



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

**Closed Session – 4:30 p.m.**

**February 2, 2015**

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

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

**RECONVENE OPEN SESSION**

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

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to our flag will be led by Matthew Nakafuji, 6<sup>th</sup> grade Tomás Riverside Elementary School student.

## GROUP PERFORMANCE

The Arlington High School Choir will perform for the Board of Education and pay tribute to Black History Month.

## SECTION A – PRESENTATIONS

Oral Report      For  
Assigned To      Board      Page

- A.1 Recognition of Deborah Parr, Riverside Unified School District’s 2014-2015 High School Teacher of the Year, Who was Selected as One of the 2015 California Teacher of the Year Semi-Finalists**

Chief Academic  
Officer

1

*The Board of Education will recognize Deborah Parr, Riverside Unified School District’s 2014-2015 High School Teacher of the Year and 2015 Riverside County Teacher of the Year, who was also selected as one of the 2015 California Teacher of the Year Semi-Finalists.*

- A.2 Presentation by Mr. Jeff Frost, Frost, Davis and Donnelly**

District  
Superintendent

2

*Mr. Jeff Frost, Frost, Davis and Donnelly, serves as a legislative advocate for the Riverside Unified School District in Sacramento. Mr. Frost will provide the Board of Education with information on the State of the Budget with implications for RUSD.*

- A.3 Memorandum of Understanding for Guaranteed Admission Between Riverside Unified School District (RUSD) and California State University, San Bernardino (CSUSB)**

Chief Academic  
Officer

3-8

*The Guaranteed Admission Memorandum of Understanding, to be signed by Dr. David Hansen, District Superintendent and Tomás D. Morales, President, California State University San Bernardino, is to provide a guarantee of admission to CSUSB for all RUSD graduating twelfth grade students who meet certain established requirements.*

- A.4 Presentation by Ms. Woodie Rucker-Hughes, President, Riverside Chapter NAACP – Tribute to Black History Month**

District  
Superintendent

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*Ms. Woodie Rucker-Hughes, President, Riverside Chapter, NAACP, will pay tribute to Black History Month by sharing information about African-American history in RUSD.*

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

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

*Kiera Reshaw – Arlington High School  
Reysha Patel – Martin Luther King High School  
David Andrade – Abraham Lincoln High School*

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

## **SECTION D – PUBLIC INPUT**

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

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

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

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

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

District  
Superintendent

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

### **E.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 F – CONSENT**

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

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

- |  |                            |         |       |
|--|----------------------------|---------|-------|
| <b>F.1 Minutes of Board Meeting</b><br><br><i>January 20, 2015 – Regular Board Meeting</i>   | District<br>Superintendent | Consent | 10-15 |
| <b>F.2 Certificate of Signatures Update</b><br><br><i>An update has been made to the Certification of Signatures and requires Board of Education approval.</i>   | District<br>Superintendent | Consent | 16-17 |
| <b>F.3 Acceptance of Gifts and Donations to the District</b><br><br><i>Individuals and entities may make gifts or donations of usable items or money to the District. Gifts or donations of \$100 or more in value are accepted and acknowledged by the Board of Education.</i>  | Deputy Supt.<br>Business   | Consent | 18-20 |
| <b>F.4 Warrant List No. 11</b><br><br><i>The payment for the purchase of goods, materials, and services is done in school districts with checks called warrants. Warrant lists are presented to the Board of Education for ratification.</i>   | Deputy Supt.<br>Business   | Consent | 21-24 |
| <b>F.5 Change Orders</b><br><br><b>Approval of Change Order No. 1 – Bid No. 2014/15-13 – Relocatable Classrooms at Two Sites – Woodcrest Elementary School</b><br><br><i>A change is recommended in the scope of work for the Relocatable Classrooms at Two Sites – Woodcrest Elementary School.</i><br><br><b>Approval of Change Order No. 3 – Bid No. 2013/14-49 – Security Upgrades – Group A – John Adams Elementary</b> | Deputy Supt.<br>Business   | Consent | 25-50 |

**School, Arlington High School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, and Madison Elementary School**

*A change is recommended in the scope of work for Group A of the Security Upgrades projects at John Adams Elementary School, Arlington High School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, and Madison Elementary School.*

**Approval of Change Order No. 4 – Bid No. 2013/14-51 – Security Upgrades – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School, and John W. North High School**

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

**Approval of Change Order No. 3 – Bid No. 2013/14-64 – Exterior Alterations – Riverside Polytechnic High School**

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

**F.6 Out-of-State Field Trips**

Asst. Supt. Consent 51-58  
Curr. & Inst.  
K-12

**Out-of-State Field Trip – Arlington High School**

*The Arlington High School Varsity Winter Guard Team is requesting approval to travel to Phoenix, Arizona, to participate in the Winter Guard International Regional competition at Highland High School, March 13-15, 2015.*

**Out-of-State Field Trip – John W. North High School**

*The John W. North High School Journalism and Yearbook students are requesting pre-approval to travel to Denver, Colorado, to participate in the Journalism Education Association/National Scholastic Press Association (JEA/NSPA) Spring National High School Journalism at the Sheraton Denver Downtown Hotel on April 16-19, 2015.*

**F.7 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**

Exec. Director Consent Confidential  
Pupil Serv./SELPA Insert

## **Cases**

### **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: #2014-057*

### **Cases for Expulsion With a Recommendation for Suspended Expulsion**

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

*Student Cases: #2014-049, #2014-050, #2014-054, #2014-056, #2014-058, #2014-059, #2014-060, #2014-061, #2014-062*

### **Cases for Revocation of a Suspended Expulsion that Reverts Back to a Full Expulsion**

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

*Student Cases: #2014-021, #2014-022, #2014-029*

### **Case for Admittance of a Student Expelled by Another District**

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

*Student Case: #2014-00L*

## **Cases for Denial of Readmission After Expulsion**

*Education Code Section 48916 requires a review of all expelled students for readmission. Students who have not satisfied the conditions of the Rehabilitation Plan that was ordered when the student was expelled or who continue to pose a danger to students or staff or of disruption to the instructional process, may be denied readmission to the schools of the district.*

*The Board of Education must act to continue the assignment of the student to an alternative educational placement per Rules & Regulations #5144.1.*

*Student Cases: #2010-113, #2012-04P*

## **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: #2013-018, #2014-00A*

- |            |   |                          |         |       |
|------------|---|--------------------------|---------|-------|
| <b>F.8</b> | <b>Certificated Personnel Assignment Order CE 2014/15-11</b>  | Asst. Supt.<br>Personnel | Consent | 59-61 |
|            | <i>The latest District's management, certificated personnel actions are presented to the Board of Education for approval.</i> |                          |         |       |
| <b>F.9</b> | <b>Classified/Non-Classified Personnel Assignment Order CL 2014/15-11</b>   | Asst. Supt.<br>Personnel | Consent | 62-71 |
|            | <i>The latest District's classified personnel actions are presented to the Board of Education for approval.</i>               |                          |         |       |

## **SECTION G – REPORT/DISCUSSION**

- |            |  |   |        |       |
|------------|--|---|--------|-------|
| <b>G.1</b> | <b>Riverside STEM (Science, Technology, Engineering, Math) Academy School – Update to Board of Education</b> | Chief Academic<br>Officer and<br>Asst. Supt.<br>Curr. & Inst.<br>K-12 | Report | 72-78 |
|            | <i>The Board will receive updated information on the Riverside STEM Academy School.</i>                      |   |        |       |
| <b>G.2</b> | <b>Community Advisory Committee (CAC) 2014 Annual Report</b>   | Exec. Director<br>Pupil Serv./SELPA                                   | Report | 79-82 |

*Mr. Timothy R. Walker, Executive Director Pupil Service/SELPA, Mrs. Carrie Antrim, Assistant Director, Pupil Services/SELPA, and Mrs. Aurora Sanchez, CAC Chairperson, will present the Board of Education with the 2014 Annual Report.*

## **SECTION H – ACTION**

### **H.1 Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation, and Associated Revisions to the 2015-2016 District Calendar**

Assist. Supt.  
Operations

Action  
First  
Reading

83-86

*The Board of Education will be asked to review the recommended revisions to Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation and associated revisions to the District’s 2015-2016 Standard School Calendar.*

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

## **SECTION I – CONCLUSION**

### **I.1 Board Members’ Comments**

### **I.2 Agenda Items for Future Meetings Tuesday, February 17, Regular Board Study Session**

## **ADJOURNMENT**

The next regular Study Session of the Board of Education is scheduled for Tuesday, February 17, 2015. The meeting will be called to order at 4:30 p.m. in the Amelia Earhart Middle School Library at 20202 Aptos Street, Riverside, California. The Board of Education will convene in Open Session at 4:30 p.m.



**Board Meeting Agenda  
February 2, 2015**

Topic: Recognition of Deborah Parr, Riverside Unified School District’s 2014-2015 High School Teacher of the Year, Who was Selected as one of the 2015 California Teacher of the Year Semi-finalists

Presented by: Lynn Carmen Day, Chief Academic Officer

Responsible

Cabinet Member: Lynn Carmen Day, Chief Academic Officer

Type of Item: Presentation

Short Description: The Board of Education will recognize Deborah Parr, Riverside Unified School District’s 2014-2015 High School Teacher of the Year and 2015 Riverside County Teacher of the Year, who was also selected as one of the 2015 California Teacher of the Year Semi-finalists.

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**DESCRIPTION OF AGENDA ITEM:**

Lynn Carmen Day will make a presentation to Deborah Parr, Riverside Unified School District’s 2014-2015 High School Teacher of the Year and 2015 Riverside County Teacher of the Year, who was selected as one of the 2015 California Teacher of the Year Semi-finalists. Deborah will be honored by State Superintendent, Tom Torlakson, at an evening celebrating Excellence in Education; An Ocean of Possibilities, the 2015 California Teachers of the Year Gala on February 16, 2015, in Sacramento.

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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 February 2, 2015

Topic: Presentation by Mr. Jeff Frost, Frost, Davis and Donnelly

Presented by: David C. Hansen, Ed.D., District Superintendent

Responsible  
Cabinet Member: David C. Hansen, Ed.D., District Superintendent

Type of Item: Presentation

Short Description: Mr. Jeff Frost, Frost, Davis and Donnelly, serves as a legislative advocate for the Riverside Unified School District in Sacramento. Mr. Frost will provide the Board of Education with information on the State of the Budget with implications for RUSD.

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### DESCRIPTION OF AGENDA ITEM:

On January 9, 2015, the Governor released the 2015-16 State Budget. Mr. Frost, with Frost, Davis and Donnelly, serves as a legislative advocate for the Riverside Unified School District in Sacramento. He will provide the Board of Education with information on the implications that the State Budget will have on our District.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** Information only, no action is required.

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**ADDITIONAL MATERIAL:** None

**Board Meeting Agenda  
February 2, 2015**

- Topic: Memorandum of Understanding for Guaranteed Admission Between Riverside Unified School District (RUSD) and California State University, San Bernardino (CSUSB)
- Presented by: Lynn Carmen Day, Chief Academic Officer
- Responsible  
Cabinet Member: Lynn Carmen Day, Chief Academic Officer
- Type of Item: Presentation
- Short Description: The Guaranteed Admission Memorandum of Understanding, to be signed by Dr. David Hansen, District Superintendent and Tomás D. Morales, President, California State University San Bernardino, is to provide a guarantee of admission to CSUSB for all RUSD graduating twelfth grade students who meet certain established requirements.

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**DESCRIPTION OF AGENDA ITEM:**

Riverside Unified School District (District) is responsible for preparing students annually for college entrance and/or work placement, with many students going on to attend California State University, San Bernardino (CSUSB).

CSUSB has a commitment to the development of college readiness programs at Riverside Unified School District and to the enhancement of the success of students enrolled therein, together, the Parties are entering into a partnership to expand and enhance the educational opportunities for students enrolled in, and graduating from, the District.

To that end, the District requests approval to enter into a memorandum of understanding with California State University, San Bernardino (CSUSB), to expand and enhance the educational opportunities for Riverside Unified School District (District). The District and CSUSB have agreed that a college preparation program and guaranteed admission and support partnership would provide a valuable mechanism for increasing the number and percentage of District graduates qualifying for admission into California State University, San Bernardino.

The District agrees to provide, beginning with the 2014-2015 school year, all incoming ninth grade students with a rigorous program of studies and support which will provide them with an

opportunity to meet the admission requirements for entrance to CSUSB without need for remedial college courses upon graduation from high school. The District, working with CSUSB, will support attainment of benchmarks with an enhanced program and CSUSB will provide a guarantee of admission to CSUSB for all graduating twelfth grade students who meet certain established requirements.

In mutual agreement and partnership, it is requested that the Guaranteed Admissions Memorandum of Understanding be signed by Dr. David Hansen, District Superintendent and Tomás D. Morales, President, California State University, San Bernardino.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** It is recommended that the Board of Education authorize Dr. David Hansen, District Superintendent, to sign the Guaranteed Admission Memorandum of Understanding between Riverside Unified School District and California State University, San Bernardino

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**ADDITIONAL MATERIAL:** California State University, San Bernardino Guaranteed Admissions Memorandum of Understanding

Attached: Yes

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**Riverside Unified School District**  
**and**  
**California State University San Bernardino**

**Preface: AN AGREEMENT FOR GUARANTEED ADMISSION**

This Memorandum of Understanding is entered into this 2nd day of February, 2015, by and between the California State University San Bernardino, hereinafter referred to as “CSUSB” and Riverside Unified School District, hereinafter referred to as “District” or “RUSD,” collectively the “Parties.”

**RECITALS**

**WHEREAS**, RUSD is responsible for preparing students annually for college entrance and/or work placement, with many students going on to attend CSUSB; and

**WHEREAS**, CSUSB has a commitment to the development of college readiness programs at Riverside Unified School District and to the enhancement of the success of students enrolled therein, together, the Parties are entering into a partnership to expand and enhance the educational opportunities for students enrolled in, and graduating from, the District.

**NOWHERE**, the Parties have agreed that a college preparation program, a guaranteed admission program, and an academic support partnership, will provide a valuable mechanism for increasing the number and percentage of RUSD graduates qualifying for admission into California State University San Bernardino.

**THE RIVERSIDE UNIFIED SCHOOL DISTRICT COMMITMENT**

The District agrees to provide all incoming 9th grade students, beginning with the 2014-2015 school year, with rigorous programs of study and academic support, which will provide them with an opportunity to meet the admission requirements for entrance to California State University San Bernardino, without need for remedial college courses upon graduation from high school. In collaboration with CSUSB, the following benchmarks will be used by the District:

1. Enrollment in Riverside Unified School District.
2. Completion of all A-G coursework and eligibility index required by California State University (CSU) admission policies and or the CSUSB requirements for impacted majors.
3. Participation in, and successful passage of, the Early Assessment Test in their junior year (11th grade) in Mathematics and English or successful completion of additional coursework in the 12th grade designed to build the appropriate skills and knowledge as approved by CSUSB.
4. The student is determined to be college ready and without need for remedial course work.
5. Completion of the SAT Reasoning Test or ACT Exam.
6. Submission of a CSU application during the priority application filing period (October 1st - November 30th).

