

**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 – 5:00 p.m.**

**September 2, 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 – 5:00 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 5:00 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:	California School Employees Association

3. Consideration of Public Employee Discipline/Dismissal/Release Pursuant to Government Code Section 54957

**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 John Stark, 6<sup>th</sup> grade John F. Kennedy Elementary School student.

Oral Report      For  
Assigned To      Board      Page

## SECTION A – DISTRICT SUPERINTENDENT’S REPORT

## SECTION B – 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 C – DISTRICT EMPLOYEE GROUP REPORTS

### **C.1 CSEA Presentation by Mr. Daniel Rudd, President, Riverside Unified School District, Chapter #506**

District  
Superintendent

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

### **C.2 Riverside Council PTA Presentation by Ms. Sandie Page, President**

District  
Superintendent

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

## SECTION D – 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>D.1 Minutes of Board Meeting</b>   | District Superintendent | Consent | 1-4   |
| <i>August 11, 2014 – Regular Board Meeting</i>  |                         |         |       |
| <b>D.2 Warrant List No. 3</b>   | Deputy Supt. Business   | Consent | 5-9   |
| <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>D.3 Acceptance of Gifts and Donations to the District</b>  | Deputy Supt. Business   | Consent | 10-12 |
| <i>Individuals and entities may make gifts or donations of usable items or money to the District. Gifts or donations of \$100 or more in value are accepted and acknowledged by the Board of Education.</i> |                         |         |       |
| <b>D.4 Approval of Change Order No. 2 and No. 3 – Bid No. 2013/14-52 – Restroom Renovation – Monroe Elementary School</b>   | Deputy Supt. Business   | Consent | 13-21 |
| <i>A change is recommended in the scope of work for the Restroom Renovation – Monroe Elementary School.</i>   |                         |         |       |
| <b>D.5 Rejection of Claims – Estate of Armando G. Huerta, Jr.; Karina Y. Huerta; and Santino Huerta</b>   | Deputy Supt. Business   | Consent | 22    |
| <i>Claims for Damages have been received and the recommendation is to reject the claims at this time.</i>   |                         |         |       |
| <b>D.6 Surplus of Cell Phone Equipment</b>  | Deputy Supt. Business   | Consent | 23-25 |
| <i>Requesting approval to declare cell phones and cell phone accessories as surplus.</i>  |                         |         |       |
| <b>D.7 Donation of E-Waste Equipment</b>  | Deputy Supt. Business   | Consent | 26-46 |
| <i>From time to time, the District needs to dispose of items that are surplus or obsolete. As an alternative, some items may be donated. Approval is requested for the disposal of surplus items</i>        |                         |         |       |

*otherwise constituting E-Waste (electronic waste) through donation to a charitable organization.*

- D.8 Resolution No. 2014/15-03 – 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** Deputy Supt. Business Consent 47-50

*It is necessary to update the authorized signatures for the Abraham Lincoln High School, Arlington High School, Riverside Polytechnic High School, John W. North United Student League, Associated Student Body (ASB) Accounts and RUSD Property and Liability Account.*

- D.9 Resolution No. 2014/15-04 – Resolution of the Board of Education of the Riverside Unified School District to Authorize the Establishment and Maintenance of Site Revolving Cash Funds** Deputy Supt. Business Consent 51-54

*Establish and maintain site revolving cash funds.*

- D.10 Recommended Actions From the Administrative Hearing Panel and/or the Executive Director, Pupil Services/SELPA and Adoption of the Findings of Fact for All Approved Cases** Exec. Director Pupil Serv./SELPA Consent Confidential Insert

**Cases for Reinstatement After Suspended Expulsion**

*Education Code Section 48917 provides that a student on a suspended expulsion may be reinstated by action of the Board of Education when the student has satisfactorily completed the conditions identified in the Rehabilitation Plan ordered at the time the student was expelled.*

*Student Cases: #2012-159, #2013-012*

- D.11 Certificated Personnel Assignment Order CE 2014/15-03** Asst. Supt. Personnel Consent 55-63

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

- D.12 Classified/Non-Classified Personnel Assignment Order CL 2014/15-03** Asst. Supt. Personnel Consent 64-74

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

## **SECTION E – ACTION**

### **E.1 Bylaws of the Special Education Community Advisory Committee**

Exec. Director      Action      75-94  
Pupil Serv./SELPA

*We are recommending that the Board of Education take action on the proposed revisions to the By-Laws of the Community Advisory Committee (CAC) for the Riverside Unified School District Special Education Local Plan Area.*

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

### **E.2 Compensation Agreements for Various Properties**

Deputy Supt.      Action      95-117  
Business

*The Board of Education will consider the approval of Compensation Agreements for three properties owned by the Successor Agency to the Redevelopment Agency of the City of Riverside.*

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

### **E.3 Joint Use Agreement – Former Riverside Golf Course**

Deputy Supt.      Action      118-132  
Business

*The Board of Education will consider the approval of a Joint Use Agreement with the City of Riverside for the use of the Former Riverside Golf Course for the purpose of Cross Country meets and invitational competitions.*

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

## **SECTION F – CONCLUSION**

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

### **F.2 Agenda Items for Future Meetings Monday, September 15, 2014 – Regular Board Meeting**

## **ADJOURNMENT**

The next regular meeting of the Board of Education is scheduled for Monday, September 15, 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, AUGUST 11, 2014  
BOARD ROOM  
6735 MAGNOLIA AVENUE, RIVERSIDE, CALIFORNIA**

**CALL THE MEETING TO ORDER**

Mr. Hunt, Board Vice President, called the meeting to order at 4:30 p.m.

**MEMBERS PRESENT**

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.

Mrs. Lock-Dawson, Board President, was not able to attend the Board meeting.

**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. Consideration of Public Employee Appointment Pursuant to Government Code Section 54957.6  
     Title: Elementary School Assistant Principal, Middle School Assistant Principal, and Assistant Director Mechanical and Communications Trades

**RECONVENE OPEN SESSION**

The Board reconvened in Open Session at 5:30 p.m. Mr. Hunt 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 Mr. Lee to appoint Ms. Kathleen Doubravsky, Assistant Principal, Pachappa Elementary School; Ms. Jeanette Prescott, Assistant Principal, Lake Matthews Elementary School; Ms. Tasceae Churchwell, Assistant Principal, Emerson Elementary School; Ms. Kristie Jackson, Assistant Principal, Matthew Gage Middle School; Ms. Tiffany Farris, Assistant Principal, Mark Twain, Elementary School; and Mr. Reggie Royster, Assistant Director, Mechanical and Communications Trade:

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

ABSTAIN: None

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to our flag was led by Mr. Reggie Royster, Assistant Director, Mechanical and Communications Trade.

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

District Superintendent Hansen reported that staff members are getting ready to start school. He noted that the Leadership Symposium is scheduled for this Friday, August 15 at Central Middle School where we will meet our new colleagues. He stated there will also be an evening meet and greet event at the Riverside Polytechnic High School Aquatics Center. Dr. Hansen shared that the New Employee Welcome is scheduled for August 18 at 8:00 a.m. at Central Middle School in the Multipurpose Room. In closing, he noted that the first day of school is coming up on August 25 with our 45,000 students for the 2014-15 school year.

Mrs. Lynn Carmen Day discussed that the District’s Professional Development Days will be held August 19 and 20, and that Board members should have received information in their packets last week about those days. She stated that Board members will also be receiving a little tool kit that looks like a credit card, but it is actually a thumb drive. She congratulated Mr. Jim Dawson, Director, Riverside Adult School, and his staff for receiving their six-year accreditation during the Western Association of Schools and Colleges (WASC) visit. She stated that Technology Integration will be taking place at Arlington, Martin Luther King, and Riverside Polytechnic High Schools, Matthew Gage, and Frank Augustus Miller Middle Schools, and the Educational Options Center (EOC).

Dr. Kirk Lewis, Assistant Superintendent, Operations, provided a brief summary regarding AB2235.

### **SECTION B – PUBLIC INPUT**

There were no requests received to speak to the Board members.

### **SECTION C – DISTRICT EMPLOYEE GROUP REPORT**

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

Mr. Tim Martin provided a report on the activities and accomplishments of the Riverside City Teachers Association (RCTA).

### **SECTION D – CONSENT**

Approval of the Consent Calendar was moved by Mrs. Allavie and seconded by Mrs. Cloud and approved by members present, with the following roll call vote:

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

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

**SECTION E – REPORT/DISCUSSION****E.1 Update From REACH Leadership Academy School of Math, Science and Technology**

Mr. Michael Fine, Deputy Superintendent, Business Services and Governmental Relations, introduced Mrs. Gloria Cowder, Director, Program Development and Extended Learning, who introduced Dr. Virgie Rentie, Executive Director and Chief Executive Officer, REACH Leadership Academy School of Math, Science and Technology, who reviewed a PowerPoint which provided an update to the Board of Education.

**E.2 Early Childhood Programs and Head Start Governance Training**

Mr. Fine introduced Mrs. Gloria Cowder who introduced Mr. Joseph Nieto, Coordinator, Early Childhood and Family Education, who reviewed a PowerPoint and provided an overview of the District's Early Childhood programs and provided the required Head Start Governance Training.

**E.3 Summer Work Projects Update**

Dr. Kirk Lewis, Assistant Superintendent, Operations, shared a PowerPoint with an update on the Operations Division Summer Projects.

**SECTION F – CONCLUSION****F.1 Board Members' Comments**

Mrs. Cloud mentioned a book that she purchased titled, "Where the Wind Leads", and that Parade Magazine wrote an article about Vinh Chung titled, "Drifting Towards Hope". Mrs. Cloud stated that there is a lot to be proud about our American education system that will accept all students, and the liberty and freedom that is available. She noted that she will be heading out of town and will be missing some of the beginning of the year celebrations.

Mrs. Allavie mentioned that the Woodcrest Elementary School Advisory Group is concerned with traffic during pick-up times and they would like the District to consider the lot that is for sale across the street from the school. She provided the Board members and the Superintendent with a gift for their support of the STEM Academy Committee process.

Mr. Lee thanked everyone for their congratulations for their daughter that was recently born – Amelia. He discussed his excitement about the preschool report and said that he would like to see all of the openings filled. He suggested locations where RUSD's preschools could be promoted such as grocery stores, county services, electronic bill boards, laundry mats, neighborhood groups, etc. Mr. Lee requested that Dr. Hansen provide information about the original charter regarding REACH Academy. He would also like to see more measureable, hard data.

Mr. Hunt stated that California Baptist University (CBU) rents a space, and for the next two weeks the "Art of Christian Fellowship" will be on display. He stated that every two weeks this display is changed, and he thought that our Visual and Performing Arts (VAPA) Department might be interested in this. Mr. Hunt shared a video with the Board and the audience titled, "Like a Girl".

**F.2 Next Board Meeting: September 2, 2014**

**ADJOURNMENT**

Mr. Hunt adjourned the Public Session at 7:22 p.m. in memory of Mrs. Marilyn VanSandt Harvey, former RUSD employee, and Mrs. Manette Tomlinson, former RUSD teacher for over 20 years.

Kathy Allavie  
Clerk  
Board of Education

**Board Meeting Agenda  
September 2, 2014**

Topic: Warrant List No. 3

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:** \$8,626,761.19

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

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**ADDITIONAL MATERIAL:** Warrant List No. 3

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT**  
**Commercial Warrant Listing 2014 - 2015**

July 19, 2014 THRU August 08, 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>					
230946	07/21/2014	03	14816940	NCS PEARSON, INC	\$26,940.00
230947	07/21/2014	03	14816941	ESCHOOL SOLUTIONS INC.	\$26,955.00
230952	07/21/2014	03	14816946	UNIVERSAL SERVICE ADMINISTRATIVE CO.(105056)	\$110,565.00
230954	07/21/2014	03	14816948	UNIVERSAL SERVICE ADMINISTRATIVE CO.(105056)	\$106,768.13
230958	07/21/2014	03	14816952	ACSA	\$10,925.00
230963	07/21/2014	03	14816956	ACSA	\$10,220.00
230973	07/21/2014	03	14816966	RIVERSIDE COUNTY OFFICE OF ED.	\$10,114.05
230982	07/22/2014	03	14818050	STATE BOARD OF EQUALIZATION	\$17,726.00
230988	07/22/2014	03	14818056	EBSCO	\$3,150.00
230995	07/24/2014	03	14820247	NATIONAL GEOGRAPHIC	\$2,146.42
230996	07/24/2014	03	14820248	NATIONAL GEOGRAPHIC	\$3,234.33
231004	07/24/2014	03	14820256	WAXIE SANITARY SUPPLY	\$3,957.11
231010	07/24/2014	03	14820262	RITE-WAY ROOF CORPORATION	\$75,475.60
231011	07/24/2014	03	14820263	WESTED	\$12,000.00
231020	07/24/2014	03	14820272	RIDDELL/ ALL AMERICAN SPORTS GROUP	\$5,222.59
231028	07/24/2014	03	14820280	RIDDELL/ ALL AMERICAN SPORTS GROUP	\$11,543.35
231037	07/28/2014	03	14821258	ALTURA CREDIT UNION	\$18,362.11
231039	07/28/2014	03	14821260	ALTURA CREDIT UNION	\$12,968.31
231055	07/29/2014	03	14822506	WESTERN MUNICIPAL WATER DISTRICT	\$14,325.92
231069	07/30/2014	03	14822662	ON TARGET VOICE AND DATA, INC.	\$76,275.56
231078	07/30/2014	03	14822671	R. JENSEN CO. INC	\$23,800.00
231084	07/30/2014	03	14822676	CANON BUSINESS SOLUTIONS, INC., WEST	\$3,936.60
231087	07/30/2014	03	14822679	AT&T MOBILITY	\$6,757.30
231089	07/30/2014	03	14822681	SCHOOLWIRES, INC.	\$6,860.00
231110	07/30/2014	03	14822702	CDW-G	\$3,658.20
231111	07/30/2014	03	14822703	DATA IMPRESSIONS	\$99,750.00
231112	07/30/2014	03	14822704	CERTICA SOLUTIONS, INC.	\$42,587.00
231127	07/31/2014	03	14824085	MEDCO SUPPLY COMPANY	\$2,525.76
231133	07/31/2014	03	14824091	WAXIE SANITARY SUPPLY	\$20,160.93
231140	07/31/2014	03	14824098	CAROLINA BIOLOGICAL	\$3,212.59
231159	08/01/2014	03	14825065	RIVERSIDE COUNTY OFFICE OF ED.	\$3,568.56
231161	08/01/2014	03	14825067	PATHFINDER RANCH	\$3,965.00
231178	08/01/2014	03	14825084	SPORTS FACILITIES GROUP, INC.	\$19,425.00
231180	08/01/2014	03	14825086	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$55,371.04
231194	08/01/2014	03	14825100	CDW-G	\$10,475.48
231212	08/04/2014	03	14825287	WESTERN MUNICIPAL WATER DISTRICT	\$14,751.52
231213	08/04/2014	03	14825288	THE LEADER'S INSTITUTE, LLC.	\$10,590.00
231225	08/04/2014	03	14825300	ATTAINMENT COMPANY, INC.	\$48,146.03
231236	08/05/2014	03	14826278	MICROSOFT CORPORATION	\$128,360.00
231240	08/05/2014	03	14826282	SECTORPOINT, INC.	\$14,284.00
231253	08/05/2014	03	14826295	CDW-G	\$22,117.00
231254	08/05/2014	03	14826296	DELL MARKETING L.P.	\$115,826.31
231255	08/05/2014	03	14826297	CONSILANT TECHNOLOGIES	\$12,350.00
231258	08/05/2014	03	14826300	BB&T INSURANCE SERVICES OF CALIFORNIA, INC.	\$6,111.08
231281	08/05/2014	03	14826323	ON TARGET VOICE AND DATA, INC.	\$33,000.33
231282	08/05/2014	03	14826324	SJW GROUP, LLC	\$9,999.72
231292	08/06/2014	03	14826647	FROST, DAVIS & DONNELLY	\$6,000.00
231294	08/06/2014	03	14826649	ENERGY CAP, INC.	\$2,690.00

231303	08/06/2014	03	14826658	KNIGHT, ROBERT C.	\$6,734.00
231304	08/06/2014	03	14826659	KNIGHT, ROBERT C.	\$4,540.00
231308	08/07/2014	03	14827838	SOUTHERN CALIFORNIA EDISON CO	\$14,109.01
231309	08/07/2014	03	14827839	WESTERN MUNICIPAL WATER DISTRICT	\$13,452.32
231318	08/07/2014	03	14827846	ON TARGET VOICE AND DATA, INC.	\$1,275,728.94
231323	08/07/2014	03	14827851	PIANA CONSTRUCTION & PAINTING INC.	\$51,086.25
231324	08/07/2014	03	14827852	ROSETTA STONE LTD.	\$8,900.00
231333	08/07/2014	03	14827861	SOLARWINDS	\$12,558.27
231338	08/07/2014	03	14827866	SAN JOAQUIN COUNTY OFFICE OF ED	\$5,014.88
231342	08/07/2014	03	14827870	TROXELL COMMUNICATIONS, INC.	\$3,343.68
231348	08/07/2014	03	14827876	KELLY PAPER COMPANY	\$6,603.80
231351	08/07/2014	03	14827879	CELL BUSINESS EQUIPMENT	\$2,120.96
231353	08/07/2014	03	14827881	DELL MARKETING L.P.	\$17,042.70
231365	08/07/2014	03	14827893	SCHOOL OUTFITTERS	\$5,510.45
231367	08/07/2014	03	14827895	US POSTAL SERVICE	\$50,000.00

**TOTAL FOR FUND 03 \$2,765,899.19**

**GENERAL FUND RESTRICTED 06**

230965	07/21/2014	06	14816958	STATE OF CALIFORNIA	\$3,650.00
230984	07/22/2014	06	14818052	AMTECH ELEVATORS	\$2,714.40
230985	07/22/2014	06	14818053	AMTECH ELEVATORS	\$3,544.11
231001	07/24/2014	06	14820253	OCHOA'S BACKFLOW	\$4,480.00
231031	07/28/2014	06	14821252	AREY JONES EDUCATIONAL SOLUTIONS	\$8,675.49
231048	07/28/2014	06	14821269	AUTISM BEHAVIOR CONSULTANTS	\$10,098.45
231050	07/28/2014	06	14821271	AUTISM BEHAVIOR CONSULTANTS	\$16,798.22
231052	07/28/2014	06	14821273	AUTISM BEHAVIOR CONSULTANTS	\$13,472.55
231053	07/28/2014	06	14821274	RUSSO, FLECK AND ASSOCIATES	\$31,509.40
231066	07/29/2014	06	14822517	KAD ENGINEERING	\$2,426.00
231070	07/30/2014	06	14822663	MIJAC ALARM	\$10,087.50
231081	07/30/2014	06	14822673	MARKERBOARD PEOPLE	\$2,691.00
231083	07/30/2014	06	14822675	OCHOA'S BACKFLOW	\$2,165.00
231092	07/30/2014	06	14822684	PARKHOUSE TIRE, INC.	\$3,473.97
231095	07/30/2014	06	14822687	WATERLINE TECHNOLOGIES, INC.	\$2,337.40
231172	08/01/2014	06	14825078	TOM'S AMERICAN FIRE SAFETY, INC.	\$13,593.00
231197	08/01/2014	06	14825103	BAY CITY ELECTRIC WORKS	\$4,458.00
231206	08/04/2014	06	14825281	NATIONAL GEOGRAPHIC	\$3,969.41
231207	08/04/2014	06	14825282	NATIONAL GEOGRAPHIC	\$9,261.95
231220	08/04/2014	06	14825295	COYNE & ASSOCIATES EDUCATION CORP.	\$6,739.84
231222	08/04/2014	06	14825297	COYNE & ASSOCIATES EDUCATION CORP.	\$13,014.53
231232	08/05/2014	06	14826274	HOUGHTON MIFFLIN CO.	\$2,979.35
231235	08/05/2014	06	14826277	HOLLIDAY ROCK	\$3,518.85
231245	08/05/2014	06	14826287	SIGLER WHOLESALE DISTRIBUTORS	\$2,186.85
231251	08/05/2014	06	14826293	BOYS & GIRLS CLUBS OF GREATER REDLANDS-RIVERSIDE	\$108,503.00
231267	08/05/2014	06	14826309	BRICKLEY ENVIROMENTAL	\$4,960.00
231269	08/05/2014	06	14826311	SPORTS FACILITIES GROUP, INC.	\$9,368.54
231289	08/06/2014	06	14826644	HOUGHTON MIFFLIN CO.	\$7,383.41
231295	08/06/2014	06	14826650	AMBERWICK CORPORATION	\$3,626.32
231296	08/06/2014	06	14826651	AMBERWICK CORPORATION	\$2,277.12
231299	08/06/2014	06	14826654	AMBERWICK CORPORATION	\$7,112.10
231300	08/06/2014	06	14826655	AMBERWICK CORPORATION	\$12,642.92
231360	08/07/2014	06	14827888	CORE KNOWLEDGE FOUNDATION	\$2,531.62
231361	08/07/2014	06	14827889	NATIONAL GEOGRAPHIC	\$2,646.27
231362	08/07/2014	06	14827890	BEST BUY GOV LLC	\$15,019.20

**TOTAL FOR FUND 06 \$353,915.77**

**CAFETERIA SPECIAL REVENUE FUND 13**

231029	07/28/2014	13	14821250	HOLLANDIA DAIRY	\$6,000.44
231147	07/31/2014	13	14824105	HOLLANDIA DAIRY	\$4,083.72
231151	07/31/2014	13	14824109	P & R PAPER SUPPLY	\$3,758.51
231226	08/05/2014	13	14826268	SUNRISE PRODUCE COMPANY	\$7,805.12
231229	08/05/2014	13	14826271	POWELL, DOUG	\$3,370.00
231234	08/05/2014	13	14826276	HOLLANDIA DAIRY	\$3,826.45
231273	08/05/2014	13	14826315	HORIZON SOFTWARE INT'L INC	\$20,104.05
231284	08/05/2014	13	14826326	P & R PAPER SUPPLY	\$3,416.60
231285	08/05/2014	13	14826327	PACIFIC COAST PROPANE, LLC	\$3,618.95

**TOTAL FOR FUND 13 \$55,983.84****BUILDING FUND 21**

231136	07/31/2014	21	14824094	WLC ARCHITECTS, INC.	\$5,244.48
231265	08/05/2014	21	14826307	COLBI TECHNOLOGIES, INC.	\$7,375.00

**TOTAL FOR FUND 21 \$12,619.48****SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS 40**

231040	07/28/2014	40	14821261	PENPOINT ARCHITECTURAL SIGNS	\$4,641.50
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**TOTAL FOR FUND 40 \$4,641.50****DEBT SERVICE FUND 56**

230950	07/21/2014	56	14816944	U.S. BANK GLOBAL CORP TRUST SERVICES	\$547,868.76
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**TOTAL FOR FUND 56 \$547,868.76****SELF-INSURANCE FUND 67**

