



**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. GAYLE CLOUD**  
**PRESIDENT**  
**CHARLES L. BEATY, Ph.D.**  
**VICE PRESIDENT**  
**MRS. KATHY ALLAVIE**  
**CLERK**  
**MR. TOM HUNT**  
**MEMBER**  
**MRS. PATRICIA LOCK-**  
**DAWSON, MEMBER**

**Closed Session – 4:30 p.m.**

**September 16, 2013**

**Open Session – 5:30 p.m.**

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

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

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

**CALL MEETING TO ORDER – 4:30 p.m.**

**ESTABLISHMENT OF A QUORUM OF THE BOARD OF EDUCATION**

**PUBLIC PARTICIPATION ON CLOSED SESSION MATTERS**

**CLOSED SESSION**

The Board of Education will recess to Closed Session at 4:30 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 Negotiator:  
Unrepresented Employee:

Board President  
District Superintendent

**RECONVENE OPEN SESSION**

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

**RAMONA HIGH SCHOOL MARINE JROTC COLOR GUARD PRESENTATION**

September 16, 2013

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to our flag will be led by Sarai Conde, 4<sup>th</sup> grade Highgrove Elementary School student.

## **SECTION A – PRESENTATIONS**

	<u>Oral Report Assigned To</u>	<u>For Board</u>	<u>Page</u>
<b>A.1 Riverside Educational Enrichment Foundation (REEF) Report to the Board of Education and Check Presentation to REEF From the Carpenter Foundation</b>	District Superintendent		1
<i>Members of the REEF Board will report on the success of the past year and plans for the year to come. The Carpenter Foundation will make a presentation to REEF of \$35,000 to fund grants in visual and performing arts.</i>			
<b>A.2 Recognition of RUSD's Student Rachel Priebe – National History Day's First Place Winner</b>	Asst. Supt. Inst. Services (7-12)		2
<i>Instructional Services Specialist/History Day Coordinator Mrs. Barbara Libolt will recognize Rachel Priebe for winning National History Day Junior Individual Documentary, Kill the Indian-Save the Man: Indian Boarding Schools.</i>			

## **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 five 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. Richard Carpenter, President, Riverside Unified School District, Chapter #506**

District  
Superintendent

*Mr. Richard Carpenter 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 – SUBCOMMITTEE REPORT**

**D.1 Board Instruction Subcommittee Report**

Mrs. Lock-  
Dawson

Report

*The Board of Education will receive a report from the Board Instruction Subcommittee.*

## **SECTION E – CONSENT**

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

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

**E.1 Minutes of Board Meeting**

District  
Superintendent

Consent 3-7

*September 3, 2013 – Regular Board Meeting*

**E.2 Warrant List No. 4**

Deputy Supt.  
Business

Consent 8-11

*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.*

**E.3 Resolution No. 2013/14-10 – 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 12-15

*Establish and maintain site revolving cash funds.*

<b>E.4</b>	<b>Resolution No. 2013/14-11 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Maintenance of Bank Accounts, and Approving the Authorized Signatures for Such Bank Accounts</b>  <i>It is necessary to update the authorized signatures for Martin Luther King High School, Riverside Polytechnic High School, and Ramona High School Associated Student Body (ASB) Accounts.</i>	Deputy Supt. Business	Consent	16-19
<b>E.5</b>	<b>Approval of Additions to the Management and Supervisory Salary Schedules</b>  <i>Approval is requested for updates to the Management and Supervisory Salary Schedules.</i>	Deputy Supt. Business	Consent	20-25
<b>E.6</b>	<b>Change Orders</b>  <b>Approval of Change Order No. 2 – Purchase Order C6002271 – Bid No. 2011/12-23 – Category 1 – Bleachers – John W. North High School Athletic Facilities Master Plan</b>  <i>A change is recommended in the scope of work for the Bleachers at the John W. North High School Athletic Facilities Master Plan.</i>  <b>Approval of Change Order No. 5 – Purchase Order C6002369 – Bid No. 2011/12-88 – Category 18 – Specialties – John W. North High School Athletic Facilities Master Plan</b>  <i>A change is recommended in the scope of work for the Specialties at the John W. North High School Athletic Facilities Master Plan.</i>  <b>Approval of Change Order No. 5 – Purchase Order C6002371 – Bid No. 2011/12-92 – Category 22 – Electrical – John W. North High School Athletic Facilities Master Plan</b>  <i>A change is recommended in the scope of work for the Electrical at the John W. North High School Athletic Facilities Master Plan.</i>  <b>Approval of Change Order No. 4 – Purchase Order C6002376 – Bid No. 2011/12-72 – Category 2 – Earthwork/Demo – John W. North High School Athletic Facilities Master Plan</b>	Deputy Supt. Business	Consent	26-48

*A change is recommended in the scope of work for the Earthwork/Demo at the John W. North High School Athletic Facilities Master Plan.*

**Approval of Change Order No. 1 – Purchase Order C6002461 – Bid No. 2011/12-75 – Category 5 – Fencing – John W. North High School Athletic Facilities Master Plan**

*A change is recommended in the scope of work for the Fencing at the John W. North High School Athletic Facilities Master Plan.*

**Approval of Change Order No. 1 – Purchase Order C6002665 – Bid No. 2012/13-03M – Data Systems – Frank Augustus Miller Middle School Wing Addition**

*A change is recommended in the scope of work for the Data Systems at Frank Augustus Miller Middle School Wing Addition.*

**E.7 Notices of Completion**

Deputy Supt.  
Business

Consent 49-55

**Notice of Completion – Purchase Order C6002797 – Bid 2012/13-09 UCCAP – Ramona High School Gateway Element**

*A Notice of Completion is recommended for the Gateway Element at Ramona High School.*

**Notice of Completion – Purchase Order C6002812 – Bid No. 2012/13-08 Roofing at Various Sites**

*A Notice of Completion is recommended for the Roofing at various sites.*

**Notice of Completion – Purchase Order P1021845 – UCCAP Quote FP0716 – Storm Drain – John W. North High School Athletic Facilities Master Plan**

*A Notice of Completion is recommended for the Storm Drain at the John W. North High School Athletic Facilities Master Plan.*

**E.8 Ratification of Approval to Utilize the CalSAVE Government Purchasing Alliance Multi-State Award for Purchase of Digital Copiers, Printers and Managed Document Services**

Deputy Supt.  
Business

Consent 56-58

*Cooperative purchasing agreement for the purchase of digital copiers, printers and managed document services.*

**E.9 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

***Case for Expulsion***

*Consistent with Administrative Regulation #5144.1, principals may suspend students who are in violation of Education Code Section 48900 and Board Policy #5144.1. Certain violations identified in Education Code Section 48915 are of a serious nature that require recommendation to the Board of Education for expulsion.*

*Student Case: #2013-003*

**Cases for Readmission After Expulsion**

*Students expelled from the Riverside Unified School District who have successfully completed the conditions stipulated in their rehabilitation plan may apply for readmission (RUSD Rules and Regulations #5144.1).*

*Student Cases: #2005-023, #2007-169, #2009-222, #2010-145, #2012-00N, #2012-062*

**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: #2009-019, #2012-004, #2012-076*

**Cases for Denial of Admission of Students Expelled by Another School District**

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

*Student Cases: #2013-00A, #2013-00B*

<b>E.10</b>	<b>Certificated Personnel Assignment Order CE 2013/14-04</b>	Asst. Supt. Human Res.	Consent	59-64
<i>The latest District's management, certificated personnel actions are presented to the Board of Education for approval.</i>				

<b>E.11</b>	<b>Classified/Non-Classified Personnel Assignment Order CL 2013/14-04</b>	Asst. Supt. Human Res.	Consent	65-73
<i>The latest District's classified personnel actions are presented to the Board of Education for approval.</i>				

## **SECTION F – REPORT/DISCUSSION**

<b>F.1</b>	<b>Casa Blanca Area Parents Survey</b>	Asst. Supt. Operations	Report	74-97
<i>Steve Knobloch, K-12 Insight Vice President of Research and Advisory Services, will present the results of the Casa Blanca Area Parents Survey of elementary school students to the Board of Education.</i>				

<b>F.2</b>	<b>Local Control Funding Formula Update</b>	Deputy Supt. Business	Report	98-115
<i>Staff will present an overview of the Local Control Funding Formula (LCFF), the Local Control Accountability Plan (LCAP) and considerations related to each, including Class Size Reduction, Adult Education and other programs.</i>				

## **SECTION G – CONCLUSION**

**G.1 Board Members' Comments**

**G.2 Superintendent's Announcements**

**G.3 Agenda Items for Future Meetings**  
**Monday, October 7, 2013 – Regular Board Meeting**

## **ADJOURNMENT**

The next regular meeting of the Board of Education is scheduled for Monday, October 7, 2013. The meeting will be called to order at 4:30 p.m. in the Board Room at 6735 Magnolia Avenue, Riverside, California. The Board will adjourn to Closed Session from 4:30 to 5:30 p.m., at which time the Board of Education will reconvene in Open Session.

**Board Meeting Agenda**

September 16, 2013

Topic: Riverside Educational Enrichment Foundation (REEF) Report to the Board of Education and Check Presentation to REEF From the Carpenter Foundation

Presented by: Mrs. Sandra Ramirez, President, REEF

Responsible  
Cabinet Member: Dr. Richard L. Miller, District Superintendent

Type of Item: Presentation

Short Description: Members of the REEF Board will report on the success of the past year and plans for the year to come. The Carpenter Foundation will make a presentation to REEF of \$35,000 to fund grants in visual and performing arts.

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**DESCRIPTION OF AGENDA ITEM:**

Mr. Frank Vasicek, Carpenter Foundation, will present a check to REEF in the amount of \$35,000 to fund grants in visual and performing arts.

Mrs. Sandra Ramirez, President, REEF, will report on the success of the past year and plans for the year to come to the Board of Education.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** Presentation only. No action is requested.

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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 16, 2013

Topic: Recognition of RUSD's Student Rachel Priebe – National History Day's First Place Winner

Presented by: Mrs. Barbara Libolt, Instructional Specialist K-12

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

Type of Item: Presentation

Short Description: Instructional Services Specialist/History Day Coordinator Mrs. Barbara Libolt will recognize Rachel Priebe for winning National History Day Junior Individual Documentary, *Kill the Indian-Save the Man: Indian Boarding Schools*.

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#### DESCRIPTION OF AGENDA ITEM:

After a brief introduction by Barb Libolt, Rachel Priebe will share her winning documentary with the Board. Dr. Miller and Mrs. Cloud will then present a certificate of achievement to Rachel in honor of her accomplishment at National History Day.

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**FISCAL IMPACT:** None.

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**RECOMMENDATION:** None. Presentation Only.

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**ADDITIONAL MATERIAL:** Rachel Priebe's documentary is available online at <http://www.nhd.org/StudentProjectExamples.htm>.

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  
TUESDAY, SEPTEMBER 3, 2013  
BOARD ROOM  
6735 MAGNOLIA AVENUE, RIVERSIDE, CALIFORNIA**

**CALL THE MEETING TO ORDER**

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

**MEMBERS PRESENT**

Mrs. Gayle Cloud, President; Dr. Charles L. Beaty, Vice President; Mrs. Kathy Allavie, Clerk; Mr. Tom Hunt, Member; and Mrs. Patricia Lock-Dawson, Member.

Also present were District Superintendent, Dr. Richard L. Miller, members of the staff, and other interested citizens.

**PUBLIC PARTICIPATION ON CLOSED SESSION MATTERS**

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 Principals, and Director II, Planning and Development

**RECONVENE OPEN SESSION**

The Board reconvened in Open Session at 5:30 p.m. Mrs. Cloud announced that the following actions were taken by the Board during Closed Session:

It was moved by Dr. Beaty and seconded by Mrs. Lock-Dawson and unanimously approved by members present to appoint Ms. Lynne Ennis, Principal, Andrew Jackson Elementary School; Ms. Erica Square, Principal, Castle View Elementary School; and Mrs. Hayley Calhoun, Director II, Planning and Development.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to our flag was led by Joseph Moorman, Martin Luther King High School graduate.

**SPECIAL RECOGNITION**

Mr. Ricardo Ramos, Student Transportation of America (STA) bus driver, received the RUSD Honor Roll for his heroic efforts to save two children that were swept away by swift-moving storm waters on Thursday, August 29, 2013.

**SECTION A – PRESENTATION**

A.1 Recognition of Martin Luther King High School and King Graduates (Joseph Moorman and Raelyn Werley) as CIF Southern Section 2012-2013 Champions for Character

## **SECTION B – PUBLIC INPUT**

The following individuals addressed the Board of Education: Ms. Ashley Ayers, Lake Mathews Elementary School parent, spoke about District policies related to medication and hot weather; Ms. Sylvia Bottom, and Ms. Mona and Andrea (Salgado) Perez talked about the closing of Life School; Mr. Tom Evans and Mr. Gary Christmas, Members, Library Board of Trustees, discussed a possible joint facility between the Library and RUSD.

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

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

## **SECTION D – CONSENT**

Approval of the Consent Calendar was moved by Dr. Beaty and seconded by Mr. Hunt and unanimously approved by members present, with the exception of Item D.4. which was pulled for discussion. Items in the Consent Calendar have been published with the agenda and copies are on file in the District administrative offices.

## **ITEM PULLED FOR DISCUSSION**

### **D.4 – NOTICE OF COMPLETION**

The item was moved by Mr. Hunt and seconded by Mrs. Allavie and unanimously approved by members present.

## **SECTION E – PUBLIC HEARINGS**

### **E.1 PUBLIC HEARING – 2013-2014 Initial Proposals for Negotiations, With the California School Employees Association**

Mrs. Cloud opened the public hearing at 6:20 p.m.

Mrs. Susan Mills, Assistant Superintendent, Human Resources, stated that the Riverside Unified School District has submitted an initial proposal for the collective bargaining agreement between the Board of Education of the Riverside Unified School District and Chapter 506 of the California School Employees Association.

Mrs. Cloud closed the public hearing at 6:21 p.m.

### **E.2 PUBLIC HEARING – Initial Proposal for Negotiations Submitted by the California School Employees Association and Its Chapter 506 (CSEA) With the Riverside Unified School District Board of Education for the 2013-2014 School Year**

Mrs. Cloud opened the public hearing at 6:22 p.m.

Mrs. Mills indicated that a public hearing was being held on the initial proposal for negotiations submitted by the California School Employees Association and its Chapter 506 (CSEA) with the Riverside Unified School District Board of Education for the 2013-2014 school year.

Mrs. Cloud closed the public hearing at 6:24 p.m.

## **SECTION F – ACTION**

**Approval for Design and Implementation of School Security Measures – Phase II and Phase III Schools**

Dr. Kirk Lewis, Assistant Superintendent, Operations, reviewed the presentation and discussed the Operations/Board Subcommittee recommendation of approval for the design of school security measure projects at various "Phase II" school sites and implementation of school security measure projects (fencing and gates) at "Phase III" school sites.

The item was moved by Dr. Beaty and seconded by Mrs. Allavie and unanimously approved by members present to approve the Operations/Board Subcommittee recommendation for the design of school security measure projects for Phase II schools and the implementation of school security measures at Phase III schools using Measure B funds, and that the architect look at creative alternatives for the galvanized chain link for the residential areas.

## **F.2 Recommendation for the Formation of a 7-11 Committee for Surplus Property Review**

Dr. Lewis discussed the Operations/Board Subcommittee's recommendation for approval of the initiation of a 7-11 Committee process for a number of District properties.

The item was moved by Mrs. Lock-Dawson seconded by Mr. Hunt and unanimously approved by members present to approve the Operations/Board Subcommittee recommendation for approval of the formation of the 7-11 Committee for property review.

The Board took a break from 7:13 to 7:27 p.m.

## **F.3 Resolution No. 2013/14-07 – Resolution of the Board of Education of the Riverside Unified School District Approving the Certification of the 2012-2013 Unaudited Financial Reports for All Operating Funds of the District, Establishing Appropriations Due to the Reconciliation of the 2012-2013 Estimated Ending Fund Balances to the 2012-2013 Unaudited Actual Ending Fund Balances**

Mr. Michael Fine, Deputy Superintendent, Business Services and Governmental Relations, reviewed a PowerPoint indicating that adoption of Resolution 2013/14-07 would certify the 2012-2013 unaudited financial reports as required by Education Code 42100, and establish appropriations for differences between the estimated year-end balances and the unaudited year-end balances as required by Education Code 42600.

The item was moved by Mr. Hunt and seconded by Mrs. Allavie and unanimously approved by members present to adopt Resolution No. 2013/14-07.

## **F.4 Resolution No. 2013/14-06 – Resolution of the Board of Education of the Riverside Unified School District Establishing Appropriations Limit Pursuant to Article XIII-B of the California Constitution, Revising the 2012-2013 Appropriations Limit and Adopting the 2013-2014 Appropriations Limit (Gann Limit)**

Mr. Fine noted that Proposition 4 of 1979, otherwise known as the Gann Limit established a constitutional limit on the allowable growth in state and local government spending. He said that the Board of Education was being asked to adopt a resolution

revising the 2012-13 appropriations limit and to establish the initial 2013-14 appropriations limit.

The item was moved by Mr. Hunt and seconded by Dr. Beaty and unanimously approved by members present to adopt Resolution No. 2013/14-06.

## **SECTION G – CONCLUSION**

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

Mrs. Lock-Dawson stated that she has been working with Dr. Ermert's staff on the Pathways to Higher Education Conference, scheduled for October 5 at John W. North High School. She discussed a problem that a constituent brought up this week regarding not having access to a program at Bryant Elementary School because the program is too full. She stated that she would like to see the Budget Advisory Committee (BAC) reconvene as suggested by Mr. Tim Martin, President, RCTA. In closing, Mrs. Lock-Dawson said that she is looking forward to John W. North High School Stadium's Grand Opening on Friday night.

Dr. Beaty mentioned the opening of schools and the school visitations that he made, and he congratulated the principals and staff for a great beginning to the school year. He mentioned attending the Movie Night at Highland Elementary School, the Hearts In-Service, the School Readiness Fair at the Casa Blanca Library on August 24, and the 50<sup>th</sup> Anniversary of the March on Washington. He mentioned the number of students that are attending California Baptist University (CBU) this school year.

Mr. Hunt discussed his desire that the District look at teaming up with the Library as a possible joint venture. He stated how proud he was of the young people, Coach McCarthy, and Principal Garcia for their support of Tyler Lewellen's family during their time of loss. He indicated that he would like to see the BAC Committee reconvened, and he would also like the District Office facilities to be reviewed.

Mrs. Allavie said that there have been some great examples of good communication this week and some examples of where we can improve our communication. As Chair of the Board Communications Subcommittee, she stated that the communication in regards to Tyler's passing was very thoughtful and understanding by our staff and the media. Mrs. Allavie noted that we need to work on our communication with families, in particular, with Life School. She also discussed the changes that were made to the Board meetings in terms of how they are conducted, and requested feedback from other Board members if any modifications need to be made.

Mrs. Cloud mentioned her attendance at the New Employee Welcome on August 21, and the School Readiness Fair. She stated that she would like to receive an update on the Casa Blanca Survey results, and that she has requested a Common Core Update later this fall. Mrs. Cloud provided copies of a Riverside County School Boards Association handout for Board members regarding Local Control Funding Formula (LCFF) and AB 1266 for their information.

### **G.2 Superintendent's Announcements**

Dr. Miller stated that a lot of time has been invested by all getting ready for school to begin. He mentioned the New Employee Welcome with RCTA and CSEA in attendance. Dr. Miller said that the Principals' Summit will start this coming week.

**G.3 Next Board Meeting: September 16, 2013**

**ADJOURNMENT**

Mrs. Cloud adjourned the Public Session at 8:33 p.m., in memory of Tyler Lewellen, Arlington High School football player, who passed away on August 27; and Ms. Delia Lopez, former RUSD teacher.