7. Submission of ACT/SAT test scores, final transcripts and other required documents by the relevant deadlines.
8. Submission of their Enrollment confirmation deposit by the deadline.
9. Attendance at the mandatory orientation program (SOAR) prior to registering for classes.
10. Provision to CSUSB with a list of students who are projected to complete requirements 1-7 (above) no later than April 1st of the preceding Fall Quarter.

The District will support the attainment of these benchmarks with an enhanced program including the following:

1. A clear statement of academic expectations to students, staff, parents, and the community for ninth grade and each year thereafter.
2. Assessment of students' CSU English and Mathematics proficiency through participation in the CSU Early Assessment Program (EAP) in the 11th grade.
3. Additional high school mathematics electives that provide students with skills to pass CSU placement examinations or to meet college course requirements.
4. Additional approved 12th grade English course based on the Expository Reading and Writing course for students who do not receive an EAP status of "proficient."
5. Advancement Via Individual Determination (AVID) opportunities for high school students (if available at the District).
6. Clear criteria for identifying and supporting incoming ninth grade at-risk students.
7. A systematic program of parent communication and education.
8. Annual reports on the progress of each participating class.
9. Frequent notification to students and parents of academic progress.
10. On-going teacher, counselor and parent training regarding the CSU admission requirements and their role in facilitating students' application, admission and enrollment at CSUSB.
11. Facilitation of the development and distribution of supplemental financial aid for participating students.

### **CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO COMMITMENT**

California State University San Bernardino will provide a guarantee of admission to California State University San Bernardino for all graduating RUSD 12th grade students who:

1. Meet the minimum CSU eligibility index requirements and additional CSUSB's requirements if applying to an impacted major.
2. Meet the Entry Level Mathematics (ELM) requirement with an Early Assessment Program math status of "Ready" **or**
3. Complete an approved course in mathematics in the 12<sup>th</sup> grade with a "C" or better if the Early Assessment Program math status indicates "Conditional" readiness; **or**
4. Achieve a passing score on the ELM (unless exempt), demonstrating that they have no remedial needs in mathematics.
5. Meet the English Placement Test (EPT) requirement with an Early Assessment Program English status of "Ready"; **or**

6. Meet the English Placement Test (EPT) requirement with an Early Assessment Program English status of “Conditional” and then complete an approved full year course in the 12<sup>th</sup> grade modeled on the Expository Reading and Writing Course with a grade of “C” or better; **or**
7. Achieve a passing score on the EPT (unless exempt), demonstrating that they have no remedial needs in English.
8. Take the SAT Reasoning Test or ACT and achieve a minimum score to be determined by CSU Eligibility Index.

In addition, CSUSB will:

1. Guarantee admission into CSUSB’s 4-year Graduation Pledge program for incoming, qualified RUSD students who apply for the Pledge program to facilitate graduation in four years.
2. Provide materials and information regarding CSUSB enrollment, attendance, and event data to be distributed by RUSD.
3. Work with the District to communicate this guarantee to all students, staff, and community members.
4. Facilitate informational workshops regarding admissions updates and freshman course expectations for District counselors and administrators. Assist and support RUSD graduates at California State University, San Bernardino with structured programs designed to improve retention and completion rates.
5. Facilitate financial aid and scholarship workshops for students and parents and distribute financial aid materials.

### **TERMS OF MEMORANDUM OF UNDERSTANDING**

#### TERM

The term of the Agreement shall commence on the date of execution and remain in effect, unless amended or terminated by either party. It is the intent of the Parties that the first cohort of students will be the graduating class of 2015.

#### INDEMNIFICATION/HOLD HARMLESS

The Parties do hereby mutually agree that each is self-insured, and to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants, and employees, of and from any and all liability claims, demands, debts, suits, actions, and causes of action, including wrongful death and reasonable attorney’s fees for the defense thereof, arising out of, or in any manner connected with, the performance of any act or deed under or pursuant to the terms and provisions of this Agreement by such indemnifying party, or its officers, agents, servants and employees, by only in proportion to, and to the extent such liability, claims, demands, debts, suits, actions, causes of action, or attorney’s fees are caused by or result from the negligent or intentional acts or omission of either party.

#### TERMINATION

This Agreement may be terminated by either party with advance notice, in writing, one (1) year prior to the termination effective date. If such notice of termination is provided, it shall not affect the students of the graduating class of the year in which termination becomes effective. Provided that said students have met the minimum admission requirements, as contained herein, each shall be guaranteed admission to CSUSB, in accordance with the terms and conditions of this Agreement.

ENTIRE AGREEMENT

This is the entire Agreement of the parties. No representations, inducements, promises, or agreements, orally, or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other Agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the part to be charged.

LAW

This Agreement will be governed by, and construed in accordance with, the laws of the State of California.

\_\_\_\_\_  
Tomás D. Morales, President  
California State University, San Bernardino

\_\_\_\_\_  
David C. Hansen, Ed.D., Superintendent  
Riverside Unified School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





**Board Meeting Agenda  
February 2, 2015**

Topic: Presentation by Ms. Woodie Rucker-Hughes, President, Riverside Chapter  
NAACP – Tribute to Black History Month

Presented by: David C. Hansen, Ed.D., District Superintendent

Responsible  
Cabinet Member: David C. Hansen, Ed.D., District Superintendent

Type of Item: Presentation

Short Description: Ms. Woodie Rucker-Hughes, President, Riverside Chapter, NAACP, will pay tribute to Black History Month by sharing information about African-American history in RUSD.

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**DESCRIPTION OF AGENDA ITEM:**

The month of February 2015 is Black History Month. Ms. Woodie Rucker-Hughes, President, Riverside Chapter, NAACP, will pay tribute to Black History Month and share information about African-American history in RUSD as well as share a PowerPoint presentation.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** Information only, no action is required.

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**ADDITIONAL MATERIAL:** PowerPoint

Attached: No

**RIVERSIDE UNIFIED SCHOOL DISTRICT  
 MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
 TUESDAY, JANUARY 20, 2015  
 BOARD ROOM  
 6735 MAGNOLIA AVENUE, RIVERSIDE, CALIFORNIA**

**CALL THE MEETING TO ORDER**

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

**MEMBERS PRESENT**

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

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

**PUBLIC PARTICIPATION ON CLOSED SESSION MATTERS**

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

The Board adjourned to Closed Session at 4:30 p.m.

**CLOSED SESSION**

1. Consideration of Pupil Services Matters Pursuant to Education Code Sections 35146 and 48918
2. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6
  - District Representative: David C. Hansen, Ed.D., District Superintendent
  - Employee Organizations: Riverside City Teachers Association  
California School Employees Association
3. Consideration of Public Employee Discipline/Dismissal/Release Pursuant to Government Code Section 54957
4. Consideration of Public Employee Appointment Pursuant to Government Code Section 54957.6
  - Title: Director V Instructional Services Secondary and Administrative Assistant to the Superintendent
5. Conference With Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(a)
  - CAL200, et al v. San Francisco U.S.D., et al.
  - SFSC Case No. CGC-13-534975

**RECONVENE OPEN SESSION**

The Board reconvened in Open Session at 5:32 p.m. Mrs. Allavie announced that the following actions were taken by the Board during Closed Session:

It was moved by Mr. Hunt and seconded by Mrs. Cloud and was unanimously approved by members present with the following roll call vote to approve the Settlement for SFSC Case No. CGC-13-534975 per Government Code Section 54956.9(a):

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

It was moved by Mrs. Lock-Dawson and seconded by Mrs. Cloud and was unanimously approved by members present with the following roll call vote to approve the appointment of Mr. Darel Hansen, Director V, Instructional Services Secondary Education:

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

Dr. Hansen reported that Mr. Hansen’s position as Director V, Instructional Services Secondary Education, will not begin until after the end of the school year to allow the District time to appoint a new principal for Martin Luther King High School.

Dr. Hansen noted that Mrs. Beth Martin, Administrative Assistant to the Superintendent, but more important Secretary to the Board of Education, was also introduced in Closed Session, as well as Mr. Ron Weston, Career Technical Education(CTE) Coordinator.

It was moved by Mr. Hunt and seconded by Mrs. Cloud and was unanimously approved by members present with the following roll call vote pursuant to Government Code Section 54957 that the employee appeal be heard by an outside hearing officer:

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

**RIVERSIDE POLYTECHNIC HIGH SCHOOL ARMY JROTC COLOR GUARD PRESENTATION**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to our flag was led by Julia McDonald, 6<sup>th</sup> grade student from Pachappa Elementary School.

**GROUP PERFORMANCE**

The Miller Melodies Choir from Frank Augustus Miller Middle School performed for the Board of Education.

**SECTION A – PRESENTATIONS**

**A.1 Recognition of Riverside Polytechnic High School’s Solar Cup Team and Advisor Greg Aniol**

Ms. Rachel McQuire, Community Affairs Supervisor, Western Municipal Water District, shared a brief PowerPoint presentation about the Solar Cup program and presented a check in the amount of \$4,000 to Poly's Solar Cup Advisor Mr. Greg Aniol and Principal Michael Roe.

#### **A.2 Recognition of the Martin Luther King High School Girls' Tennis Team as Recipients of the Riverside County Office of Education Academic/Athletic Team Award**

The Board of Education and Dr. Hilma Griffin-Watson, Executive Director, on behalf of RCOE, recognized the Martin Luther King High School Girls' Tennis Team for earning the Riverside County Office of Education's Academic/Athletic Team Award for posting the highest Grade Point Average (GPA) for their sport 4.32 GPA.

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

#### **B.1 Reports presented by Riverside Polytechnic, Ramona, and John W. North High Schools' Student Board Representatives.**

#### **SECTION C – DISTRICT SUPERINTENDENT'S REPORT**

Dr. Hansen voiced that this is our first Board meeting after all of the holidays and that it is wonderful it hear from our Student Board representatives. He reported that Martin Luther King High School Senior Saumya Keremane has been named one of 300 Intel Science Talent Search Semifinalists. He said that Saumya earned this prestigious honor for her project, "An Eco-friendly RNA Interference-based Insect Control for Management of Citrus Greening Diseases Using a Model System." Dr. Hansen noted that Saumya was selected for the Intel honor from more than 1,800 entrants from 460 high schools in 41 states, Puerto Rico and five American and international high schools overseas. He stated that Saumya also earned a Gold Medal for her project in the 2014 RIMS Science and Engineering Fair and an Honorable Mention at the California State Science Fair last spring.

Dr. Hansen congratulated Principal Sean Curtin and the entire Amelia Earhart Middle School staff, for their renewal as a National AVID Demonstration School following a recent visit from the AVID team. He said that Earhart received a three-year certification for the outstanding job that they are doing. Dr. Hansen noted that approximately 20 percent of Earhart students are enrolled in AVID and the entire school uses AVID success techniques.

Dr. Hansen commended the Districtwide support for United Way indicating that over \$46,000 was raised for this worthy effort.

Mrs. Lynn Carmen Day reported that Ms. Stephanie Niechayev, Arlington High School English Language Arts and English Language Development ELA/ELD Teacher was appointed by the State Board of Education to serve as a reviewer to evaluate instructional material for the 2015 ELA/ELD adoption. She discussed that RUSD has been awarded a California Math and Science Partnership Grant that will provide 75 elementary teachers intensive professional development. She noted that the grant award is in the amount of \$1.6 million over the next three years. Mrs. Carmen Day discussed that RUSD is partnering with UCR and Bourns to host a STEM awareness event for 150 – 10<sup>th</sup> grade high school girls called "Inspire Her Mind" on February 5. She provided a brief update regarding initial meetings with University of California, Riverside (UCR) Chancellor Wilcox and Riverside Community College (RCC) Interim President Isaac, regarding formalizing pathways that provide RUSD students with the opportunity to pursue college level coursework while in high school. She discussed

that District staff is working with Pivot Learning Partners and that they are examining our Professional Development and are listening to the needs of our teachers.

Dr. Kirk Lewis provided information regarding the upcoming Study Session on Tuesday, February 17 which will include various properties and a potential bond.

**SECTION D – PUBLIC INPUT**

The following individuals addressed the Board members: Mr. Morris Mendoza shared information about partnerships and concerns about counselors that are needed throughout the District, Ms. Ashley Lopez discussed concerns about Special Education student opportunities at Mark Twain Elementary School, and Mr. Steve Davey discussed the importance of participation in “Grow Riverside”.

**SECTION E – DISTRICT EMPLOYEE GROUP REPORTS**

**E.1 RASM Presentation by Mr. Bernie Marez, President, Riverside Association of School Managers**

Mr. Bernie Marez provided a report on the activities and accomplishments of the Riverside Association of School Managers (RASM).

**E.2 RCTA Presentation by Mr. Tim Martin, Present, Riverside City Teachers Association**

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

**SECTION F – CONSENT**

Approval of the Consent Calendar was moved by Mrs. Lock-Dawson and seconded by Mr. Hunt and approved by members present, with the exception of Items F.10 and F.15 which were pulled for discussion, with the following roll call vote:

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

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

**ITEM PULLED FOR DISCUSSION**

**F.10 Approval of Head Start Progress Report for November 2014**

Item F.10 was moved by Mrs. Cloud and seconded by Mr. Hunt and was unanimously approved by members present with the following roll call vote:

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

**ITEM PULLED FOR DISCUSSION**

**F.15 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**

Item F.15 was moved by Mrs. Cloud and seconded by Mrs. Lock-Dawson and was unanimously approved by members present with the following roll call vote:

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

The Board took a recess from 6:56 to 7:07 p.m.

**SECTION G – REPORT/DISCUSSION**

**G.1 Governor’s Budget Proposals for 2015-16**

Mr. Michael Fine, Deputy Superintendent, Business Services and Government Relations, reviewed a PowerPoint presentation on the Governor’s Budget Proposals for 2015-16 and the potential impacts on the Riverside Unified School District.

**SECTION H – ACTION**

**H.1 2013-14 Annual Financial Report and Audit**

Mr. Fine discussed that state law requires that each year the financial records of the District be audited by an independent third party audit firm and that the Governing Board review the annual financial report and audit at a public meeting.

Mr. Kevin Brejnak, Partner, Nigro & Nigro, PC, reviewed the highlights of the financial report and audit as included on a handout that he provided to the Board of Education members.

The item was moved by Mr. Hunt and seconded by Mrs. Lock-Dawson and was approved unanimously by the following roll call vote to accept the Annual Audit and Financial Report for the year ending June 20, 2014:

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

**SECTION I – CONCLUSION**

**I.1 Board Members’ Comments**

Mr. Lee discussed his and Mrs. Allavie’s attendance at RCOE’s Head Start Program Governance Training on January 16 along with staff members Mrs. Gloria Cowder, Director, Program Development and Extended Learning, and Mr. Joe Nieto, Coordinator, Early Childhood and Family Education and thanked them for their hard work. He stated in terms of the last Board Study Session on Riverside STEM Academy that he would like the information reviewed in a report with the Board members pertaining to curriculum, long term facilities planning, and equity in terms of demographics and the lottery.