230951	07/21/2014	67	14816945	UNION BANK OF CALIFORNIA 2740029080	\$130,258.35
231046	07/28/2014	67	14821267	UNION BANK OF CALIFORNIA 2740029080	\$219,291.28
231047	07/28/2014	67	14821268	RUSD WORKER'S COMP TRUST	\$26,149.23
231056	07/29/2014	67	14822507	DELTA HEALTH SYSTEMS	\$156,407.64
231165	08/01/2014	67	14825071	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$45,407.09
231179	08/01/2014	67	14825085	UNION BANK OF CALIFORNIA 2740029080	\$280,587.01
231278	08/05/2014	67	14826320	ALLIANCE OF SCHOOLS FOR COOPERATIVE INS PROGRAMS	\$1,291,194.00
231283	08/05/2014	67	14826325	ALLIANCE OF SCHOOLS FOR COOPERATIVE INS PROGRAMS	\$178,520.00
231322	08/07/2014	67	14827850	SCHOOLS EXCESS LIABILITY FUND	\$44,259.00
231352	08/07/2014	67	14827880	COMMUNITY ACTION EMPLOYEE ASSISTANC	\$5,530.00

**TOTAL FOR FUND 67 \$2,377,603.60**

**MULTIPLE FUND CODES**

231007	07/24/2014	14820259	OFFICE MAX	\$9,789.66
231025	07/24/2014	14820277	SOUTHWEST SCHOOL SUPPLY	\$3,408.32
231134	07/31/2014	14824092	OFFICE MAX	\$4,284.31
231156	08/01/2014	14825062	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$3,720.36
231157	08/01/2014	14825063	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$2,649.16
231162	08/01/2014	14825068	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$1,144,375.19
231163	08/01/2014	14825069	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$717,241.70
231164	08/01/2014	14825070	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$120,967.63
231167	08/01/2014	14825073	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$176,398.99
231168	08/01/2014	14825074	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$91,528.92
231169	08/01/2014	14825075	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$22,276.88
231170	08/01/2014	14825076	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSO	\$34,874.60
231183	08/01/2014	14825089	METROPOLITAN LIFE INSURANCE COMPANY	\$4,973.40
231184	08/01/2014	14825090	METROPOLITAN LIFE INSURANCE COMPANY	\$5,587.40
231317	08/07/2014	14827845	WAXIE SANITARY SUPPLY	\$2,833.86
231346	08/07/2014	14827874	OFFICE MAX	\$18,020.77
<b>TOTAL FOR VARIOUS FUND CODES</b>				<b>\$2,362,931.15</b>
<b>TOTAL OF WARRANTS OVER \$1,999.00</b>				<b>\$8,481,463.29</b>
<b>TOTAL OF WARRANTS UNDER \$1,999.00</b>				<b>\$145,297.90</b>
<b>GRAND TOTAL OF WARRANTS</b>				<b>\$8,626,761.19</b>

**Board Meeting Agenda  
September 2, 2014**

Topic: Acceptance of Gifts and Donations to the District

Presented by: Donna Manson, Account Clerk, Business Services

Responsible

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM:**

The District has received the following gifts and donations:

- Louisa May Alcott Elementary School received \$2,433.75 from their Parent Teacher Organization for field trips.
- Arlington High School received the following for their Envirothon Club:
  - \$250.00 from Frank T. Heyming
  - \$500.00 from The Community Foundation
- Emerson Elementary School received one thousand seven hundred fifty (1750) awards 8½ by 11 printed in color from Advantage Business Forms valued at \$857.00.
- Benjamin Franklin Elementary School received \$4,195.00 from their Parent Teacher Organization for field trips.
- Fremont Elementary School received \$600.00 from Riverside County Bar Association to support their library.
- Hawthorne Elementary School received a monetary donation of \$696.00 from Cantrell Photography, Inc.

- John F. Kennedy Elementary School received the following from their Parent Teacher Association:
  - \$7,525.00 for field trips
  - \$3,999.75 for Study Island Computer Program
- Martin Luther King High School received \$1,000.00 from the Riverside East Rotary Foundation, Inc. for King High Remembers.
- Madison Elementary School received \$559.00 from Kappa Kappa Gamma to be used for busing to public libraries.
- John W. North High School received the following for Law and Protective Services Academy:
  - \$150.00 from Sergio Diaz
  - \$100.00 from Jeffrey Greer
  - \$100.00 from Christopher Vicino
- John W. North High School received the following for Husky Baseball:
  - \$150.00 from Patch Painters and Allied Trades for Children’s Hope
  - \$300.00 from Laborers International Union Local 1184
  - \$100.00 from Pure Water Church
- John W. North High School received the following from the Community Foundation:
  - \$1,000.00 for the North Star Newspaper
  - \$850.00 for Best Buddies Club
  - \$800.00 for the Be Strong Club
- John W. North High School received the following:
  - \$500.00 from Schools First Federal Credit Union for the Global Business Academy
  - \$200.00 from the Riverside Uptown Kiwanis Charities for the Key Club
- John W. North High School received the following for the Education Academy:
  - \$100.00 from Bonita Farmer
  - \$100.00 from Rosalyn Anderson
- Ramona High School received \$400.00 from Lorna Buster for the Hall of Fame Athletics.

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

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**FISCAL IMPACT: \$27,465.50**

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

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**ADDITIONAL MATERIAL:** None

**Board Meeting Agenda  
September 2, 2014**

Topic: Approval of Change Order No. 2 and No. 3 – 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. One subsequent change order was approved for \$11,452.98, bringing the total amount of the purchase order to \$270,452.98.

District staff is requesting a change in the scope of work for Change Order No. 2 to remove the existing electrical box that was in the way of a new doorway.

District staff is further requesting a change in the scope of work for Change Order No. 3 to raise the finish floor at the boys’ bathroom and provide a ramp entrance to accommodate a plumbing line.

Change Order No 2, in the amount of \$3,871.66, and Change Order No. 3, in the amount of \$1,556.32, brings the total amount of the purchase order to \$275,880.96. Funding for this project is one hundred percent (100%) Measure B.

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**FISCAL IMPACT:** Change order value of \$3,871.66 and \$1,556.32 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 \$3,871.66 and Change Order No. 3 in the amount of \$1,556.32 to Caltec Corporation, bringing the new total amount of the purchase order to \$275,880.96.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 2 and No. 3 – Restroom Renovation – Monroe Elementary School.

Attached: Yes



CHANGE ORDER REQUEST (COR)

Project Name:	<u>Restroom Renovations at Two Sites</u>	COR Number:	<u>6</u>
To:	<u>Mr. Kevin Hauser</u>	Contract Number:	<u></u>
From: (Contractor)	<u>Caltec Corp.</u>	Date Generated:	<u>7-Aug-14</u>
		Page:	<u>1 of 2</u>

Description of Work:	Reference RFI No.	<u>10R1</u>
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In Buildings F provide a grouted concrete ramp at both restroom entrydoor per response to RFI#10R1.

1) Work Performed by Subcontractor

EXTRA

CREDIT  
Enter Negative  
Numbers

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)

\_\_\_\_\_

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)

\_\_\_\_\_

2) Work Performed by Contractor

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.)

\_\_\_\_\_



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

Project Name: \_\_\_\_\_ COR Number: 6

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

From: (Contractor) Mr. Kevin Hauser Date Generated: 7-Aug-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. \_\_\_\_\_

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

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

Q. Grand Total (Credit). (Lines O+P) \_\_\_\_\_ \$ 1,556.32 \_\_\_\_\_

The proposal would  Increase  Decrease the Milestones and/or Contract Time by 2 Working days.

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

Caltec Corp. \_\_\_\_\_ Kevin Hauser \_\_\_\_\_ 7-Aug-14  
 Contractor Signature Date

Architect of Record \_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_  
RUSD Signature Date  
 District Signature 8/17/14 Date

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



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

## CHANGE ORDER REQUEST (COR) 6

RE: RESTROOM RENOVATIONS AT MONROE ELEMENTARY SCHOOL

August 7, 2014

Attachment to COR 6

Material, equipment, concrete chipper

\$350.00

Labor

2 Labor x 8 H X x \$52.00/Hr

\$832.00

Employer Contribution

\$159.66

Subtotal

\$1,341.66

O&P

\$214.66

Grand Total

\$1,556.32



### REQUEST FOR INFORMATION (RFI)

Owner: RIVERSIDE UNIFIED SCHOOL DISTRICT

Project: RESTROOM RENOVATIONS AT MONROE ELEMENTARY  
SCHOOL

Project No: 1332807

Issued To: \_\_\_\_\_

Subject: EXISTING SEWER LINE AND FINISH FLOOR  
\_\_\_\_\_  
\_\_\_\_\_

Drawing Number Detail: \_\_\_\_\_

Specification Section: \_\_\_\_\_

Page: \_\_\_\_\_

10REVI  
RFI Number

7/2/2014  
Date Generated

\_\_\_\_\_  
Purchase Order

\_\_\_\_\_  
Contract Number

Request: (Include a proposed solution where applicable)

*Per new floor plan at Building F, Boys bathroom, the new location of door opening will approxiamtely be 2" below existing exterior concrete walkway's slope. Plumbing plan calls to use existing sewer line at ADA bathroom. Per new finish floor plan, existing sewer line will be above finish floor and we are unable to tie it in. Per site visit with Architect, we were directed to raise the finish floor at boys bathroom, 1-7/8" higher than the new boys entrance concrete floor and make a grouted ramp on the exterior sidewalk at new entrance door, not more than 5% slope in path of travel's direction and not more than 2% in cross slope as necessary. Please confirm.*

Request Issued by: *Abghari* Ardi Abghari 2-Jul-14  
*Contractor's Authorized Signature* *Name (Printed)* *Date*

Response:

CONFIRMED.

Juan C. Reyes  
7/3/2014

Response Issued by: \_\_\_\_\_  
*Architect/Construction Manager's Signature* *Name (Printed)* *Date*





**CALTEC CORPORATION**

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

Project Name: Restroom Renovations at Two Sites COR Number: 3R1

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

From: (Contractor) Caltec Corp. Date Generated: 19-Jul-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) \_\_\_\_\_

Final Amount

\$ 5,871.66 \$ (2,000.00)  
\$3,871.66

The proposal would  Increase  Decrease

the Milestones and/or Contract Time by **5 Working days.**

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

Caltec Corp. \_\_\_\_\_ 19-Jul-14  
 Contractor \_\_\_\_\_ Signature \_\_\_\_\_ Date

Architect of Record \_\_\_\_\_  
 District RUSD \_\_\_\_\_ Signature \_\_\_\_\_ Date 7/31/14

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



CALTEC CORPORATION

GENERAL BUILDING & ENGINEERING CONTRACTOR  
LICENSE NO. 852623

### CHANGE ORDER REQUEST (COR) 3 R1

RE: RESTROOM RENOVATIONS AT MONROE ELEMENTARY SCHOOL

July 4, 2014

Attachment to COR 3 R1  
A- Electrical Work,

Material	\$380.00
Labor	
2 Labor x 6 H X x \$56.66/Hr	\$679.92
Employer Contribution	\$130.47
Subtotal	\$1,190.39
O&P	\$190.46
Grand Total	\$1,380.85

B- Roof patch	
Lump Sum	\$,1750.00

C- Stucco Patch	
Material	\$400.00
Labor	
2 Labor x 2 Days X x \$52.00/Hr	\$1,664.00
Employer Contribution	\$319.32
Subtotal	\$2,383.32
O&P	\$357.49
Grand Total	\$2,740.81

Grand total A, B and C : \$5,871.66



## Riverside Unified School District

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

### Board Meeting Agenda September 2, 2014

Topic: Rejection of Claims – Estate of Armando G. Huerta, Jr.;  
Karina Y. Huerta; and  
Santino Huerta

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: Claims for Damages have been received and the recommendation is to reject  
the claims at this time.

---

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

Three Claims for Damages have been received by an attorney on behalf of the Estate of Armando G. Huerta, Jr., Karina Y. Huerta and Santino Huerta, as successors to Armando G. Huerta, Jr.

The claims adjuster recommends rejection of claims at this time.

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**FISCAL IMPACT:** None

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

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**ADDITIONAL MATERIAL:** None



## Riverside Unified School District

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

### Board Meeting Agenda September 2, 2014

Topic: Surplus of Cell Phone Equipment

Presented by: Sandra L. Meekins, Director, Business Services

Responsible

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

Type of Item: Consent

Short Description: Requesting approval to declare cell phones and cell phone accessories as surplus.

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

It is the intention of the District to cease issuing District-provided cell phones and related accessories to Management, Confidential, and Supervisors and to provide those who are authorized to have such District-provided devices a monthly stipend in lieu of providing the devices. It will become necessary to dispose of the current District-issued cell phones and accessories as surplus property. The surplus process will enable the District to offer the employees who have District-issued devices and accessories the option to either purchase them at fair market value or return them to the District.

In accordance with the California Education Code §17546, the items may be sold at private sale without advertising if the value of the item(s) are under \$2,500 as unanimously approved by the Board of Education. If it is found the property is of insufficient value to defray costs of arranging a sale, the property may be sold, donated or disposed of in a public dump. Given the environmental regulations associated to the disposition of electronic equipment, disposal in the public dump is no longer an option.

California Education Code §17547 requires the money received from the sale shall be placed to the credit of the fund from which the original expenditure for the purchase of the property was made or in the general or reserve fund of the district. Our current District program allows returned devices to be donated to District partners such as SmartRiverside and their Digital Inclusion Program (a charitable organization) to help raise funds to provide low income students and their families with computer devices that they otherwise could not afford. SmartRiverside is a state certified e-waste collection facility.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education unanimously find and declare the cell phone equipment on the attached list as surplus. It is further recommended that the Board of Education authorize staff to dispose of these items according to District policy and California Education Code.

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**ADDITIONAL MATERIAL:** Cell Phone Equipment Surplus List

Attached:     Yes

Number	Equipment Model	Equipment Make
9512370265	iPhone 5 Model A1428	APPLE
9513210873	iPhone 5S A1533	APPLE
9514529244	iPhone 4S	APPLE
9513158126	iPhone 4S	APPLE
9515004975	iPhone 4	APPLE
9515336954	SGH-i337	SAMSUNG
9519059731	iPhone 5 Model A1428	APPLE
9512368020	iPhone 5S	APPLE
9513772573	SGH-i537	SAMSUNG
9517959342	iPhone 5S A1533	APPLE
9513155779	iPhone 4S	APPLE
9512369644	iPhone 4S	APPLE
9516409608	iPhone 5 Model A1428	APPLE
9519411181	iPhone 5 Model A1428	APPLE
9518187063	iPhone 5 Model A1428	APPLE
9512371122	P2030	PANTECH
9513003131	SM-G900A	SAMSUNG
9512362037	iPhone 4S	APPLE
9513772143	iPhone 4	APPLE
9513121783	iPhone 5 Model A1428	APPLE
9519560298	iPhone 5S A1533	APPLE
9513175219	iPhone 5 Model A1428	APPLE
9513771513	iPhone 5S A1533	APPLE
9514526151	P2000	PANTECH
9512889353	iPhone 5C A1532	APPLE
9515346715	P2030	PANTECH
9513157353	iPhone 5 Model A1428	APPLE
9512029261	iPhone 5 Model A1428	APPLE
9514528976	GT365	LG
9519412940	iPhone 4S	APPLE
9515229746	iPhone 5 Model A1428	APPLE
9513687352	SGH-i777	SAMSUNG
9512364889	iPhone 4S	APPLE
9513145509	iPhone 3G	APPLE
9513188275	iPhone 5S A1533	APPLE
9513771517	iPhone 4S	APPLE
9512831260	iPhone 5 Model A1428	APPLE
9512365349	iPhone 4	APPLE
9513687354	iPhone 5S A1533	APPLE
9513125677	iPhone 5S A1533	APPLE
9515332044	iPhone 5S A1533	APPLE
9092290705	iPhone 4S	APPLE
9512361328	iPhone 5 Model A1428	APPLE
9514529013	iPhone 3G	APPLE
9514528943	iPhone 4S	APPLE

**Board Meeting Agenda  
September 2, 2014**

Topic: Donation of E-Waste Equipment

Presented by: John Schreck, Manager, Publications

Responsible

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

Type of Item: Consent

Short Description: From time to time, the District needs to dispose of items that are surplus or obsolete. As an alternative, some items may be donated. Approval is requested for the disposal of surplus items otherwise constituting E-Waste (electronic waste) through donation to a charitable organization.

---

**DESCRIPTION OF AGENDA ITEM:**

Electronic equipment becomes obsolete and surplus after extensive use and or failure which may not be economically repaired. Items in this condition must be disposed of in accordance with District Policy, California Education Code and environmental regulations designed to protect from electronic waste (e-waste). As an alternative to traditional disposal, and depending on the declared value of the item, some items may be donated. California Education Code Section 17546 (c) provides that if a governing board, “by unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump”. Given the environmental regulations associated to the disposition of electronic equipment, disposal in the public dump is not an option, and other disposal methods are costly.

The District partners with SmartRiverside and their Digital Inclusion Program (a charitable organization) to help provide low income students and their families with computers that they otherwise could not afford. Additionally, SmartRiverside is a state certified e-waste collection facility.

The electronic equipment on the attached list has been withdrawn from various sites and declared surplus/e-waste. Typically the items are considered surplus when they either become uneconomical to repair or obsolete for classroom usage.

---

**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education 1) find and declare that the electronic equipment on the attached list is surplus and of insufficient value to defray the costs of arranging a sale, and 2) authorize staff to dispose of these items per District policy and California Education Code by donating such to SmartRiverside to be used in their Digital Inclusion Program.

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**ADDITIONAL MATERIAL:** E-Waste List

Attached:     Yes

Donation of E-Waste Equipment  
Board of Education Meeting  
September 2, 2014

Miscellaneous E-Waste Items					
Item Num.	RUSD #	Description	Serial Num.	Item Condition	Site
1	N/A	AAC Device AlphaTalker	13673	Discard	130
2	71875	AAC Device AlphaTalker	10775	Discard	130
3	80475	AAC Device AlphaTalker	11491	Discard	130
4	87913	AAC Device AlphaTalker	15220	Discard	130
5	N/A	AAC Device AlphaTalker	5044AT	Discard	130
6	84308	AAC Device AlphaTalker	14437	Discard	130
7	80063	AAC Device DeltaTalker	1897	Discard	130
8	31524	AAC Device DeltaTalker	826	Discard	130
9	N/A	AAC Device Liberator	3019LIB	Discard	130
10	N/A	AAC Device LightTalker	1905	Discard	130
11	00937	AAC Device Macaw	3841	Discard	130
12	00748	AAC Device Macaw	2064	Discard	130
13	89733	AAC Device Pathfinder	2671PF	Discard	130
14	57008	AAC Device TouchTalker	3379	Discard	130
15	N/A	Alphasmart	ALF3000-0900-135911-GA	Discard	112
16	N/A	Alphasmart	ALF3000-1100-00524W	Discard	112
17	N/A	Alphasmart	ALF3000-0900-137521-GA	Discard	112
18	N/A	Alphasmart	ALF3000-0900-135940-GA	Discard	112
19	N/A	Alphasmart	ALF3000-0900-135905-GA	Discard	112
20	N/A	Alphasmart	ALF3000-1100-04485W	Discard	112
21	N/A	Alphasmart	ALF3000-1100-00134W	Discard	112
22	N/A	Alphasmart	ALF3000-1099-01260	Discard	112
23	N/A	Alphasmart	ALF3000-0900-1378506-GA	Discard	112
24	N/A	Alphasmart	ALF3000-0900-135920-GA	Discard	112
25	N/A	Alphasmart	ALF3000-1100-02524W	Discard	112
26	N/A	Alphasmart	ALF3000-0900-135916-GA	Discard	112
27	N/A	Alphasmart	ALF3000-1100-04229W	Discard	112
28	N/A	Alphasmart	ALF3000-0900-137509-GA	Discard	112
29	N/A	Alphasmart	ALF3000-090-137435-GA	Discard	112
30	N/A	Alphasmart	ALF3000-100-02948W	Discard	112
31	N/A	Cassette recorder	N/A	Discard	130
32	N/A	CD Player	3968189	Discard	240
33	980	Copier	26506454	Discard	440
34	95178	CPU	N/A	Discard	132
35	108373	CPU	NZNK6559V13865	Discard	132
36	94763	CPU	N/A	Discard	132
37	87883	CPU	0028255266	Discard	132
38	87810	CPU	N/A	Discard	132
39	87878	CPU	N/A	Discard	132
40	95937	CPU	35722524	Discard	440
41	103056	CPU	38969377	Discard	440
42	106943	CPU	40581067	Discard	440
43	ARUSD0002393	CPU	CNU0233CW8	Discard	440
44	105011	CPU	39119915	Discard	440
45	105035	CPU	39119927	Discard	440

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46	103059	CPU	38969372	Discard	440
47	105026	CPU	391199380	Discard	440
48	106955	CPU	40581086	Discard	440
49	106932	CPU	40581061	Discard	440
50	104023	CPU	0039115139W	Discard	440
51	91115	CPU	35378139	Discard	440
52	106993	CPU	40581455	Discard	440
53	105025	CPU	391198873	Discard	440
54	106929	CPU	40581066	Discard	440
55	108408	CPU	38660611	Discard	440
56	104020	CPU	0039115141P	Discard	440
57	108421	CPU	38660603	Discard	440
58	106927	CPU	40581071	Discard	440
59	105004	CPU	0039119934\$	Discard	440
60	101672	CPU	36728606	Discard	440
61	106053	CPU	40322400	Discard	440
62	93463	CPU	36440251	Discard	440
63	103078	CPU	38967183	Discard	440
64	106988	CPU	40581458	Discard	440
65	103053	CPU	38969382	Discard	440
66	106953	CPU	40581084	Discard	440
67	104019	CPU	0039115138V	Discard	440
68	103068	CPU	38969368	Discard	440
69	93472	CPU	36440210	Discard	440
70	103055	CPU	38969364	Discard	440
71	103050	CPU	38969380	Discard	440
72	103003	CPU	38969360	Discard	440
73	93164	CPU	36026932	Discard	440
74	96075	CPU	35861620	Discard	440
75	108415	CPU	38660602	Discard	440
76	108424	CPU	38660610	Discard	440
77	105231	CPU	0039212308S	Discard	440
78	105002	CPU	39119892	Discard	440
79	106914	CPU	40581056	Discard	440
80	106051	CPU	40322399	Discard	440
81	108405	CPU	38660616	Discard	440
82	107094	CPU	40593621	Discard	440
83	107093	CPU	40593620	Discard	440
84	108401	CPU	38660600	Discard	440
85	96708	CPU	34991909	Discard	440
86	N/A	CPU	36026930	Discard	440
87	108611	CPU	4567740	Discard	440
88	95822	CPU	35411040	Discard	440
89	95820	CPU	35411047	Discard	440
90	95583	CPU	34980652	Discard	440
91	93186	CPU	36026927	Discard	440
92	106992	CPU	40581456	Discard	440
93	103062	CPU	38969385	Discard	440