Kathy Allavie  
Clerk  
Board of Education

**Board Meeting Agenda  
September 16, 2013**

Topic: Warrant List No. 4

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: 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 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:** \$ 2,785,143.67

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

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**ADDITIONAL MATERIAL:** Warrant List No. 4

Attached: Yes

# RIVERSIDE UNIFIED SCHOOL DISTRICT

## Commercial Warrant Listing 2013 - 2014

August 12, 2013 THRU August 23, 2013

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

Claim	Date	Fund	Warrant	Vendor Name	Claim Amount
<b><u>GENERAL FUND UNRESTRICTED 03</u></b>					
216051	08/12/2013	03	14567968	J. GLENNA CONSTRUCTION INC.	\$37,525.00
216065	08/12/2013	03	14567982	WESTERN MUNICIPAL WATER DISTRICT	\$20,862.28
216089	08/13/2013	03	14568699	BB&T INSURANCE SERVICES OF CALIFORNIA, INC.	\$5,642.23
216095	08/13/2013	03	14568705	CENERGISTIC, INC.	\$73,440.00
216099	08/13/2013	03	14568709	PATHFINDER RANCH	\$2,760.00
216103	08/14/2013	03	14569653	EDMENTUM HOLDINGS, INC.	\$4,000.00
216112	08/14/2013	03	14569661	REACH LEADERSHIP ACADEMY	\$8,711.16
216143	08/16/2013	03	14571197	THE GAS COMPANY	\$2,010.11
216150	08/16/2013	03	14571204	SOCAL OFFICE TECHNOLOGIES INC	\$4,700.00
216151	08/16/2013	03	14571205	WAXIE SANITARY SUPPLY	\$17,909.08
216152	08/16/2013	03	14571206	FAGEN FRIEDMAN & FULFROST, LLP	\$24,142.50
216190	08/19/2013	03	14572316	WESTERN MUNICIPAL WATER DISTRICT	\$3,370.73
216191	08/19/2013	03	14572317	WESTERN MUNICIPAL WATER DISTRICT	\$3,613.35
216202	08/19/2013	03	14572328	CAROLINA BIOLOGICAL	\$2,329.93
216205	08/19/2013	03	14572331	CAROLINA BIOLOGICAL	\$3,639.93
216206	08/19/2013	03	14572332	AMERICAN LEGACY PUBLISHING	\$2,611.84
216213	08/19/2013	03	14572339	LOGICAL CHOICE TECHNOLOGIES	\$9,000.00
216227	08/19/2013	03	14572353	GUNTHER'S ATHLETIC SERVICE	\$3,105.41
216276	08/20/2013	03	14573225	CELL BUSINESS EQUIPMENT	\$3,817.82
216277	08/21/2013	03	14573291	SUNSHINE GROWERS NURSERY	\$2,943.19
216286	08/21/2013	03	14573300	MEDINA PEST CONTROL	\$8,895.00
216290	08/21/2013	03	14573304	IPMTECH PEST MANAGEMENT	\$2,220.00
216311	08/22/2013	03	14574780	ALTURA CREDIT UNION	\$29,549.07
216312	08/22/2013	03	14574781	WAXIE SANITARY SUPPLY	\$22,404.15
216314	08/22/2013	03	14574783	KELLY PAPER COMPANY	\$4,239.27
<b>TOTAL FOR FUND 03</b>					<b>\$303,442.05</b>

### **GENERAL FUND RESTRICTED 06**

216038	08/12/2013	06	14567955	LAM, ROBERT	\$2,250.00
216039	08/12/2013	06	14567956	MENDOZA, GABRIELA	\$2,250.00
216048	08/12/2013	06	14567965	GRILLO'S FILTER SALES	\$2,797.29
216078	08/13/2013	06	14568688	NO EXCUSES UNIVERSITY	\$3,400.00
216088	08/13/2013	06	14568698	PAINTING AND DECOR, LTD	\$19,300.00
216097	08/13/2013	06	14568707	AMTECH ELEVATORS	\$4,930.00
216100	08/13/2013	06	14568710	AMTECH ELEVATORS	\$3,409.98
216108	08/14/2013	06	14569658	IDESIGN SOLUTIONS	\$26,700.00
216114	08/14/2013	06	14569663	RUSSO, FLECK AND ASSOCIATES	\$27,759.09
216115	08/14/2013	06	14569664	SCHOOL BASED REIMBURSEMENT PARTNERS LLC	\$7,358.80
216116	08/14/2013	06	14569665	SOCO GROUP, INC.	\$43,365.89
216118	08/14/2013	06	14569667	LYNDA.COM	\$7,500.00
216119	08/14/2013	06	14569668	STRALKA, ALBERT	\$2,250.00
216126	08/14/2013	06	14569675	LRP PUBLICATIONS	\$2,070.00
216127	08/14/2013	06	14569676	APPLE INC.	\$4,306.20



216159	08/16/2013	06	14571213	PEARSON EDUCATION, INC.	\$2,375.27
216160	08/16/2013	06	14571214	PEARSON EDUCATION, INC.	\$4,628.64
216161	08/16/2013	06	14571215	PEARSON EDUCATION, INC.	\$7,867.72
216181	08/19/2013	06	14572307	HOUGHTON MIFFLIN CO.	\$5,650.56
216183	08/19/2013	06	14572309	PARKHOUSE TIRE, INC.	\$2,921.36
216193	08/19/2013	06	14572319	CDW-G	\$77,688.00
216195	08/19/2013	06	14572321	CDW-G	\$155,376.00
216199	08/19/2013	06	14572325	CAMBIUM LEARNING, INC.	\$6,357.25
216208	08/19/2013	06	14572334	CRAMM, DR. KENNETH	\$2,250.00
216209	08/19/2013	06	14572335	CHIEK, VEASNA	\$2,250.00
216211	08/19/2013	06	14572337	LOGICAL CHOICE TECHNOLOGIES	\$2,087.12
216221	08/19/2013	06	14572347	APOLLO WOOD RECOVERY, INC.	\$10,090.44
216225	08/19/2013	06	14572351	COYNE & ASSOCIATES EDUCATION CORP.	\$21,049.29
216226	08/19/2013	06	14572352	AUTISM BEHAVIOR CONSULTANTS	\$21,150.54
216229	08/20/2013	06	14573178	DALLAS, HEATHER	\$2,700.00
216234	08/20/2013	06	14573183	MACMILLAN/MCGRAW HILL	\$5,595.05
216236	08/20/2013	06	14573185	APPLE INC.	\$3,899.52
216238	08/20/2013	06	14573187	HOME DEPOT	\$4,028.73
216279	08/21/2013	06	14573293	TOM'S AMERICAN FIRE SAFETY, INC.	\$13,288.73
216324	08/22/2013	06	14574793	GRILLO'S FILTER SALES	\$2,660.22
216337	08/22/2013	06	14574806	LAW OFFICE OF MAUREEN GRAVES	\$2,500.00
216339	08/23/2013	06	14575686	GRIP, BRUCE C	\$2,700.00
216346	08/23/2013	06	14575693	BOYS & GIRLS CLUBS OF REDLANDS	\$109,369.14
<b>TOTAL FOR FUND 06</b>					<b>\$628,130.83</b>

**CAFETERIA SPECIAL REVENUE FUND 13**

216132	08/14/2013	13	14569681	AMERICO DIVISION	\$2,313.90
216174	08/16/2013	13	14571227	DICK AND JANE BAKING CO., LLC	\$2,427.60
216175	08/16/2013	13	14571228	GOLD STAR FOODS, INC.	\$14,749.58
216228	08/19/2013	13	14572354	KNIGHT, ROBERT C.	\$11,410.00
216250	08/20/2013	13	14573199	US FOODS, INC.	\$2,998.99
216338	08/22/2013	13	14574807	SYSCO RIVERSIDE, INC.	\$3,443.96
<b>TOTAL FOR FUND 13</b>					<b>\$37,344.03</b>

**DEFERRED MAINTENANCE**

216055	08/12/2013	14	14567972	LEONARD ENGINEERING, LLC.	\$3,000.00
216141	08/14/2013	14	14569690	RITE-WAY ROOF CORPORATION	\$160,549.05
216142	08/14/2013	14	14569691	ANEMOS ENTERPRISES, INC.	\$17,670.00
<b>TOTAL FOR FUND 14</b>					<b>\$181,219.05</b>

**BUILDING FUND 21**

216081	08/13/2013	21	14568691	NEFF CONSTRUCTION, INC.	\$57,289.11
216083	08/13/2013	21	14568693	INFINITY STRUCTURES, INC.	\$8,986.99
216084	08/13/2013	21	14568694	SOUTHERN CALIFORNIA LANDSCAPING, INC.	\$58,232.00
216086	08/13/2013	21	14568696	ASTRO TURF, LLC	\$324,008.05
216087	08/13/2013	21	14568697	VIRCO MANUFACTURING	\$32,086.80
<b>TOTAL FOR FUND 21</b>					<b>\$480,602.95</b>

**CAPITAL FACILITIES FUND 25**

216298	08/21/2013	25	14573312	DAVID TAUSSIG AND ASSOCIATES, INC.	\$28,325.69
<b>TOTAL FOR FUND 25</b>					<b>\$28,325.69</b>

**SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS 40**

216082	08/13/2013	40	14568692	BLEDSON MASONRY, INC.	\$22,187.50
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				<b>TOTAL FOR FUND 40</b>	<b>\$22,187.50</b>
<b><u>SELF-INSURANCE FUND 67</u></b>					
216064	08/12/2013	67	14567981	UNION BANK OF CALIFORNIA 2740029080	\$418,088.21
216090	08/13/2013	67	14568700	COMMUNITY ACTION EMPLOYEE ASSISTANC	\$5,530.00
216117	08/14/2013	67	14569666	YORK RISK SERVICES GROUP, INC.	\$66,239.00
216179	08/19/2013	67	14572305	UNION BANK OF CALIFORNIA 2740029080	\$200,299.61
216185	08/19/2013	67	14572311	ALLIANCE OF SCHOOLS FOR COOPERATIVE INS PROGRAMS	\$144,697.00
216294	08/21/2013	67	14573308	RUSD WORKER'S COMP TRUST	\$31,371.68
216330	08/22/2013	67	14574799	AON CONSULTING, INC.	\$20,000.00
				<b>TOTAL FOR FUND 67</b>	<b>\$886,225.50</b>
<b><u>MULTIPLE FUND CODES</u></b>					
216154	08/16/2013		14571208	OFFICE MAX	\$32,201.59
216155	08/16/2013		14571209	OFFICE MAX	\$5,807.25
216315	08/22/2013		14574784	OFFICE MAX	\$41,031.27
216316	08/22/2013		14574785	OFFICE MAX	\$15,761.62
216317	08/22/2013		14574786	OFFICE MAX	\$9,096.79
216318	08/22/2013		14574787	OFFICE MAX	\$6,063.22
216319	08/22/2013		14574788	OFFICE MAX	\$3,574.33
216320	08/22/2013		14574789	OFFICE MAX	\$2,243.88
				<b>TOTAL FOR VARIOUS FUND CODES</b>	<b>\$115,779.95</b>
				<b>TOTAL OF WARRANTS OVER \$1,999.00</b>	<b>\$2,683,257.55</b>
				<b>TOTAL OF WARRANTS UNDER \$1,999.00</b>	<b>\$101,886.12</b>
				<b>GRAND TOTAL OF WARRANTS</b>	<b>\$2,785,143.67</b>

**Board Meeting Agenda  
September 16, 2013**

Topic: Resolution No. 2013/14-10 – 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 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. 2013/14-10 – Resolution Authorizing the Establishment and Maintenance of Site Revolving Cash Funds.

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**ADDITIONAL MATERIAL:** Resolution No. 2013/14-10

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT**

**Resolution No. 2013/14-10**

**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	Hayley Calhoun	\$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	Michelle Cortes	\$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
Tomás Rivera Elementary School	JoLynn Barnes	\$300.00
William Howard Taft Elementary	Rebecca Brown	\$300.00

School		
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
Frank Augustus Miller Middle School	Janelle Woodward	\$300.00
University Heights Middle School	Coleman Kells	\$300.00
Arlington High School	Antonio Garcia	\$300.00
Martin Luther King High School	Darel Hansen	\$300.00
Riverside Adult School	Jim Dawson	\$300.00
Educational Options Center	Dennis Deets	\$300.00
Educational Services K-6	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
Castle View Elementary School	Hayley Calhoun	Delete Cash Fund	\$300.00
Matthew Gage Middle School	Dr. Keyisha Holmes	Add 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 16, 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Kathy Allavie, Clerk  
Board of Education

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

**Board Meeting Agenda  
September 16, 2013**

Topic: Resolution No. 2013/14-11 – Resolution of the Board of Education of the Riverside Unified School District Authorizing the Maintenance of Bank Accounts, and Approving the Authorized Signatures for Such Bank Accounts

Presented by: Brenda Hofer, Accountant

Responsible

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

Type of Item: Consent

Short Description: It is necessary to update the authorized signatures for Martin Luther King High School, Riverside Polytechnic High School, and Ramona High School Associated Student Body (ASB) Accounts.

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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 Martin Luther King High School, Riverside Polytechnic High School, and Ramona High School Associated Student Body (ASB) Accounts.

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**FISCAL IMPACT:** \$0

**RECOMMENDATION:** It is recommended that the Board of Education adopt Resolution No. 2013/2014-11 – Updating the Authorized Signatures for Martin Luther King High School, Riverside Polytechnic High School, and Ramona High School Associated Student Body (ASB) Accounts.

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**ADDITIONAL MATERIAL:** Resolution No. 2013/14-11

Attached: Yes

## **RIVERSIDE UNIFIED SCHOOL DISTRICT**

### **Resolution No. 2013/14-11**

#### **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:

Martin Luther King High School Associated Student Body

Altura Credit Union, Account Number ending in "1552"

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

Darel Hansen – Principal

Tony Masi, Assistant Principal

Eric Johnson, Assistant Principal

Lisa Carrera, Co-Assistant Principal Guidance



Gary Reller, Co-Assistant Principal Guidance  
Tami Krueger – ASB Advisor

Riverside Polytechnic High School Associated Student Body

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  
Vanessa Douty, ASB Advisor

United Students of Ramona High School

Altura Credit Union, Account Number ending in “2962”

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  
Jamie Angulo – Principal  
Victor Cisneros, Assistant Principal  
Charles Hyde, Assistant Principal  
Michael Rhodes, Assistant Principal  
John Tibbels, Assistant Principal  
Annabelle Porter, Activities Director

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 16, 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Kathy Allavie, Clerk  
Board of Education

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

**Board Meeting Agenda  
September 16, 2013**

Topic: Approval of Additions to the Management and Supervisory Salary Schedules

Presented by: Jill Collier, Fiscal Services Manager (Payroll)

Responsible  
Cabinet Member: Mike Fine, Deputy Superintendent, Business Services and Governmental Relations

Type of Item: Consent

Short Description: Approval is requested for updates to the Management and Supervisory Salary Schedules.

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**DESCRIPTION OF AGENDA ITEM:**

Salary schedules for certificated and classified bargaining unit employees are established in the respective Collective Bargaining Agreements and are updated or revised through the collective bargaining process.

Salary schedules for management and supervisory are revised or updated periodically as needed. At the present time, approval is needed to reflect several new classifications/titles of employees within these categories. All but one of the new classifications/titles has previously been authorized and personnel hired through Board-adopted Personnel Registers. This agenda item is requesting approval of the published salary schedules only.

Management

New titles and associated ranges include:

- Assistant Director - Nutrition Services
- Coordinator, After School Program
- Credential Analyst
- Director IV – Technology Services
- Director IV – Maintenance and Operations
- Director IV – Program Quality and Academic English Learners
- District Ombudsperson
- Executive Director – Common Core Implementation Grant
- Manager Fiscal Services – Procurement/Accounts Payable

Revised titles include:

Director IV – Program Quality and Academic English Learners

Deleted titles:

Director II – Maintenance and Operations

Supervisory

New titles and associated range:

Technology Services Supervisor

The attached Management Salary Schedule and Supervisory Salary Schedule are submitted for Board of Education approval.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education approve the updated Management and Supervisory Salary Schedules.

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**ADDITIONAL MATERIAL:** 1) Management Salary Schedule, 2) Supervisory Salary Schedule

Attached: Yes

**RIVERSIDE UNIFIED SCHOOL DISTRICT  
MANAGEMENT/CONFIDENTIAL SALARY SCHEDULE  
Effective July 1, 2012**

Title	Work Days	Step 1	Step 2	Step 3	Step 4	Step 5	6th year*	11th year*	16th year*
EXECUTIVE DIRECTOR, COMMON CORE IMPLEMENTATION GRANT	221	118,796	123,547	128,489	133,629	138,974	3,474	6,949	10,423
EXECUTIVE DIRECTOR, PUPIL SERVICES/SELPA	221	118,796	123,547	128,489	133,629	138,974	3,474	6,949	10,423
DIRECTOR V, BUSINESS SERVICES	261	112,496	116,995	121,675	126,543	131,604	3,290	6,580	9,870
DIRECTOR V, INSTRUCTIONAL SUPPORT SERVICES	221	112,496	116,995	121,675	126,543	131,604	3,290	6,580	9,870
PRINCIPAL, HIGH SCHOOL	221	112,496	116,995	121,675	126,543	131,604	3,290	6,580	9,870
DIRECTOR IV, CERTIFICATED PERSONNEL	221	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
DIRECTOR IV, CLASSIFIED PERSONNEL	261	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
DIRECTOR IV, MAINTENANCE & OPERATIONS	261	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
DIRECTOR IV, PROGRAM DEVELOPMENT & EXTENDED LEARNING	221	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
DIRECTOR IV, PROGRAM QUALITY & ACEDMIC ENGLISH LEARNERS	221	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
DIRECTOR IV, TECHNOLOGY SERVICES	261	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
DIRECTOR IV, VIRTUAL & CONTINUATION PROGRAMS	221	106,528	110,788	115,221	119,828	124,624	3,116	6,231	9,347
ASSISTANT DIRECTOR, SELPA	221	102,989	107,108	111,393	115,848	120,482	3,012	6,024	9,036
DIRECTOR III, NUTRITION SERVICES	261	102,989	107,108	111,393	115,848	120,482	3,012	6,024	9,036
PRINCIPAL, CONTINUATION	221	102,989	107,108	111,393	115,848	120,482	3,012	6,024	9,036
PRINCIPAL, MIDDLE SCHOOL	217	102,989	107,108	111,392	115,848	120,480	3,012	6,024	9,036
DIRECTOR IV, ADULT EDUCATION	211	101,820	105,891	110,128	114,532	119,116	2,978	5,956	8,934
COORDINATOR, AFTER SCHOOL PROGRAMS	215	100,331	104,343	108,518	112,859	117,372	2,934	5,869	8,803
COORDINATOR, PRESCHOOL	215	100,331	104,343	108,518	112,859	117,372	2,934	5,869	8,803
DIRECTOR II, INSTRUCTIONAL TECHNOLOGY	221	100,167	104,173	108,341	112,674	117,181	2,930	5,859	8,789
DIRECTOR II, NETWORK SYSTEMS	261	100,167	104,173	108,341	112,674	117,181	2,930	5,859	8,789
DIRECTOR II, PLANNING & DEVELOPMENT	261	100,167	104,173	108,341	112,674	117,181	2,930	5,859	8,789
DIRECTOR II, RISK MANAGEMENT	261	100,167	104,173	108,341	112,674	117,181	2,930	5,859	8,789
PRINCIPAL/COORDINATOR, SPECIAL EDUCATION	221	100,167	104,173	108,341	112,674	117,181	2,930	5,859	8,789
COORDINATOR, PUPIL SERVICES/SELPA	221	99,393	103,369	107,501	111,803	116,273	2,907	5,814	8,720
PRINCIPAL, ELEMENTARY	208	97,064	100,946	104,985	109,185	113,551	2,839	5,678	8,516
ASSISTANT. PRINCIPAL, HIGH SCHOOL	210	94,446	98,224	102,150	106,238	110,486	2,762	5,524	8,286
MANAGER OF SYSTEMS	261	92,894	96,610	100,475	104,495	108,675	2,717	5,434	8,151

\*Salary anniversary increments shown are based on step 5 salaries (All management position listed below the Elementary Assistant Principal will receive the same longevity stipend.)