Mrs. Allavie noted that she would like to have Riverside STEM Academy (RSA) brought back as a discussion item on the next Board agenda. She reviewed some of the history leading up to the Adhoc Committee being formed for RSA, and suggested that District staff may have more ideas that the Board members need to hear at this time. She mentioned looking back at prior Board of Education decisions for programs of

choice within the District, and that the information was the same, that the Board was given general knowledge about the programs but did not vote on the program. She stated that the Adhoc Committee's primary goal was to create a world class STEM education. In closing, Mrs. Allavie said the new RUSD Family Resource Center opening is scheduled for February 5 from 3:00 to 5:00 p.m. with the Ribbon Cutting at 4:00 p.m.

Mr. Hunt noted that he was glad that the RSA item was being brought back because things do change. He complimented staff for the new carpet in the District Office. He discussed that Teen Challenge has been in Riverside since 1971. He stated that Mr. Ron Black, who oversees the program, would like to bring the program into RUSD. He complimented staff regarding the Operations Board Subcommittee Meeting and the Strategic Plan related to the use of properties. He noted his approval of the Grow Riverside Program. He discussed match grants for Career Technical Education (CTE), and that he is anxious for Mr. Weston to start working in this area. He noted at a recent Good Morning Riverside, that he met someone who serves under Captain Baird at the California Military Institute. He discussed a possible Military Alliance where they would come speak at school events or hold events on base. In closing, Mr. Hunt said that RUSD is one of the only two District's in Riverside County on the old calendar. He said that Principal Michael Roe has some unique ideas about the calendar to keep the District on schedule, and he would like our staff to take another look at the school calendar.

Mrs. Cloud discussed compliance with all of the different divisions and issues that fall under Mr. Fine. She spoke about the importance of the CTE programs. Mrs. Cloud mentioned our District calendar and that we need to be careful when we redesign the calendar. She also referenced concerns related to technology and obesity, and that technology is good but children need to stay active.

Mrs. Lock-Dawson mentioned a speaker at the Annual California School Boards Association (CSBA) Conference who spoke on the black girls' code, computer programming for African-American girls. She referenced Mrs. Lopez who expressed concern tonight regarding Special Education and her desire that this be addressed. She noted that the Grow Riverside Program is very good. She indicated that she is looking forward to serving on the Board Communications and the Board Student Activities Subcommittees.

## **J.2 Next Board Meeting: February 2, 2015 – Regular Board Meeting**

### **ADJOURNMENT**

Mrs. Allavie adjourned the Public Session at 8:24 p.m. in memory of Ms. Ann Marie Peterson who passed away on November 29, former Chemawa Middle School teacher for several years, Mrs. Nila Gates, former Teacher's Aide for 16 years with RUSD who passed away on November 30; Mrs. Jaunita Porch, former RUSD employee for 25 years who passed away on December 27; and Celeste Alvarez, Amelia Earhart Middle School student who passed away on January 2, 2015.

Brent Lee  
Clerk  
Board of Education



## Riverside Unified School District

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

### Board Meeting Agenda February 2, 2015

Topic: Certification of Signatures Update

Presented by: David C. Hansen, Ed.D., District Superintendent

Responsible  
Cabinet Member: David C. Hansen, Ed.D., District Superintendent

Type of Item: Consent

Short Description: An update has been made to the Certification of Signatures and requires Board of Education approval.

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

Each year, the Riverside County Office of Education requires that the District submit names and signatures of personnel authorized to sign orders drawn on the funds of the school District and to sign notices of employment. The Certification of Signatures was approved by the Board at the December 8, 2014, Board of Education Annual Organizational meeting. One name needs to be added to the list, and is included on the attached Certification of Signatures.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** That the Board of Education approve the individual that has been added to the Certification of Signatures.

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**ADDITIONAL MATERIAL:** Form 3350

Attached: Yes





Division of Administration and Business Services  
 District Fiscal Services

**County Use Only:**  
 Date Received: \_\_\_\_\_  
 Approved By: \_\_\_\_\_

# Certification of Signatures

**District:** \_\_\_\_\_

**Date of Meeting:** \_\_\_\_\_

**Please Check:**     **Newly Elected Governing Board**     **Addition in Column(s)** \_\_\_\_\_     **Replacement in Column(s)** \_\_\_\_\_

<b>Column I</b>	<b>Column II</b>	<b>Column III</b>
<i>Signatures of Members of the Governing Board</i>	<i>Signatures of Personnel Authorized to Sign Warrant Orders and Orders for Salary Payments*</i>	<i>Signatures of Personnel Authorized to Sign Notices of Employment</i>
_____ President of the Board	_____	_____
_____ Clerk or Vice President of the Board	_____	_____
_____ Member of the Board	_____	_____
_____ Member of the Board	_____	_____
_____ Member of the Board	_____	_____

*\*If the board has given special instructions for signing Warrant Orders, Orders for Salary Payment, or Notices of Employment, please attach a copy of the resolution to this form.*

**Number of signatures district requires for:**     **Orders of Salary Payments :** \_\_\_\_\_     **“B” Warrant Orders:** \_\_\_\_\_

I, \_\_\_\_\_, Clerk/Secretary of the Board of Trustees certify that the signatures shown below in Column I are the verified signatures of the members of the governing board; verified signatures of personnel authorized to sign orders drawn on the funds of the school district appear in Column II, and verified signatures of personnel authorized to sign Notices of Employment appear in Column III. No person other than an officer or employee of the district can be authorized to sign orders. These certifications are made in accordance with the provisions of Education Code Sections 42632, 42633, 44843, 85232, and 85233. If those authorized to sign orders as shown in Column II are unable to do so, the law requires the signatures of the majority of the governing board. Attached is the board agenda authorizing the following signatures.

Signature: \_\_\_\_\_

**Board Meeting Agenda  
February 2, 2015**

Topic: Acceptance of Gifts and Donations to the District

Presented by: Donna Manson, Account Clerk, Business Services

Responsible

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM**

- Louisa May Alcott Elementary School received the following:
  - \$2,782.50 from their school foundation to pay for the repair and cleaning of the curtains in their multipurpose room
  - \$7,000.00 from the Parent Teacher Association for field trips and kindergarten on campus assembly
  
- Arlington High School received \$1,000.00 from Mary Ellen and James DeSilva for Arlington High School's choir program.
  
- Patricia Beatty Elementary School received the following:
  - \$100.00 from Cornerstone Learning Technology Inc. for student incentives
  - \$1,000.00, from Riverside Optimists Youth Club, Inc. for instructional supplies and field trips
  
- Bryant Elementary School received the following donations to send students and staff to the movie theater the last day before Winter Break:
  - \$1,240.00 from Riverside East Rotary Foundation, Inc.
  - \$1,200.00 from Terry Walling
  - \$500.00 from Riverside Police Foundation
  - \$1,500.00 from Mary S. Roberts Foundation
  - \$500.00 from Mission Grove Theater Corp.
  - \$150.00 from C. Lee Enterprises Inc.

- \$250.00 from Rusty Bailey for Riverside Mayor 2016
  - \$500.00 from Mike Gardner for City Council
- Central Middle School received \$200.00 from the Assistance League of Riverside for the Band.
- Chemawa Middle School Received backpacks valued at \$2,000.00 from Aquarius LTD.
- Fremont Elementary School received the following:
  - School supplies valued at \$200.00 from the American Legion
  - \$270.00 from the Victoria Woods Area Book Club for the purchase of books
- Benjamin Franklin Elementary School received \$100.00 from Community Care on Palm-SNF for their choir
- Highland Elementary School received a Clarinet Instrument valued at \$300.00 from Susan Jarvis.
- Liberty Elementary School received the following for Mrs. Obr's class:
  - \$300.00 from Robert J. Mohn, D.D.S. for field trips
  - \$100.00 from Mrs. Darlene Obr for field trips
- Martin Luther King High School received \$667.80 from Edison International for the Employee Contribution Campaign.
- Frank Augustus Miller Middle School received \$994.88 for the Parent Teacher Student Association for the Science Olympiad Club.
- John W. North High School received the following for the LAPS Academy:
  - \$500.00 from the Greater Los Angeles Security Alarm Association Academy
  - \$500.00 from the Riverside Police Foundation
  - \$500.00 from Haverkamp & Associates
  - \$900.00 from Inland Empire Alarm
  - \$100.00 from Michelle Davidson
  - \$100.00 from RPAA
  - \$100.00 from Christopher and Carla Vicinno
- John W. North High School received \$250.00 from Ana & Gene Lopez for the Girls' Water Polo team.
- Riverside Polytechnic High School received \$1000.00 from John Gifford toward parts and registration for the Robotics Program.

- Ramona High School received \$100.00 from the Victoria Club for the Girls' Tennis Team.
- Mark Twain Elementary School received twenty (20) backpacks filled with school supplies valued at \$600.00 from Orangecrest Community Church.
- Victoria Elementary School received \$200.00 from Pat Robertson for Library supplies.

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

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**FISCAL IMPACT: \$27, 505.18**

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

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**ADDITIONAL MATERIAL:** None

**Board Meeting Agenda  
February 2, 2015**

Topic: Warrant List No. 11

Presented by: Jeannie Darnell, Account Clerk, Business Services

Responsible

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM:**

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

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**FISCAL IMPACT:** \$4,697,189.35

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

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**ADDITIONAL MATERIAL:** Warrant List No. 11

Attached: Yes

# RIVERSIDE UNIFIED SCHOOL DISTRICT

## Commercial Warrant Listing 2014 - 2015

December 18, 2014 THRU January 09, 2015

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

Claim	Date	Fund	Warrant	Vendor Name	Claim Amount
<b>GENERAL FUND UNRESTRICTED 03</b>					
237291	12/18/2014	03	14928734	WAXIE SANITARY SUPPLY	\$16,061.77
237299	12/18/2014	03	14928742	KEN'S SPORTING GOODS	\$3,024.75
237304	12/18/2014	03	14928747	HARRIS, DENNIS L.	\$2,060.00
237323	12/18/2014	03	14928766	AVID CENTER	\$2,115.00
237324	12/18/2014	03	14928767	AVID CENTER	\$2,115.00
237325	12/18/2014	03	14928768	AVID CENTER	\$2,115.00
237342	12/18/2014	03	14928785	AMS.NET, INC	\$29,836.00
237346	12/18/2014	03	14928789	CLOVER ENTERPRISES	\$3,036.87
237352	12/18/2014	03	14928795	STATE OF CA/DEPT. JUSTICE	\$3,073.00
237363	12/18/2014	03	14928806	LIVE NATION WORLDWIDE, INC.	\$7,500.00
237365	12/19/2014	03	14930580	ALTURA CREDIT UNION	\$25,485.84
237370	12/19/2014	03	14930584	AREY JONES EDUCATIONAL SOLUTIONS	\$3,945.36
237371	12/19/2014	03	14930585	AREY JONES EDUCATIONAL SOLUTIONS	\$5,429.31
237373	12/19/2014	03	14930587	AVID CENTER	\$2,115.00
237374	12/19/2014	03	14930588	AVID CENTER	\$2,115.00
237381	12/19/2014	03	14930595	MCGRAW HILL	\$2,520.00
237382	12/19/2014	03	14930596	THE GAS COMPANY	\$3,822.94
237391	12/19/2014	03	14930605	WESTERN MUNICIPAL WATER DISTRICT	\$5,592.99
237395	12/19/2014	03	14930609	MILE HIGH PINES	\$11,270.00
237408	12/19/2014	03	14930622	STUDENT TRANSPORTATION OF AMERICA	\$149,541.46
237409	12/19/2014	03	14930623	STUDENT TRANSPORTATION OF AMERICA	\$57,595.82
237410	12/19/2014	03	14930624	STUDENT TRANSPORTATION OF AMERICA	\$148,617.85
237411	12/19/2014	03	14930625	STUDENT TRANSPORTATION OF AMERICA	\$66,438.88
237412	12/19/2014	03	14930626	STUDENT TRANSPORTATION OF AMERICA	\$184,341.08
237414	12/19/2014	03	14930627	STUDENT TRANSPORTATION OF AMERICA	\$31,619.35
237415	12/19/2014	03	14930628	STUDENT TRANSPORTATION OF AMERICA	\$25,183.65
237419	12/19/2014	03	14930632	STUDENT TRANSPORTATION OF AMERICA	\$83,226.05
237461	01/05/2015	03	14934908	PALI INSTITUTE	\$18,768.76
237467	01/05/2015	03	14934914	WAXIE SANITARY SUPPLY	\$9,142.30
237487	01/05/2015	03	14934934	ATTAINMENT COMPANY, INC.	\$2,197.62
237505	01/05/2015	03	14934952	WESTERN MUNICIPAL WATER DISTRICT	\$6,316.92
237522	01/06/2015	03	14936353	NICK RAIL MUSIC	\$13,220.50
237539	01/06/2015	03	14936370	FLOOR TECH AMERICA, INC.	\$5,347.56
237540	01/06/2015	03	14936371	HOLIDAY INN	\$4,326.92
237542	01/06/2015	03	14936373	SOUTHERN CALIFORNIA EDISON CO	\$15,248.08
237543	01/06/2015	03	14936374	WESTERN MUNICIPAL WATER DISTRICT	\$7,233.50
237545	01/06/2015	03	14936376	AREY JONES EDUCATIONAL SOLUTIONS	\$5,009.80
237549	01/06/2015	03	14936380	AREY JONES EDUCATIONAL SOLUTIONS	\$8,888.32
237553	01/06/2015	03	14936384	AREY JONES EDUCATIONAL SOLUTIONS	\$16,624.99
237555	01/06/2015	03	14936386	LOWE'S	\$5,959.20
237559	01/06/2015	03	14936390	GOLF CARS OF RIVERSIDE	\$2,364.00
237580	01/06/2015	03	14936411	BEST, BEST, & KRIEGER, LLP	\$2,178.00
237589	01/06/2015	03	14936420	CLOVER ENTERPRISES	\$2,925.77
237590	01/06/2015	03	14936421	BB&T INSURANCE SERVICES OF CALIFORNIA, INC.	\$4,178.47
237591	01/06/2015	03	14936422	BEST, BEST, & KRIEGER, LLP	\$20,876.46
237597	01/06/2015	03	14936428	CR&R INC.	\$2,304.75
237599	01/06/2015	03	14936430	COMMERCIAL DOOR COMPANY, INC.	\$10,584.00
237600	01/06/2015	03	14936431	BEST, BEST, & KRIEGER, LLP	\$5,356.50