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94	103052	CPU	38969365	Discard	440
95	96157	CPU	36026928	Discard	440
96	94844	CPU	33036959	Discard	440
97	94845	CPU	33195447	Discard	440
98	95341	CPU	34384259	Discard	440
99	96159	CPU	36026921	Discard	440
100	103558	CPU	CNU6301FQZ	Discard	440
101	XRUSD000235905	CPU	CNU9232N02	Discard	440
102	XRUSD000235914	CPU	CNU9232M32	Discard	440
103	NA	CPU	FK7PVK1	Discard	440
104	107293	CPU	4495251	Discard	440
105	105087	CPU	39202844	Discard	440
106	XRUSD000120108	CPU	36708496	Discard	440
107	105084	CPU	39202841	Discard	440
108	102755	CPU	38677034	Discard	440
109	103017	CPU	38970025	Discard	440
110	XRUSD000120040	CPU	N/A	Discard	440
111	92937	CPU	35987533	Discard	440
112	106847	CPU	40563028	Discard	440
113	105090	CPU	39202847	Discard	440
114	N/A	CPU	39077945	Discard	440
115	XRUSD000120041	CPU	40566134	Discard	440
116	105035	CPU	39202842	Discard	440
117	106862	CPU	40563037	Discard	440
118	105061	CPU	39063129	Discard	440
119	XRUSD000120039	CPU	39063130	Discard	440
120	XRUSD000120038	CPU	40563029	Discard	440
121	105092	CPU	39202849	Discard	440
122	XRUSD000120062	CPU	39057525	Discard	440
123	88238	CPU	29944420	Discard	440
124	92935	CPU	36024851	Discard	440
125	106024	CPU	N/A	Discard	108
126	96085	CPU	N/A	Discard	108
127	93495	CPU	N/A	Discard	108
128	101664	CPU	N/A	Discard	108
129	108100	CPU	N/A	Discard	108
130	N/A	CPU	106029109347	Discard	108
131	100673	CPU	N/A	Discard	108
132	107433	CPU	0004532264	Discard	130
133	87930	CPU	0028421923	Discard	130
134	95369	CPU	0034359112	Discard	130
135	87929	CPU	0028421925	Discard	130
136	94752	CPU	0033066651	Discard	130
137	94137	CPU	0031478197	Discard	130
138	93964	CPU	0031479067	Discard	130
139	95288	CPU	0031478090	Discard	130
140	N/A	CPU	0035779912	Discard	134
141	N/A	CPU	0034991878	Discard	134

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142	94246	CPU	0031479055	Discard	134
143	N/A	CPU	34091584	Discard	134
144	94240	CPU	00314791584	Discard	134
145	N/A	CPU	0025270269	Discard	134
146	94228	CPU	0031478039	Discard	134
147	94231	CPU	0031478076	Discard	134
148	94234	CPU	0031478057	Discard	134
149	95773	CPU	0035378889	Discard	134
150	N/A	CPU	N/A	Discard	134
151	N/A	CPU	0039216146	Discard	134
152	N/A	CPU	0031479046	Discard	134
153	105210	CPU	0039221543	Discard	134
154	105301	CPU	0039216140	Discard	134
155	105306	CPU	0039216144	Discard	134
156	94258	CPU	0031478965	Discard	134
157	N/A	CPU	0039218136	Discard	134
158	N/A	CPU	0039216145	Discard	134
159	94174	CPU	0031479040	Discard	134
160	105306	CPU	39216144	Discard	134
161	105303	CPU	39216146	Discard	134
162	94203	CPU	31478836	Discard	134
163	94255	CPU	31478980	Discard	134
164	94258	CPU	31478965	Discard	134
165	94204	CPU	31479045	Discard	134
166	34991878	CPU	35779912	Discard	134
167	95547	CPU	34991878	Discard	134
168	94246	CPU	31479055	Discard	134
169	95773	CPU	35378889	Discard	134
170	94731	CPU	34091584	Discard	134
171	N/A	CPU	2527029	Discard	134
172	94243	CPU	31479046	Discard	134
173	94180	CPU	3149058	Discard	134
174	94249	CPU	0031478987	Discard	134
175	10529	CPU	N/A	Discard	134
176	N/A	CPU	003921811	Discard	134
177	105305	CPU	32216145	Discard	134
178	94228	CPU	0031478139	Discard	134
179	94231	CPU	0031478076	Discard	134
180	102	CPU	N/A	Discard	134
181	94183	CPU	0031479044	Discard	134
182	94234	CPU	00314780857	Discard	134
183	105301	CPU	0039316140	Discard	134
184	94204	CPU	0031479045	Discard	134
185	104273	CPU	0039038827	Discard	134
186	95340	CPU	N/A	Discard	118
187	88067	CPU	N/A	Discard	118
188	95543	CPU	N/A	Discard	118
189	25265	CPU	N/A	Discard	118

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190	89089	CPU	N/A	Discard	118
191	88065	CPU	N/A	Discard	118
192	94925	CPU	N/A	Discard	118
193	94924	CPU	N/A	Discard	118
194	93517	CPU	N/A	Discard	118
195	N/A	CPU	HH48611	Discard	118
196	94945	CPU	N/A	Discard	118
197	REG 86210	CPU	N/A	Discard	118
198	94943	CPU	N/A	Discard	118
199	98413	CPU	N/A	Discard	118
200	95412	CPU	N/A	Discard	118
201	93747	CPU	N/A	Discard	118
202	453192	CPU	N/A	Discard	118
203	94935	CPU	N/A	Discard	118
204	95526	CPU	N/A	Discard	118
205	89088	CPU	N/A	Discard	118
206	89082	CPU	N/A	Discard	118
207	89084	CPU	N/A	Discard	118
208	86268	CPU	N/A	Discard	118
209	86838	CPU	N/A	Discard	118
210	86262	CPU	N/A	Discard	118
211	86283	CPU	N/A	Discard	118
212	94943	CPU	N/A	Discard	118
213	94933	CPU	N/A	Discard	118
214	94919	CPU	N/A	Discard	118
215	74815	CPU	N/A	Discard	118
216	89083	CPU	N/A	Discard	118
217	94796	CPU	N/A	Discard	118
218	89086	CPU	N/A	Discard	118
219	N/A	CPU	0034980671	Discard	118
220	N/A	CPU	0033195400	Discard	118
221	N/A	CPU	0033195404	Discard	118
222	N/A	CPU	0033195385	Discard	118
223	94921	CPU	N/A	Discard	118
224	94927	CPU	N/A	Discard	118
225	94931	CPU	N/A	Discard	118
226	N/A	CPU	N/A	Discard	134
227	104272	CPU	0039038826	Discard	134
228	86340	CPU	0025349003	Discard	134
229	94078	CPU	0031479081	Discard	112
230	94060	CPU	0031479138	Discard	112
231	94039	CPU	0031479129	Discard	112
232	94069	CPU	0031479084	Discard	112
233	94051	CPU	0031479157	Discard	112
234	94054	CPU	0031479123	Discard	112
235	94033	CPU	0031479150	Discard	112
236	95376	CPU	0034402972	Discard	112
237	94036	CPU	0031479126	Discard	112

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238	95934	CPU	35690439	Discard	690
239	93673	CPU	0031478203	Discard	152
240	95046	CPU	0032646872	Discard	152
241	92793	CPU	85793658	Discard	240
242	N/A	CPU	33139987	Discard	240
243	94542	CPU	us91363195	Discard	240
244	100335	cpu	36501509	Discard	M&O
245	100317	cpu	36501506	Discard	M&O
246	95293	CPU	0032340698	Discard	310
247	NA	CPU	0033066776	Discard	310
248	NA	CPU	0032340723	Discard	310
249	NA	CPU	0034665692	Discard	310
250	NA	CPU	0034402993	Discard	310
251	NA	CPU	0032340724	Discard	310
252	NA	CPU	0034665699	Discard	310
253	NA	CPU	0028636154	Discard	310
254	NA	CPU	003443001	Discard	310
255	NA	CPU	003306676	Discard	310
256	NA	CPU	0031478077	Discard	310
257	NA	CPU	0034402980	Discard	310
258	NA	CPU	003443010	Discard	310
259	NA	CPU	0034402977	Discard	310
260	NA	CPU	0034403035	Discard	310
261	NA	CPU	0034403044	Discard	310
262	NA	CPU	0028636145	Discard	310
263	NA	CPU	0034665693	Discard	310
264	NA	CPU	0032340725	Discard	310
265	NA	CPU	0032854855	Discard	310
266	NA	CPU	32348068	Discard	310
267	102452	CPU	0036923743	Discard	310
268	106073	CPU	0040348623	Discard	310
269	107719	CPU	0036733848	Discard	310
270	NA	CPU	0025964068	Discard	310
271	NA	CPU	0035411045	Discard	310
272	NA	CPU	0035411059	Discard	310
273	NA	CPU	0039049907	Discard	310
274	NA	CPU	0034665692	Discard	310
275	NA	CPU	0035411045	Discard	310
276	NA	CPU	0025964068	Discard	310
277	95293	CPU	0032340698	Discard	310
278	NA	CPU	0040593619	Discard	310
279	NA	CPU	0033066779	Discard	310
280	NA	CPU	0034402974	Discard	310
281	NA	CPU	0034402993	Discard	310
282	NA	CPU	0034665699	Discard	310
283	NA	CPU	0034403001	Discard	310
284	86864	CPU	0026027714	Discard	310
285	NA	CPU	0033066766	Discard	310

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286	NA	CPU	0028636145	Discard	310
287	NA	CPU	0034403044	Discard	310
288	NA	CPU	0026027737	Discard	310
289	NA	CPU	0034402977	Discard	310
290	104471	CPU	0039128191	Discard	310
291	NA	CPU	0032340688	Discard	310
292	NA	CPU	0033066777	Discard	310
293	NA	CPU	82J2481	Discard	310
294	NA	CPU	0033066778	Discard	310
295	NA	CPU	0031478038	Discard	310
296	NA	CPU	0032340680	Discard	310
297	86827	CPU	0026027765	Discard	310
298	86830	CPU	0026027761	Discard	310
299	86994	CPU	0026135123	Discard	310
300	95447	CPU	0034665691	Discard	310
301	95991	CPU	0035447323	Discard	310
302	95289	CPU	0032340696	Discard	310
303	74083	CPU	0011019374	Discard	310
304	88015	CPU	0028636142	Discard	310
305	86736	CPU	0025964077	Discard	310
306	86883	CPU	0026027672	Discard	310
307	86791	CPU	0026027684	Discard	310
308	86774	CPU	0026135124	Discard	310
309	94716	CPU	0033066769	Discard	310
310	84914	CPU	0023182785	Discard	310
311	84883	CPU	0023182757	Discard	310
312	86878	CPU	0026027671	Discard	310
313	NA	CPU	0035861600	Discard	310
314	86813	CPU	DJ5L531	Discard	310
315	86877	CPU	0026027677	Discard	310
316	NA	CPU	2RSL531	Discard	310
317	78042	CPU	0014329124	Discard	320
318	83494	CPU	0020598722	Discard	320
319	85044	CPU	0023306800	Discard	320
320	85043	CPU	0023306769	Discard	320
321	85058	CPU	0023306777	Discard	320
322	85062	CPU	0023306797	Discard	320
323	85061	CPU	0023306795	Discard	320
324	85050	CPU	0023306805	Discard	320
325	85060	CPU	0023306799	Discard	320
326	95219	CPU	0032854839	Discard	320
327	77864	CPU	0014253463	Discard	320
328	85079	CPU	0023306766	Discard	320
329	105311	CPU	0039211612	Discard	320
330	NA	CPU	0039142093	Discard	320
331	NA	CPU	0035382427	Discard	320
332	95327	CPU	0034384255	Discard	320
333	NA	CPU	0039142107	Discard	320

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334	95225	CPU	0032938253	Discard	320
335	95662	CPU	0034980646	Discard	320
336	95321	CPU	0034384239	Discard	320
337	95328	CPU	0034384256	Discard	320
338	NA	CPU	0033195448	Discard	320
339	95209	CPU	0032854853	Discard	320
340	95227	CPU	0032938273	Discard	320
341	95326	CPU	0034384243	Discard	320
342	95217	CPU	0032854869	Discard	320
343	95235	CPU	0032938255	Discard	320
344	94699	CPU	0034091564	Discard	320
345	95233	CPU	0032938306	Discard	320
346	95330	CPU	0034384247	Discard	320
347	95237	CPU	0032938252	Discard	320
348	104413	CPU	0039142062	Discard	320
349	104371	CPU	0039142104	Discard	320
350	NA	CPU	0035378875	Discard	320
351	104417	CPU	0039142069	Discard	320
352	104408	CPU	0039142074	Discard	320
353	104351	CPU	0039142106	Discard	320
354	NA	CPU	0036305310	Discard	320
355	NA	CPU	0036702725	Discard	320
356	88169	CPU	0029466176	Discard	320
357	104398	CPU	0039142070	Discard	320
358	86566	CPU	0025657548	Discard	320
359	95319	CPU	0034384249	Discard	320
360	95211	CPU	0032938308	Discard	320
361	108388	CPU	0038658287	Discard	320
362	86533	CPU	0025657576	Discard	320
363	86530	CPU	0025657533	Discard	320
364	95813	CPU	0035382431	Discard	320
365	93474	CPU	0036440225	Discard	320
366	N/A	CPU	004567745	Discard	320
367	104396	CPU	0039142056	Discard	320
368	N/A	CPU	0014253452	Discard	320
369	N/A	CPU	0014329077	Discard	320
370	N/A	CPU	0014329158	Discard	320
371	85083	CPU	0023306786	Discard	320
372	85051	CPU	0023306782	Discard	320
373	N/A	CPU	0014329139	Discard	320
374	86057	CPU	0024939231	Discard	320
375	N/A	CPU	0023306770	Discard	320
376	86060	CPU	0024939225	Discard	320
377	77814	CPU	0014253463	Discard	320
378	N/A	CPU	0014329145	Discard	320
379	95231	CPU	0032938331	Discard	320
380	95213	CPU	0032854840	Discard	320
381	95323	CPU	0034384265	Discard	320

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382	N/A	CPU	0035378890	Discard	320
383	95325	CPU	0034384262	Discard	320
384	95229	CPU	0032938254	Discard	320
385	87887	CPU	N/A	Discard	132
386	87890	CPU	N/A	Discard	132
387	87872	CPU	N/A	Discard	132
388	87881	CPU	N/A	Discard	132
389	75610	CPU	0013352892	Discard	250
390	N/A	CPU	0023067424	Discard	250
391	N/A	CPU	0013156984	Discard	250
392	94997	CPU	N/A	Discard	240
393	81815	CPU	N/A	Discard	240
394	80125	CPU	N/A	Discard	240
395	76334	CPU	N/A	Discard	240
396	94995	CPU	N/A	Discard	240
397	N/A	CPU	MX25046362	Discard	240
398	105551	CPU	N/A	Discard	240
399	105662	CPU	N/A	Discard	240
400	105656	CPU	N/A	Discard	240
401	81309	CPU	N/A	Discard	240
402	881020	CPU	N/A	Discard	240
403	N/A	CPU	8319N7V	Discard	240
404	N/A	CPU	6X32KN9Z6086	Discard	240
405	N/A	CPU	USC32003XW	Discard	240
406	N/A	CPU	0033139940	Discard	240
407	N/A	CPU	0033139942	Discard	240
408	N/A	CPU	0033140000	Discard	240
409	N/A	CPU	0033139945	Discard	240
410	106479	Document Camera	c7a00431	Discard	134
411	109301	Document Camera	N/A	Discard	134
412	109299	Document Camera	N/A	Discard	134
413	N/A	DVD Player	0587660420036	Discard	112
414	80057	Infocus Smartview	9AV05139	Discard	250
415	N/A	Keyboard	N/A	Discard	134
416	N/A	Keyboard	N/A	Discard	134
417	N/A	Keyboard	N/A	Discard	134
418	N/A	Keyboard	N/A	Discard	134
419	N/A	Keyboard	N/A	Discard	134
420	N/A	Keyboard	N/A	Discard	134
421	N/A	Keyboard	N/A	Discard	134
422	N/A	Keyboard	N/A	Discard	134
423	N/A	Keyboard	N/A	Discard	134
424	N/A	Keyboard	N/A	Discard	134
425	N/A	Keyboard	N/A	Discard	134
426	N/A	Keyboard	N/A	Discard	134
427	N/A	Keyboard	N/A	Discard	134
428	N/A	Keyboard	N/A	Discard	134
429	N/A	Keyboard	N/A	Discard	134

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430	N/A	Keyboard	N/A	Discard	134
431	N/A	Keyboard	N/A	Discard	134
432	N/A	Keyboard	N/A	Discard	134
433	N/A	Keyboard	N/A	Discard	134
434	N/A	Keyboard	N/A	Discard	134
435	N/A	Keyboard	N/A	Discard	134
436	N/A	Keyboard	N/A	Discard	134
437	N/A	Keyboard	N/A	Discard	134
438	N/A	Keyboard	N/A	Discard	134
439	N/A	Keyboard	N/A	Discard	134
440	N/A	Keyboard	N/A	Discard	134
441	N/A	Keyboard	N/A	Discard	134
442	N/A	Keyboard	c0442661	Discard	134
443	N/A	Keyboard	c0442657	Discard	134
444	N/A	Keyboard	N/A	Discard	134
445	N/A	Keyboard	H0107072525	Discard	240
446	N/A	Keyboard	W0203317589	Discard	240
447	N/A	Keyboard	B13990WBUJLN60	Discard	240
448	N/A	Keyboard	60601311	Discard	240
449	N/A	Keyboard	J9091K0415	Discard	240
450	N/A	Keyboard	BTKB44473343	Discard	240
451	N/A	Keyboard	MCC44513443	Discard	240
452	N/A	Keyboard	SKKB63023750	Discard	240
453	N/A	Keyboard	7B69500137B	Discard	240
454	N/A	Keyboard	06A07600452D	Discard	240
455	N/A	Keyboard	7B69500252B	Discard	240
456	N/A	Keyboard	BAVHPO1VB2BFHL	Discard	240
457	N/A	Keyboard	C752001	Discard	240
458	N/A	Keyboard	C745262	Discard	240
459	N/A	Keyboard	J9097J0288	Discard	240
460	N/A	Keyboard	M981162958	Discard	240
461	N/A	Keyboard	C748959	Discard	240
462	N/A	Keyboard	7B69500081B	Discard	240
463	N/A	Keyboard	7421700236587	Discard	240
464	N/A	Keyboard	BOB930B62FTSOS	Discard	240
465	N/A	Keyboard	J909OJ1641	Discard	240
466	N/A	Laptop	000238107	Discard	250
467	80220	Laptop	0016184432	Discard	250
468	80223	Laptop	0016184450	Discard	250
469	77651	Laptop	0014327754	Discard	250
470	80225	Laptop	0016184448	Discard	250
471	80232	Laptop	0016184447	Discard	250
472	80216	Laptop	0016184449	Discard	250
473	80219	Laptop	bc699354277	Discard	250
474	8721	Laptop	bqbo2121087	Discard	250
475	85802	Laptop	BQA01301918	Discard	250
476	77653	Laptop	0014327755	Discard	250
477	77657	Laptop	BC699243726	Discard	250

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478	73765	Laptop	0010566484	Discard	310
479	108660	Laptop	0004571573	Discard	310
480	NA	Laptop	0039175642	Discard	310
481	105063	Laptop	0039063131	Discard	310
482	108365	Laptop	0038646264	Discard	310
483	1498	Laptop	2CE95ZW	Discard	152
484	91401	Laptop	35388148	Discard	152
485	100660	Laptop	N/A	Discard	118
486	100570	Laptop	N/A	Discard	118
487	90509	Laptop	N/A	Discard	118
488	100560	Laptop	N/A	Discard	118
489	91601	Laptop	N/A	Discard	118
490	104855	Laptop	N/A	Discard	118
491	89629	Laptop	N/A	Discard	118
492	N/A	Laptop	0036643970	Discard	118
493	104852	Laptop	N/A	Discard	118
494	N/A	Laptop	0039155985	Discard	118
495	N/A	Laptop	0039155981	Discard	118
496	91600	Laptop	N/A	Discard	118
497	100571	Laptop	N/A	Discard	118
498	N/A	Laptop	CNU9051PZR	Discard	118
499	N/A	Laptop	0036643952	Discard	118
500	N/A	Laptop	CNU9051PYQ	Discard	118
501	91602	Laptop	N/A	Discard	118
502	N/A	Laptop	0039175228	Discard	118
503	87207	Laptop	BQB02121175	Discard	130
504	32530	Laptop	QF72717EANS	Discard	130
505	85293	Laptop	BQA0120880	Discard	130
506	87206	Laptop	BQB021174	Discard	130
507	N/A	Laptop	x8089170A	Discard	250
508	N/A	Laptop	x8089107A	Discard	250
509	N/A	Laptop	19376669A	Discard	250
510	N/A	Laptop	19376815A	Discard	250
511	N/A	Laptop	9902994412	Discard	250
512	N/A	Laptop	99030308A	Discard	250
513	N/A	Laptop	x8089625r	Discard	250
514	N/A	Laptop	x8088822r	Discard	250
515	N/A	Laptop	x8089424r	Discard	250
516	N/A	Laptop	x8088729r	Discard	250
517	N/A	Laptop	19374349a	Discard	250
518	N/A	Laptop	28269467a	Discard	250
519	N/A	Laptop	x8089060A	Discard	250
520	32940	Laptop	0035987535	Discard	320
521	103132	Laptop	0038975280	Discard	320
522	102352	Laptop	0036860642	Discard	320
523	105627	Laptop	0039248156	Discard	320
524	105629	Laptop	0039248153	Discard	320
525	105613	Laptop	0039248146	Discard	320

