

**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.**

**October 20, 2014**

**Open Session – 5:30 p.m.**

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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:	David C. Hansen, Ed.D. District Superintendent
Employee Organizations:	Riverside City Teachers Association California School Employees Association

3. Consideration of Public Employee Appointment Pursuant to Government Code Section 54957.6  
Title: Middle School Principal, and Middle School and High School Assistant Principals
4. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: District Superintendent

October 20, 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 Denise Ramirez, 5<sup>th</sup> grade Madison Elementary School student.

### **SECTION A – DISTRICT SUPERINTENDENT’S REPORT**

### **SECTION B – REPORTS BY HIGH SCHOOL REPRESENTATIVES**

#### **B.1 High School Representatives**

*Jakelin Cervantes – Educational Options Center/Riverside  
Virtual School*

*Alison Baird – John W. North High School*

*Mae Johnson – Riverside Polytechnic High School*

*Tracy Doan – Ramona 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 – DISTRICT EMPLOYEE GROUP REPORT**

#### **D.1 RCTA Presentation by Mr. Tim Martin, President, Riverside City Teachers Association**

District  
Superintendent

*Mr. Tim Martin will report on the activities and*

accomplishments of the Riverside City Teachers Association (RCTA).

**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.*

- |  |                         |         |       |
|--|-------------------------|---------|-------|
| <b>E.1 Minutes of Board Meeting</b>  | District Superintendent | Consent | 1-5   |
| <i>October 6, 2014 – Regular Board Meeting</i>   |                         |         |       |
| <b>E.2 Warrant List No. 6</b>  | Deputy Supt. Business   | Consent | 6-11  |
| <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>   |                         |         |       |
| <b>E.3 Award of Bid for Bid No. 2014/15-09 – Floating Bulkhead at Riverside Polytechnic High School</b>  | Deputy Supt. Business   | Consent | 12-17 |
| <i>This project consists of the construction of a floating bulkhead at Riverside Polytechnic High School.</i>  |                         |         |       |
| <b>E.4 Change Orders</b>   | Deputy Supt. Business   | Consent | 18-37 |
| <b>Approval of Change Order No. 1 – Bid No. 2013/14-49 – Security Upgrades at Various Sites – Group A – John Adams Elementary School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, Madison Elementary School, and Arlington High School</b> |                         |         |       |
| <i>A change is recommended in the scope of work for the Security Upgrades at Various Sites – Group A – John Adams Elementary School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, Madison Elementary School, and Arlington High School.</i> |                         |         |       |
| <b>Approval of Change Order No. 2 – Bid No. 2013/14-51 – Security Upgrades at Various Sites – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School and John W. North High School</b>  |                         |         |       |

*A change is recommended in the scope of work for the Security Upgrades at Various Sites – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School and John W. North High School.*

**Approval of Change Order No. 4 – Bid No. 2013/14-52 – Restroom Renovation – Monroe Elementary School**

*A change is recommended in the scope of work for the Restroom Renovation – Monroe Elementary School.*

**Approval of Change Order No. 1 – Bid No. 2013/14-64 – Exterior Alterations Projects – Riverside Polytechnic High School**

*A change is recommended in the scope of work for the Exterior Alterations Projects – Riverside Polytechnic High School.*

<b>E.5</b>	<b>Notice of Completion – Purchase Order C6003343 – Bid No. 2014/14-72 – UCCAP – Pick Up Projects at Ramona High School</b>	Deputy Supt. Business	Consent	38-39
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*A Notice of Completion is recommended for the Pick Up Projects at Ramona High School.*

<b>E.6</b>	<b>Rejection of Claim – Elijah Garcia</b>	Deputy Supt. Business	Consent	40
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*A claim for damages has been received and the recommendation is to reject the claim at this time.*

<b>E.7</b>	<b>Resolution No. 2014/15-14 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Maintenance of Bank Accounts, and Approving the Authorized Signatures for Such Bank Accounts</b>	Deputy Supt. Business	Consent	41-43
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*It is necessary to update the authorized signatures for the Matthew Gage Middle School Associated Student Body (ASB) account.*

<b>E.8</b>	<b>Out-of-State Field Trips</b>	Asst. Supt. Curr. & Inst. K-12	Consent	44-53
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**Out-of-State Field Trip – Arlington High School**

*The Arlington High School Chamber Singers and Women’s Choir are requesting to travel to New York City, New York, to participate in the Choirs of America National Festival at Carnegie Hall, June 23-28, 2015.*

## **Out-of-State Field Trip – Riverside Polytechnic High School**

*The Riverside Polytechnic High School Chamber Singers are requesting to travel to Nashville, Tennessee, to participate in the Heritage World Strides Music Festival, March 27–31, 2015.*

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|------------|--|---------------------------|---------|-------|
| <b>E.9</b> | <b>Quarterly Report on Williams Uniform Complaints to Riverside County Office of Education</b> | Asst. Supt.<br>Operations | Consent | 54-55 |
|------------|--|---------------------------|---------|-------|

*The quarterly report information confirms that there were no complaints filed with any school in the District for the period of July 1, 2014 – September 30, 2014.*

- |             |  |                                     |         |                        |
|-------------|--|-------------------------------------|---------|------------------------|
| <b>E.10</b> | <b>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</b> | Exec. Director<br>Pupil Serv./SELPA | Consent | Confidential<br>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: #2014-004, #2014-007, #2014-008, #2014-009, #2014-010, #2014-013, #2014-014, #2014-015*

### **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: #2014-00J, #2014-00K*

- |             |  |                          |         |       |
|-------------|--|--------------------------|---------|-------|
| <b>E.11</b> | <b>Certificated Personnel Assignment Order CE 2014/15-06</b> | Asst. Supt.<br>Personnel | Consent | 56-59 |
|-------------|--|--------------------------|---------|-------|

*The latest District's management, certificated personnel actions are presented to the Board of Education for approval.*

**E.12 Classified/Non-Classified Personnel Assignment Order CL 2014/15-06**

Asst. Supt.  
Personnel

Consent 60-65

*The latest District’s classified personnel actions are presented to the Board of Education for approval.*

**SECTION F – REPORT/DISCUSSION**

**F.1 Policy #9110 – Bylaws of the Board – Regular Members: Terms of Office – First Reading**

Deputy Supt.  
Business

Report  
First  
Reading 66-68

*Revised Board Policy #9110 – Bylaws of the Board – Regular Members: Terms of Office has been prepared for the Board of Education’s consideration for First Reading.*

**SECTION G – PUBLIC HEARING**

**G.1 Public Hearing – Pupil Textbooks and Instructional Materials Compliance Resolution for Fiscal Year 2014/15**

Asst. Supt.  
Curr. & Inst.  
K-12

Public  
Hearing 69-70

*Education Code (E.C.) Section 60119 requires that districts hold a public hearing and determine through a resolution as to whether every student has sufficient and appropriate textbooks or instructional materials in mathematics, science, history-social science, foreign language, and RLA/ELD. Notice must be posted at least ten days in advance and in at least three public places within the district.*

**SECTION H – ACTION**

**H.1 Resolution No. 2014/15-09 – Resolution of the Board of Education of the Riverside Unified School District for Pupil Textbooks and Instructional Material Compliance for Fiscal Year 2014/15**

Asst. Supt.  
Curr. & Inst.  
K-12

Action 71-73

*Education Code (E.C.) Section 60119 as amended by Senate Bill X3 4 Section 18, regardless of the statewide revenue limit, in order to be eligible to receive the instructional materials funds, Riverside Unified School District must hold a public hearing and determine through a resolution as to whether every student has sufficient and appropriate textbooks or instructional materials in mathematics, science, history-social science, foreign language, and RLA/ELD.*

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

## **SECTION I – CONCLUSION**

### **I.1 Board Members' Comments**

### **I.2 Agenda Items for Future Meetings**

**Monday, November 3, 2014 – Regular Board Meeting**

## **ADJOURNMENT**

The next regular meeting of the Board of Education is scheduled for Monday, November 3, 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.

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 REGULAR MEETING OF THE BOARD OF EDUCATION  
MONDAY, OCTOBER 6, 2014  
BOARD ROOM  
6735 MAGNOLIA AVENUE, RIVERSIDE, CALIFORNIA**

**CALL THE MEETING TO ORDER**

Mrs. Lock-Dawson, Board President, called the meeting to order at 4:30 p.m.

**MEMBERS PRESENT**

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

Also present were District Superintendent, Dr. David C. Hansen, members of the staff, and other interested citizens.

**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 4:30 p.m.

**CLOSED SESSION**

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:	David C. Hansen, Ed.D., District Superintendent
Employee Organizations:	Riverside City Teachers Association California School Employees Association

3. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6

District Representative:	David C. Hansen, Ed.D. District Superintendent
Unrepresented Employee:	Assistant Superintendent

4. Real Property Negotiations Pursuant to Government Code Section 54956.8 to Discuss the Price and Terms of Purchase and/or Sale of Real Property

District Negotiator:	Michael H. Fine, Deputy Superintendent
Property:	APN #223-092-028, Riverside

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

Title: Early Childhood Services Specialist; and Manager, Grants and Project Development

- 6. Conference With Legal Counsel – Anticipated Litigation Significant Exposure to Litigation Pursuant to Subdivision (d) of Section 54956.9:  
(1 case)

**RECONVENE OPEN SESSION**

The Board reconvened in Open Session at 5:46 p.m. Mrs. Lock-Dawson announced that the following actions were taken by the Board during Closed Session as introduced by Dr. Hansen:

It was moved by Mr. Hunt and seconded by Mrs. Cloud to appoint Ms. Luz Romero, Early Childhood Services Specialist, and Mr. Marcus Ridley, Manager, Grants and Project Development:

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to our flag was led by Elizabeth Ochoa, 6<sup>th</sup> grade student from Longfellow Elementary School.

**GROUP PERFORMANCE**

The Poly Chamber Singers performed for the Board of Education.

**SECTION A – PRESENTATION**

**A.1 The Western Municipal Water District (WMWD) will Provide Information Regarding the Lois B. Krieger Grant Program**

Ms. Michelle McKinney Underwood, Director of Community and Government Affairs, WMWD, provided information about grant opportunities that are available for water education projects in the classroom.

**SECTION B – DISTRICT SUPERINTENDENT’S REPORT**

District Superintendent Hansen introduced Ms. Luz Romero and Mr. Marcos Ridley, who were promoted to new positions during Closed Sessions.

Dr. Hansen mentioned that he had the opportunity to attend the Completion Counts: Pathways to Higher Education Conference on October 4 which was held at John W. North High School. He stated that Mr. Jorge Perez, Instructional Services Specialist, 7-12, Student Support and Guidance, and his team did a wonderful job of orchestrating the event for students and parents. He commended Mrs. Lock-Dawson, who brought the idea to Riverside a few years ago.

He discussed the 10<sup>th</sup> Annual Riverside College and Career Fair that was held on October 1 at the Galleria Mall at Tyler. He noted that there were over 175 different tables and booths at the event, with over 7,000 people in attendance.

Dr. Hansen mentioned on Wednesday, October 1, he met with the Latino Network and shared a PowerPoint with approximately 40 attendees about his priorities in the District, budget, and school initiatives. He stated that they have invited him back to a future meeting to provide additional information about the District's Local Control and Accountability Plan (LCAP). He also mentioned on Thursday, that he would have his first Superintendent's Advisory Council meeting for the school year at Patricia Beatty Elementary School where he plans to share the same presentation.

Mrs. Lynn Carmen Day, Chief Academic Officer, discussed after the Pathways Conference on October 4 said that she attended Vocademy's Mini Maker Fair and stated that it was amazing. As a follow up to the Board Study Session on Common Core that was presented on September 29, Mrs. Carmen Day stated that information was provided to Board members in Friday's Board Update. She indicated that Mr. Tim Martin, President, Riverside City Teacher's Association (RCTA) made a recommendation regarding a Common Core survey and that staff is working on implementation of the survey.

Mrs. Carmen Day talked about the exciting visit with The Brunswick Group last week, and stated their comments reflected that RUSD is making exceptional progress and we are far ahead of other districts in the nation – but we still have a lot of work to do. She discussed District staff visiting Lindsay School District for personalized learning. In closing, Mrs. Carmen Day noted that Red Ribbon week is at the end of this month and that there is an AVID visit scheduled for Hawthorne Elementary School.

Dr. Hansen concluded by mentioning on Tuesday, September 30, he held the first of four Extended Cabinet Retreats at California Baptist University where the importance of leadership was emphasized. He voiced his gratefulness to the Board members for the Shared Governance Workshop that was also held on Tuesday, and for their strong leadership.

## **SECTION C – REPORTS BY HIGH SCHOOL REPRESENTATIVES**

**A.1 Reports presented by Arlington, Martin Luther King, and Abraham Lincoln High Schools' Student Board Representatives.**

## **SECTION D – PUBLIC INPUT**

The following individual addressed the Board members: Mr. Robert Schwarz discussed his concerns regarding Common Core.

## **SECTION E – DISTRICT EMPLOYEE GROUP REPORTS**

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

Ms. Sandie Page provided a report on the activities and accomplishments of the Riverside Council Parent Teacher Association (PTA).

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

Mr. Daniel Rudd provided a report on the activities and accomplishments of the California School Employees Association (CSEA).

## **SECTION F – CONSENT**

Approval of the Consent Calendar was moved by Mr. Hunt and seconded by Mrs. Allavie and approved by members present, 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.

**SECTION G – REPORT/DISCUSSION**

**G.1 Review and Update of Board Policies Concerning Instructional Materials and Other Learning Resources**

Dr. Hansen provided a brief overview, stating that there has been some misinformation in the media and in our community about this matter. He discussed that a District committee recently made the decision to classify the book, *The Fault in Our Stars*, as high school appropriate. He noted that the book, which is not part of our curriculum, is available to students in our high school libraries. The Board members requested that staff review our existing policies that pertain to the choice of literary materials in our schools and bring back the information for Board review. Board members also requested that any committees that are final decision-makers on instructional and library materials be brought back for Board consideration.

**SECTION H – ACTION**

**H.1 Resolution No. 2014/15-13 – Resolution of the Board of Education of the Riverside Unified School District for District of Choice – Alternative Interdistrict Attendance Program Space Availability**

Mr. Tim Walker, Executive Director, Pupil Services/SELPA, indicated that the Riverside Unified School District participates in the state’s alternative interdistrict attendance program. He said that this program allows students residing outside of the District’s boundaries to be admitted to District schools and remain enrolled in District schools from year to year, subject to certain limitations.

In regards to the STEM Academy, Mr. Hunt voiced his concern that he does not want to allow students outside of our District to take away seats from RUSD students.

There was some discussion, and Mrs. Allavie stated there is a Study Session scheduled for December 1 to discuss STEM Academy where this topic can be addressed.

The item was moved by Mrs. Cloud and seconded by Mr. Hunt and was unanimously approved by the following roll call vote to adopt Resolution No. 2014/15-13:

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

**SECTION I – CONCLUSION**

**I.1 Board Members’ Comments**

Mrs. Cloud mentioned the Riverside County School Boards Association (RCSBA) Annual Meeting scheduled for October 27 at the Moreno Valley Ranch Golf Club, with

Special Guest Speaker Dan Walters. She mentioned the Vocademy event, and the very impressive Riverside College and Career Fair.