**RIVERSIDE UNIFIED SCHOOL DISTRICT  
MANAGEMENT/CONFIDENTIAL SALARY SCHEDULE  
Effective July 1, 2012**

<b>Title</b>	<b>Work Days</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>6th year*</b>	<b>11th year*</b>	<b>16th year*</b>
MANAGER, COMPUTER APPLICATIONS	261	92,894	96,610	100,475	104,495	108,675	2,717	5,434	8,151
MANAGER, NETWORK/COMPUTER SERVICES	261	92,894	96,610	100,475	104,495	108,675	2,717	5,434	8,151
MANAGER, TECHNICAL SERVICES	261	92,894	96,610	100,475	104,495	108,675	2,717	5,434	8,151
PROGRAM SPECIALIST, SPECIAL EDUCATION	221	92,894	96,610	100,475	104,495	108,675	2,717	5,434	8,151
MANAGER, CHILD WELFARE & ATTENDANCE	221	91,702	95,370	99,185	103,152	107,278	2,682	5,364	8,046
MANAGER, FISCAL SERVICES - ATTENDANCE/ACCOUNTING	261	91,702	95,370	99,185	103,152	107,278	2,682	5,364	8,046
MANAGER, FISCAL SERVICES - BUDGET	261	91,702	95,370	99,185	103,152	107,278	2,682	5,364	8,046
MANAGER, FISCAL SERVICES - PAYROLL/ASB	261	91,702	95,370	99,185	103,152	107,278	2,682	5,364	8,046
MANAGER, FISCAL SERVICES - PROCUREMENT/ACCTS PAYABLE	261	91,702	95,370	99,185	103,152	107,278	2,682	5,364	8,046
PROJECT FACILITATOR/GRANT WRITIER	261	91,702	95,370	99,185	103,152	107,278	2,682	5,364	8,046
COORDINATOR, PROGRAM IMPROVEMENT, DEPT. ED. ACCT.	218	91,632	95,298	99,111	103,077	107,199	2,680	5,360	8,040
ASSISTANT PRINCIPAL, CONTINUATION H.S.	210	89,179	92,748	96,459	100,318	104,329	2,608	5,216	7,825
ASSISTANT PRINCIPAL, MIDDLE SCHOOL	210	89,179	92,748	96,459	100,318	104,329	2,608	5,216	7,825
INSTRUCTIONAL SERVICES SPECIALIST	205	85,063	88,466	92,004	95,684	99,511	2,488	4,976	7,463
ASSISTANT DIRECTOR, NUTRITION SERVICES	261	80,959	84,196	87,563	91,067	94,709	2,368	4,735	7,103
SENIOR PROGRAM EVALUATOR	261	80,959	84,196	87,563	91,067	94,709	2,368	4,735	7,103
SENIOR RESEARCH ASSOCIATE	261	80,959	84,196	87,563	91,067	94,709	2,368	4,735	7,103
SOFTWARE ENGINEER	261	80,959	84,196	87,563	91,067	94,709	2,368	4,735	7,103
ASSISTANT PRINCIPAL, ELEMENTARY	190	80,153	83,358	86,693	90,161	93,768	2,344	4,688	7,033
CENTRAL KITCHEN MANAGER	261	73,579	76,522	79,585	82,765	86,078	2,344	4,688	7,033
MANAGER, PUBLICATIONS	261	73,579	76,522	79,585	82,765	86,078	2,344	4,688	7,033
MANAGER, TRANSPORTATION	261	73,579	76,522	79,585	82,765	86,078	2,344	4,688	7,033
NETWORK SPECIALIST	261	73,579	76,522	79,585	82,765	86,078	2,344	4,688	7,033
OPERATIONS MANAGER	261	73,579	76,522	79,585	82,765	86,078	2,344	4,688	7,033
ASST. DIRECTOR, BUILDING TRADES	261	69,557	72,338	75,233	78,241	81,371	2,344	4,688	7,033
ASST. DIRECTOR, EQUIPMENT/COMMUNICATIONS	261	69,557	72,338	75,233	78,241	81,371	2,344	4,688	7,033
ASST. DIRECTOR, FACILITIES PROJECTS	261	69,557	72,338	75,233	78,241	81,371	2,344	4,688	7,033
ASST. DIRECTOR, GROUNDS/CUSTODIAL	261	69,557	72,338	75,233	78,241	81,371	2,344	4,688	7,033
ASST. DIRECTOR, MECHANICAL TRADES/ENERGY	261	69,557	72,338	75,233	78,241	81,371	2,344	4,688	7,033

\*Salary anniversary increments shown are based on step 5 salaries (All management position listed below the Elementary Assistant Principal will receive the same longevity stipend.)

**RIVERSIDE UNIFIED SCHOOL DISTRICT  
MANAGEMENT/CONFIDENTIAL SALARY SCHEDULE  
Effective July 1, 2012**

<b>Title</b>	<b>Work Days</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>6th year*</b>	<b>11th year*</b>	<b>16th year*</b>
DISTRICT OMBUDSPERSON	250	66,626	69,289	72,062	74,944	77,942	2,344	4,688	7,033
ASST. PERSONNEL ADMINISTRATOR	261	65,006	67,605	70,310	73,123	76,047	2,344	4,688	7,033
CONTRACT ANALYST	261	65,006	67,605	70,310	73,123	76,047	2,344	4,688	7,033
ENERGY EDUCATION SPECIALIST	261	65,006	67,605	70,310	73,123	76,047	2,344	4,688	7,033
CREDENTIAL ANALYST	261	55,670	57,898	60,213	62,622	65,127	2,344	4,688	7,033
EXECUTIVE ASST. TO THE SUPERINTENDENT	261	55,670	57,898	60,213	62,622	65,127	2,344	4,688	7,033
MANAGER, COMMUNITY SERVICES	251	54,999	57,200	59,487	61,867	64,342	2,344	4,688	7,033
COORDINATOR, INSTRUCTIONAL TECHNOLOGY	261	53,639	56,347	59,218	62,200	65,345	2,344	4,688	7,033
EXECUTIVE SECRETARY II	261	51,005	53,046	55,168	57,375	59,669	2,344	4,688	7,033
CAMPUS MANAGER	230	49,346	51,320	53,371	55,508	57,728	2,344	4,688	7,033
DROP OUT RETENTION SPECIALIST	230	49,346	51,320	53,371	55,508	57,728	2,344	4,688	7,033
EXECUTIVE SECRETARY I	261	44,822	46,614	48,478	50,417	52,434	2,344	4,688	7,033

\*Salary anniversary increments shown are based on step 5 salaries (All management position listed below the Elementary Assistant Principal will receive the same longevity stipend.)

# RIVERSIDE UNIFIED SCHOOL DISTRICT SUPERVISOR'S SALARY SCHEDULE

**Effective 7/1/12**

(Reverts back to the 2008 salary schedule with the elimination of furlough days)

Classification	Row	Step 1	Step 2	Step 3	Step 4	Step 5
ACCOUNTING SUPERVISOR	<b>S25</b>	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00	\$5,500.00
BUILDING TRADES SUPERVISOR	<b>S25</b>	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00	\$5,500.00
CAFETERIA SUPERVISOR I	<b>S7</b>	\$2,895.00	\$3,041.00	\$3,196.00	\$3,357.00	\$3,527.00
CAFETERIA SUPERVISOR II	<b>S10</b>	\$3,118.00	\$3,276.00	\$3,441.00	\$3,615.00	\$3,799.00
CATERING SUPERVISOR	<b>S23</b>	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00
COMMUNICATIONS AND PUBLIC RELATIONS SUPERVISOR	<b>S21</b>	\$4,089.00	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00
COMPUTER OPERATIONS SUPERVISOR	<b>S28</b>	\$4,863.00	\$5,109.00	\$5,366.00	\$5,639.00	\$5,924.00
COORDINATED FAMILY SERVICES SUPERVISOR	<b>S20</b>	\$3,991.00	\$4,193.00	\$4,405.00	\$4,628.00	\$4,863.00
CUSTODIAL OPERATIONS SUPERVISOR	<b>S20</b>	\$3,991.00	\$4,193.00	\$4,405.00	\$4,628.00	\$4,863.00
ELECTRONIC DOCUMENT MGMT SYSTEM SUPERVISOR	<b>S21</b>	\$4,089.00	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00
ELECTRONICS SHOP SUPERVISOR	<b>S25</b>	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00	\$5,500.00
GROUNDS MAINTENANCE SUPERVISOR	<b>S25</b>	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00	\$5,500.00
INSTRUCTIONAL TECHNOLOGY SUPERVISOR	<b>S23</b>	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00
NUTRITION SERVICES PROGRAM SUPERVISOR	<b>S20</b>	\$3,991.00	\$4,193.00	\$4,405.00	\$4,628.00	\$4,863.00
NUTRITION SERVICES WAREHOUSE SUPERVISOR	<b>S23</b>	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00
PLANT SUPERVISOR I (MIDDLE SCHOOL)	<b>S13</b>	\$3,357.00	\$3,527.00	\$3,706.00	\$3,893.00	\$4,089.00
PLANT SUPERVISOR II (HIGH SCHOOL)	<b>S18</b>	\$3,799.00	\$3,991.00	\$4,193.00	\$4,405.00	\$4,628.00
SUPERVISOR, FIELD OPERATIONS	<b>S26</b>	\$4,628.00	\$4,863.00	\$5,109.00	\$5,366.00	\$5,639.00
TECHNOLOGY SERVICES SUPERVISOR	<b>S34</b>	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00
WAREHOUSE SUPERVISOR	<b>S23</b>	\$4,298.00	\$4,515.00	\$4,745.00	\$4,984.00	\$5,236.00



**Board Meeting Agenda  
September 16, 2013**

Topic: Approval of Change Order No. 2 – Purchase Order C6002271 – Bid No. 2011/12-23 – Category 1 – Bleachers – John W. North High School Athletic Facilities Master Plan

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 Bleachers at the John W. North High School Athletic Facilities Master Plan.

---

**DESCRIPTION OF AGENDA ITEM:**

On December 5, 2011, the Board of Education approved Bid No. 2011/12-23 – Category 1 – Bleachers – John W. North High School Athletic Facilities Master Plan. The bid was awarded to Southern Bleacher Company Inc., and Purchase Order C6002271 was issued in the amount of \$1,120,100.00. One subsequent change order was approved for \$60,489.00, bringing the total of the purchase order to \$1,180,589.00.

District staff is requesting a change in the scope of work for Change Order No. 2 to add a guard rail at the home bleacher walkway to comply with ADA requirements.

Change Order No. 2, in the amount of \$3,862.00, brings the total amount of the purchase order to \$1,184,451.00. Funding for this project is eighty-six percent (86%) from Measure B; and fourteen percent (14%) from Redevelopment.

---

**FISCAL IMPACT:** Change order value of \$3,862.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 2, in the amount of \$3,862.00 to Southern Bleacher Company, Inc. – Purchase Order C6002271, bringing the new total amount of the purchase order to \$1,184,451.00.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 2 – Category 1 – Bleachers – John W. North High School Athletic Facilities Master Plan.

Attached:      Yes

# CHANGE ORDER

**DSA A# 04-112110**  
File No. 33-H9

Distribution to:

OWNER	<input checked="" type="checkbox"/>	INSPECTOR	<input checked="" type="checkbox"/>
ARCHITECT	<input checked="" type="checkbox"/>	DSA	<input checked="" type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>	CITY AGENCY	<input type="checkbox"/>
FIELD	<input checked="" type="checkbox"/>	OTHER	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
North High School Athletic Facility  
Aquatic Center

**CHANGE ORDER NO.:** 36-01-02

**DATE:** August 13, 2013

**TO:** Southern Bleacher Company  
801 Fifth Street  
Graham, TX 76450

**PROJECT NO.:** HMC # 3152131

**CONTRACT FOR:** Aquatic Center &  
Athletic Facility Upgrades

**Bid Category 01**

**You are directed to make the following changes in this Contract:**

Reference attached Items

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was .....	\$	1,120,100.00
Net change by previously authorized Change Orders .....	\$	60,489.00
The Contract Sum prior to this Change Order was .....	\$	1,180,589.00
The Contract Sum will be <b>increased</b> by this Change Order .....	\$	3,862.00
The new Contract Sum including this Change Order will be .....	\$	1,184,451.00
The Contract Time will be changed by [0] Days.		

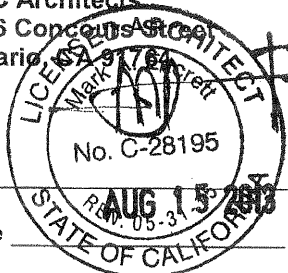
The Date of Completion as of the date of this Change Order therefore is: October 2, 2013

**ARCHITECT**

HMC Architects  
3546 Concorde Street  
Ontario, CA 91764

By \_\_\_\_\_

Date \_\_\_\_\_



**CONTRACTOR**

Southern Bleacher Company  
801 Fifth Street  
Graham, TX 76450

By \_\_\_\_\_

Date \_\_\_\_\_

**Authorized:**

**OWNER**

Riverside Unified School District  
3070 Washington Street  
Riverside, CA 92504

By \_\_\_\_\_

Date \_\_\_\_\_

cc: File-CO.CO

Change Order 36-01-02  
North H.S. Aquatic Center  
August 13, 2013  
Page 2

**ITEM CO: 36.1**  
(COR 63)

Add guard rail at the home bleachers where bleacher walkway is higher than adjacent tennis courts and install a closure plate at the north side of home bleachers between bleacher walkway and concrete plaza.

**Justification:**

Field verification fixes were required to (n) bleachers meeting up with (e) tennis courts and walk to comply with ADA path of travel requirements.

**Requested by:**

Architect

**ADD \$ 3,862.00**

**TOTAL CHANGE ORDER AMOUNT      \$ 3,862.00**

**Board Meeting Agenda  
September 16, 2013**

Topic: Approval of Change Order No. 5 – Purchase Order C6002369 – Bid No. 2011/12-88 – Category 18 – Specialties – John W. North High School Athletic Facilities Master Plan

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 Specialties at the John W. North High School Athletic Facilities Master Plan.

---

**DESCRIPTION OF AGENDA ITEM:**

On June 4, 2012, the Board of Education approved Bid No. 2011/12-88 – Category 18 – Specialties – John W. North High School Athletic Facilities Master Plan. The bid was awarded to Inland Building Construction, Inc., and Purchase Order C6002369 was issued in the amount of \$357,500.00. Four subsequent change orders were approved for \$24,537.19, bringing the total amount of the purchase order to \$382,037.19.

District staff is requesting a change in the scope of work for Change Order No. 5 to modify the elevator installation and provide added lighting conduit and electrical boxes to relocate a panel to provide adequate clearances between the tennis court fencing and machine room to allow servicing of the panel.

Change Order No. 5, in the amount of \$2,889.00, brings the total amount of the purchase order to \$384,926.19. Funding for this project is eighty-six percent (86%) from Measure B; and fourteen percent (14%) from Redevelopment.

---

**FISCAL IMPACT:** Change order value of \$2,889.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 5, in the amount of \$2,889.00 to Inland Building Construction, Inc. – Purchase Order C6002369, bringing the new total amount of the Purchase Order to \$384,926.19.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 5 – Category 18 – Specialties – John W. North High School Athletic Facilities Master Plan.

Attached:      Yes

# CHANGE ORDER

**DSA A# 04-112110**

**File No. 33-H9**

Distribution to:

OWNER ☒

ARCHITECT ☒

CONTRACTOR ☒

FIELD ☒

INSPECTOR ☒

DSA ☒

CITY AGENCY ☐

OTHER ☐

**PROJECT:** Riverside Unified School District  
North High School Athletic Facility  
Aquatic Center

**CHANGE ORDER NO.: 35-18-05**

**DATE:** August 13, 2013

**TO:** Inland Building Construction  
323 South Sierra Way  
San Bernardino, CA 92408

**PROJECT NO.:** HMC # 3152131

**CONTRACT FOR:** Aquatic Center &  
Athletic Facility Upgrades

**Bid Category 18**

**You are directed to make the following changes in this Contract:**

Reference attached Items

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was .....	\$	357,500.00
Net change by previously authorized Change Orders.....	\$	24,537.19
The Contract Sum prior to this Change Order was .....	\$	382,037.19
The Contract Sum will be <b>increased</b> by this Change Order .....	\$	2,889.00
The new Contract Sum including this Change Order will be .....	\$	384,926.19
The Contract Time will be changed by [0] Days.		

The Date of Completion as of the date of this Change Order therefore is: October 2, 2013

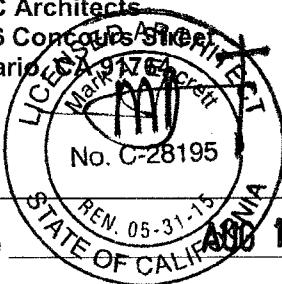
**ARCHITECT**

HMC Architects

3546 Concord Street  
Ontario, CA 91764

By \_\_\_\_\_

Date \_\_\_\_\_



**CONTRACTOR**

Inland Building Construction  
323 South Sierra Way  
San Bernardino, CA 92408

By \_\_\_\_\_

Date \_\_\_\_\_

**Authorized:**

**OWNER**

Riverside Unified School District  
3070 Washington Street  
Riverside, CA 92504

By \_\_\_\_\_

Date \_\_\_\_\_

cc: File-CO.CO

Change Order 35-18-05  
North H.S. Aquatic Center  
August 13, 2013  
Page 2

**ITEM CO: 35.1**  
(COR 52)

Modify the elevator installation and provide the added lighting conduit and boxes as required to relocate panel LP4 to provide adequate clearances between the tennis court fencing and machine room per RFI-107.

**Justification:** Currently there is not enough clearance for servicing the panel.

**Requested by:** Contractor

**ADD \$ 2,889.00**

**TOTAL CHANGE ORDER AMOUNT                      \$ 2,889.00**



## Riverside Unified School District

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

### Board Meeting Agenda September 16, 2013

Topic: Approval of Change Order No. 5 – Purchase Order C6002371 – Bid No. 2011/12-92 – Category 22 – Electrical – John W. North High School Athletic Facilities Master Plan

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 Electrical at the John W. North High School Athletic Facilities Master Plan.

---

#### DESCRIPTION OF AGENDA ITEM:

On June 4, 2012, the Board of Education approved Bid No. 2011/12-92 – Category 22 – Electrical – John W. North High School Athletic Facilities Master Plan. The bid was awarded to F.E.C. Electric, Inc., and Purchase Order C6002371 was issued in the amount of \$1,524,378.00. Four subsequent change orders were approved for \$32,298.00, bringing the total of the purchase order to \$1,556,676.00.

District staff is requesting a change in the scope of work for Change Order No. 5 to (1) add a panel to the track scoreboard to accommodate 9 lanes; (2) reroute existing conduit for the irrigation booster pump master valve; (3) reroute electrical to the existing tennis courts that had been previously fed from the existing football scoreboard which was removed.

Change Order No. 5, in the amount of \$9,410.00, brings the total amount of the purchase order to \$1,566,086.00. Funding for this project is eighty-six percent (86%) from Measure B; and fourteen percent (14%) from Redevelopment.

---

**FISCAL IMPACT:** Change order value of \$9,410.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 5, in the amount of \$9,410.00 to F.E.C. Electric, Inc. – Purchase Order C6002371, bringing the new total amount of the purchase order to \$1,566,086.00.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 5 – Category 22 – Electrical – John W. North High School Athletic Facilities Master Plan.