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526	105612	Laptop	0039248150	Discard	320
527	105615	Laptop	0039248151	Discard	320
528	105622	Laptop	0039248148	Discard	320
529	105630	Laptop	0039248163	Discard	320
530	105628	Laptop	0039248155	Discard	320
531	105616	Laptop	0039248160	Discard	320
532	103136	Laptop	0038975278	Discard	320
533	103134	Laptop	0038975289	Discard	320
534	105617	Laptop	0039248147	Discard	320
535	105626	Laptop	0039248145	Discard	320
536	N/A	Laptop	0032228180	Discard	320
537	88401	Laptop	0030249424	Discard	320
538	91930	Laptop	N/A	Discard	134
539	03192	Laptop	N/A	Discard	134
540	89619	Laptop	N/A	Discard	134
541	91966	Laptop	N/A	Discard	134
542	91963	Laptop	N/A	Discard	134
543	91968	Laptop	N/A	Discard	134
544	91929	Laptop	N/A	Discard	134
545	91965	Laptop	N/A	Discard	134
546	90518	Laptop	N/A	Discard	134
547	100369	Laptop	N/A	Discard	134
548	91964	Laptop	N/A	Discard	134
549	91931	Laptop	N/A	Discard	134
550	91928	Laptop	N/A	Discard	134
551	80217	Monitor	0016184435	Discard	250
552	79944	Monitor	HDA7J9002025	Discard	250
553	81648	Monitor	17014c208264	Discard	250
554	75697	Monitor	15009aa67165	Discard	250
555	n/a	Monitor	DU15038a77030	Discard	250
556	n/a	Monitor	17014c191392	Discard	250
557	38814	Monitor	15009AA52379	Discard	250
558	79937	Monitor	HDA7J9002498	Discard	250
559	n/a	Monitor	NU17026079255	Discard	250
560	n/a	Monitor	TL819A502002829	Discard	250
561	n/a	Monitor	mx90316700	Discard	250
562	N/A	Monitor	N/A	Discard	134
563	81605	Monitor	N/A	Discard	134
564	N/A	Monitor	qty 25	Discard	134
565	N/A	Monitor	16E0064019	Discard	152
566	N/A	Monitor	LIC33070101	Discard	152
567	87471	Monitor	N/A	Discard	108
568	N/A	Monitor	A577220A0422K0283	Discard	108
569	N/A	Monitor	M4L5016E0069935	Discard	108
570	N/A	Monitor	A18034601993	Discard	108
571	N/A	Monitor	402000921	Discard	118
572	N/A	Monitor	402000873	Discard	118
573	N/A	Monitor	402000892	Discard	118

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574	N/A	Monitor	MU17046EO124108	Discard	118
575	N/A	Monitor	MXOY135247605433BFUR	Discard	118
576	N/A	Monitor	MXOY135247605433BFUT	Discard	118
577	N/A	Monitor	MY08J854 46632	Discard	118
578	N/A	Monitor	DU17046A0042214	Discard	118
579	79658	Monitor	N/A	Discard	118
580	N/A	Monitor	CN04P121478042A1C1CB	Discard	118
581	N/A	Monitor	40200874	Discard	118
582	N/A	Monitor	90K015202057	Discard	118
583	N/A	Monitor	40200915	Discard	118
584	N/A	Monitor	90K015202464	Discard	118
585	N/A	Monitor	402000909	Discard	118
586	N/A	Monitor	402000879	Discard	118
587	N/A	Monitor	402000896	Discard	118
588	N/A	Monitor	402000904	Discard	118
589	N/A	Monitor	MX05R1084760533ODR3B	Discard	118
590	7004768	Monitor	N/A	Discard	118
591	N/A	Monitor	402000876	Discard	118
592	N/A	Monitor	402000913	Discard	118
593	N/A	Monitor	402000903	Discard	118
594	N/A	Monitor	402000893	Discard	118
595	7004788	Monitor	N/A	Discard	118
596	N/A	Monitor	402000907	Discard	118
597	N/A	Monitor	402000875	Discard	118
598	N/A	Monitor	MZK73 50V 00038	Discard	440
599	N/A	Monitor	MW674 B0N 01666	Discard	440
600	N/A	Monitor	MZK65 50V 11196	Discard	440
601	N/A	Monitor	MUL5016E0071881	Discard	440
602	N/A	Monitor	MZK65 50V 13829	Discard	440
603	N/A	Monitor	mul5018a0025638	Discard	440
604	N/A	Monitor	MULS5016E0072699	Discard	112
605	N/A	Monitor	MULS5016E0072872	Discard	112
606	N/A	Monitor	MULS5016E0072877	Discard	112
607	N/A	Monitor	MULS5016E0072881	Discard	112
608	N/A	Monitor	MULS5016E0072878	Discard	112
609	N/A	Monitor	MULS5016E0072903	Discard	112
610	N/A	Monitor	MULS5016E007288	Discard	112
611	N/A	Monitor	MULS5016E0072889	Discard	112
612	N/A	Monitor	MULS5016E0072862	Discard	112
613	N/A	Monitor	MUL5016E0064041	Discard	130
614	N/A	Monitor	MUL5022J0009819	Discard	130
615	N/A	Monitor	MUL5016E0071231	Discard	130
616	N/A	Monitor	mw674bon09320	Discard	134
617	N/A	Monitor	mvl5016e0071468	Discard	134
618	N/A	Monitor	mvl5016e0071462	Discard	134
619	N/A	Monitor	mvl5016e0071485	Discard	134
620	N/A	Monitor	mvl5022j0036089	Discard	134
621	NA	Monitor	MU17007K0048808	Discard	310

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622	898776	Monitor	MX0957VU4780101	Discard	310
623	NA	Monitor	TL819A408013128	Discard	310
624	NA	Monitor	NA	Discard	310
625	73765	Monitor	0010566440A4112K0	Discard	310
626	NA	Monitor	MUL5022J000212	Discard	310
627	NA	Monitor	MU17108G0166350	Discard	310
628	NA	Monitor	MU17108G0166347	Discard	310
629	NA	Monitor	MU17108G0166328	Discard	310
630	NA	Monitor	MU17108G0166327	Discard	310
631	NA	Monitor	MU17108G0166331	Discard	310
632	NA	Monitor	MU17108G0166351	Discard	310
633	NA	Monitor	MU17108G0166355	Discard	310
634	NA	Monitor	MU17108G0166353	Discard	310
635	NA	Monitor	MU17108G0166332	Discard	310
636	NA	Monitor	MU17108G0166346	Discard	310
637	NA	Monitor	MU17108G0166329	Discard	310
638	NA	Monitor	MU17108G0166354	Discard	310
639	NA	Monitor	MU17108G0166358	Discard	310
640	NA	Monitor	MU17108G0166356	Discard	310
641	NA	Monitor	MU17108G0166330	Discard	310
642	NA	Monitor	MU17018G0166443	Discard	310
643	NA	Monitor	MU17018G0166313	Discard	310
644	NA	Monitor	NA	Discard	310
645	NA	Monitor	MPI49A0008421	Discard	310
646	NA	Monitor	MPI5950007688	Discard	310
647	NA	Monitor	MPI5950007908	Discard	310
648	NA	Monitor	MPI5950007910	Discard	310
649	NA	Monitor	MPI5950014255	Discard	310
650	NA	Monitor	MPI5950014250	Discard	310
651	NA	Monitor	MPI5950014254	Discard	310
652	NA	Monitor	MPI5950014251	Discard	310
653	NA	Monitor	MPI5950014313	Discard	310
654	NA	Monitor	ME17250001479	Discard	310
655	NA	Monitor	MEI49A0008445	Discard	310
656	NA	Monitor	MEI49A0008380	Discard	310
657	NA	Monitor	MEI49A0008420	Discard	310
658	NA	Monitor	MEI49A0008395	Discard	310
659	NA	Monitor	MEI49A0008365	Discard	310
660	NA	Monitor	MEI49A0008400	Discard	310
661	NA	Monitor	MEI7250001427	Discard	310
662	NA	Monitor	MEI7250001399	Discard	310
663	NA	Monitor	MEI7250001425	Discard	310
664	NA	Monitor	MEI7250001396	Discard	310
665	NA	Monitor	MEI49A0008409	Discard	310
666	7004665	Monitor	MU17707A0096039	Discard	310
667	7004788	Monitor	MU17007K0048506	Discard	310
668	NA	Monitor	MU15022C0020507	Discard	310
669	NA	Monitor	MU17026C0346657	Discard	310

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670	NA	Monitor	MU17026C0346662	Discard	310
671	NA	Monitor	MI17046C0098448	Discard	310
672	NA	Monitor	MU17046C00474	Discard	310
673	7003	Monitor	MU17046C0098686	Discard	310
674	NA	Monitor	MU17046C0094760	Discard	310
675	NA	Monitor	MU17046C0116813	Discard	310
676	NA	Monitor	MU17046C0094226	Discard	310
677	NA	Monitor	MU17046C0094541	Discard	310
678	NA	Monitor	DU17026E89691	Discard	310
679	NA	Monitor	15052d086311	Discard	320
680	NA	Monitor	15052d087838	Discard	320
681	NA	Monitor	15017g122584	Discard	320
682	NA	Monitor	15052d087837	Discard	320
683	NA	Monitor	lzc13101133	Discard	320
684	NA	Monitor	15052d086318	Discard	320
685	NA	Monitor	mu17046c0070663	Discard	320
686	NA	Monitor	mzk6550v05526	Discard	320
687	NA	Monitor	15004c120426	Discard	320
688	NA	Monitor	15017a062456	Discard	320
689	NA	Monitor	15017a062282	Discard	320
690	NA	Monitor	15017a060543	Discard	320
691	NA	Monitor	15052d087793	Discard	320
692	NA	Monitor	15017a060660	Discard	320
693	NA	Monitor	nu17026d83736	Discard	320
694	NA	Monitor	15017a060770	Discard	320
695	NA	Monitor	15017a062228	Discard	320
696	NA	Monitor	11p041400201	Discard	320
697	NA	Monitor	mzk6650v02490	Discard	320
698	NA	Monitor	15017g122550	Discard	320
699	NA	Monitor	15052d086321	Discard	320
700	NA	Monitor	15052d086314	Discard	320
701	NA	Monitor	15052d082402	Discard	320
702	NA	Monitor	mu17046c0070744	Discard	320
703	NA	Monitor	mu17046c0070535	Discard	320
704	NA	Monitor	15052d087807	Discard	320
705	NA	Monitor	15052d082410	Discard	320
706	NA	Monitor	15052d087828	Discard	320
707	81819	Monitor	N/A	Discard	240
708	N/A	Monitor	MX91872242	Discard	240
709	90229	Monitor	N/A	Discard	240
710	N/A	Monitor	KR80721876	Discard	240
711	N/A	Monitor	MX91977155	Discard	240
712	N/A	Monitor	AV17H9KX11858OV	Discard	240
713	N/A	Monitor	CNNHNO6970	Discard	240
714	8814054	Monitor	N/A	Discard	240
715	N/A	Monitor	AV17H9KX118505X	Discard	240
716	N/A	Monitor	0370316AF	Discard	240
717	N/A	Monitor	MX92080986	Discard	240

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718	N/A	Monitor	AV17H9KX1185132	Discard	240
719	N/A	Monitor	MX90205605	Discard	240
720	N/A	Monitor	M405900134	Discard	240
721	N/A	Monitor	MX90318699	Discard	240
722	N/A	Monitor	15017A012215	Discard	240
723	N/A	Monitor	AV17H9KX1185040	Discard	240
724	N/A	Monitor	MUL5022C0120648	Discard	240
725	N/A	Monitor	MUL5022C0120650	Discard	240
726	N/A	Monitor	MUL5022C0120199	Discard	240
727	N/A	Monitor	MUL5022C0120663	Discard	240
728	N/A	Monitor	MRB5650H11047	Discard	240
729	N/A	Monitor	MW676BON01857	Discard	240
730	N/A	Monitor	MW676BON00974	Discard	240
731	N/A	Monitor	MW676BON00972	Discard	240
732	N/A	Monitor	MW676BON01846	Discard	240
733	N/A	Monitor	LIC22502054	Discard	132
734	0000002	Netbook	N/A	Discard	134
735	0000105	Netbook	N/A	Discard	134
736	107929	Notebook	37099314	Discard	240
737	93364	Notebook	36447072	Discard	240
738	107928	Notebook	87099313	Discard	240
739	105715	Notebook	39233524	Discard	240
740	93367	Notebook	36447071	Discard	240
741	102132	Notebook	36777476	Discard	240
742	105590	Notebook	39233530	Discard	240
743	107910	Notebook	37126983	Discard	240
744	100694	Notebook	36636851	Discard	240
745	N/A	Overhead projector	507077A021100962	Discard	132
746	N/A	Overhead projector	95414780	Discard	320
747	N/A	Overhead projector	205416014	Discard	320
748	N/A	Overhead projector	95414788	Discard	320
749	095983	Overhead projector		Discard	320
750	096018	Overhead projector	205415972	Discard	320
751	097513	Overhead projector	205417852	Discard	320
752	097556	Overhead projector	95414753	Discard	320
753	097515	Overhead projector	521005b020705616	Discard	320
754		Overhead projector	95416387	Discard	320
755		Overhead projector	95414710	Discard	320
756		Overhead projector	95416414	Discard	320
757		Overhead projector	95416428	Discard	320
758	097816	Overhead projector	N/A	Discard	240
759	N/A	Overhead projector	521005A010507260	Discard	240
760	N/A	Overhead projector	C66408	Discard	240
761	097776	Overhead projector	N/A	Discard	240
762	N/A	Overhead projector	521005A010507235	Discard	240
763	T16605	Overhead projector	N/A	Discard	240
764	210317	Overhead projector	N/A	Discard	240
765	N/A	Printer	cnwbd39355	Discard	134

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766	35961	Printer	b052585	Discard	134
767	89868	Printer	CNBJC33138	Discard	128
768	N/A	Printer	c8189a	Discard	134
769	N/A	Printer	N/A	Discard	134
770	Q3083A	Printer	my3cck3k2	Discard	134
771	88714	Printer	N/A	Discard	134
772	10835	Printer	N/A	Discard	108
773	88679	Printer	N/A	Discard	108
774	88677	Printer	N/A	Discard	108
775	83090	Printer	N/A	Discard	118
776	79627	Printer	N/A	Discard	118
777	N/A	Printer	C8189A	Discard	118
778	90447	Printer	N/A	Discard	118
779	104282	Printer	CND1R60471	Discard	440
780	91355	Printer	USBXS18738	Discard	440
781	105557	Printer	CNWBF48335	Discard	440
782	103317	Printer	CNWBB12957	Discard	440
783	91356	Printer	USBXS18703	Discard	440
784	108012	Printer	U61509G6J214062	Discard	440
785	NA	Printer	MY28Q1R4BJ2L	Discard	440
786	N/A	Printer	USCV639675	Discard	112
787	N/A	Printer	SDGOB-0731	Discard	112
788	107943	Printer	N/A	Discard	130
789	N/A	Printer	CNFB384032	Discard	130
790	N/A	Printer	CNFB384026	Discard	130
791	N/A	Printer	CNFB807857	Discard	130
792	N/A	Printer	N/A	Discard	108
793	NA	Printer	MY8AG160B	Discard	310
794	78497	Printer	USDD014404	Discard	310
795	NA	Printer	MY039171TC	Discard	310
796	NA	Printer	CNYBL09376	Discard	310
797	NA	Printer	MY189670K9	Discard	310
798	73565	Printer	USDFH053895	Discard	310
799	NA	Printer	MX1AYHC	Discard	310
800	NA	Printer	SG272420F6	Discard	310
801	NA	Printer	F6ME197662	Discard	310
802	NA	Printer	MY78N1R69	Discard	310
803	NA	Printer	F6ME094584	Discard	310
804	NA	Printer	F6ME191023	Discard	310
805	NA	Printer	MY196690T4	Discard	310
806	NA	Printer	MY30BD0ZK	Discard	310
807	70644	Printer	USND019128	Discard	310
808	83531	Printer	USGH234755	Discard	310
809	70643	Printer	USBD018050	Discard	310
810	86695	Printer	16503410	Discard	310
811	NA	Printer	TVHZ3263	Discard	310
812	NA	Printer	0004D873212	Discard	310
813	NA	Printer	MX1B16D124	Discard	310

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814	NA	Printer	my92g151w6	Discard	320
815	NA	Printer	cn5ab172p7	Discard	320
816	NA	Printer	th7ck5300z	Discard	320
817	NA	Printer	my0a31622r	Discard	320
818	92276	Printer	N/A	Discard	240
819	N/A	Printer	CNBR516446	Discard	240
820	N/A	Printer	CNRXK54259	Discard	240
821	92281	Printer	N/A	Discard	240
822	N/A	Printer	USKB037901	Discard	240
823	000932	Printer	N/A	Discard	240
824	N/A	Printer	CMIC55S15C	Discard	240
825	N/A	Printer	CNB9M00338	Discard	240
826	N/A	Printer	SG25T311M9	Discard	240
827	N/A	Printer	U61230C5J463231	Discard	240
828	N/A	Printer	CN58PIH53N	Discard	240
829	93048	Printer		Discard	132
830	84695	Projector	XSLE0000000115	Discard	250
831	N/A	Projector	N/A	Discard	134
832	N/A	Projector	N/A	Discard	134
833	101015	Projector	N/A	Discard	108
834	104808	Projector	N/A	Discard	118
835	N/A	Projector	N/A	Discard	240
836	NA	Projector	E1A00168	Discard	310
837	89032	Projector	1003168	Discard	310
838	91689	Projector	51594683	Discard	310
839	NA	Projector	95414782095522	Discard	320
840	097503	Projector		Discard	320
841	096015	Projector	205416043	Discard	320
842	NA	Projector	507027a031001579	Discard	320
843	097502	Projector	95414746	Discard	320
844	096017	Projector	c-74812	Discard	320
845	09533	Projector	95414733	Discard	320
846	NA	Projector	205416102	Discard	320
847	78510	Projector	ef0246011600	Discard	320
848	91687	Projector	51594622	Discard	132
849	N/A	Radium speaker	03500438	Discard	130
850	N/A	Radium speaker	03500295	Discard	130
851	N/A	Radium transmitter	03500304	Discard	130
852	103179	Scanner	SCAN10ACSSBRS	Discard	310
853	106180	Scanner	118770	Discard	310
854	70941	Scanner	LC650U6369	Discard	152
855	N/A	Scanner	CTTX059179	Discard	130
856	N/A	Scanner	SG65G130BV	Discard	130
857	SIP 02101	Slide projector	N/A	Discard	108
858	N/A	SpeakEasy speaker	R0737425	Discard	130
859	54934	Standard Radio	03U090020	Discard	128
860	N/A	Subwoofer	A3780R	Discard	118
861	53965	Tape Player	N/A	Discard	108

Donation of E-Waste Equipment  
Board of Education Meeting  
September 2, 2014

862	N/A	Tape Player	N/A	Discard	108
863	N/A	Tape player	940244078	Discard	108
864	N/A	Teach Logic transmitter	T0901953	Discard	130
865	N/A	Television	14714654	Discard	132
866	80612	Television	19276647	Discard	250
867	NA	Television	2CAHC00906E	Discard	132
868	59407	Television	N/A	Discard	118
869	N/A	Television	MB33371275	Discard	118
870	N/A	Television	CAH700946	Discard	118
871	634544	Television	N/A	Discard	118
872	N/A	Television	32253100713	Discard	118
873	N/A	Television	34272187	Discard	118
874	No number	Television	No number	Discard	118
875	6083	Television	621922	Discard	112
876	60581	Television	621925	Discard	112
877	72180	Television	SCAH700920	Discard	310
878	N/A	Television	09811222	Discard	240
879	71721	Television	N/A	Discard	240
880	N/A	Television	16571242	Discard	240
881	T14589	Television	N/A	Discard	240
882	52278	Television	N/A	Discard	240
883	T13707	Television	N/A	Discard	240
884	N/A	Television	1474581	Discard	132
885	N/A	Television	14714563	Discard	132
886	N/A	Television	12511002AX	Discard	132
887	71203	Television	N/A	Discard	132
888	N/A	Touch Window	60202	Discard	130
889	N/A	Touch Window	4400423	Discard	130
890	83658	Typewriter	11GA324	Discard	152
891	N/A	VCR	BDA909030297	Discard	132
892	N/A	VCR	N/A	Discard	134
893	N/A	VCR	N/A	Discard	134
894	58848	VCR	N/A	Discard	118
895	43280	VCR	N/A	Discard	118
896	59181	VCR	N/A	Discard	118
897	N/A	VCR	125Y0269	Discard	118
898	N/A	VCR	H3N138369	Discard	118
899	MIC30265	VCR	6344268698	Discard	112
900	095970	VCR	N/A	Discard	320
901	N/A	VCR	C7MA17211	Discard	240
902	N/A	VCR	108032135	Discard	240
903	N/A	VCR	065166M	Discard	132
904	N/A	VCR	065183M	Discard	132
905	N/A	VCR	125Y0244	Discard	132
906	73332	VCR	C821784	Discard	132

**Board Meeting Agenda  
September 2, 2014**

Topic: Resolution No. 2014/15-03 – 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: Esmeralda Vargas, 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 Abraham Lincoln High School, Arlington High School, Riverside Polytechnic High School, John W. North United Student League, Associated Student Body (ASB) Accounts and RUSD Property and Liability 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 Abraham Lincoln High School, Arlington High School, Riverside Polytechnic High School, John W. North United Student League, Associated Student Body (ASB) Accounts and RUSD Property and Liability Account.

**FISCAL IMPACT:** \$0

**RECOMMENDATION:** It is recommended that the Board of Education adopt Resolution No. 2014/2015-03 – Updating the Authorized Signatures for Abraham Lincoln High School, Arlington High School, Riverside Polytechnic High School, John W. North United Student League, Associated Student Body (ASB) Accounts and RUSD Property and Liability Account.

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**ADDITIONAL MATERIAL:** Resolution No. 2014/15-03

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**Resolution No. 2014/15-03**

**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:

Abraham Lincoln High School

Altura Credit Union, Account Number ending in "4073"

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

Pamela Mshana, Principal

Teresa Wagner, Teacher

Arlington High School Associated Student Body

Altura Credit Union, Account Number ending in "2961"

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  
Elizabeth Schmechel – Principal  
William Grisham – Assistant Principal  
DeEtte Allert – Assistant Principal  
Lou Manson – Assistant Principal  
Jennifer Pfeffer – ASB Co-Director

John W. North United Student League,

Altura Credit Union, Account Number ending in "3397"

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  
Dr. Lynne Sheffield -Principal  
Diana M. Ochoa, Assistant Principal  
Leann Iacuone, Assistant Principal  
Michael P. Breyer, Assistant Principal  
Richard Davis, Assistant Principal  
Rebecca Porter, Activities Director

Riverside Polytechnic High School,

Altura Credit Union, Account Number ending in "0938"

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  
Michael Roe, Principal  
Brian Frost, Assistant Principal  
Rachel Bramlett, Assistant Principal  
James Vaughan, Assistant Principal  
Vanessa Douty, ASB Advisor

Property and Liability Trust Prestige Money Market Account

Altura Credit Union, Account Number ending in "0667"

By any two of the following persons designated by name and organizational title, EXCEPT when the amount is greater than \$25,000, then by any three of the following persons designated by name and organizational title.

Ed Burnette, Vice President Regional Liability Claims, Corvel  
Joan Weeks, Liability Claims Manager, Corvel  
Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations  
Sandra L. Meekins, Director V – Business Services

Kathleen Everhart, Director II, Risk Management

OR

By and two of the following persons designated by name and organizational title; without regard to amount:

Michael H. Fine, Deputy Superintendent Business Services and Governmental Relations  
Sandra L. Meekins, Director V – Business Services  
Kathleen Everhart, Director II, Risk Management

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 September 2, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Kathy Allavie, Clerk  
Board of Education

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

**Board Meeting Agenda  
September 2, 2014**

Topic: Resolution No. 2014/15-04 – Resolution of the Board of Education of the Riverside Unified School District to Authorize the Establishment and Maintenance of Site Revolving Cash Funds

Presented by: Brenda Hofer, Accountant

Responsible

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

Type of Item: Consent

Short Description: Establish and maintain site revolving cash funds.

