACADEMIA DE SERVICIO DE TUTORIA	\$10,974.00	
224540	03/10/2014	06	14713325	RIVERSIDE, CITY OF	\$25,333.84	
224542	03/10/2014	06	14713327	1-ON-1 LEARNING WITH LAPTOPS	\$102,550.09	
224566	03/11/2014	06	14714379	CENTER FOR AUTISM C.A.R.D.	\$21,720.13	
224572	03/11/2014	06	14714385	!!! APPLE IPAD & ANDROID TABLET TUTORING !!!	\$10,411.60	
224584	03/11/2014	06	14714397	A TO Z IN-HOME TUTORING, LLC	\$2,434.00	
224605	03/11/2014	06	14714418	ALTERNATIVES UNLIMITED, INC.	\$9,154.15	
224609	03/11/2014	06	14714422	BRAINIAC LEARNING	\$2,380.00	
224610	03/11/2014	06	14714423	BRAIN HURRICANE, LLC	\$15,050.25	
224617	03/11/2014	06	14714430	STARTING GATE EDUCATIONAL SERVICES	\$125,192.02	
224619	03/11/2014	06	14714432	RIVERSIDE ARTS COUNCIL	\$9,137.93	
224620	03/11/2014	06	14714433	STUDENT TRANSPORTATION OF AMERICA	\$168,541.60	
224621	03/11/2014	06	14714434	STUDENT TRANSPORTATION OF AMERICA	\$81,703.01	
224622	03/11/2014	06	14714435	STUDENT TRANSPORTATION OF AMERICA	\$136,322.49	
224623	03/11/2014	06	14714436	STUDENT TRANSPORTATION OF AMERICA	\$65,073.21	
224641	03/11/2014	06	14714454	WALT DISNEY WORLD TICKETING	\$2,122.00	
224642	03/12/2014	06	14715791	MIRACLE RECREATION EQUIPMENT	\$6,971.60	
224692	03/12/2014	06	14715841	ALTERNATIVES UNLIMITED, INC.	\$13,372.02	
224695	03/12/2014	06	14715844	AMTECH ELEVATORS	\$2,300.00	
224709	03/13/2014	06	14717047	LEGO EDUCATION	\$4,675.74	
224725	03/13/2014	06	14717063	STUDENT TRANSPORTATION OF AMERICA	\$17,492.61	
224726	03/13/2014	06	14717064	STUDENT TRANSPORTATION OF AMERICA	\$27,401.08	
224727	03/13/2014	06	14717065	STUDENT TRANSPORTATION OF AMERICA	\$28,317.90	
224728	03/13/2014	06	14717066	STUDENT TRANSPORTATION OF AMERICA	\$26,179.76	
224730	03/13/2014	06	14717068	SOMERSET EDUCATIONAL SERVICES INC.	\$21,663.74	
224736	03/13/2014	06	14717074	TREMCO INC.	\$3,471.00	
224748	03/13/2014	06	14717086	RTA - RAPID TRANSIT AGENCY	\$4,990.35	
224756	03/13/2014	06	14717094	AMTECH ELEVATORS	\$2,465.00	
224761	03/13/2014	06	14717099	APPLIED BEHAVIOR CONSULTANTS, INC.	\$7,882.22	
224767	03/13/2014	06	14717105	CENTER FOR AUTISM C.A.R.D.	\$23,562.97	
224808	03/14/2014	06	14718908	RUSSO, FLECK AND ASSOCIATES	\$48,435.67	
224809	03/14/2014	06	14718909	UP & MOVIN' PEDIATRIC PHYSICAL THERAPY PC	\$4,392.50	
224823	03/14/2014	06	14718922	BEST BUY GOV LLC	\$3,894.95	
224831	03/14/2014	06	14718930	COYNE & ASSOCIATES EDUCATION CORP.	\$10,207.58	
224835	03/14/2014	06	14718934	COYNE & ASSOCIATES EDUCATION CORP.	\$2,651.73	
224838	03/14/2014	06	14718937	COYNE & ASSOCIATES EDUCATION CORP.	\$15,204.14	
					TOTAL FOR FUND 06	\$1,920,029.64
<u>ADULT EDUCATION FUND 11</u>						
223833	02/24/2014	11	14701952	MCGRAW HILL	\$2,700.00	
224649	03/12/2014	11	14715798	MCGRAW HILL	\$2,700.00	
					TOTAL FOR FUND 11	\$5,400.00
<u>CAFETERIA SPECIAL REVENUE FUND 13</u>						
223966	02/26/2014	13	14703744	HOLLANDIA DAIRY	\$35,365.94	
223968	02/26/2014	13	14703746	GOOD, ALBA	\$2,480.00	
223974	02/26/2014	13	14703752	POWELL, DOUG	\$2,210.00	
223988	02/26/2014	13	14703766	KNIGHT, ROBERT C.	\$3,960.00	
223991	02/26/2014	13	14703769	HMC ARCHITECTS	\$16,914.11	
224004	02/26/2014	13	14703782	SUNRISE PRODUCE COMPANY	\$5,868.37	
224016	02/26/2014	13	14703794	SUNRISE PRODUCE COMPANY	\$19,457.75	
224066	02/27/2014	13	14705222	GOLD STAR FOODS, INC.	\$3,608.31	
224082	02/27/2014	13	14705238	DEMATTEO'S PIZZA	\$4,112.00	
224085	02/27/2014	13	14705241	DEMATTEO'S PIZZA	\$4,720.00	

224088	02/27/2014	13	14705244	GOLD STAR FOODS, INC.	\$14,560.50
224090	02/27/2014	13	14705246	GOLD STAR FOODS, INC.	\$20,959.53
224092	02/27/2014	13	14705248	GOLD STAR FOODS, INC.	\$14,425.64
224239	03/03/2014	13	14707572	DEMATTEO'S PIZZA	\$4,237.00
224244	03/03/2014	13	14707577	MORENO BROS. DIST.	\$3,853.50
224253	03/04/2014	13	14709125	SUNRISE PRODUCE COMPANY	\$5,170.68
224254	03/04/2014	13	14709126	SUNRISE PRODUCE COMPANY	\$10,900.31
224260	03/04/2014	13	14709132	HOLLANDIA DAIRY	\$45,074.02
224269	03/04/2014	13	14709141	A & R WHOLESALE DISTRIBUTORS INC	\$2,444.15
224270	03/04/2014	13	14709142	A & R WHOLESALE DISTRIBUTORS INC	\$8,031.72
224271	03/04/2014	13	14709143	A & R WHOLESALE DISTRIBUTORS INC	\$7,802.83
224272	03/04/2014	13	14709144	A & R WHOLESALE DISTRIBUTORS INC	\$6,094.25
224273	03/04/2014	13	14709145	A & R WHOLESALE DISTRIBUTORS INC	\$7,878.92
224283	03/04/2014	13	14709155	A & R WHOLESALE DISTRIBUTORS INC	\$5,865.46
224288	03/04/2014	13	14709160	GOLD STAR FOODS, INC.	\$4,002.54
224293	03/04/2014	13	14709165	GOLD STAR FOODS, INC.	\$11,640.30
224297	03/04/2014	13	14709169	GOLD STAR FOODS, INC.	\$20,371.98
224452	03/06/2014	13	14710990	WEBB FOODSERVICE DESIGN CONSULTANTS, INC.	\$62,000.00
224490	03/07/2014	13	14712376	POWELL, DOUG	\$2,671.00
224495	03/07/2014	13	14712381	KNIGHT, ROBERT C.	\$3,735.00
224497	03/07/2014	13	14712383	WALLACE PACKAGING, LLC	\$3,256.00
224511	03/10/2014	13	14713296	PLATINUM PACKAGING GROUP	\$2,260.14
224516	03/10/2014	13	14713301	WALLACE PACKAGING, LLC	\$2,640.00
224548	03/10/2014	13	14713333	US FOODSERVICE, INC. - JOSEPH WEBB	\$3,773.38
224558	03/11/2014	13	14714372	SUNRISE PRODUCE COMPANY	\$5,077.40
224559	03/11/2014	13	14714373	SUNRISE PRODUCE COMPANY	\$20,772.60
224580	03/11/2014	13	14714393	HOLLANDIA DAIRY	\$46,004.40
224701	03/12/2014	13	14715850	US FOODS, INC.	\$2,782.32

TOTAL FOR FUND 13 \$446,982.05

DEFERRED MAINTENANCE FUND 14

223959	02/26/2014	14	14703737	KAD ENGINEERING	\$13,000.00
224217	03/03/2014	14	14707550	TANDUS CENTIVA US, LLC	\$24,975.65

TOTAL FOR FUND 14 \$37,975.65

BUILDING FUND 21

223939	02/25/2014	21	14702888	RIVERSIDE, CITY OF	\$16,694.00
223971	02/26/2014	21	14703749	APPLE VALLEY COMMUNICATIONS, INC.	\$35,238.52
223976	02/26/2014	21	14703754	HMC ARCHITECTS	\$7,124.58
223982	02/26/2014	21	14703760	STOLO CABINETS, INC.	\$3,035.75
223984	02/26/2014	21	14703762	RB SHEET METAL, INC,	\$8,350.00
224150	02/28/2014	21	14706721	BRAGG INVESTMENT CO., INC.	\$5,222.09
224263	03/04/2014	21	14709135	AREY JONES EDUCATIONAL SOLUTIONS	\$7,820.32
224368	03/05/2014	21	14710469	PRINCIPLES CONTRACTING, INC.	\$7,623.75
224370	03/05/2014	21	14710471	HMC ARCHITECTS	\$5,050.59
224377	03/05/2014	21	14710478	WLC ARCHITECTS, INC.	\$3,068.25
224378	03/05/2014	21	14710479	LEIGHTON CONSULTING, INC	\$2,768.20
224381	03/05/2014	21	14710482	TILDEN-COIL CONSTRUCTORS	\$7,717.00
224683	03/12/2014	21	14715832	INLAND INSPECTIONS & CONSULTING	\$8,584.80

TOTAL FOR FUND 21 \$118,297.85

CAPITAL FACILITIES FUND 25

223989	02/26/2014	25	14703767	MICHAEL MERINO ARCHITECTS	\$15,680.00
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TOTAL FOR FUND 25 \$15,680.00

COUNTY SCHOOL FACILITIES FUND 35

223981	02/26/2014	35	14703759	LPA ARCHITECTS	\$9,081.03
224360	03/05/2014	35	14710461	IRONCLAD GENERAL ENGINEERING, INC.	\$57,285.00
224366	03/05/2014	35	14710467	SOUTHERN CALIFORNIA WEST COAST ELECTRIC INC.	\$33,548.01
224382	03/05/2014	35	14710483	GUIDA SURVEYING INC.	\$14,670.00
224686	03/12/2014	35	14715835	HMC ARCHITECTS	\$48,947.04

TOTAL FOR FUND 35 \$163,531.08

SELF-INSURANCE FUND 67

223892	02/25/2014	67	14702842	RUSD WORKER'S COMP TRUST	\$6,730.22
223967	02/26/2014	67	14703745	ALTURA CREDIT UNION	\$3,801.22
224313	03/04/2014	67	14709185	SCHOOLS EXCESS LIABILITY FUND	\$174,631.00
224328	03/05/2014	67	14710429	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$49,770.36
224459	03/06/2014	67	14710997	COMMUNITY ACTION EMPLOYEE ASSISTANC	\$5,530.00
224498	03/07/2014	67	14712384	UNION BANK OF CALIFORNIA 2740029080	\$425,188.72
224535	03/10/2014	67	14713320	UNION BANK OF CALIFORNIA 2740029080	\$90,402.35
224541	03/10/2014	67	14713326	RUSD WORKER'S COMP TRUST	\$27,333.80
224570	03/11/2014	67	14714383	ALTURA CREDIT UNION	\$9,462.17
224646	03/12/2014	67	14715795	THOMPSON & COLEGATE	\$24,238.50
224839	03/14/2014	67	14718938	UNION BANK OF CALIFORNIA 2740029080	\$238,116.20

TOTAL FOR FUND 67 \$1,055,204.54**MULTIPLE FUND CODES**

224031	02/27/2014		14705187	WAXIE SANITARY SUPPLY	\$13,367.50
224033	02/27/2014		14705189	OFFICE MAX	\$18,681.52
224034	02/27/2014		14705190	OFFICE MAX	\$7,296.39
224035	02/27/2014		14705191	OFFICE MAX	\$3,040.53
224101	02/27/2014		14705257	VIRCO MANUFACTURING	\$31,083.26
224154	02/28/2014		14706725	ARTHUR J GALLAGHER & CO. INS BROKERS OF CA INC	\$20,640.00
224173	03/03/2014		14707506	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$3,878.98
224174	03/03/2014		14707507	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$2,659.46
224247	03/04/2014		14709119	AMERICAN DENTAL PROF SERVICE	\$8,345.97
224248	03/04/2014		14709120	AMERICAN DENTAL PROF SERVICE	\$6,335.52
224267	03/04/2014		14709139	AREY JONES EDUCATIONAL SOLUTIONS	\$361,398.24
224325	03/05/2014		14710426	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$846,102.80
224326	03/05/2014		14710427	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$514,437.14
224327	03/05/2014		14710428	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$82,569.92
224329	03/05/2014		14710430	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$109,387.54
224330	03/05/2014		14710431	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$52,027.62
224331	03/05/2014		14710432	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$13,202.80
224332	03/05/2014		14710433	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$31,915.12
224333	03/05/2014		14710434	METROPOLITAN LIFE INSURANCE COMPANY	\$4,985.91
224334	03/05/2014		14710435	METROPOLITAN LIFE INSURANCE COMPANY	\$5,068.71
224337	03/05/2014		14710438	PACIFIC EDUCATORS, INC	\$2,217.68
224397	03/06/2014		14710935	WAXIE SANITARY SUPPLY	\$9,912.71
224398	03/06/2014		14710936	OFFICE MAX	\$19,366.48
224399	03/06/2014		14710937	OFFICE MAX	\$9,223.13
224400	03/06/2014		14710938	OFFICE MAX	\$3,566.41
224470	03/07/2014		14712356	RIVERSIDE, CITY OF	\$341,926.06
224556	03/11/2014		14714370	THE GAS COMPANY	\$25,828.43
224705	03/13/2014		14717043	BEST, BEST, & KRIEGER, LLP	\$16,007.25
224706	03/13/2014		14717044	WAXIE SANITARY SUPPLY	\$10,514.38
224707	03/13/2014		14717045	HEWLETT PACKARD-STL GOVT. SALES	\$7,898.52
224717	03/13/2014		14717055	OFFICE MAX	\$14,090.22
224718	03/13/2014		14717056	OFFICE MAX	\$7,935.02
224719	03/13/2014		14717057	OFFICE MAX	\$3,235.40

TOTAL FOR VARIOUS FUND CODES \$2,608,146.62
TOTAL OF WARRANTS OVER \$1,999.00 \$7,121,058.11
TOTAL OF WARRANTS UNDER \$1,999.00 \$320,572.96
GRAND TOTAL OF WARRANTS \$7,441,631.07

**Board Meeting Agenda
April 14, 2014**

Topic: Notice of Completion – Purchase Order C6002120 – U.S. Communities Contract #139-08-TF-000/A – Synthetic Turf – John W. North High School Athletic Facilities Master Plan

Presented by: Jane Jumnongsilp, Fiscal Services Manager
Procurement and Accounts Payable

Responsible
Cabinet Member: Sandra L. Meekins
Interim Chief Business Official

Type of Item: Consent

Short Description: A Notice of Completion is recommended for the Synthetic Turf at the John W. North High School Athletic Facilities Master Plan.

DESCRIPTION OF AGENDA ITEM:

On November 14, 2011, the Board of Education approved the purchase of synthetic turf through the U.S. Communities Contract #0139-08-TF-000/A for the John W. North High School Athletic Facilities Master Plan. This contract was awarded to AstroTurf, LLC, and Purchase Order C6002120 was issued in the amount of \$341,061.11.

The scope of work for this project was to provide the synthetic turf at the John W. North High School Athletic Facilities Master Plan.

District staff, architect, and inspector of record have reviewed the project, deemed the project complete, and a Notice of Completion is now being requested.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education direct that a Notice of Completion be filed for AstroTurf, LLC – Purchase Order C6002120, for a total of \$341,061.11.

ADDITIONAL MATERIAL: Notice of Completion – Synthetic Turf – John W. North High School Athletic Facilities Master Plan.

Attached: Yes

AstroTurf, LLC

809 Kenner St.
Dalton, GA 30721
USA

Voice: 706-272-4200
Fax: 706-370-4718

INVOICE

INVOICE # 1227
DATE: July 30, 2013
Page: 1

Bill To:
Facilities Projects
Attn: Accounts Payable
3070 Washington Street
Riverside, CA 92504

Ship To:
North High School
1550 Third Street
Riverside, CA 92507

Customer ID 50674	Customer PO C-6002120	Payment Terms Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date 8/30/2013

Quantity	Item	Description	Unit Price	Amount
1.00		Piggyback Bid GameDay Grass M41H Installation	341,061.11	341,061.11
		Contract # C-6002120		-
		<i>100% Complete</i>		-
		Subtotal		341,061.11
		Sales Tax		
		Total Invoice Amount		341,061.11
		Payment/Credit Applied		-
		TOTAL		341,061.11

Make all checks payable to AstroTurf, LLC
If you have any questions concerning this invoice, contact Steve Parson, 706-272-4283, sparson@astroturf.com

THANK YOU FOR YOUR BUSINESS!

**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-35– Resolution of the Board of Education of the Riverside Unified School District to Authorize Budget Adjustments to Appropriate Revenues, Expenditures, and Fund Balance and to Transfer Between Accounts and Funds for the Following Fiscal Year

Presented by: Dalia Gadelmawla, Interim Director, Business Services

Responsible
Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: Approval of this agenda item will allow the District’s Business Services staff to process transfers for budget adjustments, to increase and decrease revenues and expenditures and to balance between accounts and major funds as needed for the 2014-15 fiscal year.

DESCRIPTION OF AGENDA ITEM:

Subsequent to the adoption of the District’s annual budget, the District may receive funds or receive notice of the appropriation of new or additional funds to the District from a variety of federal, state and local sources. California Education Code Section 42602 provides that the governing board of a school district may, by a majority vote of its members, budget and use any unbudgeted income provided during the fiscal year from any source.

Additional changes in revenue and expenses are anticipated to be received from a variety of federal, state and local sources. All revenues and expenditures must be accounted for and accounts balanced. Some accounts may have deficits or surpluses after activity is posted and may require transfers or other accounting solutions.

Given the need to make timely adjustments to keep the budget current with changes to actual revenues and expenses during the year, the attached resolution has been prepared to authorize the District’s Business Office staff to make budget adjustments and to recognize any changes in revenue and associated expenditures related to previously unbudgeted funds. As a condition of the blanket authorization, the resolution requires that the details be presented to the Board of

Education as a part of the First and the Second Interim Financial Reports and that the Board of Education ratify the transfers and appropriations.

FISCAL IMPACT: Unknown

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-35 – Resolution of the Board of Education of the Riverside Unified School District to Authorize Budget Adjustments to Appropriate Revenues, Expenditures, and Fund Balance, and to Transfer between Accounts and Funds for the Following Fiscal Year.

ADDITIONAL MATERIAL: Resolution No. 2013/14-35

Attached: Yes

RESOLUTION NO. 2013/14-35

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE
UNIFIED SCHOOL DISTRICT TO AUTHORIZE BUDGET ADJUSTMENTS
TO APPROPRIATE REVENUES, EXPENDITURES, AND FUND BALANCE AND
TO TRANSFER BETWEEN ACCOUNTS AND FUNDS FOR THE
FOLLOWING FISCAL YEAR**

WHEREAS, the Board of Education of the Riverside Unified School District has determined that revenues are anticipated to be received in the following fiscal year; and

WHEREAS, the Board of Education of the Riverside Unified School District has determined that expenditures are necessary in the following fiscal year; and

WHEREAS, such revenues, expenditures and/or fund balance are in excess of amounts previously budgeted;

WHEREAS, certain accounts may have surpluses or deficits;

NOW, THEREFORE, BE IT RESOLVED, that pursuant to California Education Code Section 42602, the Riverside Unified School District may appropriate any such excess funds, identify and make such transfers between the designated and/or unappropriated fund balances and any expenditure classification(s), or balance any expenditure classification(s) of the budget of the Riverside Unified School District as are necessary to permit the payment of obligations for the Riverside Unified School District incurred during the 2014-15 fiscal year.

BE IT FURTHER RESOLVED that the Governing Board of the Riverside Unified School District authorizes the following positions to approve budget revisions and appropriation transfers as necessary to keep accounts current and accurate:

Deputy Superintendent – Business Services and Governmental Relations
Interim Chief Business Official
Director or Interim Director – Business Services
Manager – Fiscal Services

AND BE IT FURTHER RESOLVED that all transfers and resolutions that have been made, the Riverside Unified School District shall submit such transfers to the Riverside Unified School District Board of Education for ratification. Said ratification shall be included as a part of the Riverside Unified School District's First and Second Interim Reports and shall be limited to major object classification(s) in accordance with the law.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on April 14, 2014 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Kathy Y. Allavie, Clerk
Board of Education

Dated: _____

**Board Meeting Agenda
April 14, 2014**

- Topic: Resolution No. 2013/14-36 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Encumbrances of Funds for the Following Fiscal Year, Authorizing Signatures for Purchase Orders and Other Contractual Commitments and Establishing Not to Exceed Amounts
- Presented by: Dalia Gadelmawla, Interim Director, Business Services
- Responsible
Cabinet Member: Sandra L. Meekins, Interim Chief Business Official
- Type of Item: Consent
- Short Description: Approval of this agenda item will allow the District to encumber funds for the 2014-15 fiscal year and will authorize designated staff to sign purchase orders and contractual commitments within certain dollar limitations.

DESCRIPTION OF AGENDA ITEM:

It is necessary to begin the process of issuing purchase orders and other contractual commitments for the 2014/15 fiscal year prior to the adoption of a budget for 2014-15. Programs that operate on a year-round basis and certain other obligations need to be attended to prior to the start of the fiscal year on July 1st.

Normally the budget provides the underlying legislative document that contains the authority to encumber funds. Without an adopted budget, there is no legislative authority for encumbering funds for the following fiscal year. California Education Code Section 35161 provides in part that the governing board of a district may discharge any duty imposed by law upon it or upon the district and may delegate to an officer or employee any of those powers or duties.

The attached resolution has been prepared authorizing the encumbrance of funds for the 2014-15 fiscal year in order to have books, supplies and equipment on hand for schools and departments immediately after the beginning of the fiscal year. Furthermore the resolution delegates to the Deputy Superintendent of Business Services and Governmental Relations, the Interim Chief Business Official, the Director and Interim Director of Business Services, the Fiscal Services

Manager-Procurement/Accounts Payable, and the Director and Assistant Director of Nutrition Services the authority to enter into these obligations, and directs staff to use their best efforts to incorporate these encumbrances in the 2014-15 budget. In order to improve efficiency of processing, this resolution also delegates to purchasing staff positions the authority to sign purchase orders based on certain dollar limits. This resolution provides the official legislative action by which the Board of Education may authorize staff to encumber funds.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-36 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Encumbrances of Funds for the Following Fiscal Year, Authorizing Signatures for Purchase Orders and Other Contractual Commitments and Establishing Not to Exceed Amounts.

ADDITIONAL MATERIAL: Resolution No. 2013/14-36

Attached: Yes

RESOLUTION NO. 2013/14-36

**RESOLUTION OF THE BOARD OF EDUCATION OF RIVERSIDE
UNIFIED SCHOOL DISTRICT AUTHORIZING THE ENCUMBRANCES
OF FUNDS FOR THE FOLLOWING FISCAL YEAR, AUTHORIZING
SIGNATURES FOR PURCHASE ORDERS AND OTHER
CONTRACTUAL COMMITMENTS AND ESTABLISHING NOT TO
EXCEED AMOUNTS**

WHEREAS, the Riverside Unified School District has determined that it has a need to issue purchase orders for the following fiscal year prior to July 1 in order to have books, supplies, and equipment on hand for schools immediately after the beginning of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Riverside Unified School District authorizes the following positions to sign and approve requests for purchase orders and other contractual commitments:

Deputy Superintendent – Business Services and Governmental Relations
Interim Chief Business Official
Director or Interim Director– Business Services
Fiscal Services Manager – Procurement/Accounts Payable
Contract Analyst

BE IT FURTHER RESOLVED that the Board of Education of the Riverside Unified School District authorizes staff in the following position to sign and approve purchase orders on behalf of the Board of Education for Nutrition Services purchases up to the dollar limit indicated:

Director – Nutrition Services \$70,000
Assistant Director-Nutrition Services \$70,000
Buyer I \$25,000 non-contract items, \$50,000 contract items;

AND BE IT FURTHER RESOLVED that the Board of Education of the Riverside Unified School District authorizes Purchasing Department staff in the following positions to sign and approve any purchase orders on behalf of the Board of Education up to the dollar limitations indicated:

Procurement Specialist \$30,000 non-contract items, \$60,000 contract items;

AND BE IT FURTHER RESOLVED that purchase orders supported by an agreement for services or by a competitively awarded bid where a contract has been signed by one of the District authorized signers are not subject to the dollar limitations noted above.

BE IT FURTHER RESOLVED that the Governing Board of the Riverside Unified School District directs staff to use their best efforts to incorporate the encumbrances authorized by this resolution in the 2014-15 District Budget.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on April 14, 2014 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Kathy Y. Allavie, Clerk
Board of Education

Dated: _____

**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-38 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Temporary Transfer of Funds From the District’s General Fund to the District’s Child Development Fund and From the District’s General Fund to the District’s Nutrition Services Fund for the Following Fiscal Year to Mitigate Potential Impacts of Funding Delays and Federal Sequestration

Presented by: Dalia Gadelmawla, Interim Director, Business Services

Responsible
Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: Approval of this agenda item will allow the District to provide temporary loans for the 2014-2015 fiscal year from the General Fund to the Child Development Fund and from the General Fund to the Nutrition Services Fund.

DESCRIPTION OF AGENDA ITEM:

Education Code 42603 allows the Governing Board of a school district to temporarily transfer cash to another fund or account of the District for payment of obligations. Amounts transferred are generally repaid in the same fiscal year; however, transfers made within 120 days of the end of the fiscal year may be repaid in the following fiscal year. Any interest earned from excess funds shall be transferred back to the General Fund.

In order to meet the Child Development and the Nutrition Services Fund’s daily cash obligations for payroll and accounts payable, programs are at risk from funding delays and Federal sequestration; District staff is requesting authorization to process temporary transfers of cash from the District’s General Fund to the Child Development Fund or to the Nutrition Services Fund through June 30, 2015. The Education Code cited above limits the amount of funds that can be transferred from any one fund. Any funds borrowed will be repaid within the timelines specified by Education Code 42603.

Authorization is requested to transfer funds from the General Fund to the Child Development Fund and/or to the Nutrition Services Fund as needed for the 2014-2015 fiscal year.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-38 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Temporary Transfer of Funds from the District’s General Fund to the District’s Child Development Fund and From the District’s General Fund to the District’s Nutrition Services Fund for the Fiscal Year to Mitigate Potential Impacts of Funding Delays and Federal Sequestration.

ADDITIONAL MATERIAL: Resolution No. 2013/14-38

Attached: Yes

RESOLUTION NO. 2013/14-38

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE
UNIFIED SCHOOL DISTRICT AUTHORIZING THE TEMPORARY
TRANSFER OF FUNDS FROM THE DISTRICT'S GENERAL FUND TO
THE DISTRICT'S CHILD DEVELOPMENT FUND AND FROM THE
DISTRICT'S GENERAL FUND TO THE DISTRICT'S NUTRITION
SERVICES FUND FOR THE FOLLOWING FISCAL YEAR TO
MITIGATE POTENTIAL IMPACTS OF FUNDING DELAYS AND
FEDERAL SEQUESTRATION**

WHEREAS, the District's Child Development Fund and the District's Nutrition Services Fund must meet its payroll and accounts payable obligations; and

WHEREAS, the timing of the apportionments due the Child Development Fund and the Nutrition Services Fund are delayed and not received on a timely basis due to funding delays and Federal sequestration; and

WHEREAS, Education Code 42603 allows the Board of Education of any school district to direct monies held in any fund or account to be temporarily transferred to another fund or account of the District for payment of obligations; and,

WHEREAS, the transfer or transfers shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account, and amounts transferred shall be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Riverside Unified School District directs the County Treasurer to transfer funds from the District's General Fund to the District's Child Development Fund and to transfer funds from the District's General Fund to the District's Nutrition Services Fund for the 2014-2015 fiscal year to mitigate potential impacts of funding delays and Federal sequestration.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on April 14, 2014 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Kathy Y. Allavie, Clerk
Board of Education

Dated: _____

**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-39 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Temporary Transfer From Various District Funds to the General Fund for the Following Fiscal Year

Presented by: Dalia Gadelmawla, Interim Director, Business Services

Responsible

Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: Approval of this agenda item will allow the District to provide temporary loans for the 2014-15 fiscal year from various District funds to the District General Fund.

DESCRIPTION OF AGENDA ITEM:

California Education Code 42603 allows the Governing Board of a school district to temporarily transfer cash to another fund or account of the District for payment of obligations. Amounts transferred are generally repaid in the same fiscal year; however, transfers made within 120 days of the end of the fiscal year may be repaid in the following fiscal year.

In order to meet the District’s daily cash obligations for payroll, accounts payable and debt service, District staff is requesting authorization to process temporary transfers of cash from a variety of funds to the General Fund for the period July 1, 2014 through June 30, 2015. The Education Code cited above limits the amount of funds that can be transferred from any one fund. Additionally, the exact cash availability in each fund will vary from week to week. Because of these two factors, the numbers provided below are estimates, but no more than 75 percent of the maximum in any fund or account during the current fiscal year will be transferred. Any funds borrowed will be repaid within the timelines specified by California Education Code 42603.

Authorization is requested for the not to exceed amounts as follows:

Adult Education Fund	Fund 11	\$ 2,047,975.00
Deferred Maintenance Fund	Fund 14	766,695.00
Building Fund	Fund 21	16,090,274.00
Capital Facilities Fund	Fund 25	3,287,259.00
County School Facilities Fund	Fund 35	5,478,643.00
Capital Outlay Fund	Fund 40	4,164,403.00
Self-Insurance Fund	Fund 67	<u>33,376,052.00</u>
Total Funds Available		<u>\$ 65,211,301.00</u>

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-39 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Temporary Transfer From Various District Funds to the General Fund for the Following Fiscal Year.

ADDITIONAL MATERIAL: Resolution No. 2013/14-39

Attached: Yes

RESOLUTION NO. 2013/14-39

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE
UNIFIED SCHOOL DISTRICT AUTHORIZING THE TEMPORARY
TRANSFER OF FUNDS FROM VARIOUS DISTRICT FUNDS TO THE
GENERAL FUND FOR THE FOLLOWING FISCAL YEAR**

WHEREAS, the California State Legislature has enacted legislation that defers over \$42,825,240 of the 2013-14 Principal Apportionment to the Riverside Unified School District; and

WHEREAS, the timing of the ultimate payments of the deferred amounts is anticipated to be in July and in August of 2014; and

WHEREAS, the District may have insufficient cash available in the General Fund to meet its financial obligations; and,

WHEREAS, Education Code 42603 allows the Board of Education of any school district to direct monies held in any fund or account to be temporarily transferred to another fund or account of the District for payment of obligations; and,

WHEREAS, the transfer or transfers shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account, and amounts transferred shall be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Riverside Unified School District directs the County Treasurer to transfer an amount not to exceed 75 percent of the maximum in the various District funds to the General Fund. Current not to exceed amounts total \$65,211,301 as outlined below.

Adult Education Fund	Fund 11	\$ 2,047,975.00
Deferred Maintenance Fund	Fund 14	766,695.00
Building Fund	Fund 21	16,090,274.00
Capital Facilities Fund	Fund 25	3,287,259.00
County School Facilities Fund	Fund 35	5,478,643.00
Capital Outlay Fund	Fund 40	4,164,403.00
Self-Insurance Fund	Fund 67	<u>33,376,052.00</u>
Total Funds Available		<u>\$ 65,211,301.00</u>

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on April 14, 2014 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Kathy Y. Allavie, Clerk
Board of Education

Dated: _____

**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-40 – Resolution of the Board of Education of the Riverside Unified School District to Authorize Year-end Budget Adjustments to Appropriate Revenues, Expenditures and Fund Balance and to Transfer Between Accounts and Funds for the Current Fiscal Year

Presented by: Dalia Gadelmawla, Interim Director, Business Services

**Responsible
Cabinet Member:** Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: Approval of this agenda item will allow the District’s Business Services staff to process year-end budget adjustments to appropriate revenues, expenditures and fund balance, and to transfer between accounts and funds as needed to close the financial records for the 2013-14 fiscal year.

DESCRIPTION OF AGENDA ITEM:

Subsequent to the adoption of the District’s annual budget, the District may receive funds or receive notice of the appropriation of new or additional funds to the District from a variety of federal, state and local sources. California Education Code Section 42602 provides that the governing board of a school district may, by a majority vote of its members, budget and use any unbudgeted income provided during the fiscal year from any source.

During the year-end closing process, all revenues and expenditures must be accounted for and accounts balanced. Some accounts may have deficits or surpluses after all of the activity for the year is posted. Accounts with deficits may require transfers or other accounting solutions in order to properly close the accounting records.

Given the need to make timely adjustments during the year-end closing process, the attached resolution has been prepared to authorize the District to make year-end budget adjustments and to recognize any additional revenue and associated expenditures related to previously unbudgeted funds. As a condition of the blanket authorization, the resolution requires that the details be presented to the Board of Education when completed and that the Board of Education ratify the transfers and appropriations.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-40 – Resolution of the Board of Education of the Riverside Unified School District to Authorize Year-End Budget Adjustments to Appropriate Revenues, Expenditures and Fund Balance, and to Transfer Between Accounts and Funds for the Current Fiscal Year.

ADDITIONAL MATERIAL: Resolution No. 2013/14-40

Attached: Yes

Resolution No. 2013/14-40

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE
UNIFIED SCHOOL DISTRICT TO AUTHORIZE YEAR-END
BUDGET ADJUSTMENTS TO APPROPRIATE REVENUES, EXPENDITURES
AND FUND BALANCE AND TO TRANSFER BETWEEN ACCOUNTS
AND FUNDS FOR THE CURRENT FISCAL YEAR**

WHEREAS, the Board of Education of the Riverside Unified School District has determined that revenues have been received in the current fiscal year; and

WHEREAS, the Board of Education of the Riverside Unified School District has determined that expenditures are necessary in the current fiscal year; and

WHEREAS, such revenues, expenditures and/or fund balance are in excess of amounts previously budgeted; and

WHEREAS, as part of the year-end accounting records closing process, certain accounts may have surpluses or deficits;

NOW, THEREFORE, BE IT RESOLVED that pursuant to California Education Code Section 42602, the Riverside Unified School District may appropriate any such excess funds, identify and make such transfers between the designated and/or unappropriated fund balances and any expenditure classification(s), or balance any expenditure classification(s) of the budget of the Riverside Unified School District for the 2013-14 fiscal year as are necessary to permit the payment of obligations of the Riverside Unified School District incurred during the 2013-14 fiscal year.

BE IT FURTHER RESOLVED that after all transfers have been made, the Riverside Unified School District shall submit such transfers to the Riverside Unified School District Board of Education for ratification. Said ratification shall be limited to major object classification(s) in accordance with the law.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on April 14, 2014 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Kathy Allavie, Clerk
Board of Education

Dated: _____

**Board Meeting Agenda
April 14, 2014**

Topic: Approval of Tentative Agreements, Memorandums of Understanding and Agreements Between Riverside Unified School District and Its Employees Represented by the Riverside City Teachers Association

Presented by: Sandra L. Meekins, Interim Chief Business Official

Responsible
Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Consent

Short Description: It is recommended that the Board of Education approve the Tentative Agreements, Memorandums of Understanding and Agreements amending the 2010-13 Agreement for employees represented by the Riverside City Teachers Association.

DESCRIPTION OF AGENDA ITEM:

The District has reached multiple agreements with one of its collective bargaining units, the Riverside City Teachers Association (RCTA) representing certificated employees. The agreements are documented as 1) Tentative Agreement (TA) Article X Dated February 18, 2014, 2) Tentative Agreement Article XII Dated February 18, 2014, 3) Tentative Agreement Article IX Dated February 18, 2014, 4) Memorandum of Understanding (MOU) Professional Development Days Dated February 18, 2014, 5) Memorandum of Understanding, Article XXI, Section 1 Dated February 19, 2014, 6) Agreement Staff Development Specialists Site Assignment Dated July 1, 2014, and 7) Agreement Staff Development Specialists Work Year Dated July 1, 2014. The TAs MOUs and Agreements are the result of the collective bargaining process that began in February 2012.