Mr. Hunt thanked Dr. Hansen and Mrs. Lock-Dawson for their hard work this week and working through the issues. He thanked staff for the Common Core presentation. He discussed the concept of rotating schedules at the elementary level – a team teaching concept.

Mrs. Allavie indicated that Mr. Hunt's suggestion might work for combination classes. She asked for Dr. Hansen to provide information about the Middle Years Program (MYP) and how the transition works into high school. She stated that it was good to see Ms. Dayna Straehley, from *The Press-Enterprise* at the meeting tonight. She echoed Mrs. Cloud's comments regarding the Riverside College and Career Fair stating that she was also very impressed. She requested that a "Thank You" letter be sent to the Chamber from the Board.

Mr. Lee indicated that it was a very busy week. He mentioned attending the Governance Workshop, the Riverside College and Career Fair (which he feels RUSD needs to have a greater presence at next year), and the Maker Fair. He stated that Gene Sherman, Founder, CEO, has 100s of people working together and he wishes him a lot of success. He voiced his hope that RUSD will be able to work with Vocademy in the future. He mentioned that the Riverside Citrus Classic Bike Ride is scheduled for October 15, and said this is a great event. In closing, Mr. Lee thanked staff and Dr. Hansen for all of their work.

Mrs. Cloud requested that a letter also be sent to the Tyler Galleria thanking them for hosting the Riverside College and Career Fair.

Mrs. Lock-Dawson discussed the Pathways to Higher Education Conference and commended Mr. Perez and his staff for all of their hard work with this great conference. She stated that there were some interesting King parent workshops at the event. She said the Vocademy Maker Fair was great. She mentioned a meeting that she attended with Dr. Hansen last week with University of California, Riverside (UCR) Chancellor Kim Wilcox, where they discussed continued partnerships of making Riverside more of a college town. She closed by thanking the Board members for their work and being much more responsive.

## **I.2 Next Board Meeting: October 20, 2014**

### **ADJOURNMENT**

Mrs. Lock-Dawson adjourned the Public Session at 7:15 p.m. in memory of Mr. Ray Beasley, former electrician for RUSD; Ms. Priscilla Martinez, retired Madison Elementary School principal's secretary for many years; and Mrs. Helen Berenato, retired cafeteria worker for RUSD for over 20 years.

Kathy Allavie  
Clerk  
Board of Education

**Board Meeting Agenda  
October 20, 2014**

Topic: Warrant List No. 6

Presented by: Jeannie Darnell, Account Clerk, Business Services

Responsible

Cabinet Member: Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations

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.

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**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.

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**FISCAL IMPACT:** \$6,513,361.26

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

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**ADDITIONAL MATERIAL:** Warrant List No. 6

Attached: Yes

# RIVERSIDE UNIFIED SCHOOL DISTRICT

## Commercial Warrant Listing 2014 - 2015

September 13, 2014 THRU September 26, 2014

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

Claim	Date	Fund	Warrant	Vendor Name	Claim Amount
<b>GENERAL FUND UNRESTRICTED 03</b>					
232659	09/15/2014	03	14853035	HAIKU LEARNING SYSTEMS, INC	\$190,000.00
232660	09/15/2014	03	14853036	CANON BUSINESS SOLUTIONS, INC., WEST	\$4,276.80
232680	09/15/2014	03	14853056	AMS.NET, INC	\$36,776.25
232684	09/15/2014	03	14853060	CLOVER ENTERPRISES	\$8,641.50
232719	09/15/2014	03	14853095	RED DRAGON ELECTRIC	\$7,360.00
232724	09/16/2014	03	14853373	J&R KEY AND HARDWARE	\$2,673.00
232728	09/16/2014	03	14853377	CCS PRESENTATION SYS	\$3,969.01
232729	09/16/2014	03	14853378	JAB CHEERBOX	\$2,754.00
232732	09/16/2014	03	14853381	NIC PARTNERS CONFIDENTIAL	\$501,290.15
232733	09/16/2014	03	14853382	NEXUS IS, INC.	\$4,300.00
232736	09/16/2014	03	14853385	FLOOR TECH AMERICA, INC.	\$12,244.65
232737	09/16/2014	03	14853386	NIC PARTNERS CONFIDENTIAL	\$131,383.20
232738	09/16/2014	03	14853387	NIC PARTNERS CONFIDENTIAL	\$110,766.12
232740	09/16/2014	03	14853389	KEN'S SPORTING GOODS	\$2,463.59
232742	09/16/2014	03	14853391	RIVERSIDE CONVENTION CENTER	\$5,163.26
232746	09/16/2014	03	14853395	TANDUS CENTIVA US, LLC	\$23,423.87
232753	09/17/2014	03	14854305	WESTERN MUNICIPAL WATER DISTRICT	\$6,827.65
232755	09/17/2014	03	14854307	ALTURA CREDIT UNION	\$23,353.95
232760	09/17/2014	03	14854311	BANK OF UTAH	\$21,000.00
232762	09/17/2014	03	14854313	CCS PRESENTATION SYS	\$2,916.00
232764	09/17/2014	03	14854315	CLOVER ENTERPRISES	\$5,851.53
232767	09/17/2014	03	14854318	CULVER-NEWLIN INCORPORATED	\$2,806.94
232781	09/17/2014	03	14854332	STATE OF CA/DEPT. JUSTICE	\$4,680.00
232786	09/17/2014	03	14854337	APPLE INC.	\$3,617.92
232790	09/17/2014	03	14854341	PRECISION DATA PRODUCTS	\$2,233.54
232795	09/17/2014	03	14854346	VARSITY BRANDS INC.	\$15,909.43
232823	09/18/2014	03	14856513	K-LOG COMPANY, INC.	\$5,326.93
232834	09/18/2014	03	14856524	BEST BUY GOV LLC	\$14,876.40
232835	09/18/2014	03	14856525	KMBS C/O BURTRONICS BUSINESS SYSTEMS	\$16,133.39
232836	09/18/2014	03	14856526	KMBS C/O BURTRONICS BUSINESS SYSTEMS	\$16,133.39
232840	09/18/2014	03	14856529	PEGLEG ENTERTAINMENT	\$4,000.00
232852	09/18/2014	03	14856541	RIDDELL/ ALL AMERICAN SPORTS GROUP	\$3,494.37
232855	09/18/2014	03	14856544	PROJECT LEAD THE WAY	\$3,000.00
232857	09/18/2014	03	14856546	PEGLEG ENTERTAINMENT	\$5,650.00
232862	09/19/2014	03	14857187	HILTON	\$2,057.44
232864	09/19/2014	03	14857189	HYATT	\$2,789.52
232871	09/19/2014	03	14857196	FLOOR TECH AMERICA, INC.	\$34,215.50
232892	09/19/2014	03	14857217	NATIONAL SIGN & MARKETING CORPORATION	\$11,562.00
232900	09/19/2014	03	14857224	YOUM-TZIB SOFTWARE SOLUTIONS, INC.	\$3,000.00
232922	09/19/2014	03	14857246	3 DAY BLINDS	\$4,956.60
232925	09/22/2014	03	14857705	WESTERN MUNICIPAL WATER DISTRICT	\$2,590.44
232927	09/22/2014	03	14857707	MARTIN LUTHER KING ASB	\$2,106.72
232937	09/22/2014	03	14857717	KELLY PAPER COMPANY	\$2,458.49
232938	09/22/2014	03	14857718	ON TARGET VOICE AND DATA, INC.	\$6,249.35
232941	09/22/2014	03	14857721	ALTURA CREDIT UNION	\$3,902.36
232944	09/22/2014	03	14857724	CIF STATE OFFICE	\$4,530.96
232948	09/22/2014	03	14857728	CARE	\$3,400.00
232950	09/22/2014	03	14857730	AGUA MANSA MRF, LLC	\$2,661.49

232951	09/22/2014	03	14857731	AGUA MANSA MRF, LLC	\$7,389.47
232952	09/22/2014	03	14857732	KMBS C/O BURTRONICS BUSINESS SYSTEMS	\$16,133.39
232962	09/22/2014	03	14857742	CR&R INC.	\$2,173.66
232975	09/22/2014	03	14857755	TURF STAR, INC.	\$2,351.68
232978	09/22/2014	03	14857758	KMBS C/O BURTRONICS BUSINESS SYSTEMS	\$16,133.39
232981	09/22/2014	03	14857761	URIBE PRINTING	\$2,668.10
232994	09/22/2014	03	14857774	PEARSON EDUCATION, INC.	\$1,843,976.93
233001	09/23/2014	03	14859428	APPLE INC.	\$4,760.77
233007	09/23/2014	03	14859434	AREY JONES EDUCATIONAL SOLUTIONS	\$2,884.54
233008	09/23/2014	03	14859435	AREY JONES EDUCATIONAL SOLUTIONS	\$2,226.56
233018	09/23/2014	03	14859445	AMS.NET, INC	\$64,448.62
233019	09/23/2014	03	14859446	CCS PRESENTATION SYS	\$2,646.01
233033	09/23/2014	03	14859460	SCHOOL HEALTH SERVICES REGISTRY	\$2,190.90
233036	09/23/2014	03	14859463	STUDENT TRANSPORTATION OF AMERICA	\$10,408.62
233053	09/23/2014	03	14859480	PIP PRINTING	\$10,758.44
233055	09/23/2014	03	14859482	SOUTHLAND SHREDDING	\$7,200.00
233061	09/23/2014	03	14859488	VIRCO MANUFACTURING	\$5,099.50
233064	09/24/2014	03	14860095	SOUTHWEST SCHOOL SUPPLY	\$2,720.52
233065	09/24/2014	03	14860096	CANON BUSINESS SOLUTIONS, INC., WEST	\$7,290.00
233071	09/24/2014	03	14860102	CCS PRESENTATION SYS	\$3,391.21
233094	09/24/2014	03	14860125	CULVER-NEWLIN INCORPORATED	\$61,441.11
233096	09/24/2014	03	14860127	CCS PRESENTATION SYS	\$2,916.00
233102	09/24/2014	03	14860133	KMBS C/O BURTRONICS BUSINESS SYSTEMS	\$14,862.53
233109	09/24/2014	03	14860140	STUDENT TRANSPORTATION OF AMERICA	\$180,782.21
233110	09/24/2014	03	14860141	STUDENT TRANSPORTATION OF AMERICA	\$181,396.85
233112	09/24/2014	03	14860143	STUDENT TRANSPORTATION OF AMERICA	\$83,477.70
233113	09/24/2014	03	14860144	STUDENT TRANSPORTATION OF AMERICA	\$145,036.40
233115	09/24/2014	03	14860146	STUDENT TRANSPORTATION OF AMERICA	\$66,862.73
233116	09/24/2014	03	14860147	STUDENT TRANSPORTATION OF AMERICA	\$83,402.23
233118	09/24/2014	03	14860149	STUDENT TRANSPORTATION OF AMERICA	\$9,560.38
233123	09/24/2014	03	14860154	STUDENT TRANSPORTATION OF AMERICA	\$29,050.88
233124	09/24/2014	03	14860155	STUDENT TRANSPORTATION OF AMERICA	\$11,574.96
233126	09/24/2014	03	14860157	STUDENT TRANSPORTATION OF AMERICA	\$5,339.38
233127	09/24/2014	03	14860158	STUDENT TRANSPORTATION OF AMERICA	\$4,496.32
233129	09/24/2014	03	14860160	STUDENT TRANSPORTATION OF AMERICA	\$101,243.85
233131	09/24/2014	03	14860162	STUDENT TRANSPORTATION OF AMERICA	\$3,554.54
233132	09/24/2014	03	14860163	STUDENT TRANSPORTATION OF AMERICA	\$101,428.13
233134	09/24/2014	03	14860165	STUDENT TRANSPORTATION OF AMERICA	\$3,989.74
233135	09/24/2014	03	14860166	STUDENT TRANSPORTATION OF AMERICA	\$57,527.19
233138	09/24/2014	03	14860169	STUDENT TRANSPORTATION OF AMERICA	\$2,036.89
233140	09/24/2014	03	14860171	STUDENT TRANSPORTATION OF AMERICA	\$50,227.96
233141	09/24/2014	03	14860172	STUDENT TRANSPORTATION OF AMERICA	\$13,738.71
233153	09/24/2014	03	14860184	PEARSON EDUCATION, INC.	\$5,316.84
233162	09/25/2014	03	14860711	ALTURA CREDIT UNION	\$4,092.06
233175	09/25/2014	03	14860724	CULVER-NEWLIN INCORPORATED	\$9,407.40
233188	09/26/2014	03	14862395	OFFICE DEPOT	\$7,735.87
233202	09/26/2014	03	14862409	J. GLENNA CONSTRUCTION INC.	\$10,015.00
233203	09/26/2014	03	14862410	WAXIE SANITARY SUPPLY	\$12,327.88
233204	09/26/2014	03	14862411	WESTERN MUNICIPAL WATER DISTRICT	\$11,685.31
233205	09/26/2014	03	14862412	ELITE PRODUCTS AND DESIGN, LLC.	\$2,730.00
233206	09/26/2014	03	14862413	FROST, DAVIS & DONNELLY	\$6,000.00
233207	09/26/2014	03	14862414	LIFE-ASSIST, INC.	\$3,735.26
233218	09/26/2014	03	14862425	CM SCHOOL SUPPLY	\$2,138.40
233231	09/26/2014	03	14862438	PIANA CONSTRUCTION & PAINTING INC.	\$5,676.25
233247	09/26/2014	03	14862454	EDUCATIONAL DATA SYSTEMS	\$3,767.03

233258	09/26/2014	03	14862465	PARENTLINK	\$65,208.00
233262	09/26/2014	03	14862469	RITE-WAY ROOF CORPORATION	\$18,904.25
<b>TOTAL FOR FUND 03</b>					<b>\$4,691,316.26</b>