237602	01/06/2015	03	14936433	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$57,671.44
237612	01/06/2015	03	14936443	RIVERSIDE COUNTY OFFICE OF ED.	\$3,981.00
237626	01/07/2015	03	14937058	AREY JONES EDUCATIONAL SOLUTIONS	\$5,915.34
237665	01/07/2015	03	14937097	REACH LEADERSHIP ACADEMY	\$18,361.28
237666	01/07/2015	03	14937098	RUSD REVOLVING FUND	\$11,140.85
237712	01/08/2015	03	14938052	AREY JONES EDUCATIONAL SOLUTIONS	\$3,855.60
237721	01/08/2015	03	14938061	FLOOR TECH AMERICA, INC.	\$80,861.75
237736	01/08/2015	03	14938076	BOOMERANG PROJECT	\$2,195.00
237748	01/08/2015	03	14938088	D & M MARTIN CONSTRUCTION, INC.	\$152,266.00
237776	01/09/2015	03	14939407	EASTBAY INC/FOOTLOCKER.COM	\$9,576.43
237793	01/09/2015	03	14939424	ULINE	\$2,108.81
237796	01/09/2015	03	14939427	CANON SOLUTIONS AMERICA, INC.	\$10,935.00
237805	01/09/2015	03	14939436	PAINTING AND DECOR, LTD	\$7,870.00
237813	01/09/2015	03	14939444	SPORT CHALET, INC.	\$4,493.44
237817	01/09/2015	03	14939448	SOCCER.COM	\$3,374.16
237826	01/09/2015	03	14939457	CUSTOM WOOD FINISHING	\$23,000.00
237827	01/09/2015	03	14939458	VAL VERDE USD	\$7,561.00
237834	01/09/2015	03	14939465	TROXELL COMMUNICATIONS, INC.	\$5,305.00
237846	01/09/2015	03	14939477	CLOVER ENTERPRISES	\$2,024.58
237851	01/09/2015	03	14939482	CLOVER ENTERPRISES	\$2,222.10
237861	01/09/2015	03	14939491	HEWLETT PACKARD-STL GOVT. SALES	\$6,462.37
<b>TOTAL FOR FUND 03</b>					<b>\$1,470,031.54</b>

**GENERAL FUND RESTRICTED 06**

237316	12/18/2014	06	14928759	PEARSON ASSESSMENTS - MN	\$3,577.50
237345	12/18/2014	06	14928788	BLEEKER GLASS	\$5,438.79
237347	12/18/2014	06	14928790	CCS PRESENTATION SYS	\$3,496.00
237364	12/18/2014	06	14928807	EDUCATION ELEMENTS, INC.	\$16,800.00
237368	12/19/2014	06	14930582	AREY JONES EDUCATIONAL SOLUTIONS	\$2,539.52
237388	12/19/2014	06	14930602	AREY JONES EDUCATIONAL SOLUTIONS	\$19,786.87
237416	12/19/2014	06	14930629	RIVERSIDE ARTS COUNCIL	\$7,342.70
237417	12/19/2014	06	14930630	RUSSO, FLECK AND ASSOCIATES	\$50,198.00
237418	12/19/2014	06	14930631	HOPE, INC.	\$2,039.88
237474	01/05/2015	06	14934921	APPLIED BEHAVIOR CONSULTANTS, INC.	\$8,400.03
237478	01/05/2015	06	14934925	COYNE & ASSOCIATES EDUCATION CORP.	\$11,459.61
237479	01/05/2015	06	14934926	COYNE & ASSOCIATES EDUCATION CORP.	\$10,859.67
237480	01/05/2015	06	14934927	COYNE & ASSOCIATES EDUCATION CORP.	\$12,762.90
237481	01/05/2015	06	14934928	CAROLYN E. WYLIE CENTER	\$7,000.00
237495	01/05/2015	06	14934942	ANDERSON'S	\$2,347.83
237544	01/06/2015	06	14936375	AREY JONES EDUCATIONAL SOLUTIONS	\$32,739.17
237550	01/06/2015	06	14936381	AREY JONES EDUCATIONAL SOLUTIONS	\$5,691.73
237570	01/06/2015	06	14936401	CDI COMPUTER DEALERS, INC.	\$2,750.00
237578	01/06/2015	06	14936409	CAROLYN E. WYLIE CENTER	\$2,448.00
237620	01/07/2015	06	14937052	BEST, BEST, & KRIEGER, LLP	\$21,175.68
237659	01/07/2015	06	14937091	DORIS PEREZ INTERPRETING	\$2,550.00
237664	01/07/2015	06	14937096	STARTING GATE EDUCATIONAL SERVICES	\$110,991.30
237701	01/08/2015	06	14938041	MAX CASES	\$13,094.50
237745	01/08/2015	06	14938085	AMTECH ELEVATORS	\$3,000.00
237753	01/08/2015	06	14938093	SOCO GROUP, INC.	\$6,928.13
237754	01/08/2015	06	14938094	SOMERSET EDUCATIONAL SERVICES INC.	\$14,453.63
237760	01/08/2015	06	14938100	BOYS & GIRLS CLUBS OF GREATER REDLANDS-RIVERSIDE	\$108,503.00
237764	01/08/2015	06	14938104	SPORTS FACILITIES GROUP, INC.	\$2,000.00
237769	01/08/2015	06	14938109	SMARDAN SUPPLY CO.	\$4,158.75
237771	01/08/2015	06	14938111	SMARDAN SUPPLY CO.	\$6,207.29
237779	01/09/2015	06	14939410	AREY JONES EDUCATIONAL SOLUTIONS	\$7,863.84
237795	01/09/2015	06	14939426	ROBERTSON INDUSTRIES, INC	\$2,011.43
237830	01/09/2015	06	14939461	DORIS PEREZ INTERPRETING	\$3,050.00
<b>TOTAL FOR FUND 06</b>					<b>\$513,665.75</b>

**CAFETERIA SPECIAL REVENUE FUND 13**

237400	12/19/2014	13	14930614	CDW-G	\$7,855.33
237402	12/19/2014	13	14930616	TCB MANUFACTURING	\$5,140.91
237449	01/05/2015	13	14934896	HOLLANDIA DAIRY	\$44,697.52

**TOTAL FOR FUND 13      \$57,693.76**

**CAPITAL FACILITIES FUND 25**

237756	01/08/2015	25	14938096	DAVIS DEMOGRAPHICS & PLANNING	\$3,400.00
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**TOTAL FOR FUND 25      \$3,400.00**

**COUNTY SCHOOL FACILITIES FUND 35**

237617	01/07/2015	35	14937049	HEWLETT PACKARD-STL GOVT. SALES	\$2,740.15
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**TOTAL FOR FUND 35      \$2,740.15**

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

237333	12/18/2014	40	14928776	FLOOR TECH AMERICA, INC.	\$14,918.15
237377	12/19/2014	40	14930591	VISIONARY CONSTRUCTION & CONSULTING INC.	\$3,027.88
237378	12/19/2014	40	14930592	VISIONARY CONSTRUCTION & CONSULTING INC.	\$10,109.36

**TOTAL FOR FUND 40      \$28,055.39**

**SELF-INSURANCE FUND 67**

237372	12/19/2014	67	14930586	DELTA HEALTH SYSTEMS	\$163,663.89
237458	01/05/2015	67	14934905	UNION BANK OF CALIFORNIA 2740029080	\$131,180.18
237517	01/06/2015	67	14936348	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$53,391.92
237521	01/06/2015	67	14936352	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ,	\$37,252.22
237566	01/06/2015	67	14936397	THOMPSON & COLEGATE	\$2,938.33
237667	01/07/2015	67	14937099	RUSD WORKER'S COMP TRUST	\$60,428.56

**TOTAL FOR FUND 67      \$448,855.10**

**MULTIPLE FUND CODES**

237293	12/18/2014		14928736	OFFICE MAX	\$21,666.47
237294	12/18/2014		14928737	OFFICE MAX	\$7,376.00
237295	12/18/2014		14928738	OFFICE MAX	\$3,092.87
237386	12/19/2014		14930600	RENAISSANCE LEARNING-WISCONSIN RAPI	\$134,512.16
237444	01/05/2015		14934891	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ,	\$4,052.02
237445	01/05/2015		14934892	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ,	\$2,743.92
237514	01/06/2015		14936345	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$954,171.28
237515	01/06/2015		14936346	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$571,969.69
237516	01/06/2015		14936347	SAN DIEGO COUNTY SCHOOLS VOLUNTARY EMPLOYEES	\$91,200.38
237518	01/06/2015		14936349	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ,	\$104,985.50
237519	01/06/2015		14936350	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ,	\$51,813.45
237520	01/06/2015		14936351	SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ,	\$13,692.57
237535	01/06/2015		14936366	METROPOLITAN LIFE INSURANCE COMPANY	\$6,005.84
237536	01/06/2015		14936367	METROPOLITAN LIFE INSURANCE COMPANY	\$6,020.09
237574	01/06/2015		14936405	FAGEN FRIEDMAN & FULFROST, LLP	\$10,912.51
237698	01/08/2015		14938038	WAXIE SANITARY SUPPLY	\$7,122.95
237707	01/08/2015		14938047	OFFICE MAX	\$7,630.10
237777	01/09/2015		14939408	THE GAS COMPANY	\$14,008.64

**TOTAL FOR VARIOUS FUND CODES      \$2,012,976.44**

**TOTAL OF WARRANTS OVER \$1,999.00      \$4,537,418.13**

**TOTAL OF WARRANTS UNDER \$1,999.00      \$159,771.22**

**GRAND TOTAL OF WARRANTS      \$4,697,189.35**



**Board Meeting Agenda  
February 2, 2015**

Topic: Approval of Change Order No. 1 – Bid No. 2014/15-13 – Relocatable Classrooms at Two Sites – Woodcrest Elementary School

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

Responsible

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

Type of Item: Consent

Short Description: A change is recommended in the scope of work for the Relocatable Classrooms at Two Sites – Woodcrest Elementary School.

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**DESCRIPTION OF AGENDA ITEM:**

On November 3, 2014 the Board of Education approved Bid No. 2014/15-13 – Relocatable Classrooms at Two Sites – Woodcrest. The bid was awarded to Cinbad Industry, Inc., and Purchase Order C6003512 was issued in the amount of \$109,000.00.

District staff is requesting the following changes in the scope of work for Change Order No. 1: (1) Realign the sewer to meet flow requirements; (2) excavate saturated soil and replace with class two base and install paving; (3) repair plumbing that was broken during relocation of portable; (4) repair damaged wiring in the main breaker panel and supply a new can and cover (5) back charge for remobilization due to incompleteness of subflooring; and (6) credit back to owner for paving approaches that were removed from the scope of work.

Change Order No 1, in the amount of \$11,365.90, is above the ten percent (10%) change order limit, however Public Contract Code allows a contract to be exceeded by ten percent (10%) or \$15,000, whichever is greater. This change order brings the total amount of the purchase order to \$120,365.90. Funding for this project is one hundred percent (100%) from Measure B.

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**FISCAL IMPACT:** Change order value of \$11,365.90 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 \$11,365.90 to Cinbad Industry, Inc., bringing the total amount of the purchase order to \$120,365.90.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 1 – Relocatable Classrooms at Two Sites – Woodcrest Elementary School

Attached:     Yes

# CHANGE ORDER

Distribution to:  
 Owner   
 Architect   
 Contractor

**PROJECT:** RELOCATABLE CLASSROOM AT WOODCREST      **CHANGE ORDER NO:** 1  
**DATE:** January 13, 2014  
**TO:** Cinbad Industry, Inc.      **BID NO:** 2014/15-13  
 PO Box 3312  
 Winnetka, CA, 91306

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

COR #	DESCRIPTION OF WORK	COST
1	Realign sewer to meet flow requirements	\$1,416.00
2	Excavate saturated soil and replace with class 2 base and install paving for modular classroom relocation	\$8,164.00
3	Repair plumbing that was broken during relocation of portable	\$1,405.90
4	Repair damaged wiring in the main breaker panel and supply new can and cover	\$1,380.00
5	Back Charge for remobilization due to incompleion of subflooring	(\$500.00)
6	Credit back to owner for paving approaches that were removed from the scope of work.	(\$500.00)
<b>TOTAL:</b>		<b>\$11,365.90</b>

The original Contract Sum was . . . . . \$109,000.00  
 Net change by previously authorized Change Orders . . . . . \$ 0  
 The Contract Sum prior to this Change Order was . . . . . \$109,000.00  
 The total amount of this Change Order is (**increase**/decrease) . . . . . \$ 11,365.90  
 The new Contract Sum including this Change Order will be . . . . . \$120,365.90  
 The amount of days the Contract Time will be changed by . . . . . [0]

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

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Board Meeting Agenda  
February 2, 2015**

Topic: Approval of Change Order No. 3 – Bid No. 2013/14-49 – Security Upgrades – Group A – John Adams Elementary School, Arlington High School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, and Madison Elementary School

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

Responsible

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM:**

On May 19, 2014 the Board of Education approved Bid No. 2013/14-49 – Security Upgrades – Group A at John Adams Elementary School, Arlington High School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, and Madison Elementary School. The bid was awarded to Caltec Corporation, and Purchase Order C6003266 was issued in the amount of \$344,000.00. Two previous change orders were approved for \$25,319.39, bringing the total amount of the purchase order to \$369,319.39.

District staff is requesting the following changes in the scope of work for Change Order No. 3:

John Adams Elementary School – (1) Reduce the weld length on the hollow metal frames of the ornamental fencing; and (2) install five added cylinders on panic devices.

Arlington High School – (1) Fabricate and install stainless steel caps at the stainless steel counter; (2) remove existing power outlets and wiring at the new storefront openings; (3) revise the details at the new aluminum storefront door opening; (4) demolish and revise the framing and patch and repair the new opening at the Administration area; (5) revise the water based paint to

epoxy paint at the ornamental fences; (6) install five added cylinders on the panic devices; (7) delete the flooring in the administration area from the scope of work; and (8) reduce the weld length at the hollow metal frames at the ornamental fencing.

Andrew Jackson Elementary School – (1) Revise the anchors and attachment of framing to the existing brick wall; (2) credit back carpet installation that was done by the District; (3) add scribe molding to the upper cabinets; and (3) credit back the omission of WI (Woodwork Institute) certification for the cabinets in the nurse’s office.

Thomas Jefferson Elementary School – (1) Delete the concrete at the entry plaza from the scope of work; (2) reduce the weld length at the hollow metal frames of the ornamental iron fencing; and (3) install five added cylinders on panic devices.

Madison Elementary School – (1) Grind concrete, repair framing and drywall, and revise the threshold at the storefront opening; and (2) delete the remaining installation of the fence, doors, frames, and hollow metal frames and the demolition of the existing gate and fence from the scope of work.

Change Order No 3, in the amount of \$235.50 for Adams Elementary School, \$7,741.22 for Arlington High School, (\$34.41) for Jackson Elementary School, (\$139.50) for Jefferson Elementary School, and \$525.00 for Madison Elementary School for a total amount of \$8,327.81. This brings the total amount of the purchase order to \$377,647.20. Funding for this project is one hundred percent (100%) from Measure B.