The financial impacts of the TAs, MOUs and Agreements were disclosed at a regular meeting of the Board of Education held on March 17, 2014. It is anticipated that the Riverside County Office of Education will complete their review of the financial disclosures and related impacts before April 14, 2014. :

FISCAL IMPACT: For the current 2013-14 fiscal year, there is no fiscal impact attributable to the above listed TA's, MOUs and Agreements.

For the 2014-15 and 2015-16, the TA provisions for Article X outlined above are estimated at \$5,132,289 and \$5,449,464 respectively. There is no fiscal impact attributable to the provisions for all other TAs, MOUs and Agreements listed above.

RECOMMENDATION: It is recommended that the Board of Education approve the Tentative Agreements, Memorandums of Understanding and Agreements amending the 2010-13 Agreement for employees represented by the Riverside City Teachers Association.

ADDITIONAL MATERIAL: 1) Tentative Agreement (TA) Article X Dated February 18, 2014, 2) Tentative Agreement Article XII Dated February 14 2014, 3) Tentative Agreement Article IX Dated February 18, 2014, 4) Memorandum of Understanding (MOU) Professional Development Days Dated February 18, 2014, 5) Memorandum of Understanding, Article XXI, Section 1 Dated February 19, 2014, 6) Agreement Staff Development Specialists Site Assignment Dated July 1, 2014, and 7) Agreement Staff Development Specialists Work Year Dated July 1, 2014 and 8) Certification Form

Attached: Yes

RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
RIVERSIDE CITY TEACHERS ASSOCIATION

TENTATIVE AGREEMENT

FEBRUARY 18, 2014

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and of the Riverside City Teachers Association ("RCTA"),

ARTICLE X is amended to read:

Section 1 - Full-time Classroom and Itinerant Teachers, Special Education ~~Specialists~~ Teachers, School Librarians, Nurses, Speech Language Pathologists, Teachers on Special Assignment and Counselors

A. Work Year: The work year shall be developed in consultation between the Association and the District as provided in Article V. The calendars shall be constructed with the following limits:

1. Elementary and High School, Full-time K-12 Independent Study and Continuation High School: 181 days of instruction.

Middle School, Opportunity School/COPE and Community Day School: 180 days of instruction.

2. Returning Teachers

(a) Elementary School Teachers: Four (4) work days without students for returning elementary teachers to be used as two (2) non-student attendance days for elementary parent conference days; plus two (2) days prior to the opening of schools.

Initials SM
Initials RO/HR

(b) Middle School Teachers: Five (5) work days without students for returning middle school teachers to be used as three (3) non-student attendance days, one (1) each at the end of the first quarter, first semester and third quarter; plus two (2) days prior to the opening of schools.

(c) High School Teachers: Four (4) work days without students for returning high school teachers to be used as two (2) non-student attendance days, one (1) at the end of each semester; plus two (2) days prior to the opening of schools.

3. New Teachers

(a) Elementary School Teachers: Five (5) work days without students for new elementary teachers to be used as two (2) non-student attendance days for elementary parent conference days; plus three (3) days prior to the opening of schools.

(b) Middle School Teachers: Six (6) work days without students for new middle school teachers to be used as three (3) non-student attendance days, one (1) each at the end of the first quarter, first semester and third quarter; plus three (3) days prior to the opening of schools.

(c) High School Teachers: Five (5) work days without students for new high school teachers to be used as two (2) non-student attendance days, one (1) at the end of each semester; plus three (3) days prior to the opening of schools.

4. On the two (2) days prior to the opening of school, there shall be a limit of six and three-fourths ($6\frac{3}{4}$) hours of mandatory meetings. These meetings are not included in the maximum number of regularly scheduled staff meetings.

5. The following days shall be free of meetings:

(a) The two high school end of semester days.

Initials SA

Initials SO MR

(b) The three middle school end of first quarter, first semester and third quarter days.

6. ~~Using the voting procedure in Section 2 and with the agreement of the school principal, annually by April 1, a~~ The middle schools will modify the school calendar to enable 7th grade students to begin and end their school year one day earlier than the 8th grade students.

The adjustment of the school year shall not increase the number of work days or student contact days for teachers. All employees shall have no less than seven and ~~one half (7 ½)~~ **three quarters (7 ¾) hours** of time for room preparation at the beginning of the **2014-15 school year and no less than eight (8) hours commencing the 2015-16 school year**. No employee shall be required to have more contact with 7th grade students on their first day of attendance than the proportional amount of 7th grade student contact time determined by the employee's daily assigned teaching schedule. Similarly, no employee shall be required to have more contact with 8th grade students on the last day of 8th grade attendance than the proportional amount of 8th grade student contact time determined by the employee's daily assigned teaching schedule.

7. Elementary schools shall have a minimum day of 240 minutes in length on the last day of pupil attendance. As of the last day of school, should at least 120 annual minutes of attendance hours beyond the State minimum remain, and the day prior to the last day of school is a full day, the Superintendent shall declare the last day of school as 180 minutes in length.

8. In addition to the days above, all teachers new to the District shall attend an orientation day prior to the opening of school.

9. All probationary and temporary employees, who have been employed fewer than three (3) consecutive years for at least 75 percent of the work year, may be required to attend up to five (5) days inservice training outside their work year. These inservice days shall be related to school or District staff development programs, with compensation at the Miscellaneous Salary Provision rate for inservice.

Initials SM
Initials JOMR

B. Work Week: The regular work week shall be Monday through Friday except for a week that might be changed by national, state, or local holidays or the school calendar.

C. Work Day:

1. High Schools and Continuation High School: Employees shall be on the work site no less than twenty (20) minutes before the first students arriving are scheduled to attend class. The normal or regular work day shall be seven and ~~one half (7 ½)~~ **three quarters (7 ¾)** consecutive hours **commencing the 2014-15 work year and eight (8) consecutive hours commencing the 2015-16 work year, which includes the including lunch period. The additional fifteen (15) minutes in the 2014-15 work year will be added at the end of the work day. The placement of the additional fifteen (15) minutes in the 2015-16 work year will be determined by the RCTA/RUSD Joint Negotiation Team.** The length of the instructional day shall be 365 minutes. If program assignments are such that different employee assignments require different daily beginning and ending times, these times will be determined by mutual agreement of the employee and the District.

At Lincoln High School, employees shall report to the work site no less than thirty (30) minutes before the beginning of the session to which they are assigned by the principal.

(a) ~~Using the voting procedure in Section 2 and with the agreement of the school principal, annually by April 1, a High schools may will increase the number of instructional minutes to establish Staff Collaboration Time. In order to establish Staff Collaboration Time, e Each participating high school may increase the number of daily instructional minutes contained in Article X, Section 1C(a) of this Agreement in one of two ways:~~ **Using the voting procedure in Section 2, annually by April 1, each high school shall choose between the following options by simple majority vote:**

1) The high school may increase the number of daily instructional minutes by a minimum of nine (9) minutes or maximum of twelve (12) minutes, four (4) days per week; and on the fifth (5th) day of the week, instructional minutes may be decreased in order to implement Staff Collaboration Time by a late start or early dismissal.

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2) The high school may increase the number of daily instructional minutes by a minimum of nine (9) minutes or maximum of twelve (12) minutes, for nine (9) consecutive days; and on the tenth (10th) day, instructional minutes may be decreased in order to implement Staff Collaboration Time by a late start or early dismissal.

~~Staff Collaboration Time shall be utilized for grade level team planning; collaboration and articulation among teachers; and curriculum planning. This time period shall be collaboratively designed and implemented by bargaining unit members and the school administration.~~

~~_____ If the Staff Collaboration Time period is used for any purpose other than that which has been previously listed, the activity will also be planned collaboratively between bargaining unit members and the school administration.~~

Staff Collaboration time shall be scheduled during the regular instructional day. Staff Collaboration time shall be designed by teachers. The agendas will be teacher-driven and include one or more of these elements as outlined in the California Standards for the Teaching Profession (CSTP): Engaging and supporting all students in learning; Creating and maintaining effective environments for student learning; Planning instruction and designing learning experiences for all students; Assessing student learning and progress; and Developing as a professional educator. This time shall not be used for staff meetings, individual teacher planning time or for the early release of teachers.

~~When designing a Staff Collaboration schedule, pre approval from the Assistant Superintendent of Human Resources and the Fiscal Services Manager (Attendance) must be obtained.~~

Teacher preparation time, as defined in Article X, Section 1(G) of the Collective Bargaining Agreement, shall not be altered as a result of the implementation of Staff Collaboration Time.

2. Middle Schools: Employees shall be on the work site no less than thirty (30) minutes before the first students arriving are scheduled to attend class. The normal or regular work day shall be seven and ~~one half (7 ½)~~ **three quarters (7 ¾)** consecutive hours **commencing the 2014-15 school year and eight (8)**

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hours commencing the 2015-16 school year, which includes the ~~including~~ lunch period. The additional fifteen (15) minutes in the 2014-15 work year will be added at the end of the work day. The placement of the additional fifteen (15) minutes in the 2015-16 work year will be determined by the RCTA/RUSD Joint Negotiation Team. The length of the instructional day shall be 350 minutes. If program assignments are such that different employee assignments require different daily beginning and ending times, these times will be determined by mutual agreement of the employee and the District.

Staff Collaboration time shall be scheduled during the regular instructional day. Staff Collaboration time shall be designed by teachers. The agendas will be teacher-driven and include one or more of these elements as outlined in the California Standards for the Teaching Profession (CSTP): Engaging and supporting all students in learning; Creating and maintaining effective environments for student learning; Planning instruction and designing learning experiences for all students; Assessing student learning and progress; and Developing as a professional educator. This time shall not be used for staff meetings, individual teacher planning time or for the early release of teachers.

Teacher preparation time, as defined in Article X, Section 1(G) of the Collective Bargaining Agreement, shall not be altered as a result of the implementation of Staff Collaboration Time.

3. Elementary Schools:

(a) Employees shall be on the work site twenty (20) minutes before the first students arriving are scheduled to attend class. The normal or regular work day shall be seven and ~~one-half (7 ½)~~ ~~three-quarters (7 ¾)~~ consecutive hours commencing the 2014-15 school year and eight (8) consecutive hours commencing the 2015-16 school year, which includes ~~including~~ the lunch period. The additional fifteen (15) minutes in the 2014-15 work year will be added at the end of the work day. The placement of the additional fifteen (15) minutes in the 2015-16 work year will be determined by the RCTA/RUSD Joint Negotiation Team. If program assignments are such that different employee assignments require different daily beginning and ending times, these times will be determined by mutual agreement of the employee and the District. The scheduling of K-3 teacher supervision duties shall be assigned equitably

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among K-3 teachers at their school site. The District will provide supervision for before school duty in grades K-6. In the event the Site Administrator is unable to provide adequate supervision to ensure the safety of children, bargaining unit members shall perform this duty, and such duty must be equitably assigned at each work site. On such an occasion, the supervising teacher may leave the work site early by the same amount of time he or she performed the duty, on the first afternoon without a meeting. When assigned morning supervision, an employee may be required to report for that duty thirty (30) minutes before the start of the earliest class if the principal deems such early reporting necessary to assure adequate supervision. When assigned supervision at student dismissal time, employees may be required to remain on duty for up to thirty (30) minutes after the dismissal time if the principal deems more than twenty (20) minutes of supervision are necessary to provide adequate supervision of students.

(b) The length of the instructional day for the traditional year for elementary students shall be as follows:

Grades K - 3	285 minutes
Grades 4 - 6	300 minutes

(c) Students in grades K-6 at each school shall have common beginning and ending times. In primary classes, except 3/4 combinations, in addition to a morning recess, there may be an afternoon recess not to exceed fifteen (15) minute at the discretion of each teacher. The time the recess may be held shall be designated by the principal. Recess supervision shall be done by teachers utilizing this afternoon recess.

(d) On all regular or normal days, except those on which staff, team or district-ordered meetings are scheduled, the final forty-five (45) minutes of the elementary teachers' work day shall be designated as planning time for those with full-time classroom teaching assignments. Schools that start classes at 9:00 a.m. may schedule planning time at the beginning rather than the end of the day by mutual agreement between staff and principal. Should mutual agreement not be achieved in a staff meeting, the principal shall determine when planning time shall be scheduled. Planning time is provided to allow teachers an

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opportunity during the work day to prepare assignments, correct papers, meet with parents and other staff members, meet with students and to perform related tasks arising from the teaching assignment.

~~(e) — Using the voting procedure in Section 2 and with the agreement of the school principal, annually by April 1, an elementary school may set aside a portion of one school day, per week, to establish a Staff Collaboration Time period.~~

~~Staff Collaboration Time shall be utilized for grade level team planning; collaboration and articulation among teachers; and curriculum planning. This time period shall be collaboratively designed and implemented by bargaining unit members and the school administration.~~

~~If the Staff Collaboration Time period is used for any purpose other than that which has been previously listed, the activity will also be planned collaboratively between bargaining unit members and the school administration.~~

(e) Staff Collaboration time shall be scheduled during the regular instructional day. Staff Collaboration time shall be designed by teachers. The agendas will be teacher-driven and include one or more of these elements as outlined in the California Standards for the Teaching Profession (CSTP): Engaging and supporting all students in learning; Creating and maintaining effective environments for student learning; Planning instruction and designing learning experiences for all students; Assessing student learning and progress; and Developing as a professional educator. This time shall not be used for staff meetings, individual teacher planning time or for the early release of teachers.

In order to establish a Staff Collaboration Time period, each participating elementary school ~~may~~ shall increase the number of daily instructional minutes contained in Section 1C(b) of this Collective Bargaining Agreement by fifteen (15) minutes, four (4) days a week. On the fifth (5th) day of the week, instructional minutes may be decreased in order to implement a one hour Staff Collaboration Time period.

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Teacher preparation time, as defined in Section 1C(e) of the Collective Bargaining Agreement, shall not be altered as a result of the implementation of the Staff Collaboration Time period.

4. Each kindergarten teacher not teaching full day kindergarten shall be available for assistance within the kindergarten and/or primary program for a maximum of forty-five (45) minutes during the school day.

D. It is recognized by the District and the Association that all employees work additional hours in excess of those required at the work site that may vary according to the responsibility of the individual employee. Employees may be expected to spend additional time on the work site for purposes of staff meetings; team or department meetings; conferences involving students, parents or District personnel; SST and IEP meetings. The District shall make every effort to schedule SST and IEP meetings during the work day. Special Education employees and School Nurses attending IEP meetings shall be paid the curriculum rate of pay for the time that extends beyond one (1) hour after the employees' regular work day, to be paid in increments of one-half (½) hour.

School staff meetings that require attendance outside the work day shall be limited to no more than fifteen (15) meetings per year, per employee. ~~At schools where employees have Staff Collaboration Time, there will be no more than a total of thirteen (13) staff meetings per year.~~ These meetings shall not exceed seventy-five (75) minutes after the latest regularly scheduled dismissal time of students.

No elementary employee will be required to attend more than fifteen (15) team meetings per year. ~~At schools where employees have Staff Collaboration Time, there will be no more than a total of ten (10) team meetings per year.~~ No team meeting shall extend beyond the regular work day **forty-five (45) minutes after student dismissal time.**

~~Middle schools may use banked PLC time for department and/or team meetings.~~ **No middle school employee will be required to attend more than fifteen (15) department or team meetings per year. No**

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~~team meeting shall extend beyond~~ No more than a total of eight (8) department and team meetings may be required beyond the work day, and these shall be limited to forty (40) minutes after student dismissal time.

No high school employee will be required to attend more than fifteen (15) department and or team meetings per year. ~~No team meeting shall extend beyond~~ At schools where employees have Staff Collaboration Time, there will be no more than a total of ten (10) department and/or team meetings per year. These shall be limited to fifty (50) minutes after student dismissal time.

Except under unusual circumstances, team or staff meetings will not be scheduled on the afternoon before the start of a weekend or vacation.

Whenever possible, meetings necessary for conducting WASC, CCR, and PQR shall be scheduled during school release/in-service days or during the regular work day.

Prior to the end of each school year, the site administrator shall meet with his/her staff, or with elected representatives of his/her staff, for the purpose of mutually agreeing on the number and type of committees and special events that will be necessary to carry out the school program in the following year. Other special events or committees may be mutually added during the school year.

The list of agreed upon committees and special events shall be submitted to the school staff, so that site members may select those committees and/or events in which they want to participate.

F. Employees assigned to middle schools or high schools shall be entitled to one (1) duty-free, uninterrupted lunch period per day, which shall be the longer of either the student lunch period at their site or thirty-five (35) minutes. Employees assigned to elementary schools shall have a lunch period of

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forty-five (45) minutes. At elementary schools when weather conditions prohibit the normal use of the playground, the principal may declare a lunch period for staff and students of thirty (30) minutes, or up to twenty-five percent (25%) of the staff may be required to assist with student supervision for that period of time the lunch period exceeds thirty (30) minutes. Such duty must be equitably assigned at each work site. On these days, employees assigned lunch duty or having a shortened lunch period may leave the work site fifteen (15) minutes earlier than the regular departure time the first afternoon without a meeting.

G. Full-time classroom teachers in grades seven (7) through twelve (12) shall be entitled to one (1) scheduled instructional period per day to be used for preparation and planning, and conferences with parents, students, supervisors and other employees. Normally, teachers may not leave the work site during this period without prior approval of the principal or designee. Except by mutual agreement between the employee and the District, full-time teachers in middle and high schools shall have no more than twenty-five (25) teaching periods per week, exclusive of the Sustained Silent Reading program. In lieu of Sustained Silent Reading (SSR), teachers may volunteer to provide enrichment or intervention instruction to meet students' needs during the time period that is designated for SSR with administrative approval.

H. Counselors, pre-school teachers and District I.M.S. specialists shall work an eight (8) hour day inclusive of lunch, which shall be the longer of either the student lunch period at their site or thirty-five (35) minutes.

I. Nurses shall work a seven and one half (7 ½) hours day, inclusive of lunch.

Section 2 – Voting Procedure

When bargaining unit members at a school site vote pursuant to the provisions of any section of this Article, the vote shall be conducted as follows:

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1. The vote shall be conducted by secret ballot.
2. The voting period shall be five (5) working days.
3. The RCTA site representative(s) and the site administrator (or designee) shall:
 - a. Provide all affected employees with a ballot and obtain their signatures for receipt;
 - b. Provide those employees not at school with the opportunity to vote, if possible;
 - c. Institute a procedure to assure that employees vote only once;
 - d. Count the votes;
 - e. Fill out and sign a reporting form designed by ~~Human Resources~~ the Department of Personnel and RCTA; and
 - f. Forward the completed form to ~~Human Resources~~ the Department of Personnel and RCTA.

~~Plans for changing the schedule to accommodate Staff Collaboration Time and middle school calendar modification (Section 1A 6) must be approved by 75% of the affected employees who vote.~~

Section 3 - Other Employees

A. The length of the work day for regular K-12 independent study employees shall be seven and a half ~~(7 ½)~~ three quarters (7 ¾) hours commencing the 2014-15 school year and eight (8) hours commencing the 2015-16 school year, which includes ~~inclusive of~~ lunch. The additional fifteen (15) minutes in the 2014-15 work year will be added at the end of the work day. The placement of the additional fifteen (15) minutes in the 2015-16 work year will be determined by the RCTA/RUSD Joint Negotiation Team.

B. The length of the work day for full-time employees with assignments other than those in Sections 1 and 3 A above, such as psychologists, shall be eight (8) hours exclusive of lunch.

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Section 4 - Alternative Educational Programs

A. This section applies to the following programs: STOPP, part-time K-12 Independent Study and other alternative programs where the hours and assignments to the programs are determined based on the level of student enrollment or attendance.

B. Employee Work Hours: The lengths of the work year, work week, and work day, as well as the number of employees in these alternative educational programs, are dependent upon fluctuations in average daily attendance, categorical funding changes and community needs. The District reserves the right to add to, reduce or eliminate the work hours of an employee in these alternative educational programs, based upon changes in average daily attendance.

C. Necessary Attendance: The District shall determine and notify teachers of the amount of student attendance necessary for the scheduling, maintenance and/or cancellation of any teacher's class no later than twenty (20) work days after the beginning of each school year. The amount will remain fixed for the remainder of the year.

D. Averaging Teachers' Classes: To attempt to maintain stability for tenured and probationary Adult & Alternative Educational Services (A.A.C.E.S.) teachers, class averaging will be applied by the District to the minimum class attendance amount needed prior to the reduction of any tenured or probationary teacher hours per week that they have been assigned, over a period of fifteen (15) work days.

Section 5 - Extended Work Year and/or Work Day Employees

An employee required by the District to work more days than the regular work year or more hours than the regular work day, except as provided in Section 1D above, shall receive additional compensation by

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being assigned to a different salary schedule (I.M.S. specialists, counselors, school nurses and psychologists, for example), or an additional salary schedule (coaches, high school band directors, high school choir directors, high school pep squad and drill team sponsors, for example), or paid at their regular daily rate for each excess day (District I.M.S. specialists, bilingual and special education teachers, librarians, and counselors, for example). For purposes of this section, regular full-time K-12 Independent Study teachers shall be compensated on the regular teacher salary schedule for their regular work day as defined in Section 2 above.

Section 6 Part-Time Work Year and/or Work Day Employees

An employee working fewer days than the regular work year shall be a part-time employee and shall be remunerated at the same ratio that the employee's total number of work days bear to the total number of work days in the regular work year. For example, a classroom teacher employed for one semester shall receive fifty percent (50%) of the appropriate annual salary listed on the Teacher Salary Schedule. An employee who works fewer hours than the total included in the regular work day shall be a part-time employee and shall be remunerated at the same ratio the employee's regular daily work hours bear to the total included in the regular work day, as determined at the time of hire or upon modification of the employee's contract.

Section 7 - Hours on Special Days for All Employees

A. Employees working in schools that hold Open House Nights and/or Back-to-School Nights may be required to attend and participate in two (2) of these programs annually without additional remuneration.

B. Employees working in schools that regularly schedule student activities outside of regular duty hours, such as athletic events, dances, theater productions and any activity involving parents may be required to attend and assist with the management of no more than four (4) of these events annually. In combination with (A) above, no employee may be required to attend more than five (5) events. These duties are part of each employee's basic responsibilities and their performance will not require additional remuneration.

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C. On days when an employee is assigned to an evening activity, the employee may leave the work site at the time of the last regularly scheduled student dismissal.

D. On days when an employee attends an unassigned evening activity at the employee's school of assignment, with prior permission of the principal or the principal's designee, the employee may leave the work site at the time of the last regularly scheduled student dismissal.

Section 8 - Summer School Work Day

The work day for a classroom teacher during a summer session shall be from fifteen (15) minutes before the beginning time of the first class, to which the teacher is assigned, until ten (10) minutes after the dismissal of the last class, to which the teacher is assigned.

Section 9 - Parent Conference-Elementary Schools

Working hours on elementary Parent Conference Days shall extend daily from the first through the last conference as scheduled by the employee, but in no case earlier than 12 noon. If an employee is ill on a regularly scheduled conference day, the District shall provide release time during the following week for the parent conferences that were missed.

Section 10 – Parent Conference – Secondary Schools

A. Secondary sites that conduct parent conferences may use their banked day or any minutes in excess of the required annual instructional minutes to create a non-student attendance day for meeting with parents. Starting and ending times on a Secondary Parent Conference Day may be modified, with consensus of a majority of the teachers, to provide both day and evening time for parent meetings. The teachers' total work day shall not exceed ~~seven and one-half (7 ½)~~ **seven and three quarters (7 ¾)**

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consecutive hours in 2014-15 and eight (8) consecutive hours in 2015-16. Such duty shall not substitute for nor be in lieu of one of the supervision duties permitted in Article X, Section 6.B.

B. Secondary sites may choose to conduct parent conferences in conjunction with a modified or minimum student attendance day. The teachers' total work day shall not exceed seven and ~~one half (7 ½)~~ ~~hours~~ ~~three quarters (7 ¾) hours in 2014-15 work year and eight (8) hours in 2015-16 work year,~~ hours including reporting fifteen (15) minutes before the beginning time of the first class and remaining until ten (10) minutes after the dismissal of the last class. If the Parent Conference portion extends beyond the teachers' regular work day ending time, such duty shall substitute for and be in lieu of one of the supervision duties permitted in Article X, Section 6.B.

Section 11 - Counselors

Part-time counselors shall work three (3) extra days per year for each period of counseling; however, a full-time counselor shall work fifteen (15) extra days during the summer except by mutual agreement between the District and the employee. These extra days of work shall not be scheduled between July 1 and August 15 or during winter or spring recess except by mutual agreement between the District and the employee. By mutual agreement, counselors may work flexible hours to provide counselor availability before school and in the evening.

~~Section 12 – Categorical Program Specialist (CPS)~~

~~CPS unit members may be classified as either Regular CPS or Extended Year CPS. CPS unit members working 205 days shall be classified as Extended Year CPS and shall receive additional compensation by being assigned to a different salary schedule. Unit members in CPS assignments may agree to work additional days based on the needs of the school and its programs and shall be compensated at their daily rate of pay for any additional days beyond their defined work.~~

Section 12 – Special Education Teachers

In order to fulfill their professional duties with their special education caseload, the District shall provide up to five (5) days of release time to elementary RSP teachers. No substitute is required. The District shall provide up to three (3) days of release time to middle school and up to one (1) day to high school special education teachers. Substitutes will be provided. This release time shall be taken in half or whole

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day increments. This release time cannot be scheduled to conflict with staff, team or department meetings. The teacher will plan on-site release time to address special education caseload. The release time will be scheduled with reasonable notice to and mutual agreement of the principal.

Section 13 - School Librarian/Media Specialists

- A. The school librarian/media specialists may adjust their work hours during the first three (3) days of the first semester and the first two (2) days of the second semester to allow time to train students who are assigned to library science classes.
- B. The school librarian/media specialist assigned to a school shall work up to a maximum of five (5) days before the beginning of the regular work year and up to a maximum of five (5) days after the end of the regular work year with compensation paid at the employee's daily rate of pay.
- C. In the event that a high school librarian/media specialist should be assigned responsibility for custody, check out/in, loss/damage charges and/or inventory of textbooks, the District shall provide sufficient classified staff to assist such employee with these tasks.

Section 14 – Secondary Preparation Period

The District will not assign a secondary teacher more than three (3) different preparation periods per day. In case of a compelling academic need, one (1) additional preparation may be assigned. Any additional preparations cannot be made without the consent of the teacher. This section does not apply to Alternative Educational Programs under Section 3, Continuation High School, full-time K-12 Independent Study and non-departmentalized Special Education Programs.

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AGREED:

For the District:

Susan Mills 2-18-14
Susan Mills Date

Assistant Superintendent,
Department of Personnel -
Leadership & Development

For the Association:

Mariana Robles 2/18/14

Mariana Robles Date
Teacher, Hawthorne ES
Co-chair, RCTA negotiation Team

Kyley Ybarra 2/18/14
Kyley Ybarra Date

Director of Certificated Personnel,
Department of Personnel -
Leadership & Development

Sheri Obr 2-18-14

Sheri Obr Date
Teacher, Liberty ES
Co-Chair, RCTA Negotiation Team

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**RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
RIVERSIDE CITY TEACHERS ASSOCIATION**

TENTATIVE AGREEMENT

FEBRUARY 18, 2014

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and of the Riverside City Teachers Association ("RCTA"),

ARTICLE XII is amended to read:

Section 5 - Special Education.

A. The District ~~shall~~ will examine individual case loads to determine if ~~if~~ what additional staff support or other assistance is needed should site averages exceed these maximums:

- 1. Elementary Special Day Class: 13
- 2. Middle School Special Day Class and High School Severely Handicapped Class: 15
- 3. Elementary and Middle School Resource Specialist: 28 (32 with waiver)
- 4. High School RSP and Non SH Special Day Classes: 25
- 5. Designated Instructional Services: 60

B. The District will provide monthly special education enrollment reports to the Association.

C. Instructional Aide Time

Each special education teacher will be assigned aide time in direct support of that teacher's program as follows:

- 1. Teachers of severely handicapped students will have six (6) hours per day of aide time

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(not a specific aide).

2. Other special education teachers will have five (5) hours per day of aide time (not a specific aide).

3. Special education pre-school teachers and/or part-time special education teachers shall be allocated aide time equal to the number of the teacher's student contact hours (not a specific aide).

4. Circumstances which might necessitate modification to the aide hours set forth herein are:

(a) Changes in state special education allocations and/or changes in the rules for allocating aide time.

(b) Should a situation occur where the caseload of a non-SH SDC teacher falls below eight (8) students, the District shall provide no less than four (4) hours of aide time per day (not a specific aide) until such case load reaches eight (8) students.

D. If self-contained Special Day Class students are mainstreamed, principals shall make reasonable good faith efforts to assign them equitably among the appropriate classes.

AGREED:

For the District:

For the Association:

 2-18-14

 2/18/14

Susan Mills Date

Mariana Robles Date

Assistant Superintendent,

Teacher, Hawthorne ES

Department of Personnel –

Co-chair, RCTA negotiation Team

Leadership & Development

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Kyle Ybarra 2/18/14

Kyle Ybarra Date

Director of Certificated Personnel,

Department of Personnel -

Leadership & Development

Sheri Obr 2-18-14

Sheri Obr Date

Teacher, Liberty ES

Co-Chair, RCTA Negotiation Team

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RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
RIVERSIDE CITY TEACHERS ASSOCIATION

TENTATIVE AGREEMENT

FEBRUARY 18, 2014

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and of the Riverside City Teachers Association ("RCTA"), Article IX is amended to read:

Section 5 – Health and Welfare Insurance Waivers

Except when an employee and spouse are both full-time employees of the District, full-time employees may waive medical insurance by showing proof of coverage through a different source and signing a waiver form. Full-time employees who waive medical insurance coverage shall be provided with a yearly stipend of five hundred dollars (\$500) in lieu of medical insurance coverage. Full-time employees who waive dental insurance coverage shall be provided with a yearly stipend of one hundred and fifty dollars (\$150) in lieu of dental insurance coverage. ~~These waiver stipends shall be contributed to one or more of the following options: 1) to offset payroll deductions for District sponsored benefits and other insurance plans available through the District, or 2) District approved tax sheltered annuity plans.~~ **Stipends will be applied to earnings.** Part-time employees who waive medical or dental insurance shall receive a pro-rated share of the applicable stipend. All employees must either select or waive medical insurance and sign a form on which their choice is indicated.

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Section 6 – Employee Spouses

A. When an employee and spouse (including registered domestic partner) are both employees of the District and both are working full-time assignments, the District shall provide only one medical plan per family. The two employees shall decide which shall carry the medical plan. The District shall provide both employees the choice of a dental plan.

B. The spouse who chooses not to carry the medical plan shall be provided with a yearly stipend of seven hundred and fifty dollars (\$750) in lieu of medical insurance coverage. If either or both employees waive dental insurance coverage, they shall be provided with a yearly stipend of one hundred and fifty dollars (\$150) in lieu of dental insurance coverage. ~~These waiver stipends shall be contributed to one or more of the following options: 1) other insurance plans available through the District, or 2) District approved tax sheltered annuity plans. These waiver stipends may be used by both spouses to offset payroll deductions for District sponsored benefits. The order of applying the waiver stipend shall be first to the waiving employee and then to the spouse employee.~~ **Stipends will be applied to earnings.**

AGREED:

For the District:

For the Association:



Date 2/19/2014



Date 2/19/2014

Susah Mills
Assistant Superintendent,
Department of Personnel –
Leadership & Development

Mariana Robles
Teacher, Hawthorne ES
Co-chair, RCTA negotiation Team

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Kyle Ybarra 2/19/14

Kyle Ybarra Date
Director of Certificated Personnel,
Department of Personnel -
Leadership & Development

Sheri Obr 2-19-14

Sheri Obr Date
Teacher, Liberty ES
Co-Chair, RCTA Negotiation Team

RIVERSIDE UNIFIED SCHOOL DISTRICT

And

RIVERSIDE CITY TEACHERS ASSOCIATION

Re: Common Core Staff Development Specialist Site Assignment

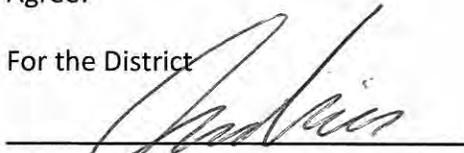
July 1, 2014

Subject to Riverside Unified School District Board of Education, the Riverside Unified School District (District) and Riverside City Teachers Association (RCTA) agree to:

1. The Common Core Staff Development Specialists who are chosen to be Common Core Staff Development Specialists for the 2014-2015 school year will be allowed to return to the site they left prior to becoming a Common Core Staff Development Specialist.
2. The District will place a Temporary Contracted 44909 teacher at their prior site based on their categorically funded position as a Common Core Staff Development Specialist allowing them to return to the site they were at previously for the 2015-2016 school year.
3. This agreement shall remain in place for the 2014-2015 school year.

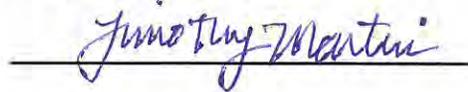
Agree:

For the District



Date: 3/5/14

For the Association



Date: 03.05.14

Cc: Mike Fine
Susan Mills
Tim Martin
Payroll

RIVERSIDE UNIFIED SCHOOL DISTRICT

And

RIVERSIDE CITY TEACHERS ASSOCIATION

Re: Staff Development Specialist

July 1, 2014

Subject to Riverside Unified School District Board of Education, the Riverside Unified School District (District) and Riverside City Teachers Association (RCTA) agree to:

1. The work year calendar for Staff Development Specialists shall be 185 days. Staff Development Specialists shall have a flexible work year in order to conduct trainings during the summer.
2. The Staff Development Specialists must submit their proposed modified work year calendars to their immediate supervisors, in writing, by May 1st of each year. The structure of the modified work year calendar shall be by mutual agreement between the employees and their immediate supervisors.
3. This agreement shall remain in place for the 2014/2015 school year.

Agree:

For the District

S. Mills

For the Association

Timothy Martin

Date: 3-10-14

Date: 3.10.14

Cc: Mike Fine
Susan Mills
Tim Martin
Payroll

(M) Certification No. 2

Riverside Unified School District

The District Superintendent and Governing Board Clerk or President should sign this certification at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for certification and public disclosure of the major provisions of the agreement, in accordance with Government Code Section 3547.5.

After public disclosure of the major provisions contained in this Collective Bargaining Disclosure, the District's Governing Board, at its meeting on: April 14, 2014, took action to approve the proposed agreement with the following bargaining unit: Riverside City Teachers Association

Signature - Interim District Superintendent

April 14, 2014
Date

Signature - Governing Board Clerk/President

April 14, 2014
Date

District Contact Person: Dalia Gademawla-Business Services

Phone: 951-352-6729 x82401

Board Meeting Agenda

April 14, 2014

Topic: Out-of-State Field Trip – Martin Luther King High School

Presented by: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Responsible
Cabinet Member: Dr. William E. Ermert, Assistant Superintendent, Instructional Services 7-12

Type of Item: Consent

Short Description: Martin Luther King High School’s DECA (an Association of Marketing Students) is requesting pre-approval to travel to Atlanta, Georgia, to participate in the DECA International Career Development Competition 2014, May 2 – 7, 2014.

DESCRIPTION OF AGENDA ITEM:

The Martin Luther King High School’s DECA (an Association of Marketing Students) is requesting pre-approval to travel to Atlanta, Georgia, to participate in the DECA International Career Development Competition 2014, May 2 – 7, 2014. The trip will be funded by fundraising activities. Final approval will be given after compliance with all Riverside Unified School District Policies and Procedures.

FISCAL IMPACT: None

RECOMMENDATION: Pre-approval is requested for the Martin Luther King High School’s DECA multiple-day field trip to Atlanta, Georgia.

ADDITIONAL MATERIAL: Multiple-Day Field Trip Application and Agenda.

Attached: Yes



RIVERSIDE UNIFIED SCHOOL DISTRICT
Elementary and Secondary Education

MULTIPLE-DAY FIELD TRIP APPLICATION

Multiple-Day Field Trip Application must be submitted to the Director of Elementary or Secondary Education for approval **two months prior to departure** for in-state trips, and **four months prior to departure** for out-of-state and out-of-country trips. Out-of-country field trips require Board approval at least **four months prior to departure**. The Multiple-Day Final Checklist is due to the principal 2 weeks prior to departure. Submit application to the Director of Elementary or Secondary Education for approval within time limits as noted.