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**DESCRIPTION OF AGENDA ITEM:**

California Education Code Section 42800 provides that the governing board of any school district may establish a revolving cash fund for use by school principals and other administrative officials. Such funds are limited to three (3) percent of the annual instructional materials budget. Site revolving cash funds (or petty cash or imprest accounts) are commonplace at the District schools and departments in amounts that range between \$100 and \$400. The attached resolution will be updated as staff changes necessitate or at least annually in order to maintain a current authorization and awareness.

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**FISCAL IMPACT:** \$0.00

**RECOMMENDATION:** It is recommended that the Board of Education adopt Resolution No. 2014/15-04 – Resolution Authorizing the Establishment and Maintenance of Site Revolving Cash Funds.

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**ADDITIONAL MATERIAL:** Resolution No. 2014/15-04

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**Resolution No. 2014/15-04**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE RIVERSIDE  
UNIFIED SCHOOL DISTRICT TO AUTHORIZE THE  
ESTABLISHMENT AND MAINTENANCE OF SITE REVOLVING CASH  
FUNDS**

WHEREAS, Section 42800 of the Education Code provides that the governing board of any school district may establish a revolving cash fund for use by school principals and other administrative officials; and

WHEREAS, the day-to-day expenditures of an urgent nature can be paid most efficiently from a revolving cash fund; and

WHEREAS, the procedures to ensure appropriate control, safeguarding and accounting of such revolving cash fund and related expenditures have been established.

WHEREAS, the Board of Education of the Riverside Unified School District authorized the custodian of the revolving cash fund to establish and maintain the following site revolving cash funds for use by school principals and other administrative officials herein designated:

Patricia Beatty Elementary School	Jacqueline Hall	\$300.00
Castle View Elementary School	Erica Square	\$200.00
Benjamin Franklin Elementary School	Dawn Smith	\$300.00
Fremont Elementary School	Patti Popovich	\$300.00
Harrison Elementary School	Jamelia Oliver	\$300.00
Hawthorne Elementary School	Ellen Parker	\$300.00
Thomas Jefferson Elementary School	Maria Ortega	\$300.00
Henry W. Longfellow Elementary School	Geri Castro	\$300.00
Liberty Elementary School	Esther Garcia	\$300.00
Madison Elementary School	John McCombs	\$300.00
Mark Twain Elementary School	Debbie Ausman-Haskins	\$300.00
Mountain View Elementary School	Paula Allbeck	\$300.00

Pachappa Elementary School	Vivian Lee	\$300.00
Tomás Rivera Elementary School	JoLynn Barnes	\$300.00
William Howard Taft Elementary School	Rebecca Brown	\$300.00
Victoria Elementary School	Linda Daltrey	\$300.00
George Washington Elementary School	Kiersten Reno-Frausto	\$300.00
Woodcrest Elementary School	Christy Ekman	\$300.00
Central Middle School	Lynn McCown	\$300.00
Amelia Earhart Middle School	Sean Curtin	\$300.00
Matthew Gage Middle School	Dr. Keyisha Holmes	\$300.00
Frank Augustus Miller Middle School	Janelle Woodward	\$300.00
University Heights Middle School	Coleman Kells	\$300.00
Arlington High School	Elizabeth Schmechel	\$150.00
Martin Luther King High School	Darel Hansen	\$300.00
John W. North High School	Dr. Lynne Sheffield	\$300.00
Riverside Adult School	Jim Dawson	\$300.00
Educational Options Center	Dennis Deets	\$300.00
Common Core	Judith Paredes	\$300.00
Educational Services 7-12	Sue Holmes	\$300.00
Nutrition Services	Rodney Taylor	\$400.00
Superintendent's Office	Cheryl Anderson	\$300.00

NOW THEREFORE BE IT RESOLVED that the custodian of the revolving cash fund be authorized to establish and revise the following site revolving cash funds for use by the school principals and other administrative officials herein designated as custodians of such funds:

SCHOOL/SITE	NAME	ACTION	AMOUNT
Arlington High School	Elizabeth Schmechel	Delete Cash Fund	\$150.00
Curriculum and Instruction K-12	Antonio Garcia	Add Cash Fund	\$300.00
Chief Academic Officer	Lynn Carmen Day	Add Cash Fund	\$300.00
Education Services 7-12	Sue Holmes	Delete Cash Fund	\$300.00
Fremont Elementary School	Shani Dahl	Custodial Change	\$300.00
Tomás Rivera Elementary School	JoLynn Barnes	Delete Cash Fund	\$300.00

BE IT FURTHER RESOLVED that the persons entrusted with site revolving cash funds shall only be authorized to expend any portion of the fund for services or material according to district procedures for petty cash, the securing or purchasing of which is a legal charge against the district. No expenditure shall be made unless a receipt is obtained which provides the date, purpose of the expenditure and amount expended; and

BE IT FURTHER RESOLVED that the total amount of the site revolving cash funds shall not exceed three percent (3%) of the then-current year's instructional supply budget.

PASSED AND ADOPTED by the Board of Education of the Riverside Unified School District at its regular meeting held on September 2, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Kathy Allavie, Clerk  
Board of Education

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



**Board Meeting Agenda  
September 2, 2014**

Topic: Certificated Personnel Assignment Order – CE 14/15-03 and  
Classified/Non-Classified Personnel Assignment Order CL 14/15-03

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, Decrease in Hours, Increase  
in Hours, Increase in Hours/Work Year, Lay Offs-39 Month Reemployment, Leaves, New Hires,  
New Hires—Probationary 1, New Hires—Temporary Employees (E.C. §44909), New Hires—  
Temporary Employees (E.C. §44920), Promotions, Promotions-Managers/Supervisors, Rehires-  
Intern, Rehires from 39-Month Reemployment List, Rehires–Probationary 1, Rehires–  
Temporary Employee (E.C. §44909), Rehires–Temporary Employees (E.C. §44920),  
Resignations, Resignation-Managers, Retirements, Retirements in Lieu of Layoff, School  
Nutrition Association (SNA) Certification, Substitutes, Temporarily Assigned to a Higher  
Classification, Voluntary Demotions/Reassignments/Reductions/Transfers, Voluntary  
Demotions/Reassignments/ Reductions/Transfers in Lieu of Layoff, and Voluntary 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.

**ADDITIONAL MATERIAL:** Certificated Personnel Assignment Order – CE 14/15-03 and  
Classified/Non-Classified Personnel Assignment Order CL 14/15-03

Attached: Yes

**CERTIFICATED PERSONNEL ASSIGNMENT ORDER #CE 14/15-03**

September 2, 2014

**CERTIFICATED PERSONNEL**

**Decrease in Hours**

Magnolia Elementary  
School

Avery, Jennifer R.	Resource Teacher/ Special Projects	From: 70% To: 50%	08/19/14
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**Increase in Hours**

Bryant Elementary School

Sanchez, Valerie M.	Teacher	From: 50% To: 100%	08/19/14
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Chemawa Middle School

Beronich, Kellie E.	Teacher	From: 80% To: 100%	08/19/14
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Matthew Gage Middle  
School

Villalpando, Erick	Teacher	From: 60% To: 100%	08/19/14
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Harrison Elementary  
School

Loder, Marcella V.	Resource Teacher/ Special Projects Read 180	From: 50% To: 100%	08/19/14
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**Leaves**

Arlington High School

(Family Medical Leave Act Leave) Wickstrom, Melinda S.	Teacher	09/29/14 – 11/10/14
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## Leaves - Continued

Chemawa Middle School (Parenthood Leave) Fortune-Taylor, Stephanie U.	Teacher	09/05/14 – 01/16/14
Abraham Lincoln High School (Personal Unpaid Leave) Garcia, Alicia M.	Teacher	08/19/14 – 06/30/15
Secondary School (Unpaid Administrative Leave) 14/15-052034	Teacher	09/15/14 – undetermined

## New Hires – Probationary 1

Arlington High School Vu, Minh West, Apryl A.	Counselor Teacher	08/12/14 08/18/14
Castle View Elementary School Erum, Evelyn A.	Teacher	08/18/14
Chemawa Middle School Galindo, Kemmery J. <i>*Taynton, Stephen</i> <i>*Pursuant to Board Policy #4112.81</i>	Teacher Resource Teacher/Special Projects Read 180	08/18/14 TBD
Fremont Elementary School Heath, Suzanne M.	Resource Teacher/Special Projects Read 180	08/18/14
Hawthorne Elementary School Drenner, Shannon	Teacher	08/18/14
Innovation and Learner Engagement Department Kong, Steve	Staff Development Specialist	07/14/14
Andrew Jackson Elementary School Webb-Binggeli, Nicole L.	Teacher	08/18/14

## New Hires – Probationary 1 - Continued

Thomas Jefferson Elementary School Rodriguez, Crystal G.	Teacher	08/18/14
Martin Luther King High School Mugridge, Nicholas R. Vanta, Mark E.	Teacher Teacher	08/18/14 08/18/14
Abraham Lincoln High School Lopez, Maria T.	Counselor	08/14/14
Mountain View Elementary School Snell, Joan S.	Resource Teacher/Special Projects Read 180	08/18/14
John W. North High School Sanchez Jr., Enrique Santiani, Andrea Torres, Vicky D.	Teacher Teacher Teacher	08/18/14 08/18/14 08/18/14
Riverside Polytechnic High School Leon, Israel Trotter, Ashley K.	Teacher Teacher	08/18/14 08/18/14
Ramona High School Cantrell, Sarah E. Giese, Melissa E. Sanchez, Melina A. Scott, Alfrieda S.	Teacher Teacher Teacher Teacher	08/18/14 08/18/14 08/18/14 08/18/14
Sierra Middle School Camacho, Amy B. McWhorter, Jenny L. Pearson, Francine N. Schooler, Jenna M.	Teacher Teacher Teacher Teacher	08/18/14 08/18/14 08/18/14 08/18/14
Special Education Department Hasson, Nicole K.	LSH Specialist	08/18/14
Riverside STEM Academy Ponce, Alexander P.	Teacher	08/18/14

**New Hires – Probationary 1 - Continued**

University Heights Middle School Wentworth, Tamara S.	Teacher	08/18/14
Washington Elementary School Pantoja Arias, Liliana	Teacher	08/18/14

**New Hires – Temporary Employees (E.C. §44909)**

Bryant Elementary School Fithian, Shannon L.	Teacher	08/18/14
Educational Options Center Phillips, Elizabeth R.	Teacher	08/18/14
Monroe Elementary School Testa, Yvette V.	Preschool Teacher	08/18/14

**New Hires – Temporary Employees (E.C. §44920)**

John Adams Elementary School Calderon, Dina M. Sheehan, Sheree D.	Teacher Teacher	08/18/14 08/18/14
Chemawa Middle School Carbajal, Samantha L.	Teacher	08/18/14
John F. Kennedy Elementary School Carter, Ashlee R.	Teacher	08/18/14
Madison Elementary School Vasquez, Sabrina A.	Teacher	08/18/14
William Howard Taft Elementary School Schunk, Joanna E.	Teacher	08/18/14

**Promotion – Manager**

Research Assessment and Evaluation Patterson, Daniel	From: Coordinator, Program Improvement	To: Director, II Research Assessment And Evaluation	08/01/14
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**Rehires – Temporary Employees (E.C. §44920)**

Highland Elementary School Williams, Luke D.	Teacher	08/19/14
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**Resignations**

Lake Mathews Elementary School Hodge, Peter J.	Teacher	06/30/14
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Riverside Polytechnic High School Kromas, Melissa L.	Teacher	06/13/14
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University Heights Middle School Deniston, Amanda	Teacher	07/03/14
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**Resignation – Manager**

Mark Twain Elementary School Pearson, Jawad	Assistant Principal	08/05/14
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Ramona High School Rhodes, Michael	Assistant Principal	08/25/14
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**Substitutes**

Bond, Heather	Substitute Teacher	08/08/2014
*Ebie, Elizabeth	Substitute Teacher	TBD
<i>*Pursuant to Board Policy #4112.81</i>		
Estrella, Dana	Substitute Teacher	08/19/2014
Peters, Sarah	Substitute Teacher	08/05/2014
Ricci, Valarie	Substitute Teacher	08/19/2014

**Voluntary Transfers**

Lukens, Kimberly A.	From: Emerson Elementary School	To: John F. Kennedy Elementary School	08/19/14
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O'Brien, Robin L.	From: Monroe Elementary School	To: Special Education Department	08/19/14
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Ortiz, Erlinda G.	From: Henry W. Longfellow Elementary School	To: Thomas Jefferson Elementary School	08/19/14
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Paredes, Mariselle M.	From: Thomas Jefferson Elementary School	To: Psychological Services	08/18/14
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### **Voluntary Transfers - Continued**

Toner, Michael P.	From: Arlington High School	To: Frank Augustus Miller Middle School	07/01/14
Valcarcel, Sheila M.	From: Frank Augustus Miller Middle School	To: Amelia Earhart Middle School	07/01/14
Vannatter, Alcia R.	From: Highland Elementary School	To: Mark Twain Elementary School	08/19/14
Watts, Lindsey N.	From: Abraham Lincoln High School	To: Matthew Gage Middle School	08/14/14
Weakly, Kaley E.	From: Highgrove Elementary School	To: Sunshine Early Childhood Center	08/19/14

**CLASSIFIED/NON-CLASSIFIED PERSONNEL ASSIGNMENT ORDER #CL 14/15-03**  
September 2, 2014

CLASSIFIED PERSONNEL

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

Louisa May Alcott Elementary School Twaorg, Lisa M.	School Office Assistant	10 months, 8 hours	8/20/14
Hawthorne Elementary School Meinhardt, Shannell D.	Campus Supervisor	10 months, 7 hours	08/22/14
Highgrove Elementary School Schwartz, Mark G.	Campus Supervisor	10 months, 7 hours	08/22/14
Highland Elementary School Smith, Charlene L.	School Office Assistant	10 months, 4 hours	08/14/14
Andrew Jackson Elementary School Diaz, Digna A.	School Office Assistant	10 months, 4 hours	08/21/14
Liberty Elementary School Ufondu, Warren C.	Campus Supervisor	10 months, 7 hours	08/22/14
Tomás Rivera Elementary School Navarro, Diana L.	Campus Supervisor	10 months, 7 hours	08/22/14
Special Education Madriz, Wendy C.	Intensive Behavior Interventions Assistant	10 months, 6 hours	08/19/14

### **Increase in Hours/Work Year**

Castle View Elementary  
School

Paramo, Annette L.	Translator	From: 5.5 hours/day To: 8 hours/day	08/14/14
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Thomas Jefferson  
Elementary School

Jimenez, Mercedes M.	Translator / Project Office Assistant	From: 9.55 months/year To: 10 months/year	08/14/14
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George Washington  
Elementary School

Cancino, Nilda K.	School Office Assistant	From: 4 hours/day To: 8 hours/day	08/14/14
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### **Lay Offs – 39 Month Re-employment**

Patricia Beatty Elementary  
School

Gonzalez, Jessica Y.	Instructional Assistant – Bilingual	6 months of service	08/06/14
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Bryant Elementary School

Long, Allen D.	Instructional Assistant – Computer Resources	1 year, 9 months of service	08/04/14
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Harrison Elementary  
School

Garcia, Felicia S.	Instructional Assistant – Itinerant	9 months of service	08/06/14
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Highland Elementary  
School

Rodriguez Torres, Oscar D.	Instructional Assistant – Computer Resources	1 year, 5 months of service	08/04/14
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Thomas Jefferson  
Elementary School

Moore, Karen L.	Instructional Assistant – Itinerant	4 months of service	09/15/14
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### **Lay Offs – 39 Month Re-employment - Continued**

Suarez, Anthony A.	Instructional Assistant – Computer Resources	1 year, 8 months of service	08/04/14
Liberty Elementary School			
Duarte, Fernando R.	Instructional Assistant – Computer Resources	2 years, 5 months of service	08/04/14
Madison Elementary School			
Alvarez, Laura I.	Instructional Assistant – Computer Resources	8 months of service	08/06/14
Pachappa Elementary School			
Rodarte Arteaga, Cynthia A.	Community Assistant – Bilingual	3 months of service	08/06/14

### **Leaves**

Castle View Elementary School			
Sanchez, Dayana C.	Instructional Assistant – Special Education II	Unpaid Personal Leave	08/19/14 – 09/14/14
Tomás Rivera Elementary School			
Delgado, Jessica L.	Intensive Behavior Interventions Assistant	Unpaid Parenthood Leave	08/19/14 – 01/02/15

### **New Hires**

Louisa May Alcott Elementary School			
King, Jessica M.	Elementary Library/ Media Assistant	10 months, 6.5 hours	08/14/14
Magnolia Elementary School			
Smith, Taurus	Campus Supervisor	10 months, 7 hours	08/22/14

## **New Hires - Continued**

Monroe Elementary  
School

Adauto, Arnold C.      Campus Supervisor      10 months, 7 hours      08/22/14

Risk Management

Martinez, Angelica      Employee Benefits  
Assistant      12 months, 8 hours      08/22/14

Special Education

Wolfe, Carolyn M.      Speech Language  
Pathology Assistant      10 months, 6 hours      08/21/14

## **Promotions**

Chagolla, Jr., Ruben S.      From: John W. North  
High School,  
Athletic Equipment Set-  
up Worker,  
12 months, 8 hours      To: Highgrove  
Elementary School,  
Head Custodian,  
12 months, 8 hours      08/25/14

Garcia, Carol K.      From: Patricia Beatty  
Elementary School,  
Elementary Kitchen  
Operator,  
10 months, 8 hours      To: Martin Luther King  
High School,  
Cafeteria Worker IV,  
10 months, 7 hours      08/25/14

Ivery, Valencia T.      From: Emerson  
Elementary School,  
Instructional Assistant –  
Special Education II,  
10 months, 6 hours      To: William Howard  
Taft Elementary School,  
Campus Supervisor,  
10 months, 7 hours      08/22/14

Keefer, Elizabeth      From: Liberty  
Elementary School,  
School Office Assistant,  
10 months, 4 hours      To: Department of  
Personnel-Leadership  
and Development,  
Human Resources  
Technician,  
12 months, 8 hours      08/11/14

### Promotions - Continued

Mares, Victoria	From: Frank Augustus Miller Middle School, Cafeteria Worker I, 10 months, 3 hours	To: Louisa May Alcott Elementary School, Cafeteria Worker II, 10 months, 6 hours	08/25/14
Moreno Jr., Juan A.	From: Riverside Adult School, Alternative Ed Learning Lab Assistant - Electronics, 10 months, 8 hours	To: Riverside Adult School, Assessment Technician, 11 months, 8 hours	08/15/14
Torres, Virginia	From: Pachappa Elementary School, School Office Assistant, 10 months, 8 hours	To: Pachappa Elementary School, Assistant Principal's Secretary, 10 months, 8 hours	08/12/14
Vargas, Matthew S.	From: Maintenance & Operations, Custodian, 12 months, 8 hours	To: Lake Mathews Elementary School, Head Custodian, 12 months, 8 hours	08/11/14

### Promotions – Managers/Supervisors

Royster, Reginald J.	From: Maintenance & Operations, Building Trades Supervisor, 12 months, 8 hours	To: Maintenance & Operations, Assistant Director - Mechanical & Communications Trades, 12 months, 8 hours	08/12/14
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### Rehires from 39-Month Re-employment List

William Howard Taft Elementary School Middleton, Lisa Y.	Cafeteria Worker II	10 months, 7 hours	08/25/14
Rodriguez Torres, Oscar D.	Instructional Assistant – Special Education I	10 months, 5 hours	08/19/14

## Resignations

### Educational Options Center

Pantea, Corina	Alternative Ed Learning Lab Assistant-Electronics	2 years, 4 months of service	08/14/14
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### Martin Luther King High School

Montes, Kathleen G.	Instructional Assistant – Special Education I	12 years of service	08/15/14
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### Ramona High School

Ruano, Helen	Registrar II	6 years of service	08/23/14
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### William Howard Taft Elementary School

MacNee, Danielle M.	Instructional Assistant – Special Education I	1 year of service	08/02/14
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## Retirements

### Hawthorne Elementary School

Fields, Elizabeth A.	Instructional Assistant – Special Education I	16 years, 8 months of service	08/04/14
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## Retirements in Lieu of Layoff

### Henry W. Longfellow Elementary School

Diaz, Sarah G.	Instructional Assistant – Bilingual	42 years of service	08/04/14
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## School Nutrition Association (SNA) Certification

### Pachappa Elementary School

Roberts, Carol R.	Elementary Kitchen Operator	From: Range 9-5 To: Range 10-5	08/01/14 – 07/31/15
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## Temporarily Assigned to a Higher Classification

### Patricia Beatty Elementary School

Haro, Juana	From: Health Assistant	To: Elementary School Principal's Secretary	07/01/14 – 07/11/14
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### Martin Luther King High School

Farfan, Moises I.	From: Athletic Equipment Set-up Worker	To: Plant Supervisor II	06/26/14 – 08/05/14 <i>Amendment to 08/11/14 Board</i>
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Garcia, Lloyd	From: Lead Custodian	To: Plant Supervisor II	08/06/14 – 09/12/14
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Guerrero, Jesus	From: Custodian	To: Lead Custodian	07/21/14 – 08/11/14
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Simpson, Derek	From: Custodian	To: Lead Custodian	07/07/14 – 07/18/14
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Simpson, Derek	From: Custodian	To: Lead Custodian	08/12/14 – 9/12/14
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### Maintenance & Operations

Caballero, John M.	From: Custodian	To: Emerson Elementary School, Head Custodian	07/07/14 – 08/08/14
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Cortez, Francisco	From: Custodian	To: Lead Custodian	07/15/14 – 08/01/14
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Grenier, Ghaby D.	From: Custodian	To: Highgrove Elementary School, Head Custodian	07/01/14 – 07/31/14
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Herrera, Daniel	From: Custodian	To: Educational Options Center, Head Custodian	07/16/14 – 08/01/14
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Sanchez, Abran S.	From: Grounds Maintenance Worker	To: Grounds Equipment Operator I	07/01/14 – 07/31/14
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**Temporarily Assigned to a Higher Classification - Continued**

Vargas, Matthew S.	From: Custodian	To: Lead Custodian	06/27/14 – 07/10/14
Riverside Polytechnic High School			
Fernandez, Alejandro F.	From: Lead Custodian	To: Plant Supervisor II	07/14/14 – 08/01/14
Ramona High School			
Valdez, Marcos R.	From: Custodian	To: Maintenance & Operations, Refuse & Compactor Vehicle Equipment Operator	07/01/14 – 09/30/14