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**FISCAL IMPACT:** Change order value of \$8,327.81 is included in the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 3 in the amount of \$8,327.81 to Caltec Corporation., bringing the new total amount of the purchase order to \$377,647.20.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 3 – Group A – Security Upgrades at John Adams Elementary School, Arlington High School, Andrew Jackson Elementary School, Thomas Jefferson Elementary School, and Madison Elementary School

Attached: Yes

Distribution to:

<b>OWNER</b>	<input checked="" type="checkbox"/>	<b>FIELD</b>	<input type="checkbox"/>
<b>ARCHITECT</b>	<input checked="" type="checkbox"/>	<b>IOR</b>	<input type="checkbox"/>
<b>CONTRACTOR</b>	<input checked="" type="checkbox"/>	<b>DSA</b>	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
 Security Upgrades at Various Sites  
 Group A  
**Adams ES**, Arlington HS, Jackson ES,  
 Jefferson ES and Madison ES

**CHANGE ORDER NO:** 03-01-01

**DATE:** December 5, 2014

**TO:** Caltec Corporation  
 8732 Westminster Building, Suite 2  
 Westminster, CA 92683

**HMC#:** 3152149-100

**DSA A#:** 04-113284

**DSA File #:** 33-38

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

Reference attached Item(s): 1.01-1.02

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 <b>Group</b> Contract Sum .....	\$	344,000.00
Net change by previously authorized Change Orders .....	\$	25,319.39
The <b>Group</b> Contract Sum prior to this Change Order was .....	\$	369,319.39
The <b>Group</b> Contract Sum will be <b>increased</b> by this Change Order .....	\$	8,327.81
The new <b>Group</b> Contract Sum including this Change Order will be .....	\$	377,647.20
The original <b>Adams ES</b> Contract Sum .....	\$	55,000.00
Net change by previously authorized Change Orders .....	\$	0.00
The Contract Sum prior to this Change Order was .....	\$	55,000.00
The Contract Sum will be <b>increased</b> by this Change Order .....	\$	235.50
The new Contract Sum including this Change Order will be .....	\$	55,235.50

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

The Date of Completion as of the date of this Change Order therefore is: **November 2, 2014**

**ARCHITECT**

HMC Architects  
 3546 Concoors Street  
 Ontario, CA 91764

By \_\_\_\_\_  
 Date **DEC 11 2014**



**CONTRACTOR**

Caltec Corporation  
 8732 Westminster Bldg., Suite 2  
 Westminster, CA 92683

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

*Authorized:*

**OWNER**

Riverside Unified School District  
 Post Office Box 2800  
 Riverside, CA 92516

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

cc:

File N:\Projects\3152 Riverside USD\149-Security Upgrade\12- CO\03. CO\Group A\CO 09-01-01 - Adams.doc

**ITEM CO-1.01:**  
COR-21-AD

Reduce weld length at HM frames.

**Justification:**

Full weld would have caused damage to the HM frames. Partial welds were installed instead, providing sufficient support to the HM frames.

**Credit            \$(145.00)**

**ITEM CO-1.02:**  
COR-32

Install (5) added cylinders on panic devices.

**Justification:**

Additional door hardware cylinders and cores were added at the request of the District in order to provide additional access control.

**ADD                \$380.50**

**TOTAL CHANGE ORDER            \$235.50**

Distribution to:  
**OWNER**  **FIELD**   
**ARCHITECT**  **IOR**   
**CONTRACTOR**  **DSA**

**PROJECT:** Riverside Unified School District Security Upgrades at Various Sites Group A  
 Adams ES, **Arlington HS**, Jackson ES, Jefferson ES and Madison ES  
**CHANGE ORDER NO:** 03-01-02  
**DATE:** December 4, 2014

**TO:** Caltec Corporation  
 8732 Westminster Building, Suite 2  
 Westminster, CA 92683  
**HMC#:** 3152153-100  
**DSA A#:** 04-113353  
**DSA File #:** 33-H9

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

Reference attached Item(s): 1.01 – 1.08

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 <b>Group</b> Contract Sum .....	\$	344,000.00
Net change by previously authorized Change Orders.....	\$	25,319.39
The <b>Group</b> Contract Sum prior to this Change Order was .....	\$	369,319.39
The <b>Group</b> Contract Sum will be <b>increased</b> by this Change Order .....	\$	8,327.81
The new <b>Group</b> Contract Sum including this Change Order will be .....	\$	377,647.20
The original <b>Arlington HS</b> Contract Sum .....	\$	65,000.00
Net change by previously authorized Change Orders.....	\$	3,708.48
The Contract Sum prior to this Change Order was .....	\$	68,708.48
The Contract Sum will be <b>increased</b> by this Change Order .....	\$	7,741.22
The new Contract Sum including this Change Order will be .....	\$	76,449.70

The Contract Time will be changed by **[11] Days**.  
 The Date of Completion as of the date of this Change Order therefore is: **September 25, 2014**

**ARCHITECT**

HMC Architects  
 3546 Concourse Street  
 Ontario, CA 91764



By \_\_\_\_\_

Date **DEC 11 2014**

**CONTRACTOR**

Caltec Corporation  
 8732 Westminster Bldg., Suite 2  
 Westminster, CA 92683

By \_\_\_\_\_

Date \_\_\_\_\_

*Authorized:*

**OWNER**

Riverside Unified School District  
 Post Office Box 2800  
 Riverside, CA 92516

By \_\_\_\_\_

Date \_\_\_\_\_



**ITEM CO-1.01:**  
COR-3-AR-1

Fabricate and install SS caps at SS counter.

**Justification:**

Scope not clearly identified on the approved documents

**ADD            \$522.00**

**ITEM CO-1.02:**  
COR-8-AR-7

Remove existing power outlets and wiring at new storefront openings.

**Justification:**

Scope not identified on the approved documents.

**ADD            \$992.18**

**ITEM CO-1.03:**  
COR-14R-AR-4

Revised details at new aluminum storefront door opening.

**Justification:**

Scope not identified on the approved documents.

**ADD            \$1,706.39**

**ITEM CO-1.04:**  
COR-16-AR-6

Demo and revise framing, patch and repair new opening at Admin.

**Justification:**

This was due to unforeseen conditions of the existing wall framing.

**ADD            \$2,321.48**

**ITEM CO-1.05:**  
COR-28R

Revised water-based paint to epoxy paint at OI fences.

**Justification:**

Due to discrepancy in the specifications.

**ADD            \$2,079.67**

**ITEM CO-1.06:**  
COR-32

Install (5) added cylinders on panic devices per RUSD.

**Justification:**

Requested by the district.

**ADD            \$380.50**

CC:

File N:\Projects\3152 Riverside USD\149-Security Upgrade\12- CO\03. CO\Group A\CO 05-01-02 - Arlington.doc

**ITEM CO-1.07:**  
COR-12-AR-2

Delete flooring in Administrative from scope.

**Justification:**

Scope to be performed by the district.

**DEDUCT            \$(116.00)**

**ITEM CO-1.08:**  
COR-21-AR

Reduce weld length at HM frames.

**Justification:**

Full weld would have caused damage to the HM frames. Partial welds were installed instead, providing sufficient support to the HM frames.

**DEDUCT            \$(145.00)**

**TOTAL CHANGE ORDER            \$7,741.22**

Distribution to:

<b>OWNER</b>	<input checked="" type="checkbox"/>	<b>FIELD</b>	<input type="checkbox"/>
<b>ARCHITECT</b>	<input checked="" type="checkbox"/>	<b>IOR</b>	<input type="checkbox"/>
<b>CONTRACTOR</b>	<input checked="" type="checkbox"/>	<b>DSA</b>	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
Security Upgrades at Various Sites  
Group A  
Adams ES, Arlington HS, **Jackson ES**,  
Jefferson ES and Madison ES

**CHANGE ORDER NO:** 03-01-02

**DATE:** December 4, 2014

**TO:** Caltec Corporation  
8732 Westminster Building, Suite 2  
Westminster, CA 92683

**HMC#:** 3152149-400  
**DSA A#:** 04-113287  
**DSA File #:** 33-38

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

Reference attached Item(s): 1.01 – 1.04

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 <b>Group</b> Contract Sum .....	\$	344,000.00
Net change by previously authorized Change Orders.....	\$	25,319.39
The <b>Group</b> Contract Sum prior to this Change Order was .....	\$	369,319.39
The <b>Group</b> Contract Sum will be <b>decreased</b> by this Change Order .....	\$	8,327.81
The new <b>Group</b> Contract Sum including this Change Order will be .....	\$	377,647.20
The original <b>Jackson ES</b> Contract Sum.....	\$	70,000.00
Net change by previously authorized Change Orders.....	\$	10,484.09
The Contract Sum prior to this Change Order was .....	\$	80,484.09
The Contract Sum will be <b>decreased</b> by this Change Order .....	\$	(34.41)
The new Contract Sum including this Change Order will be .....	\$	80,449.68

The Contract Time will be changed by **[2]** Days.

The Date of Completion as of the date of this Change Order therefore is: **September 27, 2014**

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

**CONTRACTOR**  
Caltec Corporation  
8732 Westminster Bldg., Suite 2  
Westminster, CA 92683

*Authorized:*  
**OWNER**  
Riverside Unified School District  
Post Office Box 2800  
Riverside, CA 92516



By \_\_\_\_\_  
Date **DEC 11 2014**

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

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

**ITEM CO-1.01:**  
COR-17-JA-6

Revised anchors and attachment of framing to existing brick wall.

**Justification:**

Due to unforeseen conditions of existing wall framing the type of anchors had to be revised.

**ADD            \$635.59**

**ITEM CO-1.02:**  
COR-25-JA-8

Credit for carpet material, furnished by District.

**Justification:**

Carpet to be installed by district.

**DEDUCT        \$(192.00)**

**ITEM CO-1.03:**  
COR-30-JA-9

Add scribe at upper cabinets per punchlist note. Scribe not shown on plan details.

**Justification:**

Scope not indicated on the approved documents.

**ADD            522.00**

**ITEM CO-1.04:**  
COR-33-JA-10

Credit to omit WI Certification for cabinet and countertop in nurse's office.

**Justification:**

Credit requested by distract due to minimum scope of work.

**DEDUCT        \$(1,000.00)**

**TOTAL CHANGE ORDER        \$(34.41)**

Distribution to:

<b>OWNER</b>	<input checked="" type="checkbox"/>	<b>FIELD</b>	<input type="checkbox"/>
<b>ARCHITECT</b>	<input checked="" type="checkbox"/>	<b>IOR</b>	<input type="checkbox"/>
<b>CONTRACTOR</b>	<input checked="" type="checkbox"/>	<b>DSA</b>	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
Security Upgrades at Various Sites  
Group A  
Adams ES, Arlington HS, Jackson ES,  
**Jefferson ES** and Madison ES

**CHANGE ORDER NO:** 03-01-02

**DATE:** December 5, 2014

**TO:** Caltec Corporation  
8732 Westminster Building, Suite 2  
Westminster, CA 92683

**HMC#:** 3152149-500

**DSA A#:** 04-113288

**DSA File #:** 33-38

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

Reference attached Item(s): 1.01-1.03

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 <b>Group</b> Contract Sum .....	\$	344,000.00
Net change by previously authorized Change Orders.....	\$	25,319.39
The <b>Group</b> Contract Sum prior to this Change Order was .....	\$	369,319.39
The <b>Group</b> Contract Sum will be <b>decreased</b> by this Change Order .....	\$	8,327.81
The new <b>Group</b> Contract Sum including this Change Order will be .....	\$	377,647.20
The original <b>Jefferson ES</b> Contract Sum.....	\$	111,000.00
Net change by previously authorized Change Orders.....	\$	10,358.32
The Contract Sum prior to this Change Order was .....	\$	121,358.32
The Contract Sum will be <b>decreased</b> by this Change Order .....	\$	(139.50)
The new Contract Sum including this Change Order will be .....	\$	121,218.82

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

The Date of Completion as of the date of this Change Order therefore is: **November 2, 2014**

**ARCHITECT**

HMC Architects  
3546 Concourse Street  
Ontario, CA 91764

By \_\_\_\_\_

Date \_\_\_\_\_



**CONTRACTOR**

Caltec Corporation  
8732 Westminster Bldg., Suite 2  
Westminster, CA 92683

By \_\_\_\_\_

Date \_\_\_\_\_

*Authorized:*

**OWNER**

Riverside Unified School District  
Post Office Box 2800  
Riverside, CA 92516

By \_\_\_\_\_

Date \_\_\_\_\_

cc:

File N:\Projects\3152 Riverside USD\149-Security Upgrade\12- CO\03. CO\Group A\CO 08-01-02 - Jefferson.doc

**ITEM CO-1.01:**  
COR-10-JE-3

Delete concrete at entry plaza from scope.

**Justification:**

Scope to be performed by others.

**DEDUCT            \$(230.00)**

**ITEM CO-1.02:**  
COR-21-JE

Reduce weld length at HM frames.

**Justification:**

Full weld would have caused damage to the HM frames. Partial welds were installed instead, providing sufficient support to the HM frames.

**DEDUCT            \$(290.00)**

**ITEM CO-1.03:**  
COR-32

Install (5) added cylinders on panic devices.

**Justification:**

Additional door hardware cylinders and cores were added at the request of the District in order to provide additional access control.

**ADD                \$380.50**

**TOTAL CHANGE ORDER            \$(139.50)**

Distribution to:

<b>OWNER</b>	<input checked="" type="checkbox"/>	<b>FIELD</b>	<input type="checkbox"/>
<b>ARCHITECT</b>	<input checked="" type="checkbox"/>	<b>IOR</b>	<input type="checkbox"/>
<b>CONTRACTOR</b>	<input checked="" type="checkbox"/>	<b>DSA</b>	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
Security Upgrades at Various Sites  
Group A  
Adams ES, Arlington HS, Jackson ES,  
Jefferson ES and **Madison ES**

**CHANGE ORDER NO:** 03-01-02

**DATE:** December 4, 2014

**TO:** Caltec Corporation  
8732 Westminster Building, Suite 2  
Westminster, CA 92683

**HMC#:** 3152149-600  
**DSA A#:** 04-113289  
**DSA File #:** 33-38

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

Reference attached Item(s): 1.01 – 1.02

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 <b>Group</b> Contract Sum .....	\$	344,000.00
Net change by previously authorized Change Orders.....	\$	25,319.39
The <b>Group</b> Contract Sum prior to this Change Order was .....	\$	369,319.39
The <b>Group</b> Contract Sum will be <b>increased</b> by this Change Order .....	\$	8,327.81
The new <b>Group</b> Contract Sum including this Change Order will be .....	\$	377,647.20
The original <b>Madison ES</b> Contract Sum .....	\$	43,000.00
Net change by previously authorized Change Orders.....	\$	768.50
The Contract Sum prior to this Change Order was .....	\$	43,768.50
The Contract Sum will be <b>increased</b> by this Change Order .....	\$	525.00
The new Contract Sum including this Change Order will be .....	\$	44,293.50

The Contract Time will be changed by **[36]** Days.  
The Date of Completion as of the date of this Change Order therefore is: **November 2, 2014**

**ARCHITECT**

HMC Architects  
3546 Concourse Street  
Ontario, CA 91764



By \_\_\_\_\_

Date **DEC 11 2014**

**CONTRACTOR**

Caltec Corporation  
8732 Westminster Bldg., Suite 2  
Westminster, CA 92683

By \_\_\_\_\_

Date \_\_\_\_\_

*Authorized:*

**OWNER**

Riverside Unified School District  
Post Office Box 2800  
Riverside, CA 92516

By \_\_\_\_\_

Date \_\_\_\_\_

**ITEM CO-1.01:**  
COR-18-MA-1

Grind concrete, repair framing and drywall, revise threshold at storefront opening.