School: Martin Luther King Grade Level: 9-12
Teacher's Name: Debi Blue Teaching (Subject): DECA Marketing Phone #: 102010
Field Trip Dates: May 2-7, 2014 Location (City and State): Atlanta, Georgia
Number School Days Missed: 3 Number Students: 11 Number Adults: 2 Ratio Adult to Student: 1 To 6
Name and Title of Adults: Deborah A. Blue, CTE Instructor, (Co-Advisor)
Robert M. Camacho - RUSD Chemistry Instructor, (Co-Advisor)
Administrator Accompanying Group Yes No Name(s): To be assigned
Name of Group (i.e. Choir, Drill Team, Swim Team, etc.): DECA
Name of Event (ATTACH INFORMATION DESCRIBING EVENT): DECA International Competition
Link to course of study: _____

Estimated cost per student: \$1,300.00 Detailed Funding Plan: Can't do sales, car wash

Transportation By: Bus -- Check one: _____ RUSD or Charter
 Plane
 Private Vehicle (The vehicle MUST have one seat and a seat belt for each person in the car.)
 NOTE: CHECK THIS BOX TO VERIFY THAT ALL DRIVERS OF PRIVATE VEHICLES HAVE BEEN APPROVED BY RUSD'S TRANSPORTATION DEPARTMENT. Field trip will not be approved until private vehicle drivers have been approved.
 Other Rental vehicle

Insurance for Host Organization (if applicable): _____

Housing Accommodations: Atlanta Hilton Hotel - 255 Courtland St NE
Atlanta, GA 30303

SIGNATURES:
[Signature] 2/25/14 Teacher Date
[Signature] 3/5/14 Principal Date

Director, Elementary - Secondary Education Date Transportation Manager Date

*Deputy - Assistant Superintendent, Instruction Date *Superintendent Date

*For out-of-state requests only
**For out-of-country requests only **Date of Board Action

DEPARTMENT USE ONLY
 Approval pending clearance of Transportation and signed Multiple Day Final Checklist
 Not approved because _____

A Multiple-Day Checklist, signed by the site principal, is required to be filed with the Elementary or Secondary Education department 1 week prior to departure.

2014 INTERNATIONAL CAREER DEVELOPMENT COMPETITION

TENTATIVE SPECIAL EVENTS AGENDA (as of 1-6-14)

FRIDAY, MAY 2, 2014

- 12:00 p.m.-9:00 p.m. Competition Registration (Chartered Association Advisor only)
Competition Headquarters
DECA Images Open (blazers available)
Tour Booth Open
Georgia World Congress Center
- 6:00 p.m. Chartered Association Advisor Dinner
Georgia World Congress Center

SATURDAY, MAY 3, 2014

- 7:00 a.m. Finish Line/DECA Dash Fun Run/Walk
Premier Sponsor Finish Line
International Plaza
- 8:00 a.m.-9:00 p.m. Competition Headquarters
DECA Images Open (blazers available)
Tour Booth Open
Georgia World Congress Center
- 9:00 a.m. Officer Candidate Interviews
Georgia World Congress Center
- 9:00 a.m.-3:00 p.m. State Meetings
Competitive Training
- 1:00 p.m.-5:00 p.m. Exhibit/Campaign Booth Set-Up
- 5:00 p.m. Parade of Chartered Association Flags Rehearsal
- 5:00 p.m.-8:15 p.m. and 10:00 p.m.-11:30 p.m. Chartered Association Photographs
- 8:30 p.m. Grand Opening Session
Georgia Dome
- 12:30 a.m. Curfew

SUNDAY, MAY 4, 2014

- 7:30 a.m. Virtual Business Challenge Briefing
Georgia World Congress Center

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

7:30 a.m.-5:00 p.m.	Conference Headquarters DECA Images Open (blazers available) Tour Booth Open Georgia World Congress Center
8:00 a.m.-9:00 a.m.	Career Exhibits Open (Advisors ONLY) DECA Images Open (Advisors ONLY) Georgia World Congress Center Hall A-2
8:00 a.m.-5:00 p.m.	Competitive Event Briefing and Testing
8:30 a.m.-4:00 p.m.	Leadership/SBE Academies
9:00 a.m.-3:00 p.m.	Advisor Academy DECA Images (Open to All) Georgia World Congress Center
9:00 a.m.-4:00 p.m.	Career Exhibits/Campaign Booths (Open to ALL) Georgia World Congress Center Hall A-2
10:00 a.m.-1:00 p.m.	Executive Mentor Program Georgia World Congress Center
Noon-1:30 p.m.	MDA Luncheon Sponsored by MDA/Safeway, Inc. Georgia World Congress Center
5:00 p.m.	Voting Delegates' Briefing and Candidate Campaign Session Omni Hotel
6:00 p.m.-10:00 p.m.	Tour Activities
12:30 a.m.	Curfew

MONDAY, MAY 5, 2014

7:30 a.m.	Judges/VIP Reception Georgia World Congress Center
7:30 a.m.-7:00 p.m.	Conference Headquarters Georgia World Congress Center
8:00 a.m.-9:00 a.m.	Career Exhibits Open (Advisors Only) DECA Images Open (Advisors Only) Georgia World Congress Center Hall A-2

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

8:00 a.m.-7:00 p.m.	DECA Images Open (blazers available) Tour Booth Open Georgia World Congress Center
8:00 a.m.-7:00 p.m.	Competitive Event Preliminary Competition Georgia World Congress Center
8:30 a.m.-10:30 a.m.	Johnson & Wales Scholarship Awards Breakfast (by invitation only) Sponsored by Johnson & Wales University Georgia World Congress Center
8:30 a.m.-4:00 p.m.	Leadership Academies
9:00 a.m.-3:00 p.m.	Advisor Academy Georgia World Congress Center
9:00 a.m.-4:00 p.m.	Career Exhibits/Campaign Booths (Open to All) DECA Images (Open to All) Georgia World Congress Center Hall A-2
9:30 a.m.-2:00 p.m.	Administrator Day Georgia World Congress Center
11:30 a.m.-2:00 p.m.	Judges/VIP Luncheon Georgia World Congress Center
Noon-1:30 p.m.	Chartered Association Officer/Advisor Luncheon Sponsored by Piper Jaffray Georgia World Congress Center
3:00 p.m.-5:00 p.m.	Competitive Event Update Workshops for Advisors Georgia World Congress Center
7:00 p.m.-11:00 p.m.	Tour Activities
12:30 a.m.	Curfew
TUESDAY, MAY 6, 2014	
7:30 a.m.-10:30 a.m.	Judges/VIP Reception Georgia World Congress Center

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

7:30 a.m.-5:00 p.m.	Conference Headquarters Georgia World Congress Center
8:00 a.m.	Second General Session Georgia Dome
8:00 a.m.-2:00 p.m.	DECA Images Yard Sale Georgia World Congress Center
8:00 a.m.-5:00 p.m.	Finalist T-Shirt Sales Georgia World Congress Center
9:00 a.m.-5:00 p.m.	Final Competition Georgia World Congress Center Hall A-1
11:00 a.m.	Election Session Georgia World Congress Center
11:30 a.m.-1:00 p.m.	Judges/VIP Luncheon Georgia World Congress Center
1:00 p.m.-2:30 p.m.	Leadership Luncheon Sponsored by U.S. Army Georgia World Congress Center
2:00 p.m.-3:00 p.m.	Written Report Return Georgia World Congress Center
5:00 p.m.-8:00 p.m.	Chartered Association Photographs
7:00 p.m.-8:00 p.m.	Founder's Club/Scholarship/NAB Reception Georgia Dome
8:30 p.m.	Grand Awards Session Georgia Dome
12:30 a.m.	Curfew
WEDNESDAY, MAY 7, 2014	
9:00 a.m.-3:00 p.m.	New Officer Orientation

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

**Board Meeting Agenda
April 14, 2014**

Topic: *Valenzuela/CAHSEE* Lawsuit Settlement Quarterly Report on *Williams* Uniform Complaints to Riverside County Office of Education

Presented by: Kirk R. Lewis, Ed.D., Assistant Superintendent Operations

Responsible

Cabinet Member: Kirk R. Lewis, Ed.D., Assistant Superintendent Operations

Type of Item: Consent

Short Description: The quarterly report information confirms that there was one complaint filed with University Heights Middle School for the period of January 1, 2014 – March 31, 2014.

DESCRIPTION OF AGENDA ITEM:

For the period of January 1, 2014 – March 31, 2014, there was one complaint filed with University Heights Middle School in Riverside Unified School District relating to the *Valenzuela/CAHSEE* (Williams) Lawsuit in the areas of Textbooks and Instructional Materials and Facilities Conditions. Both areas of the complaint have been addressed. The quarterly report has been submitted to the Riverside County Office of Education.

FISCAL IMPACT: None.

RECOMMENDATION: It is recommended that the Board of Education accept the report.

ADDITIONAL MATERIAL: *Valenzuela/CAHSEE* Lawsuit Settlement Quarterly Report on *Williams* uniform Complaints.

Attached: Yes



Valenzuela/CAHSEE Lawsuit Settlement
Quarterly Report on Williams Uniform Complaints
 [Education Code § 35186(d)]

District: Riverside Unified School District

Person completing this form: Kirk R. Lewis Title: Asst. Supt. Operations

Quarterly Report: 1st Quarter (July – September 2013) Due: October 11, 2013
 (check one) 2nd Quarter (October – December 2013) January 17, 2014
 3rd Quarter (January – March 2014) April 11, 2014
 4th Quarter (April – June 2014) July 11, 2014

Date for information to be reported publicly at governing board meeting: April 14, 2014

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	1	1	0
Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	1	1	0
CAHSEE Intensive Instruction and Services	0	0	0
TOTALS	0	0	0

Michael Fine, Interim District Superintendent
 Print Name of District Superintendent

Michael Fine
 Signature of District Superintendent

4/7/14
 Date

Return to: Riverside County Office of Education
 Division of Educational Services
 Attn: Diana M. Asseier, Assistant Superintendent
 P.O. Box 868
 Riverside, CA 92502-0868

**Board Meeting Agenda
April 14, 2014**

Topic: Certificated Personnel Assignment Order – CE 13/14-16 and
Classified/Non-Classified Personnel Assignment Order CL 13/14-16

Presented by: Kiley Ybarra, Director, Certificated Personnel–Leadership and Development
Vanessa Connor, Director, Classified Personnel–Leadership and Development

Responsible
Cabinet Member: Susan Mills, Assistant Superintendent, Department of Personnel–Leadership
and Development

Type of Item: Consent

Short Description: The latest District’s management, certificated and classified personnel actions are
presented to the Board of Education for approval.

DESCRIPTION OF AGENDA ITEM:

Board approval is requested of the District’s latest management, certificated and classified personnel actions, which include the following:

Change in Status from Substitute Employee to Regular Employee, Change of Status per Contract Language – Section 14.3.2.1, Deceased, Increase in Hours, Increase in Hours/Work Year, Leaves, New Hires, New Hires-Temporary Employee (E.C. §44909), New Hires-Temporary Employee (E.C. §44920), Rehires-Intern, Rehires-Temporary Employee (E.C. §44909), Resignations, Retirements, Retirements-Managers/Supervisors, School Nutrition Association (SNA) Certification, Temporarily Assigned to a Higher Classification, Temporarily Assigned to a Higher Classification-Managers, Temporary Employees, Terminations, Substitutes, Voluntary Demotions/Reassignments/Reductions/Transfers, and Voluntary Transfers.

FISCAL IMPACT: To be determined

RECOMMENDATION: It is recommended that the Board of Education approve the District’s latest personnel actions for both certificated and classified.

ADDITIONAL MATERIAL: Certificated Personnel Assignment Order – CE 13/14-16 and
Classified/Non-Classified Personnel Assignment Order CL 13/14-16

Attached: Yes

CERTIFICATED PERSONNEL ASSIGNMENT ORDER #CE 13/14-16

April 14, 2014

CERTIFICATED PERSONNEL

Deceased

Riverside Polytechnic High School Vergeront, Mark V.	Teacher	03/19/14
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Increase in Hours

Riverside Adult School Thomas, Yselle A.	Teacher	From: 4.6 hours/day To: 5.4 hours/day	03/11/14
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Leaves

John Adams Elementary School (Parenthood Leave) Berry, Jennifer E.	Teacher	03/24/14 – 06/12/14
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Elementary Site (Paid Administrative Leave) 13/14-36562	Teacher	03/19/14 – 04/04/14
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(Paid Administrative Leave) 13/14-93208	Teacher	03/19/14 – 04/04/14
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Emerson Elementary School (Family Medical Leave Act Leave) Faulkner, Elizabeth G.	Teacher	05/06/14 – 06/12/14
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Secondary Site (Paid Administrative Leave) 13/14-241413	Teacher	03/18/14 – undetermined
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Leaves - Continued

(Paid Administrative Leave) 13/14-212808	Teacher	03/20/14 – undetermined
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New Hires – Temporary Employee (E.C. §44909)

Highgrove Elementary School Colmer, Helen K.	Resource Teacher/Special Projects	03/06/14
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New Hires – Temporary Employee (E.C. §44920)

Fremont Elementary School Zeiger, Kevin J.	Teacher	03/20/14
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Rehires - Intern

Martin Luther King High School Nosce, Sarah A.	Teacher	03/07/14
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Rehires – Temporary Employee (E.C. §44909)

Special Education Department Haver, Nancy	Teacher	03/17/14
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Voluntary Transfers

Koss, Guadalupe E.	From: Patricia Beatty Elementary School	To: Elementary Education	07/01/14
Maxwell, Melanie S.	From: Bryant Elementary School	To: Elementary Education	07/01/14
Mouton-Mitchell, LaShawne E.	Highgrove Elementary School	To: Elementary Education	07/01/14

Voluntary Transfers - Continued

Sher, Stephen K.	From: Riverside STEM Academy	To: Elementary Education	07/01/14
Thomas, Mavis T.	From: Highland Elementary School	To: Elementary Education	07/01/14

Substitutes

Alexander, Rhonda	Substitute Teacher	03/19/14
Baszto, Michelle	Substitute Teacher	03/10/14
Behrouzfar, Shirin	Substitute Teacher	03/21/14
Cannell, Elspeth	Substitute Teacher	03/21/14
Clayton, Peirce	Substitute Teacher	03/10/14
Fuller, Wesley	Substitute Teacher	03/24/14
Griffin, Paul	Substitute Teacher	03/24/14
Hamza, Hashmi	Substitute Teacher	03/07/14
*Hansen, Kimberly	Substitute Teacher	TBD
Marcial, Jesse	Substitute Teacher	03/25/14
Marshall, Willie	Substitute Teacher	03/10/14
Miller, Meryl D.	Substitute Teacher	03/07/14
Morrison, Lisa	Substitute Teacher	03/18/14
Nevarez Jr., Alfonso	Substitute Teacher	03/18/14
Siemens, Sarah	Substitute Teacher	03/24/14
Stuart, Ryan	Substitute Teacher	03/12/14
Tavaglione, Heidi	Substitute Teacher	03/06/14
Wilkins, Ruth	Substitute Teacher	03/12/14

**Pursuant to Board Policy #4112.81*

CLASSIFIED/NON-CLASSIFIED PERSONNEL ASSIGNMENT ORDER #CL 13/14-16
April 14, 2014

CLASSIFIED PERSONNEL

Change in Status from Substitute Employee to Regular Employee

Martin Luther King High
School

Ortiz, Autumn B.	Instructional Assistant – Special Education I	10 months, 4 hours	04/07/14
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Liberty Elementary
School

Zarate Ramirez, Miriam	Community Assistant - Bilingual	10 months, 7 hours	03/11/14
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Sierra Middle School

Tintle, Monique E.	Instructional Assistant – Special Education I	10 months, 5 hours	03/24/14
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Mark Twain Elementary
School

Chavez, Yujeissi G.	Instructional Assistant – Special Education II	10 months, 6 hours	03/10/14
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Change of Status per Contract Language – Section 14.3.2.1

13/14-054595	From: Instructional Assistant – Special Education I, 10 months, 4 hours	To: Instructional Assistant – Bilingual, 10 months, 4 hours	02/21/14
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13/14-062201	From: Assistant Principal’s Secretary, 10 months, 8 hours	To: Administrative Secretary I, 10 months, 8 hours	02/21/14
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Increase in Hours/Work Year

Sunshine Early Childhood Center Odom, Eboni I.	Health Assistant	From: 4 hours/day To: 6 hours/day	03/17/14
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Leaves

13/14-166118		Paid Administrative Leave	03/24/14 – Undetermined
Frank Augustus Miller Middle School Young, Pinita	Cafeteria Worker I	Personal Leave	05/30/14 – 06/12/14
John W. North High School Cerde Martinez, Flora	Attendance Assistant I	Parenthood Leave	03/21/14 – 06/18/14

New Hires

Educational Options Center Alaniz, Karina	Instructional Assistant – Special Education I	10 months, 5 hours	03/17/14
Maintenance & Operations Ryder II, Carl C.	HVAC&R Technician	12 months, 8 hours	03/07/14
Monroe Elementary School Castillo, Danielle N.	Instructional Assistant – Special Education II	10 months, 6 hours	04/07/14
Mountain View Elementary School Wright, Kevin J.	Elementary Library/ Media Assistant	10 months, 6.5 hours	03/13/14

New Hires - Continued

Pachappa Elementary
School

Rodarte Arteaga, Cynthia A.	Community Assistant – Bilingual	10 months, 3.75 hours	03/21/14
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Special Education

Gilbertsen, Monica H.	Occupational Therapist	10 months, 8 hours	03/17/14
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Resignations

Emerson Elementary
School

Montijo, Peri D.	Elementary Kitchen Operator	4 years, 2 months of service	04/12/14
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Matthew Gage Middle
School

Robinson, Karissa A.	Cafeteria Worker I	1 year, 1 month of service	03/29/14
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Highland Elementary
School

Nunez, Ciara N	Instructional Assistant – Special Education I	2 years, 1 month of service	03/22/14
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Maintenance &
Operations

Calderon, Edward P.	Carpenter II	9 months of service	04/03/14
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John W. North High
School

Lopez, Trevor K.	Instructional Assistant – Special Education I	1 month of service	03/22/14
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Special Education

Hasson, Nicole K.	Speech Language Pathology Assistant	10 months of service	03/28/14
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Retirements

Maintenance &
Operations

Olvera, Peter M.	Custodian	24 years, 6 months of service	07/01/14
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Retirements – Managers/Supervisors

Arlington High School Magana, David T.	Plant Supervisor II	34 years of service	07/01/14
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School Nutrition Association (SNA) Certification

John Adams Elementary School Littler, Beatrix M.	Elementary Kitchen Operator	From: Range 9-5 To: Range 10-5	05/01/14 – 04/30/15
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John F. Kennedy Elementary School Chavez, Anahi E.	Elementary Kitchen Operator	From: Range 9-5 To: Range 10-5	02/01/14 – 01/31/15
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Riverside Polytechnic High School Hynes, Charlotte A.	Cafeteria Worker IV	From: Range 10-5 To: Range 11-5	05/01/14 – 04/30/15
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Temporarily Assigned to a Higher Classification

Business Services Kershaw, JoAnna M.	From: Business Services Assistant	To: Accountant	03/03/14 – 06/30/14
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Perez, Laura A.	From: Accountant	To: Salary Range 49	03/03/14 – 06/30/14
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Amelia Earhart Middle School Bracamonte, Silvia J.	From: Cafeteria Worker I	To: Cafeteria Worker III	02/28/14 – 03/31/14
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Temporarily Assigned to a Higher Classification - Continued

Darnell, Belynda E.	From: Cafeteria Worker III	To: Sierra Middle School, Cafeteria Supervisor I	02/28/14 – 03/31/14
Maintenance & Operations			
Hamm, Jeffery L.	From: Special Maintenance Worker I	To: Maintenance & Operations Specialist	03/07/14 – 04/15/14
Schwartz, Elias E.	From: Electronics Technician	To: Maintenance & Operations Specialist	03/07/14 – 04/15/14
Vargas, Matthew S.	From: Custodian	To: Patricia Beatty Elementary School, Head Custodian	02/03/14 – 02/26/14
Victoria Elementary School			
Robles, Aracely	From: Community Assistant - Bilingual	To: School Office Assistant	04/01/14 – 04/30/14

Temporarily Assigned to a Higher Classification – Managers

Technology Services Allenbaugh Jr., David W.	From: Network Specialist	To: Manager, Network Services	01/01/14 – 03/02/14 <i>Amendment to 03/03/14 Board</i>
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Temporary Employees

Pupil Services			
Duran, Amanda B.	School Mental Health Intern	10 months, 6 hours	03/13/14 – 06/12/14
Sanchez, Lorraine	School Mental Health Intern	10 months, 6 hours	02/26/14 – 06/12/14

Terminations

13/14-192345			03/08/14
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Voluntary Demotions/Reassignments/Reductions/Transfers

Foree, Charlotte D.	From: Arlington High School, Instructional Assistant – Special Education I, 10 months, 5 hours	To: Arlington High School, Instructional Assistant – Special Education I, 10 months, 5.5 hours	03/26/14
Hernandez, Cathy	From: Highland Elementary School, School Office Assistant/ Community Assistant, 10 months, 6 hours	To: Thomas Jefferson Elementary School, School Office Assistant, 10 months, 8 hours	03/19/14
Jones, Cherilyn L.	From: Henry W. Longfellow Elementary School, Cafeteria Worker I, 10 months, 3 hours	To: Henry W. Longfellow Elementary School, Cafeteria Worker I, 10 months, 3.75 hours	03/12/14
Llamas Jr., Jose	From: John Adams Elementary School, Head Custodian, 12 months, 8 hours	To: Lake Mathews Elementary School, Head Custodian, 12 months, 8 hours	04/03/14
Rivera, Everado G.	From: Maintenance & Operations, Lead Custodian, 12 months, 8 hours	To: Mountain View Elementary School, Head Custodian, 12 months, 8 hours	03/24/14

NON-CLASSIFIED PERSONNEL

New Hires

Aranda, Yaquelin	Substitute Bilingual Evaluator	03/14/14
Barrientos, Alma	Substitute Bilingual Evaluator	03/14/14
Burdine, Natasha	Substitute Secretary	03/14/14
Bustamante, Itaty	Avid Tutor	03/26/14
Campbell, Georgia	Substitute Instructional Assistant	03/14/14
Cannarozzi, Cynthia	Substitute Student Health Care Specialist	03/14/14
Gamboa, Imelda	Substitute Bilingual Evaluator	03/20/14
Hartshorn, Timothy	Substitute Instructional Assistant	03/14/14
Johnson, Darrin	Substitute Instructional Assistant	03/14/14
Moya, Josefa	Substitute Bilingual Evaluator	03/14/14
Munoz Arzate, Charlie	Workability	03/11/14
Rios, Benjamin	Workability	03/11/14
Robinson, Dejanae	Workability	03/11/14
Sanchez, Jaime	Workability	03/11/14
Sanchez, Nadia	Substitute Bilingual Evaluator	03/21/14
Schilling, Kelly	Substitute Secretary	03/14/14
Sousa, Vanessa	Workability	03/11/14
Tinajero Anguiano, Janett	Substitute Bilingual Evaluator	03/14/14
Torres, Valerie	Substitute Instructional Assistant	03/14/14
Urena, Jessica	Substitute Bilingual Evaluator	03/19/14
Woods, Tianna	Substitute Health Assistant	03/14/14
Wright, Kevin J.	Elementary Library/Media Assistant	03/12/14

New Hires – *Athletic Coaches

Martin Luther King High School		
Duffy, Joi	Track & Field – Assistant	03/25/14
John W. North High School		
McClure, Richard E.	Football – Assistant	03/24/14
Ramona High School		
Whitten, Kathleen	Softball – Assistant	03/03/14

*The temporary athletic coaches listed above are knowledgeable of the assigned sports and meet the qualifications and competencies required by law.

**Board Meeting Agenda
April 14, 2014**

Topic: Hispanas Organized for Political Equality (HOPE)

Presented by: Dr. William E. Ermert, Assistant Superintendent, Instructional Services
Mr. Michael Rhodes, Assistant Principal, Arlington High School

Responsible
Cabinet Member: Dr. William E. Ermert, Assistant Superintendent, Instructional Services

Type of Item: Report/Discussion

Short Description: Riverside Unified School District students will provide a report.

DESCRIPTION OF AGENDA ITEM:

Hispanas Organized for Political Equality (HOPE) sponsors a yearlong program where four Arlington High School students were tasked to develop a presentation as part of their leadership development.

FISCAL IMPACT: None

RECOMMENDATION: Report only. No action is requested.

ADDITIONAL MATERIAL: PowerPoint

Attached: No

**Board Meeting Agenda
April 14, 2014**

Topic: Report on the State of School Maintenance

Presented by: Orin Williams, Director, Maintenance and Operations

Responsible

Cabinet Member: Kirk R. Lewis, Ed.D., Assistant Superintendent Operations

Type of Item: Report/Discussion

Short Description: Staff will report on the status of RUSD school maintenance.

DESCRIPTION OF AGENDA ITEM:

The presentation will outline last year's projects and successes as well as plans for future projects. Also, addressed are the impacts of the recent budget crisis in terms of reductions to the Maintenance and Operations Department and the negative effect to levels of maintenance and conditions of facilities and grounds. Recommendations for restoration of previous levels of maintenance of schools will also be proposed.

FISCAL IMPACT: None.

RECOMMENDATION: This is a report/discussion item and no action is necessary.

ADDITIONAL MATERIAL: Report on the State of School Maintenance Presentation.

Attached: Yes

Riverside Unified School District
OPERATIONS DIVISION
Maintenance & Operations Department

*Report on the State of
School Maintenance*



Board of Education Meeting

April 14, 2014

- Energy Management System Retrofit – at 13 Schools
- University Lighting, Painting, Walkways, and Lunch Tables
- Harrison Trim Paint Project
- HVAC Preventative Maintenance
- Poly Team Room PA System
- Replace King Pool Pump
- Abandoned Roof Conduit Removals – Various Schools
- Re-roofing – at 6 Schools
- Poly Boiler/Chiller Preventative Maintenance

Summer 2013 Projects

- Storm Drain Preventative Maintenance
- De-scale Poly Water Towers
- Chemawa Gym HVAC Repair
- Replace Split-system HVAC Units - Various Schools
- Replace Damaged Building Siding – Various Schools
- Add Automated Irrigation Systems – at 7 Schools
- Aeration/Fertilize – All Schools/Twain Field Renovation
- Sand Removal/Wood Fiber Installation – at 17 Schools
- Fremont HVAC Replacement/Security Measures
- Monroe Library Target Makeover

Additional Summer 2013 Projects

- Custodial Savings of over \$1.6 million Annually
 - 8.29.13 Flood Response - Team Cleaning
 - Grounds/Custodial, Carpentry, Mechanical Trades Increased Productivity
 - Proposition 39 Energy Efficiency Funding Projects - \$1,993,255 (1st Year)
 - Updated Policies, Procedures & Training
 - EMS at 13 Schools Savings – Mechanical Trades
 - Utility Savings of over \$9.7 million – Energy Services
- | | 2008/09 | 2013/14 |
|---------------------------------------|-------------|----------------|
| ▪ Electrical Consumption (in KWH) | 34,082,737 | 26,948,056 |
| ▪ Electrical Consumption (in dollars) | \$4,952,133 | \$4,602,502 ** |
- ** Consider: Significant Rate Increase and Expanded Facilities

Successes & Amazing Stories

	2008/09	2013/14
▪ Total Number of Students	43,578	42,604
▪ M&O Staffing	118	106 (-12)
▪ Custodial Staffing	124	71 (-53)
▪ Schools	46	47
▪ Support Sites	5	5
▪ Total Classrooms	2,065	2,120
▪ Building Inventory (in square feet)		3,473,420
▪ Buildings Added Since 2008/09 (in square feet)		208,342
▪ District Property Holdings (in acres)		690
▪ Landscape Added Since 2008/09 (in square feet)		1,568,160
▪ Irrigated Turf (in acres)		257
▪ Total Tree Inventory (in trees)		6,577
▪ Average Year Schools Built:	CNUSD - 1982	RUSD - 1966

District Statistics

	2008/09	2012/13
▪ Department Budget	\$33,019,903	\$29,613,978
▪ General Fund Deferred Maintenance	\$1,500,000	\$666,703
▪ State Funded Deferred Maintenance	\$1,500,000	\$0
▪ One-time Measure B Deferred Maintenance		\$1,000,000
▪ One-time Measure B Energy Efficiency	\$0	\$1,000,000
▪ Cumulative Deficit Over the Past 5 Years		\$19,754,733

Analysis of the Last 5 years

RIVERSIDE UNIFIED SCHOOL DISTRICT
 Operation Division
 Major Maintenance Plan For The Schools

PRIORITY 1									
Primary Elementary	Re-Roof	Cerify Roof	Fire Alarm System	HVAC Systems	Asphalt/ Concrete	Playground Surface*	BoB/Clock/ PA System	Flooring/ Carpeting	
Unit Cost	\$150,000	\$20,000	\$150,000	\$750,000	\$110,000	\$25,000	\$200,000	\$80,000	
Adams Elementary	2021-22	2025-26	2023-24	2023-24	2018-19	2014-15	2026-27	2014-15	
Alcott Elementary	2017-18	2017-18	2020-21	2018-19	2015-16	2021-22	2026-27	2015-16	
Bailey Elementary	2026-27	2016-17	2020-21	2026-29	2026-29	2017-18	2023-28	2016-17	
Bryant Elementary	2017-18	2017-18	2017-18	2017-18	2017-18	2016-17	2017-18	2017-18	
Castle View Elementary	2018-19	2018-19	2018-19	2015-16	2014-15	2018-19	2018-19	2018-19	
Emerson Elementary	2019-20	2019-20	2019-20	2016-17	2019-20	2019-20	2019-20	2016-17	
Franklin Elementary	2020-21	2020-21	2015-16	2016-17	2020-21	2016-17	2020-21	2020-21	
Francis Elementary	2014-15	2021-22	2021-22	2021-22	2021-22	2015-16	2021-22	2021-22	
Grant Elementary	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	
Harrison Elementary	2023-24	2023-24	2014-15	2023-24	2014-15	2023-24	2023-24	2023-24	
Hawthorne II Elementary	2024-25	2024-25	2024-25	2024-25	2024-25	2024-25	2024-25	2024-25	
Highgrove Elementary	2025-26	2014-15	2025-26	2015-16	2025-26	2025-26	2025-26	2025-26	
Highland Elementary	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	
Jackson Elementary	2027-28	2027-28	2015-16	2027-28	2027-28	2027-28	2016-17	2027-28	
Jaffarson Elementary	2028-29	2028-29	2015-16	2017-18	2028-29	2028-29	2015-16	2028-29	
Kennedy Elementary	2014-15	2014-15	2014-15	2026-27	2023-24	2027-28	2014-15	2014-15	
Lake Mathews Elementary	2015-16	2028-29	2027-28	2025-26	2015-16	2014-17	2028-29	2015-16	
Liberty Elementary	2028-29	2014-17	2023-24						
Longfellow Elementary	2015-16	2015-16	2017-18						
Madison Elementary	2018-19	2018-19	2018-19						
Magnolia Elementary	2019-20	2019-20	2019-20						
Monroe Elementary	2020-21	2020-21	2016-17						
Mt. View Elementary	2021-22	2021-22	2021-22						
Pachappa Elementary	2022-23	2022-23	2022-23						
Riviera Elementary	2023-24	2023-24	2016-17						
STEM Academy	2024-25	2024-25	2024-25						
Scrubina	2025-26	2025-26	2025-26						
Taft Elementary	2016-17	2026-27	2026-27	2017-18	2026-27	2026-27	2014-15	2026-27	
Twin Elementary	2027-28	2027-28	2027-28	2027-28	2027-28	2014-15	2027-28	2027-28	
Victoria Elementary	2016-17	2015-16					2028-29	2016-17	2028-29
Washington Elementary	2014-15	2014-15					2020-21	2014-15	
Woodcrest Elementary	2020-21								

Total Unfunded Maintenance Liability
\$214,189,000

Major Maintenance Plan for Schools

Riverside Unified School District
 Operations Division
 Maintenance and Operations
 Levels of Maintenance - Structures

Ideal Facility

Crisis Maintenance

Level	1	2	3	4	5
Description	Ideal Facility	Comprehensive Stewardship	Managed Care	Reactive Management	Crisis Maintenance
Customer Service and Response Time	Able to respond to virtually any type of service, within 48 hours.	Response to most service needs, including limited non-maintenance activities, is typically in a week or less.	Services available only by reducing maintenance, with response times of one month or less.	Services available only by reducing maintenance, with response ranging from months to one year.	Services not available unless directed from top administration, none provided except for emergencies.
Customer Satisfaction	Proud of facilities, have a high level of trust for the facilities organization.	Satisfied with facilities related services, usually complimentary of facilities staff.	Accustomed to basic level of facilities care. Generally able to perform mission duties. Diminished pride in physical environment.	Generally critical of cost, responsiveness, and quality of facilities services.	Regular customer dissatisfaction, skeptical of facilities service commitments.
Preventive Maintenance vs. Corrective Maintenance	100%	75-100%	50-75%	25-50%	0%
Maintenance Mix	All recommended preventive maintenance (PM) is scheduled and performed on time. Reactive maintenance (e.g., spot revamping and adjusting door closers) is minimized to the unavoidable or economical. Emergencies (e.g., flooding or power outages) are very infrequent and handled efficiently.	A well-developed PM program: most required PM is done at a frequency slightly less than per defined schedule. Appreciable reactive maintenance required due to systems wearing out prematurely, and high number of lamps burning out. Occasional emergencies caused by pump failures, cooling system failures, etc.	Reactive maintenance predominates due to systems failing to perform, especially during harsh seasonal peaks. An effort is still made at PM: priority to schedule as time and staff permit. The high number of emergencies (e.g., pump failures, heating and cooling system failures) causes reports to upper administration.	Worn-out systems require staff to be tasked to react to systems that are performing poorly or not at all. Significant time spent procuring parts and services due to the high number of emergency situations. PM work consists of simple tasks and is done inconsistently (e.g., filter changing, greasing and fan belt replacement.)	No PM performed due to more pressing problems. Reactive maintenance is a necessity due to worn-out systems (e.g., doors won't lock, fans lock up, heating, ventilation and air conditioning systems fail). Good emergency response because of skills gained in reacting to frequent system failures. (no status reporting, upper administration is tired of reading the reports.)
Aesthetic, Interior	Like-new finishes	Clean/crisp finishes.	Average finishes.	Dingy finishes.	Neglected finishes.
Aesthetic, Exterior	Windows, doors, trim, exterior walls are like new.	Watertight, good appearance of exterior finishes.	Minor leaks and blemishes, average exterior appearance. Some degree of exterior painting always needed.	Somewhat drafty and leaky, rough-looking exterior, extra painting necessary.	Inoperable windows, leaky windows, unpainted, cracked panes, significant air and water penetration, poor appearance overall.
Interior & Exterior Lighting	Bright and clean, attractive lighting.	Bright and clean, attractive lighting. Small percentage of lights out.	Several lights out but generally well lit and clean.	Numerous lights out, some missing diffusers, secondary areas dark.	Dark, lots of shadows, bulbs and diffusers missing, cave-like, damaged, hardware missing.
Service Efficiency	Maintenance activities all highly organized and focused. Typically, equipment and building components are fully functional and in excellent operating condition. Service and maintenance requests are responded to immediately. Buildings and equipment are routinely and regularly upgraded at a frequency that keep them current with modern standards.	Maintenance activities appear organized with direction. Equipment and building components are usually functional and in good operating condition. Service and maintenance calls are responded to in a timely manner. Buildings and equipment are regularly upgraded/keep them current with modern standards.	Maintenance activities appear to be somewhat organized, but remain workforce-dependent. Equipment and building components are mostly functional, but suffer occasional breakdowns. Service and maintenance call response times are variable and sporadic, without apparent cause. Buildings and equipment are periodically upgraded to keep them current with modern standards, but not at a frequency that counter-acts the effects of normal usage and deterioration.	Maintenance activities are inconsistent, somewhat disorganized and are workforce-dependent. Equipment and building components are frequently broken and inoperative. Service and maintenance calls are typically not responded to in a timely manner. Normal usage and deterioration continues unabated, making buildings and equipment inadequate to meet present use needs.	Maintenance activities are chaotic and without direction. Equipment and building components are routinely broken and inoperative. Service and maintenance calls are rarely responded to in a timely manner. Normal usage and deterioration continues unabated, making buildings and equipment inadequate to meet present use needs.
Building Systems' Reliability	Breakdowns are rare and limited to vandalism and abuse repairs.	Breakdown maintenance is limited to system components short of mean time between failures (MTBF).	Building and systems components periodically or often fail. Backlog of repair needs exceeds resources.	Many systems unreliable. Constant need for repair. Backlog of repair needs far exceeds resources.	Many systems are non-functional. Repairs typically limited to life safety issues.
Facility Maintenance Operating Budget as % of Current Replacement Value	>4.0	3.5-4.0	3.0-3.5	2.5-3.0	<2.5