Attached:      Yes

# CHANGE ORDER

**DSA A# 04-112110**

**File No. 33-H9**

Distribution to:

OWNER ☒

ARCHITECT ☒

CONTRACTOR ☒

FIELD ☒

INSPECTOR ☒

DSA ☒

CITY AGENCY ☐

OTHER ☐

**PROJECT:** Riverside Unified School District  
North High School Athletic Facility  
Aquatic Center

**CHANGE ORDER NO.:** 34-22-05

**DATE:** August 13, 2013

**TO:** F.E.C. Electric, Inc.  
P.O. Box 77  
Redlands, CA 92373

**PROJECT NO.:** HMC # 3152131

**CONTRACT FOR:** Aquatic Center &  
Athletic Facility Upgrades

**Bid Category 22**

**You are directed to make the following changes in this Contract:**

Reference attached Item(s).

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was ..... \$ 1,524,378.00  
Net change by previously authorized Change Orders ..... \$ 32,298.00  
The Contract Sum prior to this Change Order was ..... \$ 1,556,676.00  
The Contract Sum will be **increased** by this Change Order ..... \$ 9,410.00  
The new Contract Sum including this Change Order will be ..... \$ 1,566,086.00  
The Contract Time will be changed by [0] Days.  
The Date of Completion as of the date of this Change Order therefore is: **October 10, 2013**

**ARCHITECT**  
HMC Architects  
3546 Concourses Street  
Ontario, CA 91764

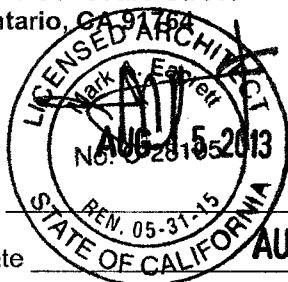
**CONTRACTOR**  
F.E.C. Electric, Inc.  
P.O. Box 77  
Redlands, CA 92373

*Authorized:*

**OWNER**  
Riverside Unified School District  
3070 Washington Street  
Riverside, CA 92504

By \_\_\_\_\_

Date \_\_\_\_\_



By \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_

Date \_\_\_\_\_

cc: File-CO.CO

**ITEM CO: 34.1**  
(COR 59)

Add an (1) additional scoreboard panel to the track scoreboard to allow scoreboard to accommodate 9 lanes.

**Justification:**

District requested additional scoreboard lane

**Requested by:**

District

**ADD \$ 7,491.00**

**ITEM CO: 34.2**  
(COR 60)

Re-route existing conduit within the limits of construction at the concrete deck between the boys lockerroom and the P3 Building.

**Justification:**

The conduit serves the irrigation booster pump master valve and flow switch, this is the last portion that was not rerouted previously during over excavation.

**Requested by:**

Contractor

**ADD \$ 275.00**

**ITEM CO: 34.3**  
(COR 61)

Reroute electrical to the existing tennis courts that had been previously fed from the existing football scoreboard which was removed.

**Justification:**

Unforeseen site condition

**Requested by:**

Electrical Engineer

**ADD \$ 1,644.00**

**TOTAL AMOUNT OF CHANGE ORDER     \$ 9,410.00**

**Board Meeting Agenda  
September 16, 2013**

Topic: Approval of Change Order No. 4 – Purchase Order C6002376 – Bid No. 2011/12-72 – Category 2 – Earthwork/Demo – John W. North High School Athletic Facilities Master Plan

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 Earthwork/Demo at the John W. North High School Athletic Facilities Master Plan.

---

**DESCRIPTION OF AGENDA ITEM:**

On June 4, 2012, the Board of Education approved Bid No. 2011/12-72 – Category 2 – Earthwork/Demo – John W. North High School Athletic Facilities Master Plan. The bid was awarded to McKenna General Engineering, Inc., and Purchase Order C6002376 was issued in the amount of \$528,829.00. Three subsequent change orders were approved for \$-45,341.00, bringing the total amount of the purchase order to \$483,488.00.

District staff is requesting Change Order No. 4 to (1) revise the grades behind the visitor's bleachers by increasing the width of the softball fields; and (2) revise the slurry seal at the student parking lot to correct accessible parking stalls to comply with 2010 construction code.

Change Order No. 4, in the amount of \$31,458.00, brings the total amount of the purchase order to \$514,946.00. Funding for this project is eighty-six percent (86%) from Measure B; and fourteen percent (14%) from Redevelopment.

---

**FISCAL IMPACT:** Change order value of \$31,458.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 4, in the amount of \$31,458.00 to McKenna General Engineering, Inc. – Purchase Order C6002376, bringing the new total amount of the Purchase Order to \$514,946.00.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 4 – Category 2 – Earthwork/Demo – John W. North High School Athletic Facilities Master Plan.

Attached:     Yes

# CHANGE ORDER

**DSA A# 04-112110**

**File No. 33-H9**

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

FIELD

INSPECTOR

DSA

CITY AGENCY

OTHER



**PROJECT:** Riverside Unified School District  
North High School Athletic Facility  
Aquatic Center

**CHANGE ORDER NO.:** 37-02-04

**DATE:** August 13, 2013

**TO:** McKenna General Engineering  
P.O. Box 78837  
Corona, CA 92877

**PROJECT NO.:** HMC # 3152131

**CONTRACT FOR:** Aquatic Center &  
Athletic Facility Upgrades

**Bid Category 02**

**You are directed to make the following changes in this Contract:**

Reference attached Item(s).

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was ..... \$ 528,829.00  
Net change by previously authorized Change Orders..... \$ -45,341.00  
The Contract Sum prior to this Change Order was ..... \$ 483,488.00  
The Contract Sum will be **increased** by this Change Order ..... \$ 31,458.00  
The new Contract Sum including this Change Order will be ..... \$ 514,946.00  
The Contract Time will be changed by [0] Days.  
The Date of Completion as of the date of this Change Order therefore is: **September 24, 2013.**

**ARCHITECT**

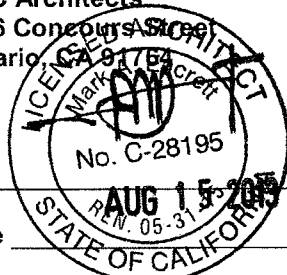
HMC Architects

3546 Concourse Street

Ontario, CA 91764

By \_\_\_\_\_

Date \_\_\_\_\_



**CONTRACTOR**

McKenna General Engineering

P.O. Box 78837

Corona, CA 92877

By \_\_\_\_\_

Date \_\_\_\_\_

*Authorized:*

**OWNER**

Riverside Unified School District

3070 Washington Street

Riverside, CA 92504

By \_\_\_\_\_

Date \_\_\_\_\_

cc: File-CO.CO

**ITEM CO: 37.1**  
(COR 62)

Revise the grades behind the visitors bleachers (north and south of bleachers) by removing excess dirt as required prior to landscape and irrigation commencing.

**Justification:**

District requested width of softball fields be increased and that outfield area be flattened out.

**Requested by:**

District

**ADD \$ 17,755.00**

**ITEM CO: 37.2**  
(COR 64)

Revise slurry seal at student parking lot to correct accessible parking stalls, per IB-11R1.

**Justification:**

To make parking lot compliant with 2010 CBC and rectify incorrect as-build information utilized at the time of design. Topographic plans provided by District where not actual field measurements.

**Requested by:**

District

**ADD \$ 13,706.00**

**TOTAL AMOUNT OF CHANGE ORDER     \$ 31,458.00**



## Riverside Unified School District

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

### Board Meeting Agenda September 16, 2013

Topic: Approval of Change Order No. 1 – Purchase Order C6002461 – Bid No. 2011/12-75 – Category 5 – Fencing – John W. North High School Athletic Facilities Master Plan

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 Fencing at the John W. North High School Athletic Facilities Master Plan.

---

#### DESCRIPTION OF AGENDA ITEM:

On June 4, 2012, the Board of Education approved Bid No. 2011/12-75 – Category 5 – Fencing – John W. North High School Athletic Facilities Master Plan. The bid was awarded to Westbrook Fence, Inc., and Purchase Order C6002461 was issued in the amount of \$90,035.00.

District staff is requesting a change in the scope of work for Change Order No. 1 to (1) modify track fencing to allow access to the locker room; (2) add chain link fencing at the underside of the home bleachers to secure access; (3) add fence with top and bottom rail at the shot put area for safety; (4) change the configuration of the fence at the pool deck to allow better walking access to the theater building; (5) add a gate at the south end of the track for easier access to the storage containers.

Change Order No. 1, in the amount of \$11,279.00 brings the total amount of the purchase order to \$101,314.00. Funding for this project is eighty-six percent (86%) from Measure B; and fourteen percent (14%) from Redevelopment.

---

**FISCAL IMPACT:** Change order value of \$11,279.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 1, in the amount of \$11,279.00 to Westbrook Fence, Inc. – Purchase Order C6002461, bringing the new total amount of the purchase order to \$101,314.00.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 1 – Category 5 – Fencing – John W. North High School Athletic Facilities Master Plan.

Attached:      Yes

# CHANGE ORDER

**DSA A# 04-112110**  
**File No. 33-H9**

Distribution to:

OWNER	■	INSPECTOR	■
ARCHITECT	■	DSA	■
CONTRACTOR	■	CITY AGENCY	<input type="checkbox"/>
FIELD	■	OTHER	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
North High School Athletic Facility  
Aquatic Center

**CHANGE ORDER NO.:** 38-05-01

**DATE:** August 13, 2013

**TO:** Westbrook Fence Inc.  
P.O. Box 90310  
San Bernardino, CA 92427

**PROJECT NO.:** HMC # 3152131

**CONTRACT FOR:** Aquatic Center &  
Athletic Facility Upgrades

**Bid Category 05**

**You are directed to make the following changes in this Contract:**

Reference attached Items

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

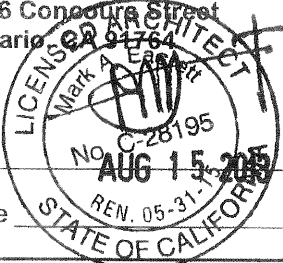
The original Contract Sum was .....	\$	90,035.00
Net change by previously authorized Change Orders .....	\$	0.00
The Contract Sum prior to this Change Order was .....	\$	90,035.00
The Contract Sum will be <b>increased</b> by this Change Order .....	\$	11,279.00
The new Contract Sum including this Change Order will be .....	\$	101,314.00

The Contract Time will be changed by [0] Days.

The Date of Completion as of the date of this Change Order therefore is: October 2, 2013

**ARCHITECT**  
HMC Architects  
3546 Concourse Street  
Ontario, CA 91764

By \_\_\_\_\_  
Date \_\_\_\_\_



**CONTRACTOR**  
Westbrook Fence Inc.  
P.O. Box 90310  
San Bernardino, CA 92427

By \_\_\_\_\_  
Date \_\_\_\_\_

**Authorized:**

**OWNER**  
Riverside Unified School District  
3070 Washington Street  
Riverside, CA 92504

By \_\_\_\_\_  
Date \_\_\_\_\_

cc: File-CO.CO

**ITEM CO: 38.1**  
(COR 54)

Modify 4'-0" high track fencing to add a 16' wide x 4' high gate near Building P2 for football player access to the locker rooms.

**Justification:** School decided a specific route for teams to enter the field

**Requested by:** District

**ADD \$ 1,397.00**

**ITEM CO: 38.2**  
(COR 55)

Add 92' of 8' high chain link fencing at the underside of the east side of the home bleachers to secure access from students and visitors.

**Justification:** Limit access to back of bleachers for Students and Visitors.

**Requested by:** District

**ADD \$ 3,036.00**

**ITEM CO: 38.3**  
(COR 56)

Add 103' of 8' high fence with top and bottom rail at the shot put area.

**Justification:** Fencing was requested by District as a safety measure

**Requested by:** District

**ADD \$ 4,120.00**

**ITEM CO: 38.4**  
(COR 57)

Change the configuration of the 8' fence adding 4' of fence, flange plates to bottom of posts and 3 additional terminal posts at the pool deck.

**Justification:** School requested better walking access between Building P1 and Theater Building.

**Requested by:** District

**ADD \$ 1,746.00**

**ITEM CO: 38.5**  
(COR 58)

Add an additional 10' wide x 4' high gate at the south end of the track near the storage container slabs.

**Justification:** School requested easier access to storage containers from field.

**Requested by:** District

**ADD \$ 980.00**

**TOTAL CHANGE ORDER AMOUNT      \$11,279.00**

## Riverside Unified School District

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

### Board Meeting Agenda September 16, 2013

Topic: Approval of Change Order No. 1 – Purchase Order C6002665 – Bid No. 2012/13-03M – Data Systems – Frank Augustus Miller Middle School Wing Addition

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 Data Systems at Frank Augustus Miller Middle School Wing Addition.

---

#### DESCRIPTION OF AGENDA ITEM:

On December 3, 2012, the Board of Education approved Bid No. 2012/13-03M – Data Systems – Frank Augustus Miller Middle School Wing Addition. The bid was awarded to Datatel Wiring, Inc., and Purchase Order C6002665 was issued in the amount of \$33,430.00.

District staff is requesting a change in the scope of work for Change Order No. 1 to pull copper telephone wire from the main backboard to the administration building.

Change Order No. 1, in the amount of \$1,292.00 brings the total amount of the purchase order to \$34,722.00. Funding for this project is forty percent (40%) from State funds and 60 percent (60%) from the Community Facilities District funds.

---

**FISCAL IMPACT:** Change order value of \$1,292.00 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 1, in the amount of \$1,292.00 to Datatel Wiring, Inc. – Purchase Order C6002665, bringing the new total amount of the purchase order to \$34,722.00.

---

**ADDITIONAL MATERIAL:** Request for Change Order No. 1 – Data Systems – Frank Augustus Miller Middle School Wing Addition.

Attached: Yes

# Riverside USD - Miller MS MPOE Wire Pull from MDF - IDF J

Project Name: Riverside USD - Miller MS MPOE Wire Pull from MDF - IDF J

	Qty.	Unit Cost	Price	Total Price
Vert Pull MPOE MDF- IDF J	1			
16AWG 4C DB PVC	1000	\$0.2519	\$251.85	\$251.85
Installation / Laobr Cost				\$1,020.00
Tax (8%)				\$20.15
All Others Related Cost				
Totals:				\$1,292.00

MPOE Backbone Cabling - \$ 1,292.00  
 Break Down: Material - \$272.00; Labor - \$1,020.00  
 (Cable Pull only, Termination by District)

OK to Proceed:  8/18/13

**Board Meeting Agenda  
September 16, 2013**

Topic: Notice of Completion – Purchase Order C6002797 – Bid 2012/13-09  
UCCAP – Ramona High School Gateway Element

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

Responsible

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

Type of Item: Consent

Short Description: A Notice of Completion is recommended for the Gateway Element at  
Ramona High School.

---

**DESCRIPTION OF AGENDA ITEM:**

On April 3, 2013, bids were accepted for Bid 2012/13-09 UCCAP – Gateway Element – Ramona High School Landscaping. The quote was awarded to Dalke & Sons Construction, Inc., and Purchase Order C6002797 was issued in the amount of \$38,890.00.

The scope of work for this project was to install a gateway element at the Ramona High School.

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

---

**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education direct that a Notice of Completion be filed for Dalke & Sons Construction, Inc. – Purchase Order C6002797, for a total of \$38,890.00.

---

**ADDITIONAL MATERIAL:** Notice of Completion – Gateway Element – Ramona High School

Attached: Yes



# INVOICE



**DALKE & SONS CONSTRUCTION, INC.**  
4585 ALLSTATE DRIVE  
RIVERSIDE, CA 92501-1701 LIC. #612500  
951-274-9880 FAX 951-274-0319  
www.dalkeandsons.com  
Email: info@dalkeandsons.com

CUSTOMER #: 1047  
INVOICE #: 12326  
INVOICE DATE: 08/21/13

## BILL TO:

## DALKE JOB #2787

RIVERSIDE UNIFIED SCHOOL DIST.  
ATTENTION: FACILITIES PROJECTS  
3070 WASHINGTON STREET  
RIVERSIDE, CA 92504  
PROJECT MANAGER: KEVIN HAUSER

GATEWAY ELEMENT  
RAMONA HIGH SCHOOL  
7675 MAGNOLIA AVENUE  
RIVERSIDE, CA 92504  
BID #2012/13-09 UCCAP

DESCRIPTION	CURRENT CONTRACT	PREVIOUSLY BILLED	PREVIOUS PERCENT	PERCENT COMPLETE	CURRENT BILLING
-------------	---------------------	----------------------	---------------------	---------------------	--------------------

ORIGINAL AMOUNT  
PER AGREEMENT  
DATED 04-03-13:

	\$38,890.00	\$2,722.30	7%	100%	\$36,167.70
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LESS 5% RETENTION: -\$1,808.39

TOTAL AMOUNT DUE & PAYABLE THIS INVOICE: \$34,359.31

TERMS: NET 30  
OVERDUE INVOICES WILL BE CHARGED 1 ½% INTEREST PER MONTH

**THANK YOU FOR YOUR BUSINESS!**

**50**

**Board Meeting Agenda  
September 16, 2013**

Topic: Notice of Completion – Purchase Order C6002812 – Bid No. 2012/13-08  
Roofing at Various Sites

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

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

Type of Item: Consent

Short Description: A Notice of Completion is recommended for the Roofing at various sites.

---

**DESCRIPTION OF AGENDA ITEM:**

On April 16, 2013, bids were accepted for Bid No. 2012/13-08 – Roofing at Various Sites. The bid was awarded to Rite-Way Roof Corporation, and Purchase Order C6002812 was issued in the amount of \$242,120.00

The scope of work for this project was to provide roofing repair work at various sites.

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

Funding for this project is one hundred percent (100%) from Deferred Maintenance funds.

---

**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education approve that a Notice of Completion be filed for Rite-Way Roof Corporation, – Purchase Order C6002812, for a total of \$242,120.00.

---

**ADDITIONAL MATERIAL:** Notice of Completion – Roofing at Various Sites

Attached: Yes

## Jumnongsilp, Chenchira J.

---

**From:** Vinson, Nancy J. (Chasey)  
**Sent:** Thursday, August 29, 2013 10:48 AM  
**To:** Jumnongsilp, Chenchira J.  
**Cc:** Obrien, Laurie L.  
**Subject:** FW: Notice of completion for Rite-Way Roofing  
**Attachments:** NOC BOE - Rite-Way Roofing.doc

**Importance:** High

Jane,

Please process the attached NOC for Rite-Way roofing on the 9/16/13 Board. The back-up is documented below. Thank you

Nancy Vinson  
M&O Budget Technician  
951-788-7496 ext 84005  
951-778-5646 Fax – 84085 Internal

It is better to take refuge in the Lord  
than to trust in man.....

---

**From:** Sharum Jr, Kenneth L.  
**Sent:** Tuesday, August 20, 2013 12:57 PM  
**To:** Vinson, Nancy J. (Chasey)  
**Cc:** Calderon, Edward P.; Schulte, Stephen A.; Williams, Orin L.  
**Subject:** Notice of completion for Rite-Way Roofing

Nancy,

The summer roofing project is complete. Please issue a notice of completion.

Site Locations: Adams, Emerson, Highgrove, Madison, Lincoln, and Poly Wing 800

Thank you

Kenneth Sharum  
Assistant Director  
Maintenance & Operations  
Building Trades, RUSD  
Phone 951 788-7496 x84050  
Fax 951 778-5641 (internal 84080)  
cell 951 315-5915

**Board Meeting Agenda  
September 16, 2013**

Topic: Notice of Completion – Purchase Order P1021845 – UCCAP Quote FP0716  
– Storm Drain – John W. North High School Athletic Facilities Master Plan

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

Responsible

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

Type of Item: Consent

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

---

**DESCRIPTION OF AGENDA ITEM:**

On July 30, 2013, quotes were accepted for UCCAP Quote FP0716 – Storm Drain – John W. North High School Athletic Facilities Master Plan. The quote was awarded to J. Glenna Construction, Inc., and Purchase Order P1021845 was issued in the amount of \$17,825.00. One subsequent change order was approved for \$1,610.00 bringing the total amount of the purchase order to \$19,435.00.