**Justification:**

Revisions Required due to poor condition of existing framing, threshold and difference in floor elevation.

**ADD            \$2,025.00**

**ITEM CO-1.02:**  
COR-27-MA-4

Delete remaining installation of fence, doors, frames and HW from scope of work. Delete demo of existing gate and fence.

**Justification:**

Scope to be performed by others.

**DEDUCT        \$(1,500.00)**

**TOTAL CHANGE ORDER            \$525.00**



**Board Meeting Agenda  
February 2, 2015**

Topic: Approval of Change Order No. 4 – Bid No. 2013/14-51 – Security Upgrades – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School, and John W. North High School

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

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM:**

On June 17, 2014 the Board of Education approved Bid No. 2013/14-51 – Security Upgrades – Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School, and John W. North High School. The bid was awarded to Dalke & Sons Construction, Inc., and Purchase Order C6003289 was issued in the amount of \$786,380.00. Three previous change orders were approved for \$72,384.50, bringing the total amount of the purchase order to \$858,764.50.

District staff is requesting the following changes in the scope of work for Change Order No. 4:

Castle View Elementary School – Credit the amount of Change Order No. 3 allotted to this site because staff inadvertently submitted this change order previously at the August Board meeting.

Change Order No 4, in the amount of (\$1,230.00) for Castle View Elementary School, brings the total amount of the purchase order to \$857,534.50. Funding for this project is one hundred percent (100%) from Measure B.

---

**FISCAL IMPACT:** Change order value of (\$1,230.00) is an increase to the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 4 in the amount of (\$1,230.00) to Dalke & Sons Construction, Inc., bringing the new total amount of the purchase order to \$857,534.50.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 4 –Security Upgrades - Group C – Louisa May Alcott Elementary School, Castle View Elementary School, Emerson Elementary School, Highland Elementary School, and J. W. North High School

Attached:     Yes

Distribution to:

<b>OWNER</b>	<input checked="" type="checkbox"/>	<b>FIELD</b>	<input type="checkbox"/>
<b>ARCHITECT</b>	<input checked="" type="checkbox"/>	<b>IOR</b>	<input type="checkbox"/>
<b>CONTRACTOR</b>	<input checked="" type="checkbox"/>	<b>DSA</b>	<input type="checkbox"/>

**PROJECT:** Riverside Unified School District  
Security Upgrades at Various Sites  
Group C  
JWN HS, Alcott ES, **Castle ES**, Emerson  
ES, and Highland ES

**CHANGE ORDER NO: 03-01-01**  
**DATE:** October 24, 2014

**TO:** Dalke & Sons Construction Inc.  
4585 Allstate Drive  
Riverside, CA 92501

**HMC#: 3152153-300**  
**DSA A#: 04-113355**  
**DSA File #: 33-38**

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

Reference attached Item(s): 1.01

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 <b>Group</b> Contract Sum.....	\$	786,380.00
Net change by previously authorized Change Orders .....	\$	10,617.00
The <b>Group</b> Contract Sum prior to this Change Order was .....	\$	796,997.00
The <b>Group</b> Contract Sum will be <i>increased</i> by this Change Order .....	\$	61,767.50
The new <b>Group</b> Contract Sum including this Change Order will be .....	\$	858,764.50
The original <b>Castle ES</b> Contract Sum.....	\$	219,917.00
Net change by previously authorized Change Orders .....	\$	1,230.00
The Contract Sum prior to this Change Order was .....	\$	221,147.00
The Contract Sum will be <i>increased</i> by this Change Order .....	\$	1,230.00
The new Contract Sum including this Change Order will be .....	\$	222,377.00

*-BOE 8/11/14*  
*SAME*  
*40*  
*BOE 1/20/15*

The Contract Time will be changed by **[0]** Days.  
The Date of Completion as of the date of this Change Order therefore is: **September 23, 2014**

**ARCHITECT**

HMC Architects  
3546 Concours Street  
Riverside, CA 91764



By \_\_\_\_\_  
Date **NOV 21 2014**

**CONTRACTOR**

Dalke & Sons Construction Inc.  
4585 Allstate Drive  
Riverside, CA 92501

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

*Authorized:*

**OWNER**

Riverside Unified School District  
Post Office Box 2800  
Riverside, CA 92516

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

**Board Meeting Agenda  
February 2, 2015**

Topic: Approval of Change Order No. 3 – Bid No. 2013/14-64 – Exterior Alterations – Riverside Polytechnic High School

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

Responsible

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM:**

On June 2, 2014, the Board of Education approved Bid No. 2013/14-64 – Exterior Alterations – Riverside Polytechnic High School. The bid was awarded to Visionary Construction & Consulting, Inc., and Purchase Order C6003273 was issued for the amount of \$200,000.00. Two subsequent change orders were approved for \$7,342.86, bringing the total amount of the purchase order to \$207,342.86.

Change Order No. 2, which was approved by the Board on November 17, 2014, was processed in error as Change Order No. 1, and included the amount that had already been approved as Change Order No. 1 at the October 21<sup>st</sup> Board of Education meeting. Change Order No. 2 should have been for a credit of (\$968.38) instead of an increase of \$3,187.24.

District staff is requesting approval for Change Order No. 3 to credit back the amount of Change Order No. 2 that was approved in error.

Change Order No 3, in the amount of (\$4,155.62), brings the total amount of the purchase order to \$203,187.24. Funding for this project is one hundred percent (100%) Measure B.

---

**FISCAL IMPACT:** Change order value of (\$4,155.62) is a credit to the budget for this project.

**RECOMMENDATION:** It is recommended that the Board of Education approve Change Order No. 3 in the amount of (\$4,155.62) to Visionary Construction & Consulting, Inc., bringing the new total amount of the Purchase Order to \$203,187.24.

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**ADDITIONAL MATERIAL:** Request for Change Order No. 3 – Exterior Alterations – Riverside Polytechnic High School.

Attached: Yes

# Visionary Construction & Consulting, Inc.

## Contractor Change Order Request

Project: Exterior Alterations at Poly High School C.O.R. # 001

Project #: 2013/14-64 Date: 9/16/2014

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

### General Contractor Direct Costs

#### Additive Costs:

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

#### Deductive Costs:

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

Subtotal \$3,542.73

General Contractor Mark Up \$531.41

Total General Contractor Cost \$4,074.14

#### Sub-Contractor Direct Cost

#### Additive Costs:

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

Change Order Request

C.O.R. # 001

Page 2

Deductible Costs:

Labor  
Material  
Equipment  
Subtotal Deductible Cost

\$0.00
\$0.00
\$0.00
\$0.00

Subtotal

\$0.00

Sub-Contractor Mark Up

\$0.00

Total Sub-Contractor Cost

\$0.00

General's Mark Up on Sub-Contractor Cost

\$0.00

Insurance

\$81.48

Total Change Order Request

\$4,155.62

Additional time required

2 # of days

# Visionary Construction & Consulting, Inc.

## Contractor Change Order Request

Project: Exterior Alterations at Poly High School

C.O.R. # 002

Project #: 2013/14-64

Date: 10/7/2014

Description: Stolon Seeding Credit

### General Contractor Direct Costs

#### Additive Costs:

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

#### Deductive Costs:

Labor 8 Hrs @ 66.07	-\$528.56	
Material 1,100 sqft	-\$297.00	
Equipment	\$0.00	
Subtotal Deductive Costs		-\$825.56

Subtotal -\$825.56

General Contractor Mark Up -\$123.83

Total General Contractor Cost -\$949.39

### Sub-Contractor Direct Cost

#### Additive Costs:

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



Change Order Request

C.O.R. # 002

Page 2

Deductive Costs:

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

Subtotal \$0.00

Sub-Contractor Mark Up \$0.00

Total Sub-Contractor Cost \$0.00

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

Insurance -\$18.99

Total Change Order Request -\$968.38

Additional time required 0 # of days



### Labor Rate Sheet

Project: Exterior Alterations at Poly High School  
Labor Classification: Landscape/Irrigation Laborer

Date: 8/1/2014

Direct Labor Costs:

Basic Hourly Rate	\$28.38
-------------------	---------

Fringe Benefits:

Health & Welfare	\$6.81
------------------	--------

Pension	\$6.25
---------	--------

Vacation & Holiday	\$4.47
--------------------	--------

Training	\$0.64
----------	--------

Other Payments	\$0.49
----------------	--------

Sub-Total Fringe Benefits	\$18.66
---------------------------	---------

Total Labor & Fringe Benefit Cost:	\$47.04
------------------------------------	---------

Payroll Additives:

FICA Tax	\$7.20
----------	--------

Federal Unemployment Tax	\$0.03
--------------------------	--------

State Unemployment Tax	\$1.60
------------------------	--------

Workmens Compensation Insurance	\$9.41
---------------------------------	--------

SDI	\$0.28
-----	--------

Employee Training Tax	\$0.52
-----------------------	--------

Sub-Total Payroll Addivities	\$19.03
------------------------------	---------

Total Hourly Labor Rate With Payroll Additives:	\$66.07
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**Board Meeting Agenda**  
February 2, 2015

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

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

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

Type of Item: Consent

Short Description: The Arlington High School Varsity Winter Guard Team is requesting approval to travel to Phoenix, Arizona, to participate in the Winter Guard International Regional competition at Highland High School, March 13-15, 2015.

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**DESCRIPTION OF AGENDA ITEM:**

The Arlington High School Varsity Winter Guard Team is requesting approval to travel to Phoenix, Arizona, to participate in the Winter Guard International Regional competition at Highland High School, March 13-15, 2015. The trip will be funded by a combination of fundraising activities and parent donations. These students will miss one day of school to attend the field trip.

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**FISCAL IMPACT:** None

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

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

Attached: Yes

Riverside Unified School District  
Instructional Services

MULTIPLE-DAY PRE APPROVAL CHECKLIST

School: Arlington HS Name of Group: Varsity Water Guard  
Field Trip: WGT Regional Phoenix, AZ Date of Event: March 13-15, 2015  
Teacher or Administrator Requesting Pre-Approval: Christopher Eldred  
Principal's Signature: [Signature] Date: 11-19-14

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

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

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

TYPE OF TRANSPORTATION: One of the following is required.

SANUCS - wish shirt clear  
 SCHOOL BUS  CHARTER BUS  RENTAL VEHICLE  PRIVATE VEHICLE  AIRLINE  TRAIN

1. Charter / School Bus Transportation Manager Signature: [Signature] Date: 1-5-15

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

2. Rental or Privately Owned Vehicle

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



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

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

Superintendent / Designee Signature: [Signature] Date: 1/12/15

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

missing 1 day of school



RIVERSIDE UNIFIED SCHOOL DISTRICT  
Elementary and Secondary Education

MULTIPLE-DAY FIELD TRIP APPLICATION

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

School: Arlington HS Grade Level: 9-12

Teacher's Name: Christopher Eldred Teaching (Subject): Band Phone #: \_\_\_\_\_

Field Trip Dates: March 13-15, 2015 Location (City and State): Phoenix, AZ

Number School Days Missed: 1 Number Students: 12 Number Adults: 5 Ratio Adult to Student: 2.5 To 1

Name and Title of Adults: Christopher Eldred - Band Director, Beth Salyers & Jennifer Herly - Staff, Connie Wisniewski & Darla Pate - chaperones

Administrator Accompanying Group  Yes  No Name(s): TBD

Name of Group (i.e. Choir, Drill Team, Swim Team, etc.): Varsity Winter Guard

Name of Event (ATTACH INFORMATION DESCRIBING EVENT): WGI Regional Competition

Link to course of study: Performance

Estimated cost per student: 200 Detailed Funding Plan: see attached

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

Insurance for Host Organization (if applicable): \_\_\_\_\_

Housing Accommodations: Embassy Suites, 4400 S Rural Rd, Tempe, AZ

SIGNATURES:

[Signature] 11/13/14  
Teacher Date

[Signature] 11-19-14  
Principal Date

\_\_\_\_\_  
Director, Elementary - Secondary Education Date

[Signature] 1-5-15  
Transportation Manager Date

[Signature] 1/12/15  
\*Deputy - Assistant Superintendent, Instruction Date

\_\_\_\_\_  
\*Superintendent Date

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

DEPARTMENT USE ONLY

- Approval pending clearance of Transportation and signed Multiple Day Final Checklist
- Not approved because \_\_\_\_\_

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

2

Arlington High School Varsity Winter Guard  
WGI Regional - Pheonix, Az  
March 13-15, 2015

Friday March 13, 2015

8:00 am Report to Band Room  
8:30 am Load equipment  
9:00 am Depart for Phoenix  
12:00 pm Lunch Stop along the way  
4:00 pm Arrive at Rehearsal site  
Rehearsal from 4 - 7  
7:00 pm Dinner  
8:30 pm Arrive at Hotel  
Embassy Suites  
4400 South Rural Road  
Tempe, Az 85282  
480-897-7444  
10:00 pm Room Check  
11:00 pm Lights Out

Saturday, March 14, 2015

6:00 am Rise and shine - breakfast at the hotel  
7:00 am Depart for contest site  
Highland High School  
4301 East Guadalupe Road  
Gilbert, Az 85234  
9:00 am Prelims begins - performance time  
to be announced  
12:00 pm Lunch at contest site  
4:00 pm Announcement of finalists  
5:00 pm Dinner at the contest site  
7:00 pm Finals begins - we will attend even if we  
do not perform  
10:00 pm Awards  
11:00 pm Depart for Hotel  
12:00 pm Room Check  
12:30 pm Lights out

Sunday, March 15

8:30 am Rise and shine - breakfast at hotel  
9:45 am Check out  
10:00 am Depart for Riverside  
1:00 pm Lunch stop on the way  
4:00 pm Arrive at Arlington - unload  
4:30 pm Parent Pick up

**Board Meeting Agenda**  
February 2, 2015

Topic: Out-of-State Field Trip – John W. North High School

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

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

Type of Item: Consent

Short Description: The John W. North High School Journalism and Yearbook students are requesting pre-approval to travel to Denver, Colorado, to participate in the Journalism Education Association/National Scholastic Press Association (JEA/NSPA) Spring National High School Journalism at the Sheraton Denver Downtown Hotel on April 16-19, 2015.

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**DESCRIPTION OF AGENDA ITEM:**

The John W. North High School Journalism and Yearbook students are requesting pre-approval to travel to Denver, Colorado, to participate in the JEA/NSPA Spring National High School Journalism at the Sheraton Denver Downtown Hotel on April 16-19, 2015. The trip will be funded by a combination of fundraising activities and parent donations. These students will miss two days of school to attend the field trip.

---

**FISCAL IMPACT:** None

**RECOMMENDATION:** Pre-approval is requested for the John W. North High School multiple-day field trip to Colorado.

---

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

Attached: Yes

COPY

Riverside Unified School District  
Instructional Services

MULTIPLE-DAY PRE APPROVAL CHECKLIST

School: J.W. North High School Name of Group: The North Star Newspaper

Field Trip: JBA/NSPA Spring National High School Journalism Convention Date of Event: April 16-19, 2015

Teacher or Administrator Requesting Pre-Approval: Kathy Rossi

Principal's Signature: [Signature] Date: \_\_\_\_\_

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

Colorado

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

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

TYPE OF TRANSPORTATION: One of the following is required.