Levels of Maintenance Defined

**Riverside Unified School District
Operations Division
Maintenance and Operations
Levels of Maintenance - Structures**

	2	3	4	
	Comprehensive Stewardship	Managed Care	Reactive Management	
any type of	Response to most service needs, including limited non-maintenance activities, is typically in a week or less.	Services available only by reducing maintenance, with response times of one month or less.	Services available only by reducing maintenance, with response ranging from months to one year.	Se fr ex
high level of ization.	Satisfied with facilities related services, usually complimentary of facilities staff.	Accustomed to basic level of facilities care. Generally able to perform mission duties. Diminished pride in physical environment.	Generally critical of cost, responsiveness, and quality of facilities services.	Re of f
	75-100%	50-75%	25-50%	
a uled and e amping and imized to cal. g or power nt and	A well-developed PM program; most required PM is done at a frequency slightly less than per defined schedule. Appreciable reactive maintenance required due to systems wearing out prematurely, and high number of lamps burning out. Occasional emergencies caused by pump failures, cooling system failures, etc.	Unplanned maintenance predominates due to systems failing to perform, especially during harsh seasonal peaks. An effort is still made at PM, priority to schedule as time and staff permit. The high number of emergencies (e.g., pump failures, heating and cooling system failures) causes reports to upper administration.	Worn-out systems require staff to be tasked to react to systems that are performing poorly or not at all. Significant time spent procuring parts and services due to the high number of emergency situations. PM work consists of simple tasks and is done inconsistently (e.g., filter changing, greasing and fan belt replacement.)	No PM neces doors y ventile fail). beca frequ repa rea
ishes	Clean/crisp finishes.	Average finishes.	Dingy finishes.	
exterior walls are	Watertight, good appearance of exterior finishes.	Minor leaks and blemishes, average exterior appearance. Some degree of exterior painting always needed.	Somewhat drafty and leaky, rough-looking exterior, extra painting necessary.	In u a o
ctive lighting.	Bright and clean, attractive lighting. Small percentage of lights out.	Several lights out but generally well lit and clean.	Numerous lights out, some missing diffusers, secondary areas dark.	D d h
all highly Typically, components are cellent oice and esponded to d equipment upgraded at a current with	Maintenance activities appear organized with direction. Equipment and building components are usually functional and in good operating condition. Service and maintenance calls are responded to in a timely manner. Buildings and equipment are regularly upgraded keep them current with modern standards.	Maintenance activities appear to be somewhat organized, but remain workforce-dependent. Equipment and building components are mostly functional, but suffer occasional breakdowns. Service and maintenance call response times are variable and sporadic, without apparent cause. Buildings and equipment are periodically upgraded to keep them current with modern standards, but not at a frequency that counter-acts the effects of normal usage and deterioration.	Maintenance activities are inconsistent, somewhat disorganized and are workforce-dependent. Equipment and building components are frequently broken and inoperative. Service and maintenance calls are typically not responded to in a timely manner. Normal usage and deterioration continues unabated, making buildings and equipment inadequate to meet present use needs.	M wi bu an ma to de bu m
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	3.5-4.0	3.0-3.5	2.5-3.0	

Levels of Maintenance: 5 years ago

**Riverside Unified School District
Operations Division
Maintenance and Operations
Levels of Maintenance - Structures**

	2	3	4	
	Comprehensive Stewardship	Managed Care	Reactive Management	
any type of	Response to most service needs, including limited non-maintenance activities, is typically in a week or less.	Services available only by reducing maintenance, with response times of one month or less.	Services available only by reducing maintenance, with response ranging from months to one year.	Sen from exc
high level of ization.	Satisfied with facilities related services, usually complimentary of facilities staff.	Accustomed to basic level of facilities care. Generally able to perform mission duties. Diminished pride in physical environment.	Generally critical of cost, responsiveness, and quality of facilities services.	Req of fa
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ishes	Clean/crisp finishes.	Average finishes.	Dingy finishes.	
exterior walls are	Watertight, good appearance of exterior finishes.	Minor leaks and blemishes, average exterior appearance. Some degree of exterior painting always needed.	Somewhat drafty and leaky, rough-looking exterior, extra painting necessary.	Inc unp an ov
ctive lighting.	Bright and clean, attractive lighting. Small percentage of lights out.	Several lights out but generally well lit and clean.	Numerous lights out, some missing diffusers, secondary areas dark.	De diff ha
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	3.5-4.0	3.0-3.5	2.5-3.0	

Levels of Maintenance: Today

2012/13

- Total Work Requests Completed 23,889
- Unaddressed Work Requests 2,456

It should be noted that prioritization for Work Requests has transitioned to focusing only on “Essential” versus “Non-essential” requests:

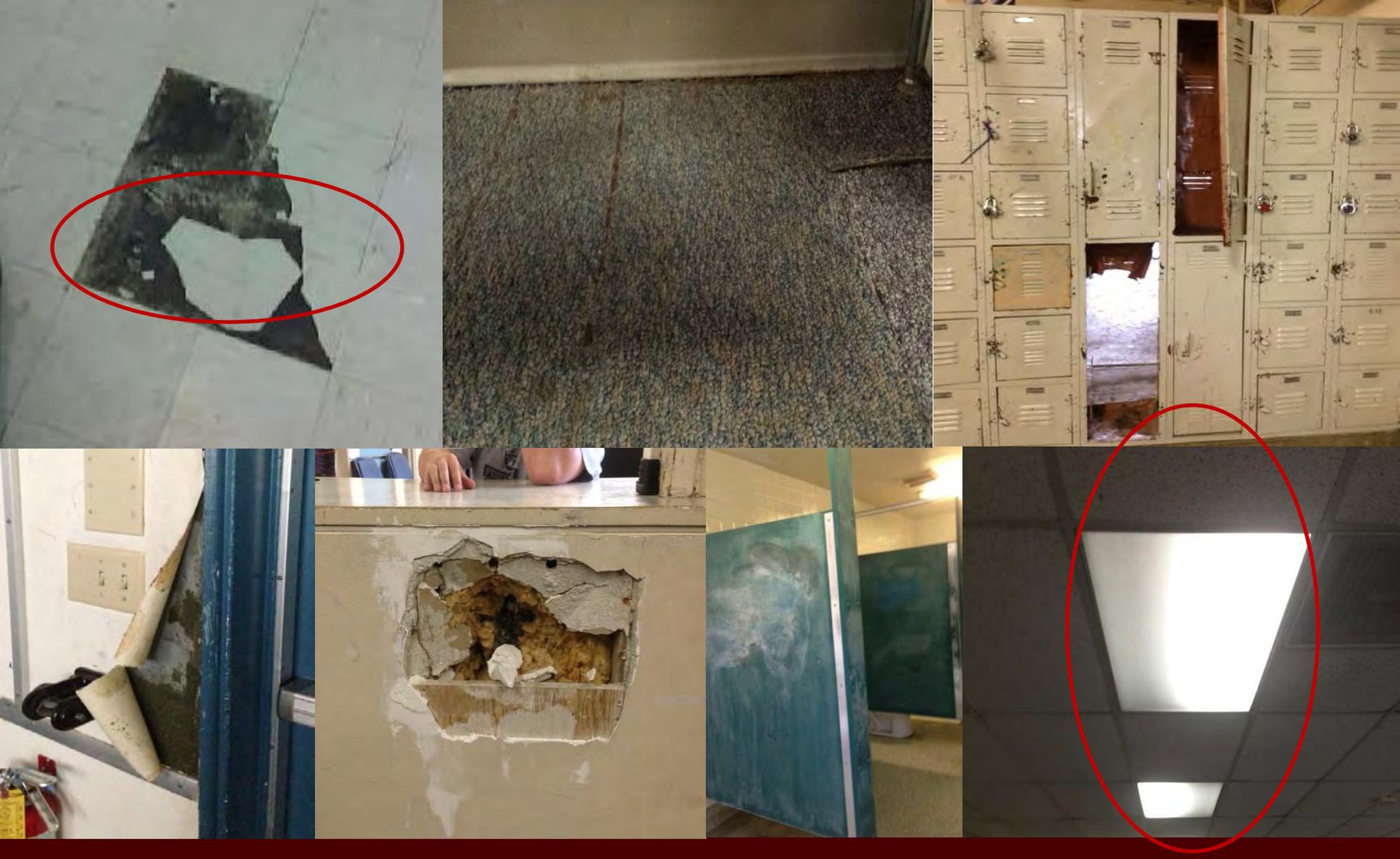
Essential Maintenance

- ✓ Hazardous Conditions
- ✓ Roof Leaks
- ✓ Vandalism/Graffiti
- ✓ Classroom Lighting
- ✓ Broken Plumbing Lines
- ✓ Electrical Outages
- ✓ HVAC Outages
- ✓ Damaged Carpeting

Non-essential Maintenance

- ✓ Etched Window Glass
- ✓ Peeling or Faded Paint
- ✓ Hallway Lighting
- ✓ Minor Irrigation Problems
- ✓ Elective Projects
- ✓ Routine Weeding
- ✓ Worn Carpeting
- ✓ Preventative Maintenance

Work Request Prioritization



Examples of Conditions – Student Spaces
155



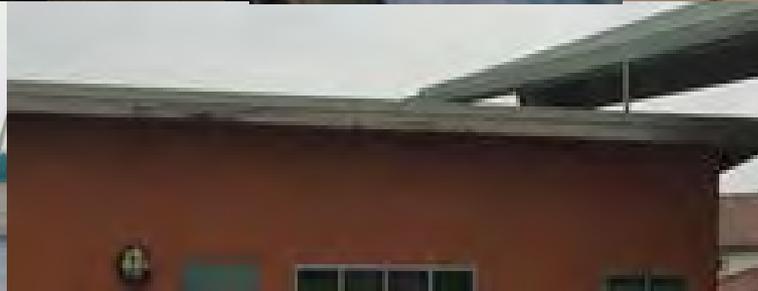
Examples of Conditions - Landscape
156



Examples of Conditions – Water!



Examples of Conditions – Building Envelope
158



Examples of Conditions – Painting/Carpentry
159

What will it take to get close to 2008 levels of maintenance?

- Deferred Maintenance Funding to be Re-established
- Routine Restricted Maintenance to be Reinstated (7/2015)
- Re-establish/Redefine Former Staffing Levels:
 - Painters – 2
 - HVAC Technicians – 1
 - Electricians – 1
 - Carpenters – 2
 - Alarm/Camera Technicians – 2
 - Dedicated Lock-up Staff - 1
 - Custodial Team – 5
 - Grounds Team – 4
 - Assistant Director – 1
 - Clerical – 1

Recommended Solutions

RIVERSIDE UNIFIED SCHOOL DISTRICT
Operations Division
Maintenance & Operations Department

Major Maintenance Plan for Our Schools

2014-15			2015-16			2016-17		
Poly	South Chiller	2,150,000	Poly	North Chiller	1,850,000	Arlington C	HVAC Replace.	1,115,000
Harrison	Fire Alarm	154,000	Jefferson	Fire Alarm	154,000	North A, C, D	HVAC Replace.	772,000
Chemawa	Fire Alarm	275,000	Jackson	Fire Alarm	154,000	Ramona Aud	HVAC Replace.	625,000
University	Fire Alarm	275,000	Franklin	Fire Alarm	154,000	Monroe	Fire Alarm	154,000
Sierra	Roofing Cert.	100,000	King	Re-roofing	500,000	Rivera	Fire Alarm	154,000
Poly	Roofing Cert.	200,000	Chemawa	Roofing Cert.	100,000	Washington	Fire Alarm	154,000
Adams	Exterior Paint	51,000	Jefferson	Exterior Paint	51,000	North	Roofing Cert.	200,000
Fremont	Exterior Paint	51,000	Madison	Exterior Paint	51,000	Earhart	Exterior Paint	220,000
Longfellow	Exterior Paint	51,000	Washington	Exterior Paint	51,000	Taft	Re-roofing	150,000
Chemawa	Exterior Paint	220,000	Gage	Exterior Paint	220,000	Twain	Re-roofing	150,000
Grant	Portable Refurbishmen	28,000	Highland	Portable Refurbishmen	28,000	Victoria	Re-roofing	150,000
Highland	Portable Refurbishmen	28,000	Longfellow	Portable Refurbishmen	28,000	STEM	Roofing Cert.	50,000
STEM	Portable Refurbishmen	28,000	North	Portable Refurbishmen	55,000	University	Re-roofing	250,000
Fremont	Re-roofing	150,000	Longfellow	Re-roofing	150,000	Central	Roofing Cert.	100,000
Highgrove	Roofing Cert.	50,000	Longfellow	Roofing Cert.	30,000	Emerson	Flooring	88,000
Chemawa	Re-roofing	250,000	Victoria	Roofing Cert.	30,000	University	Gym Floor	32,000
Operations	Re-roofing	100,000	Central	Re-roofing	250,000	Various	Tree Restoration	250,000
North	Re-roofing	110,000	Emerson	HVAC Replace.	110,000	Lake Mathews	Exterior Paint	51,000
Sierra	Gym Floor	32,000	Harrison	HVAC Replace.	110,000	Kennedy	Exterior Paint	51,000
Various	Tree Restoration	250,000	Arlington	Flooring	150,000	Liberty	Exterior Paint	51,000
			Earhart	Gym Floor	32,000	King	Exterior Paint	330,000
Grand Total		\$ 4,553,000	Grand Total		\$ 4,258,000	Grand Total		\$ 5,097,000

Recommended Solutions

**Board Meeting Agenda
April 14, 2014**

Topic: Approval to Proceed With the Construction of School Security Measures at the Entrances to Schools

Presented by: Hayley Calhoun, Director, Planning and Development

Responsible

Cabinet Member: Kirk Lewis, Ed.D, Assistant Superintendent, Operations

Type of Item: Action

Short Description: Staff will present, for approval, revised cost estimates for the completed design plans for school security measures at the entrances to Phase I and Phase II schools.

DESCRIPTION OF AGENDA ITEM:

On February 19, 2013, June 17, 2013, and September 3, 2013, the Board of Education approved staff recommendations for the design of school security measures at the entrances to Phase I and Phase II schools. The purpose was to have the projects completely designed and approved by the Department of the State Architect so that final scopes of work could be identified and revised cost estimates procured.

These phases, cumulatively include 15 sites: John Adams, Louisa May Alcott, Bryant, Castle View, Emerson, Thomas Jefferson, Andrew Jackson, Highland, Madison, and Magnolia Elementary Schools, Central and Sierra Middle Schools, Arlington, Martin Luther King, and John W. North High Schools.

Staff will present the final estimated project costs for consideration of Board approval so that construction may begin June 16, 2014.

FISCAL IMPACT: Measure B Funds.

RECOMMENDATION: It is recommended that the Board of Education approve the projects for implementation.

ADDITIONAL MATERIAL: Approval to Proceed With the Construction of School Security Measures at the Entrances to Schools Presentation.

Attached: Yes

APPROVAL TO PROCEED WITH THE CONSTRUCTION OF SCHOOL SECURITY MEASURES AT THE ENTRANCES TO SCHOOLS

Operations Division
Board of Education Meeting
April 14, 2014

SECURITY PROJECTS CONSTRUCTION ESTIMATE

Site	Construction Estimate		Contingency		Soft Costs		Total
Phase I							
Adams		\$46,246		9,249		\$38,847	\$94,342
Alcott		\$132,530		26,506		\$111,325	\$270,361
Emerson		\$106,175		21,235		\$89,187	\$216,597
Highland		\$106,741		21,348		\$89,662	\$217,752
Jackson		\$72,248		14,450		\$60,688	\$147,386
Jefferson		\$87,874		17,575		\$73,814	\$179,263
Madison		\$48,261		9,652		\$40,539	\$98,452
North HS (back)		\$28,720		5,744		\$24,125	\$58,589
Phase II							
Bryant		\$65,188		13,038		\$54,758	\$132,984
Castle View		\$196,167		39,233		\$164,780	\$400,181
Magnolia		\$145,744		29,149		\$122,425	\$297,318
Central		\$27,458		5,492		\$23,065	\$56,014
Sierra		\$40,102		8,020		\$33,686	\$81,808
Arlington		\$59,712		11,942		\$50,158	\$121,812
King HS		\$60,799		12,160		\$51,071	\$124,030
North HS (front)		\$132,642		26,528		\$111,419	\$270,590
Totals		\$1,356,607		271,321		\$1,139,550	\$2,767,478

Construction Estimate includes Site Preparation and Building Upgrades; Bonds and Insurance; General Conditions; Overhead & Profit; Estimation and Escalation. Phase I Construction Estimate with DSA approval / Phase II DSA submitted

Contingency is calculated at 20% of *Construction Estimate* for unforeseen conditions and essential change orders

Soft Costs include Architectural fees; DSA fees; Project Management fees; Inspection

COMPARISON of Pre/Post DSA approval

Conceptual Cost Plan

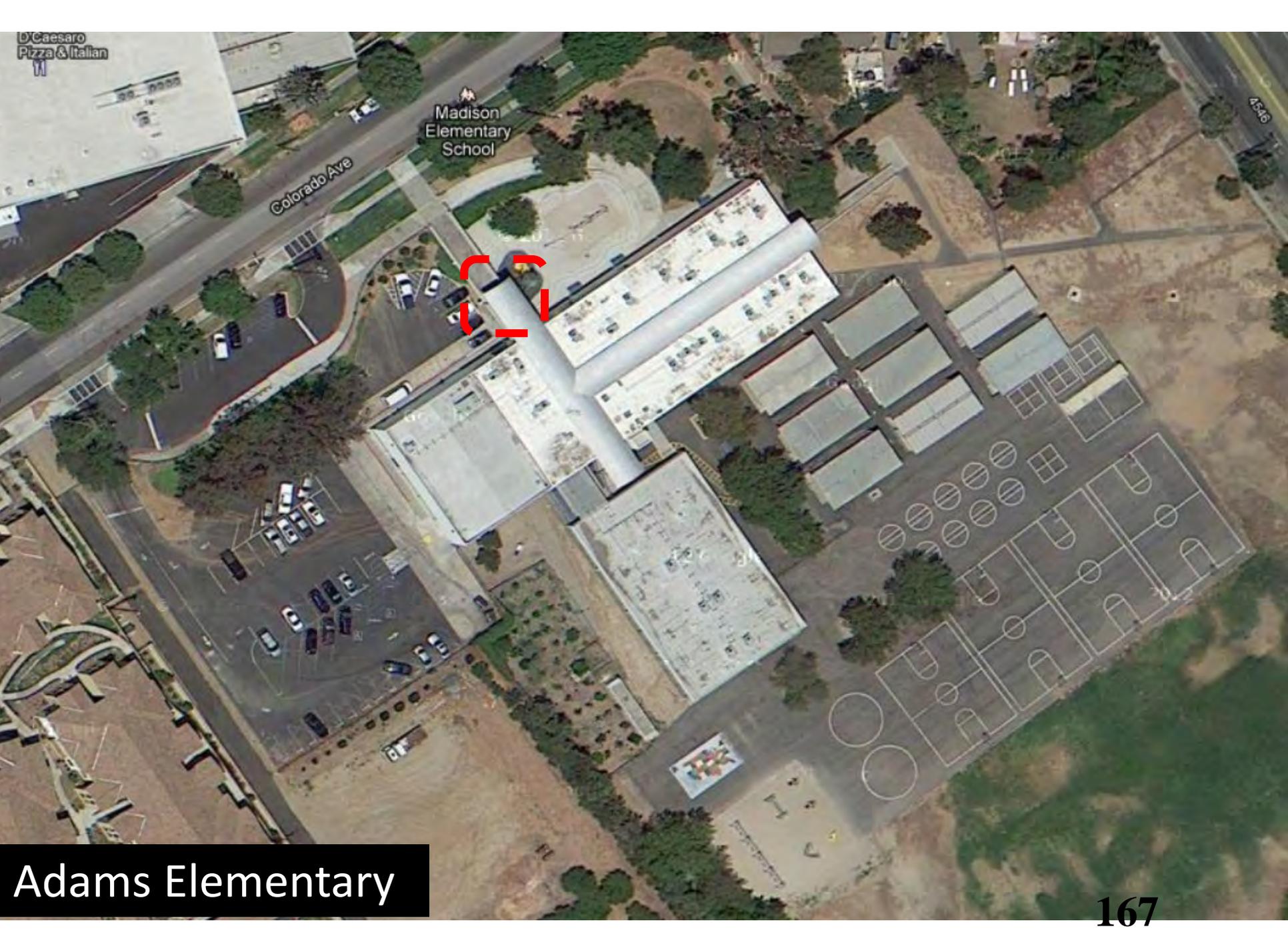
Construction Estimate	\$1,560,830
Contingency	\$ 312,166
Soft Costs	\$1,217,447
Total	\$3,090,443
Less projects removed	
EOC	\$ 1,021,509
Lincoln	\$ 840,004

Construction Estimate (Phase I DSA approved, Phase II Conceptual Cost, DSA submitted)

Construction Estimate	\$1,356,607
Contingency	\$ 271,321
Soft Costs	\$ 1,139,550
Total	\$ 2,767,478

Campus Security Projects Phase I schools

Adams Elementary
Alcott Elementary
Emerson Elementary
Highland Elementary
Jackson Elementary
Jefferson Elementary
Madison Elementary
John W. North High School



D'Caesaro
Pizza & Italian

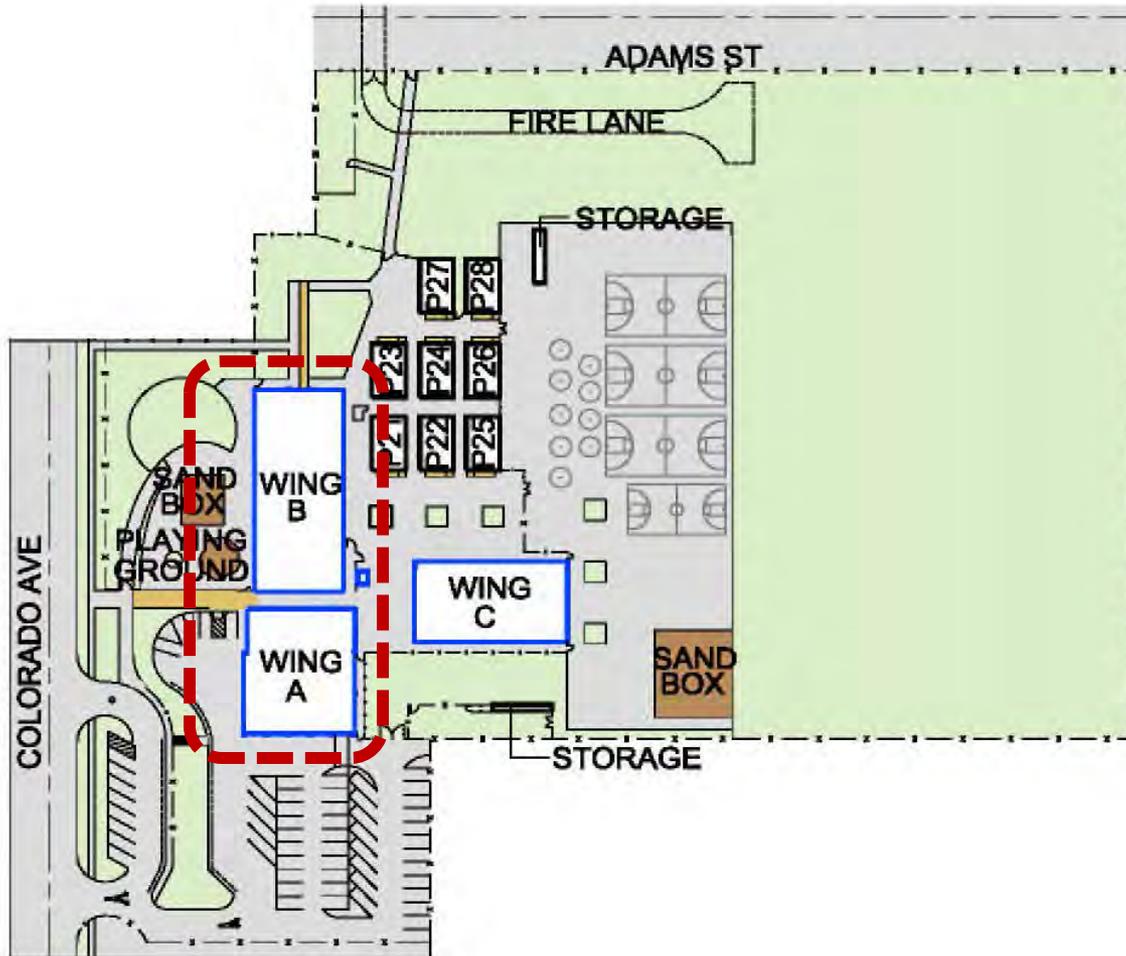
Madison
Elementary
School

Colorado Ave



Adams Elementary

167



SITE PLAN - General

RIVERSIDE UNIFIED SCHOOL DISTRICT

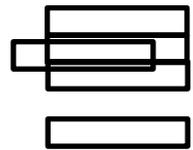
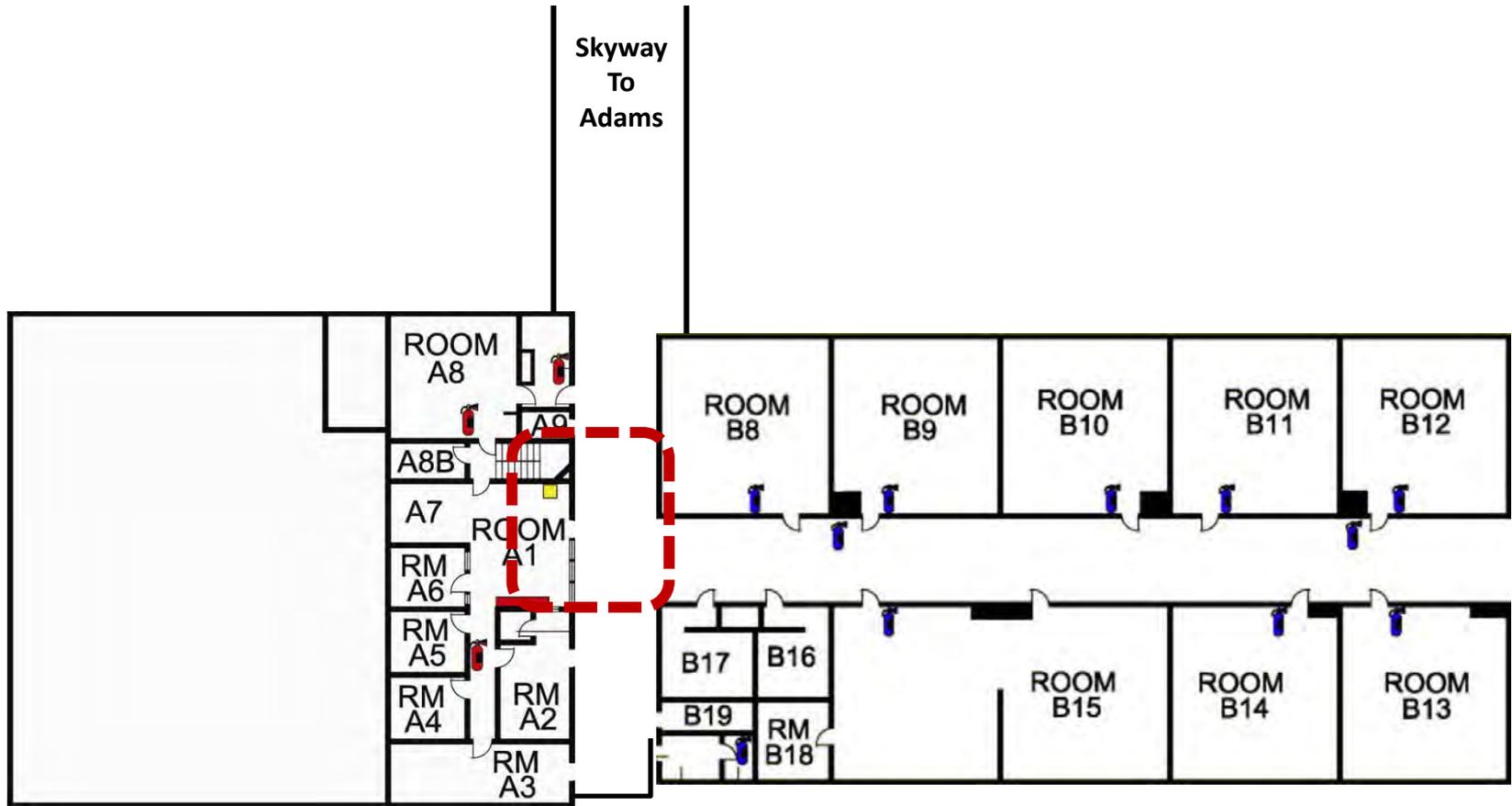
JOHN ADAMS Elementary School

8362 Colorado Ave Riverside, CA 92504

Tel. # (951) 352-6701



100

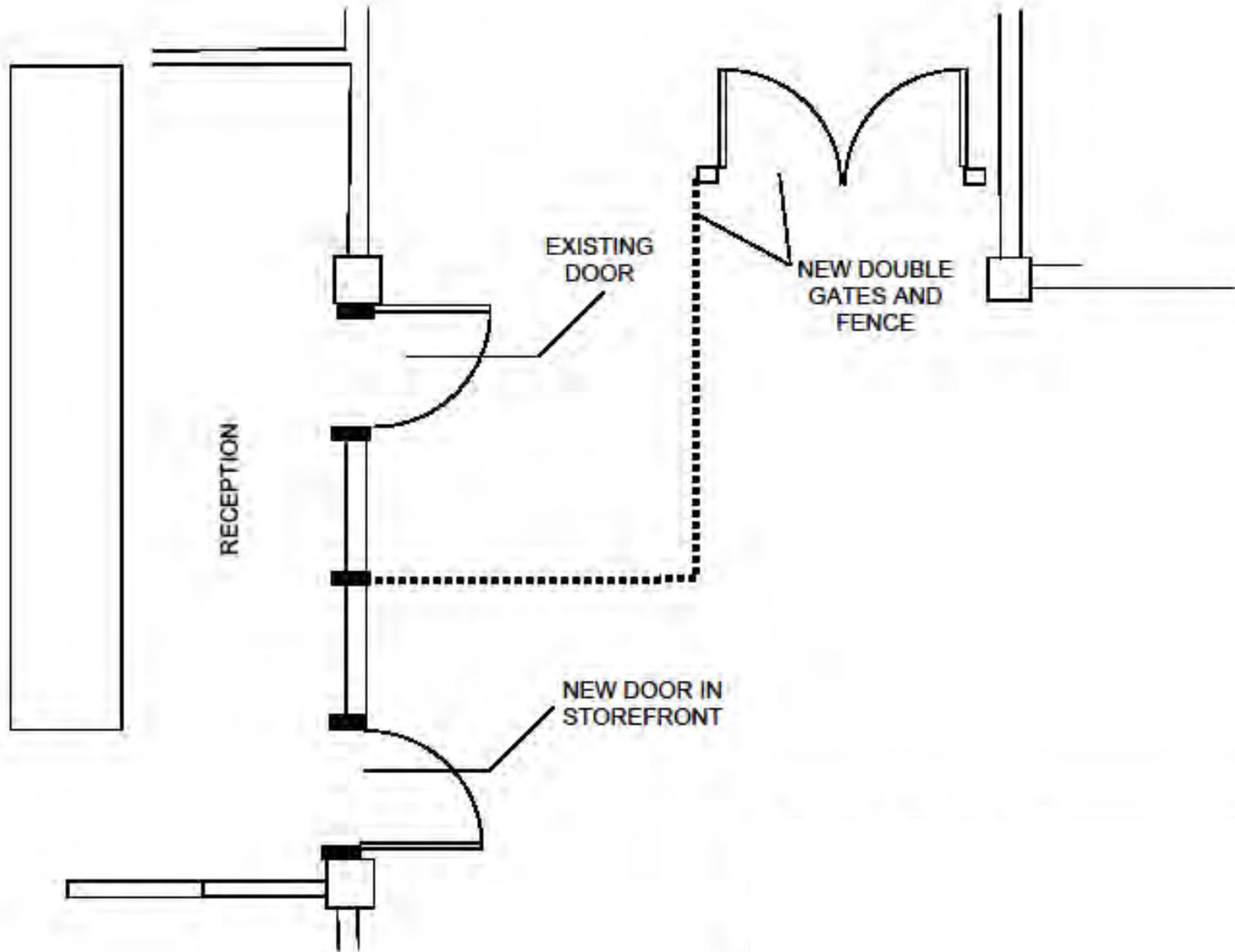


Stairs to
Lunch Court





171
Adams office entrance



Adams Elementary

Estimate: \$94,342



Avondale Way

Archdale St

Alcott Elementary School

Central Ave

Central Ave

Central Ave

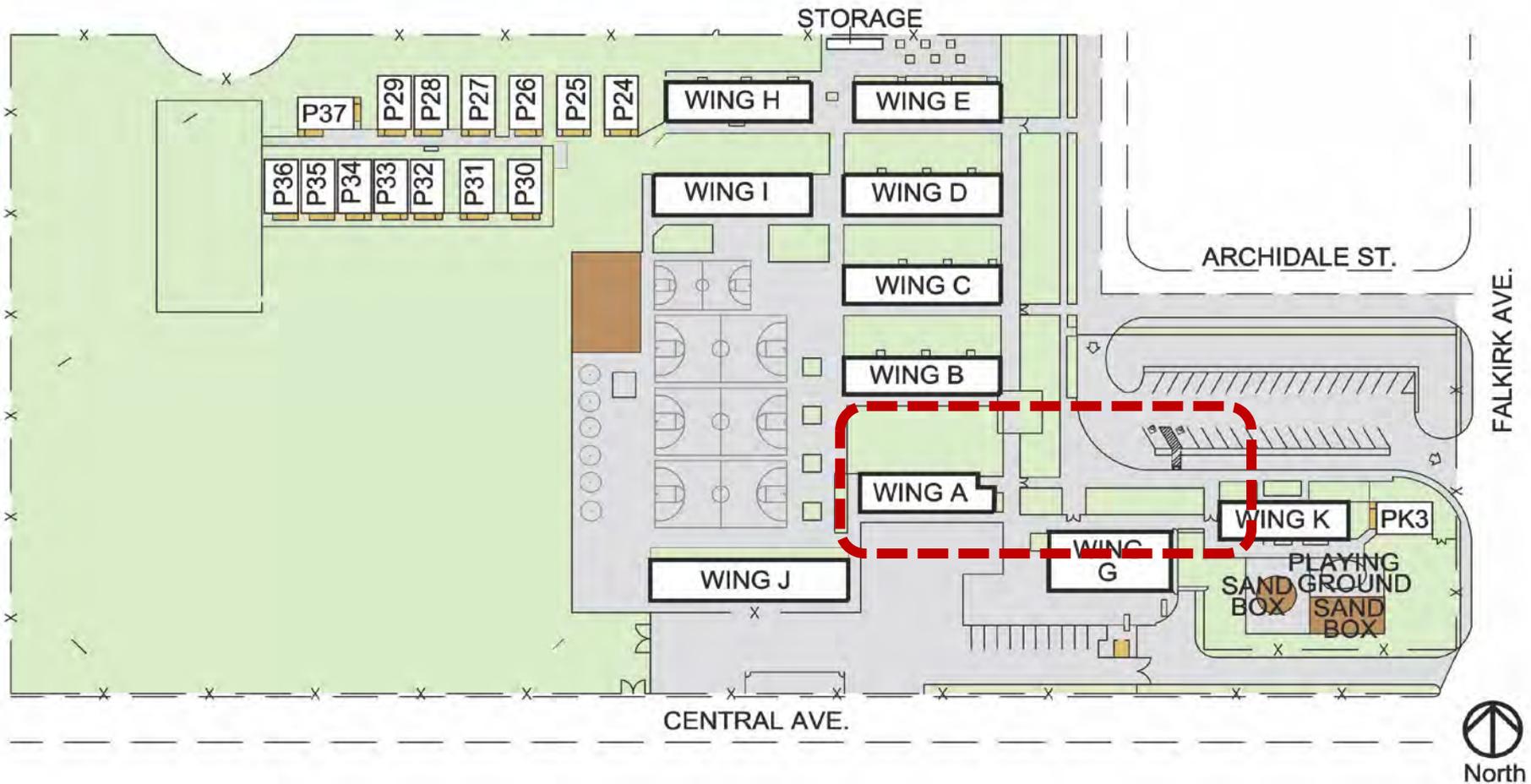
Central Ave

Alcott Elementary



5405

150



SITE PLAN - GENERAL

RIVERSIDE UNIFIED SCHOOL DISTRICT

ALCOTT Elementary School

2433 Central Ave, CA 92506

Tel. # (951) 788-7451





FIRE EXTINGUISHER WIDE

OFFICE

PARA RESCIBIR EL GRAFITO Y BANCOS DE ESTA PROPIEDAD CON UN FOLIO DE CIRCUNTO CERRADO

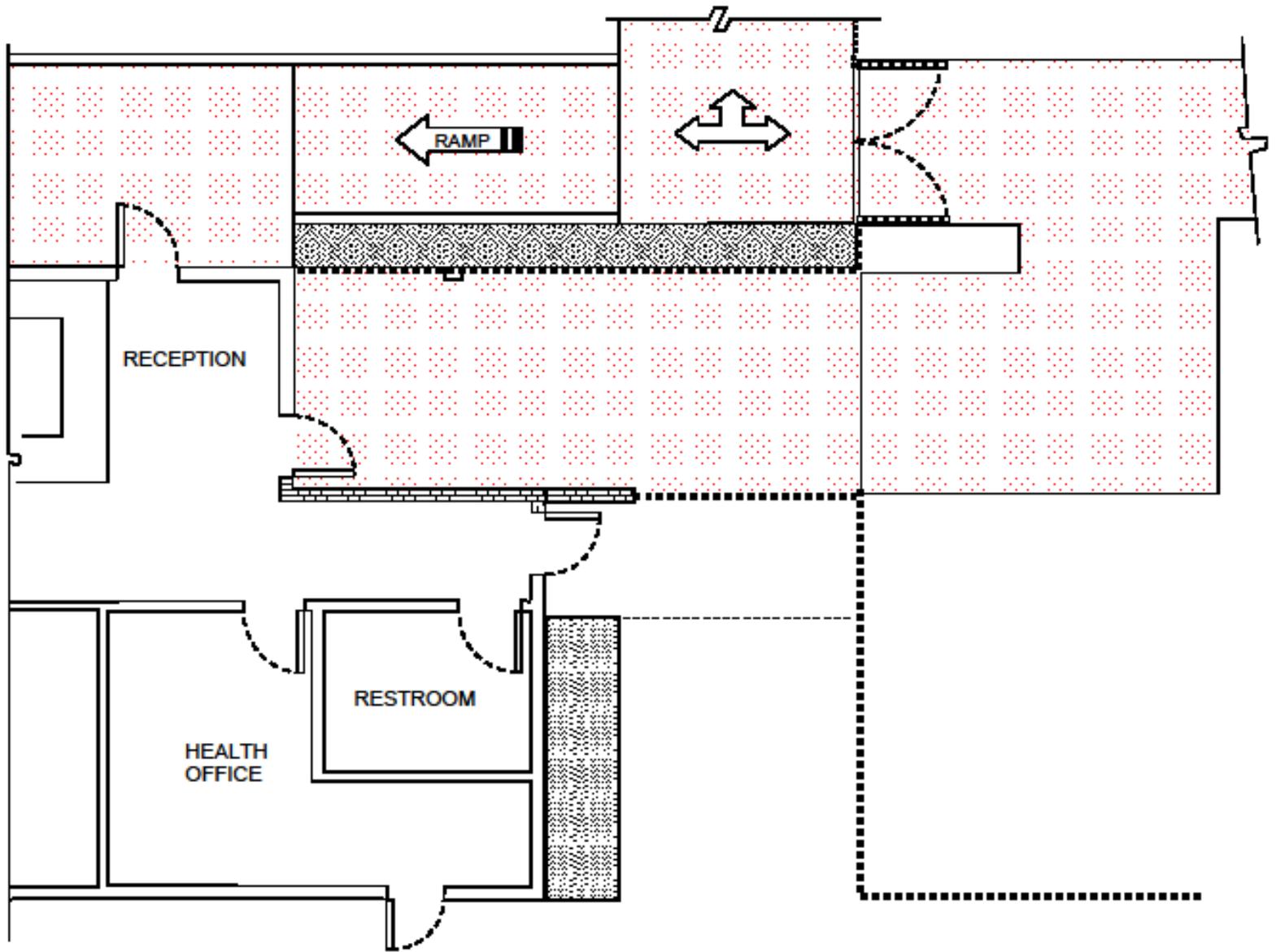
NOTICE
All visitors must report directly to the principal's office immediately upon entrance to the school grounds or buildings.
Failure to register with the principal is a violation of Education Code 32221. Transgressors may also be guilty of a misdemeanor pursuant to section 17000 of the Penal Code.
RIVERSIDE UNIFIED SCHOOL DISTRICT