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

Gastelum, Denise R.	From: Woodcrest Elementary School, Cafeteria Worker II, 10 months, 3.75 hours	To: Emerson Elementary School, Cafeteria Worker II, 10 months, 6.5 hours	08/25/14
Gutierrez, Leticia	From: Hawthorne Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Hawthorne Elementary School, Instructional Assistant – Special Education I, 10 months, 5 hours	08/19/14
Heasley, Michelle L.	From: Highgrove Elementary School, Cafeteria Worker II, 10 months, 7 hours	To: Mountain View Elementary School, Cafeteria Worker II, 10 months, 7.5 hours	08/25/14
Lopez, Lorenzo M.	From: Maintenance & Operations, Lead Custodian, 12 months, 8 hours	To: Hawthorne Elementary School, Head Custodian, 12 months, 8 hours	08/12/14
Mejia Rodriguez, Nancy L.	From: Patricia Beatty Elementary School, Elementary School Principal’s Secretary, 11 months, 8 hours	To: Sierra Middle School, Assistant Principal’s Secretary, 10 months, 8 hours	08/12/14

**Voluntary Demotions/Reassignments/Reductions/Transfers in Lieu of Layoff**

Acosta, Rosa E.	From: Matthew Gage Middle School, Translator / School Office Assistant, 10 months, 8 hours	To: Patricia Beatty Elementary School & Pachappa Elementary School, Translator, 10 months, 8 hours (4 hours per site)	08/04/14
Encalada-Albiter, Rubi R.	From: Henry W. Longfellow Elementary School, Community Assistant – Bilingual, 10 months, 8 hours	To: Henry W. Longfellow Elementary School, Community Assistant – Bilingual, 10 months, 6 hours	08/04/14
Flores, Sonia	From: Pachappa Elementary School, Campus Supervisor, 10 months, 5 hours	To: George Washington Elementary School, Campus Supervisor, 10 months, 7 hours	08/22/14
Hubert, Sherrie L.	From: Louisa May Alcott Elementary School, Assistant Principal’s Secretary, 10 months, 8 hours	To: Lake Mathews Elementary School, Assistant Principal’s Secretary, 10 months, 8 hours	08/13/14
Lopez, Vera O.	From: Andrew Jackson Elementary School, Instructional Assistant - Bilingual, 10 months, 6.5 hours	To: Arlington High School, Instructional Assistant - Bilingual, 10 months, 4 hours	08/04/14
Munoz, Teresa	From: Andrew Jackson Elementary School, Community Assistant - Bilingual, 10 months, 3.5hours	To: Abraham Lincoln High School, Community Assistant - Bilingual, 10 months, 4 hours	08/25/14
Reveles, Duke	From: Emerson Elementary School, Campus Supervisor, 10 months, 5 hours	To: Castle View Elementary School, Campus Supervisor, 10 months, 7 hours	08/22/14

**Voluntary Demotions/Reassignments/Reductions/Transfers in Lieu of Layoff - Continued**

Torres, Jose L.	From: Lake Mathews Elementary School, Campus Supervisor, 10 months, 5 hours	To: Woodcrest Elementary School, Campus Supervisor, 10 months, 7 hours	08/22/14
Vazquez, Rosa	From: Liberty Elementary School, Assistant Principal's Secretary, 10 months, 8 hours	To: Emerson Elementary School, Assistant Principal's Secretary, 10 months, 8 hours	08/12/14
Vizcarra, Geraldine	From: Emerson Elementary School, School Office Assistant, 10 months, 8 hours	To: Liberty Elementary School, School Office Assistant, 10 months, 8 hours	08/12/14
Zuniga, Lisa M.	From: Matthew Gage Middle School, Instructional Assistant – Special Education I, 10 months, 5 hours	To: Matthew Gage Middle School, Instructional Assistant – Special Education I, 10 months, 4 hours	08/04/14

**Closed Session Board Approval 08/11/14**

Lake Matthews Elementary School Prescott, Jeanette	Assistant Principal	08/12/14
Gage Middle School Jackson, Kristie	Assistant Principal	08/12/14
Emerson Elementary School Churchwell, Tasceaia	Assistant Principal	08/12/14
Mark Twain Elementary School Farris, Tiffany	Assistant Principal	08/12/14
Pachappa Elementary School Doubravsky, Kathleen	Assistant Principal	08/12/14

**NON-CLASSIFIED PERSONNEL**

**New Hires – \*Athletic Coaches**

Martin Luther King High School Arevalos, Rudy	Band	08/19/14
Settle, Anthony	Football – Assistant	08/18/14
Riverside Polytechnic High School Medeiros, Mike	Football – Assistant	08/14/14

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

**Board Meeting Agenda  
September 2, 2014**

Topic: Bylaws of the Special Education Community Advisory Committee

Presented by: Timothy R. Walker, Executive Director, Pupil Services/SELPA

Responsible

Cabinet Member: Timothy R. Walker, Executive Director, Pupil Services/SELPA

Type of Item: Action

Short Description: We are recommending that the Board of Education take action on the proposed revisions to the Bylaws of the Community Advisory Committee (CAC) for the Riverside Unified School District Special Education Local Plan Area.

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**DESCRIPTION OF AGENDA ITEM:**

The Community Advisory Committee for the Riverside Unified School District Special Education Local Plan Area is a required committee pursuant to California Education Code. The Bylaws of the Community Advisory Committee are documented in the Riverside Unified School District Local Plan. In collaboration with the Executive Committee of the Community Advisory Committee and the Administration of the Special Education Department the Bylaws were reviewed at a CAC Executive Committee Meeting and the recommended revisions, per the language of the Bylaws, require that the Board of Education formally approve the changes before they become effective.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board approve the proposed revisions to the Bylaws of the Community Advisory Committee for the Riverside Unified School District Special Education Local Plan Area.

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**ADDITIONAL MATERIAL:** Finalized version of the recommended Bylaws of the Community Advisory Committee (CAC).

Attached: Yes

**Community Advisory Committee for the  
Riverside Unified School District Special Education Local Plan Area**

**Bylaws of the Community Advisory Committee  
for the Riverside Unified School District Special Education Local Plan Area**

(Revised June 2014)

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## **Article I – Identification**

### **1.1 NAME:**

The name of the committee shall be Community Advisory Committee (CAC) for the Riverside Unified School District (RUSD), Special Education Local Plan Area (SELPA).

### **1.2 AREA SERVED:**

The area served by the CAC shall include the total geographical area of RUSD.

## **ARTICLE II – PURPOSE AND GOALS**

### **2.1 PURPOSE:**

The purpose of the CAC is to carry out the duties, responsibilities, functions expressed in, and in compliance with Education Codes 56190-56194 and legislation related thereto, through the means of an organizational body whose membership represents as nearly as possible the geographic, ethnic, and socio-economic makeup of the communities it serves. These are fulfilled by the goals, responsibilities and objectives noted below.

### **2.2 GOAL:**

The CAC goal is to involve all interested parties, parents, teachers, district administrators, school board, community members, and educational specialists of the unique requirements of individual students with special needs and to assist in improving special educational services.

**2.2.1** This goal assures that CAC’s concerns and recommendations for annual priorities addressed to the SELPA plan are brought to the attention of the District. Ongoing input of the CAC is required on topics such as pending legislation, SELPA plan implementation status, and effects of fiscal constraints on provision of services, parent rights and other special education related topics.

## **ARTICLE III – RESPONSIBILITIES AND OBJECTIVES**

### **3.1 RESPONSIBILITIES:**

In achieving these goals, efforts of the CAC shall be directed toward, but are not limited to the following specific responsibilities and objectives. Pursuant to Education Code 56194, the CAC has the following responsibilities:

**3.1.1** Advising the policy and administrative entity of the district, and the SELPA regarding the development, amendment, and review of the local plan. The entity shall review and consider comments from the Community Advisory Committee.

**3.1.2** Recommending annual priorities to be addressed by the local plan.

**3.1.3** Assisting in parent education, trainings, and workshops that will be provided by RUSD. Including but not limited to topics such as *Special Education Law* and *Procedural Rights and Safeguards*.

- 3.1.4 Advising the RUSD School Board, at least one time per school year, regarding the educational needs of individuals with disabilities, related to the right to Free Appropriate Public Education (FAPE) and a Least Restrictive Environment (LRE), and opportunities for their participation in all school related activities.
- 3.1.5 Advising and participating in the design of staff development, parent programs, and all special education related trainings that are provided by RUSD.
- 3.1.6 Supporting RUSD and community based activities on behalf of students with disabilities.
- 3.1.7 Encouraging community involvement in the development and review of the local plan.

**3.2 OBJECTIVES:**

- 3.2.1 To facilitate communication channels between students with disabilities and/ or their parents or guardians, school district administrators, and professional staff. This shall include advising the administrative entity of the SELPA in the development and review of the local plan. (Reference: ED Code 56194).
- 3.2.2 To develop among community citizens an understanding of the RUSD SELPA, the CAC, and the needs for special education students.
- 3.2.3 To maintain communication with local, county, state legislative and administrative personnel for the purpose of keeping them informed about special education and the special needs of students with disabilities within the SELPA.
- 3.2.4 To make available a forum of the scheduled CAC Business Meetings for (students with disabilities) and/or their parents or guardians where they may express their needs and concerns regarding their children’s education.
- 3.2.5 To seek support for improved educational opportunities for all students with disabilities, to review selected programs for special education, and to make recommendations to the RUSD SELPA, with the purpose of promoting exemplary practices.
- 3.2.6 To support activities for students and/or parents of students with disabilities by sharing information and maintaining a communication network.

**ARTICLE IV – MEMBERSHIP**

**4.1 COMPOSITION:**

- 4.1.1 The CAC shall consist of a minimum of 10 members, which shall be composed of parents of individuals with exceptional needs enrolled in public, nonpublic, or private schools, individuals with exceptional needs enrolled in special education

programs, regular education teachers, pupils and adults with disabilities, special education teachers and other school personnel, representatives of other public and private agencies, and persons connected with the needs of individuals with exceptional needs.

- 4.1.2 The **majority** of such committee shall be composed of parents of pupils enrolled in public, nonpublic or private schools participating in the local plan and at least a majority of such parents shall be parents of individuals with exceptional needs.
- 4.1.3 **Ex-officio Members** (Non-voting members): RUSD SELPA Director, SELPA personnel and/or SELPA liaison/designee.
- 4.1.4 The CAC seeks to have members representing students with diverse populations of disabilities serving the SELPA in RUSD. But the CAC will not be limited to members who actively show interest and leadership towards individuals with exceptional needs.
- 4.1.5 As **vacancies** occur, the CAC and the District will seek out qualified nominees. Members whose term of office is expiring may be nominated again.
- 4.1.6 Anyone interested in membership shall attend one meeting before applying for membership.

#### **4.2 TERM OF MEMBERSHIP:**

- 4.2.1 **Appointments of Membership:** CAC members shall be appointed from a list of nominees by a majority vote and approved by the RUSD Board of Education. Appointments must be in accordance with Educational Code 56191.
- 4.2.2 A copy of the Board minutes and the person's contact information shall be provided to the SELPA.
- 4.2.3 The SELPA will update the CAC membership database and send each new person a CAC member packet.
- 4.2.4 **Non-voting delegates.** The executive board may appoint non-voting delegates as desired to encourage increased participation in the CAC.

#### **4.3 TERM OF APPOINTMENT:**

- 4.3.1 Terms of appointment shall be for at least two(2) years and are annually staggered to ensure that no more than one half of the membership serves the first year of the term in any one year.
- 4.3.2 The term shall be from July 1 to June 30.
- 4.3.3 Nominations shall be held in April and elections shall be in May. There must be a majority of members present to transact an election.

**4.4 EXPECTATIONS:**

**4.4.1 Responsibility of attendance:** CAC are required to attend all business meetings and community information presentations.

**4.4.2 Absence:** If a member misses three (3) consecutive or more than four total meetings and/or workshops in a year (July 1 to June 30), he/she and SELPA shall be notified. When a CAC member does not meet attendance, the CAC Executive Board may recommend the Local School Board that a new representative may be appointed.

**4.4.3 Misrepresentation:** In the event of a member misrepresenting the CAC goals and objectives as specified in Article II of the body’s bylaws, the CAC executive board may recommend replacement.

**ARTICLE V – OFFICERS OF COMMUNITY ADVISORY COMMITTEE**

**5.1 COMPOSITION:**

**Executive Committee:** The officers shall be a Chairperson, Vice-Chairperson, Public Information officer, Membership at Large, and Secretary. All officers must be members. The chairperson shall oversee of all committees, both standing and special. The Executive officers shall consist of the following:

<u>Area</u>	<u>Number</u>
Special Education Parents	4
General education Parents	2
Special Education Teacher(s)	1
General Education teacher(s)	1
Handicapped Pupils/Adults	1
Public and/or Private Agencies	1

**5.1.1** CAC officers are selected for their willingness to step up to leadership and may serve as a parent and/or public school employee. It is important that he/she clarify whose “voice” he/she is speaking when making decisions.

**5.1.2** All officers may request support services from the District CAC Liaison regarding any information needed to the functioning of the CAC.

**5.2 ELECTION OF OFFICERS:**

**5.2.2** CAC officers shall be elected for a two (2) year term by a majority vote of the quorum present at the May meeting.

**5.2.2.1** Even years: Chair, Public Information Officer, one Member at Large.

**5.2.2.2** Odd years: Vice-Chair, Secretary, one member at Large.

**5.2.3** The chair will appoint a Nominating Committee of three members to continue recruiting new executive members.

**5.2.3.1** By January/February nomination forms will be made available to submit names of candidates.

**5.2.3.2** Nomination forms shall be accepted by CAC Chair and/ or SELPA Liaison by the end of March.

### **5.3 TERM OF OFFICERS:**

**5.3.1 Term:** The term of office is for two (2) years. July1 – June 30.

**5.3.2 Maximum Office Term:** The officers may not serve more than 2 elected consecutive terms in the same position. Appointments made by mid-term due to a vacancy do not count in this determination.

**5.3.3 Attendance:** Officers are required to attend Business Meetings, Community Presentations and Executive Meetings. If unable to attend, an officer must contact the chair or secretary to the meeting to be excused.

**5.3.4 Officer vacancy:** When a vacancy occurs in any office, other than chairperson, because of death, resignation, removal or otherwise, a member shall be appointed by the chairperson to fill vacancy for the unexpired portion of the term.

**5.3.5 Chairperson vacancy:** In the event in which the office of chairperson becomes vacant, the vice-chairperson shall succeed as chairperson.

### **5.4 DUTIES OF THE OFFICERS:**

#### **5.4.1 Chairperson:**

**5.4.1.1** Preside over all meetings of the CAC.

**5.4.1.2** Sign all letters, reports and other communication of the CAC.

**5.4.1.3** All correspondence written on behalf of the CAC shall be reviewed and approved by the Chair prior to dissemination.

**5.4.1.4** Perform duties as prescribed by the CAC membership.

**5.4.1.5** Assign duties and appoint subcommittees with committee persons.

**5.4.1.6** Serves as an ex-officio member of all committees, standing and special.

**5.4.1.7** Represent or appoint designee to represent CAC at the Governance Council meetings.

**5.4.1.8** The Chair and SELPA representative will work collaboratively to develop and post agenda no later than seventy-two hours prior to the next meeting.

**5.4.2 Vice-Chairperson:**

**5.4.2.1** Assume the duties of the Chair in his/her absence.

**5.4.2.2** Perform the duties as prescribed by the CAC membership.

**5.4.2.3** Serve as an ex-officio member of all subcommittee(s) and coordinate such Committee(s).

**5.4.2.4** Prepare an annual report of CAC to be presented in May.

**5.4.3 Secretary:**

**5.4.3.1** Maintain minutes of all CAC proceedings and submit them for CAC approval.

**5.4.3.2** Maintain minutes of all Executive Board meetings, submit them for Executive approval and make available to the CAC membership at the next business meeting.

**5.4.3.3** Shall provide a copy of the minutes and attendance of each meeting to each member.

**5.4.3.4** Ensure that all notices are duly given in accordance with the provisions of the Bylaws.

**5.4.4 Public Information Officer:**

**5.4.4.1** Promote an understanding of the SELPA and the needs for special education of students with disabilities for the general public.

**5.4.4.2** Coordinate the development of CAC newsletter.

**5.4.4.3** Assist in updating the SELPA CAC website.

**5.4.4.4** Maintain updated media list and assist with dissemination to media of committee items of interest to the community.

**5.4.4.5** Be involved in creation of CAC event fliers.

**5.4.5 Member at Large:**

**5.4.5.1** Promote an understanding of the SELPA and the needs for special education of exceptional needs for the general public.

**5.4.5.2** Assist other officers in getting their obligations met.

5.4.5.3 Be available to be part of community as needed.

5.4.5.4 Assist with all community event workshops.

5.4.5.5 Serve as membership lead recruiter (eg. mentor new members).

**5.4.6 Past Chairperson:**

5.4.6.1 Helps and advice Chairperson.

5.4.6.2 Assume the duties of Chair in the absence of the Chair and Vice-Chair.

5.4.6.3 Ensure new board members receive training on their new duties.

5.4.6.4 Serve as an ex-officio member on subcommittees.

**ARTICLE VI – CAC COMITTEES AND SUBCOMITTEES**

**6.1 STANDING COMMITTEES:**

The CAC shall maintain the following standing committees.

**6.1.1 Executive Committee:** The Executive Committee shall be composed of all CAC officers in Article V of these Bylaws.

**6.1.2 Comprehensive Plan Review Committee:** Will be composed of the executive Committee and required SELPA personnel to review the local plan and its components yearly.

**6.2 AD HOC COMMITTEE:**

**6.2.1** The RUSD board may appoint, as need arise, up to three ad hoc members.

**6.2.2** Ad hoc members shall service only so long as necessary to fulfill the purpose for which they were appointed; and in no event, may any ad hoc member serve for a period longer than 10 months.

**6.2.3** Ad hoc members shall have no voting privileges, nor shall any appoint an alternate to serve in his/her instead nor shall succeed himself/herself to a second appointment.

**6.3 SUBCOMMITTEES:**

**6.3.1 Composition:** These subcommittees may include non-voting delegates and they shall be appointed by the Chair for purpose determined by the CAC whenever necessary.

**6.3.2** The Chair shall appoint a CAC member to serve as a Chairperson for each subcommittee.

**6.3.3** Committees shall have a minimum of three members.

**6.3.4** A **vacancy** in the membership of any subcommittee may only be filled by the Subcommittee Chairperson.

## **ARTICLE VII – MEETING PROCEDURES**

### **7.1 MEETING:**

**7.1.1** The CAC shall meet as frequently as deemed necessary but no less than quarterly each school year between the months of July through June.

**7.1.2** The CAC meetings and Community Information Presentation shall be open to the public.

**7.1.3** The executive board meeting shall be open to executive officers. The Chair may invite other members to participate.

**7.1.4** There shall be a portion of the CAC Business Meeting, designated as public comment, provided for community input at large. This community input should be limited to three (3) minutes for each speaker per each agenda item.

**7.1.5** The CAC executive board and SELPA Liaison shall determine the time and location of the meetings.

### **7.2 VOTING RIGHTS:**

**7.2.1** Each member shall be entitled to one (1) vote on each matter submitted to a vote of the CAC.

**7.2.2** A quorum will be required for usual business in order to reflect the approval or disapproval of items before the committee.

**7.2.3** A quorum shall consist of no fewer than (6) voting members to be present at the meeting.

**7.2.4** Chairperson votes only when necessary to break a tie vote of the membership.

**7.2.5** Voting by proxy: In the event of a member in good standing being absent during the voting of an item on the agenda (including election), he/she may vote via interactive technology (Skype, facetime) or absentee by submitting his/her vote in writing or by email to the recording secretary.

### **7.3 CONDUCT OF MEETINGS:**

**7.3.1** All regular meetings and special meetings of CAC shall be conducted in accordance with Roberts Rules of Order. A summary of Roberts Rules of Order will be reviewed yearly, during regular September meeting.

- 7.3.2** All members will encourage a positive atmosphere during any CAC event. CAC Members shall conduct themselves in a professional manner that encourages positive dialog between all persons present.

## **ARTICLE VIII – AMENDMENTS**

**8.1 BYLAWS:** CAC Bylaws shall conform to California Educational Code- Part 30- Chapter 2 Article 7, CAC and RUSD SELPA local plan.

**8.2** All changes to the bylaws shall be consistent to the local plan.

**8.3** Proposed amendments to CAC bylaws shall be submitted to the members at least one meeting prior.

**8.4** Changes to the bylaws may be adopted or these bylaws may be amended or repealed with the approval of the Riverside Unified School District Board of Education and approved by a majority vote of the quorum present at a regular scheduled CAC business meeting.

# Riverside Unified School District Overview of the Community Advisory Committee

Tim Walker, Executive Director, SELPA

Carrie Antrim, Assistant Director

Aurora Sanchez, CAC Chairperson

*“Together We Make a Difference”*



# CACs are at the Heart of the Special Education System in California

California Education Code §56194

Under legislative mandate,  
CACs provide the vehicle for active community involvement in:

- The development and review of the SELPA Local Plan for Special Education
- Parent education
- Bringing about positive changes in the educational system at both the local and state levels

# Why Do We Have a CAC?

California Education Code §56190

- Per the California Education Code, every SELPA is required to establish a Community Advisory Committee
- The IDEA articulates the legislative intent to involve parents of students with disabilities in the planning, development, and implementation of their students' special education programs
- The CAC assists in advising the RUSD SELPA and the RUSD Governing Board about the SELPA Local Plan, annual priorities, parent education and other specified special education-related activities

# Legislative Mandate for CACs

California Education Code §56190-56194

- The Community Advisory Committee (CAC) is designed in legislative spirit and intent to establish a local forum for active parent involvement. The California Education Code describes the role and responsibilities of the CAC
- The CAC is mandated by state and federal laws and regulations that address parent involvement in special education
- The CAC representatives are appointed by and functions in an advisory capacity to the RUSD Governing Board

# CAC Membership Shall be Composed of:

California Education Code §56191-56193

- Parents of students with disabilities enrolled in public or private schools
- Parents of other students enrolled in school
- At least the majority of the CAC shall be composed of parents of students enrolled in schools participating in the RUSD SELPA, & at least a majority of such parents shall be parents of students with disabilities

# CAC Membership Shall Also be Composed of:

California Education Code §56191-56193

- Students with disabilities
- Adults with disabilities
- General education teachers
- Special education teachers & other school personnel
- Representatives of other public and private agencies
- Persons concerned with the needs of individuals with disabilities

# The SELPA Local Plan for Special Education

California Education Codes §56001(f) & §56205-56208

- In California, special education programs are provided under a SELPA Local Plan for Special Education that sets forth the elements of the SELPA's special education programs
- The Local Plan is approved by the local school board, submitted to the CDE and is approved by the California Board of Education
- The Local Plan is the central document by which the RUSD CAC and special education programs exist and function
- The Local Plan describes RUSD policies, procedures and programs that are consistent with state laws and regulations
- The By-laws of the CAC are documented in the RUSD SELPA Local Plan

## Collaborative revision of CAC Bylaws, 2014

- In April of 2014 the CAC Executive Board made it known to the RUSD SELPA Administration that they would like to have the CAC Bylaws updated/revised
- On May 21, 2014 the CAC and SELPA liaison reviewed the first draft of the proposed revisions to the CAC Bylaws
- On June 10, 2014 the CAC and SELPA liaison reviewed, revised and approved the proposed revisions to the CAC Bylaws
- In August of 2014 the Executive Director made minor clarifying corrections to the CAC Bylaws
- The Bylaws of the CAC were finalized and formatted for review, consideration and approval by the Board of Education

## Collaborative revision of CAC Bylaws, 2014

- The Bylaws of the CAC have not been updated since 1980
- The revisions to the Bylaws are primarily related to formatting as well as clarifying the purpose and role of the CAC
- Revisions include expanded language related to membership, meeting procedures and the creation of sub committees



**Board Meeting Agenda  
September 2, 2014**

Topic: Compensation Agreements for Various Properties

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

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

Type of Item: Action

Short Description: The Board of Education will consider the approval of Compensation Agreements for three properties owned by the Successor Agency to the Redevelopment Agency of the City of Riverside.