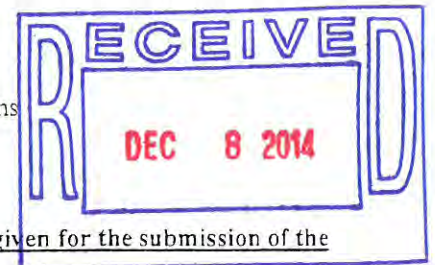
SCHOOL BUS  CHARTER BUS  RENTAL VEHICLE  PRIVATE VEHICLE  AIRLINE  TRAIN

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

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

2. Rental or Privately Owned Vehicle

- a. In no instance may a vehicle be used that is capable of holding more than ten persons
- b. All drivers and all documents must be cleared through Transportation.
- c. Rental vehicles are booked through Purchasing



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

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

Superintendent / Designee Signature: [Signature] Date: 1/12/15

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

missing 2 days of school 56





RIVERSIDE UNIFIED SCHOOL DISTRICT  
Elementary and Secondary Education

MULTIPLE-DAY FIELD TRIP APPLICATION

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

School: John W. North Grade Level: 9<sup>th</sup> - 1<sup>th</sup>  
Teacher's Name: Kathy Rossi & Keith Lloyd Teaching (Subject): Journalism/Yearbook Phone #: (714) 231-3161  
Field Trip Dates: April 16-14 2015 Location (City and State): Denver, CO  
Number School Days Missed: 2 Number Students: 40 Number Adults: 2-3 Ratio Adult to Student: 3 To 40 **13:1**  
Name and Title of Adults: Kathy Rossi (teacher), Keith Lloyd (teacher)

Administrator Accompanying Group  Yes  No Name(s): Richard Davis  
Name of Group (i.e. Choir, Drill Team, Swim Team, etc.): The North Star / Aurora  
Name of Event (ATTACH INFORMATION DESCRIBING EVENT): JEA/NSPA Spring National High School Journalism Convention  
Link to course of study: Workshops and competition for journalism and yearbook

Estimated cost per student: \$500-600 Detailed Funding Plan: Fundraisers

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

Insurance for Host Organization (if applicable): \_\_\_\_\_

Housing Accommodations: Sheraton Denver Downtown Hotel

SIGNATURES:  
[Signature] Teacher Date \_\_\_\_\_  
[Signature] Principal Date \_\_\_\_\_

Director, Elementary - Secondary Education Date \_\_\_\_\_  
[Signature] 1/12/15

\*Deputy - Assistant Superintendent, Instruction Date \_\_\_\_\_  
\*Superintendent Date \_\_\_\_\_

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

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

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

Tentative Schedule

**Thursday, April 16**

8 am-3:30 pm JEA Board Meeting

8:30 am-5 pm Pre-convention workshops

1-7 pm Convention Check-in

6:30 pm Middle Madness

6:45 pm First-Time Attendee Orientation

7:30-9 pm Keynote Speaker 9-10:30 pm Adviser Kickoff Reception

Midnight Convention Curfew

**Friday, April 17**

7:30 am-5 pm JEA Bookstore Open; Adviser Hospitality Open

7:30 am-1 pm On-site Critique Desk Open

8 am JEA General Membership Meeting

8 am-3 pm Write-off Desk Open

8 am-4 pm Convention Check-in

9 am Breakout Sessions Begin

9 am-2:30 pm On-site Critiques

9-11 am Break with a Pro

11 am-12:30 pm Adviser Luncheon

1-2:20 pm Keynote Speaker

3:30-6 pm CJE/MJE Testing

4-6 pm Write-off Contests

4 pm NSPA Best of Show Deadline

6 pm Write-off Judging and Dinner

8-10 pm Student Swap Shops

8:30-11 pm Adviser Reception and Auction

9-11:30 pm Student Dance *Midnight* Convention Curfew

**Saturday, April 18**

7:30 am-2:30 pm JEA Bookstore Open

7:30 am-Noon Adviser Hospitality

8 am Breakout Sessions Begin

8 am-1 pm Registration/Check-in

8 am-3 pm On-site Critiques

Noon-2:20 pm Adviser Awards Luncheon

3:30-5:30 pm NSPA Awards Ceremony (includes Best of Show, Pacemakers) *Midnight* Convention Curfew

**Sunday, April 19**

8:30-10:30 am JEA Awards Ceremony (includes Write-offs)



**Board Meeting Agenda  
February 2, 2015**

Topic: Certificated Personnel Assignment Order – CE 14/15-11 and  
Classified/Non-Classified Personnel Assignment Order CL 14/15-11

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

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

Type of Item: Consent

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

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**DESCRIPTION OF AGENDA ITEM:**

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

Change in Status from Substitute Employee to Regular Employee, Change of Employment  
Status, Increase in Hours, Increase in Hours/Work Year, Leaves, New Hires, New Hires –  
Managers/Supervisors, New Hires—Temporary Employees (E.C. §44909 & §44920),  
Promotions, Promotions – Managers/Supervisors, Reclassifications, Resignations, Retirements,  
School Nutrition Association (SNA) Certifications, Substitutes, Temporarily Assigned to a  
Higher Classification and Voluntary Demotions/Reassignments/Reductions/Transfers.

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**FISCAL IMPACT:** To be determined

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

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**ADDITIONAL MATERIAL:** Certificated Personnel Assignment Order – CE 14/15-11 and  
Classified/Non-Classified Personnel Assignment Order CL 14/15-11

Attached: Yes

**CERTIFICATED PERSONNEL ASSIGNMENT ORDER #CE 14/15-11**

February 2, 2015

**CERTIFICATED PERSONNEL**

**Change of Employment Status**

Arlington High School MacNee, Danielle	From: Teacher, Intern	To: Teacher, Probationary 1	12/17/14
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**Increase in Hours**

Program Development & Extended Learning Muetting, Alexis	TOSA-After School Programs	From: 80% To: 100%	01/05/15
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Riverside Adult School Pacheco, Morena G.	Teacher	From: 24 hours/week To: 33 hours/week	01/20/15
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**Leaves**

Chemawa Middle School (Parenthood Leave - Extension) Fortune-Taylor, Stephanie	Teacher		01/20/15 – 06/11/15
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Elementary Site (Paid Administrative Leave) 14/15-258394	Teacher		01/08/15 – 01/09/15
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Pachappa Elementary School (California Family Rights Act Leave) Jackson, Rosa	Teacher		01/20/15 – 04/17/15
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Secondary Site (Paid Administrative Leave) 14/15-153430	Teacher		01/13/15 – 01/16/15
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**New Hires – Temporary Employees (E.C. §44909)**

Abraham Lincoln High School Rodriguez, Sonia M.	Pre-School Teacher	01/20/15
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**New Hires – Temporary Employees (E.C. §44920)**

Andrew Jackson Elementary School Lupercio, Lucia	Teacher	01/05/15
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**Resignations**

Riverside STEM Academy Calderas, Lori	Teacher	01/17/15
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**Retirements**

Andrew Jackson Elementary School Gonzales, Janet L.	Teacher	20 years of service	06/12/15
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**Substitutes**

Fonseca, Alexandra	Substitute Teacher	01/08/15
Graham, Amber	Substitute Teacher	01/08/15
Haro, Belia	Substitute Teacher	01/13/15
Lindsay, Kathryn	Substitute Teacher	01/08/15
Ontiveros, Alexandra	Substitute Teacher	01/08/15
Perez, Bertha	Substitute Teacher	01/08/15
Villanueva, Sylvia	Substitute Teacher	01/12/15

**CLASSIFIED/NON-CLASSIFIED PERSONNEL ASSIGNMENT ORDER #CL 14/15-11**  
 February 2, 2015

**CLASSIFIED PERSONNEL**

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

Central Middle School			
Watson, Patricia	Attendance Assistant II	10 months, 6 hours	01/05/15
Ramona High School			
Castro Negrete, Cynthia L.	Translator	10 months, 8 hours	01/20/15

**Increase in Hours/Work Year**

Department of Personnel- Leadership and Development			
Taylor, Daveta P.	District Receptionist	From: 11 months/year To: 12 months/year	01/05/15

**Leaves**

14/15-066712		Paid Administrative Leave	01/12/15 – Undetermined
<del>Matthew Gage Middle School</del>			
<del>Vietti, Yurydia O.</del>	<del>Assistant Principal's Secretary</del>	<del>CFRA Leave</del>	<del>01/12/15 – 04/10/15 Amendment to 01/20/15 Board</del>
Martin Luther King High School			
Messenger Jr., KennethM.	Alternative Ed Learning Lab Assistant	Unpaid Study Leave	01/12/15 – 04/24/15

**Leaves - Continued**

Sunshine Early Childhood Center Schlagenhaft, Kristin C.	Intensive Behavior Interventions Assistant	Parenthood Leave	01/15/15 – 02/27/15
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**New Hires**

Henry W. Longfellow Elementary School Black, Diane L.	Cafeteria Worker I	10 months, 2 hours	12/17/14
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<del>Martin Luther King High School —Connell, Lisa E.</del>	<del>Accounting Assistant— High School</del>	<del>10 months, 3 hours</del>	<del>01/12/15</del> <i>Amendment to 01/20/15 Board</i>
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Madison Elementary School Ruiz, Megan E.	Cafeteria Worker I	10 months, 2 hours	12/17/14
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Ramona High School Mode, Dave R.	Instructional Assistant – Special Education I	10 months, 3 hours	01/07/15
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Sierra Middle School Jones, Ujacqueline	Cafeteria Worker I	10 months, 3 hours	12/17/14
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Special Education Boswell, Laiona L.	Intensive Behavior Interventions Assistant	10 months, 6 hours	01/07/15
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Sunshine Early Childhood Center Meador, Lauren N.	Intensive Behavior Interventions Assistant	10 months, 6 hours	01/05/15
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**New Hires – Managers/Supervisors**

Business Services Grattan, Tanisha	Contract Analyst	12 months, 8 hours	02/23/15
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Superintendent’s Office Perez-Lopez, Nora	Executive Secretary II	12 months, 8 hours	02/03/15
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## Promotions

Ayala, Sandra	From: Sierra Middle School, Instructional Assistant – Special Education I, 10 months, 5 hours	To: Ramona High School, Instructional Assistant – Special Education II, 10 months, 6 hours	01/07/15
Escarcega, Maria L.	From: Riverside Polytechnic High School, Instructional Assistant – Special Education I, 10 months, 5 hours	To: University Heights Middle School, Campus Supervisor, 10 months, 7 hours	01/15/15
Hammond, Patricia	From: Madison Elementary School, School Office Assistant, 10 months, 8 hours	To: Sierra Middle School, Attendance Assistant II, 10 months, 8 hours	01/12/15
Mirizio, Terry L.	From: Chemawa Middle School, Registrar I, 10 months, 8 hours	To: Chemawa Middle School, Attendance Assistant II, 10 months, 8 hours	01/05/15
Quijano, Anita L.	From: Emerson Elementary School, Cafeteria Worker I, 10 months, 3 hours	To: Benjamin Franklin Elementary School, Cafeteria Worker II, 10 months, 3.5 hours	01/05/15

## Promotions - Managers/Supervisors

Wille, Alan L.	From: Maintenance & Operations, Maintenance & Operations Specialist II - Electrical, 12 months, 8 hours	To: Maintenance & Operations, Mechanical Trades Supervisor, 12 months, 8 hours	12/22/14
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## Reclassifications

Aguirre Jr., Paul	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist II – HVAC & Preventive Maintenance, Salary Range 33	06/03/14
Baglio, Joseph J.	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist II – Plumbing & Aquatic, Salary Range 33	06/03/14
Carpenter Jr., Richard P.	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist I – Audio/Visual and Radio Communications, Salary Range 30	06/03/14
Chavez, Paul	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist I – Fleet Services, Salary Range 30	06/03/14
Enriquez, Estevan M.	From: Maintenance & Operations, HVAC & R Technician, Salary Range 27	To: Maintenance & Operations, HVAC&R and Building Automation Controls Technician, Salary Range 31	01/15/14
Ferreira, Steve A.	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist I – Paint Shop, Salary Range 30	06/03/14

## Reclassifications - Continued

Fisher, Michael V.	From: Maintenance & Operations, HVAC & R Technician, Salary Range 27	To: Maintenance & Operations, HVAC&R and Building Automation Controls Technician, Salary Range 31	01/15/14
Garavito Jr., Rudy	From: Maintenance & Operations, HVAC & R Technician, Salary Range 27	To: Maintenance & Operations, HVAC&R and Building Automation Controls Technician, Salary Range 31	01/15/14
Garcia, Arthur D.	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist I – Business Machines, Salary Range 30	06/03/14
Garcia, Mario P.	From: Maintenance & Operations, HVAC & R Technician, Salary Range 27	To: Maintenance & Operations, HVAC&R and Building Automation Controls Technician, Salary Range 31	01/15/14
Hough Jr. Randy B.	From: Maintenance & Operations, HVAC & R Technician, Salary Range 27	To: Maintenance & Operations, HVAC&R and Building Automation Controls Technician, Salary Range 31	01/15/14
Martinez, Jesus F.	From: Maintenance & Operations, Irrigation Worker, Salary Range 22	To: Maintenance & Operations, Irrigation Worker, Salary Range 23	06/16/14

**Reclassifications - Continued**

Ochoa, Ysidro	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist I – Alarms & Closed Circuit TV, Salary Range 30	06/03/14
Rider II, Carl C.	From: Maintenance & Operations, HVAC & R Technician, Salary Range 27	To: Maintenance & Operations, HVAC&R and Building Automation Controls Technician, Salary Range 31	03/07/14
Rios, Randy F.	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist II – HVAC & Preventive Maintenance, Salary Range 33	06/03/14
Wille, Alan L.	From: Maintenance & Operations, Maintenance & Operations Specialist, Salary Range 30	To: Maintenance & Operations, Maintenance & Operations Specialist II - Electrical, Salary Range 33	06/03/14

**Resignations**

Arlington High School Fabricatore, Sheri J.	Instructional Assistant – Special Education II	15 years, 3 months of service	01/22/15
Andrew Jackson Elementary School Diaz, Digna A.	School Office Assistant	4 months of service	12/20/14

### **Resignations - Continued**

Liberty Elementary  
School

Becerra, Esperanza	Cafeteria Worker I	6 years, 9 months of service	01/10/15
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Mountain View  
Elementary School

Pereyda, Bridget L.	Instructional Assistant – Special Education I	3 months of service	01/24/15
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### **School Nutrition Association (SNA) Certification**

John F. Kennedy  
Elementary School

Chavez, Anahi E.	Elementary Kitchen Operator	From: Range 9-5 To: Range 10-5	02/01/15 – 01/31/16
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### **Temporarily Assigned to a Higher Classification**