NOTICIA
Todo visitante debe reportarse directamente a la oficina del director/a inmediatamente al entrar a las plantaras de la escuela o sus edificios.
Falta de apuntarse en la oficina del director/a violacion delCodigo de Educacion 32211. Los transgresores tambien pueden ser culpables de un delito menor o la Seccion 17000 delCodigo del Penal de ley.
DISTRITO ESCOLAR UNIFICADO DE RIVERSIDE

VISITORS REGISTER
REGISTRO DE VISITANTES
7:30 a 4:00

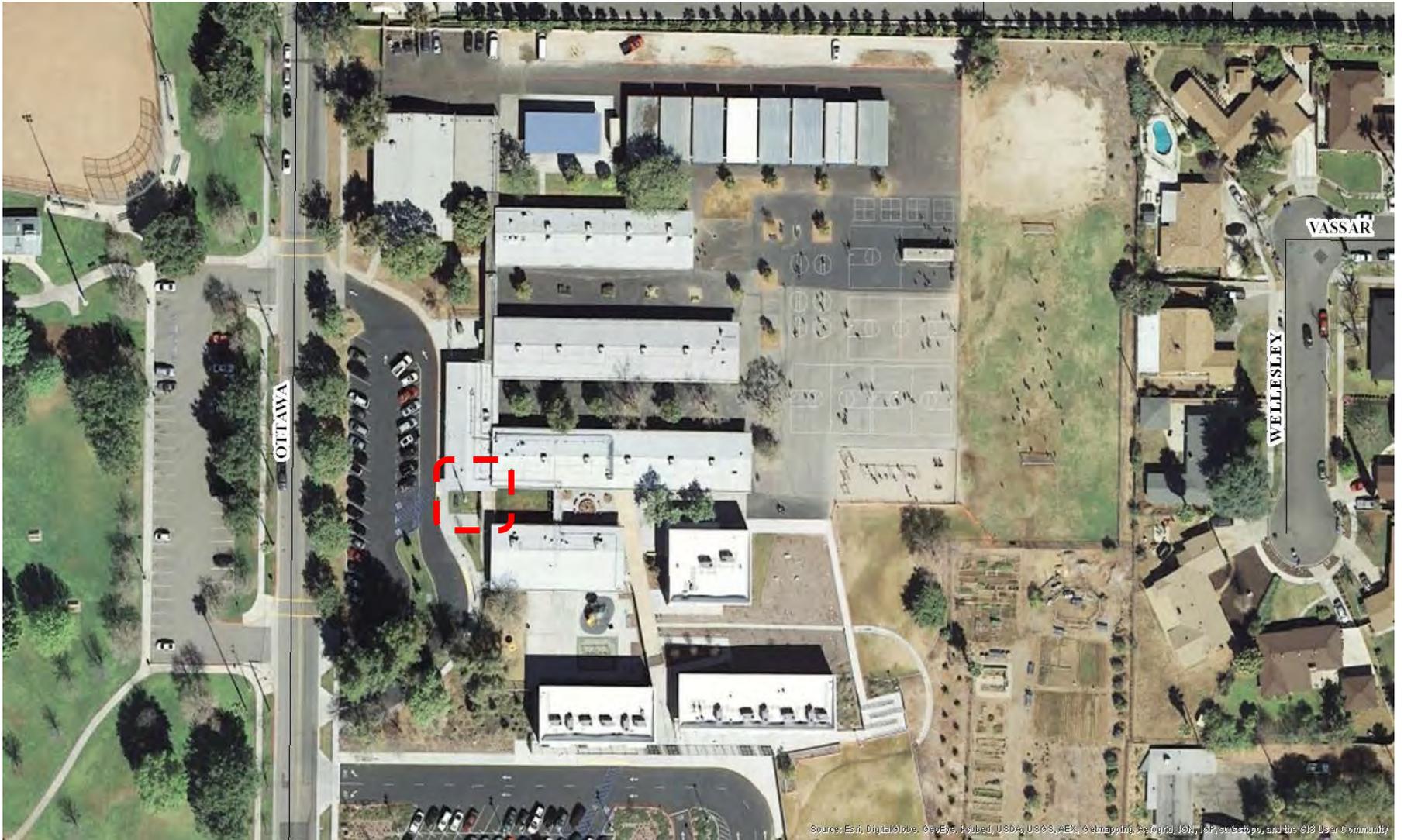






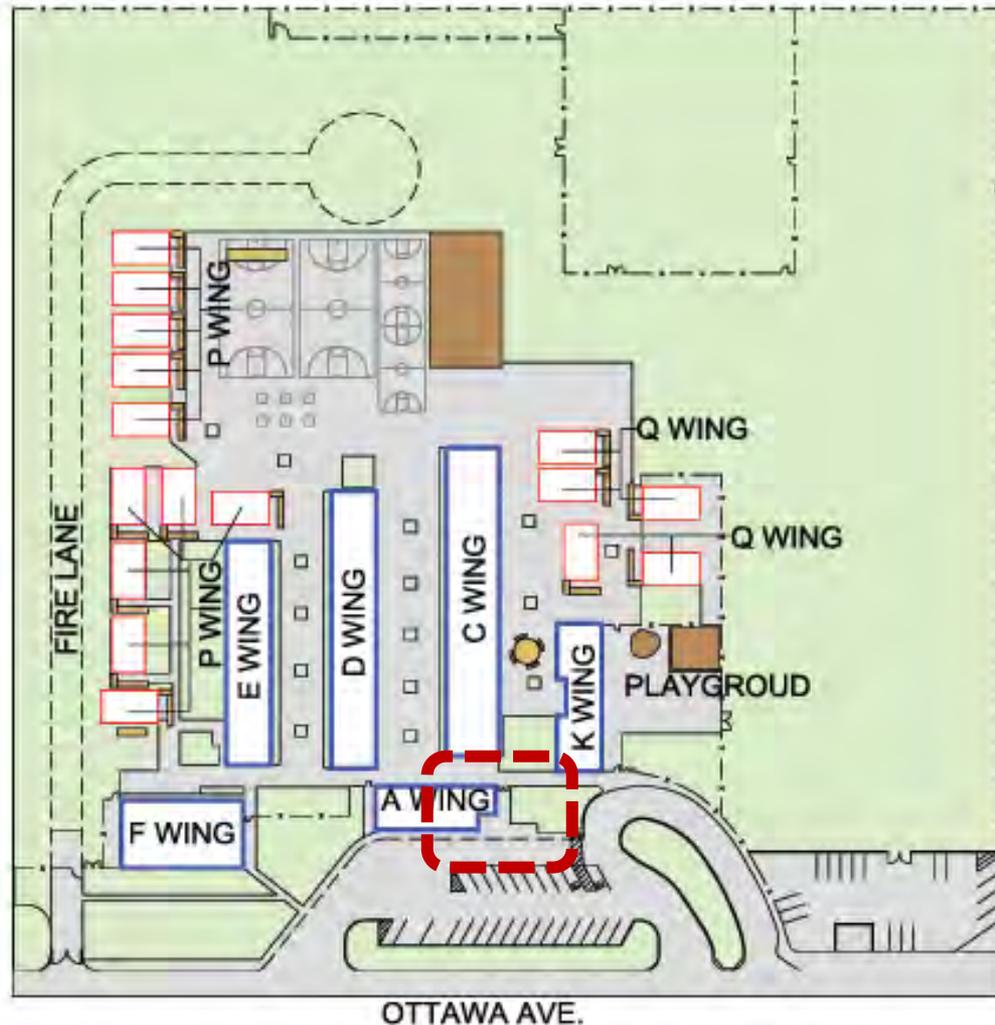
Alcott Elementary

Estimate: \$270,361



Source: Esri, DigitalGlobe, GeoEye, IGN, USDA, USGS, Aero, GeoMapping, AeroGRID, IGN, Esri, and the USGS User Community

EMERSON ELEMENTARY



SITE PLAN-General

Emerson Elementary School

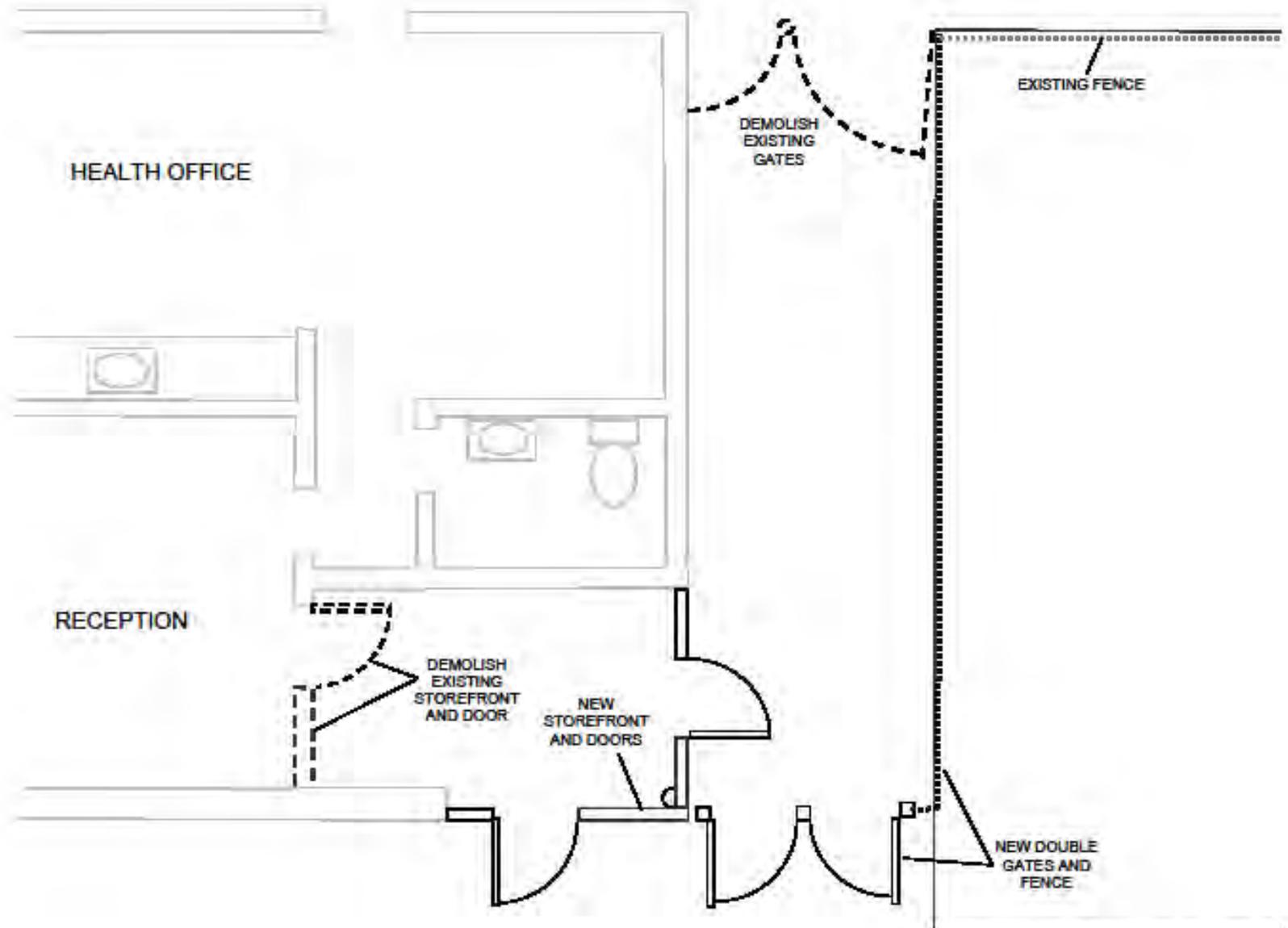
RIVERSIDE UNIFIED SCHOOL DISTRICT

4660 Ottawa Ave. Riverside, CA 92507

Tel. # (951) 788-7462





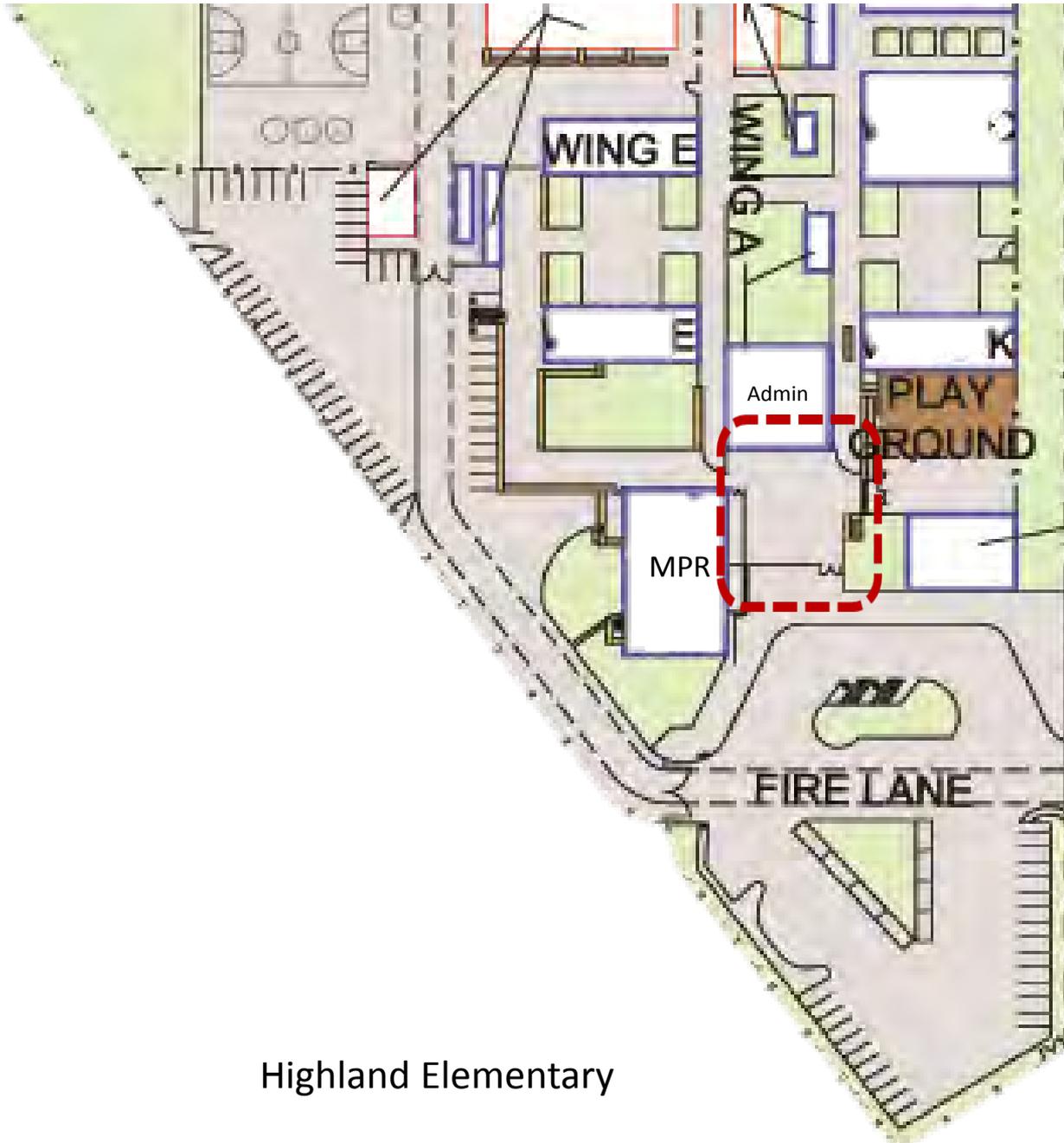


EMERSON ELEMENTARY

Estimate: \$216,597

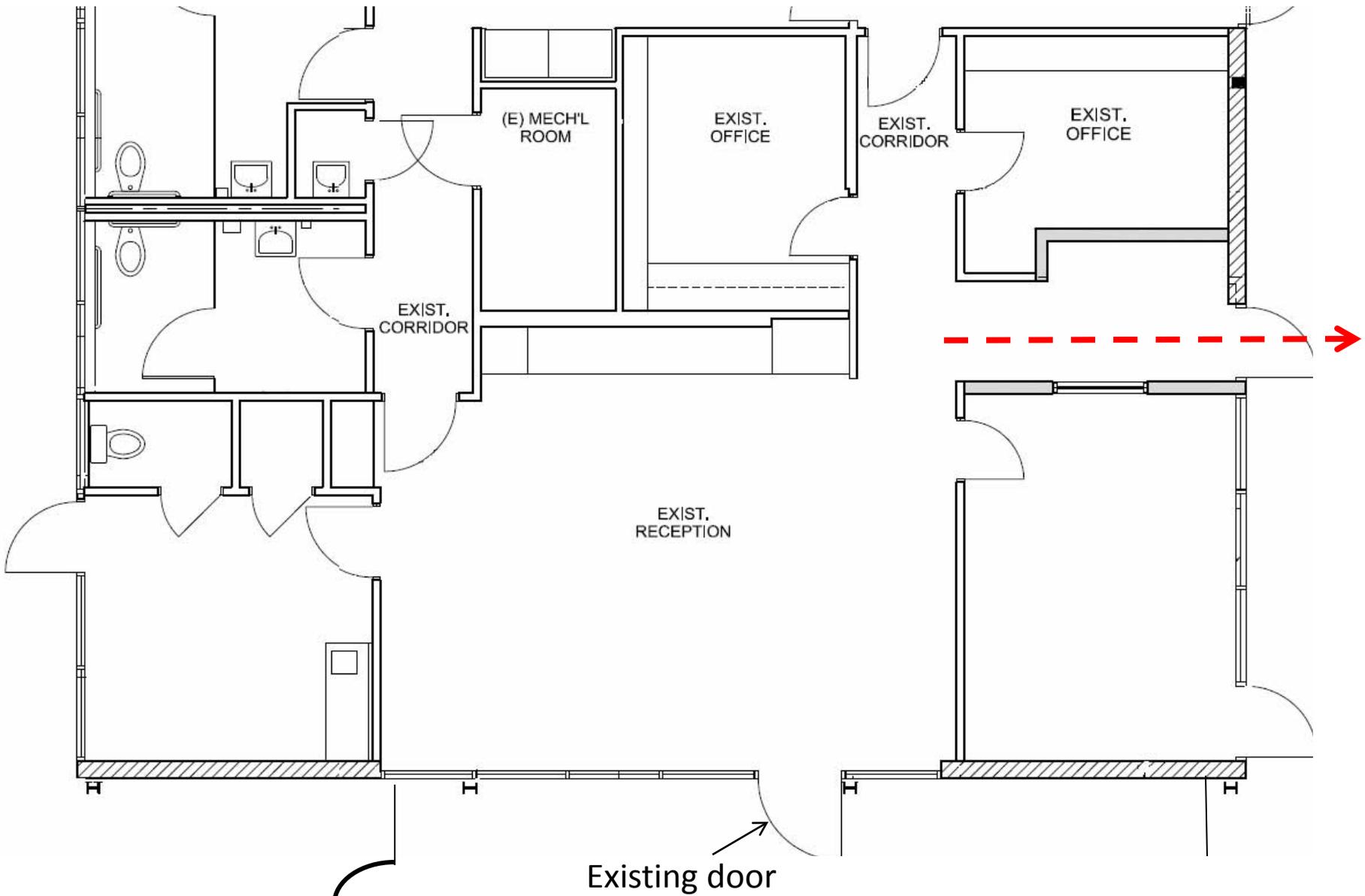


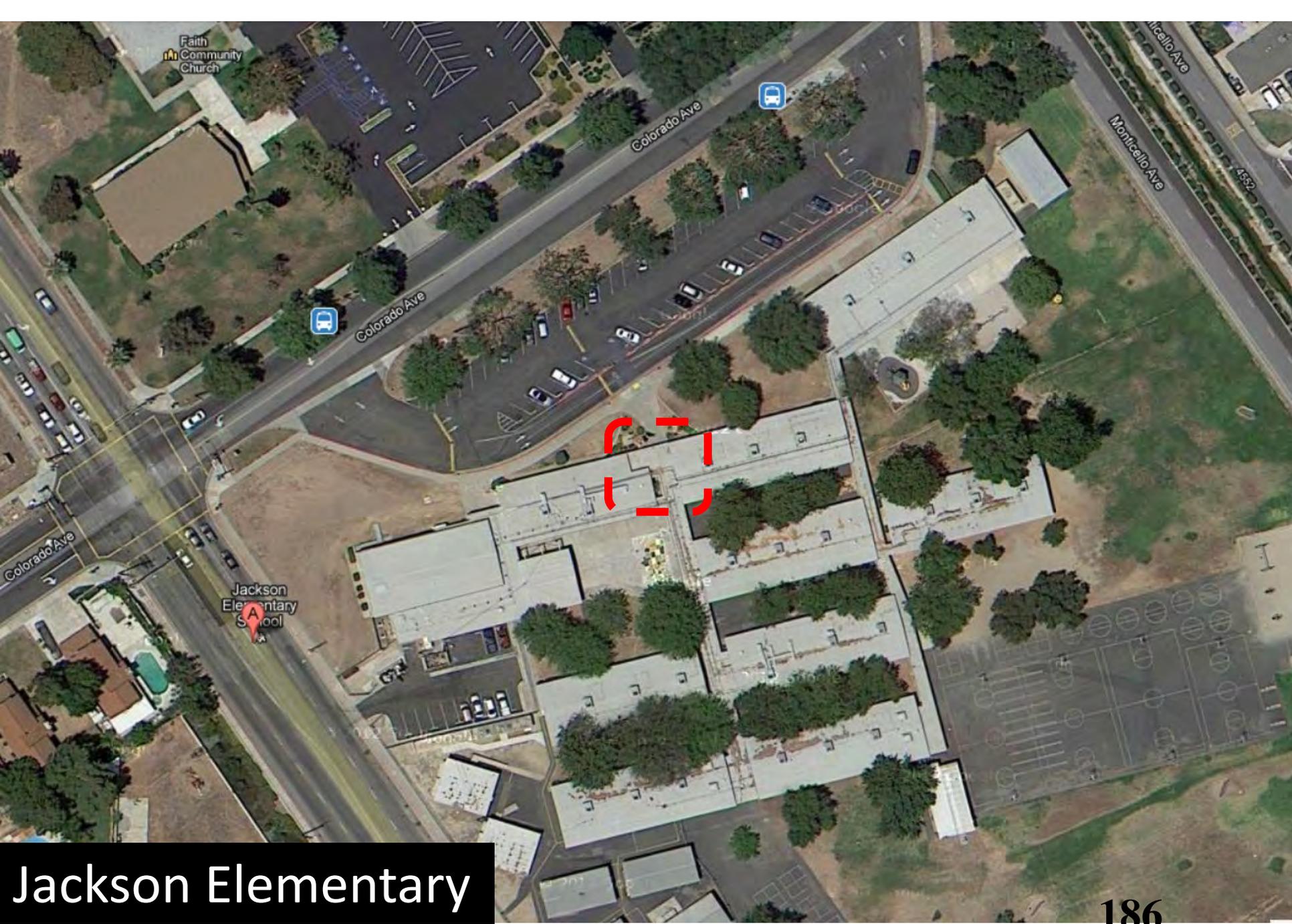
Highland Elementary





Highland Elementary Entrance





Faith Community Church



Colorado Ave

Colorado Ave

Monticello Ave

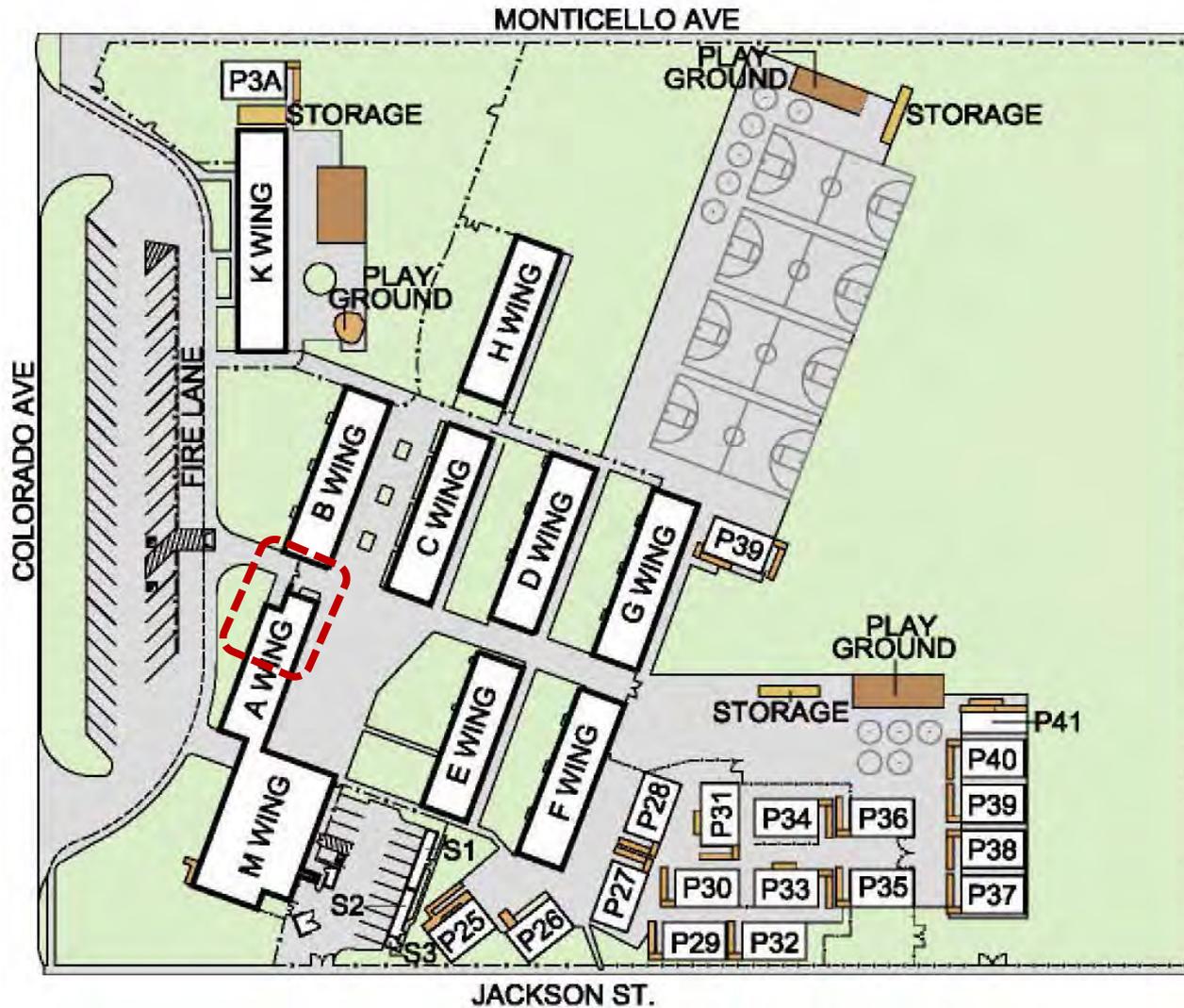
4552

Colorado Ave

Jackson Elementary School

Jackson Elementary

186



SITE PLAN - General

RIVERSIDE UNIFIED SCHOOL DISTRICT

JACKSON Elementary School

4585 JACKSON ST. Riverside, CA 92503

Tel. # (951) 352-8211



JACKSON

SECHOWITZ

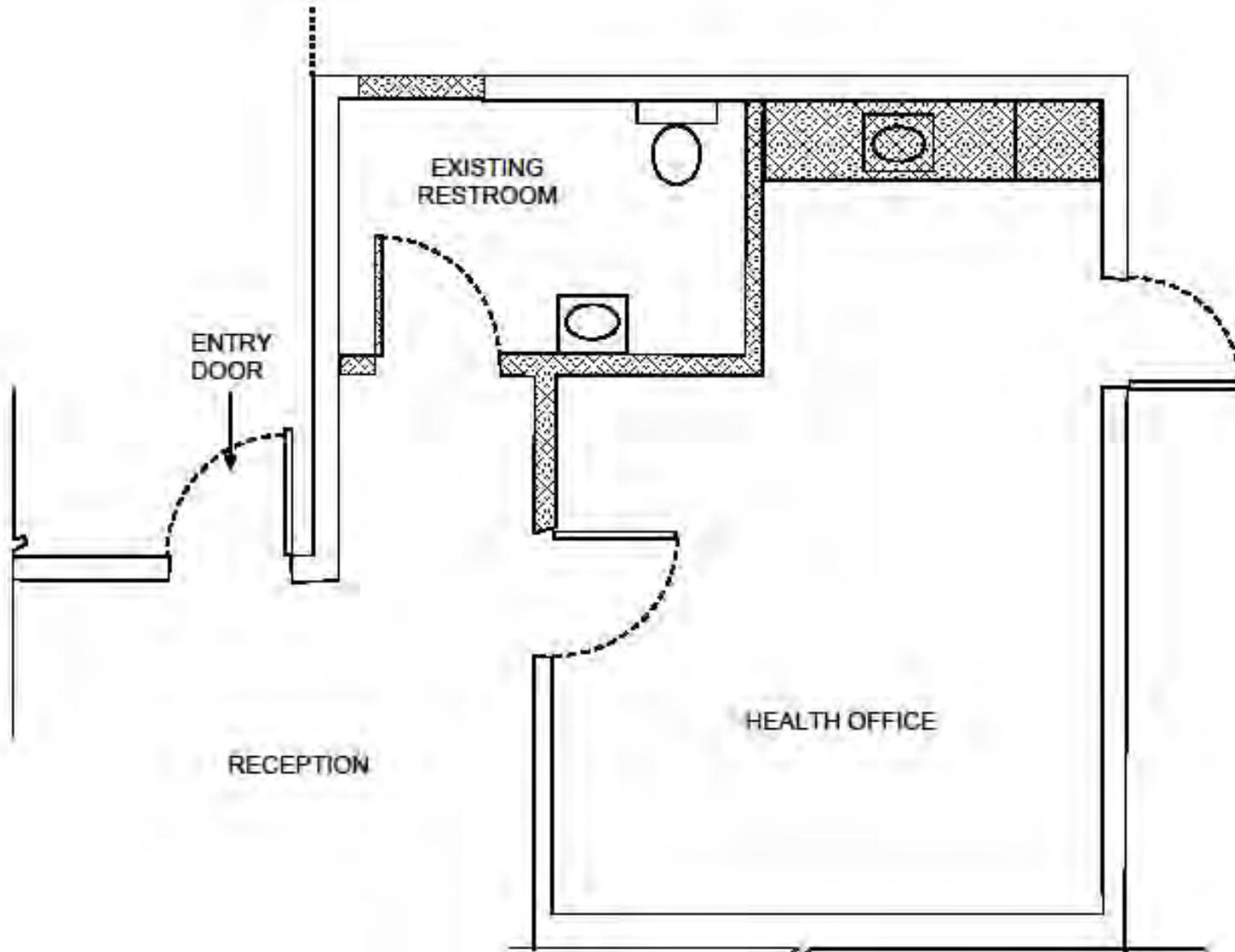
REDUCIR
SEGURIDAD
PROPIEDAD
OFICIO A
CAMARAS
CERRADO

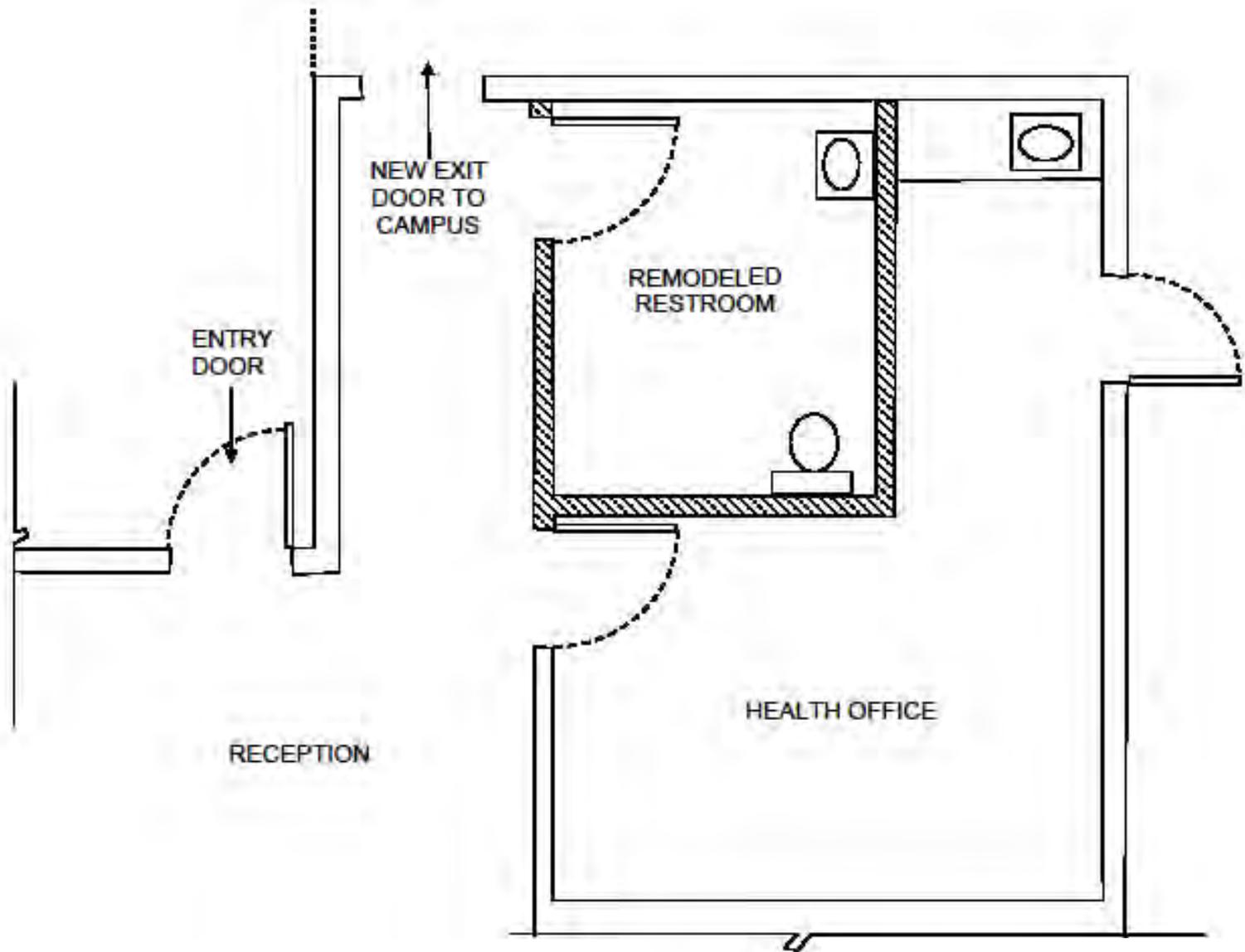
SCHOOL PROPERTY
CLOSED TO THE PUBLIC
30 minutes after
sunset to 6:00 A.M.
No Entry Without
Permission