**GENERAL FUND RESTRICTED 06**

232676	09/15/2014	06	14853052	CCS PRESENTATION SYS	\$2,376.00
232682	09/15/2014	06	14853058	CAROLYN E. WYLIE CENTER	\$7,000.00
232722	09/15/2014	06	14853098	SCHOLASTIC, INC.	\$40,613.40
232731	09/16/2014	06	14853380	NO EXCUSES UNIVERSITY	\$2,475.00
232745	09/16/2014	06	14853394	LOEWS	\$4,174.16
232749	09/16/2014	06	14853398	SUNTEX INTERNATIONAL	\$2,895.00
232750	09/16/2014	06	14853399	SCHOLASTIC, INC.	\$67,080.38
232758	09/17/2014	06	14854309	GRILLO'S FILTER SALES	\$2,081.38
232769	09/17/2014	06	14854320	DREAMBOX LEARNING, INC.	\$7,275.00
232776	09/17/2014	06	14854327	AMTECH ELEVATORS	\$2,714.40
232789	09/17/2014	06	14854340	SMARDAN SUPPLY CO.	\$7,813.81
232793	09/17/2014	06	14854344	SIGLER WHOLESALE DISTRIBUTORS	\$2,622.24
232796	09/17/2014	06	14854347	PROLINGO	\$5,680.00
232803	09/17/2014	06	14854354	SOCO GROUP, INC.	\$12,705.01
232818	09/18/2014	06	14856508	OAK GROVE INSTITUTE	\$8,145.02
232830	09/18/2014	06	14856520	APPLIED BEHAVIOR CONSULTANTS, INC.	\$6,068.41
232831	09/18/2014	06	14856521	CODY EDUCATIONAL ENTERPRISES, INC.	\$4,971.50
232837	09/18/2014	06	14856527	AUTISM BEHAVIOR CONSULTANTS	\$15,870.14
232839	09/18/2014	06	14856528	AUTISM BEHAVIOR CONSULTANTS	\$12,307.37
232846	09/18/2014	06	14856535	WALTERS WHOLESALE ELECTRIC	\$2,190.77
232878	09/19/2014	06	14857203	BLEEKER GLASS	\$3,954.08
232896	09/19/2014	06	14857220	SIEMENS INDUSTRY, INC.	\$4,153.00
232904	09/19/2014	06	14857228	IMAGINE LEARNING, INC.	\$13,230.00
232923	09/19/2014	06	14857247	SIEMENS INDUSTRY, INC.	\$23,831.11
232956	09/22/2014	06	14857736	SOCO GROUP, INC.	\$4,497.34
232963	09/22/2014	06	14857743	SMARDAN SUPPLY CO.	\$2,105.38
233012	09/23/2014	06	14859439	OAK GROVE INSTITUTE	\$2,178.42
233026	09/23/2014	06	14859453	SCHOOL BASED REIMBURSEMENT PARTNERS LLC	\$7,626.64
233030	09/23/2014	06	14859457	SOMERSET EDUCATIONAL SERVICES INC.	\$11,918.85
233072	09/24/2014	06	14860103	GEARY PACIFIC	\$3,895.59
233073	09/24/2014	06	14860104	HOUGHTON MIFFLIN CO.	\$7,464.01
233098	09/24/2014	06	14860129	CENGAGE LEARNING	\$25,280.64
233105	09/24/2014	06	14860136	ADVANCED CLASSROOM TECHNOLOGIES, INC.	\$4,841.52
233111	09/24/2014	06	14860142	BRIGHT FUTURES ACADEMY LLC	\$41,152.27
233144	09/24/2014	06	14860175	APPLIED BEHAVIOR CONSULTANTS, INC.	\$4,334.63
233147	09/24/2014	06	14860178	PROGRESSIVE GRAPHICS	\$2,145.19
233152	09/24/2014	06	14860183	PEARSON EDUCATION, INC.	\$6,380.21
233176	09/25/2014	06	14860725	NATIONAL GEOGRAPHIC	\$10,291.05
233178	09/25/2014	06	14860727	ADVANCED CLASSROOM TECHNOLOGIES, INC.	\$4,582.76
233181	09/25/2014	06	14860730	J. GLENNA CONSTRUCTION INC.	\$22,152.00
233189	09/26/2014	06	14862396	HOUGHTON MIFFLIN CO.	\$3,005.64
233190	09/26/2014	06	14862397	RIVERSIDE PUBLISHING CO.	\$2,684.88
233233	09/26/2014	06	14862440	SOCO GROUP, INC.	\$12,470.18
<b>TOTAL FOR FUND 06</b>					<b>\$441,234.38</b>

**CAFETERIA SPECIAL REVENUE FUND 13**

232702	09/15/2014	13	14853078	PLATINUM PACKAGING GROUP	\$2,070.13
232704	09/15/2014	13	14853080	US FOODS, INC.	\$2,031.38
232706	09/15/2014	13	14853082	US FOODS, INC.	\$3,794.00
232718	09/15/2014	13	14853094	LEABO FOODS DIST., INC.	\$5,215.10
232723	09/15/2014	13	14853099	LEABO FOODS DIST., INC.	\$2,724.76
232841	09/18/2014	13	14856530	LEABO FOODS DIST., INC.	\$6,150.11
232845	09/18/2014	13	14856534	SYSCO RIVERSIDE, INC.	\$2,331.64
232848	09/18/2014	13	14856537	HOLLANDIA DAIRY	\$46,566.72
232868	09/19/2014	13	14857193	SUNRISE PRODUCE COMPANY	\$7,686.44
232869	09/19/2014	13	14857194	A & R WHOLESALE DISTRIBUTORS INC	\$13,177.97
232870	09/19/2014	13	14857195	A & R WHOLESALE DISTRIBUTORS INC	\$3,683.19
232890	09/19/2014	13	14857215	SUNRISE PRODUCE COMPANY	\$42,258.52
232928	09/22/2014	13	14857708	POWELL, DOUG	\$6,206.00
232929	09/22/2014	13	14857709	KNIGHT, ROBERT C.	\$10,036.00
232930	09/22/2014	13	14857710	GOOD, ALBA	\$2,720.00
232955	09/22/2014	13	14857735	A & R WHOLESALE DISTRIBUTORS INC	\$13,132.73
232960	09/22/2014	13	14857740	A & R WHOLESALE DISTRIBUTORS INC	\$9,358.32
232964	09/22/2014	13	14857744	A & R WHOLESALE DISTRIBUTORS INC	\$6,382.04
232977	09/22/2014	13	14857757	GOLD STAR FOODS, INC.	\$12,288.77
232996	09/23/2014	13	14859423	GOLD STAR FOODS, INC.	\$15,938.42
233095	09/24/2014	13	14860126	SAN DIEGO RESTAURANT SUPPLY	\$2,661.12
233108	09/24/2014	13	14860139	PLASTIC PACKAGE INC.	\$6,375.21
233159	09/26/2014	13	14862394	HOLLANDIA DAIRY	\$49,458.65
233227	09/26/2014	13	14862434	AREY JONES EDUCATIONAL SOLUTIONS	\$2,581.05
233250	09/26/2014	13	14862457	WALLACE PACKAGING, LLC	\$3,534.30
233253	09/26/2014	13	14862460	WALLACE PACKAGING, LLC	\$2,142.00

**TOTAL FOR FUND 13 \$280,504.57****BUILDING FUND 21**

232679	09/15/2014	21	14853055	COLBI TECHNOLOGIES, INC.	\$2,940.00
232832	09/18/2014	21	14856522	J. GLENNA CONSTRUCTION INC.	\$35,530.00
233220	09/26/2014	21	14862427	CALTEC CORP.	\$80,845.00
233221	09/26/2014	21	14862428	CALTEC CORP.	\$117,697.40
233222	09/26/2014	21	14862429	NPG CORP/NELSON PAVING	\$4,702.00
233226	09/26/2014	21	14862433	HMC ARCHITECTS	\$7,124.58

**TOTAL FOR FUND 21 \$248,838.98****CAPITAL FACILITIES FUND 25**

232770	09/17/2014	25	14854321	VIRCO MANUFACTURING	\$5,180.59
232824	09/18/2014	25	14856514	JENSEN, BRIAN	\$6,295.69

**TOTAL FOR FUND 25 \$11,476.28****COUNTY SCHOOL FACILITIES FUND 35**

233230	09/26/2014	35	14862437	HMC ARCHITECTS	\$8,242.00
233235	09/26/2014	35	14862442	HMC ARCHITECTS	\$7,102.00

**TOTAL FOR FUND 35 \$15,344.00**

**SELF-INSURANCE FUND 67**

232671	09/15/2014	67	14853047	ALTURA CREDIT UNION	\$3,427.87
232700	09/15/2014	67	14853076	UNION BANK OF CALIFORNIA 2740029080	\$151,844.61
232759	09/17/2014	67	14854310	DELTA HEALTH SYSTEMS	\$165,177.16
232893	09/19/2014	67	14857218	UNION BANK OF CALIFORNIA 2740029080	\$130,497.21
232961	09/22/2014	67	14857741	ALLIANCE OF SCHOOLS FOR COOPERATIVE INS PF	\$19,037.00
233161	09/25/2014	67	14860710	THOMPSON & COLEGATE	\$9,647.76
233261	09/26/2014	67	14862468	RUSD WORKER'S COMP TRUST	\$35,765.81

**TOTAL FOR FUND 67      \$515,397.42**

**MULTIPLE FUND CODES**

232811	09/18/2014		14856501	WAXIE SANITARY SUPPLY	\$9,775.45
232812	09/18/2014		14856502	OFFICE MAX	\$25,472.95
232813	09/18/2014		14856503	OFFICE MAX	\$12,904.44
232814	09/18/2014		14856504	OFFICE MAX	\$5,523.94
232815	09/18/2014		14856505	OFFICE MAX	\$2,475.78
233060	09/23/2014		14859487	RIVERSIDE COUNTY OFFICE OF ED.	\$2,800.00
233163	09/25/2014		14860712	FAGEN FRIEDMAN & FULFROST, LLP	\$14,437.10
233164	09/25/2014		14860713	BEST, BEST, & KRIEGER, LLP	\$12,888.32
233208	09/26/2014		14862415	OFFICE MAX	\$29,385.01
233209	09/26/2014		14862416	OFFICE MAX	\$9,522.93
233210	09/26/2014		14862417	OFFICE MAX	\$4,728.00
233211	09/26/2014		14862418	OFFICE MAX	\$2,894.16

**TOTAL FOR VARIOUS FUND CODES      \$132,808.08**

**TOTAL OF WARRANTS OVER \$1,999.00      \$6,336,919.97**

**TOTAL OF WARRANTS UNDER \$1,999.00      \$176,441.29**

**GRAND TOTAL OF WARRANTS      \$6,513,361.26**

**Board Meeting Agenda  
October 20, 2014**

Topic: Award of Bid for Bid No. 2014/15-09 – Floating Bulkhead at Riverside Polytechnic High School

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

Responsible  
Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Consent

Short Description: This project consists of the construction of a floating bulkhead at Riverside Polytechnic High School.

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**DESCRIPTION OF AGENDA ITEM:**

Twenty-two (22) contractors picked up a bid package for Bid No. 2014/15-09 – Floating Bulkhead at Riverside Polytechnic High School. On September 24, 2014, one bid (1) was received. It is recommended that the contract be awarded to Waterline Technologies, Inc., the lowest responsive and responsible bidder, with the bid amount of \$208,580.00.

The work to be performed consists of exterior alterations at Riverside Polytechnic High School. Funding for this project is from Measure B.

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**FISCAL IMPACT:** Bid value of \$208,580.00 is included in the construction budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education award Bid No. 2014/15-09 – Floating Bulkhead at Riverside Polytechnic High School for a total amount of \$208,580.00.

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**ADDITIONAL MATERIAL:** Bid Form 2014/15-09

Attached: Yes

Floating Bulkhead at Poly High School Pool  
BID NUMBER 2014/15-09

**BID FORM**

**TO:** Riverside Unified School District, acting by and through its Governing Board, herein called "DISTRICT."

1. Pursuant to and in compliance with the Notice Inviting Bids and other documents relating thereto, the undersigned bidder, having familiarized himself with the terms of the Contract, the local conditions affecting the performance of the Contract, and the cost of the Work at the place where the Work is to be done, hereby proposes and agrees to perform within the time stipulated, the Contract, including all of its component parts, and everything required to be performed, including its acceptance by the DISTRICT, and to provide and furnish any and all labor, materials, tools, expendable equipment, and utility and transportation services necessary to perform the Contract and complete all of the Work in a workmanlike manner required in connection with the construction of **Floating Bulkhead at Poly High School Pool, BID NUMBER 2014/15-09** in the DISTRICT described above, all in strict conformance with the drawings and other Contract Documents on file at the Purchasing Office of said DISTRICT for amounts set forth herein.
2. ADDENDA: The undersigned has thoroughly examined any and all Addenda (if any) issued during the bid period and are thoroughly familiar with all contents thereof and acknowledges receipt of the following Addenda: (Bidder to list all addenda).

ADDENDUM No. <u>1</u>	DATE RECEIVED <u>9/18/2014</u>
ADDENDUM No. _____	DATE RECEIVED _____
ADDENDUM No. _____	DATE RECEIVED _____
ADDENDUM No. _____	DATE RECEIVED _____
ADDENDUM No. _____	DATE RECEIVED _____
ADDENDUM No. _____	DATE RECEIVED _____

**BIDDERS NAME:** WATERLINE TECHNOLOGIES INC.

Bid Form

Floating Bulkhead at Poly High School Pool  
 BID NUMBER 2014/15-09

BASE BID	BID PRICE (IN WRITTEN FORM)	BID PRICE (IN NUMBERS)
Poly HS	TWO HUNDRED EIGHT THOUSAND FIVE HUNDRED EIGHTY .NO/100	# 208,580.00
TOTAL	TWO HUNDRED EIGHT THOUSAND FIVE HUNDRED EIGHTY .NO/100	# 208,580.00

**NOTE:**

LOWEST RESPONSIBLE BIDDER SHALL BE BASED ON THE TOTAL PRICE FOR ALL SITES REGARDLESS OF ANY ADDITION ERRORS THAT MAY OCCUR IN THE INDIVIDUAL SITE COST BREAKDOWN. IN THE EVENT OF AMBIGUITY DUE TO A CONFLICT BETWEEN WORDS AND NUMBERS WITH RESPECT TO THE AMOUNT OF THE BID, WORDS SHALL GOVERN OVER NUMBERS.

CRITERIA FOR AWARD:

The award will be based on the total cost of the project; however, due to possible budget constraints or the limited budget of any particular site, the District reserves the right to award or not to award any one or more particular sites.

Low bidder shall be determined based on the Base Bid. After the low bidder has been determined, the DISTRICT may select to award the contract based on the Base Bid and any alternate they select.

TIME FOR COMPLETION: CONTRACTOR shall perform and complete all Work under this Contract within **twelve (12)** Calendar Days, beginning five (5) Calendar Days after the date the Notice of Award is sent by the DISTRICT to the CONTRACTOR. Moreover, CONTRACTOR shall perform its Work in strict accordance with any completion schedule, construction schedule, or project milestones developed pursuant to provisions of the Contract, including but not limited to the Project Schedule located in the Specifications

The DISTRICT may give a Notice to Proceed within ninety (90) days of the Award of the Bid by the DISTRICT. Once the CONTRACTOR has received the Notice to Proceed, the CONTRACTOR shall complete the Work in the time specified in the Agreement.

In the event that the DISTRICT desires to postpone giving the notice to proceed beyond this ninety (90) day period, it is expressly understood that, with reasonable notice to the CONTRACTOR, the DISTRICT may postpone giving the notice to proceed. It is further expressly understood by the CONTRACTOR, that the CONTRACTOR shall not be

Floating Bulkhead at Poly High School Pool  
BID NUMBER 2014/15-09

entitled to any claim of additional compensation as a result of the postponement of giving the notice to proceed.