The scope of work for this project was to install a storm drain at the John W. North High School Athletic Facilities Master Plan.

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

---

**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education direct that a Notice of Completion be filed for J. Glenna Construction, Inc. – Purchase Order P1021845, for a total of \$19,435.00.

---

**ADDITIONAL MATERIAL:** Notice of Completion – Storm Drain – John W. North High School Athletic Facilities Master Plan.

Attached:     Yes

# J. Glenna Construction, Inc.

GENERAL CONTRACTOR

State License No. 777897

38671 Martin Ranch Rd. Temecula, CA 92592

(951)303-9098 FAX: (951)303-9698

BILL TO:

Riverside Unified School District

Kevin Hauser

J.W North Storm Drain improvements

## Invoice

DATE	COST PROPOSAL
8/6/2013	P-1021845

Contractor: J. Glenna Construction Inc.

Architect:

Inspector:

Owner: RUSD

P.O. NO	DUE DATE	PROJECT
P-1021845		J. W North

DESCRIPTION	AMOUNT
J. W North Storm Drain Project	
The Following invoice is for work completed 100 %	
Change Order One	\$1,610.00
J G C O/P included	\$0.00
Total	\$1,610.00
Original price of job	\$17,825.00
Change order One	\$1,610.00
Total job price	\$19,435.00
Retention 5%	\$972.00
balance due	18,463.00
Total	\$18,555.00

## **Riverside Unified School District**

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

### **Board Meeting Agenda August 12, 2012**

Topic: Ratification of Approval to Utilize the CalSAVE Government Purchasing Alliance Multi-State Award for Purchase of Digital Copiers, Printers and Managed Document Services

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: Cooperative purchasing agreement for the purchase of digital copiers, printers and managed document services.

---

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

CalSAVE is a nonprofit instrumentality of government that assist local and state government agencies, school districts (K-12), higher education, and nonprofits in reducing the cost of purchased goods through pooling the purchasing power of public agencies nationwide. This is accomplished through competitively solicited contracts for qualify products through lead public agencies.

California law provides that public agencies may establish cooperative purchasing agreements wherein one public agency awards a competitive contract to a vendor and allows other public agencies to utilize or “piggyback” on the contract. Approval of a cooperative purchasing agreement does not obligate the Board of Education to issue a contract or appropriate any funds. As indicated below, the Board of Education must find and determine that the use of a cooperative purchasing agreement is in the best interests of the District.

Riverside Unified School District desires to utilize an existing multi-state award through the CalSAVE program to allow procurement from multiple vendors that have competitively bid through CalSAVE. Konica Minolta Business Solutions USA, Inc. was awarded Contract No. AEPA IFB #013.1-A, which allows for cooperative purchasing agreements between public agencies. The contract is valid through February 28, 2014 unless terminated, canceled or

extended. By mutual written agreement as warranted, the contract may be extended month by month or for three (3) additional 12-month periods.

District staff has reviewed available cooperative purchasing agreements and other formal purchasing options for the purchase of digital copiers, printers and managed document services and found that the subject contract best meets the needs of the District.

---

**FISCAL IMPACT:** The approval of this agenda item to allow the use of the cooperative purchasing contract provides the mechanism to purchase digital copiers, printers and managed document services, and is not a commitment to actually purchase any.

**RECOMMENDATION:** It is recommended that the Board of Education find and determine that it is in the best interest of the District to approve the purchase digital copier, printers and managed document services to purchase quantities at unit prices quoted, sufficient to meet the needs of the Riverside Unified School District. Furthermore, the District will make all purchases in its own name, be responsible for payment directly to the vendor, and is responsible for any tax liability.

---

**ADDITIONAL MATERIAL:** Agreement

Attached: Yes



## AEPA FORM B: ACCEPTANCE OF BID AND CONTRACT AWARD

### AEPA IFB #013.1-A

Digital MFD/Copiers, Printers and Managed Document Services

NAME OF BIDDER Konica Minolta Business Solutions, USA, Inc.

INSTRUCTIONS: PART I of this form is to be completed by the Bidder and signed by its Authorized Representative. PART II will be completed by the AEPA Member Agency only upon the occasion of the bid award. The completed document must be scanned to a PDF format and saved to Folder A, and a completed and signed paper version must be included in the package. If approved by AEPA, the bidder is required to produce a copy of the document for each of the AEPA Member Agency with which it contracts.

#### PART I: BIDDER

In compliance with the Invitation For Bid (IFB), the undersigned warrants that I/we have examined the Instructions to Bidders, associated documents, and being familiar with all of the conditions surrounding the proposed projects, hereby offer and agree to furnish all labor, materials, supplies and equipment incurred in compliance with all terms, conditions, specifications and amendments associated with this IFB and any written exceptions to the bid. Signature also certifies understanding and compliance with the certification requirements of the AEPA Member Agency's Terms and Conditions and/or Special Terms and Conditions. The undersigned understands that their competence, ability, capacity and obligations to offer and provide the proposed tangible personal property, professional services, construction services and other services on behalf of the Offeror as well as other factors of interest to the AEPA Member Agency as stated in the evaluation section, will be a consideration in making the award.

Company Name Konica Minolta Business Solutions, USA, Inc. Date 1/3/2013

Company Address 100 Williams Drive City Ramsey State NJ Zip 07446

Contact Person Ken Shane

Title Corporate Account Manager

Authorized Signature (ink only) 

Title VP, Strat. Bus. Development

#### PART II: AWARDING MEMBER AGENCY

Your bid for the above identified bid is hereby accepted. As contractor you are now bound to offer and provide the products and services identified within this IFB, your response and approved by AEPA, including all terms, conditions, specifications, exceptions and amendments. As contractor, you are hereby not to commence any billable work or provide any products or services under this contract until an executed purchase order is received from the AEPA Member Agency or Participating Entities. The intent of this contract is to constitute the final and complete agreement between the AEPA Member Agency and Contractor, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall bind any of the parties hereto. No change or modification of this contract shall be valid unless in writing and signed by both parties to this contract. If any provision of this contract is deemed invalid or illegal by any appropriate court of law, the remainder of this contract shall not be affected thereby. The term of the agreement shall commence on award and continue until February 28, 2014 unless terminated, canceled or extended. By mutual written agreement as warranted, the contract may be extended month by month or for three (3) additional 12-month periods.

Awarding Agency Monterey County Office of Education

Agency Executive 

Awarded this 1

day of

March, 2013

Contract Number

013.1

**Board Meeting Agenda  
September 16, 2013**

Topic: Certificated Personnel Assignment Order – CE 13/14-04 and  
Classified/Non-Classified Personnel Assignment Order CL 13/14-04

Presented by: Kiley Ybarra, Director of Certificated Personnel and  
Vanessa Connor, Director of Classified Personnel

Responsible  
Cabinet Member: Susan Mills, Assistant Superintendent, Human Resources

Type of Item: Consent

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

---

**DESCRIPTION OF AGENDA ITEM:**

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

Change in Status from Substitute Employee to Regular Employee, Change of Employment Status, Increase in Hours, Increase in Hours/Work Year, Lay Offs-39 Month Reemployment, Leaves, New Hires, New Hires-Probationary 1, New Hires-Temporary Employee (E.C. §44909), New Hires-Temporary Employee (E.C. §44920), Promotions, Rehires from 39-Month Reemployment List, Rehires-Temporary Employees, Resignations, Resignations in Lieu of Layoff, Retirements, Substitutes, Temporarily Assigned to a Higher Classification, Voluntary Demotions/Reassignments/Reductions/Transfers, Voluntary Demotions/Reassign-ments/Reductions/Transfers in Lieu of Layoff, and Voluntary Transfers.

---

**FISCAL IMPACT:** To be determined

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

---

**ADDITIONAL MATERIAL:** Certificated Personnel Assignment Order – CE 13/14-04 and  
Classified/Non-Classified Personnel Assignment Order CL 13/14-04

Attached: Yes

## **CERTIFICATED PERSONNEL ASSIGNMENT ORDER #CE 13/14-04**

September 16, 2013

### **CERTIFICATED PERSONNEL**

#### **Change of Employment Status**

Ramona High School			
Castillo Vasquez, Jassue A.	From: Teacher, Intern	To: Teacher, Probationary 2	07/03/13

#### **Increase in Hours**

Hawthorne Elementary School			
Barnett, Erin N.	Teacher	From: 50% To: 100%	08/22/13

University Heights Middle School			
Zhang, Qingtuan	Teacher	From: 80% To: 100%	08/22/13

#### **Management-Promotion**

Britto, Theresa R.	From: Teacher	To: ISS 7-12 Mathematics	09/17/13
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#### **Leaves**

Louisa May Alcott Elementary School (California Family Rights Act Leave)			10/16/13 –
Brown, Tammie L.	Teacher		11/12/13

#### **New Hires – Probationary 1**

Louisa May Alcott Elementary School			
Kuziora, Nicole L.	TSA/HEARTS		08/30/13

## New Hires – Probationary 1 - Continued

Arlington High School		
Malone, Kimberly N.	Teacher	08/21/13
Powers, Alicia D.	Teacher	08/21/13
Castle View Elementary School		
Stetkevich, Irene M.	LSH Specialist	08/21/13
Amelia Earhart Middle School		
Williams, Kari D.	Teacher	08/21/13
Fremont Elementary School		
Leavitt, Dawn L.	Teacher	08/22/13
Marshall, Z Blossom	Resource Teacher/Special Projects	08/22/13
Matthew Gage Middle School		
Butanda, Jerry G.	LSH Specialist	08/21/13
Hord, Danice C.	Prime Time Coordinator	08/21/13
Lake, Melissa A.	Teacher	08/21/13
Villalpando, Erick	Teacher	08/21/13
Mountain View Elementary School		
Racobs, Jane S.	Resource Teacher/Special Projects	08/21/13
Salazar, Valerie T.	Teacher	08/21/13
John W. North High School		
Mushinskie, Kenneth M.	Teacher	08/21/13
Riverside Polytechnic High School		
Summers, Angelina A.	Teacher	09/03/13
Ramona High School		
Gallagher, Brian P.	Band Director	08/21/13
Riverside STEM Academy		
Fanning, Jonathan P.	Teacher	08/21/13
University Heights Middle School		
Rico-Torres, Wendy E.	Teacher	08/29/13
<i>Pursuant to Board Policy #4112.81</i>		
Victoria Elementary School		
Cortez, Yvonne M.	TOSA/HEARTS	08/21/13

**New Hires – Probationary 1 - Continued**

George Washington Elementary School		
Martinez, Priscilla S.	TOSA/HEARTS	08/27/13
<i>Pursuant to Board Policy #4112.81</i>		

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

Magnolia Elementary School		
Macias, Mabel	Pre-School Teacher	08/21/13

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

Adams Elementary School		
Dunbar, Irene Josefina	Teacher	08/21/13

Chemawa Middle School		
Tamayo, Cheryl A.	Teacher	08/21/13

Highland Elementary School		
Mancini, Amy E.	Teacher	08/21/13

Andrew Jackson Elementary School		
Esposito, Philip T.	Teacher	08/21/13
Speer, Pennie J.	Teacher	08/22/13

Riverside Polytechnic High School		
Smith, Kevin A.	Teacher	08/21/13

William Howard Taft Elementary School		
Jovel, Jennifer A.	Teacher	08/21/13

**Retirements**

Special Education Department		
Zikratch, Hedy V.	Teacher	08/21/13

### **Substitutes**

Andrus, Nicole	Substitute Teacher	08/13/13
Bian, Shaw	Substitute Teacher	08/16/13
Chhor, He	Substitute Teacher	08/02/13
Coggins, Elizabeth	Substitute Teacher	08/28/13
Cotant, Melissa	Substitute Teacher	08/28/13
Cox, Patricia	Substitute Teacher	08/02/13

### **Substitutes – Continued**

Depew, Christopher	Substitute Teacher	08/02/13
Gonzalez, Sonia	Substitute Teacher	08/13/13
Greenawalt, Casey	Substitute Teacher	08/02/13
Jones, Shirley	Substitute Teacher	08/28/13
Kelley, Kristin	Substitute Teacher	08/28/13
Kritzer, Bethany	Substitute Teacher	08/28/13
McCall, Amber	Substitute Teacher	08/13/13
Melgar, Khrystyn	Substitute Teacher	08/16/13
Rollins, Raylyn	Substitute Teacher	08/02/13
Rubens, Hillery	Substitute Teacher	08/19/13
Slaughter, Rickey	Substitute Teacher	08/02/13
Valverde, Valerie	Substitute Teacher	08/02/13
Visyak, Christine	Substitute Teacher	08/28/13
Wallace, Lisa	Substitute Teacher	08/28/13
Winsell, Melba	Substitute Teacher	08/13/13

### **Voluntary Transfers**

Albright, Linda L.	From: Riverside Adult School	To: Riverside Adult School (new position)	09/03/13
Diaz, Cynthia M.	From: Louisa May Alcott Elementary School	To: Riverside Adult School	09/03/13
Farrell, Marilyn	From: John Adams Elementary School	To: Riverside Adult School	09/03/13
Lerner, Michael V.	From: Emerson Elementary School	To: Riverside Adult School	09/03/13

### **Voluntary Transfers - Continued**

Shinnefield, Elizabeth L.	From: William Howard Taft Elementary School	To: Henry W. Longfellow Elementary School	08/22/13
Smith, Robert W.	From: Chemawa Middle School	To: Riverside Adult School	09/03/13
Stine, Joan L.	From: Pachappa Elementary School	To: John F. Kennedy Elementary School	08/22/13
Sugden, Kelly M.	From: Benjamin Franklin Elementary School	To: Victoria Elementary School	08/22/13
Waddell, Elizabeth L.	From: Matthew Gage/Sierra Middle Schools	To: Arlington High School	08/22/13
Wang, Kermey	From: Riverside Adult School	To: Riverside Adult School (new position)	09/03/13
Wondolleck, Monique A.	From: William Howard Taft Elementary School	To: Special Education Department	08/22/13
Yeager, Elizabeth M.	From: Hawthorne Elementary School	To: Sierra/Matthew Gage Middle Schools	08/22/13

**CLASSIFIED/NON-CLASSIFIED PERSONNEL ASSIGNMENT ORDER #CL 13/14-04**  
September 16, 2013

**CLASSIFIED PERSONNEL**

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

Central Middle School				
Castillo, Elizabeth	Cafeteria Worker I	10 months, 3 hours		08/26/13
Highgrove Elementary School				
Pinedo, Carmen A.	Cafeteria Worker I	10 months, 2 hours		08/26/13
Highland Elementary School				
Garcia Lopez, Rosa M.	Cafeteria Worker I	10 months, 3 hours		08/26/13
John F. Kennedy Elementary School				
Romero, Jose Luis A.	Custodian	12 months, 4 hours		08/29/13
<i>Pursuant to Board Policy #4112.8</i>				
Madison Elementary School				
Ramirez De Hartzog, E Pamela	Cafeteria Worker I	10 months, 3 hours		08/26/13
Mountain View Elementary School				
Meza, Gail	Cafeteria Worker I	10 months, 3 hours		08/26/13
Riverside STEM Academy				
Dominguez, Kelly A.	Campus Supervisor	10 months, 5 hours		09/03/13
Mark Twain Elementary School				
Vivas, Victor M.	Instructional Assistant – Special Education II	10 months, 6 hours		08/22/13



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

#### **John Adams Elementary School**

Gama, Maria E.	School Office Assistant	From: 4 hours/day To: 6 hours/day	08/13/13
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#### **Bryant Elementary School**

Mendez, Jacqueline M.	Instructional Assistant – Special Education I	From: 15 hours/week To: 25 hours/week	08/23/13
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#### **Emerson Elementary School**

Rogers, Cassandra L.	Instructional Assistant – Special Education I	From: 20 hours/week To: 25 hours/week	08/26/13
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#### **Martin Luther King High School**

Davidson, Karren L.	Instructional Assistant – Special Education I	From: 4 hours/day To: 5 hours/day	08/22/13
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#### **Madison Elementary School**

Mitchell, Jeri L.	School Office Assistant	From: 2.5 hours/day To: 4 hours/day	08/13/13
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#### **Riverside STEM Academy**

Bowers, Veronica N.	Health Assistant	From: 4 hours/day To: 6 hours/day	08/22/13
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### **Lay Offs – 39 Month Re-employment**

#### **Thomas Jefferson Elementary School**

Meyer, Consuelo	Community Assistant - Bilingual	19 years of service	07/07/13 <i>Amendment to 09/03/13 Board</i>
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## Leaves

### Educational Options Center

Zarate, Jomayra	Alternative Ed Learning Lab Assistant	Personal Leave (Unpaid)	08/22/13 – 06/12/14
13/14-157080		Paid Administrative Leave	05/29/13 – 08/22/13 <i>Amendment to 06/17/13 Board</i>

### Special Education

Becker, Britany M.	Instructional Assistant – Special Education II – Sign Language	Personal Leave	09/19/13 – 12/02/13
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## New Hires

### Thomas Jefferson Elementary School

Jimenez, Lorraine M.	Instructional Assistant – Special Education I	10 months, 5 hours	09/03/13
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### John F. Kennedy Elementary School

Britt, Roshyn L.	Instructional Assistant – Special Education II	10 months, 6 hours	08/22/13
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### Maintenance & Operations

Sanchez, Joaquin	Aquatic Facility Operator	12 months, 8 hours	08/22/13
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## Promotions

DeGrood, Trisha M.	From: Magnolia Elementary School, Elementary School Principal's Secretary, 11 months, 8 hours	To: Matthew Gage Middle School, Middle/AACES School Principal's Secretary, 11 months, 8 hours	08/30/13
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### **Promotions - Continued**

Landgren, Terri M.	From: Mark Twain Elementary School, Cafeteria Worker I, 10 months, 3 hours	To: Mark Twain Elementary School, Cafeteria Worker II, 10 months, 4 hours	08/26/13
Rodriguez, Nancy L.	From: Emerson Elementary School, Elementary Kitchen Operator, 10 months, 8 hours	To: Martin Luther King High School, Cafeteria Worker IV, 10 months, 7 hours	08/26/13
Saavedra, Yury M.	From: Victoria Elementary School, School Office Assistant, 10 months, 6.5 hours	To: Benjamin Franklin Elementary School, Assistant Principal's Secretary, 10 months, 8 hours	09/03/13
Salazar, Jaqueline M.	From: Riverside Polytechnic High School, Attendance Assistant I, 10 months 8 hours	To: John W. North High School, Assistant Principal's Secretary, 10 months, 8 hours	08/26/13
Warren, Penny L.	From: Lake Mathews Elementary School, Cafeteria Worker I, 10 months, 3.5 hours	To: Lake Mathews Elementary School, Cafeteria Worker II, 10 months, 4 hours	08/26/13

### **Rehires from 39-Month Re-employment List**

Educational Options  
Center

Lopez, Mary H.	Alternative Ed Learning Lab Assistant	10 months, 4 hours	08/23/13
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### **Rehires - Temporary Employees**

Bryant Elementary School

Lents, Tracie T.	Educational Technician	141 Days, 2.75 hours	09/03/13 – 06/06/14
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**Rehires - Temporary Employees - Continued**

Pupil Services Couch, Kristi M.	School Mental Health Intern	10 months, 6 hours	08/26/13 – 06/12/14
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**Resignations**