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**DESCRIPTION OF AGENDA ITEM:**

California Health and Safety Code Section 34180 (f)(1) provides in part “If a city, county or city and county wishes to retain any properties or other assets for future redevelopment activities, funded from its own fund and under its auspices, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax...for the value of the property retained.” The Successor Agency to the Redevelopment Agency of the city of Riverside owns three historically significant properties which the City of Riverside recognizes as vital opportunity sites for preservation, restoration, job creation and economic development. The use of each of these properties as future development is addressed in the Successor Agency’s Long Range Property Management Plan. The Successor Agency desires to transfer each of these three properties to the City of Riverside for future development as authorized.

The properties are:

- Farm House Motel, 1393 University Avenue
- Stalder Building, 3650 Market Street
- Imperial Hardware Building, 3750 and 3768 Market Street and 3675 University Avenue

Under Assembly Bill 1484 (Elimination of Redevelopment Agencies) all proceeds from the sale of assets owned by the Successor Agency are distributed among the appropriate taxing entities

such as Riverside Unified School District. In RUSD's case, those proceeds are treated as regular local property taxes within the computation of the revenue limit formula. Increases and decreases in regular local property taxes are offset by state aid. As such, foregoing the proceeds from the sale of the three properties in question have no adverse impact on RUSD as the reduction in property taxes will be offset by higher state aid payments. In the long term, successful development of the properties will produce local property taxes. While the state may object because of the financial impact of greater state aid owed to RUSD, they have granted approval in concept through the provisions of AB 1484 and specifically the Health and Safety Code section cited above.

As a point of disclosure, I am a member of the Oversight Board of the Successor Agency representing the County Superintendent of Schools. The Successor Agency has approved the compensation agreements.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education approve three Compensation Agreements between the District and multiple other taxing agencies as outlined.

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**ADDITIONAL MATERIAL:** Compensation Agreements for 1) Farm House Motel, 2) Stalder Building, and 3) Imperial Hardware Building.

**Attached:** Yes

**COMPENSATION AGREEMENT  
FOR THE FARM HOUSE MOTEL**

**1393 University Avenue**

THIS COMPENSATION AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the City of Riverside, a California charter city and municipal corporation, the Successor Agency to the Redevelopment Agency of the City of Riverside, the County of Riverside, Riverside County Flood Control and Water Conservation District, Riverside County Superintendent of Schools, Riverside Unified School District, Riverside Community College District, Moreno Valley Unified School District, Edgemont Community Service District, Western Municipal Water District, San Jacinto Basin Resource Conservation District, Metropolitan Water District, Riverside Corona Resource Conservation District, Riverside County Regional Park and Open Space District and Northwest Mosquito Vector and Control District (collectively herein referred to as “Taxing Entities” and “Parties”).

WHEREAS, the Health and Safety Code Section 34180 (f)(1) of Assembly Bill 1484 (“AB 1484”) provides “If a city, county, or city and county wishes to retain any properties or other assets for future redevelopment activities, funded from its own fund and under its auspices, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax...for the value of the property retained.”; and

WHEREAS, the Successor Agency to the Redevelopment Agency of the City of Riverside (“Successor Agency”) owns a historic property, within the University Corridor/Sycamore Canyon Merged Redevelopment Project Area, located at 1393 University Avenue bearing the Assessor’s Parcel number 250-190-009, which is known as the Farm House Motel (“Property”) and said Property is a significant resource to the City of Riverside; and

WHEREAS, the Property is recognized by the City of Riverside as a vital opportunity site for preservation, restoration, job creation and economic development. The use of this Property as future development is addressed in the Successor Agency’s Long Range Property Management Plan, which is required by AB 1484. The preservation, restoration and adaptive re-use of the Property plays a critical role in maintaining the City of Riverside’s historic character and identity. As such, the Successor Agency desires to transfer this Property to the City of Riverside for future development as authorized under AB 1484; and

WHEREAS, the City of Riverside’s ownership and control of the Property for future development, which includes the disposition and oversight of the preservation, restoration and adaptive re-use of the Property, are necessary to achieve the City of Riverside’s historic preservation of a significant resource and economic development objectives for the benefit of the community as a whole; and

WHEREAS, in addition to the City of Riverside, the affected Taxing Entities are stakeholders in the sale proceeds and property tax revenues of the Property; and

WHEREAS, the Taxing Entities were informed of the Successor Agency's strategy and vision concerning the transfer of the Property to the City of Riverside for future development.

NOW THEREFORE, the Taxing Entities are voluntarily entering into this Compensation Agreement as follows:

1. **Long Range Property Management Plan:** Pursuant to AB 1484, the required Long Range Property Management Plan was presented to and approved by the Oversight Board on August 15, 2013, along with this Compensation Agreement. The Long Range Property Management Plan is subject to the State Department of Finance review.
2. **Transfer the Property to the City:** The Taxing Entities agree that the Successor Agency shall transfer the Property to the City of Riverside for Zero Dollars (\$0) in consideration for the City's obligations set forth below:
  - a. The City of Riverside shall be solely responsible for implementing the development of the Property, which shall include identifying a buyer for the Property. Once a buyer is identified and selected, the City of Riverside shall use its best efforts to work with the buyer to facilitate a project that will culminate in producing a property tax revenue stream that is greater than the current property tax revenue benefitting and compensating the Taxing Entities.
  - b. The City of Riverside shall assist the buyer in working with the adjacent property owners to assemble additional properties in order to facilitate a larger development project rather than a project solely using the Property.
3. **Forbearance of Sale:** The Taxing Entities agree that by consenting to the Successor Agency's transfer of the Property to the City of Riverside for Zero Dollars (\$0) that such consent is a forbearance of the sale proceeds. The Taxing Entities understand and acknowledge that the City of Riverside is a critical stakeholder and will use its best efforts to put forth a high quality development at the subject Property.
4. **Property Tax Revenue:** The Taxing Entities understand and acknowledge that, by facilitating the future development of the Property, the City of Riverside will provide: if necessary, financial backing and the due diligence necessary to facilitate a high quality development which will generate a greater economic benefit to the Taxing Entities by providing an increase in property tax revenue.
5. **Sales Tax Revenue:** The Taxing Entities also understand and acknowledge that a high quality development of the Property will also produce an increase in sales tax revenue.
6. **Development Impact Fees:** The buyer of the Property will be responsible for paying all applicable Development Impact Fees further benefitting the Taxing Entities.
7. **Authorization:** The individuals executing this Compensation Agreement, on behalf of their public entities, are representing and warranting that they have the legal power, right and actual authority to bind the entities they represent to the terms and conditions hereof

and thereof.

8. **Amendment to the Compensation Agreement:** This Compensation Agreement may be modified or amended only by a written agreement executed by the City of Riverside and the Taxing Entities.
9. **Compensation Agreement:** This Compensation Agreement constitutes a final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the transfer of the Property to the City of Riverside for future development, and supersedes all prior and contemporaneous understandings or agreements between the Parties. Neither party has been induced to enter into this Compensation Agreement and neither party is relying on any representation or warranty outside those expressly set forth in this Compensation Agreement.

IN WITNESS WHEREOF, the interested Parties have caused this Compensation Agreement to be duly executed the day and year first above written.

<p><b>City of Riverside</b>, a California Charter city and municipal corporation</p> <p>By: _____ City Manager</p> <p>Dated: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to Form:</p> <p>By: _____ Deputy City Attorney</p>	<p><b>County of Riverside</b>, a political subdivision of the State of California</p> <p>By: _____ Name: _____ Its: _____</p> <p>Dated: _____</p> <p>Attest</p> <p>By: _____ Clerk of the Board of Supervisors</p> <p>Approved as to Form:</p> <p>By: _____ County Counsel</p>
<p><b>Successor Agency to the Redevelopment Agency of the City of Riverside</b>, a public entity, corporate and politic</p> <p>By: _____ City Manager on behalf of the Successor Agency to the Redevelopment Agency of the City of Riverside</p> <p>Dated: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to Form:</p> <p>By: _____ Successor Agency General Counsel</p>	

<p><b>Riverside County Flood Control &amp; Water Conservation District</b>, a special district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside County Superintendent of Schools</b>, a service agency</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Riverside Unified School District</b>, a public school district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside Community College District</b>, a public school district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

<p><b>Western Municipal Water District, a municipal water district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Metropolitan Water District, a metropolitan water district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Riverside Corona Resource Conservation District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside County Regional Park and Open Space District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

<p><b>Moreno Valley Unified School District, a public school district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Edgemont Community Service District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Northwest Mosquito and Vector Control District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>San Jacinto Basin Resource Conservation District, a special district</b></p>

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CA: 13-1759 rmg 8/13/13  
Rev: 6/20/14

**COMPENSATION AGREEMENT  
FOR THE STALDER BUILDING**

**3650 Market Street**

THIS COMPENSATION AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the City of Riverside, a California charter city and municipal corporation, the Successor Agency to the Redevelopment Agency of the City of Riverside, the County of Riverside, Riverside County Flood Control and Water Conservation District, Riverside County Superintendent of Schools, Riverside Unified School District, Alvard Unified School District, Riverside Community College District, Western Municipal Water District, Metropolitan Water District, Riverside Corona Resource Conservation District, Riverside County Regional Park and Open Space District, Jurupa Area Recreation and Parks District, and Northwest Mosquito and Vector Control District (collectively herein referred to as “Taxing Entities” and “Parties”).

WHEREAS, the Health and Safety Code Section 34180 (f)(1) of Assembly Bill 1484 (“AB 1484”) provides “If a city, county, or city and county wishes to retain any properties or other assets for future redevelopment activities, funded from its own fund and under its auspices, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax...for the value of the property retained.”; and

WHEREAS, the Successor Agency to the Redevelopment Agency of the City of Riverside (“Successor Agency”) owns a historic property, within the Merged Downtown/Airport Industrial – Hunter Park/Northside Redevelopment Project Area, located at 3650 Market Street bearing the Assessor’s Parcel numbers 213-022-001, 002 and 003, which is known as the Stalder Building (“Property”) and said Property is a significant resource to the City of Riverside; and

WHEREAS, the Property is recognized by the City of Riverside as a vital opportunity site for preservation, restoration, job creation and economic development. The use of this Property as future development is addressed in the Successor Agency’s Long Range Property Management Plan, which is required by AB 1484. The preservation, restoration and adaptive re-use of the Property plays a critical role in maintaining the City of Riverside’s historic character and identity. As such, the Successor Agency desires to transfer this Property to the City of Riverside for future development as authorized under AB 1484; and

WHEREAS, the City of Riverside’s ownership and control of the Property for future development, which includes the disposition and oversight of the preservation, restoration and adaptive re-use of the Property, are necessary to achieve the City of Riverside’s historic preservation of a significant resource and economic development objectives for the benefit of the community as a whole; and

WHEREAS, in addition to the City of Riverside, the affected Taxing Entities are stakeholders in the sale proceeds and property tax revenues of the Property; and

WHEREAS, the Taxing Entities were informed of the Successor Agency's strategy and vision concerning the transfer of the Property to the City of Riverside for future development.

NOW THEREFORE, the Taxing Entities are voluntarily entering into this Compensation Agreement as follows:

1. **Long Range Property Management Plan:** Pursuant to AB 1484, the required Long Range Property Management Plan was presented to and approved by the Oversight Board on August 15, 2013, along with this Compensation Agreement. The Long Range Property Management Plan is subject to the State Department of Finance review.
2. **Transfer the Property to the City:** The Taxing Entities agree that the Successor Agency shall transfer the Property to the City of Riverside for Zero Dollars (\$0) in consideration for the City's obligations set forth below:
  - a. The City of Riverside shall be solely responsible for implementing the development of the Property, which shall include identifying a buyer for the Property. Once a buyer is identified and selected, the City of Riverside shall use its best efforts to work with the buyer to facilitate a project that will culminate in producing a property tax revenue stream that is greater than the current property tax revenue benefitting and compensating the Taxing Entities.
  - b. The City of Riverside shall assist the buyer in working with the adjacent property owners to assemble additional properties in order to facilitate a larger development project rather than a project solely using the Property.
3. **Forbearance of Sale:** The Taxing Entities agree that by consenting to the Successor Agency's transfer of the Property to the City of Riverside for Zero Dollars (\$0) that such consent is a forbearance of the sale proceeds. The Taxing Entities understand and acknowledge that the City of Riverside is a critical stakeholder and will use its best efforts to put forth a high quality development at the subject Property.
4. **Property Tax Revenue:** The Taxing Entities understand and acknowledge that, by facilitating the future development of the Property, the City of Riverside will provide: if necessary, financial backing and the due diligence necessary to facilitate a high quality development which will generate a greater economic benefit to the Taxing Entities by providing an increase in property tax revenue.
5. **Sales Tax Revenue:** The Taxing Entities also understand and acknowledge that a high quality development of the Property will also produce an increase in sales tax revenue.
6. **Development Impact Fees:** The buyer of the Property will be responsible for paying all applicable Development Impact Fees further benefitting the Taxing Entities.
7. **Authorization:** The individuals executing this Compensation Agreement, on behalf of their public entities, are representing and warranting that they have the legal power, right and actual authority to bind the entities they represent to the terms and conditions hereof

and thereof.

8. **Amendment to the Compensation Agreement:** This Compensation Agreement may be modified or amended only by a written agreement executed by the City of Riverside and the Taxing Entities.
9. **Compensation Agreement:** This Compensation Agreement constitutes a final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the transfer of the Property to the City of Riverside for future development, and supersedes all prior and contemporaneous understandings or agreements between the Parties. Neither party has been induced to enter into this Compensation Agreement and neither party is relying on any representation or warranty outside those expressly set forth in this Compensation Agreement.

IN WITNESS WHEREOF, the interested Parties have caused this Compensation Agreement to be duly executed the day and year first above written.

<p><b>City of Riverside</b>, a California Charter city and municipal corporation</p> <p>By: _____ City Manager</p> <p>Dated: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to Form:</p> <p>By: _____ Deputy City Attorney</p>	<p><b>County of Riverside</b>, a political subdivision of the State of California</p> <p>By: _____ Name: _____ Its: _____</p> <p>Dated: _____</p> <p>Attest</p> <p>By: _____ Clerk of the Board of Supervisors</p> <p>Approved as to Form:</p> <p>By: _____ County Counsel</p>
<p><b>Successor Agency to the Redevelopment Agency of the City of Riverside</b>, a public entity, corporate and politic</p> <p>By: _____ City Manager on behalf of the Successor Agency to the Redevelopment Agency of the City of Riverside</p> <p>Dated: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to Form:</p> <p>By: _____ Successor Agency General Counsel</p>	

<p><b>Riverside County Flood Control &amp; Water Conservation District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside County Superintendent of Schools, a service agency</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Riverside Unified School District, a public school district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside Community College District, a public school district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

<p><b>Western Municipal Water District, a municipal water district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Metropolitan Water District, a metropolitan water district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Riverside Corona Resource Conservation District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside County Regional Park and Open Space District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

<p><b>Alvord Unified School District</b>, a public school district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Jurupa Area Recreation and Parks District</b>, a special district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Northwest Mosquito and Vector Control District</b>, a special district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	

**COMPENSATION AGREEMENT  
FOR THE IMPERIAL HARDWARE BUILDING**

**3750 and 3768 Main Street and 3675 University Avenue**

THIS COMPENSATION AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the City of Riverside, a California charter city and municipal corporation, the Successor Agency to the Redevelopment Agency of the City of Riverside, the County of Riverside, Riverside County Flood Control and Water Conservation District, Riverside County Superintendent of Schools, Riverside Unified School District, Alvard Unified School District, Riverside Community College District, Western Municipal Water District, Metropolitan Water District, Riverside Corona Resource Conservation District, Riverside County Regional Park and Open Space District, Jurupa Recreation and Parks District, and Northwest Mosquito and Vector Control District (collectively herein referred to as “Taxing Entities” and “Parties”).

WHEREAS, the Health and Safety Code Section 34180 (f)(1) of Assembly Bill 1484 (“AB 1484”) provides “If a city, county, or city and county wishes to retain any properties or other assets for future redevelopment activities, funded from its own fund and under its auspices, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax...for the value of the property retained.”; and

WHEREAS, the Successor Agency to the Redevelopment Agency of the City of Riverside (“Successor Agency”) owns a historic property, within the Merged Downtown/Airport Industrial – Hunter Park/Northside Redevelopment Project Area, located at 3750 and 3768 Main Street, and 3675 University Avenue bearing the Assessor’s Parcel numbers 213-271-005, 006 and 007, which is known as the Imperial Hardware Building (“Property”) and said Property is a significant resource to the City of Riverside; and

WHEREAS, the Property is recognized by the City of Riverside as a vital opportunity site for preservation, restoration, job creation and economic development. The use of this Property as future development is addressed in the Successor Agency’s Long Range Property Management Plan, which is required by AB 1484. The preservation, restoration and adaptive re-use of the Property plays a critical role in maintaining the City of Riverside’s historic character and identity. As such, the Successor Agency desires to transfer this Property to the City of Riverside for future development as authorized under AB 1484; and

WHEREAS, the City of Riverside’s ownership and control of the Property for future development, which includes the disposition and oversight of the preservation, restoration and adaptive re-use of the Property, are necessary to achieve the City of Riverside’s historic preservation of a significant resource and economic development objectives for the benefit of the community as a whole; and

WHEREAS, in addition to the City of Riverside, the affected Taxing Entities are stakeholders in the sale proceeds and property tax revenues of the Property; and

WHEREAS, the Taxing Entities were informed of the Successor Agency's strategy and vision concerning the transfer of the Property to the City of Riverside for future development.

NOW THEREFORE, the Taxing Entities are voluntarily entering into this Compensation Agreement as follows:

1. **Long Range Property Management Plan:** Pursuant to AB 1484, the required Long Range Property Management Plan was presented to and approved by the Oversight Board on August 15, 2013, along with this Compensation Agreement. The Long Range Property Management Plan is subject to the State Department of Finance review.
2. **Transfer the Property to the City:** The Taxing Entities agree that the Successor Agency shall transfer the Property to the City of Riverside for Zero Dollars (\$0) in consideration for the City's obligations set forth below:
  - a. The City of Riverside shall be solely responsible for implementing the development of the Property, which shall include identifying a buyer for the Property. Once a buyer is identified and selected, the City of Riverside shall use its best efforts to work with the buyer to facilitate a project that will culminate in producing a property tax revenue stream that is greater than the current property tax revenue benefitting and compensating the Taxing Entities.
  - b. The City of Riverside shall assist the buyer in working with the adjacent property owners to assemble additional properties in order to facilitate a larger development project rather than a project solely using the Property.
3. **Forbearance of Sale:** The Taxing Entities agree that by consenting to the Successor Agency's transfer of the Property to the City of Riverside for Zero Dollars (\$0) that such consent is a forbearance of the sale proceeds. The Taxing Entities understand and acknowledge that the City of Riverside is a critical stakeholder and will use its best efforts to put forth a high quality development at the subject Property.
4. **Property Tax Revenue:** The Taxing Entities understand and acknowledge that, by facilitating the future development of the Property, the City of Riverside will provide: if necessary, financial backing and the due diligence necessary to facilitate a high quality development which will generate a greater economic benefit to the Taxing Entities by providing an increase in property tax revenue.
5. **Sales Tax Revenue:** The Taxing Entities also understand and acknowledge that a high quality development of the Property will also produce an increase in sales tax revenue.
6. **Development Impact Fees:** The buyer of the Property will be responsible for paying all applicable Development Impact Fees further benefitting the Taxing Entities.
7. **Authorization:** The individuals executing this Compensation Agreement, on behalf of their public entities, are representing and warranting that they have the legal power, right

and actual authority to bind the entities they represent to the terms and conditions hereof and thereof.

8. **Amendment to the Compensation Agreement:** This Compensation Agreement may be modified or amended only by a written agreement executed by the City of Riverside and the Taxing Entities.
9. **Compensation Agreement:** This Compensation Agreement constitutes a final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the transfer of the Property to the City of Riverside for future development, and supersedes all prior and contemporaneous understandings or agreements between the Parties. Neither party has been induced to enter into this Compensation Agreement and neither party is relying on any representation or warranty outside those expressly set forth in this Compensation Agreement.

IN WITNESS WHEREOF, the interested Parties have caused this Compensation Agreement to be duly executed the day and year first above written.

<p><b>City of Riverside</b>, a California Charter city and municipal corporation</p> <p>By: _____ City Manager</p> <p>Dated: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to Form:</p> <p>By: _____ Deputy City Attorney</p>	<p><b>County of Riverside</b>, a political subdivision of the State of California</p> <p>By: _____ Name: _____ Its: _____</p> <p>Dated: _____</p> <p>Attest</p> <p>By: _____ Clerk of the Board of Supervisors</p> <p>Approved as to Form:</p> <p>By: _____ County Counsel</p>
<p><b>Successor Agency to the Redevelopment Agency of the City of Riverside</b>, a public entity, corporate and politic</p> <p>By: _____ City Manager on behalf of the Successor Agency to the Redevelopment Agency of the City of Riverside</p> <p>Dated: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to Form:</p> <p>By: _____ Successor Agency General Counsel</p>	

<p><b>Riverside County Flood Control &amp; Water Conservation District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside County Superintendent of Schools, a service agency</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Riverside Unified School District, a public school district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside Community College District, a public school district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

<p><b>Western Municipal Water District, a municipal water district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Metropolitan Water District, a metropolitan water district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Riverside Corona Resource Conservation District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Riverside County Regional Park and Open Space District, a special district</b></p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

<p><b>Alvord Unified School District</b>, a public school district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>Jurupa Recreation and Parks District</b>, a special district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>
<p><b>Northwest Mosquito and Vector Control District</b>, a special district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>	<p><b>San Jacinto Basis Resource Conservation District</b>, a special district</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p> <p>By: _____  Name: _____  Its: _____</p> <p>Dated: _____</p>

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Rev: 6/20/14

**Board Meeting Agenda**

**September 2, 2014**

Topic: Joint Use Agreement – Former Riverside Golf Course

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

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

Type of Item: Action

Short Description: The Board of Education will consider the approval of a Joint Use Agreement with the City of Riverside for the use of the Former Riverside Golf Course for the purpose of Cross Country meets and invitational competitions.