If the CONTRACTOR believes that a postponement will cause a hardship to it, the CONTRACTOR may terminate the Contract with written notice to the DISTRICT within ten (10) days after receipt by the CONTRACTOR of the DISTRICT's Notice of Postponement. It is further understood by the CONTRACTOR that, in the event that the CONTRACTOR terminates the Contract as a result of postponement by the DISTRICT, the DISTRICT shall only be obligated to pay the CONTRACTOR for Work performed by the CONTRACTOR at the time of notification of postponement. Should the CONTRACTOR terminate the Contract as a result of a notice of postponement, the DISTRICT shall have the authority to award the Contract to the next lowest responsible bidder.

1. It is understood that the DISTRICT reserves the right to reject any or all bids and/or waive any irregularities or informalities in this bid or in the bid process. The CONTRACTOR understands that it may not withdraw this bid for a period of ninety (90) days after the date set for the opening of bids.
2. Attached is bid security in the amount of not less than ten percent (10%) of the bid: \$ \$ 21,000. (Bid bond) certified check, cashier's check, or cash. (circle one)
3. The required List of Designated Subcontractors is attached hereto.
4. The required notarized Non-collusion Affidavits for CONTRACTOR and subcontractors is attached hereto.
5. The Substitution Request Form, if applicable, is attached hereto.
6. It is understood and agreed that, if written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned after the opening of the bid, and within the time this bid is required to remain open, or at any time thereafter before this bid is withdrawn, the undersigned will execute and deliver to the DISTRICT a Contract in the form attached hereto in accordance with the bid as accepted, and that he will also furnish and deliver to the DISTRICT the Performance Bond and Payment Bond, all within five (5) calendar days after receipt of notification of award, and that the Work under the Contract shall be commenced by the undersigned bidder, if awarded the Contract, by the start date provided in the DISTRICT's Notice to Proceed, and shall be completed by the CONTRACTOR in the time specified in the Contract Documents.
7. Notice of Award or other correspondence should be addressed to the undersigned at the address stated below.
8. The names of all persons interested in the foregoing proposal as principals are as follows:

THOMAS R. BERRY G.M.

Bid Form

Floating Bulkhead at Poly High School Pool  
BID NUMBER 2014/15-09

(IMPORTANT NOTICE: If bidder or other interested person is a corporation, state the legal name of such corporation, as well as the names of the president, secretary, treasurer, and manager thereof; if a co-partnership, state the true names of the firm, as well as the names of all individual co-partners comprising the firm; if bidder or other interested person is an individual, state the first and last names in full.)

9. The undersigned bidder shall be licensed and shall provide the following information:

Bidder's California Contractor's  
License Number:  
License Expiration Date:  
Name on License:  
Type of License:  
Phone:  
Fax:

263844  
12-31-2019  
WATERLINE TECHNOLOGIES  
C-53  
714-564-9100  
714-564-9700

If the bidder is a joint venture, each member of the joint venture must include the above information.

1. Time is of the essence regarding this Contract; therefore, in the event the bidder to whom the Notice of Award is given fails or refuses to post the required bonds and return executed copies of the Agreement Form within five (5) calendar days from the date of receiving the Notice of Award, the DISTRICT may declare the bidder's bid deposit or bond forfeited as damages.
2. Pursuant to Government Code Section 4552, in submitting a bid to the DISTRICT, the bidder offers and agrees that if the bid is accepted, it will assign to the DISTRICT all rights, title, and interest in, and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Business and Professions Code Sections 16700, et. seq.), arising from the purchase of goods, materials, or services by the bidder for sale to the DISTRICT pursuant to the bid. Such assignment shall be made and become effective at the time the DISTRICT tenders final payment to the bidder.
3. The bidder declares that he/she has carefully examined the location of the proposed Work, that he/she has examined the Plans, General Conditions of the Contract, Special Conditions of the Contract, and Specifications, and read the accompanying Instructions to Bidders, and hereby proposes and agrees, if this proposal is accepted, to furnish all materials and do all Work required to complete the said Work in accordance with the Plans, General Conditions of the Contract, Special Conditions of the Contract, and Specifications, in the time and manner therein prescribed for the unit cost and lump sum amounts set forth in this Bid Form.

Floating Bulkhead at Poly High School Pool  
BID NUMBER 2014/15-09

4. In the event of ambiguity due to a conflict between words and numbers with respect to the amount of the bid, words shall govern over numbers.
5. The bidder is familiar with Government Code Sections 12650, et. seq., and Penal Code Section 72 and understands that false claims can lead to imprisonment.

I, the below-indicated bidder, declare under penalty of perjury that the information provided and representations made in this bid are true and correct.

WATER LINE TECHNOLOGIES

Proper Name of Bidder

620 SANTIAGO ST. SANTA ANA, CA 92701

Address

By: THOMAS R. BERREY  
PRINT NAME

Date: 9/22/2014

Signature of Bidder: Thomas R. Berrey

**NOTE:** If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of authorized officers or agents and the document shall bear the corporate seal; if bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign Contracts on behalf of the partnership; and if bidder is an individual, his signature shall be placed above.

**All signatures must be made in permanent blue ink.**

**Board Meeting Agenda  
October 21, 2014**

Topic: Approval of Change Order No. 1 – Bid No. 2013/14-49 – Security Upgrades at Various Sites – Group A – John Adams Elementary School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, Madison Elementary School, and Arlington High School

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

Responsible

Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Consent

Short Description: A change is recommended in the scope of work for the Security Upgrades at Various Sites – Group A – John Adams Elementary School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, Madison Elementary School, and Arlington High School.

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**DESCRIPTION OF AGENDA ITEM:**

On May 19, 2014, the Board of Education approved Bid No. 2013/14-49 – Security Upgrades at Various Sites – Group A – John Adams Elementary School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, Madison Elementary School, and Arlington High School. The bid was awarded to Caltec Corporation, Inc. and Purchase Order C6003266 was issued in the amount of \$344,000.00.

District staff is requesting a change in the scope of work for Change Order No. 1 to revise the storefront configuration at Thomas Jefferson Elementary School.

Change Order No 1, in the amount of \$10,358.32, brings the total amount of the purchase order to \$354,358.32. Funding for this project is one hundred percent (100%) Measure B.

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**FISCAL IMPACT:** Change order value of \$10,358.32 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 1 in the amount of \$10,358.32 to Caltec Corporation, Inc., bringing the new total amount of the purchase order to \$354,358.32.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 1 – Security Upgrades at Various Sites – Group A – John Adams Elementary School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, Madison Elementary School, and Arlington High School.

Attached: Yes



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

Project Name:	Security Upgrades at Various Sites - Group A	COR Number:	18
To:	Mr. Kevin Hauser	Contract Number:	
From: (Contractor)	Caltec Corp.	Date Generated:	13-Aug-14
		Page:	2 of 2

K. Equipment: Attach receipts, tear tickets or invoices indicating unit costs and total hours or loads charged. Enter Total as Equipment.)	_____	_____
L. SUBTOTAL (LINES I+J+K)	_____	\$ _____
M. Contractor Overhead & Profit and Bond: See Contractor Overhead & Profit as described in Section 7.8.2(D)(2)(g) above.	\$ 586.32	\$ _____
N. Total Contractor Cost (Credit). (Lines L+M)	_____	\$ _____
3) Total of Work Performed by Subcontractor(s) and the Contractor.	_____	_____
O. Total Subcontractor(s) Cost (Credit). (Line H)	_____	_____
P. Total Contractor(s) Cost (Credit). (Line N)	_____	_____
Q. Grand Total (Credit). (Lines O+P)	\$ 10,358.32	_____

The proposal would  Increase  Decrease the Milestones and/or Contract Time by 3 Working days.

The proposal does NOT affect the Milestones and/or Contract Time.

Caltec Corp.	<i>Shyhauri</i>	13-Aug-14
Contractor	Signature	Date

Architect of Record	Signature	Date
<i>KEVIN HAUSER</i>	<i>[Signature]</i>	8/19/14
District	Signature	Date

_____	Signature	Date
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CHANGE ORDER REQUEST (COR)

Project Name:	Security Upgrades at Various Sites - Group A	COR Number:	18
To:	Mr. Kevin Hauser	Contract Number:	
From: (Contractor)	Caltec Corp.	Date Generated:	13-Aug-14
		Page:	1 of 2

Description of Work:	Reference RFI No.	61
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At Jefferson ES, revise storefront configuration per CD-02.01 and 02.02, and RFI 61. Excluding any framing and patching.

	EXTRA	CREDIT <small>Enter Negative Numbers</small>
<b>1) Work Performed by Subcontractor</b>		
A. Material: (Attach receipts, invoices or itemized quantity and unit cost, plus sales tax and delivery. Enter Total as Material.)	_____	_____
B. Labor: (Attach itemized hours times rates in accordance with certified payroll records. Separately show dollar amount for employer-paid payroll taxes/insurance benefits. Enter Total as Labor.)	_____	_____
C. Equipment: Attach receipts, tear tickets or invoices indicating unit costs and total hours or loads charged. Enter Total as Equipment.)	_____	_____
D. SUBTOTAL (LINES A+B+C)	_____	_____
E. Subcontractor Overhead & Profit: See Contractor Overhead & Profit as described in Section 7.8.2(D)(2)(g) above.	_____	_____
F. Total Subcontractor Cost (Credit). (Lines D+E)	\$ 9,772.00	_____
G. General Contractor's Overhead and Profit and Bond (On Subcontractor's Work) as described in section 7.8.2(D)(2)(h) above.	_____	_____
H. Total Subcontractor(s) Cost (Credit). A cumulative total of all Subcontractors working on this Change. (Lines F for ALL Subcontractors)	_____	_____
<b>2) Work Performed by Contractor</b>		
I. Material: (Attach receipts, invoices or itemized quantity and unit cost, plus sales tax and delivery. Enter Total as	_____	_____
J. Labor: (Attach itemized hours times rates in accordance with certified payroll records. Separately show dollar amount for employer-paid payroll taxes/insurance benefits. Enter Total as Labor.)	_____	_____

**Board Meeting Agenda  
October 21, 2014**

Topic: Approval of Change Order No. 2 – Bid No. 2013/14-51 – Security Upgrades at Various Sites – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School and John W. North High School

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

Responsible

Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Consent

Short Description: A change is recommended in the scope of work for the Security Upgrades at Various Sites – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School and John W. North High School.

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**DESCRIPTION OF AGENDA ITEM:**

On June 17, 2014, the Board of Education awarded Bid No. 2013/14-51 – Security Upgrades – Group C at Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary Schools and John W. North High School to Dalke & Sons Construction, Inc. Purchase Order C6003289 was issued for the amount of \$786,380.00. One subsequent change order was approved for \$3,250.00, bringing the total amount of the purchase order to \$789,630.00.

District staff is requesting a change in the scope of work for Change Order No. 2 at John W. North High School to (1) add one new six foot by 12 foot swing gate; (2) cut down and grind the stump of one existing tree where the new gate will go; (3) close off a ten foot gap in the existing fence; (4) relocate one existing swing gate and add additional chain link fence; and (5) add one six foot by ten foot double gate.

Change Order No 2, in the amount of \$7,367.00, brings the total amount of the purchase order to \$796,997.00. Funding for this project is one hundred percent (100%) Measure B.

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**FISCAL IMPACT:** Change order value of \$7,367.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 2 in the amount of \$7,367.00 to Dalke & Sons Construction, Inc., bringing the new total amount of the purchase order to \$796,997.00.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 2 – Security Upgrades at Various Sites – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School and John W. North High School.

Attached:     Yes



**DALKE & SONS CONSTRUCTION, INC.**

**RFCO # 3**

July 11, 2014

Riverside Unified School District  
**Attention: Kevin Hauser**  
3070 Washington Ave.  
Riverside, Ca. 92504

**RE: Bid Proposal**  
**Project Name: Security Improvements**  
**Project Location: RUSD North HS**

Dear Sirs,

We propose to furnish and install all labor, materials and equipment to:

- Add 1 new 6' high x 12' wide double swing gate.
- Cut down and grind the stump of 1 existing tree where new gate goes.

**TOTAL PRICE \$3,254.00**

Exclusions: overtime and anything not listed.

If this bid is not accepted within thirty (30) days we reserve the right to review, change or cancel this bid.

Sincerely,

Bob Jacobson  
Project Manager

OK TO PROCEED RUSD 7/14/14



**DALKE & SONS CONSTRUCTION, INC.**

**RFCO #4**

August 5, 2014

Riverside Unified School District  
**Attention: Kevin Hauser**  
3070 Washington Ave.  
Riverside, Ca. 92504

**RE: Bid Proposal**  
**Project Name: Security Improvements**  
**Project Location: RUSD North HS**

Dear Sirs,

We propose to furnish and install all labor, materials and equipment to:

- Close off 10' gap in existing fence.
- Relocate 1 existing swing gate & add +/- 15' of 6' high chain link fence.
- Add 1 6' high x 10' double swing gate.

**TOTAL PRICE \$4,113.00**

**Exclusions: overtime.**

If this bid is not accepted within thirty (30) days we reserve the right to review, change or cancel this bid.

Sincerely,

Bob Jacobson  
Project Manager

OK TO PROCEED RUSD 7/14/14

4585 Allstate Drive, Riverside, CA 92501 • Phone: 951-274-9880 • Fax: 951-274-0319 • License #612500

**Board Meeting Agenda  
October 21, 2014**

Topic: Approval of Change Order No. 4 – Bid No. 2013/14-52 – Restroom Renovation – Monroe Elementary School

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

Responsible  
Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Consent

Short Description: A change is recommended in the scope of work for the Restroom Renovation – Monroe Elementary School.

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**DESCRIPTION OF AGENDA ITEM:**

On May 19, 2014, the Board of Education approved Bid No. 2013/14-52 – Restroom Renovation – Monroe Elementary School. The bid was awarded to Caltec Corporation, and Purchase Order C6003267 was issued for the amount of \$259,000.00. Three subsequent change orders were approved for \$16,886.96, bringing the total amount of the purchase order to \$275,880.96.

District staff is requesting a change in the scope of work for Change Order No. 4 to (1) provide the restroom wall signage at buildings A, C, and F; (2) repair and replace the damaged faucet in the boys restroom in building F; and (3) delete the parking lot from the scope of work.

Change Order No 4, in the amount of \$547.53, brings the total amount of the purchase order to \$276,428.49. Funding for this project is one hundred percent (100%) Measure B.

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**FISCAL IMPACT:** Change order value of \$547.53 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 4 in the amount of \$547.53 to Caltec Corporation, bringing the new total amount of the purchase order to \$276,428.49.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 4 – Restroom Renovation –  
Monroe Elementary School.

Attached: Yes



CHANGE ORDER REQUEST (COR)

Project Name:	<u>Restroom Renovations at Two Sites</u>	COR Number:	<u>8REV1</u>
To:	<u>Mr. Kevin Hauser</u>	Contract Number:	<u></u>
From: (Contractor)	<u>Caltec Corp.</u>	Date Generated:	<u>22-Sep-14</u>
		Page:	<u>1 of 2</u>

Description of Work:	Reference RFI No.	<u>32</u>
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Per RFI response 32, provide and replace new Restroom Wall signage for buildings A, C, and F.