TUSD
RIVERSIDE
FREE Breakfast for
EVERYONE!
Right

VISITORS REGISTER
REGISTRO DE VISITANTES
7:15 - 3:30







Jackson Elementary

Estimate: \$147,386

Fencing/Gate Security Strategy



Jefferson Elementary



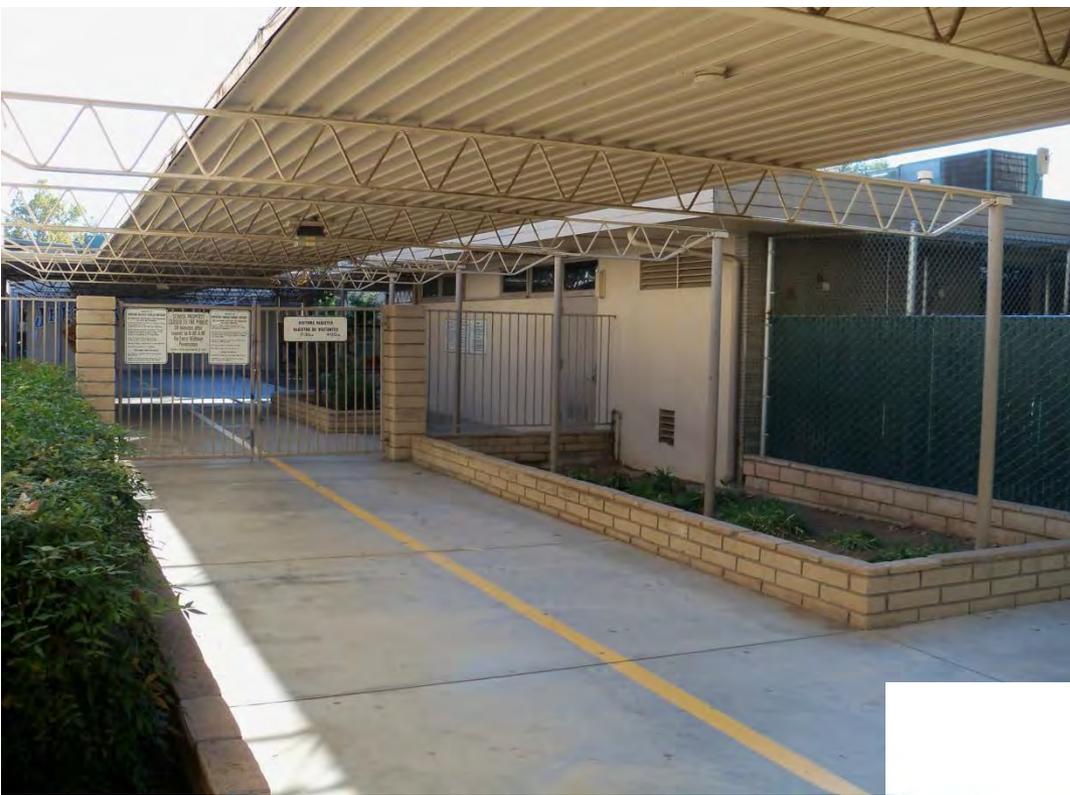
SITE PLAN - General

RIVERSIDE UNIFIED SCHOOL DISTRICT

JEFFERSON Elementary School

4285 Jefferson St. Riverside, CA 92504







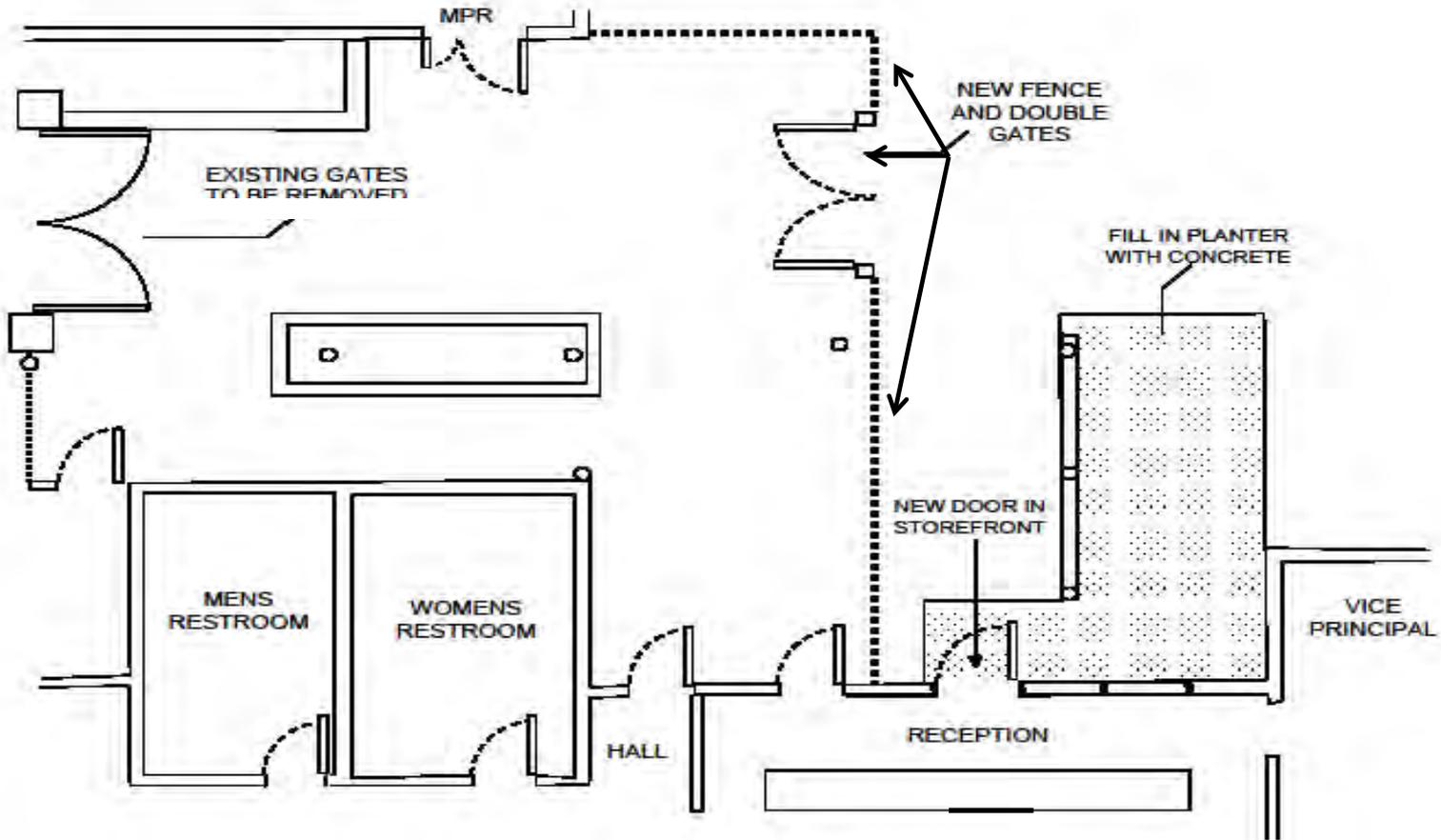
BOO!

PLEASE READ..

TEACHERS LOUNGE



Jefferson St.



Jefferson Elementary

Estimate: \$179,263



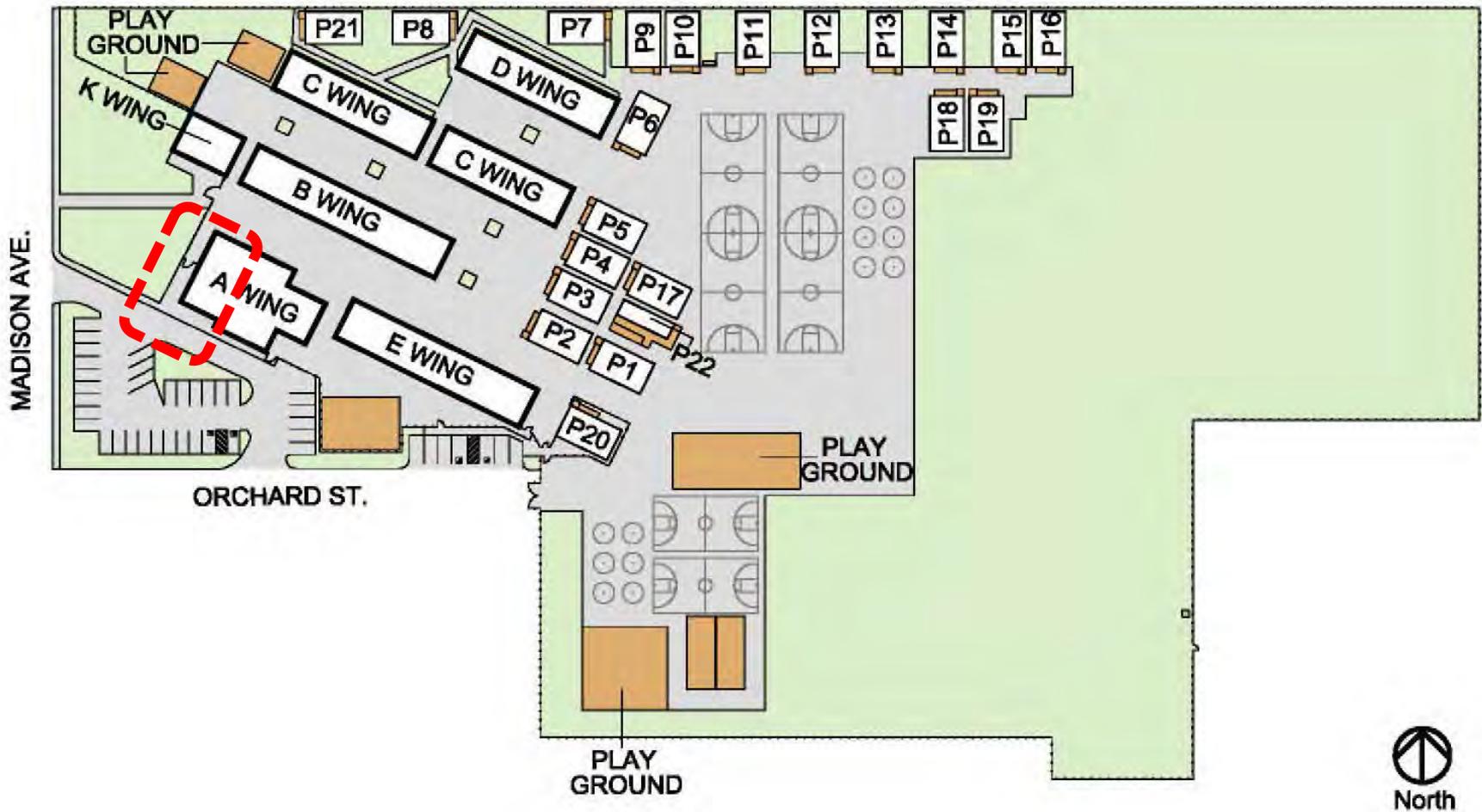
Family Praise
Fellowship
Assembly of God

Madison
Elementary
School

Madison St

Madison St

Madison Elementary



SITE PLAN - General

RIVERSIDE UNIFIED SCHOOL DISTRICT

MADISON Elementary School

3635 MADISON ST., Riverside, CA 92504

Tel. # (951) 352-8236





STOP

SIGN IN AND GET
YOUR VISITOR'S
TAGS AT THE
OFFICE
BEFORE GOING ON
CAMPUS

TO REDUCE
PROPERTY DAMAGE
AND GRAFFITI
THIS CAMPUS HAS
INSTALLED CLOSED
CIRCUIT TELEVISION
CAMERAS

THIS GATE MUST
REMAIN CLOSED
AT ALL TIMES.

OFFICE HOURS
8:00 - 4:00

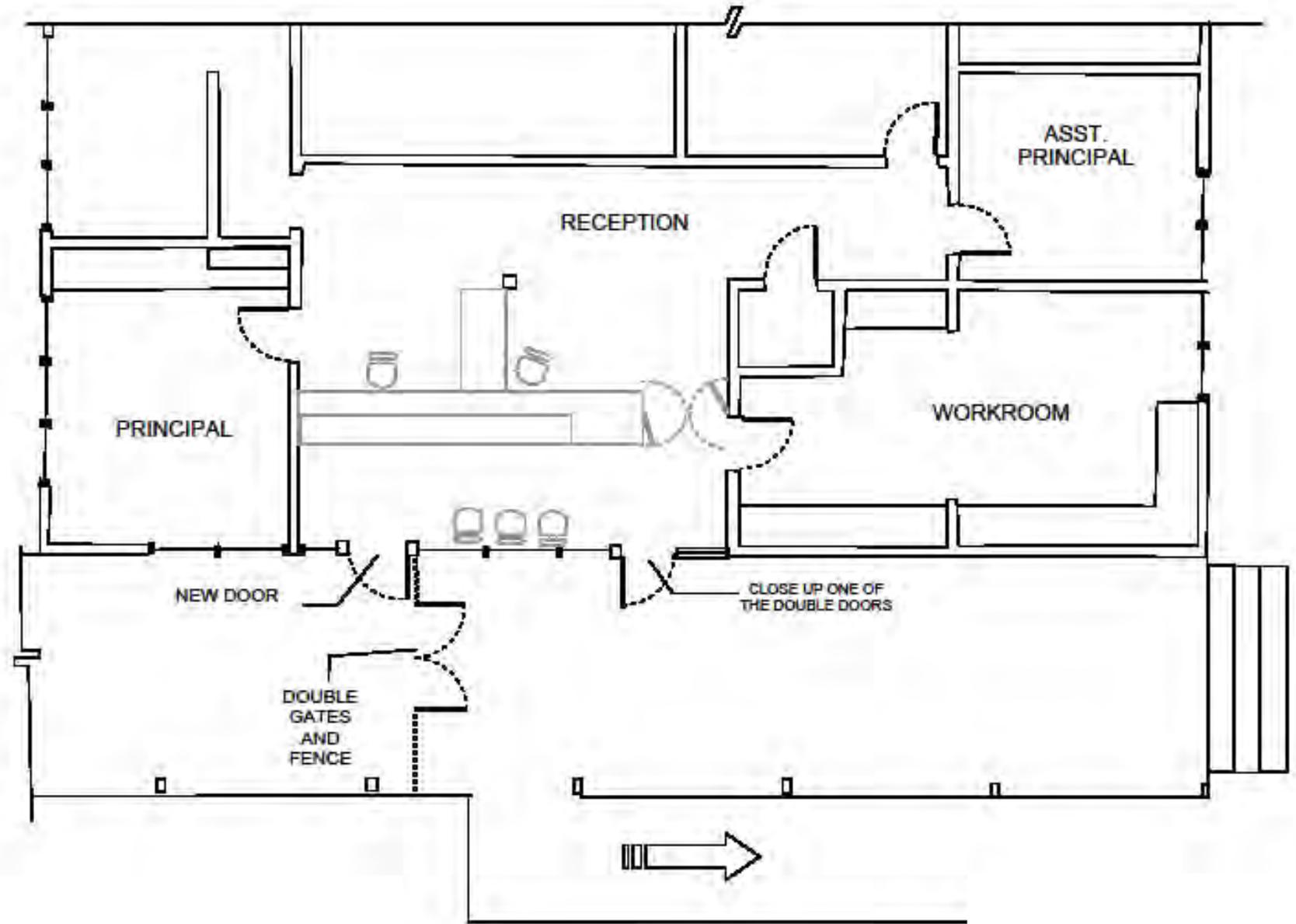
OFFICE

OFFICE HOURS
8:00 - 4:00

OPEN OTHER
DOOR
←
ABRIR LA PUERTA OTRA

Muscatine
MISSOURI STATE UNIVERSITY

200



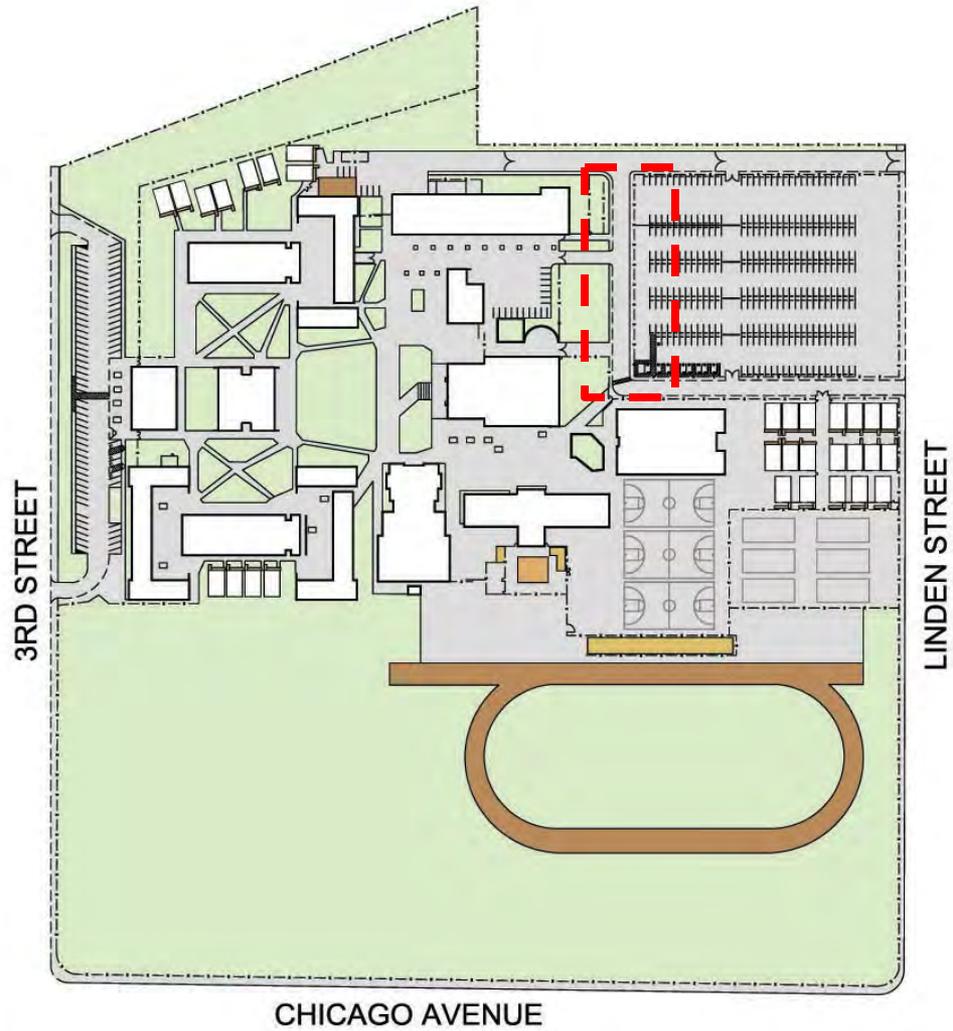
Madison Elementary

Estimate: \$98,452
201



North High School

Source: Esri, DigitalGlobe, GeoEye, Earthstar, USDA, USGS, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community



SITE PLAN - GENERAL

JOHN WESLEY NORTH High School

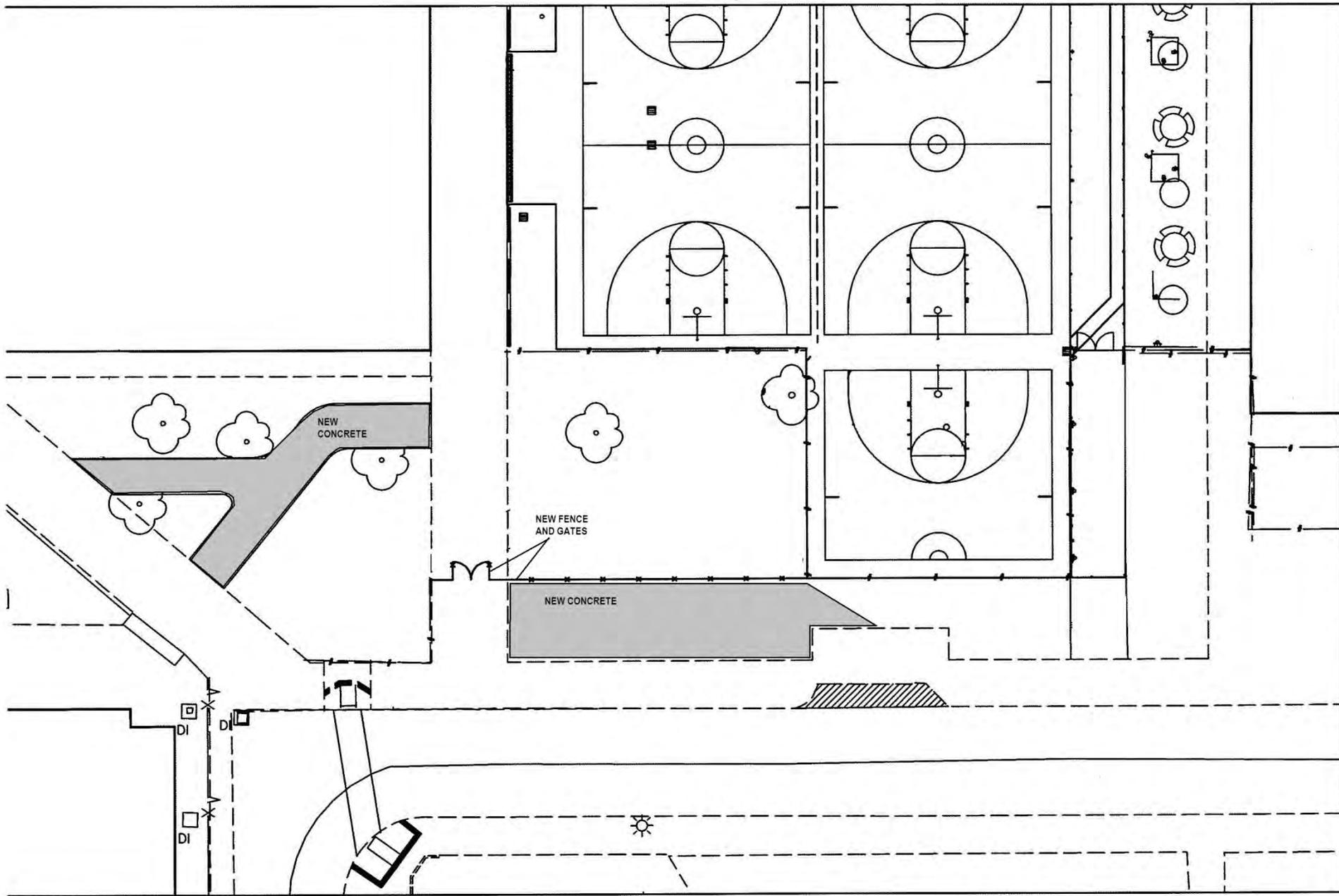
RIVERSIDE UNIFIED SCHOOL DISTRICT

1550 3rd. St. Riverside, CA 92507

Tel. # (951) 788-7311



2008
KIRKNO
ARCHITECTS



North High School

Estimate: \$2,048,920

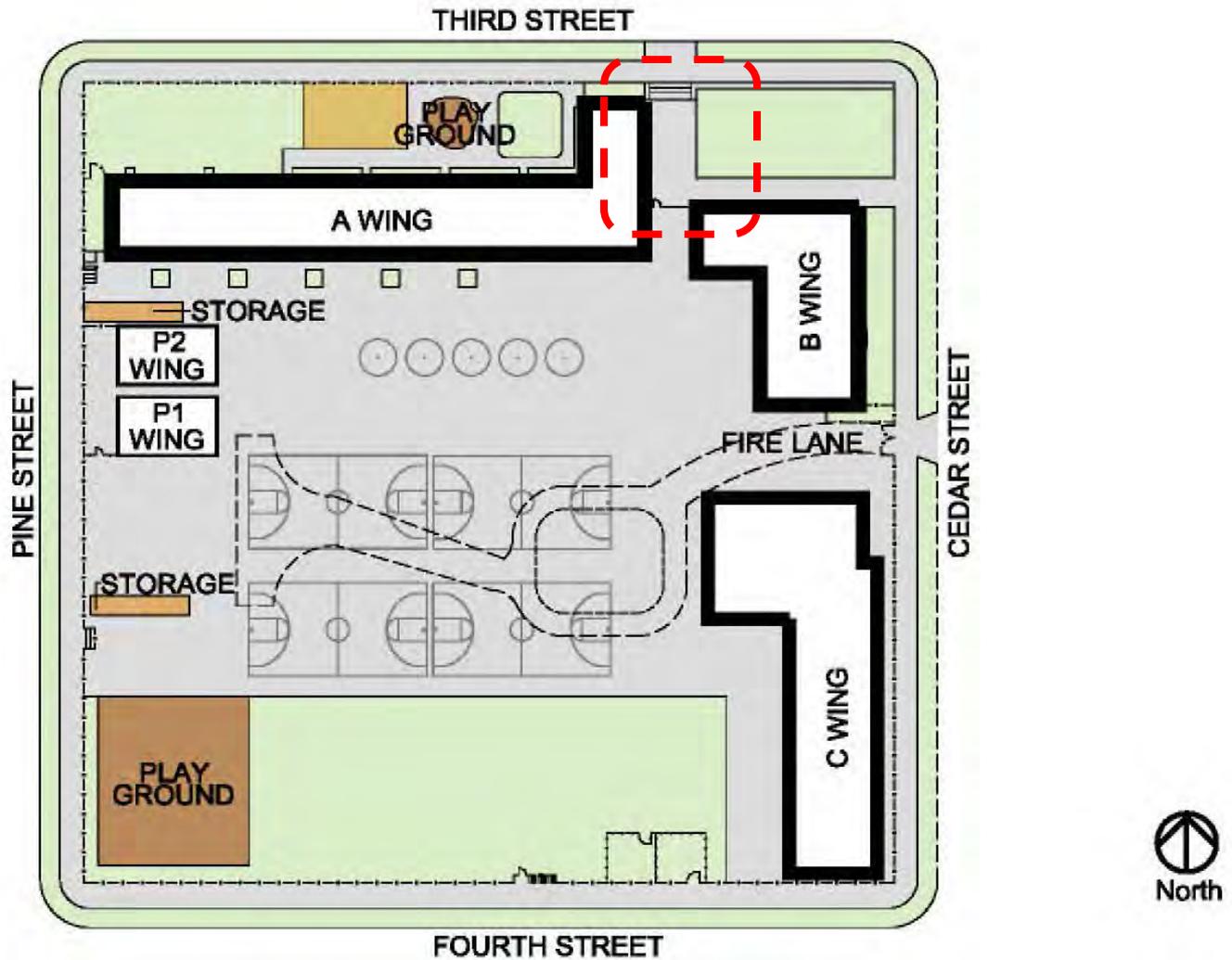
Campus Security Projects Phase II Schools

Bryant Elementary
Castle View Elementary
Magnolia Elementary
Central Middle School
Sierra Middle School
Arlington High School
Martin Luther King High School
John W. North High School



Source: Esri, DigitalGlobe, GeoEye, Earthstar (USA), USGS, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community