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**DESCRIPTION OF AGENDA ITEM:**

California Education Code Sections 10900 et seq., (“Community Recreation Programs Law”) authorizes school districts and municipalities to enter into agreements for the purpose of organizing, promoting and conducting programs of community recreation. The City of Riverside is the owner of real property known as the Former Riverside Golf Course located at 1077 North Orange Street. The property is currently unused pending future development and use plans. As such it is available for community recreational and athletic purposes.

RUSD High Schools each field Cross Country teams that need suitable courses to conduct races, meets and invitational meets. The California Interscholastic Federation (CIF) Southern Section also requires a temporary home for the annual CIF Finals competition traditionally held at Mt. San Antonio College in Walnut, but unavailable in 2015 and 2016 due to construction on the college campus.

Through the efforts of the Riverside Sports Commission, the City and the District desire to enter into a Joint Use Agreement for the use of Former Riverside Golf Course to house selected Cross Country races, meets and invitational meets beginning this fall and continuing through fall 2017. As the host partner, RUSD will coordinate the use of the facility by other neighboring districts such as Alvord USD and Jurupa USD who have expressed a similar need and interest.

The use is free of charge, but RUSD will need to provision temporary restroom facilities, trash facilities and storage facilities on the site during the duration of our use. These provisions entail minor costs.

A running course has been marked by RUSD and Alvord coaches. Riverside Construction Company has donated services to improve the course surface. Additional donated services will be utilized to trim back dead trees. The City has initiated tree watering to improve the condition of other trees on the property.

Use by other districts will be coordinated by RUSD Use of Facilities under our standard permitting process. The City retains the option to use the facility for other purposes when RUSD has not scheduled the course.

The attached Joint Use Agreement is in substantially final form. Final edits may still be required for technical items, but all conceptual ideas regarding the relationship and use are represented.

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**FISCAL IMPACT:** Minor cost for trash and temporary restroom services.

**RECOMMENDATION:** It is recommended that the Board of Education approve the Joint Use Agreement between the City of Riverside and the Riverside Unified School District for the use of the Former Riverside Golf Course, and authorize the Deputy Superintendent, Business Services and Governmental Relations to execute the agreement once in final form.

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**ADDITIONAL MATERIAL:** Joint Use Agreement (in substantially final form)

**Attached:** Yes

JOINT USE AGREEMENT  
BETWEEN  
THE CITY OF RIVERSIDE  
AND  
RIVERSIDE UNIFIED SCHOOL DISTRICT

Former Riverside Golf Course

THIS JOINT USE AGREEMENT ("AGREEMENT") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the **CITY OF RIVERSIDE**, a California charter city and municipal corporation, ("CITY"), and **RIVERSIDE UNIFIED SCHOOL DISTRICT** ("DISTRICT") a public school district duly organized and existing under the laws of the State of California, with respect to the following facts:

**RECITALS**

- A. WHEREAS, CITY is the owner of real property and improvements thereon known as Former Riverside Golf Course (1077 North Orange, Street) Riverside, California, which is available to be used by DISTRICT for community recreational, educational and athletic purposes; and
- B. WHEREAS, DISTRICT maintains facilities at various locations within the DISTRICT at which various programs and classes are provided; and
- C. WHEREAS, DISTRICT provides classes, programs, and recreational activities for its residents; and
- D. WHEREAS, due to the public's demand on existing sports playing fields and the lack of available sports playing fields, the CITY desires to enter into a Joint Use Agreement with DISTRICT; and
- E. WHEREAS, CITY desires to provide DISTRICT and the citizens of the CITY of Riverside with use of its Facilities to enhance the DISTRICT athletic and recreation programs pursuant to the terms and conditions in this Agreement; and
- F. WHEREAS, this Agreement is being entered into pursuant to the California Education Code sections 10900 et seq., ("Community Recreation Programs Law") which authorize and empower school districts and municipalities to enter into agreements for the purpose of organizing, promoting and conducting programs of community recreation; and
- G. WHEREAS, the Community Recreation Programs Law defines "recreation" to mean the following:

**"[A]ny activity, voluntarily engaged in, which contributes to the physical, mental, or moral development of the individual or group participating therein, and includes any activity in the fields of visual and performing arts, handicraft, science, literature, nature study, nature contacting, aquatic sports, and athletics, or any of them, and any informal play incorporating any such activity." (Education Code section 10901(c)); and**

H. WHEREAS, CITY and DISTRICT are authorized under California law to operate and maintain recreation centers, as defined in Education Code Section 10901(f), and includes community recreation; and

I WHEREAS, CITY and DISTRICT desire to enter into an agreement pursuant to the aforesaid provisions of the Education Code of the State of California, providing for the joint use of Facilities as defined herein at Paragraph 4(c).

### **AGREEMENT**

**NOW, THEREFORE**, the parties hereto agree as follows:

1. USE. CITY hereby authorizes the DISTRICT to use the Facilities for athletic programs for the term and subject to the conditions hereinafter set forth.

2. TERM. This agreement shall be effective on the date first written above and shall remain in effect for three (3) years, unless otherwise terminated pursuant to provisions herein.

3. TERMINATION. Notwithstanding anything to the contrary herein, this Agreement may be terminated by any party, without cause, upon 90 days written notice, Termination of this Agreement can be requested even in the absence of a substantial breach by any party.

4. DEFINITIONS.

(a) DISTRICT Usage. The term "DISTRICT Usage" shall mean the usage by and for the DISTRICT or a DISTRICT guest. A DISTRICT guest shall be documented through the DISTRICT'S standard Use of Facility Permit process and shall be limited to use by other schools and school districts.

(b) Exclusive right/exclusive use. The terms "exclusive right" or "exclusive use" are defined as not sharing the Facilities with others when scheduled by the DISTRICT; DISTRICT shall have the exclusive right to all access and use of the Facilities at those times. When not scheduled by the DISTRICT, the Facilities shall be open for use by all other parties.

(c) Facilities. The term "Facilities" shall mean the Former Riverside Golf Course consisting of Assessor Parcel Nos. 206-070-002, 206-070-003, 246-06-003, located at 1077 N. Orange St., Riverside, CA 92501 and as depicted on Exhibit "A", attached hereto and incorporated herein by this reference. No other CITY facility shall be subject to this

Agreement.

(d) Outside Usage. The term “Outside Usage” shall mean the usage by any other individual or group not included as District Usage.

5. CITY OBLIGATIONS.

(a) CITY shall provide DISTRICT access to and use of the Facilities so that the DISTRICT may provide Recreational Programs during the Term of this Agreement. Specifically, DISTRICT will use the Facilities during any time not previously scheduled for CITY activities.

(b) CITY will maintain a master use schedule of the Facilities. A meeting between CITY and DISTRICT representatives will be held semi-annually to mutually develop a written schedule, including the DISTRICT usage. CITY will not allow access to the Facilities by outside groups during times previously reserved by the DISTRICT. An initial master use schedule of the Facilities is attached to this Agreement as Exhibit “B.”

(c) DISTRICT shall maintain the Facilities in a safe and sanitary condition during their scheduled use. DISTRICT shall provide all routine and necessary maintenance and janitorial services, including but not be limited to the portable restrooms, trash dumpsters, and designated storage areas as required under normal working conditions and allowing for fair wear and tear.

(d) DISTRICT shall be solely responsible for the purchase, necessary repairs, maintenance, and upkeep of improvements required for DISTRICT use of the Facilities. Nothing in this Agreement shall be construed as requiring CITY to fund capital improvements for the Facilities. Once improvements are made, DISTRICT shall be responsible for any and all repairs made necessary by damages caused by DISTRICT in accordance with Section 6(e) of this Agreement.

(e) CITY shall install, repair, maintain, and be responsible for all CITY-owned equipment located at the Facilities and shall bear the risk of loss for any such equipment. DISTRICT shall not be responsible for any damage or loss of CITY-owned equipment that is not secured when DISTRICT or an Outside Group uses the Facilities. If DISTRICT is using CITY owned equipment and it is damaged or lost while in DISTRICT's use, the DISTRICT shall incur the cost for replacement.

(f) CITY shall require all Facilities construction to conform to the requirements of the Americans with Disabilities Act, if applicable.

6. DISTRICT’S OBLIGATIONS.

(a) Registration and collection of enrollment fees for DISTRICT's Recreation Programs shall be conducted at DISTRICT facilities. On-site registration and collection of fees may be conducted by DISTRICT at the Facilities when necessary, so long as such activities are coordinated with CITY.

(b) DISTRICT shall provide DISTRICT staff, at its own expense, for the implementation and handling of any recreational programs and DISTRICT activities. DISTRICT staff shall be responsible for the supervision of all DISTRICT staff and shall be solely responsible for staff misconduct. DISTRICT shall ensure that all staff complies with the requirements of this Agreement including the fingerprinting and background requirements of Section 29.

(c) DISTRICT has the right, but not the obligation, to make repairs and improvements to Facilities, subject to the prior written approval of CITY. This provision shall create no requirement or obligation for the DISTRICT to provide maintenance staff at the Facilities at any time whatsoever.

(d) DISTRICT may provide and maintain additional portable toilet facilities, if necessary, in conjunction with DISTRICT programs or activities. CITY must approve in writing and may provide direction or establish requirements regarding the location/placement of the type of toilet facilities being portable, mobile, temporary, or fixed, and the security of these facilities.

(e) DISTRICT shall install, repair, maintain, and be responsible for all DISTRICT-owned equipment located on the Facilities and shall bear the risk of loss for any such equipment. CITY shall not be responsible for any damage or loss of DISTRICT-owned equipment that is not secured when CITY uses the Facilities. CITY may request that DISTRICT-owned equipment be removed or secured during CITY's use of the Facilities.

(f) DISTRICT shall be responsible for the costs of any repair or maintenance made necessary by any damage or improper usage, which occurs during the DISTRICT's use of the Facilities.

(g) DISTRICT shall not be responsible for the purchase, necessary repairs, maintenance or upkeep of future capital improvements for the Facilities unless repairs are made necessary by damage caused by DISTRICT beyond normal wear and tear.

7. USE OF FACILITIES.

- (a) Priority. Usage of the Facilities will be permitted in the following order of
- CITY programs or activities,
  - DISTRICT sponsored programs or activities, and

- Other youth programs or activities usage by any other individual or group not included as DISTRICT or CITY programs or activities.

(b) CITY shall have first priority for use of all Facilities. To the maximum extent possible, CITY shall provide DISTRICT with ninety (90) days written notice in the event CITY event requires use of the fields not included in the Master Schedule. However, CITY's failure to provide written notice does not limit CITY's right to first priority.

(c) DISTRICT shall have next priority to conduct Recreational Programs at the Facilities.

(d) Non-DISTRICT Guests. DISTRICT does not have the right to unilaterally authorize use of the Facilities by non-DISTRICT sponsored, cosponsored or guest of the DISTRICT, individuals or groups.

(e) Trash. DISTRICT shall ensure that the Facilities shall be left free and clear of any and all litter, waste, and/or refuse left by any of the participants involved in activities on the Facilities.

(f) Parking. The Facilities shall include the use of the parking within the area depicted on the attached Exhibit "A."

## 8. SCHEDULING.

To avoid conflicts in usage of the Facilities, immediately upon execution of the agreement and semi-annually thereafter, CITY and the DISTRICT agree to mutually develop and to abide by a Master Schedule ("Master Schedule"), to be maintained by CITY, setting forth dates and times each party shall be entitled to use the Facilities for the immediate fiscal year. The Master Schedule may be modified at any time by written mutual agreement between CITY and the DISTRICT.

CITY and DISTRICT agree that they shall, at all times, keep each other apprised of all Outside Groups, including but not limited to community or school groups, utilizing the Facilities. CITY and DISTRICT shall provide this information on the Master Schedule, as developed and maintained by CITY. The DISTRICT agrees to secure prior written approval from CITY for any use of Facilities.

CITY reserves the right to reasonably refuse any Outside Group use of the Facilities. CITY shall be responsible to notify and require any Outside Group utilizing the Facilities to provide its own supervision for activities conducted on the Facilities.

All Outside Groups utilizing the Facilities shall be responsible for obtaining all necessary city, county or state of California permits, licenses, insurances or other approvals required with respect to the activities to be conducted on the Facilities.

9. REPRESENTATIVES.

(a) CITY's Representative. CITY hereby designates the Parks, Recreation and Community Services Director, or his or her designee, to act as its representative for the performance of this Agreement ("CITY's Representative"). CITY's Representative shall have the power to act on behalf of CITY for all purposes under this Agreement. DISTRICT shall not accept direction or orders from any person other than City's Representative or his or her designee.

(b) DISTRICT's Representative. DISTRICT hereby designates the Deputy Superintendent, Business Services and Governmental Relations, or their designee, to act as its representative for the performance of this Agreement ("DISTRICT's Representative"). DISTRICT's Representative shall have full authority to represent and act on behalf of the DISTRICT for all purposes under this Agreement. The DISTRICT's Representative shall supervise and direct the Services, using his/her best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

10. CITY POLICIES. All groups, organizations or participants using the Facilities must abide by all rules, regulations, policies and procedures for the use of the Facilities. CITY shall provide the DISTRICT with copies of such rules, regulations, policies and procedures.

11. RIGHT OF ACCESS. CITY shall permit access by DISTRICT and the invitees of DISTRICT to its Facilities for all purposes contemplated by this Agreement. No vehicles shall enter upon the Facilities unless as may be necessary and authorized for the limited purposes of maintenance, operation and delivery of goods and services or in designated public parking lots.

12. SECURITY. CITY shall be responsible for security at its Facilities. DISTRICT shall be responsible for providing security for all DISTRICT activities for purposes of crowd, participants and traffic control but is not required to hire a private security company. DISTRICT will not be responsible for theft, vandalism, or property damage unless the same arises out of the sole negligence or willful misconduct of DISTRICT. If so, then the DISTRICT shall pay the actual cost of replacement or repair pursuant to the indemnification obligation herein. CITY's security responsibilities shall not be construed to expand or alter its indemnity requirements in Section 13 of this Agreement.

13. MUTUAL INDEMNIFICATION.

(a) DISTRICT shall defend, indemnify and hold CITY, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent, intentional acts, omissions or misconduct of DISTRICT its officers, agents, or students unless damages arises out of the sole and active negligence of CITY.

(b) CITY shall defend, indemnify and hold DISTRICT, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of CITY, its officers, agents, or employees unless damages arises out of the sole and active negligence of DISTRICT.

(c) The parties expressly agree that any payment, attorney's fees, costs or expense they incur or make to or on behalf of an injured employee under their self-administered workers' compensation are included as a loss, expense or cost for the purposes of this Section, and that this Section shall survive the expiration or early termination of the Agreement.

14. HAZARDOUS MATERIALS. CITY warrants that to the best of its knowledge, the Facilities are free of hazardous materials, as defined hereinafter. In the event that it is discovered that the Facilities are not free of hazardous materials, DISTRICT, at its sole cost and expense, shall conduct and complete all investigations, studies, sampling, and testing, and all remedial, removal, and other actions necessary to clean up and remove all hazardous materials on, from, or affecting any portion of the Facilities. DISTRICT agrees to defend, indemnify, and hold harmless DISTRICT, its employees and agents from and against all claims, demands, penalties, fines, liabilities, settlement, damages, costs or expenses (including reasonable attorney's fees), of whatever kind or nature, known or unknown, contingent or otherwise, arising out of, or in any way related to the presence, disposal release, or threatened release of any hazardous materials on or about the Facilities resulting from the DISTRICT or omissions.

DISTRICT shall keep the Facilities completely free of hazardous materials, as defined hereinafter. In the event that it is discovered that the Facilities have become contaminated with hazardous materials, due to the action of DISTRICT, DISTRICT, at its sole cost and expense, shall conduct and complete all investigations, studies, sampling, and testing, and all remedial, removal and other actions necessary to clean up and remove all hazardous materials on, from, or affecting any portion of the Facilities. DISTRICT agrees to defend, indemnify, and hold harmless CITY, its employees, agents, and volunteers from and against all claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including attorney's fees, of whatever kind or nature, known or unknown, contingent or otherwise, arising out of, or in any way related to the presence, disposal release, or threatened release of any hazardous materials on or about the Facilities resulting from DISTRICT's actions or omissions.

For purposes of this section, "hazardous materials" includes, without limitation, any flammable explosives, radioactive materials, hazardous materials, hazardous waste, hazardous or toxic substances, petrochemicals or derivatives, asbestos or related materials and pesticides.

15. INSURANCE.

(a) The parties, at their sole cost and expense, shall insure their activities

in connection with this Agreement by maintaining programs of self-insurance as follows:

- i. General Liability (including broad form property damage and contractual liability) insurance on a per occurrence basis with a single limit of not less than One Million Dollars (\$1,000,000);
- ii. Workers' Compensation as required under California State law.
- iii. Employer's Liability insurance on a per occurrence basis with a single limit of not less than One Million Dollars (\$1,000,000);
- iv. Professional Liability insurance on a per occurrence basis with a single limit of not less than One Million Dollars (\$1,000,000);
- v. Automobile liability insurance for owned, hired and non-owned vehicles on a per occurrence basis with a combined single limit of not less than One Million Dollars (\$1,000,000).
- vi. Such other insurance in such amounts which from time to time may be reasonably required by the mutual written consent of the parties against other insurable risks relating to performance of this Agreement.

(b) Prior to DISTRICT's execution of this Agreement, self-insurance policies or certificates evidencing the coverage required by this Agreement shall be filed by DISTRICT with CITY and shall be endorsed to include its officers and employees as additional insureds.

(c) The policies shall not be canceled unless thirty (30) days prior written notification of intended cancellation has been given to the other party by certified or registered mail. The parties shall also add each other as additional insured on the insurance policies required by this Agreement.

(d) It should be expressly understood, however, that the coverages and limits required under this Section shall not in any way limit the liability of either Party.

(e) Additional insured endorsements are required for general, property damage, sexual abuse and automobile liability policy coverage. Such a provision, however, shall only apply in proportion to and to the extent of the negligent acts or omissions of the other Party, its officers, agents, or employees. Each Party, upon the execution of this Agreement, shall furnish the other Party with Certificates of Insurance evidencing compliance with all requirements. Certificates shall provide for thirty (30) days advance written notice to the other party of any material modifications, change or cancellation of the above insurance coverages. Each Party shall provide Certificates of Insurance to the other Party on an annual basis.

16. EMERGENCY COMPLIANCE. DISTRICT shall at all times follow the instructions and directions of CITY staff during an CITY emergency or during an CITY emergency practice drill, as to evacuation, assembly, emergency care, protection of persons and property, and ingress and egress to the School. However, CITY shall not be responsible or liable for any harm or damage arising as the result of an emergency.

17. INSPECTION. CITY, or their designee, shall have the right at all reasonable times to inspect the Facilities to determine if the provisions of this Agreement are being complied with.

DISTRICT has inspected the Facilities which are the subject of this Agreement and agrees that, as of the date of execution of this Agreement, said Facilities are acceptable.

18. TOBACCO FREE FACILITIES. Smoking of cigarettes or other tobacco products is prohibited in all buildings and all grounds owned or leased by the DISTRICT at any time, including the Facilities subject to this Agreement. The consumption of alcoholic beverages is strictly prohibited anywhere on the Facilities.

19. NOTICE. Service of any notices, bills, invoices or other documents required or permitted under this Agreement shall be sufficient if sent by one party to the other by United States mail, postage prepaid and addressed as follows:

CITY

City of Riverside  
Parks, Recreation & Community Svc. Dir.  
3900 Main Street  
Riverside, CA 92522

DISTRICT

Riverside Unified School District  
Deputy Superintendent, Business  
and Governmental Relations  
3380 14<sup>th</sup> Street  
Riverside, CA 92501

20. NONDISCRIMINATION. During the performance of this Agreement, the parties agree they will not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, genetic information, gender, gender identity, gender expression, sex or sexual orientation, in the selection and retention of employees and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further, the parties agree to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

21. AUTHORITY. The individual(s) executing this Agreement and the instruments referenced herein on behalf of the respective parties represent that they have the legal power, right and actual authority to bind their respective parties to the terms and conditions hereof and thereof.

22. ASSIGNMENT. Neither party shall transfer any right, interest, or obligation in or under this Agreement to any other entity without prior written consent of the other party.

23. INDEPENDENT CONTRACTOR. In the performance of this Agreement, the parties, and their respective employees, subcontractors and agents, shall act in an independent capacity as independent contractors, and not as officers or employees of the other party

24. AMENDMENTS. It is mutually understood and agreed that no alteration or variation of the terms of this Agreement shall be valid unless made in a writing signed by the parties hereto.

25. SUCCESSORS. This Agreement shall be binding upon the respective parties, and their successors in interest.

26. SEVERABILITY. Each provision, term, condition, covenant and/or restriction, in whole and in part, of this Agreement shall be considered severable. In the event any provision, term, condition, covenant and/or restriction, in whole and/or in part, of this Agreement is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Agreement and shall not affect any other provision, term, condition, covenant and/or restriction of this Agreement, and the remainder of the Agreement shall continue in full force and effect.

27. ENTIRE AGREEMENT. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings or agreements of the parties. Neither party has been induced to enter into this Agreement, and neither party is relying on, any representation or warranty outside those expressly set forth in this Agreement.

28. VENUE. Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in a court of competent jurisdiction in the County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county.

29. FINGERPRINTING. DISTRICT hereby acknowledges that, if applicable, it is required to comply with the requirements of Education Code Section 45125.1 with respect to fingerprinting of employees who may have contact with the youth 17 years and under. The DISTRICT shall also ensure that any employee who may have contact with youth while on the Facilities, comply with the requirements of Section 45125.1. If required by Education Code Section 45125.1, the DISTRICT must provide for the completion of a Fingerprint Certification form, in the CITY's required format, prior to any of the DISTRICT's employees, or those of any other consultants, coming into contact with youth 17 years and under.

30. DISPUTE RESOLUTION. In the event a dispute arises regarding the terms and conditions or performance under the Agreement, the parties shall provide written notice of any

such dispute and/or claim to the other party within ten (10) days. The parties shall then meet and confer within ten (10) days of the written notice in order to attempt to mutually agree on a resolution to the dispute.

IN WITNESS WHEREOF, CITY, and DISTRICT have caused this Agreement to be duly executed on the day and year first above written.

CITY OF RIVERSIDE, a California  
charter city and municipal corporation

RIVERSIDE UNIFIED SCHOOL DISTRICT,  
a public school district duly organized and  
existing under the laws of the State of California

By: \_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
Michael H. Fine  
Deputy Superintendent, Business  
Services and Governmental Relations

Attest:

By: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM

By: \_\_\_\_\_  
Deputy City Attorney

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CA: 14-1603

Exhibit "A"

Former Riverside Golf Course at 1077 N. Orange St., Riverside, CA 92501.

Exhibit "B"

Master Use Schedule