	<u>EXTRA</u>	<u>CREDIT</u> <small>Enter Negative Numbers</small>
<b>1) Work Performed by Subcontractor</b>		
<b>A. Material:</b> (Attach receipts, invoices or itemized quantity and unit cost, plus sales tax and delivery. Enter Total as Material.)	<u>                    </u>	<u>                    </u>
<b>B. Labor:</b> (Attach itemized hours times rates in accordance with certified payroll records. Separately show dollar amount for employer-paid payroll taxes/insurance benefits. Enter Total as Labor.)	<u>                    </u>	<u>                    </u>
<b>C. Equipment:</b> Attach receipts, tear tickets or invoices indicating unit costs and total hours or loads charged. Enter Total as Equipment.)	<u>                    </u>	<u>                    </u>
<b>D. SUBTOTAL (LINES A+B+C)</b>	<u>                    </u>	<u>                    </u>
<b>E. Subcontractor Overhead &amp; Profit:</b> See Contractor Overhead & Profit as described in Section 7.8.2(D)(2)(g) above.	<u>                    </u>	<u>                    </u>
<b>F. Total Subcontractor Cost (Credit).</b> (Lines D+E)	<u>                    </u>	<u>                    </u>
<b>G. General Contractor's Overhead and Profit and Bond (On Subcontractor's Work)</b> as described in section 7.8.2(D)(2)(h) above.	<u>                    </u>	<u>                    </u>
<b>H. Total Subcontractor(s) Cost (Credit).</b> A cumulative total of all Subcontractors working on this Change. (Lines F for ALL Subcontractors)	<u>                    </u>	<u>                    </u>
<b>2) Work Performed by Contractor</b>		
<b>I. Material:</b> (Attach receipts, invoices or itemized quantity and unit cost, plus sales tax and delivery. Enter Total as	<u>                    </u>	<u>                    </u>
<b>J. Labor:</b> (Attach itemized hours times rates in accordance with certified payroll records. Separately show dollar amount for employer-paid payroll taxes/insurance benefits. Enter Total as Labor.)	<u>                    </u>	<u>                    </u>



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

Project Name: Restroom Renovations at Two Sites COR Number: 8REVI

To: Mr. Kevin Hauser Contract Number: \_\_\_\_\_

From: (Contractor) Caltec Corp. Date Generated: 22-Sep-14

Page: 2 of 2

K. Equipment: Attach receipts, tear tickets or invoices indicating unit costs and total hours or loads charged. Enter Total as Equipment.)

L. SUBTOTAL (LINES I+J+K) \_\_\_\_\_ \$ \_\_\_\_\_

M. Contractor Overhead & Profit and Bond: See Contractor Overhead & Profit as described in Section 7.8.2(D)(2)(g) above.

N. Total Contractor Cost (Credit). (Lines L+M) \_\_\_\_\_ \$ \_\_\_\_\_

3) Total of Work Performed by Subcontractor(s) and the Contractor. \_\_\_\_\_

O. Total Subcontractor(s) Cost (Credit). (Line H) \_\_\_\_\_

P. Total Contractor(s) Cost (Credit). (Line N) \_\_\_\_\_

Q. Grand Total (Credit). (Lines O+P) \_\_\_\_\_ \$ 728.38

The proposal would  Increase  Decrease the Milestones and/or Contract Time by 4 Working days.

The proposal does NOT affect the Milestones and/or Contract Time.

Caltec Corp. [Signature] 22-Sep-14  
 Contractor Signature Date

Architect of Record [Signature] Date  
KEVIN HAUSER [Signature] 9/22/14  
 District Signature Date

\_\_\_\_\_  
 Signature Date



CHANGE ORDER REQUEST (COR)

Project Name:	<u>Restroom Renovations at Two Sites</u>	COR Number:	<u>10</u>
To:	<u>Mr. Kevin Hauser</u>	Contract Number:	<u></u>
From: (Contractor)	<u>Caltec Corp.</u>	Date Generated:	<u>26-Sep-14</u>
		Page:	<u>1 of 2</u>

Description of Work: \_\_\_\_\_ Reference RFI No. \_\_\_\_\_

Per District direction, Caltec investigated and determined damaged faucet at Boys restroom in Building F was tampered with. Cost for repair and replacement. Credit to omit parking lot scope of work per detail 1, sheet A12.

	EXTRA	CREDIT <small>Enter Negative Numbers</small>
<b>1) Work Performed by Subcontractor</b>		
A. <b>Material:</b> (Attach receipts, invoices or itemized quantity and unit cost, plus sales tax and delivery. Enter Total as Material.)	_____	_____
B. <b>Labor:</b> (Attach itemized hours times rates in accordance with certified payroll records. Separately show dollar amount for employer-paid payroll taxes/insurance benefits. Enter Total as Labor.)	_____	_____
C. <b>Equipment:</b> Attach receipts, tear tickets or invoices indicating unit costs and total hours or loads charged. Enter Total as Equipment.)	_____	_____
D. <b>SUBTOTAL (LINES A+B+C)</b>	_____	_____
E. <b>Subcontractor Overhead &amp; Profit:</b> See Contractor Overhead & Profit as described in Section 7.8.2(D)(2)(g) above.	_____	_____
F. <b>Total Subcontractor Cost (Credit).</b> (Lines D+E)	_____	_____
G. <b>General Contractor's Overhead and Profit and Bond (On Subcontractor's Work)</b> as described in section 7.8.2(D)(2)(h) above.	_____	_____
H. <b>Total Subcontractor(s) Cost (Credit).</b> A cumulative total of all Subcontractors working on this Change. (Lines F for ALL Subcontractors)	_____	_____
<b>2) Work Performed by Contractor</b>		
I. <b>Material:</b> (Attach receipts, invoices or itemized quantity and unit cost, plus sales tax and delivery. Enter Total as	_____	_____
J. <b>Labor:</b> (Attach itemized hours times rates in accordance with certified payroll records. Separately show dollar amount for employer-paid payroll taxes/insurance benefits. Enter Total as Labor.)	_____	_____



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

Project Name: \_\_\_\_\_ COR Number: 10

To: Restroom Renovations at Two Sites Contract Number: \_\_\_\_\_

From: (Contractor) Mr. Kevin Hauser Date Generated: 26-Sep-14

Caltec Corp. Page: 2 of 2

K. Equipment: Attach receipts, tear tickets or invoices indicating unit costs and total hours or loads charged. Enter Total as Equipment.)

L. SUBTOTAL (LINES I+J+K) \_\_\_\_\_ \$ -

M. Contractor Overhead & Profit and Bond: See Contractor Overhead & Profit as described in Section 7.8.2(D)(2)(g) above. \_\_\_\_\_ \$ -

N. Total Contractor Cost (Credit). (Lines L+M) \_\_\_\_\_ \$ -

3) Total of Work Performed by Subcontractor(s) and the Contractor. \_\_\_\_\_ \$ 419.15 \$ 600.00

O. Total Subcontractor(s) Cost (Credit). (Line H) \_\_\_\_\_

P. Total Contractor(s) Cost (Credit). (Line N) \_\_\_\_\_

Q. Grand Total (Credit). (Lines O+P) \_\_\_\_\_ \$ 180.85

The proposal would  Increase  Decrease the Milestones and/or Contract Time by - Working days.

The proposal does NOT affect the Milestones and/or Contract Time.

Caltec Corp. \_\_\_\_\_ 26-Sep-14  
Contractor \_\_\_\_\_ Signature \_\_\_\_\_ Date

Architect of Record \_\_\_\_\_ Signature \_\_\_\_\_ Date  
KEVIN HAUSER \_\_\_\_\_ 26-9-14  
District \_\_\_\_\_ Signature \_\_\_\_\_ Date

\_\_\_\_\_  
Signature \_\_\_\_\_ Date



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

## CHANGE ORDER REQUEST (COR) 10

RE: RESTROOM RENOVATIONS AT MONROE ELEMENTARY SCHOOL

September 23, 2014

Attachment to COR 10

Material	
Faucet, including shipping	\$140
Labor	
1 Labor x 3 Hours x \$61.9/Hr	\$185.70
Employer Contribution	\$35.64
Subtotal	\$361.34
O&P	\$57.91
Total	\$419.15



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

## CHANGE ORDER REQUEST (COR) 9

RE: RESTROOM RENOVATIONS AT MONROE ELEMENTARY SCHOOL

September 11, 2014

Attachment to COR 9

Credit to omit parking lot scope of work per detail 1, sheet A1.2. \$600

**Board Meeting Agenda  
October 21, 2014**

Topic: Approval of Change Order No. 1 – Bid No. 2013/14 - 64 – Exterior Alterations Projects – Riverside Polytechnic High School

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

Responsible

Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Consent

Short Description: A change is recommended in the scope of work for the Exterior Alterations Projects – Riverside Polytechnic High School.

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**DESCRIPTION OF AGENDA ITEM:**

On June 2, 2014, the Board of Education approved Bid No. 2013/14-64 – Exterior Alterations Projects – Riverside Polytechnic High School. The bid was awarded to Visionary Construction & Consulting, Inc. and Purchase Order C6003273 was issued for the amount of \$200,000.00.

District staff is requesting a change in the scope of work for Change Order No. 1 to repair the parkway and apply liquid nails at the top of the stackable walls.

Change Order No 1, in the amount of \$4,155.62, brings the total amount of the purchase order to \$204,155.62. Funding for this project is one hundred percent (100%) from the Special Reserve fund for Capital Outlay.

---

**FISCAL IMPACT:** Change order value of \$4,155.62 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 1 in the amount of \$4,155.62 to Visionary Construction & Consulting, Inc., bringing the new total amount of the purchase order to \$204,155.62.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 1 – Exterior Alterations Projects  
– Riverside Polytechnic High School.

Attached: Yes

# Visionary Construction & Consulting, Inc.

## Contractor Change Order Request

Project: Exterior Alterations at Poly High School

C.O.R. # 001

Project #: 2013/14-64

Date: 9/16/2014

Description: Parkway Repairs and Liquid Nails at the top of the Stackable Walls.

### General Contractor Direct Costs

#### Additive Costs:

Labor	32 HRs @ 66.07	16 hrs @ 67.71	\$3,197.60	
Material	Irrigation Parts & Liquidnails		\$270.13	
Equipment	Service Truck		\$75.00	
Subtotal Additive Costs				\$3,542.73

#### Deductive Costs:

Labor		\$0.00		
Material		\$0.00		
Equipment		\$0.00		
Subtotal Deductive Costs				\$0.00

Subtotal \$3,542.73

General Contractor Mark Up \$531.41

Total General Contractor Cost \$4,074.14

### Sub-Contractor Direct Cost

#### Additive Costs:

Labor	\$0.00			
Materials	\$0.00			
Equipment	\$0.00			
Subtotal Additive Cost				\$0.00

Change Order Request

C.O.R. # 001  
Page 2

Deductive Costs:

Labor	\$0.00
Material	\$0.00
Equipment	\$0.00
Subtotal Deductive Cost	\$0.00

Subtotal \$0.00

Sub-Contractor Mark Up \$0.00

Total Sub-Contractor Cost \$0.00

General's Mark Up on Sub-Contractor Cost \$0.00

Insurance \$81.48

Total Change Order Request \$4,155.62

Additional time required 2 # of days

**Board Meeting Agenda  
October 21, 2014**

Topic: Notice of Completion – Purchase Order C6003343 – Bid No. 2014/14-72 – UCCAP – Pick Up Projects at Ramona High School

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

Responsible  
Cabinet Member: Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations

Type of Item: Consent

Short Description: A Notice of Completion is recommended for the Pick Up Projects at Ramona High School.

**DESCRIPTION OF AGENDA ITEM:**

On July 30, 2014, A Notice to Proceed was issued for the Pick Up Projects at Ramona High School. Purchase Order C6003343 was issued to Malibu Pacific Tennis Courts, Inc. for the amount of \$48,480.48.

The scope of work for this project was to complete various pick-up projects for the Athletic Facilities Master plan at Ramona High School.

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

Funding for this project is sixty-nine percent (69%) from Measure B and thirty-one percent (31%) from the Special Reserve fund for Capital Outlay.

**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education approve that a Notice of Completion be filed for Malibu Pacific Tennis Courts, Inc., – Purchase Order C6003343, for a total of \$48,480.48.

**ADDITIONAL MATERIAL:** Invoice at 100% Complete.

Attached: Yes

**MALIBU PACIFIC TENNIS COURTS**  
**31133 VIA COLINAS**  
**SUITE 107**  
**WESTLAKE VILLAGE, CA 91362**  
**(818) 707-3797 Fax (818) 706-1951**

**INVOICE #: 9136**  
**INVOICE DATE: 09/19/14**  
**PERIOD TO: 09/19/14**  
**APPLICATION #: three**  
**CONTRACT DATE: 08/01/14**  
**DUE DATE: 09/19/14**

**BILL TO: 46140**  
**RIVERSIDE UNIFIED SCHOOL DIST.**  
**ACCOUNTS PAYABLE**  
**P.O. BOX 2800**  
**RIVERSIDE, CA 92516-2800**

**JOB: 201314**  
**RAMONA HIGH SCHOOL**  
**7675 MAGNOLIA AVE**  
**RIVERSIDE, CA 92504**

**<<<< This Application >>>>**

CODE	DESCRIPTION	SCHEDULED VALUE	PREVIOUS APPLICATIONS	CURRENT COMPLETED	STORED MATERIALS	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH	RETAINAGE
1500	BONDING	1,000.00	1,000.00			1,000.00	100.0		50.00
1505	MOBILIZATION	2,500.00	2,500.00			2,500.00	100.0		125.00
1510	TENNS CT. GATE	3,500.00	3,500.00			3,500.00	100.0		175.00
1515	CONCRETE AREA	18,000.00	18,000.00			18,000.00	100.0		900.00
1520	DRINKING FOUNTAINS	7,500.00	6,750.00	750.00		7,500.00	100.0		375.00
1525	BIKE RACK GATE	8,000.00		8,000.00		8,000.00	100.0		400.00
1530	PLANTING	3,000.00	3,000.00			3,000.00	100.0		150.00
1535	PAINT CONTAINERS(3)	2,500.00	2,500.00			2,500.00	100.0		125.00
1540	CLEAN UP	2,480.48	1,024.24	1,456.24		2,480.48	100.0		124.02
TOTALS:		48,480.48	38,274.24	10,206.24	0.00	48,480.48	100.0	0.00	2,424.02

PREVIOUS RETAINAGE.....\$ 1,913.71  
 CURRENT BILLING.....\$ 10,206.24  
 NEW RETAINAGE.....\$ 510.31

ORIGINAL CONTRACT SUM.....\$ 48,480.48  
 CHANGE BY CHANGE ORDER.....\$ 0.00  
 CONTRACT SUM TO DATE.....\$ 48,480.48  
 TOTAL COMPLETED & STORED TO DATE.....\$ 48,480.48  
 TOTAL RETAINAGE.....\$ 2,424.02  
 TOTAL EARNED LESS RETAINAGE.....\$ 46,056.46  
 LESS PREVIOUS CERTIFICATES FOR PAYMENT..\$ 36,360.53

CONTRACTOR:  DATE: 9/19/14

ARCHITECT: \_\_\_\_\_ DATE: \_\_\_\_\_

CURRENT PAYMENT DUE.....\$ 9,695.93

**Thank you for your business!**



## Riverside Unified School District

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3380 14<sup>th</sup> Street • Riverside, CA • 92501

### Board Meeting Agenda October 20th, 2014

Topic: Rejection of Claim – Elijah Garcia

Presented by: Kathy Everhart, Director, Risk Management

Responsible  
Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and  
Governmental Relations

Type of Item: Consent

Short Description: A claim for damages has been received and the recommendation is to  
reject the claim at this time.