Arlington High School Deal, Elizabeth A.	Instructional Assistant – Special Education I	1 year, 10 months of service	08/20/13
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Patricia Beatty Elementary School Serna, Brenda	Elementary School Principal's Secretary	6 years, 5 months of service	09/14/13
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Liberty Elementary School Macias, Mabel	Instructional Assistant – Preschool	4 years, 3 months of service	06/14/13
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Mountain View Elementary School Buxton, Michelinda Louise A.	Instructional Assistant – Special Education I	4 years, 10 months of service	08/22/13
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**Resignations in Lieu of Layoff**

Riverside Adult School Messenger Jr., Kenneth M.	Alternative Ed Learning Lab Assistant	11 years of service	08/22/13
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**Retirements**

Business Services O'Donnell, Elizabeth	Account Clerk I	19 years, 4 months of service	09/08/14
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Harrison Elementary School Arreola, Yolanda S.	Cafeteria Worker II	25 years of service	12/21/13
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## **Retirements - Continued**

### **Maintenance & Operations**

Sanchez, Ruben J.	Carpenter I	23 years of service	11/01/13
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## **Temporarily Assigned to a Higher Classification**

### **Madison Elementary School**

Hesketh, Linsay	From: Cafeteria Worker I	To: Nutrition Services, Nutrition Services Delivery Driver	08/23/13 – 11/30/13
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## **Voluntary Demotions/Reassignments/Reductions/Transfers**

Britt, Roshyn L.	From: John F. Kennedy Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Victoria Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	08/26/13
Cardey, Christian M.	From: Highland Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Monroe Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	08/26/13
Darnell, Jeannie C.	From: Riverside Polytechnic High School, Accounting Assistant - High School, 10 months, 4 hours	To: Business Services, Account Clerk I, 12 months, 8 hours	09/03/13
De Haro, Janine S.	From: Victoria Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Woodcrest Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	08/22/13

## Voluntary Demotions/Reassignments/Reductions/Transfers - Continued

Hayes Armstrong, Pamela J.	From: Arlington High School, Intensive Behavior Interventions Assistant, 10 months, 6 hours	To: Sierra Middle School, Intensive Behavior Interventions Assistant, 10 months, 6 hours	08/22/13
Heasley, Michelle L.	From: Lake Mathews Elementary School, Cafeteria Worker II, 10 months, 4 hours	To: Highgrove Elementary School, Cafeteria Worker II, 10 months, 7 hours	08/26/13
Hernandez, Mirna L.	From: Highland Elementary School, Instructional Assistant – Preschool, 10 months, 3 hours	To: Mountain View Elementary School, Instructional Assistant – Preschool, 10 months, 3 hours	08/22/13
Jones, Jeanette F.	From: Chemawa Middle School, Cafeteria Worker I, 10 months, 3 hours	To: Magnolia Elementary School, Cafeteria Worker I, 10 months, 3 hours	08/26/13
Ly, Becky Y.	From: Special Education, Speech Language Pathology Assistant, 10 months, 6 hours	To: Special Education, Speech Language Pathology Assistant, 10 months, 5 hours	08/26/13
Roman, Angela N.	From: Castle View Elementary School, Health Assistant, 10 months, 5.5 hours	To: Castle View Elementary School, Health Assistant, 10 months, 6 hours	08/13/13
Sanchez, Dayana C.	From: John F. Kennedy Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Castle View Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	08/26/13
Solorio, Dolores M.	From: Emerson Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Magnolia Elementary School, Instructional Assistant – Special Education II, 10 months, 6 hours	08/22/13

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

Hopkins, Rita A.	From: Liberty Elementary School, Health Assistant/School Office Assistant, 10 months, 6.5 hours	To: Victoria Elementary School, School Office Assistant, 10 months, 8 hours	09/03/13 <i>Amendment to 09/03/13 Board</i>
Layne, Judi A.	From: Riverside Adult School, Alternative Ed Learning Lab Assistant, 10 months, 7.4 hours	To: Educational Options Center, Alternative Ed Learning Lab Assistant, 10 months, 4 hours	07/07/13
Martinez, Jose	From: Riverside Adult School, Alternative Ed Learning Lab Assistant, 10 months, 7 hours	To: Educational Options Center, Alternative Ed Learning Lab Assistant, 10 months, 6 hours	07/07/13

## NON-CLASSIFIED PERSONNEL

### New Hires

Aguilar, Arlene	Substitute Instructional Assistant	08/28/13
Aguilar, Latisha	Substitute Instructional Assistant	08/05/13
Alonzo, Amanda	Tutor	08/26/13
Ayala, Claudia	Substitute Instructional Assistant	08/06/13
Castellanos-Calixtro, Cristina	Tutor	08/26/13
Martinez, Rosangela	Substitute Instructional Assistant	08/28/13
Orsbun, Marrieta	Tutor	08/28/13
Quintero, Celeste	Tutor	08/26/13
Romano, Stacie	Substitute Instructional Assistant	08/28/13
Sanchez, Jazmin	Tutor	08/28/13
Savedra, Destinee	Substitute Instructional Assistant	08/05/13
Valentin, Michael	Tutor	08/26/13
Vandivier, Meredith	Substitute Instructional Assistant	08/05/13
Velasco, Kevin	Tutor	08/27/13
Williams, Alexandra	Substitute Instructional Assistant	08/13/13

### New Hires – \*Athletic Coaches

#### Martin Luther King High School

Claiborne, Adrian	Football – Assistant	08/22/13
Marshall, Collin	Water Polo - Assistant	08/29/13

#### John W. North High School

Calhoun, Jamar	Football – Assistant	08/13/13
Chao, Han “Wendy”	Volleyball – J.V. Assistant	08/21/13
Clausen, Michael B.	Football – Assistant	08/23/13
Cox, Maurice	Football – Assistant	08/23/13
Gruber, Frank	Football – Assistant	08/20/13
Lilly, Arthur	Softball – Varsity Head Coach	08/26/13

#### Ramona High School

Wallner, Nicholas A.	Football – Assistant	08/13/13
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\*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 16, 2013**

Topic: Casa Blanca Area Parents Survey

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

Responsible

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

Type of Item: Report/Discussion

Short Description: Steve Knobloch, K-12 Insight Vice President of Research and Advisory Services, will present the results of the Casa Blanca Area Parents Survey of elementary school students to the Board of Education.

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**DESCRIPTION OF AGENDA ITEM:**

On August 12, 2013, the Communications Board Subcommittee received a presentation of the results of the Casa Blanca Area Parents Survey. The Subcommittee reviewed the findings, asked clarifying questions, and then asked that the survey results be presented to the Board of Education. Steve Knobloch, Vice President of Research and Advisory Services of K-12 Insight, will present the survey results to the Board of Education. The survey included parents of students attending elementary schools that serve the Casa Blanca community. The survey asked for parents' input on the following topics; safety and behavior, transportation and busing, transfers, and school consolidation.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** This is a report/discussion item only. No action is required.

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**ADDITIONAL MATERIAL:** Casa Blanca Area Parents Survey PowerPoint Presentation.

Attached: Yes

# Casa Blanca Area Parent Survey

Board of Education Meeting, September 16, 2013

Riverside Unified School District  
May – June, 2013



# This report presents:

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**Overview** – Purpose, content

**Background** – Development, administration, participation, participants

**Results** – Questions, scales, analyses, topic areas

**Conclusions**– Highlights, next steps

# Overview

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K12 *Insight*, under the direction of the School Board of Riverside Unified School District, conducted an anonymous survey of parents who have elementary students bussed within the Casa Blanca area. Participating elementary schools were Harrison, Jefferson, Madison, Monroe, Victoria and Washington.

The survey topics included safety and behavior, transportation, after-school programs, neighborhood schools, transfer policy and school consolidation.

The district mailed out postcards with detailed instructions to 1,000 parents, followed by phone calls using the district's Parentlink system reminding parents to participate in the survey. District staff also traveled on school buses in the Casa Blanca area and handed postcards to students as part of the survey outreach. Parents could access the survey online or pick up a paper copy of the survey at the administrative office located at 3070 Washington.

Due to an initial low response, the survey was also administered via telephone by calling a randomly selected subset of the same parents who were invited earlier. The online, paper and phone versions of the survey were available in English and Spanish.

More than 120 responses were collected, tabulated and analyzed by K12 *Insight*, a third-party research and communication firm located in Virginia. This report presents the findings of this survey.

# Response Rate

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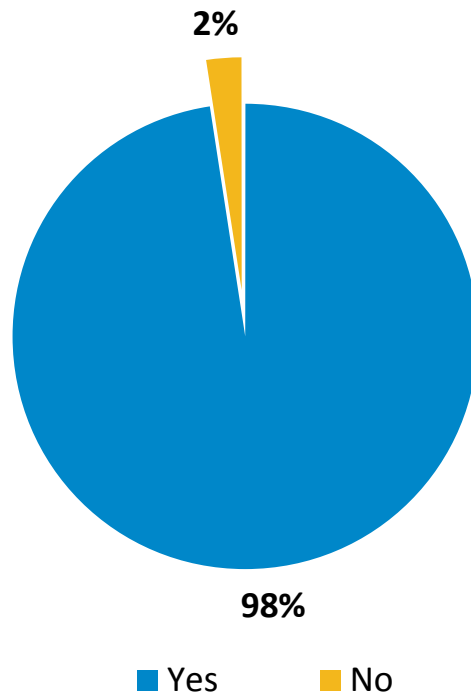
Invited Participants from Unique Households	Surveys Taken – Online and Phone	Response Rate (%)
737	123	17%

To ensure sufficient responses, a randomly drawn sample of 100 parent telephone numbers was called to answer the questions in the survey. Results presented in this survey reflect the 123 responses received: 23 online and 100 by phone.

The margin of error for the survey results is  $\pm 8$  percentage points at a confidence level of 95%. For example, using an 8 point margin of error, if 50% of the respondents selects a specific answer option you can be confident that the broader population between 42% and 58% would have selected that answer.

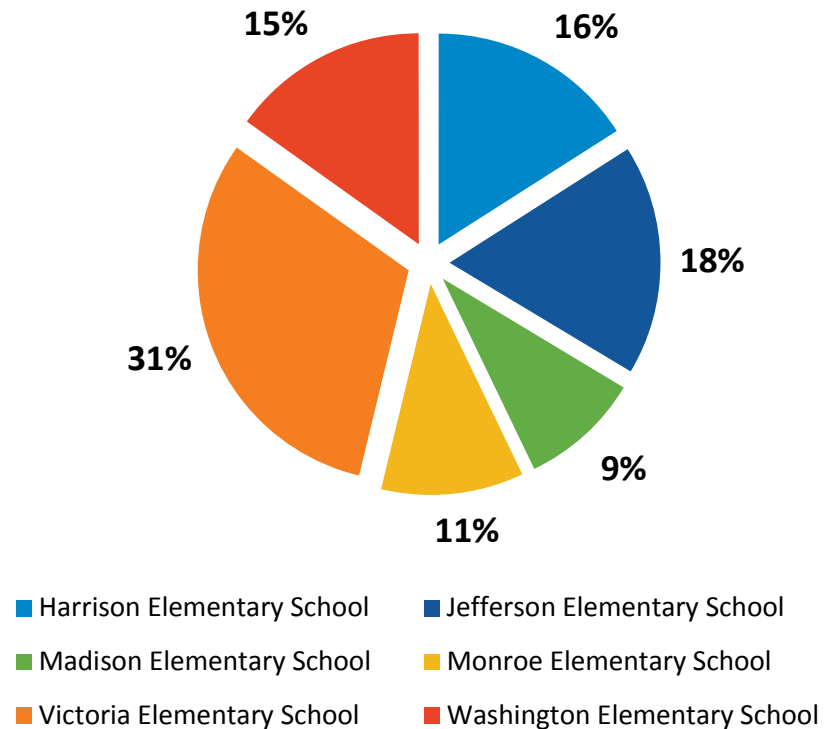
# Respondent Characteristics

Do you have a child who attends elementary school in Riverside Unified School District?



N=123

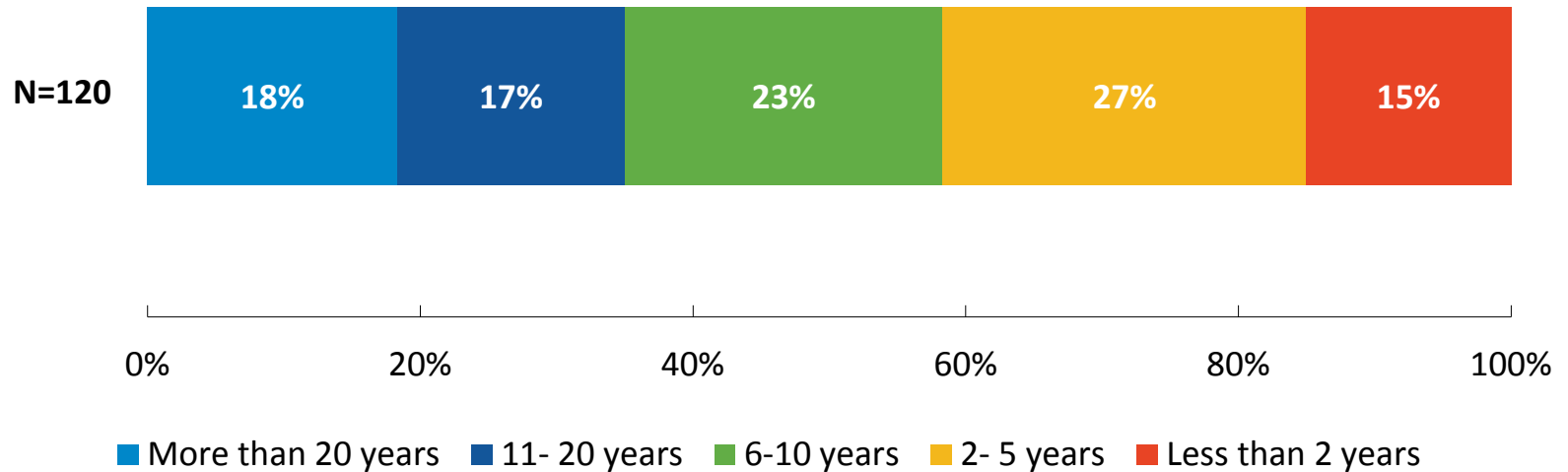
Where does your child attend elementary school?



N=119

# Respondent Characteristics (continued)

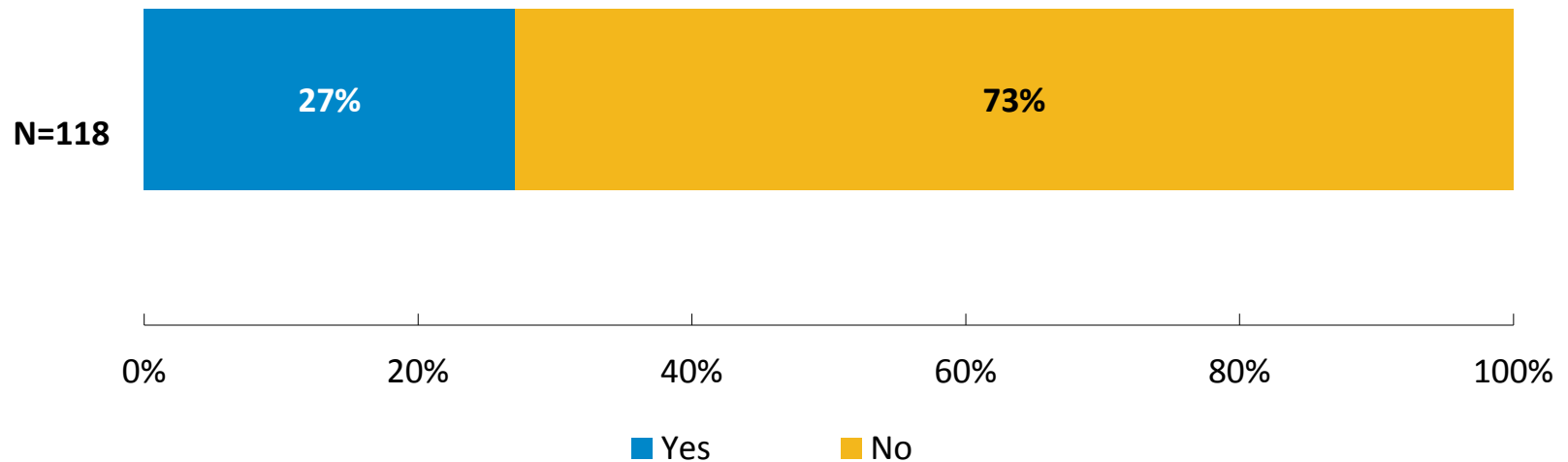
How many years have you lived in the Casa Blanca community?



# After-School Program Participation

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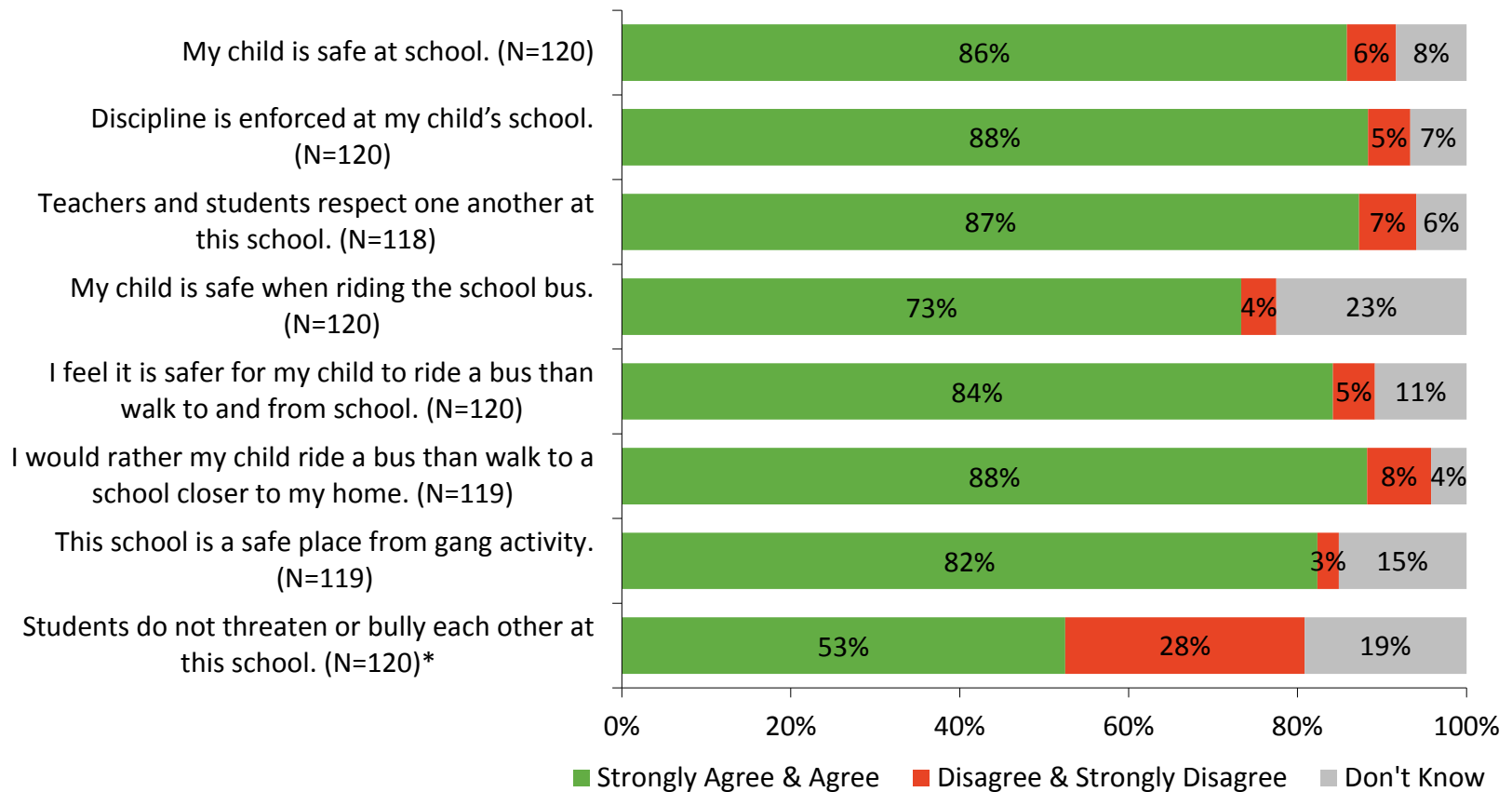
Has your child participated in an after-school program at school this year?