Bryant Elementary



SITE PLAN - GENERAL

RIVERSIDE UNIFIED SCHOOL DISTRICT

BRYANT Elementary School

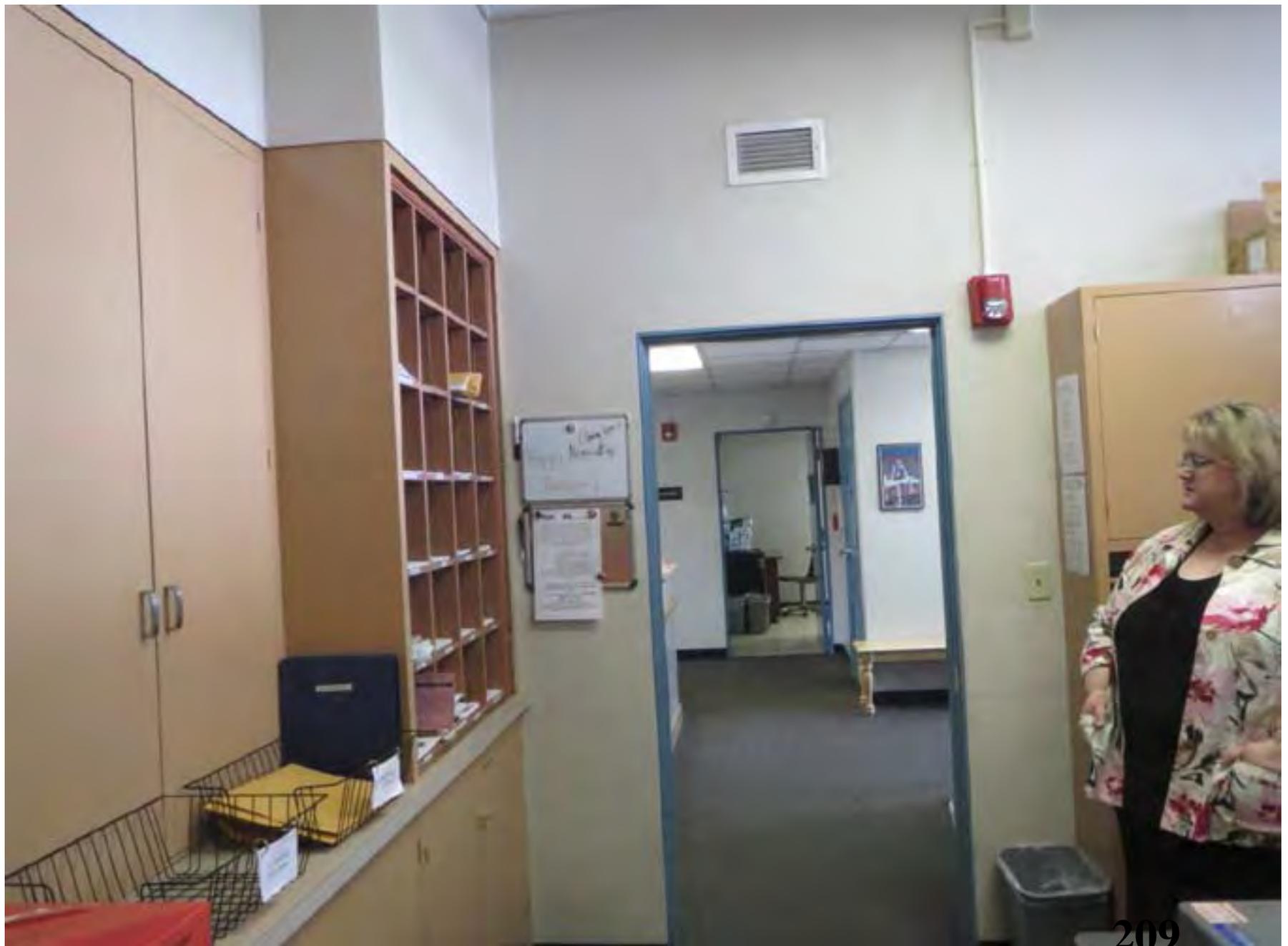
4324 3RD ST. Riverside, CA 92501

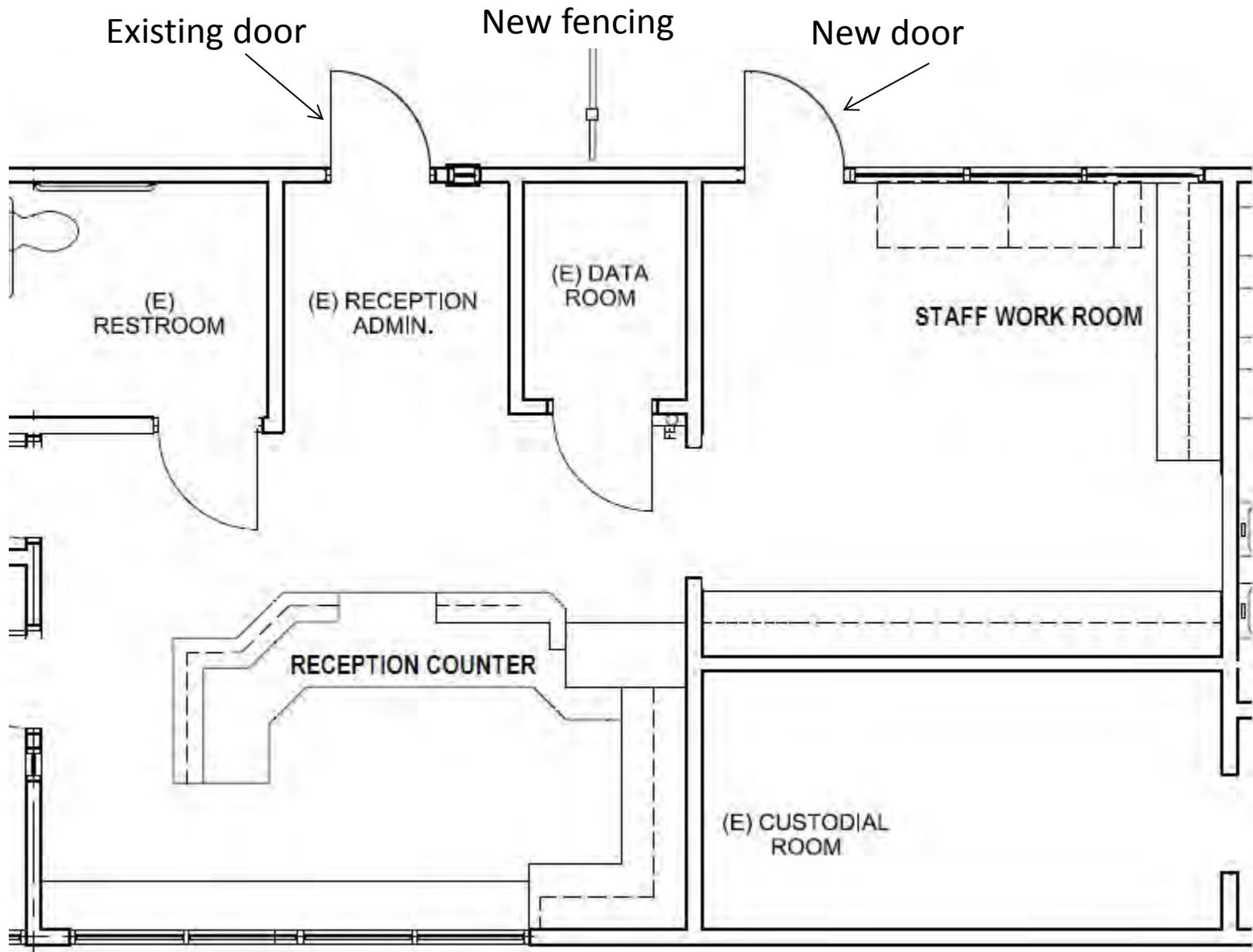
Tel. # (951) 788-7453





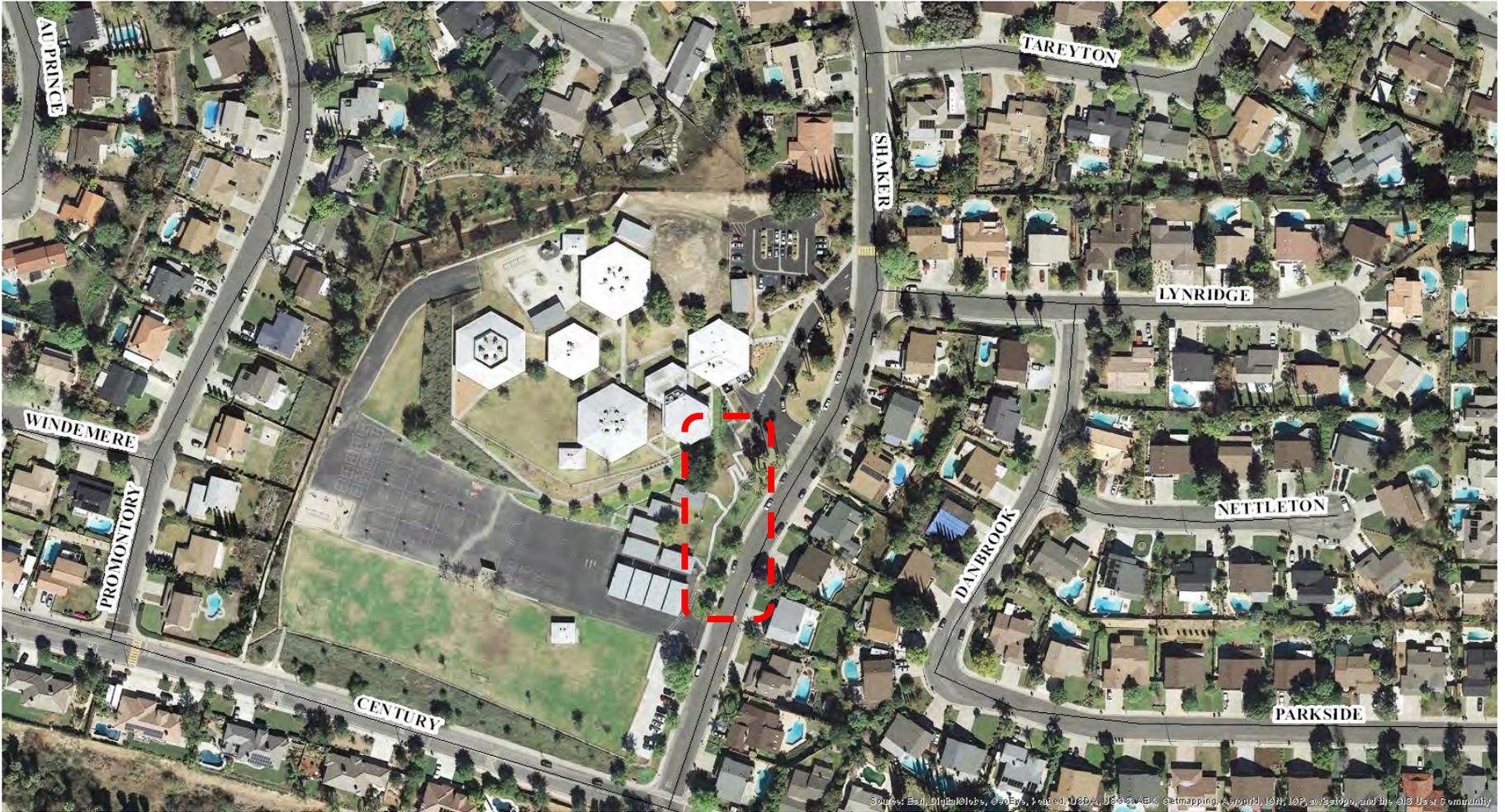
Bryant Elementary Entrance
208



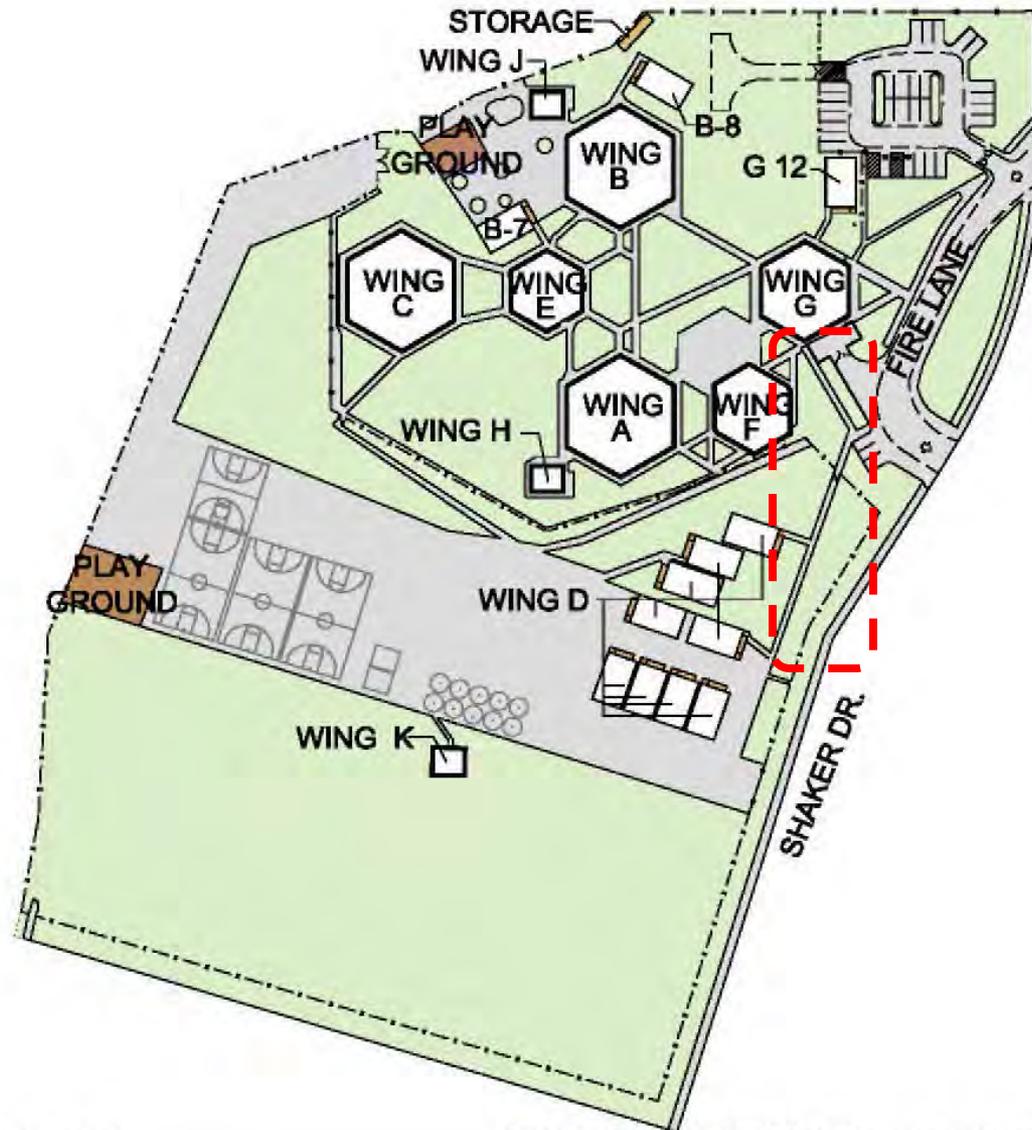


Bryant Elementary

Estimate: \$132,984 **210**



Castle View Elementary



SITE PLAN- General

CASTLE VIEW Elementary School

RIVERSIDE UNIFIED SCHOOL DISTRICT

6201 SHAKER DR. Riverside, CA 92506

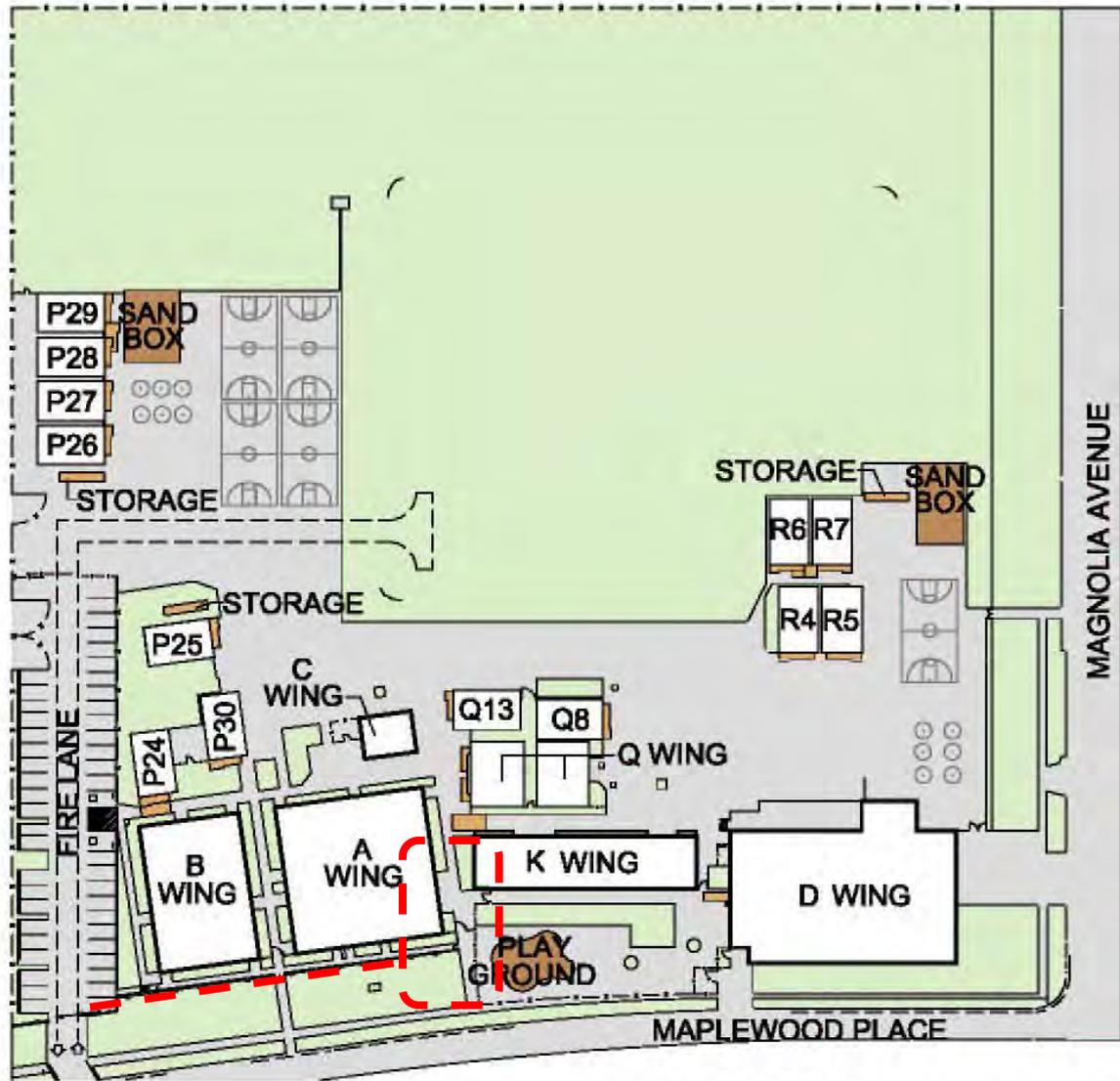
Tel. # (951) 788-7460







Magnolia Elementary



SITE PLAN - General

RIVERSIDE UNIFIED SCHOOL DISTRICT

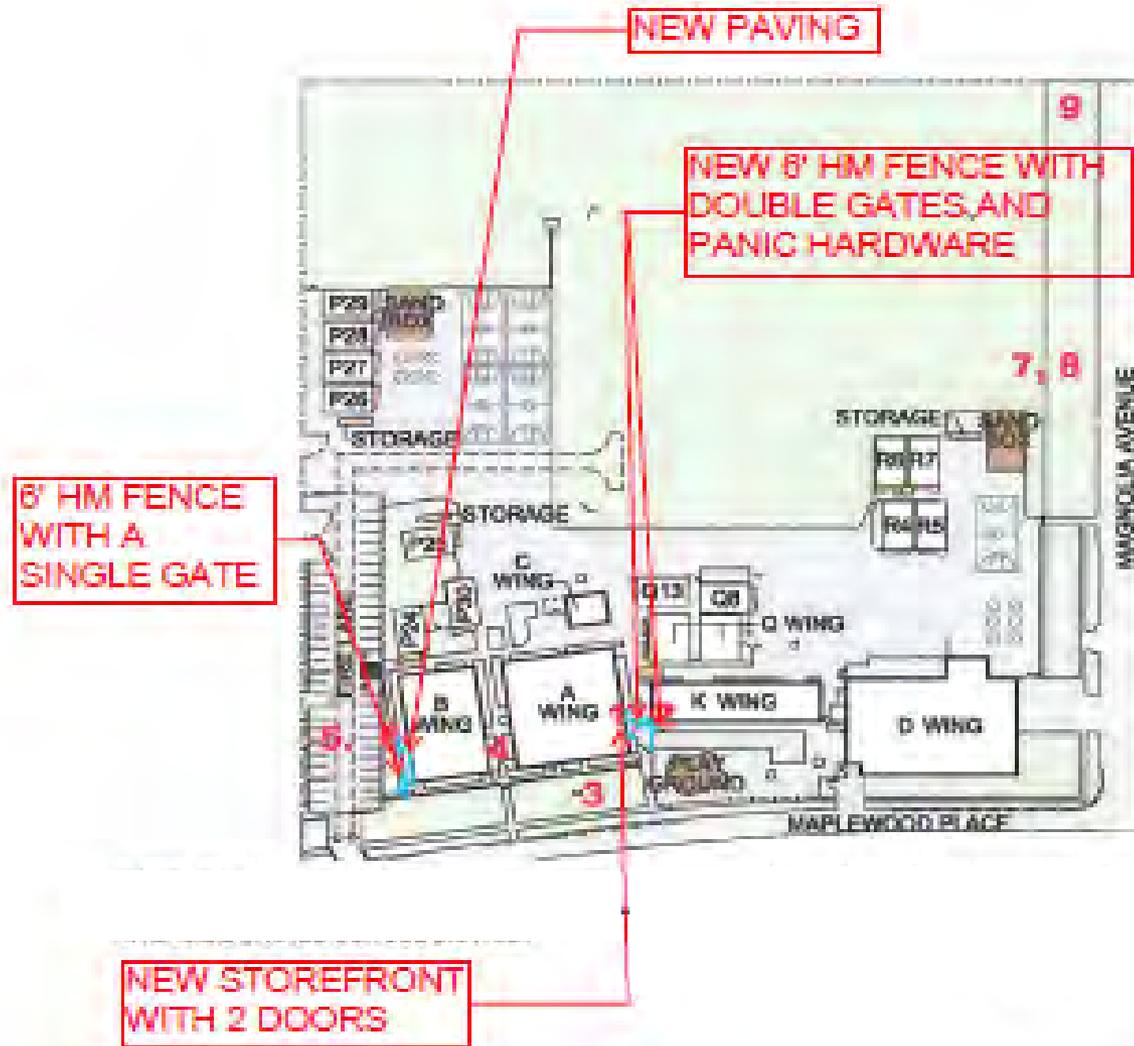
MAGNOLIA Elementary School

3975 MAPLE WOOD PL, Riverside, CA 92506

Tel. # (951) 788-7274

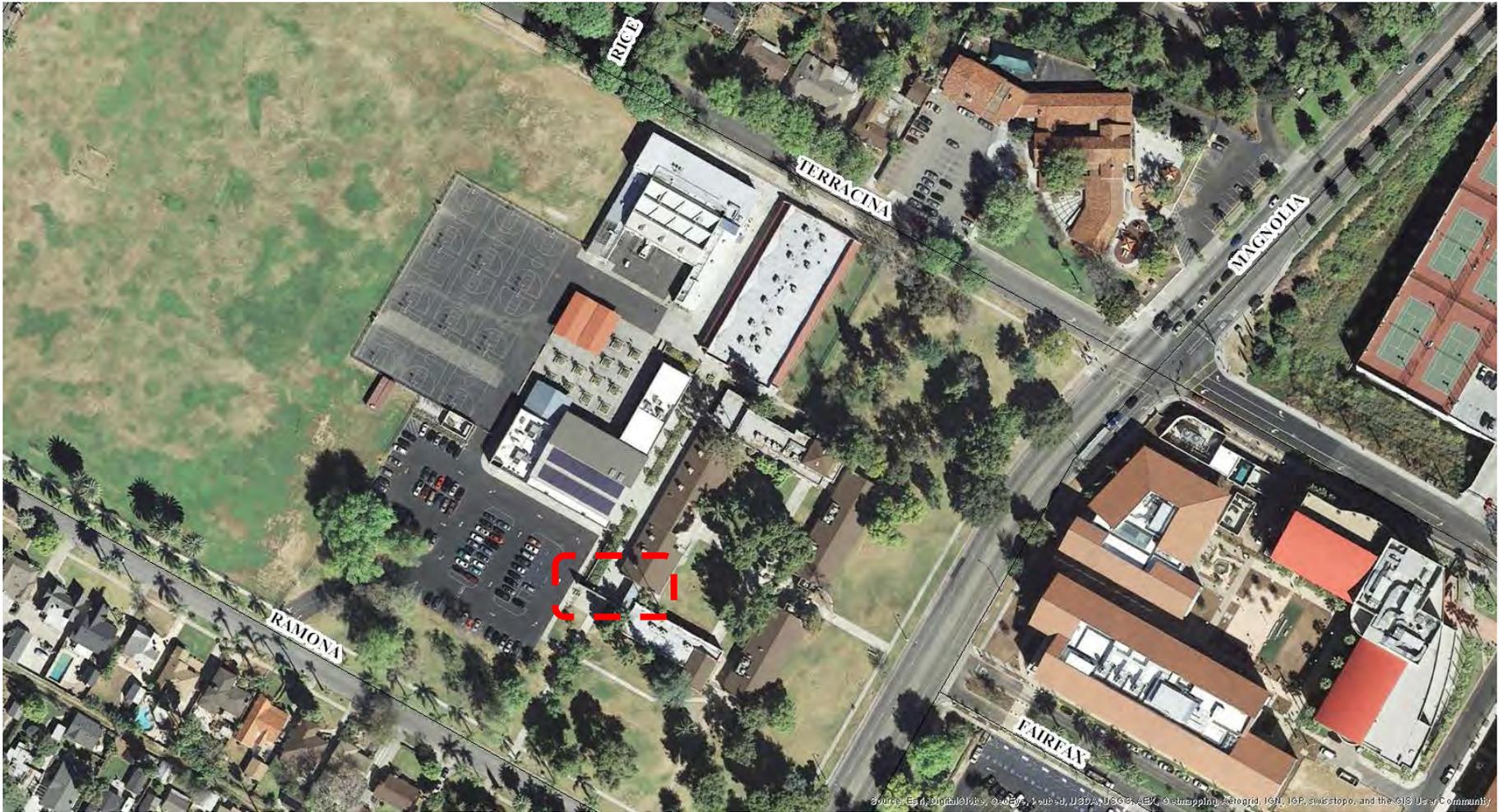




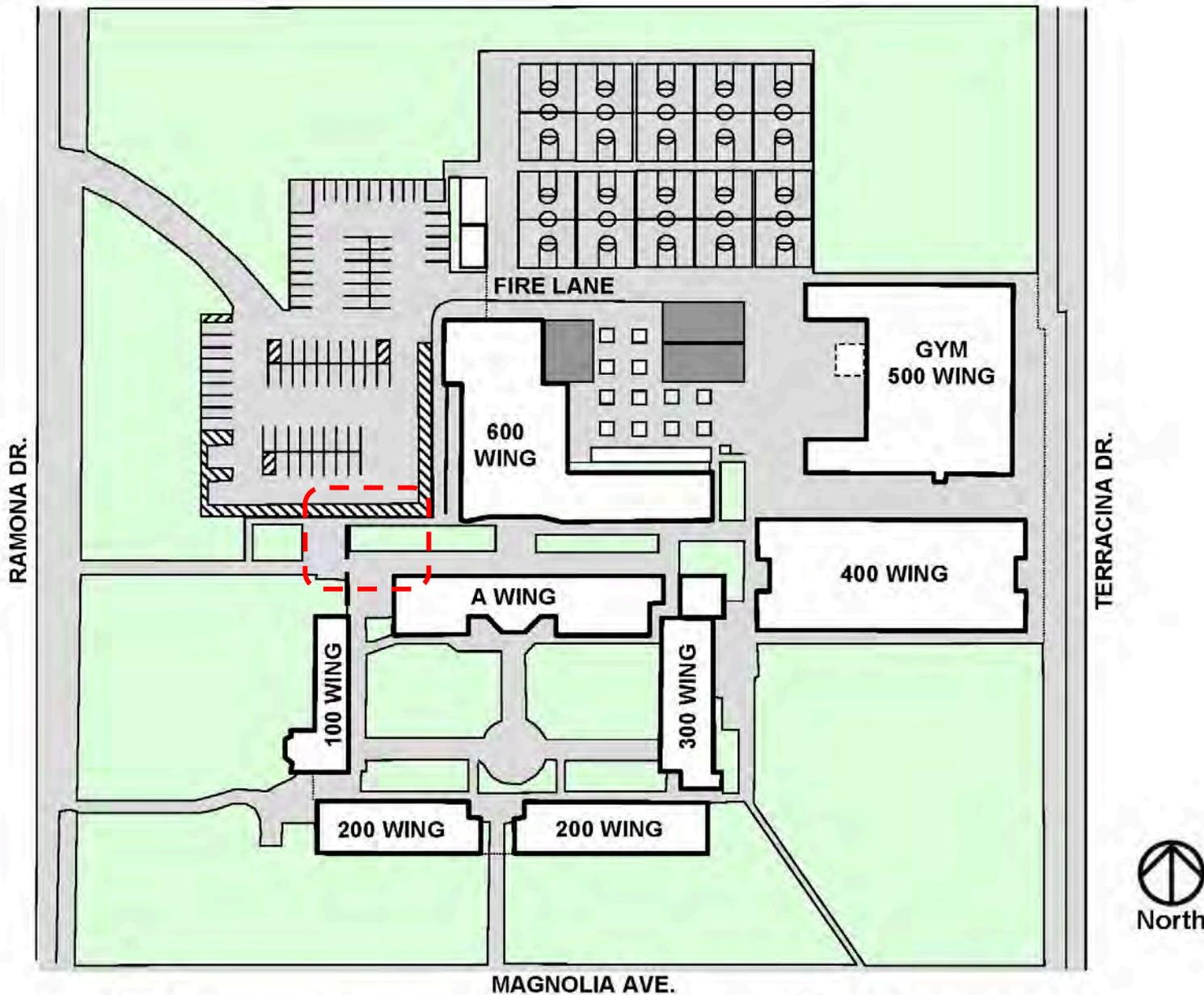


Magnolia Elementary

Estimate: \$297,318



Central Middle School



SITE PLAN- General

CENTRAL Middle School

RIVERSIDE UNIFIED SCHOOL DISTRICT

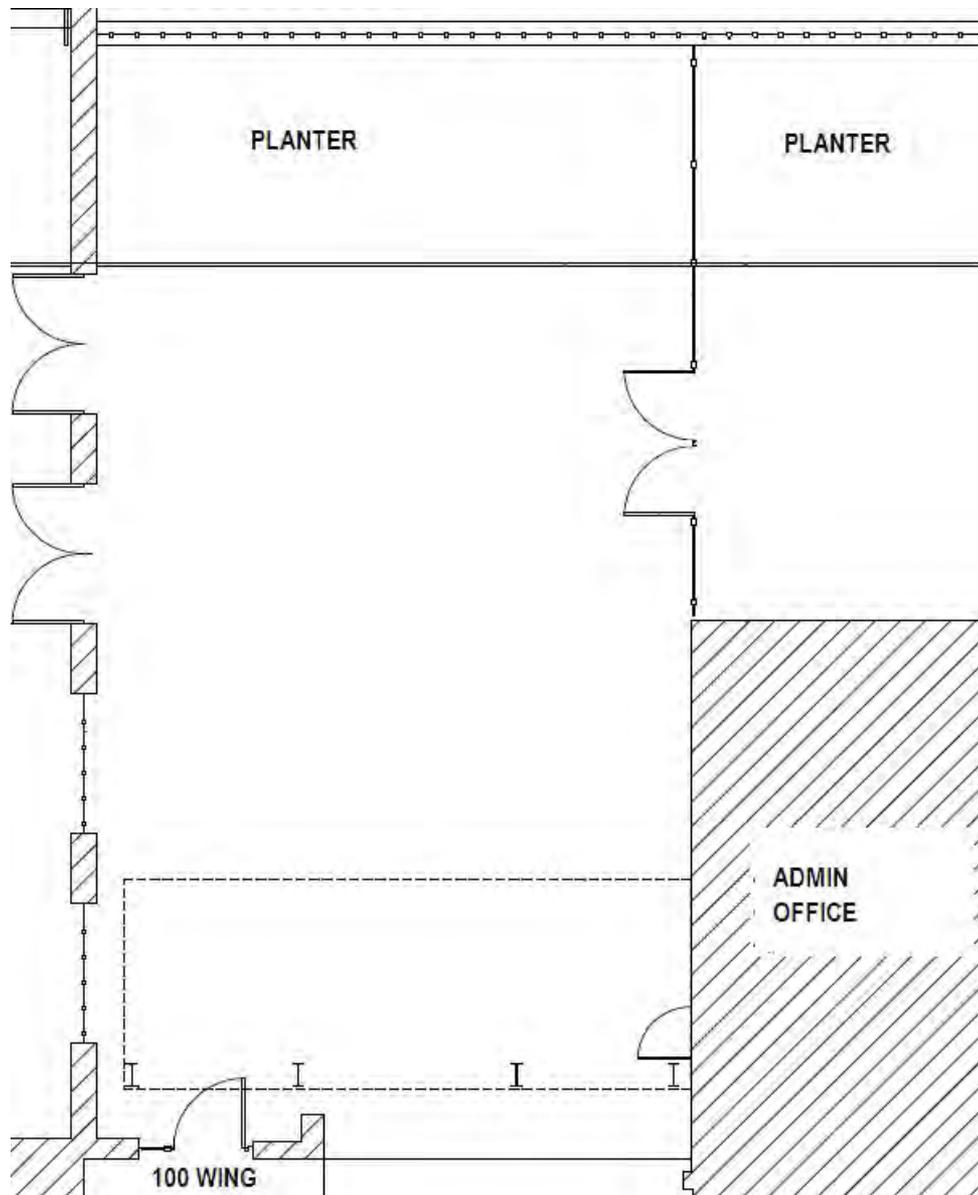
4975 Magnolia Ave. 92506

KH 2.28.14
220

CENTRAL MIDDLE SCHOOL



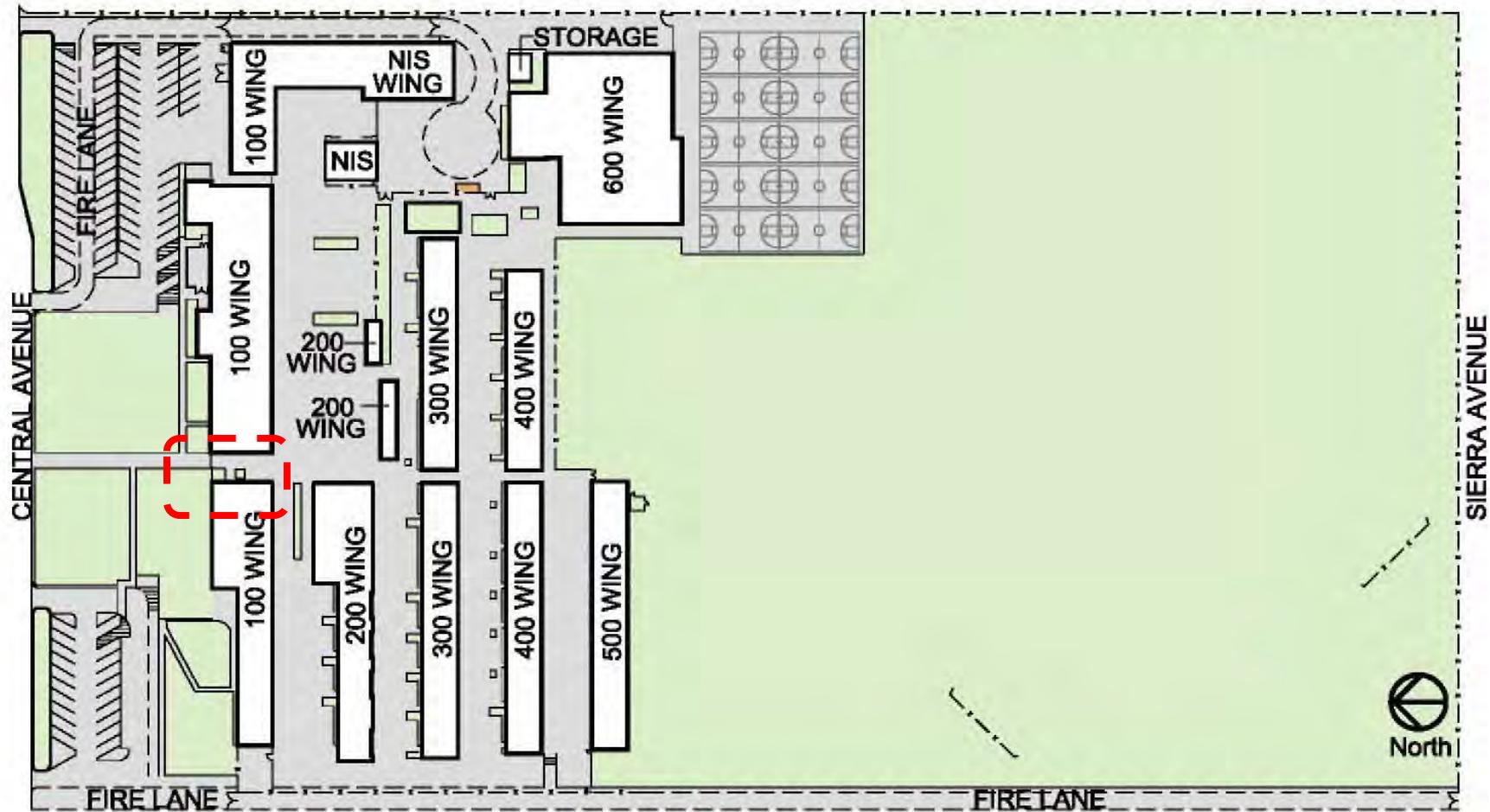






Source: Esri, DigitalGlobe, GeoEye, Earthstar (USA), Airphoto, IGN, the GIS User Community