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#### **DESCRIPTION OF AGENDA ITEM:**

A claim for damages has been filed for personal injury.

The claims adjuster recommends rejection of the claim at this time.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education reject the above claim  
in accordance with Californian Government Code, Section 913.

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**ADDITIONAL MATERIAL:** None

**Board Meeting Agenda  
October 20, 2014**

Topic: Resolution No. 2014/15-14 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Maintenance of Bank Accounts, and Approving the Authorized Signatures for Such Bank Accounts

Presented by: Brenda Hofer, Accountant

Responsible

Cabinet Member: Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations

Type of Item: Consent

Short Description: It is necessary to update the authorized signatures for the Matthew Gage Middle School Associated Student Body (ASB) account.

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**DESCRIPTION OF AGENDA ITEM:**

Although the majority of the District’s financial transactions are processed through the County Treasury, the District, in accordance with the California Education Code, has maintained bank accounts at various financial institutions in the community to support its special operations and Associated Student Bodies. This resolution will update the authorized signatures for the Matthew Gage Middle School ASB account.

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**FISCAL IMPACT:** \$0

**RECOMMENDATION:** It is recommended that the Board of Education adopt Resolution No. 2014/2015-14 – Updating the Authorized Signatures for the Matthew Gage Middle School ASB account.

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**ADDITIONAL MATERIAL:** Resolution No. 2014/15-14

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**Resolution No. 2014/15-14**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE  
UNIFIED SCHOOL DISTRICT AUTHORIZING THE MAINTENANCE  
OF BANK ACCOUNTS, AND APPROVING THE AUTHORIZED  
SIGNATURES FOR SUCH BANK ACCOUNTS**

WHEREAS, the Riverside Unified School District (District) must establish and maintain bank accounts for the purposes of District operations and associated student body activities; and

WHEREAS, the persons listed below by name and organizational title are designated as being authorized signatures for the purposes set forth below;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The financial institutions listed below are selected and designated as a depository of funds of the Riverside Unified School District (District), and that such deposit account or accounts be established and maintained by and in the name of the District, and that said financial institutions are authorized to act without further inquiry in accordance with writings bearing the signatures of the persons listed below until such financial institutions receive written notice that signature(s) are no longer authorized.
2. The officer named below has been duly authorized, is now acting and is authorized to access information on each account, on behalf of the District:

Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations

3. The employees and/or agents named below have been duly authorized, are now acting and are authorized to draw checks in the manner set forth on each respective account as indicated below:

Mathew Gage Middle School Associated Student Body

Altura Credit Union, Account Number ending in "7227"

By any two of the following persons designated by name and organizational title;

Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations

Sandra L. Meekins, Director V – Business Services

Jill Collier, Fiscal Services Manager – Payroll/ASB

Annette Alvarez, Fiscal Services Manager – Attendance Accounting

Keyisha Holmes – Principal

Kristie Jackson – Assistant Principal

Lindy Stallings – ASB Advisor

Lindsey Watts – ASB Advisor

4. This resolution and each such certification shall remain in force and effect, and the financial institution listed above is authorized and requested to rely and act thereon and shall be indemnified and saved harmless from all liability and loss incurred by them in continuing to act in pursuance of this resolution (even though they may have been changed) until they shall receive at their office to which a certified copy of this resolution is delivered, either a certified copy of a further resolution of the Board of Education amending or rescinding this resolution or a further certification as above provided for, as the case may be.
5. The Clerk of the Board of Education is authorized and directed to certify to the financial institution listed above that this resolution has been duly adopted and is in conformity with the articles of incorporation, charter, and by-laws or other governing instrument of the District, and further to certify to the financial institution listed above a copy of this resolution, the names and specimen signatures of the present officers and other persons of this organization authorized to sign as aforesaid, and the fact of any change of the persons herein designated by title together with the names and specimen signature of the successor.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on October 20, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Kathy Allavie, Clerk  
Board of Education

Dated: \_\_\_\_\_

**Board Meeting Agenda**  
October 20, 2014

Topic: Out-of-State Field Trip – Arlington High School

Presented by: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Responsible Cabinet Member: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Type of Item: Consent

Short Description: The Arlington High School Chamber Singers and Women’s Choir are requesting to travel to New York City, New York, to participate in the Choirs of America National Festival at Carnegie Hall, June 23-28, 2015.

**DESCRIPTION OF AGENDA ITEM:**

The Arlington High School Chamber Singers and Women’s Choir are requesting to travel to New York City, New York, to participate in the Choirs of America National Festival at Carnegie Hall, June 23-28, 2015. The trip will be funded by fundraising activities and parent donations.

**FISCAL IMPACT:** None

**RECOMMENDATION:** Approval is requested for the Arlington High School multiple-day field trip to New York.

**ADDITIONAL MATERIAL:** Multiple-Day Field Trip Application, Pre-Approval Checklist and Itinerary

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: Arlington HS Grade Level: 9-12

Teacher's Name: Kelli Dowar Teaching (Subject): Choral Music Phone #: 61046

Field Trip Dates: June 23-28, 2015 Location (City and State): New York City, NY

Number School Days Missed: 0 Number Students: 35 Number Adults: 10 Ratio Adult to Student: 1 To 303

Name and Title of Adults: Kelli Dowar, dir.; Roslyn Medina, PAA; Reamy Newman (parent); Michael Feder, parent; Deb Rader, parent; Dawn Carmelo, parent; Irina Sandoval, parent; Heather Dickson, parent; Marie Garcia, parent

Administrator Accompanying Group  Yes  No Name(s): TBD (Administrator must attend prior to final approval)

Name of Group (i.e. Choir, Drill Team, Swim Team, etc.): Chamber Singers & Women's Choir

Name of Event (ATTACH INFORMATION DESCRIBING EVENT): Choirs of America National Festival at Carnegie Hall

Link to course of study: Strands 1-5 (VAPA)

Estimated cost per student: 2600 Detailed Funding Plan: see attached

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

Insurance for Host Organization (if applicable):

Housing Accommodations: Embassy Suites Hotel, Newark, NJ

SIGNATURES:  
[Signature] 9/17/14  
Teacher Date

[Signature] 9-23-14  
Principal Date

Cheryl A. Sumner 10-7-14  
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.

Riverside Unified School District  
Instructional Services

MULTIPLE-DAY PRE APPROVAL CHECKLIST

School: Arlington Hs Name of Group: Chamber Singers: Women's Choice  
Field Trip: New York (Carnegie Hall) Date of Event: June 23-28, 2015  
Teacher or Administrator Requesting Pre-Approval: K. Dover  
Principal's Signature [Signature] Date 9-23-14

Destination:  California  Within the United States  Out of the Country\*

\*Following items must be attached for submission of Pre-Approval for Multiple-Day Field Trip Application\*

- 1 \* Brochure or registration forms
- 2 \* Itinerary
- 3 \* Detailed funding plan that itemizes earnings and all expenditures, including sub costs
- 4 \* A list of all eligible students attending
- 5 \* Copy of notification to be used for parents/legal guardian explaining purpose of event, funding, transportation, housing, supervision, permission forms, and emergency plans (include emergency telephone number of trip supervisor)
- 6 \* Safety and Supervision Plan listing of all personnel and their positions (administrators, teachers, counselors, parents, etc.) who are responsible for students during multiple-day field trip.
- 7 \* Copy of Parent Consent form to be used for each participating student (#26-9050)
- 8 \* List of names, addresses and telephone numbers of students' host families if students are housed in private homes

TYPE OF TRANSPORTATION: One of the following is required.

SCHOOL BUS  CHARTER BUS  RENTAL VEHICLE  PRIVATE VEHICLE  AIRLINE  TRAIN

1. Charter / School Bus Transportation Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

a. If the trip requires a bus, a "Request for Field Trip Transportation" must be submitted via TRIP TRACKER on-line to Pupil Transportation Services at least 30 days prior to the scheduled trip.

2. Rental or Privately Owned Vehicle

- a. In no instance may a vehicle be used that is capable of holding more than ten persons
- b. All drivers and all documents must be cleared through Transportation.
- c. Rental vehicles are booked through Purchasing,
- d. Employee's of RUSD must be cleared through Transportation for any rental vehicle. ONLY RUSD EMPLOYEE'S will be cleared for rental vehicles.

Signature certifies that all items have been submitted and are on file. Pre-approval is given for the submission of the Multiple-Day Field Trip Application.

\*Out of Country field trips require Board Pre-approval and Final approval.

Superintendent / Designee Signature Cheryl A. Simmons Date 10-7-14

THIS FIELD TRIP IS **NOT APPROVED** UNLESS THIS PRE-APPROVAL IS SIGNED BY THE SUPERINTENDENT OR HIS DESIGNEE, IN ACCORDANCE WITH RIVERSIDE UNIFIED SCHOOL DISTRICT POLICIES AND PROCEDURES.



# ON TREK

2

**Arlington High School Choir with Dr. Dower  
New York Five Day Carnegie Hall Festival Tour  
June 23-28, 2015**

(Order of events may vary and are subject to change)

## **DAY 1: TUESDAY, JUNE 23**

- ↳ Redeye departure from LAX for New York City

## **DAY 1: WEDNESDAY, JUNE 24**

- ↳ Morning arrival in New York City; **meet your On Trek trip leader** and load coach
- ↳ Breakfast on own (we can also designate \$10 cash handout, your choice)
- ↳ **Visit the National September 11 Memorial**; the Memorial is a national tribute of remembrance and honor to the 2,983 people killed in the terror attacks of September 11, 2001 and February 26, 1993.
- ↳ **See the memorials in St. Paul's Chapel**, which was amazingly left unscathed by the disaster. Located across from the World Trade Center site, St. Paul's Chapel, an Episcopal church, was home to an extraordinary eight-month volunteer relief effort after the attacks of September 11th, 2001.
- ↳ **See New York's financial district and Wall Street**
- ↳ Lunch – on own
- ↳ Tour the exciting, vibrant and historic **Times Square**; shops, restaurants, theatres & much more!
- ↳ Visit **St. Patrick's Cathedral**, the most beautiful Gothic cathedral in the New World, opened in 1879
- ↳ **Walking tour of Rockefeller Center**: a New York City landmark for nearly 75 years, located in the heart of Manhattan and home to broadcast studios, dozens of shops and restaurants, and Radio City Music Hall.
- ↳ Dinner at Cucina & Co at Rockefeller Center concourse – included
- ↳ View the magnificent skyline of the Big Apple from the **"Top of Rock" at Rockefeller Center**
- ↳ Check-in to the brand new Embassy Suites Newark Airport in New Jersey; orientation & overnight

## **DAY 2: THURSDAY, JUNE 25**

- ↳ Breakfast at hotel – included
- ↳ Transfer to the Aaron Copland School of Music at Queen's College
- ↳ **Arlington High School Choir: Spend the day attending the following festival schedule:**
  - **Broadway 101 Workshop**
  - **Vocal master class – all choirs**
  - **Arlington High School Chamber Choir adjudicated concert performance with 1 hour post-performance review and clinic**
  - **Participate in a school exchange with another participating choir: X-Change: A Meeting of Voices**
  - **Premiere! Workshop & rehearsal with master conductor Henry Leck**
- ↳ \$10- cash handout for lunch at Queen's College dining hall
- ↳ 5pm return mid-town Manhattan
- ↳ Dinner in a Times Square / Theatre District restaurant , such as Saigon 48
- ↳ **Enjoy a performance of your favorite Broadway Show in the Theatre District!**
- ↳ Overnight at hotel

## **DAY 3: FRIDAY, JUNE 26 - REHEARSAL & FESTIVAL AT CARNEGIE HALL!**

- ↳ Breakfast at hotel – included
- ↳ Mid-morning departure from hotel to rehearsal; arrive at rehearsal location (TBA)
- ↳ **Choirs of America National Festival rehearsal with Master Conductor Henry Leck**
- ↳ Lunch – on own
- ↳ Free time for **shopping on Times Square or 5<sup>th</sup> Avenue**: Tiffany & Co., FAO Schwartz, Saks Fifth Avenue, Cartier, Nike, Louis Vuitton, the Disney Store, Banana Republic, Fendi, Armani, Gucci & more!
- ↳ Remainder of afternoon free to relax and prepare for your performance
- ↳ Early dinner - included (during this time, everyone will also need to have changed into concert attire)
- ↳ **Arlington High School Choir - Participate in the Choirs of America Nationals Festival at Carnegie Hall!**
  - **Spotlight performances (each primary ensemble over 40 participants)**
  - **Massed choir performances (all participants)**
  - **Antiphonal Finale – World Premiere of composition by Ola Gjeilo (all participants)**
- ↳ Return to hotel; overnight

## **DAY 4: SATURDAY, JUNE 27**

- ↳ Breakfast at hotel – included
- ↳ **Subsidiary ensembles performance and review adjudicated** (if you bring more than one choir)

Custom Performing Travel - PO Box 4481 - Incline Village, NV 89450  
877-613-7170 (toll free) - 775-832-4441 (direct) - 775-201-0077 (fax)

- ↳ Lunch – on own
- ↳ Visit the **Metropolitan Museum of Art**: founded in 1870, one of the world’s largest and finest art museums. Its collections include more than two million works of art spanning 5,000 years of world culture, from prehistory to the present and from every part of the globe.
- ↳ **Impromptu performance in Central Park!**
- ↳ Explore **Central Park**, America’s first landscaped urban park, 843 acres of endless beauty & activities! Spend time in reflection at **Strawberry Fields**, the memorial tribute to John Lennon
- ↳ **Enjoy a dinner and dance cruise on the Hudson River!**
- ↳ Overnight at hotel

**DAY 5: SUNDAY, JUNE 28**

- ↳ Breakfast at hotel – included; check-out of hotel
- ↳ Departure for home!