# Safety and Behavior

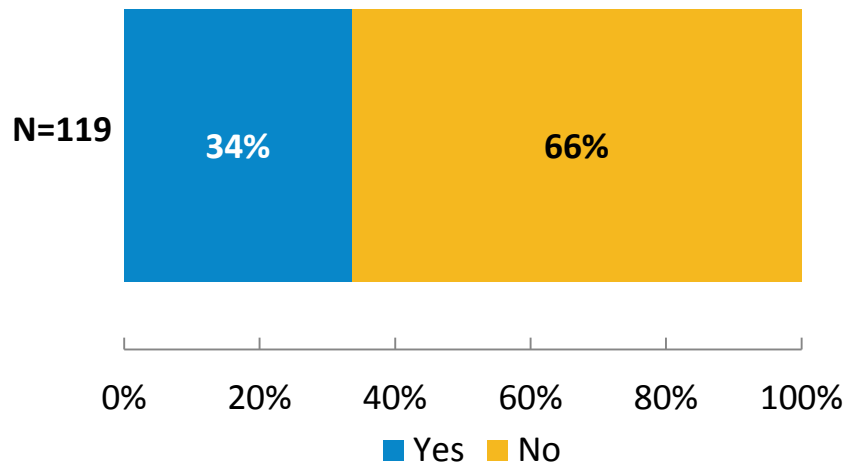
Below are statements related to safety and behavior. As you answer each, please think about your experiences this school year. How much do you agree with each of the following statements?



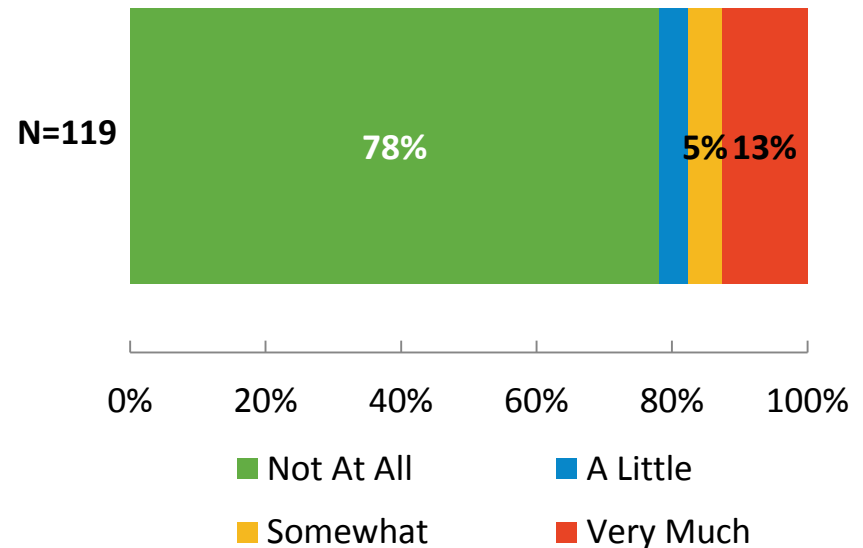
\* Respondent perceptions and not a reflection of actual number of incidents.

# Transportation and Busing

Do you drive your child to school?



Do you feel busing students to their school affects neighborhood cohesiveness (sense of community within each neighborhood)?

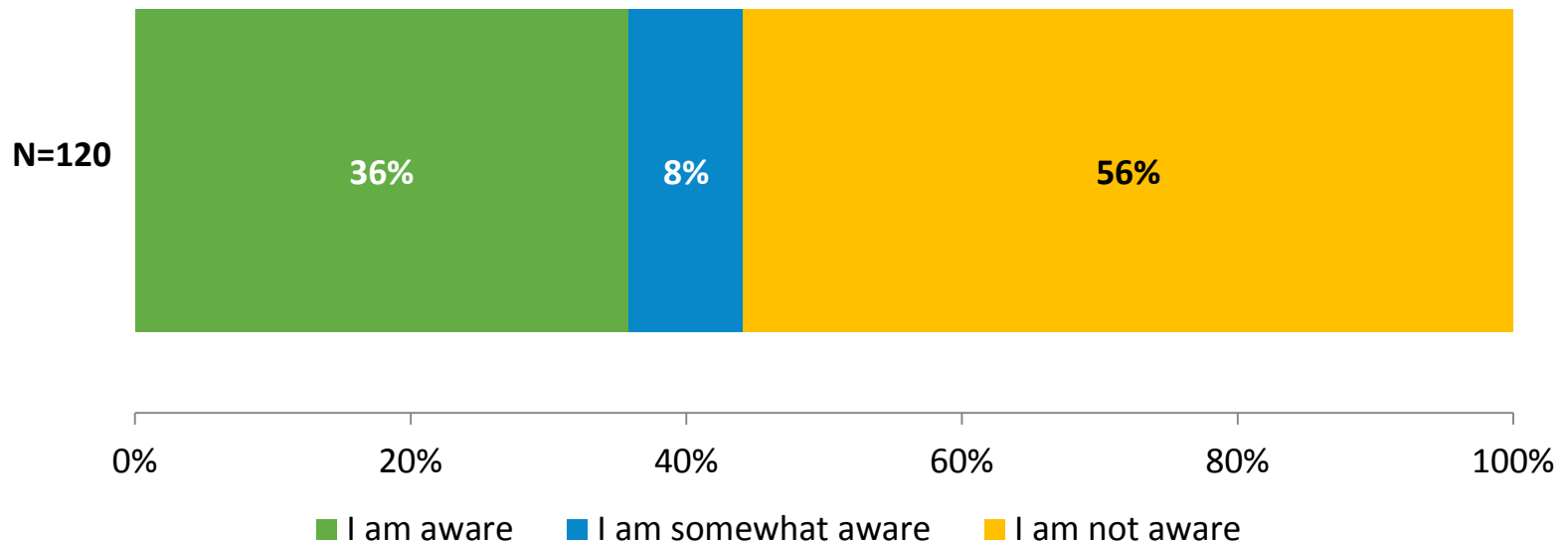


Note: Data labels for percentages less than 5% are not shown.

# Busing Rationale

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Are you aware of the reasons for busing Casa Blanca students to elementary schools outside the neighborhood?



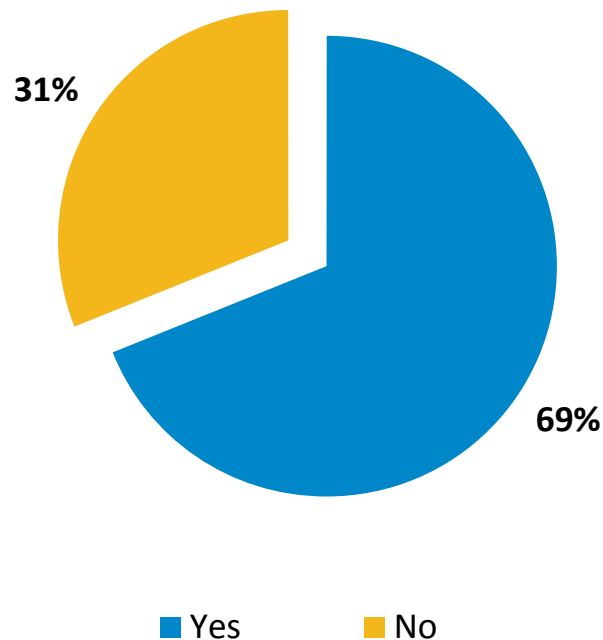
# Years in Community and Awareness of Busing Rationale

Answer Options		Less than 2 years	2- 5 years	6-10 years	11- 20 years	More than 20 years
<b>I am aware</b>	% Aware	21%	28%	19%	19%	14%
<b>I am somewhat aware</b>	% Somewhat Aware	10%	50%	0%	20%	20%
<b>I am not aware</b>	% Not Aware	12%	22%	30%	15%	21%

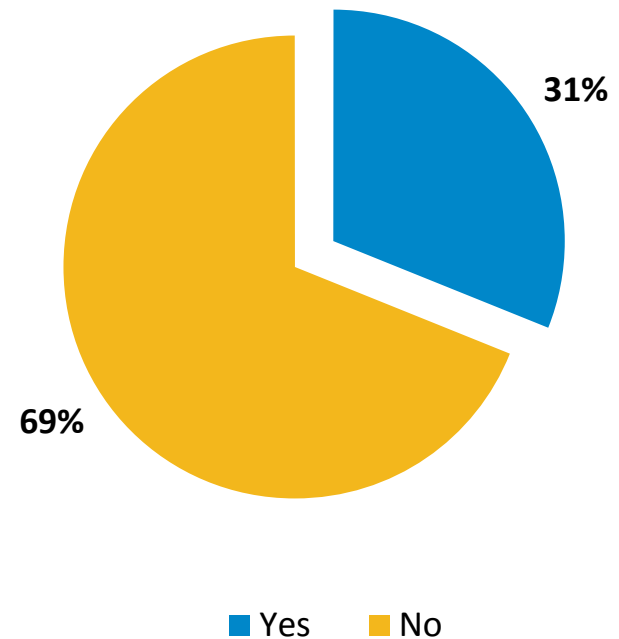
Answer Options		Less than 2 years	2- 5 years	6-10 years	11- 20 years	More than 20 years
<b>I am aware</b>	% Aware	50%	38%	29%	40%	27%
<b>I am somewhat aware</b>	% Somewhat Aware	6%	16%	0%	10%	9%
<b>I am not aware</b>	% Not Aware	44%	47%	71%	50%	64%

# Transferring

The RUSD transfer policy allows parents to request a transfer to any school that has available space as long as parents provide necessary transportation. Are you aware of the transfer policy?



Have you ever considered transferring your child to another RUSD school?



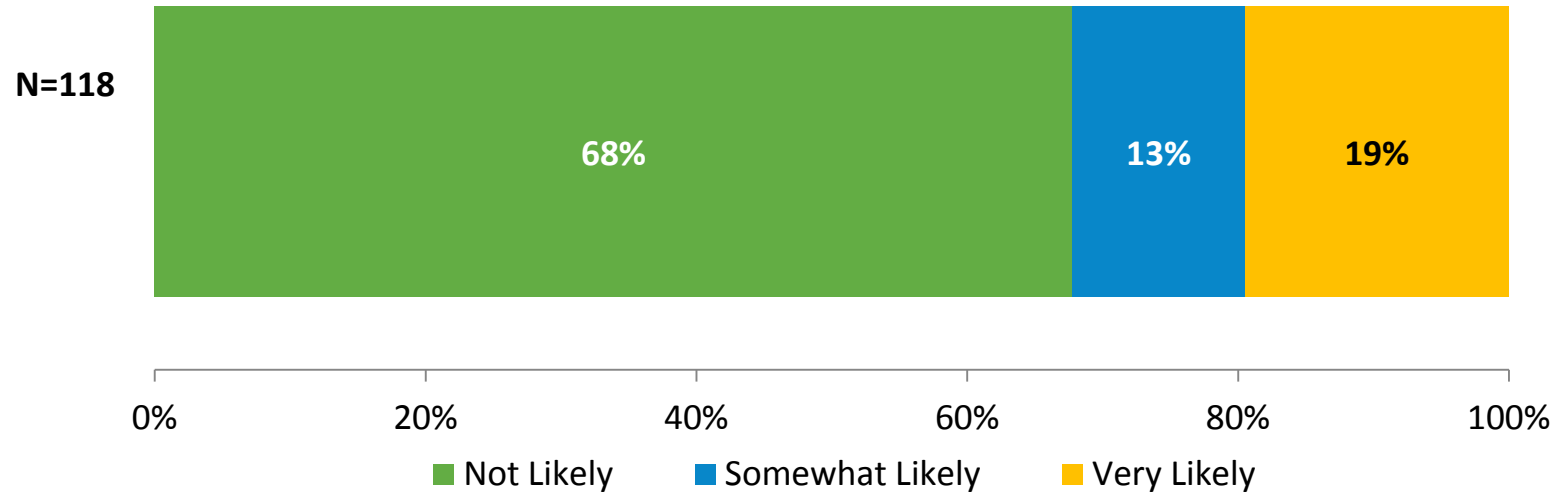
# Aware of Transfer Policy by Considered Transfer

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Aware of Transfer Policy		Considered Transfer	
		Yes	No
Yes	% Aware	38%	62%
No	% Not Aware	16%	84%

# Transferring (continued)

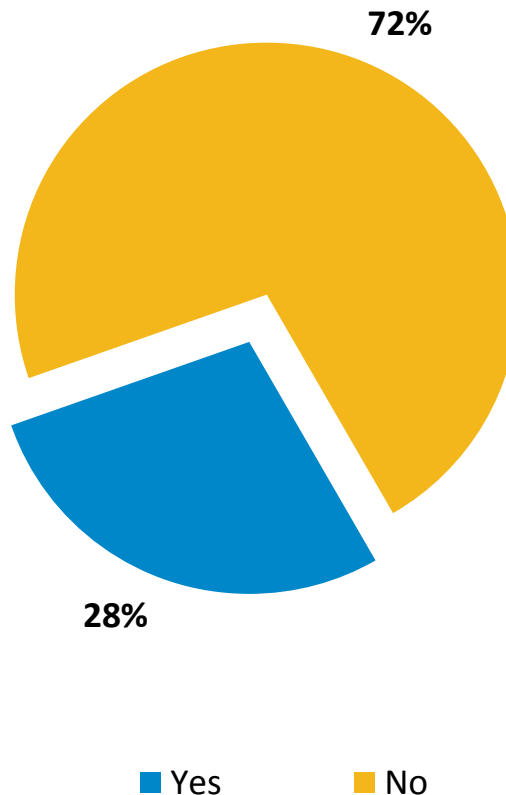
Given the transfer policy, how likely are you to request a transfer for your child to another RUSD school?



# Interest in Transfer

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Understanding that parents must provide transportation for students if transferred, would you still be interested in applying to transfer your child?





# Interest in Transfer by School

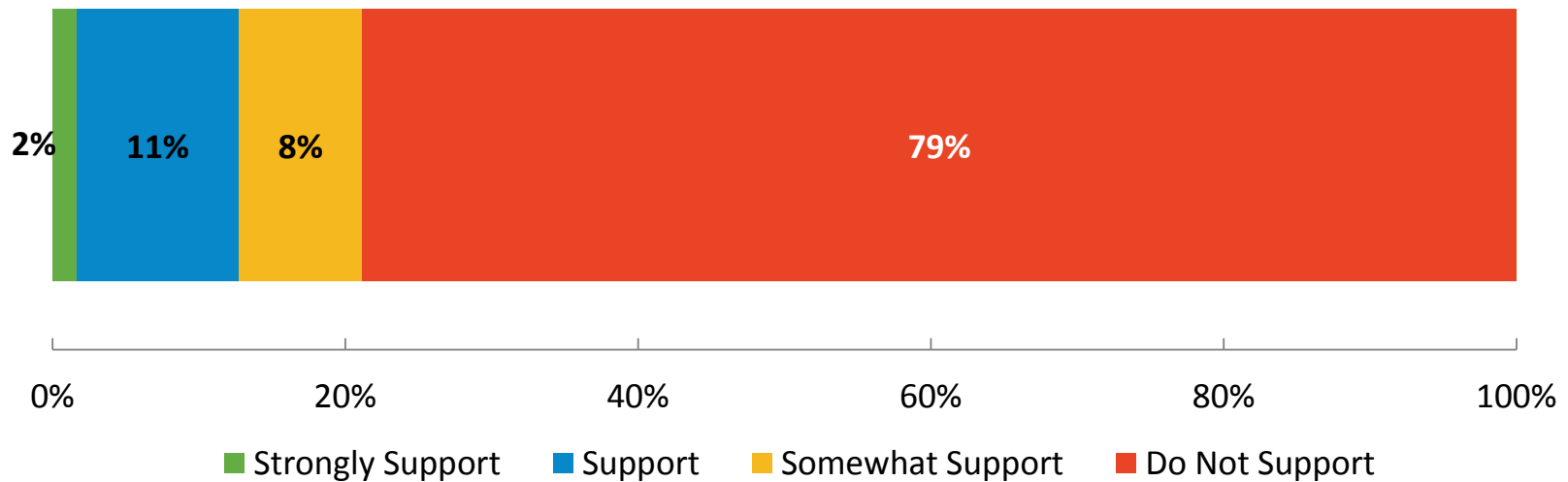
Understanding that parents must provide transportation for students if transferred, would you still be interested in applying to transfer your child?

Answer Options		Yes	No	Total
<b>Harrison Elementary</b>	Count % Harrison	5 26%	<b>14</b> <b>74%</b>	19 100%
<b>Jefferson Elementary</b>	Count % Jefferson	7 35%	<b>13</b> <b>65%</b>	20 100%
<b>Madison Elementary</b>	Count % Madison	4 36%	<b>7</b> <b>64%</b>	20 100%
<b>Monroe Elementary</b>	Count % Monroe	2 15%	<b>11</b> <b>85%</b>	13 100%
<b>Victoria Elementary</b>	Count % Victoria	8 22%	<b>29</b> <b>78%</b>	37 100%
<b>Washington Elementary</b>	Count % Washington	7 41%	<b>10</b> <b>59%</b>	17 100%
<b>Total</b>	<b>Count</b> <b>% Total</b>	<b>33</b> <b>28%</b>	<b>84</b> <b>72%</b>	<b>117</b> <b>100%</b>

# School Consolidation

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What is your level of support for reducing the number of elementary schools in the Casa Blanca community?



# Support for School Consolidation by School

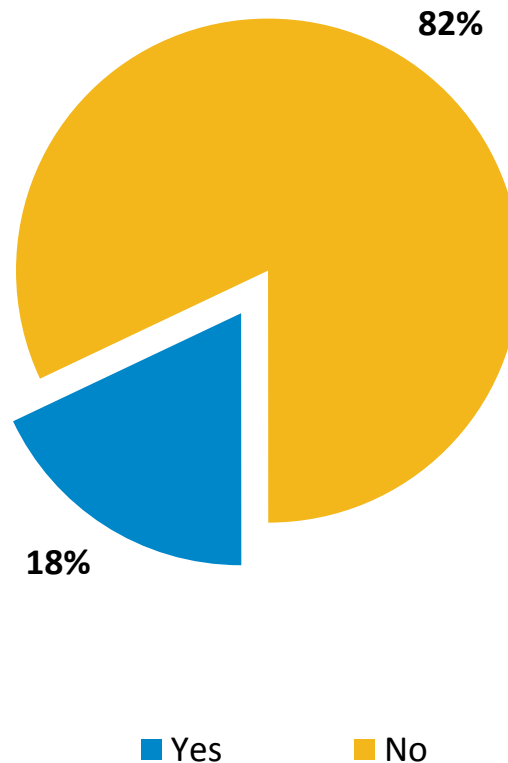
What is your level of support for reducing the number of elementary schools in the Casa Blanca community?