Sierra Middle



SITE PLAN -General

RIVERSIDE UNIFIED SCHOOL DISTRICT

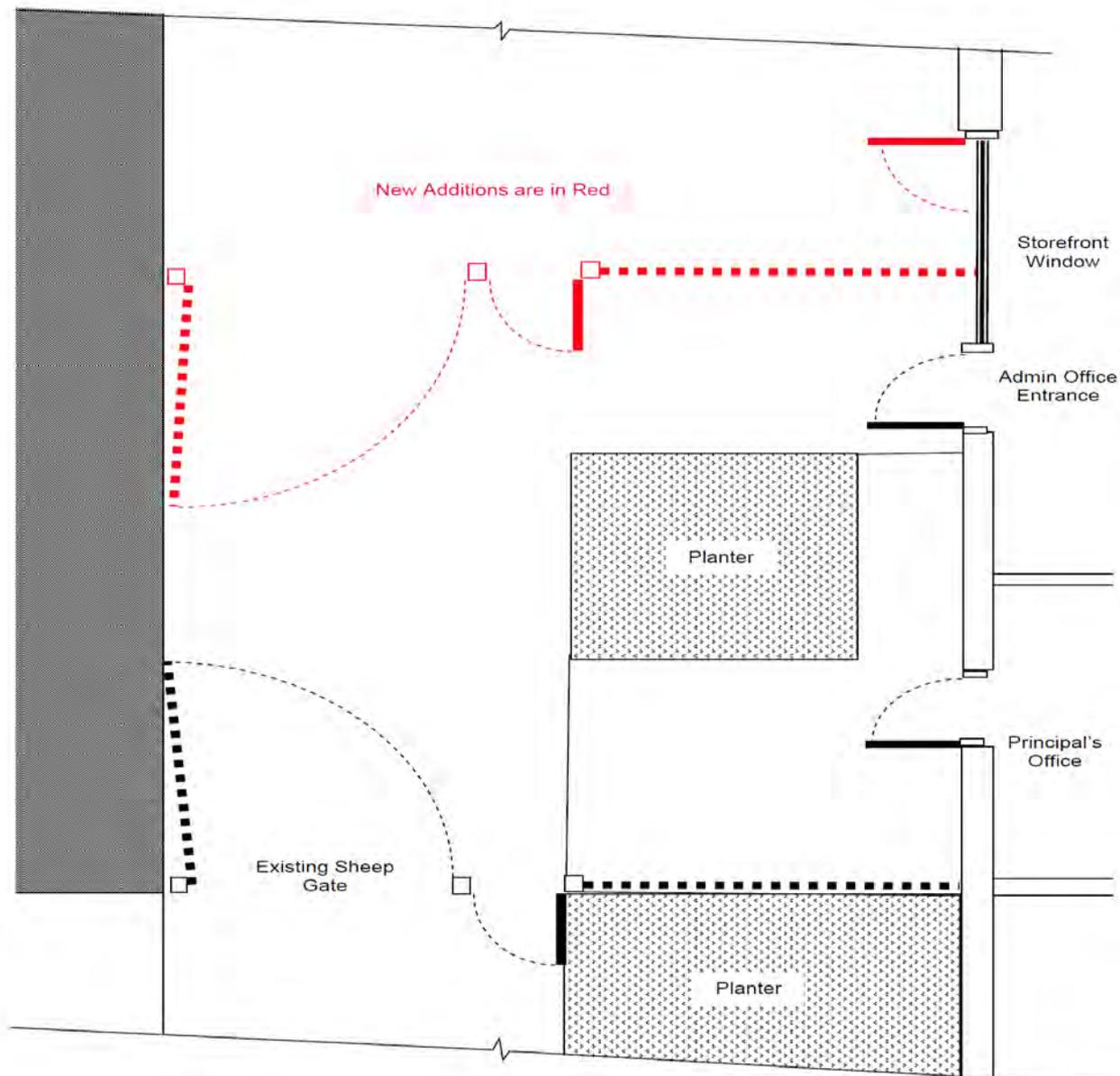
SIERRA Middle School

4950 CENTRAL AVE. Riverside, CA 92504

Tel. # (951) 788-7501





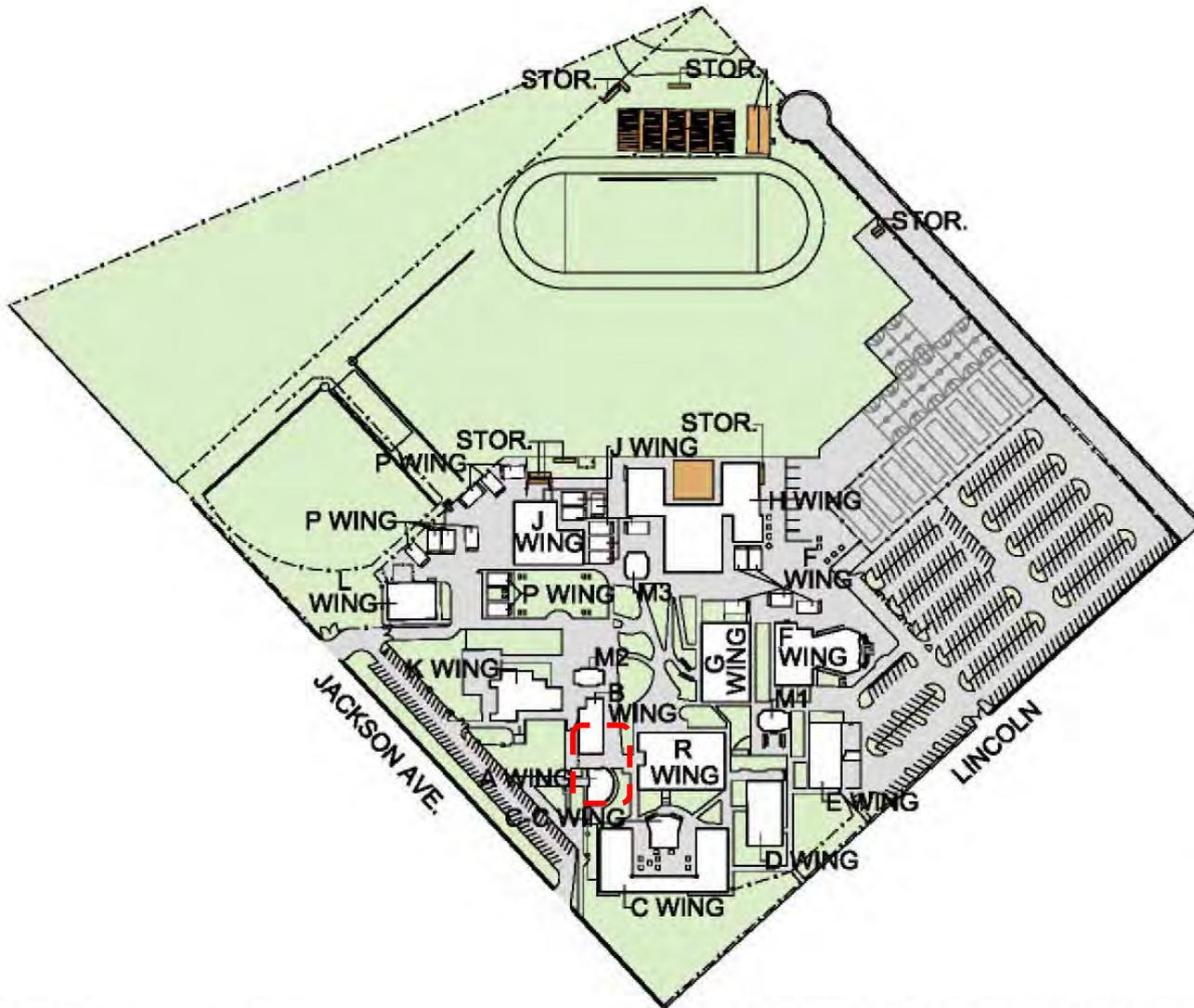


Sierra Middle

Estimate: \$81,808



Arlington High School



SITE PLAN - General

RIVERSIDE UNIFIED SCHOOL DISTRICT

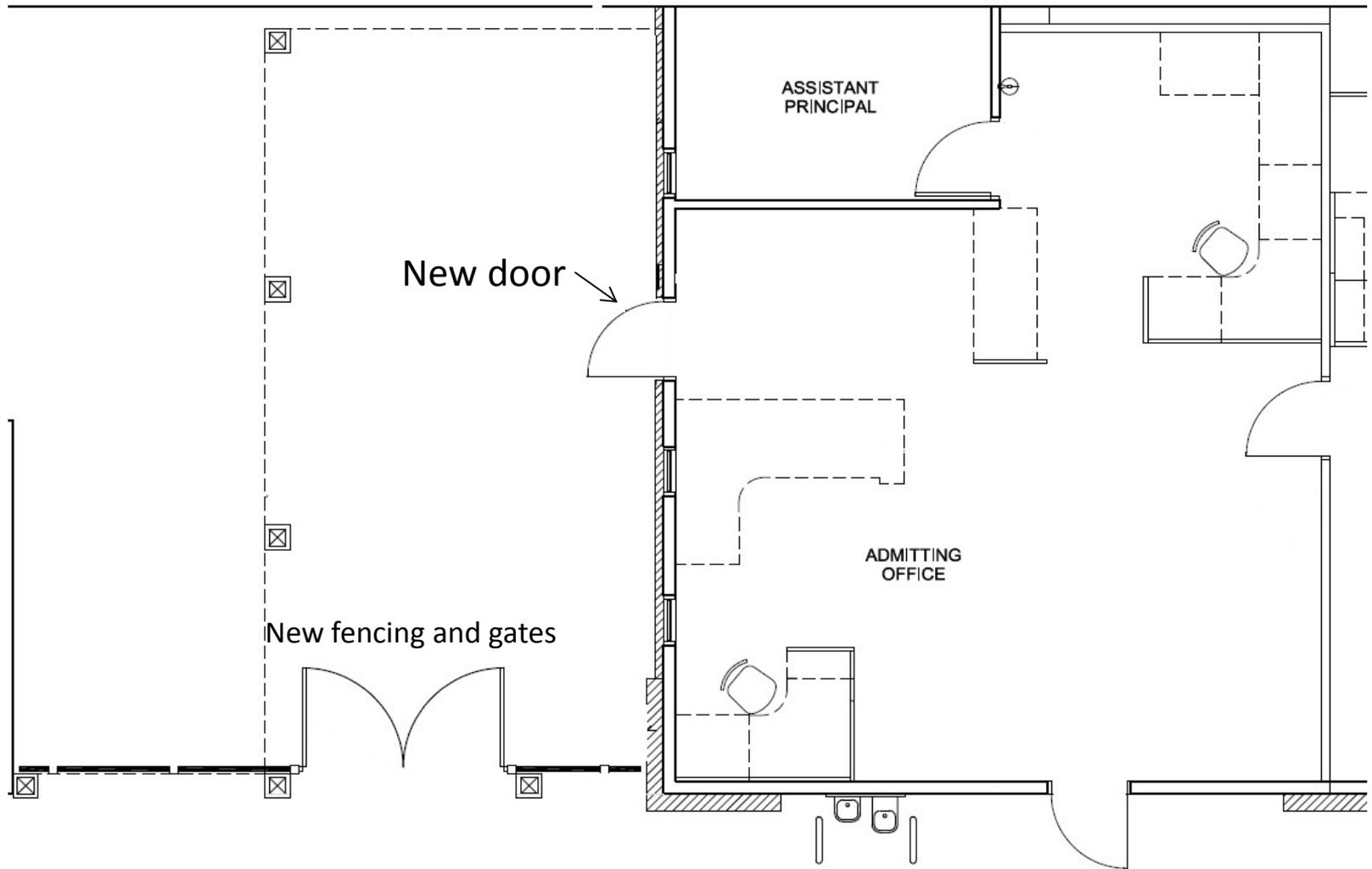
ARLINGTON High School

2951 JACKSON ST. Riverside, CA 92503

Tel. # (951) 352-8316



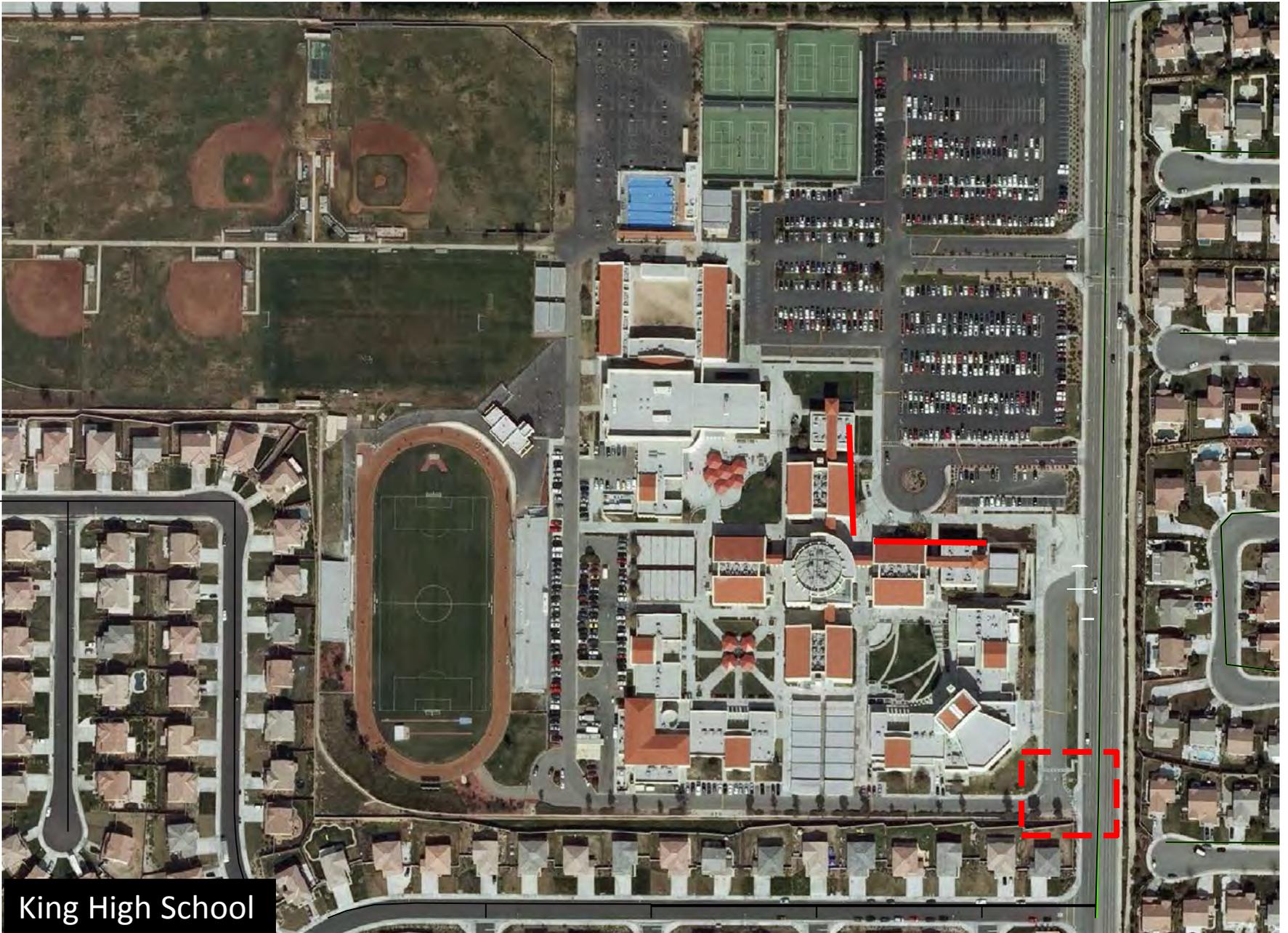




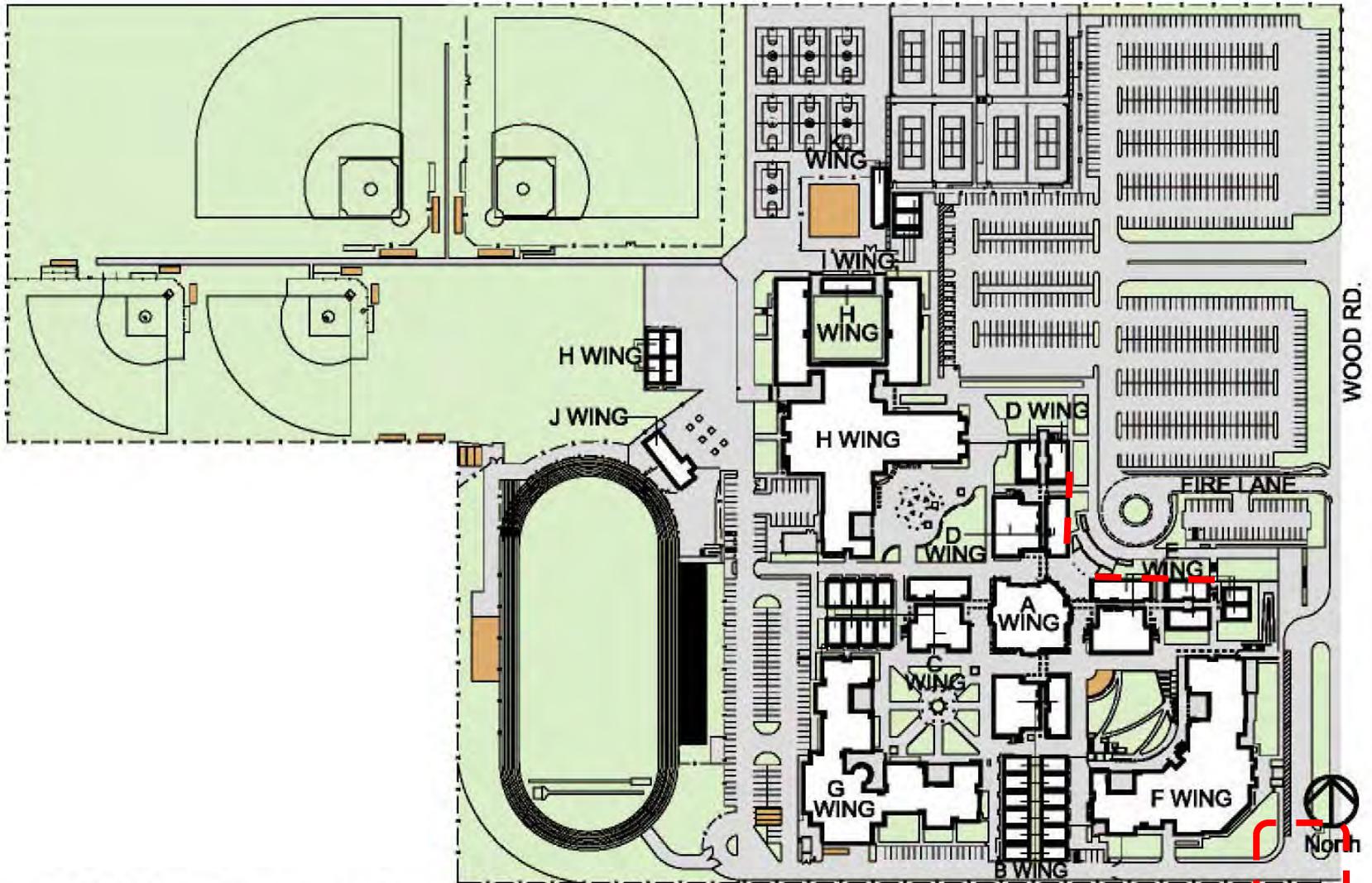
Arlington High School

Estimate: \$121,812

231



King High School



SITE PLAN - General

MARTIN LUTHER KING High School

RIVERSIDE UNIFIED SCHOOL DISTRICT

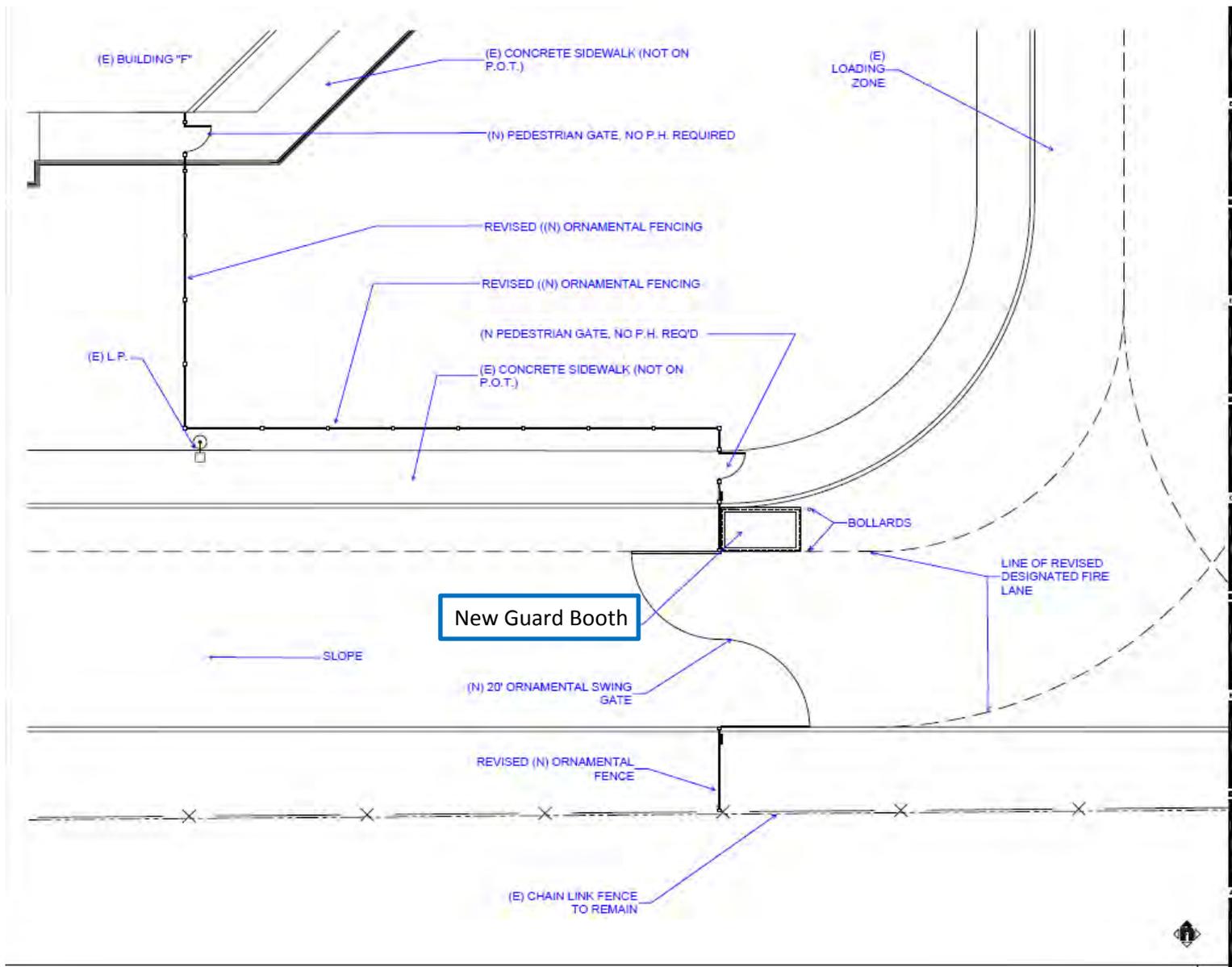
9301 Wood Rd., Riverside, CA 92508

Tel. # (951) 789-5690



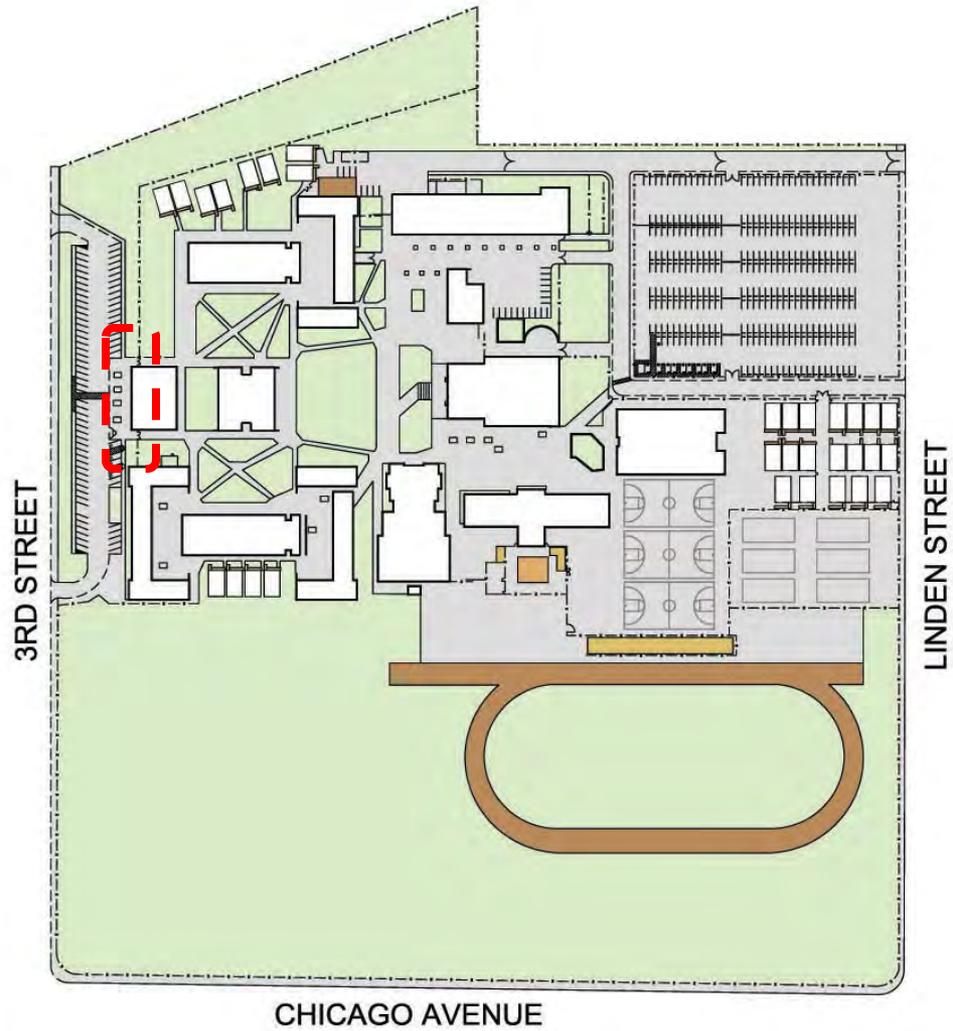
All front entrance gates will be replaced with lighter hollow metal gates with new closers. A gate will be installed on the south drive way with additional fencing from side of theatre to new gate location to secure the campus.





King High School

Estimate: \$124,030



SITE PLAN - GENERAL

RIVERSIDE UNIFIED SCHOOL DISTRICT

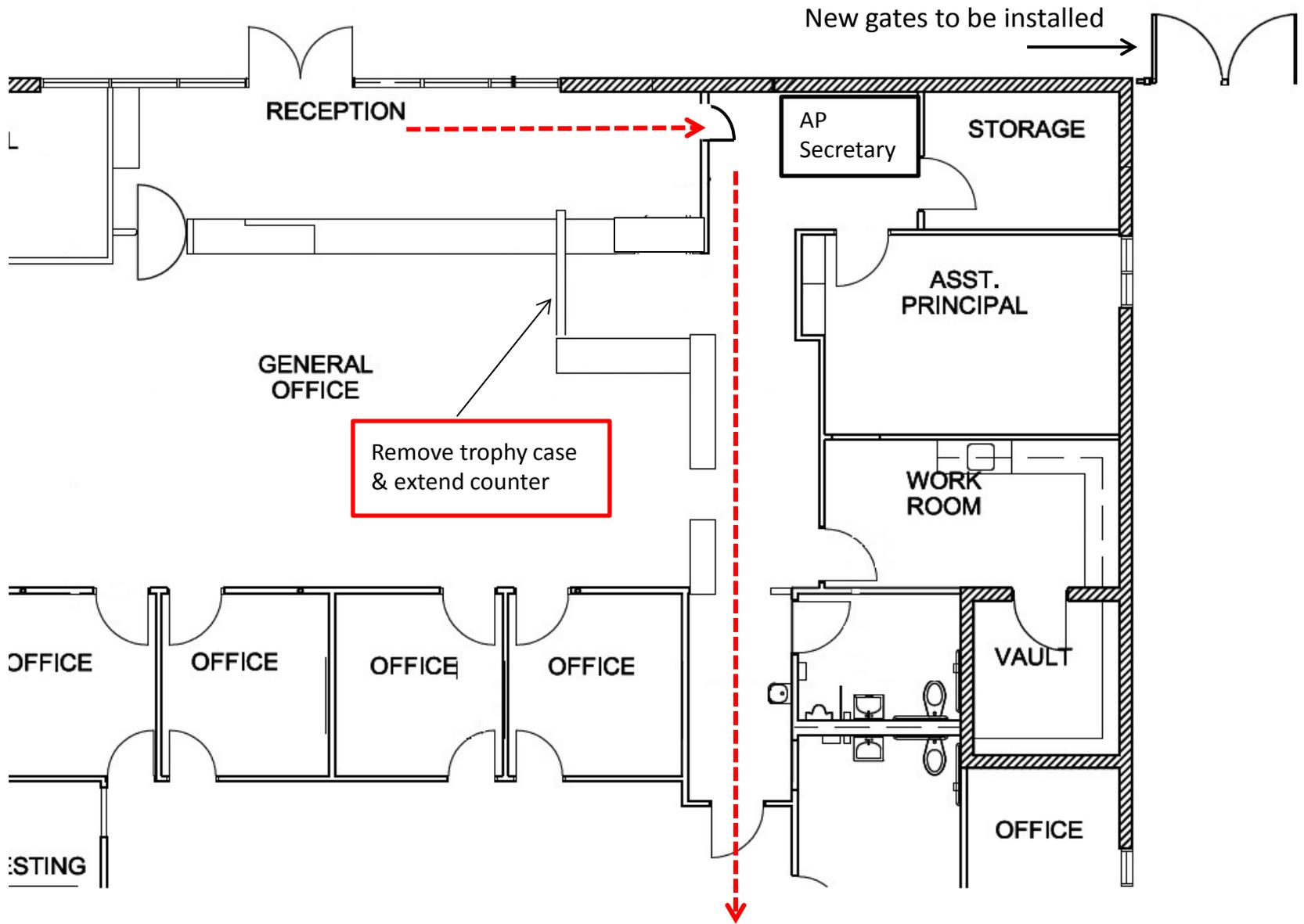
JOHN WESLEY NORTH High School

1550 3rd. St. Riverside, CA 92507

Tel. # (951) 788-7311







**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-32 – Resolution of the Board of Education of the Riverside Unified School District Recognizing California Day of the Teacher, May 14, 2014

Presented by: Susan Mills, Assistant Superintendent, Department of Personnel Leadership and Development

Responsible Cabinet Member: Susan Mills, Assistant Superintendent, Department of Personnel Leadership and Development

Type of Item: Action

Short Description: Staff recommends that the Board of Education adopt Resolution No. 2013/14-32 which recognizes May 14, 2014 as the California Day of the Teacher.

DESCRIPTION OF AGENDA ITEM:

May 14, 2014 has been designated as the Day of the Teacher for the Riverside Unified School District. The Board is requested to adopt Resolution No. 2013/14-32 which recognizes May 14, 2014 as the California Day of the Teacher. This resolution has been prepared to proclaim the Day of the Teacher and to invite other individuals and organizations within the community to honor teachers on this special day.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-32 – California Day of the Teacher, May 14, 2014.

ADDITIONAL MATERIAL: Resolution No. 2013/14-32 – California Day of the Teacher, May 14, 2014

Attached: Yes

RESOLUTION No. 2013/14-32
RESOLUTION OF THE BOARD OF EDUCATION OF THE
RIVERSIDE UNIFIED SCHOOL DISTRICT RECOGNIZING
CALIFORNIA DAY OF THE TEACHER, MAY 14, 2014

WHEREAS, California Education Code Section 37222 sets aside the second Wednesday in May as the Day of the Teacher and encourages suitable commemorative exercises directing attention to teachers and the teaching profession; and

WHEREAS, the Riverside Unified School District Board of Education has the utmost respect and admiration for professional teachers who have dedicated their lives and their talents to the education of our children, who are truly our state's most precious and important resource; and

WHEREAS, the Riverside Unified School District recognizes that the educational experiences of all students depend significantly and vitally upon the quality of their teachers and recognizes the truly vital role of teachers in realizing the vision for California public education; and

WHEREAS, the Riverside Unified School District Board of Education acknowledges and endorses the Day of the Teacher celebration.

THEREFORE, BE IT RESOLVED, that the Riverside Unified School District Board of Education hereby declares May 14, 2014, as the California Day of the Teacher, and extends its sincere appreciation to our teachers as well as to the many thousands of professional teachers in the State of California all of whom make our public schools at once successful and improving, and urges appropriate activities celebrating and emphasizing the contributions of teachers.

PASSED AND ADOPTED by the Board of Education of Riverside Unified School District at its regular meeting held on the 14th day of April 2014, by the following vote:

AYES: _____

NOES _____

ABSENT: _____

ABSTAIN: _____

I certify that the resolution above was duly adopted by the Board of Education of the Riverside Unified School District at its meeting held on April 14, 2014.

April 14 , 2014

BY _____
President
Board of Education
Riverside Unified School District
Riverside County, California

ATTEST:

BY _____
Clerk, Board of Education
Riverside Unified School District
Riverside County, California

**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-33 – Resolution of the Board of Education of the Riverside Unified School District Recognizing Classified School Employees Week – May 18-24, 2014

Presented by: Susan Mills, Assistant Superintendent, Department of Personnel Leadership and Development

Responsible Cabinet Member: Susan Mills, Assistant Superintendent, Department of Personnel Leadership and Development

Type of Item: Action

Short Description: Staff recommends that the Board of Education adopt Resolution No. 2013/14-33 which recognizes May 18-24, 2014 as Classified School Employees Week.

DESCRIPTION OF AGENDA ITEM:

The week of May 18-24, 2014 has been designated as Classified School Employees Week for the Riverside Unified School District. It is being requested that the Board of Education adopt Resolution No. 2013/14-33 – Classified School Employees Week, May 18-24, 2014. This resolution has been prepared to proclaim Classified Employees Week to recognize classified employees and to invite individuals and organizations within the community to honor classified employees.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-33 – Classified School Employees Week – May 18-24, 2014.

ADDITIONAL MATERIAL: Resolution No. 2013/14-33– Classified School Employees Week – May 18-24, 2014

Attached: Yes

RESOLUTION No. 2013/14-33

**RESOLUTION OF THE BOARD OF EDUCATION
OF THE RIVERSIDE UNIFIED SCHOOL DISTRICT RECOGNIZING
CLASSIFIED SCHOOL EMPLOYEES WEEK – MAY 18-24, 2014**

WHEREAS, the Riverside Unified School District employees approximately 1,546 classified staff; and

WHEREAS, a majority of classified employees serve in paraprofessional capacities, providing direct assistance to classroom teachers in providing students with the individual attention and support they need to succeed academically; and

WHEREAS, many other classified employees perform vital clerical and office support functions without which local schools, as well as district and county offices, could not operate, and without which many students would not receive important educational and health-related services; and

WHEREAS, many classified employees perform custodial services, ensuring that thousands of school buildings and grounds are clean, safe, and well maintained statewide therefore protecting the public's substantial investment in these facilities; and

WHEREAS, the efficient and effective support and ancillary services provided by classified employees are essential ingredients and enable excellent teaching, sound administration, and high achievement by students, and

WHEREAS, the Riverside Unified School District Board of Education believes that a solid system of classified service in the public schools is critical to strong effective schools and a provision of a wholesome, learning environment.

THEREFORE, BE IT RESOLVED, that the Riverside Unified School District Board of Education hereby recognizes and wishes to honor the many outstanding contributions and services of the classified school employees in the provision of quality education in the State of California and in the district and declares the week of May 18-24, 2014, as Classified School Employees Week.

PASSED AND ADOPTED by the Board of Education of Riverside Unified School District at its regular meeting held on the 14th day of April 2014, by the following vote:

AYES: _____

NOES _____

ABSENT: _____

ABSTAIN: _____

I certify that the resolution above was duly adopted by the Board of Education of the Riverside Unified School District at its meeting held on April 14, 2014.

April 14, 2014

BY _____
President
Board of Education
Riverside Unified School District
Riverside County, California

ATTEST:

BY _____
Clerk, Board of Education
Riverside Unified School District
Riverside County, California

**Board Meeting Agenda
April 14, 2014**

Topic: Resolution No. 2013/14-37 – Resolution of the Board of Education of the Riverside Unified School District to Determine Uses of the Monies Received From the Education Protection Account for the Current Fiscal Year

Presented by: Dalia Gadelmawla, Interim Director, Business Services

Responsible

Cabinet Member: Sandra L. Meekins, Interim Chief Business Official

Type of Item: Action

Short Description: Article XIII, Section 36 of the California Constitution effective November 7, 2012 requires school districts to make spending determinations for monies received from the Education Protection Account (EPA) in an open session of a public meeting.

DESCRIPTION OF AGENDA ITEM:

Proposition 30 approved by the voters added Article XIII, Section 36 to the California Constitution effective November 7, 2012. The provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account (EPA) to receive and disburse the revenue derived from the incremental increases in taxes imposed by Article XIII, Section 36(f).

The funds from the Education Protection Account are not new funds for the District; rather they are revenue limit funds that the District was and always has been entitled to. The State has merely imposed a new reporting requirement for these funds. The Education Protection Account funds that are generated from the passage of Proposition 30 (increased sales tax and increased income tax) will now be used to offset the District’s regular Revenue Limit Funding from the California Department of Education. The use of these funds helps with the State’s cash flow problems but, again, does not generate any new funding for districts.

Article XIII, Section 36 of the California Constitution references that school districts have sole authority to determine how the moneys received from the EPA are spent in the school or schools within its jurisdiction excluding salaries and benefits of administrators or any other administrative costs, provided that the governing board makes the spending determinations in an open session of a public hearing of the governing board. The Article also sets forth the requirement to annually publish an accounting of how the money was spent which was received

for the EPA in addition to a requirement to provide an annual independent EPA financial and compliance audit. Specifically, Article XIII, Section 36 of the California Constitution states:

“A community college district, county office of education, school district, or charter school shall have sole authority to determine how the moneys received from the Education Protection Account are spent in the school or schools within its jurisdiction, provided, however, that the appropriate governing board or body shall make these spending determinations in open session of a public meeting of the governing board or body and shall not use any of the funds from the Education Protection Account for salaries or benefits of administrators or any other administrative costs. Each community college district, county office of education, school district, and charter school shall annually publish on its Internet Website an accounting of how much money was received from the Education Protection Account and how that money was spent.”

Further, there is a requirement for an annual independent financial and compliance audit which shall, in addition to all other requirements of law, ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended. Expenses incurred to comply with the additional audit requirement may be paid with funding from the EPA, and shall not be considered administrative costs.

Staff recommends spending monies received from the 2013-14 EPA on general fund instructional and pupil services salaries and benefits in compliance with Article XIII, Section 36.

FISCAL IMPACT: EPA funding for 2013-14 estimated at \$38,107,523 to be spent on instructional and pupil services salaries and benefits funded in the General Fund.

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 2013/14-37 – Resolution of the Board of Education of the Riverside Unified School District to determine uses of the monies received from the Education Protection Account for the current fiscal year.

ADDITIONAL MATERIAL: Resolution No. 2013/14-37

Attached: Yes

RESOLUTION NO. 2013/14-37

RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE UNIFIED SCHOOL DISTRICT TO DETERMINE USES OF THE MONIES RECEIVED FROM THE EDUCATION PROTECTION ACCOUNT FOR THE CURRENT FISCAL YEAR

WHEREAS, Proposition 30 approved by the voters added Article XIII, Section 36 to the California Constitution effective November 7, 2012. The provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account (EPA) to receive and disburse the revenue derived from the incremental increases in taxes imposed by Article XIII, Section 36(f).

WHEREAS, the Board of Education of the Riverside Unified School District has determined that monies are anticipated to be received in the current fiscal year from the EPA; and

WHEREAS, the Board of Education of the Riverside Unified School District has sole authority to determine how the monies received from the EPA are spent in the school or schools within its jurisdiction, provided, however, that the spending determinations are made in an open session of a public meeting of the governing board; and

WHEREAS, the monies received from the EPA shall not be used for salaries or benefits for administrators or any other administrative costs; and

WHEREAS, an annual accounting will be published on the District's Internet website of how much money was received from the EPA and how that money was spent; and

WHEREAS, an annual independent financial and compliance audit is required, in addition to all other requirements of law, to ascertain and verify whether the funds provided by the EPA have been properly disbursed and expended; and expenses incurred to comply with the additional audit requirement may be paid with EPA funding, and shall not be considered administrative costs;

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Article XIII, Section 36 of the California Constitution, the Board of Education of the Riverside Unified School District has determined to spend the monies received from the EPA for the 2013-14 fiscal year on instructional and pupil services salaries and benefits funded by the general fund.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on April 14, 2014 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Kathy Y. Allavie, Clerk
Board of Education

Dated: _____