*\*All clinics and performances are based on availability and acceptance.*

**WELCOME HOME!**

**OPTIONS:**

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>↳ American Museum of Natural History –Hayden Planetarium – Rose Center for Earth and Space</li> <li>↳ BB King’s Blue’s Grille Saturday or Sunday brunch</li> <li>↳ Broadway Classroom, A conservatory workshop with Broadway professionals</li> <li>↳ Central Park tours</li> <li>↳ Circle Line Ferry cruise around Manhattan</li> <li>↳ Columbia University</li> <li>↳ Federal Hall</li> <li>↳ Frick Collection</li> <li>↳ Guggenheim Museum</li> <li>↳ Harlem Gospel Tour: see famous sights and landmarks such as the St. John the Divine</li> <li>↳ Intrepid Sea, Air and Space Museum</li> <li>↳ Juilliard School of Music - lobby</li> <li>↳ Lincoln Center for the Performing Arts</li> </ul> | <ul style="list-style-type: none"> <li>↳ Metropolitan Opera Guild backstage tour</li> <li>↳ MOMA – The Museum of Modern Art</li> <li>↳ Museum of Television</li> <li>↳ NBC Studio Tour</li> <li>↳ New York Hall of Science</li> <li>↳ New York Philharmonic concert</li> <li>↳ Radio City Music Hall tour</li> <li>↳ Schomburg Center for Research in Black Culture</li> <li>↳ St. Nicholas Avenue, where Duke Ellington lived</li> <li>↳ Strivers Row and The Abyssinian Baptist Church</li> <li>↳ The famed 125th street of Harlem USA, the Cotton Club, and the Apollo Theater</li> <li>↳ Tour the Fed including the Gold Vault and Drachmas, Doubloons, and Dollars: The History of Money at the Fed Museum</li> <li>↳ Trump Towers at 57<sup>th</sup> and 5<sup>th</sup> Ave</li> <li>↳ Whitney Museum of American Art</li> </ul> |
|---|--|

**Meals:** On Trek provides breakfast and dinner for each full day. We utilize restaurants such as the Garage Restaurant and Jazz Club, Cucina & Co, Naples 45, Saigon 48, Café Centro, Hard Rock Café, Fino Ristorante, and Grotta Azzurra in Little Italy.

**Broadway shows:** We have used an average price of \$70 for Broadway shows, but actual price is determined by final numbers and pricing for seating and would be invoiced accordingly.

**On Trek program includes:**

- ↳ Roundtrip air transportation to New York City (upon request)
- ↳ \$50 per person airline baggage fee (\$25 each way)
- ↳ Motorcoach transportation while touring; daily driver’s tip and hotel room
- ↳ Quality accommodations based on quad occupancy for students & double for adults based on Embassy Suites Newark Airport
- ↳ Breakfasts 4 Lunch 1 Dinners 4
- ↳ **3 free for the group at double occupancy** (can be changed upon your request)
- ↳ One 24 hour-a-day tour escort per motorcoach upon arrival in New York City
- ↳ Individual Choirs of America festival fees (director must send \$500 registration fee)
- ↳ Carnegie Hall admission included for adults; no festival fee charged
- ↳ All admissions, taxes, and gratuities per itinerary
- ↳ Tour escort gratuity
- ↳ Bulk billing to school OR individual invoicing to parents – your choice
- ↳ Insurance and financial protection
- ↳ Standard behavior guidelines

**Board Meeting Agenda**  
October 20, 2014

Topic: Out-of-State Field Trip – Riverside Polytechnic High School

Presented by: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Responsible Cabinet Member: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Type of Item: Consent

Short Description: The Riverside Polytechnic High School Chamber Singers are requesting to travel to Nashville, Tennessee, to participate in the Heritage World Strides Music Festival, March 27–31, 2015.

**DESCRIPTION OF AGENDA ITEM:**

The Riverside Polytechnic High School Chamber Singers are requesting to travel to Nashville, Tennessee, to participate in the Heritage World Strides Music Festival, March 27–31, 2015. The trip will be funded by fundraising activities. The principal, Dr. Michael Roe, will attend the trip.

**FISCAL IMPACT:** None

**RECOMMENDATION:** Approval is requested for the Riverside Polytechnic High School multiple-day field trip to Tennessee.

**ADDITIONAL MATERIAL:** Multiple-Day Field Trip Application, Pre-Approval Checklist and Itinerary

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: Riverside Poly High School Grade Level: 9-12  
 Teacher's Name: Kristen Pickering Teaching (Subject): Choir Phone #: 951-833 3687  
 Field Trip Dates: 3/27 - 3/31/15 Location (City and State): Nashville, TN  
 Number School Days Missed: 1 Number Students: 360 Number Adults: 5 Ratio Adult to Student: 1 To 7  
 Name and Title of Adults: Kristen Pickering/Teacher, Michael Roe/Principal, Robert & Rachelle Bjurgenich/Parents, Ronda Barnes/Parent, Yvette Lomax/Parent  
 Administrator Accompanying Group  Yes  No Name(s): Michael Roe  
 Name of Group (i.e. Choir, Drill Team, Swim Team, etc.): Chamber Singers  
 Name of Event (ATTACH INFORMATION DESCRIBING EVENT): Heritage Worldstrides Music Festival  
 Link to course of study: 2.1 Sing a repertoire of vocal literature w/ technical accuracy, tone quality, etc. 5.3 understand music  
 Estimated cost per student: \$725 Detailed Funding Plan: attached

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 \_\_\_\_\_

Insurance for Host Organization (if applicable): included by Heritage Worldstrides

Housing Accommodations: Hotel

SIGNATURES:  
[Signature] 9/16/14  
 Teacher Date  
[Signature] 10-2-14  
 Director, Elementary - Secondary Education Date

[Signature] 9/18/14  
 Principal 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.

Riverside Unified School District  
Instructional Services

MULTIPLE-DAY PRE APPROVAL CHECKLIST

School: Riverside Poly High School Name of Group: Chamber Singers  
Field Trip: Nashville Choir Festival Date of Event: 3/27/15 - 3/31/15  
Teacher or Administrator Requesting Pre-Approval: Kristen Pickering  
Principal's Signature [Signature] Date 9/18/14

Destination:  California  Within the United States  Out of the Country\*

\*Following items must be attached for submission of Pre-Approval for Multiple-Day Field Trip Application\*

- ✓ ①  \* Brochure or registration forms
- ✓ ②  \* Itinerary
- ✓ ③  \* Detailed funding plan that itemizes earnings and all expenditures, including sub costs
- ✓ ④  \* A list of all eligible students attending
- ✓ ⑤  \* Copy of notification to be used for parents/legal guardian explaining purpose of event, funding, transportation, housing, supervision, permission forms, and emergency plans (include emergency telephone number of trip supervisor)
- ✓ ⑥  \* Safety and Supervision Plan listing of all personnel and their positions (administrators, teachers, counselors, parents, etc.) who are responsible for students during multiple-day field trip.
- ✓ ⑦  \* Copy of Parent Consent form to be used for each participating student (#26-9050)
- ✓ ⑧  \* List of names, addresses and telephone numbers of students' host families if students are housed in private homes

TYPE OF TRANSPORTATION: One of the following is required.

SCHOOL BUS  CHARTER BUS  RENTAL VEHICLE  PRIVATE VEHICLE  AIRLINE  TRAIN

1. Charter / School Bus Transportation Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

a. If the trip requires a bus, a "Request for Field Trip Transportation" must be submitted via TRIP TRACKER on-line to Pupil Transportation Services **at least 30 days prior** to the scheduled trip.

2. Rental or Privately Owned Vehicle

- a. In no instance may a vehicle be used that is capable of holding more than ten persons
- b. All drivers and all documents must be cleared through Transportation.
- c. Rental vehicles are booked through Purchasing.
- d. Employee's of RUSD must be cleared through Transportation for any rental vehicle. **ONLY RUSD EMPLOYEE'S** will be cleared for rental vehicles.

Signature certifies that all items have been submitted and are on file. Pre-approval is given for the submission of the Multiple-Day Field Trip Application.

\*Out of Country field trips require Board Pre-approval and Final approval.

Superintendent / Designee Signature Cheryl A. Summers Date 10-2-14

THIS FIELD TRIP IS **NOT APPROVED** UNLESS THIS PRE-APPROVAL IS SIGNED BY THE SUPERINTENDENT OR HIS DESIGNEE, IN ACCORDANCE WITH RIVERSIDE UNIFIED SCHOOL DISTRICT POLICIES AND PROCEDURES.

## 2015 Nashville Sample 3-Night Itinerary\*

②

	Morning	Afternoon	Evening
<b>Day 1</b>	Arrive in Nashville  Welcome to Tennessee!	Optional activities available afternoon and evening  Check-in at hotel after 4:00 p.m.	
<b>Day 2</b>	Use your pass to the Country Music Hall of Fame or enjoy other sightseeing opportunities in Nashville  Two-night groups arrive today	<b>Music festival begins</b>  Adjudicated performances	Overnight in Nashville
<b>Day 3</b>	Use your pass to the Country Music Hall of Fame or enjoy other sightseeing opportunities in Nashville  <b>Music festival continues</b>	Warm-up Adjudicated performance On-stage mini-clinic Written & recorded comments	<b>Awards Ceremony, Dinner, &amp; Line-dancing</b> Wildhorse Saloon  Overnight in Nashville
<b>Day 4</b>	Optional breakfast  Check-out of Hotel	Other optional activities	Departure for home!

\*4- and 5-night itineraries also available.

Price per person in US dollars*				
	Quad room	Triple room	Double room	Single room
<b>2 nights</b>	\$240	\$270	\$333	\$520
<b>3 nights</b>	\$275	\$320	\$411	\$681
<b>4 nights</b>	\$310	\$368	\$484	\$832

\*Prices valid through 5/23/14. Updated 3/21/14.

2015 Chamber Singers Tour  
Tentative Itinerary

3/27/15 **Fri**

Flight to Nashville, TN  
Check in at hotel  
Walk to dinner  
Rehearsal after dinner (at hotel)  
Room Check  
Lights Out

3/28/15 **Sat**

Breakfast at hotel  
Rehearsal at hotel  
Head to performance venue  
Music festival  
Change clothes to head to RCA studio B (tour and recording session)  
Visit to Johnny Cash Museum  
Dinner as a group  
Skit practice and presentation back at hotel  
Room check  
Lights Out

3/29/15 **Sun**

Breakfast at hotel  
Head to Opry Hills Mall- free time in chaperone groups  
Lunch in chaperone groups  
Visit to Parthenon  
Head to Wildhorse Saloon for awards ceremony  
Game night at hotel  
Room check  
Lights out

3/30/15 **Mon**

Breakfast at hotel  
Bowling  
Lunch  
Head to Grand Ole Opry performance  
Dinner TBD  
Room Check  
Lights Out

3/31/15 **Tues**

Fly home!

**Board Meeting Agenda  
October 20, 2014**

Topic: 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 were no complaints filed with any school in the District for the period of July 1, 2014 – September 30, 2014.

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**DESCRIPTION OF AGENDA ITEM:**

For the period of July 1, 2014 – September 30, 2014, there were no complaints filed with any school in Riverside Unified School District relating to the *Williams* Uniform Complaints. The quarterly report has been submitted to the Riverside County Office of Education.

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**FISCAL IMPACT:** None

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

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**ADDITIONAL MATERIAL:** Quarterly Report on *Williams* Uniform Complaints.

Attached: Yes



## 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:  1<sup>st</sup> Quarter (July – September 2014) Due: October 10, 2014  
 (check one)  2<sup>nd</sup> Quarter (October – December 2014) January 16, 2015  
 3<sup>rd</sup> Quarter (January – March 2015) April 10, 2015  
 4<sup>th</sup> Quarter (April – June 2015) July 10, 2015

Date for information to be reported publicly at governing board meeting: October 20, 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	0	0	0
Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>

David C. Hansen, Ed.D.  
 Print Name of District Superintendent

  
 Signature of District Superintendent

10/13/14  
 Date

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



**Board Meeting Agenda  
October 20, 2014**

Topic: Certificated Personnel Assignment Order – CE 14/15-06 and  
Classified/Non-Classified Personnel Assignment Order CL 14/15-06

Presented by: Kyley 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.

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**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, Increase in Hours, Involuntary  
Transfers, Leaves, New Hires, New Hires-Managers/Supervisors, New Hires—Probationary 1,  
New Hires—Temporary Employees (E.C. §44920), Promotions, Rehires—Temporary Employee  
(E.C. §44909), Resignations, Retirements, Retirements-Managers/Supervisors, Substitutes,  
Temporarily Assigned to a Higher Classification, and Voluntary Demotions/  
Reassignments/Reductions/Transfers.

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**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.

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**ADDITIONAL MATERIAL:** Certificated Personnel Assignment Order – CE 14/15-06 and  
Classified/Non-Classified Personnel Assignment Order CL 14/15-06

Attached: Yes

**CERTIFICATED PERSONNEL ASSIGNMENT ORDER #CE 14/15-06**

October 20, 2014

**CERTIFICATED PERSONNEL**

**Increase in Hours**

Abraham Lincoln High School

Lange, Justi	Teacher	From: 53% To: 100%	09/29/14
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Lopez, Maria Teresa	Counselor	From: 50% To: 100%	09/29/14
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Sierra Middle School

Nodgaard, Kelsey	Teacher	From: 80% To: 100%	09/16/14
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**Involuntary Transfers**

Lozano, Lauri	From: Chemawa Middle School	To: Ramona High School	09/29/14
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Mateljan, Theresa	From: Central Middle School	To: Arlington High School	09/29/14
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**Leaves**

Castle View Elementary School

(Family Medical Leave Act Leave) Lopez, Vanessa	Teacher	10/31/14 – 12/02/14
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Elementary Site

(Paid Administrative Leave) 14/15-59546	Teacher	09/18/14 – undetermined
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**Leaves - Continued**

Secondary Site (Paid Administrative Leave) 14/15-195636	Teacher	10/07/14 – undetermined
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**Management – Promotion**

Ramona High School Guerrero, Alfredo	Interim Assistant Principal	08/29/14 – 10/31/14
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**Management – Rehire**

Frank Augustus Miller Middle School Hiroto, Charles L.	Substitute Principal	09/23/14
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**Management – Retirement**

Superintendent’s Office Paredes, Judith J.	Assistant Superintendent Common Core	06/30/15
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**New Hires – Probationary 1**

John Adams Elementary School Stuart, Tara	Teacher	09/25/14
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**New Hires – Temporary Employees (E.C. §44920)**

Bryant Elementary School Figueroa, Amanda	Teacher	09/29/14
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Andrew Jackson Elementary School Pianetto-Garcia, Jacquelyn	Teacher	10/06/14
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William Howard Taft Elementary School Nunez, Jennifer	Teacher	09/29/14
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**Rehires – Temporary Employee (E.C. §44909)**

Riverside Adult School Read, Elsbe I.	Teacher	08/27/14
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## Substitutes

Andrews, Matthew	Substitute Teacher	09/29/14
Bernath, Arlene	Substitute Teacher	09/29/14
Bizal, Theresa	Substitute Teacher	09/29/14
Gillette, Sarah	Substitute Teacher	09/29/14
Harris, Jordan	Substitute Teacher	10/01/14
Long, Allen	Substitute Teacher	09/24/14
McDermott, Evan	Substitute Teacher	09/22/14
-*Pipitone Jr., Leonard	Substitute Teacher	10/03/14
Rivas, Omar Perez	Substitute Teacher	10/06/14
Scanland, Mackay	Substitute Teacher	10/06/14
Seipp, Jason	Substitute Teacher	09/23/14
Sharpe, Brandy	Substitute Teacher	09/29/14
Turk, Sarah	Substitute Teacher	10/01/14
Vickman, Freesia	Substitute Teacher	10/06/14
Welch, Jermara	Substitute Teacher	10/01/14