Answer Options		Strongly Support to Somewhat Support	Do Not Support	Total
<b>Harrison Elementary</b>	Count % Harrison	7 39%	<b>11</b> <b>61%</b>	18 100%
<b>Jefferson Elementary</b>	Count % Jefferson	5 24%	<b>16</b> <b>76%</b>	21 100%
<b>Madison Elementary</b>	Count % Madison	2 18%	<b>9</b> <b>82%</b>	11 100%
<b>Monroe Elementary</b>	Count % Monroe	2 15%	<b>11</b> <b>85%</b>	13 100%
<b>Victoria Elementary</b>	Count % Victoria	7 19%	<b>30</b> <b>81%</b>	37 100%
<b>Washington Elementary</b>	Count % Washington	2 12%	<b>15</b> <b>88%</b>	17 100%
<b>Total</b>	<b>Count</b> <b>% Total</b>	25 21%	<b>92</b> <b>79%</b>	117 100%

# School Consolidation

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Would your level of support change if your child were assigned to a different school?



# Discussion

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# Conclusion

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## Highlights

- The District's survey outreach effort to the parent community incorporated several strategies
  - Post-cards, email, in person and telephone
- Random sampling provides a level of confidence that the results can be relied on as representing all parents in the Casa Blanc Community with a margin of error  $\pm 8$  points.

## Next Steps

- Share the report with the School Board's Communication Subcommittee and District Leadership
- Upon final approval by the School Board, post the report on the District's website and share with the community

# Sharing Survey Results

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It is important to share the results of the survey with the Casa Blanca community. The following activities are recommended:

- Post the final report on the district's website as well as at each school serving Casa Blanca students
- Send a letter home with a summary of the results and directions to the website where the final report is posted to all parents of Casa Blanca students
- Share a press release regarding the survey and the report with local media
- Promote the report in school newsletters
- Review the results of the survey with school staff and parent groups (e.g. PTA, ELAC and school site council)
- Hold school-based community meetings in tandem with PTA/PTO and offer presentations to Casa Blanca community groups to share and discuss the survey results
- Send email notification of the report posting as well as any scheduled school/community meeting

K12 *Insight* is a technology and communications firm that helps school district leadership better engage in conversations with parents, teachers, staff, students and the general public on critical district issues.

K12 *Insight*'s approach results in greater transparency and collaborative decision-making.

Watch our [Candid Conversations video](http://bit.ly/12m6z4x), at <http://bit.ly/12m6z4x>, to learn more about how we work.



## Riverside Unified School District

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

### Board Meeting Agenda September 16, 2013

Topic: Local Control Funding Formula Update

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

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

Type of Item: Report/Discussion

Short Description: Staff will present an overview of the Local Control Funding Formula (LCFF), the Local Control Accountability Plan (LCAP) and considerations related to each, including Class Size Reduction, Adult Education and other programs.

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#### DESCRIPTION OF AGENDA ITEM:

Commencing July 1, 2013, the California school finance funding model has changed from its historical revenue limit and categorical program approach to anew system called the Local Control Funding Formula (LCFF). Staff has reviewed this new model with the Board in the past as the District developed its 2013-14 budget and as the state has developed the LCFF. Staff will review the LCFF in its “final” form to facilitate an understanding for the new model. Additionally, staff will introduce what is known at this time about the Local Control Accountability Plan (LCAP). In presenting these items, staff will speak to practical considerations related to these new systems. Within this discussion, staff will also try to bring clarity to the practical considerations related to Class Size Reduction, Adult Education and other programs.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education hear a staff report on the Local Control Funding Formula and the Local Control Accountability Plan.

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**ADDITIONAL MATERIAL:** An Overview of the Local Control Funding Formula: Quick Look at the Mechanics, Accountability, Practical Considerations

Attached: Yes

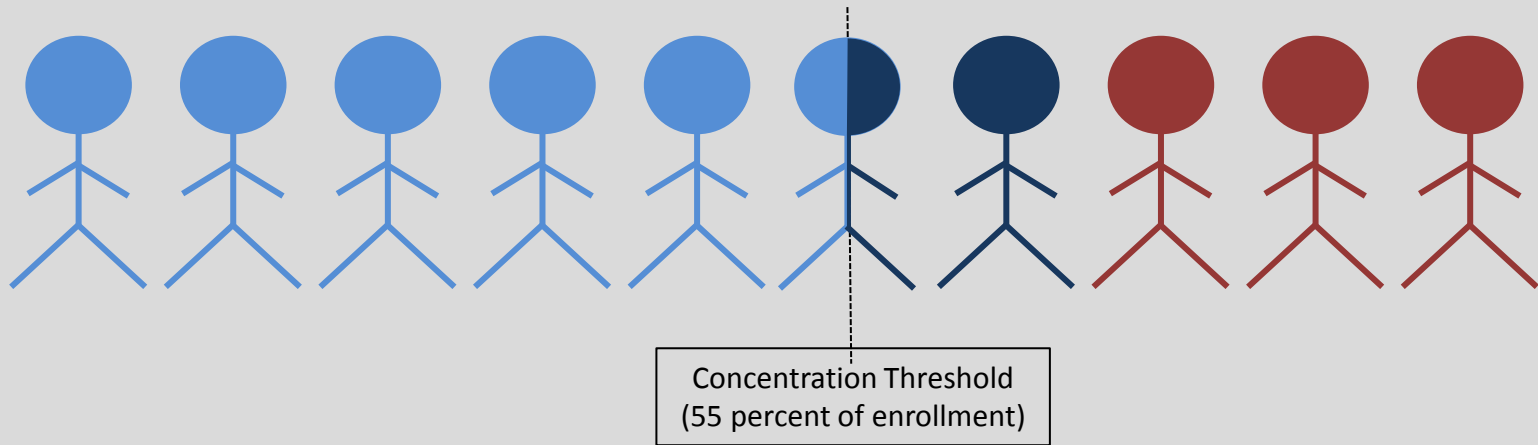
# An Overview of the Local Control Funding Formula

- Quick Look at the Mechanics
- Accountability
- Practical Considerations




# Overview of LCFF Components

Formula Component	Rates / Rules
<b>Target Base Rates (per-ADA)</b> (2020-21 targeted rates) (Rates are subject to annual cost of living adjustment.)	K-3: \$6,845 4-6: \$6,947 7-8: \$7,154 9-12: \$8,289
<b>Base Rate Adjustments</b> (The percent remains constant.)	K-3: 10.4% of base rate for CSR 9-12: 2.6% of base rate (CTE genesis)
<b>Supplemental Funding for EL/LI/FY</b>	20% of adjusted base rate
<b>Concentration Funding for EL/LI/FY</b>	Each EL/LY/FY student above 55 percent of enrollment generates an additional 50 percent of adjusted base rate
<b>Add-ons</b> (TIIG and HTS dollars are fixed at 2012-13 levels.) (HTS is restricted to HTS activities.)	Targeted Instructional Improvement Block Grant Home-to-School Transportation Economic Recovery Target (none for RUSD)

# Illustration of How LCFF Works



## Funding Each Student Generates for Typical Elementary District

Student	Base K-3 Rate	K-3 Adjust	EL/LI Supplement	EL/LI Concentration	Total
 EL/LI/FY	\$6,845	\$712	\$1,511	--	\$9,068
 EL/LI/FY	\$6,845	\$712	\$1,511	\$3,779	\$12,847
 Non-EL/LI	\$6,845	\$712	--	--	\$7,557

# A Few Mechanics Behind LCFF

- **English learners (EL or AEL)** are classified through the traditional process (home language / CELDT / reclassified FEP) with no time limit placed on how long an EL student can generate supplemental and concentration funding.
- **Low income (LI)** are classified as such based on eligibility for free and reduced-price meals (FRPM).
- **Foster youth (FY)** automatically are eligible for FRPM (regardless of foster family's income). Students are designated as FY by the state.
- **K-3 Base Rate Adjustment** is to support K-3 Class Size Reduction (CSR). Funding after full LCFF implementation is conditioned on meeting the average required by LCFF or locally bargained alternatives.
- **9-12 Base Rate Adjustment** is unrestricted but has as its genesis costs to provide CTE in high schools. The funds will be needed to support ROP programs once they are transitioned to K-12. (Partnership Academies are outside of the LCFF.)

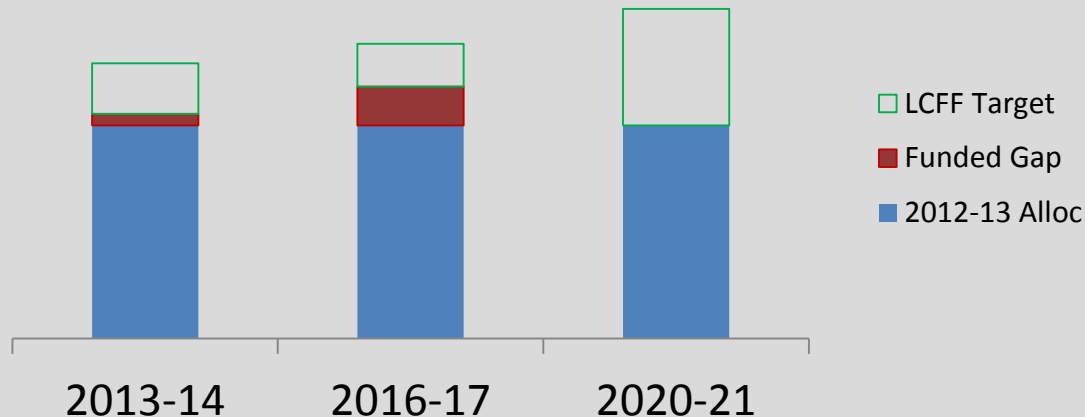
# What the LCFF Leaves Unchanged

- **Financial Audits** (Dependence on local independent audit is actually increased, i.e., CSR.)
- **Williams Act Compliance** (Incorporated in LCAP)
- **School Accountability Report Cards**
- **Federal funding, planning and accountability requirements**

# Funding the LCFF Gap

The LCFF costs significantly more than the previous funding system. As such, it will take an estimated eight years to fully transition to the new funding formula.

- Estimated cost to fully fund LCFF in 2013-14 dollars is \$18 billion. Amount appropriated in 2013-14 is \$2.1 billion, or about 12%.
- Over the course of implementation, districts will receive new funding based on the difference (or gap) between their prior-year funding level and their target LCFF funding level. Every district will see the same proportion of their gap closed, but dollar amount will vary widely.
- The target LCFF funding grows over time based on a cost of living adjustment added to the Base Grant.





# Spending Restrictions Under LCFF

**The LCFF eliminates the vast majority of state categorical spending restrictions. In their place, the LCFF establishes a more limited set of spending restrictions – some long-term and some during the transition period.**

- **Fourteen categorical programs remain** – all other state categorical programs are eliminated. For RUSD, programs remaining include ASES (HEARTS and PrimeTime), Assessments (although changing), Child Nutrition, Mandates Block Grant, Partnership Academies, Special Education and State Preschool. For all practical purposes, transportation also remains a categorical program.
- **Proportionality** – Supplemental and Concentration funds must be used to “increase or improve services for EL/LI/FY in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated pupils.” The exact meaning of this clause is unknown. (See “Practical Considerations”.)
- **Local Control Accountability Plan** – the LCAP is the gem in LCFF and ultimately controls how funds will be spent to provide high-quality educational programs for all students.

# Local Control Accountability Plan (LCAP)

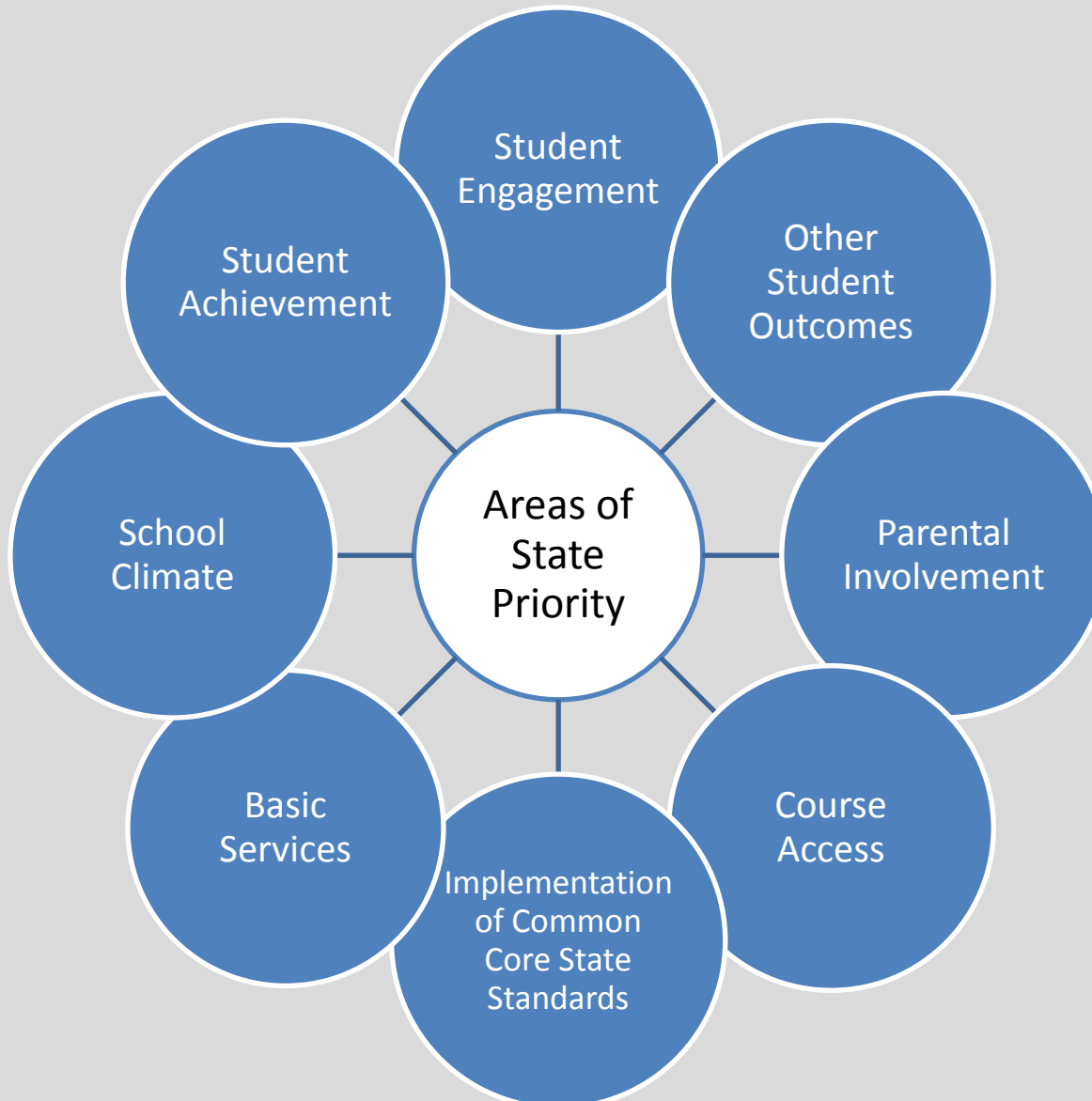
**The Local Control Accountability Plan (LCAP) establishes new rules for district transparency and accountability.**

- Districts must set annual goals in at least the eight specified areas that are priorities for the state. Goals for self-selected areas (i.e., locally developed Board Goals) may also be included.**
- Districts must specify actions they will take to achieve the goals.**
- Districts must identify how they will measure success in each of the eight areas, and include associated data.**
- LCAP goals and metrics must be provided district-wide and for each numerically significant student subgroup in the district. (The new definitions for numerically significant are 30 students with the exception of foster youth which is 15.)**

# Local Control Accountability Plan (LCAP)

- **Districts must use the SBE-adopted LCAP template (March, 2014) and must solicit input from various stakeholders in developing the LCAP (i.e., school employees, parents, students, parent advisory committee and EL parent advisory committee).**
- **Districts must adopt an LCAP every three years and update annually.**
- **Following a process similar to the review and approval of a district budget, county offices of education (COE) are tasked with reviewing, clarifying and approving LCAP plans.**
- **Districts that do not garner COE approval of their LCAP or that do not meet performance expectations for the eight state priority areas using SBE-adopted rubrics will receive support and intervention including imposing budget revisions in conjunction with the LCAP and stay or rescind action of the local governing board.**

# Eight Areas of State Priority in LCAP



# Practical Considerations

**The initial year of LCFF (2013-14) is a transition year that distinguishes itself from the remaining transition years until fully implemented. Key to LCFF are the yet-to-be-developed regulations that will guide CSR, proportionality / “increased services”, LCAP development, etc.**

- **K-3 CSR** – districts are encouraged to have K-3 class sizes no more than 24 students unless collectively bargained otherwise. The average is computed at the site level and the penalty is 100% of all CSR funding for the district. Districts must make progress toward this goal over the implementation period. For RUSD, our collectively bargained agreement provides for 24:1 at K, and generally 30:1 K-6. Staffing grades 1-3 in 2013-14 at 28:1. As interpreted today, RUSD will not be subject to the penalty.
- **Data Accuracy** – timeliness and accuracy of student and teacher data is more important than ever. CALPADS data is key to LCFF – all funding will be driven by CALPADS data. EL/LI/FY counts will be based on Census Day (first Wednesday in October). FY will be identified by CDE based on state data and passed to districts.

# Practical Considerations

- **LCAP** – development of the Local Control Accountability Plan will be one of the most important administrative tasks we complete this year. While specific instructions, templates and regulations will not be available until January – March, the work on LCAP will begin immediately. Stakeholders are key to the LCAP process. Maintain and enhance your local advisory groups. Parent and community engagement remain an important aspect of planning and accountability.
- **Data Elements** – pay attention to the “required data for each of eight state priority areas” (handout). We must begin to think about these elements now and how we will measure, monitor and report.
- **Federal Programs** – LCFF does not change federal funding or related requirements. LCFF and LCAP may affect local decisions about how Title I funds are allocated to sites, but don’t change federal requirements.

# Practical Considerations

- **Proportionality Expenditure Rules** – remain unclear with all stakeholders attempting to influence the definitions. Ultimately the SBE (and even the courts) will help to define “increase or improve services for EL/LI/FY in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated pupils.” RUSD and RCOE are fully engaged in the discussion to answer 1) “How do we compute the amount?” and 2) “What expenditures are eligible?” A well crafted LCAP will also be key.
- **School-wide and District-wide** – still being debated, but both are important concepts when looking at increasing and improving services to disadvantaged students.

# Practical Considerations

- **2013-14 is a transition year** – there will be many changes during 2013-14 including the technical aspects of Standardized Account Code Structure (SACS), approval process and CALPADS. But more important than the technical aspects, 2013-14 must bring a transition in thinking about what and how we deliver high quality services to all students, with a clear focus on closing the achievement gap for disadvantaged students.
- **2013-14 Funded Gap** – for RUSD is \$15 million. The Board of Education has appropriated roughly \$10 million of these funds for restored and improved services at school sites and financial stability (A/Ps, ES clerical, ES custodial, ES health assistants, grades 1-3 class size, eliminating the structural deficit, counselor ratios, etc. The remaining \$5 million has been set aside for future (March) consideration once we know the answers to the proportionality questions.



# Maintenance of Effort (MOE)

- **Transportation** – limited to state apportionment only and does not apply to General Fund contribution; thus RUSD's bid savings is protected. The MOE is in perpetuity.
- **Regional Occupational Programs (ROP)** – do not pose a concern for RUSD at this time given the cooperative arrangement with RCOE on ROP. However, financial responsibility for ROP programs will begin to transition to the local district in the coming years. The MOE is for two fiscal years.
- **Adult Education** – is discussed in more detail under Adult Education. The MOE is for two fiscal years.

# Adult Education

- **History of transition** – 2009 forward.
- **Maintenance of Effort** – extends for two years based on 2012-13 expenditures, not program.
- **Adopted Budget** – is fully compliant with all state requirements, incorporating the June 3 Alternative Plan and meeting the MOE.
- **Board Goals** – two focus areas related to Adult Education are literacy for pre-K through 3, and College and Career Readiness opportunities.
- **Program Focus** – working to transition the Adult Education program to serve K-12 students through programs aimed at adult populations that further our primary K-12 mission.