*\*Pursuant to Board Policy #4112.81*

**CLASSIFIED/NON-CLASSIFIED PERSONNEL ASSIGNMENT ORDER #CL 14/15-06**  
October 20, 2014

**CLASSIFIED PERSONNEL**

**Change in Status from Substitute Employee to Regular Employee**

Tomás Rivera Elementary  
School

Connor, Brittany S.	Instructional Assistant – Special Education II	10 months, 6 hours	09/29/14
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**Leaves**

14/15-183981		Paid Administrative Leave	09/29/14 – 10/07/14
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**New Hires**

Pupil Services

Adams, Edward J.	Student Health Care Specialist	10 months, 3 hours	09/29/14
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Publications

Galang, Marc L.	Media Production Clerk	12 months, 8 hours	10/07/14
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Technology Services

Abouriali, Thomas G.	Help Desk Analyst	12 months, 8 hours	10/06/14
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Benton, Philip G.	Help Desk Analyst	12 months, 8 hours	10/06/14
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Harwood, Steven R.	Help Desk Analyst	12 months, 8 hours	10/06/14
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**New Hires – Managers/Supervisors**

Program Development &  
Extended Learning

Alonso, Gabriela	Coordinator – School, Family & Community Partnerships	12 months, 8 hours	10/21/14
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## Promotions

Muller, Joann M.	From: John W. North High School, School Office Assistant, 10 months, 8 hours	To: John W. North High School, Attendance Assistant I, 10 months, 8 hours	10/01/14
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## Resignations

Bryant Elementary School Hartin, Carmen	Cafeteria Worker I	10 years of service	10/4/14
Central Middle School Vizcaino, Aracely	Attendance Assistant II	8 years of service	10/04/14
Matthew Gage Middle School Villela, Erica D.	Cafeteria Worker I	9 years, 6 months of service	10/16/14
Henry W. Longfellow Elementary School Avila, Jessie	Cafeteria Worker I	2 years, 5 months of service	09/27/14
Special Education Becker, Britany M.	Instructional Assistant – Special Education II – Sign Language	1 year, 7 months of service	09/26/14

## Retirements

John Adams Elementary School Stevens, Jeanine L.	Instructional Assistant – Special Education I	15 years, 7 months of service	10/04/14
Central Middle School Buswell, Laurie M.	Campus Supervisor	5 years, 10 months of service	09/23/14 <i>Amendment to 10/06/14 Board</i>

## Retirements - Continued

### Maintenance & Operations

Tamayo, Vincent R.	Custodian	9 years, 8 months of service	03/07/15
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### Ramona High School

Perez, Maria M.	Custodian	29 years, 1 month of service	12/31/14
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## Retirements – Managers/Supervisors

### Ramona High School

Sykes, Harland B.	Plant Supervisor II	31 years, 2 months	01/01/15
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## Temporarily Assigned to a Higher Classification

### Patricia Beatty Elementary School

Morris, Kimberly D.	From: Cafeteria Worker II	To: Elementary Kitchen Operator	09/29/14 – 10/13/14
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### Amelia Earhart Middle School

Bracamonte, Silvia J.	From: Cafeteria Worker I	To: Cafeteria Worker III	10/01/14 – 10/17/14
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Darnell, Belynda E.	From: Cafeteria Worker III	To: Cafeteria Supervisor I	10/01/14 – 10/17/14
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### Fremont Elementary School

Macedo, Michelle	From: Cafeteria Worker I	To: Cafeteria Worker II	10/01/14 – 10/17/14
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### Harrison Elementary School

Camacho, Antonio M.	From: Cafeteria Worker I	To: Cafeteria Worker II	10/01/14 – 10/17/14
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**Temporarily Assigned to a Higher Classification - Continued**

Sprague, Veva A.	From: Cafeteria Worker II	To: Henry W. Longfellow Elementary School, Elementary Kitchen Operator	10/01/14 – 10/17/14
Nutrition Services Ramos, Gilbert D.	From: Food Production Lead	To: Catering Supervisor	09/15/14 – 10/03/14
Stockroom Santiago De La Rosa, Ivan J.	From: Bindery Worker I	To: Stockroom/ Mailroom/Delivery Driver	08/18/14 – 08/30/14

**Voluntary Demotions/Reassignments/Reductions/Transfers**

Arndt, Carmela	From: Tomás Rivera Elementary School, Instructional Assistant – Special Education II, 10 months, 5 hours	To: Central Middle School, Instructional Assistant – Special Education II, 10 months, 6 hours	10/08/14
Lopez, Vera O.	From: Arlington High School, Instructional Assistant – Bilingual, 10 months, 4 hours	To: Central Middle School, Instructional Assistant – Special Education I, 10 months, 5.5 hours	10/09/14
Yoguez, Teresa	From: University Heights Middle School, Instructional Assistant – Special Education I, 10 months, 6 hours	To: Nutrition Services, Food Production Worker, 12 months, 8 hours	10/08/14

**NON-CLASSIFIED PERSONNEL**

**New Hires**

Bradley, Kenneth	Substitute Custodian	09/25/14
Caouette, Lindsey	Tutor	09/25/14
Gomez, Edmundo	Substitute Custodian	10/03/14
Gonzales, JohnRaymond	Substitute Custodian	09/25/14
Heasley, Gregory	Substitute Custodian	09/25/14
Hernandez, Cynthia	AVID Tutor	09/24/14
Holmes, Matthew	Noon Playground Supervisor	09/29/14
Horner, David	Substitute Carpenter	09/29/14
Ivon Velazquez, Yesenia	Tutor	09/30/14
Jimenez, Yadira	Substitute IA Computer Resources	09/29/14
Lopez, Araceli	Noon Playground Supervisor	09/25/14
Ortega, Alesia	Noon Playground Supervisor	09/25/14
Picazo, Bryan	Substitute Custodian	09/25/14
Pimentel, Jose	Substitute Custodian	10/02/14
Russell, Tyrin	Substitute Custodian	09/29/14
Salvador, Antonio	Noon Playground Supervisor	10/02/14
Smith, Jasmine J	Tutor	09/23/14
Tamayo, Corinna	Noon Playground Supervisor	10/02/14
Tidwell, Ronald	Substitute Custodian	09/29/14
Urquizo, Norma	Noon Playground Supervisor	10/02/14
Villalta, Jessica	Prime Time Tutor	09/24/14

**New Hires – \*Athletic Coaches**

Arlington High School		
Carrillo, Adriyel	Water Polo-Assistant	10/01/14
Gomez, David	Tennis-Assistant	09/30/14
Martin Luther King High School		
De Bonis, Patrick	Baseball-Assistant	09/29/14
Porter, Terrell	Basketball-Assistant	09/25/14
John W. North High School		
Harris, Scott	Tennis-Assistant	09/29/14
Martinez, Saul	Soccer-JV Head Coach	10/06/14
Mosley, Matthew	Basketball-Assistant	10/07/14
Reyes, Erik	Soccer-Var. Assistant	10/07/14

Riverside Polytechnic High School

Rivera, Raven	Cheer	10/02/14
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**New Hires – \*Athletic Coaches - Continued**

Ramona High School

Baker, Laura	Color Guard	10/01/14
Nash, Michael	Band	09/25/14

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

**Board Meeting Agenda  
October 20, 2014**

Topic: Policy #9110 – Bylaws of the Board – Regular Members: Terms of Office – First Reading

Presented by: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Responsible Cabinet Member: Michael H. Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Report/Discussion

Short Description: Revised Board Policy #9110 – Bylaws of the Board – Regular Members: Terms of Office has been prepared for the Board of Education’s consideration for First Reading.

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**DESCRIPTION OF AGENDA ITEM:**

Based on a request and input from the Board of Education at a previous Board Meeting, revised Board Policy #9110 – Bylaws of the Board – Regular Members: Terms of Office has been prepared for the Board of Education’s consideration for First Reading.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education consider the revised Board Policy #9110 – Bylaws of the Board – Regular Members: Terms of Office as First Reading.

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**ADDITIONAL MATERIAL:** Redlined Policy #9110

Attached: Yes



# POLICY

## Board of Education

### Riverside Unified School District

## Bylaws of the Board – Regular Members: Terms of Office

### Purpose:

The purpose of this Regular Members: Terms of Office Bylaws of the Board is to provide policy direction to ensure orderly governance of the district.

### Position:

The Board of Education intends that the district establish and maintain bylaws that govern the Board of Education, specifically regarding terms of office of Board Members and various positions of Board Members.

1. The Board of Education of the Riverside Unified School District is composed of five (5) members. The term of office for members elected in regular elections shall be four years.
2. The Board shall consist of five (5) members whose terms shall be staggered so that as nearly as practicable, one half of the members shall be elected in each odd-numbered year.
3. The term of office for members elected in regular elections shall be four (4) years, commencing on the first Friday in December next succeeding their election. (Education Code 5017)
4. Board member terms expire four years after their initial election on the first Friday in December following the election of new members. (Education Code 5000)
5. A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office. (Government Code 1302, 1360; Education Code 5017)
6. One of the members of the Board shall be elected President, one Vice President, and one Clerk. ~~The term for each of these offices is one year, or until a successor is elected.~~

a. The term for each of these offices is one year, or until a successor is elected.

b. Election to these offices shall be on a rotational basis among the members of the Board in a sequential order. The Clerk shall normally rotate to the Vice President. The Vice President shall normally rotate to the President. Except that no member of the Board may serve as President in the year the member may stand for reelection to the Board.

c. In cases where the sequential order is not followed due to the restriction in 6.b., the Clerk shall become the President, and the then-current Vice President shall remain as Vice President for an additional year. The sequential order shall resume the following year. In the event the election cycles are the same for both the Clerk and the Vice President so as to preclude either from serving

as President in a given year, the Board shall elect a President by a majority vote, with both the Clerk and Vice President remaining in their then-current positions for an additional year and the sequential order set forth in 6.b. resuming the following year.

d. In order to address any unforeseen circumstances that may arise or the unwillingness of a member to continue to serve as an officer, the rotation provided for in 6.b. may be suspended and officers elected pursuant to a properly made motion and second, and a majority vote of the members.

7. The President shall preside at all meetings of the Board and shall perform such other duties as prescribed by law and the rules of the Board.
8. The Vice President shall, in the absence of the President, possess the powers and perform the duties of the President until the return of the President.
9. The Clerk shall perform such duties as prescribed by law and the rules of the Board. In the absence of the President and Vice President, the Clerk shall possess the powers and perform the duties of the President until the return of the President or Vice President.
10. The Superintendent of Schools shall serve as the chief executive officer of the Board of Education and as its secretary.
11. The Superintendent of Schools and the Deputy, Associate, and Assistant Superintendents shall attend all regular meetings of the Board of Education unless unusual duties or circumstances prevent their being present.

Legal Reference:

EDUCATION CODE

5000-5033 Election of school district board members

35010 – Control of district

35012 – Board members; number, election and terms

35107 – Eligibility (adult member)

GOVERNMENT CODE

1302 – Continuance in office until qualification of successor

1303 – Exercising functions of office without having qualified

1360 – Necessity of taking constitutional oath

Adopted: December 18, 1978  
 Readopted: February 2, 1987  
 Readopted: April 5, 1993  
 Readopted: August 26, 1996  
 Readopted: November 3, 2014 (pending)

**Board Meeting Agenda  
October 20, 2014**

Topic: Public Hearing – Pupil Textbooks and Instructional Materials Compliance Resolution for Fiscal Year 2014/15

Presented by: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Responsible Cabinet Member: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Type of Item: Public Hearing

Short Description: Education Code (E.C.) Section 60119 requires that districts hold a public hearing and determine through a resolution as to whether every student has sufficient and appropriate textbooks or instructional materials in mathematics, science, history-social science, foreign language, and RLA/ELD. Notice must be posted at least ten days in advance and in at least three public places within the district.

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**DESCRIPTION OF AGENDA ITEM:**

In order for school districts to be eligible to receive instructional materials funding, a public hearing must be held.

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**FISCAL IMPACT:** \$2,392,030

**RECOMMENDATION:** It is recommended that the Board of Education approve Resolution 2014/15-09, Pupil Textbook and Instructional Materials Compliance for Fiscal Year 2014/15.

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**ADDITIONAL MATERIAL:** Public Hearing Notice

Attached: Yes

RIVERSIDE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

**NOTICE**

**PUBLIC HEARING**

At the Board of Education meeting to be held at 5:30 p.m. on October 20, 2014, at 6735 Magnolia, Riverside, California, a public hearing is scheduled in compliance with the requirements of Education Code Section 60119 to provide an opportunity for the community to comment on the following:

**Availability of Textbooks and Instructional Materials**

Education Code 60119 requires the governing board to hold a public hearing and make a determination through resolution as to whether each pupil in each school has sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards and consistent with the content and cycles of the curriculum frameworks adopted by the state board in each of the following subjects, as appropriate:

- i.** Mathematics.
- ii.** Science.
- iii.** History-social science.
- iv.** English/language arts, including the English language development component of an adopted program.

Sufficient textbooks or instructional materials mean that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home. This paragraph does not require two sets of textbooks or instructional materials for each pupil.

The governing board shall also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the state board for those subjects. The governing board shall also determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades 9-12, inclusive.

Copies to: Board Members

Posted 9:00 a.m., Monday, October 6, 2014

(Copies to be posted at Business Office, District Office, and Adult Ed. on Magnolia)

**Board Meeting Agenda  
October 20, 2014**

Topic: Resolution No. 2014/15-09 – Resolution of the Board of Education of the Riverside Unified School District for Pupil Textbooks and Instructional Material Compliance for Fiscal Year 2014/15

Presented by: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Responsible Cabinet Member: Mr. Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

Type of Item: Action

Short Description: Education Code (E.C.) Section 60119 as amended by Senate Bill X3 4 Section 18, regardless of the statewide revenue limit, in order to be eligible to receive the instructional materials funds, Riverside Unified School District must hold a public hearing and determine through a resolution as to whether every student has sufficient and appropriate textbooks or instructional materials in mathematics, science, history-social science, foreign language, and RLA/ELD.

**DESCRIPTION OF AGENDA ITEM:**

In order for school districts to be eligible to receive instructional materials funding, a public hearing must be held and a resolution must be passed.

**FISCAL IMPACT:** \$2,392,030

**RECOMMENDATION:** It is recommended that the Board of Education approve Resolution 2014/15-09, Pupil Textbook and Instructional Materials Compliance for Fiscal Year 2014/15.

**ADDITIONAL MATERIAL:** Resolution No. 2014/15-09  
Instructional Materials Compliance Memo 2014/15

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**Resolution No. 2014/15-09**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE  
UNIFIED SCHOOL DISTRICT FOR PUPIL TEXTBOOKS AND INSTRUCTIONAL  
MATERIAL COMPLIANCE FOR FISCAL YEAR 2014/15**

WHEREAS, the Board of Education of the Riverside Unified School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on October 20, 2014, at 5:30 o'clock, which is on or before the eighth week of school (between the first day that students attend school and the eighth week from that day) and did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and are consistent with the cycles and content of the curriculum frameworks in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

NOW, THEREFORE, BE IT RESOLVED that pursuant to California Education Code Section 60119, for the 2014-15 school year, the Riverside Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on October 20, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Kathy Allavie, Clerk  
Board of Education

Dated: \_\_\_\_\_