Amelia Earhart Middle  
School

Bracamonte, Sylvia J.	From: Cafeteria Worker I	To: Cafeteria Worker III	01/09/15 – 02/06/15
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Harrison Elementary  
School

Camacho, Antonio M.	From: Cafeteria Worker I	To: Cafeteria Worker II	01/09/15 – 02/06/15
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Highland Elementary  
School

Smith Charlene	From: School Office Assistant	To: Assistant Principal's Secretary	12/01/14 - 12/19/14 & 01/05/15 – 01/30/15
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John F. Kennedy  
Elementary School

Dickenson, Heather D.	From: Cafeteria Worker I	To: Cafeteria Worker II	01/05/15 – 02/23/15
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**Temporarily Assigned to a Higher Classification - Continued**

Martin Luther King High School

Merritt, Kanann T.	From: Instructional Assistant Special Ed I	To: Alternative Ed Learning Lab Assistant	01/12/15 – 04/24/15
Simpson, Derek L.	From: Custodian	To: Lead Custodian	12/17/14 – 01/26/15

Maintenance & Operations

Grenier, Ghaby D.	From: Custodian	To: Highgrove Elementary School, Head Custodian	12/16/14 – 01/31/15
Jurls, William L.	From: Business Machine Technician I	To Maintenance & Operations Specialist I – Business Machines	12/08/14 – 01/30/15
Macedo, Lilia	From: Custodian	To: Lead Custodian	01/01/15 – 01/31/15
Mendoza, David	From: Lead Grounds Maintenance Worker II	To: Grounds Maintenance Supervisor (Greenscape)	12/01/14 – 01/31/14
Wilkerson, Scott E.	From: Grounds Maintenance Worker	To: Mechanical Trades Maintenance Worker	12/10/14 – 02/28/15

Mountain View Elementary School

Meza, Gail	From: Cafeteria Worker I	To: Thomas Jefferson Elementary School, Cafeteria Worker II	01/07/15 – 01/23/15
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Ramona High School

Diaz, Ruth A.	From: Attendance Assistant I	To: Assistant Principal's Secretary	12/08/14 - 12/19/14
Valdez, Marcos R.	From: Custodian	To Maintenance & Operations, Refuse & Compactor Vehicle/Equipment Operator	01/01/15 – 01/31/15

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

Adame, Yvonne C.	From: Project T.E.A.M., Occupational Trainer, 10 months, 3 hours	To: Project T.E.A.M., Occupational Trainer, 10 months, 6 hours	01/19/15
Dover, Anneli R.	From: Project T.E.A.M., Occupational Trainer, 10 months, 6 hours	To: Project T.E.A.M., Occupational Trainer, 10 months, 3 hours	12/01/14
Guy, Trena T.	From: John F. Kennedy Elementary School, Cafeteria Worker I, 10 months, 3 hours	To: Tomás Rivera Elementary School, Cafeteria Worker I, 10 months, 3 hours	12/17/14
Hernandez DeRodriguez, Maria J.	From: Fremont Elementary School, Translator, 10 months, 4 hours	To: Fremont & Thomas Jefferson Elementary Schools, Translator, 10 months, 8 hours (4 hours/site)	01/13/15
Moya, Blanca E.	From: Instructional Services, Instructional Assistant, 10 months, 5 hours	To: Henry W. Longfellow Elementary School, Instructional Assistant- Bilingual, 10 months, 5.5 hours	01/20/15
Nava, Olivia	From: Sunshine Early Childhood Center, Instructional Assistant – Special Education II, 10 months, 6 hours	To: Sunshine Early Childhood Center, Instructional Assistant – Special Education II, 10 months, 7 hours	01/08/15

## NON-CLASSIFIED PERSONNEL

### New Hires

Bailey, Elisha	WorkAbility	01/14/15
Cheney, Gretchen	AVID Tutor	01/09/15
Dugan, Jonathan	Tutor	01/07/15
Guerrero, Magdalena	WorkAbility	01/14/15
Ornelas, Rebekah	AVID Tutor	01/08/15
San Nicolas, Kayla Marie	AVID Tutor	01/08/15

### New Hires – \*Athletic Coaches

Central Middle School Ramirez, Joshua	Volleyball/Head Coach	01/09/15
Martin Luther King High School Francis, Troy Soto, Josue	Basketball/JV Head Coach Soccer/Freshman Assistant	01/09/15 01/14/15
Abraham Lincoln High School Gomez, Thomas	Soccer, Volleyball, Basketball/Head	01/09/15
John W. North High School Fletcher, Aileen	Theater	01/09/15

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

**Board Meeting Agenda  
February 2, 2015**

Topic: Riverside STEM (Science, Technology, Engineering, Math) Academy School – Update to Board of Education

Presented by: Lynn Carmen Day, Chief Academic Officer  
Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12

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

Type of Item: Report/Discussion

Short Description: The Board will receive updated information on the Riverside STEM Academy School.

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**DESCRIPTION OF AGENDA ITEM:**

On December 1, 2014, the Board of Education held a Study Session and was provided with a report on the Riverside STEM Academy. RUSD staff reviewed the vision and 5-year plan developed to expand and provide a viable Riverside STEM Academy program at the high school level. On December 8, 2014, the Board of Education approved facilities to accommodate student enrollment expansion into the 10<sup>th</sup> grade for 2015-16 school year and a long-term feasibility study. On February 2, 2015 the Board of Education will be provided with an update on the Riverside STEM Academy since the December 1, 2014 report.

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**FISCAL IMPACT:** None

**RECOMMENDATION:** Information Only

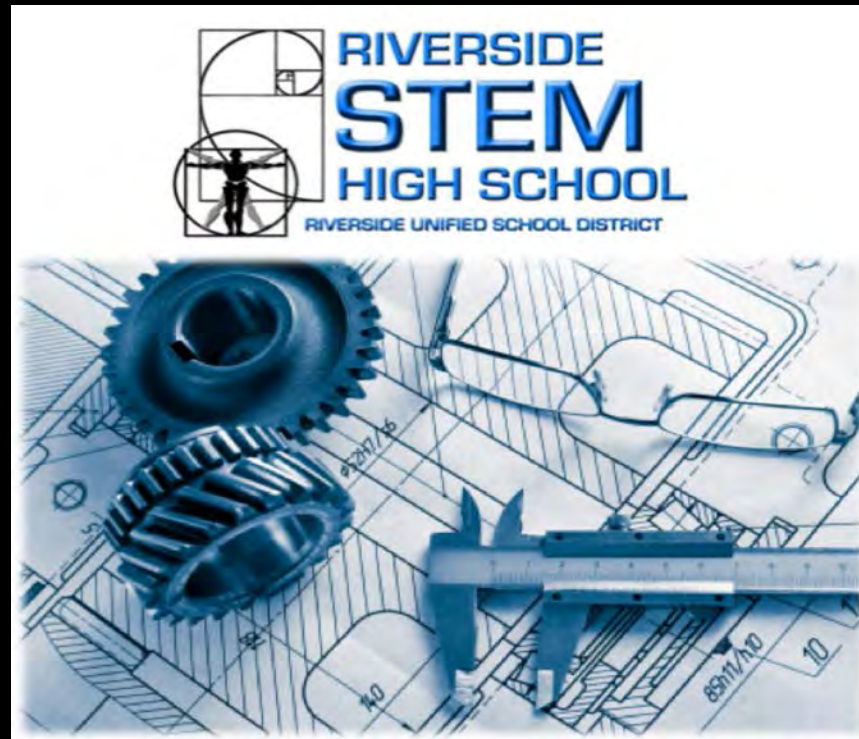
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**ADDITIONAL MATERIAL:** PowerPoint Presentation

Attached: Yes





# Riverside STEM Academy High School Update

Riverside Unified School District Board of Education

February 2, 2015

Lynn Carmen Day, Chief Academic Officer

Antonio Garcia, Assistant Superintendent, Curriculum and Instruction K-12



# STEM Program

- Program offerings
  - Engineering and Technology courses
  - Computer coding
  - Virtual, on-line courses
  - Advisory
  - Capstone research project
  - STEM Lab
- Exploration
  - Flexible scheduling
  - Alternatives to AP



# STEM Partnerships

- STEM Advisory Committee
- Educational
  - College courses
  - Labs
  - Tutors
- Business
  - Internships
  - Mentorships
  - Speaker Series



# Enrollment

- Lottery Considerations
  - Inter- and intra-district transfers
  - Geographic / demographic representation
- Messaging & Recruitment
  - Parents
  - Students
- Staffing
  - Teaching
  - Administrative and Support



# Transportation

Recommend no transportation at this time

Considerations:

- Cost
- Impact on other choice programs



# Facilities

## Expansion & Feasibility Study

- Design elements for classroom portables
- Feasibility Study/Conceptual Design Process
  - Site walk and discussion of needs
  - Proposal from LPA
- Long-term considerations

**Board Meeting Agenda  
February 2, 2015**

Topic: Community Advisory Committee (CAC) 2014 Annual Report

Presented by: Timothy R. Walker, Executive Director, Pupil Services/SELPA  
Carrie Antrim, Assistant Director, Pupil Services/SELPA  
Aurora Sanchez, CAC Chairperson

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

Type of Item: Report/Discussion

Short Description: Mr. Timothy R. Walker, Executive Director Pupil Service/SELPA, Mrs. Carrie Antrim, Assistant Director, Pupil Services/SELPA, and Mrs. Aurora Sanchez, CAC Chairperson, will present the Board of Education with the 2014 Annual Report.

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**DESCRIPTION OF AGENDA ITEM:**

As required by CAC bylaws, the CAC prepared an annual report that includes the committee purpose, accomplishments, successes, challenges and goals. Mr. Timothy R. Walker, Mrs. Carrie Antrim, and Mrs. Aurora Sanchez will present the CAC annual report of the committee to the Board of Education.

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**FISCAL IMPACT:** None.

**RECOMMENDATION:** This is an information item. No action is necessary.

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**ADDITIONAL MATERIAL:** Community Advisory Committee (CAC) presentation

Attached: Yes



# Community Advisory Committee of RUSD/SELPA

- We are a group of parents, educators, and community members that act in an advisory capacity to inform all members of the RUSD community of the needs and concerns pertaining to the special education population of RUSD.
- This year we had four new members join the 5 previously appointed members, thus giving us a full functioning working quorum which has not happened since 1980.
- We have had 6 out of 9 of our scheduled meetings and community presentations, and will have 3 more before the end of the school year.
- The attendance for our community presentations ranged from 22-40 attendees, with approximately 45% of the attendance being Spanish speaking families.





# Accomplishments and Successes:

- We were able to update and revise our outdated bylaws despite many challenges.
- We activated a variety of outreach strategies that include: social media, pamphlets, YouTube video links, and collaboration with various community groups including PTA.
- We have provided relevant information to our special needs families that included topics such as: IEP rights and responsibilities, Section 504 rights, and RUSD's new IEP forms. These presentations were provided by outside community organizations that support the needs and concerns of our families, as well as RUSD/SELPA personnel.
- We have crossed the language barriers that have often alienated some of our Spanish speaking families by providing translation services at all meetings, translated presentation documents, and even babysitting for all families. We are grateful for RUSD/SELPA for helping us make this goal a reality.
- We would like to acknowledge the hard work and dedication that has come from our RUSD/SELPA liaison Natanya Johnson.

# Challenges and Goals



- We are struggling to get more community involvement and CAC members. With a population of over 4,000 special education students in RUSD, we have only had a 1% turnout at our presentations. We would like to get more participation from parents and community members that represent the wide spectrum of special needs in RUSD.
- In order to facilitate more presentations, a community resource fair, and activities that encourage and support special needs families, special education students, as well special education teachers and staff, we must overcome the obstacle of having no allocated budget. (Ed Code Chapter 7.2 Special Education Funding Article 2.5 56836.156 (f) (1) Sections 56190-56192, Section 56194, Article 6 56836.23 Section 86205 (1) )
- We will continue to strengthen our relationship and communications with the RUSD school board, and RUSD/SELPA staff.

**Board Meeting Agenda  
February 2, 2015**

Topic: Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation, and Associated Revisions to the 2015-2016 District Calendar

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

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

Type of Item: First Reading - Action

Short Description: The Board of Education will be asked to review the recommended revisions to Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation and associated revisions to the District’s 2015-2016 Standard School Calendar.

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**DESCRIPTION OF AGENDA ITEM:**

Proposed revisions to Board Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation will allow for non-school facilities to be open to the public during the July black-out period. The District’s 2015-2016 Standard School Calendar has been revised accordingly to reflect the proposed change in policy.

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**FISCAL IMPACT:** \$2,000 increased electricity cost.

**RECOMMENDATION:** It is recommended that the Board of Education consider the proposed revisions to Board Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation, and the associated revisions to the District’s 2015-2016 Standard School Calendar.

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**ADDITIONAL MATERIAL:** Revised Policy #3511 – Business and Non-Instructional Operations – Energy and Water Conservation, and revised District’s 2015-2015 Standard School Calendar.

Attached: Yes



# POLICY

## Board of Education

### Riverside Unified School District

## Business and Non-Instructional Operations

### Energy and Water Conservation

#### **Purpose:**

To provide the Board of Education's philosophy regarding the need for conserving energy at all district facilities.

#### **Position:**

The Board of Education expects the energy conservation goals, plans, and strategies be developed and institutionalized throughout the district.

1. The Board of Education shall establish goals which shall promote the reduced and efficient use of energy and water in order to help conserve society's natural resources and decrease the district's financial expenditures.
2. The Superintendent or designee shall establish a plan to meet energy and water use reduction goals, monitor energy consumption and encourage employees and students to conserve resources.
3. The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy and water use reduction, conservation, and efficiency goals.
4. The Superintendent or designee may seek available grants or other funding to initiate or sustain conservation efforts.
5. The Superintendent or designee shall periodically report to the Board on the district's progress in meeting energy and water use reduction, conservation efforts, and efficiency goals.
6. ~~The Superintendent shall develop appropriate regulations to implement this policy.~~ To further support the reduction of utility costs, the Superintendent will designate specific black-out periods such as the week of Thanksgiving, the first week of winter break, and the last week in July. During Thanksgiving and the first week of winter break these periods, all district facilities will be closed to the public unless excepted by the Superintendent. During the last week in July, all schools will be closed while all non-school sites will be open to the public.

Legal Reference:

Public Resources Code

25410.5	Need for energy conservation assistance
25410.6	Energy conservation assistance grants and loans
25411	Definitions
25416	State energy conservation assistance account
25421	Duration of chapter

Management Resources:

Management Advisory

0706.90	Water Conservation Advisory, 90-09
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Adopted: February 4, 1992

Reissued: December 1, 1992

Adopted: April 12, 2010

**Readopted:**

# RIVERSIDE UNIFIED SCHOOL DISTRICT

## Standard School Calendar/Calendario Escolar Convencional

### 2015-2016

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
<b>JULY</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>AUGUST</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>SEPTEMBER</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>OCTOBER</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
<b>NOVEMBER</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>DECEMBER</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>JANUARY</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>FEBRUARY</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29
<b>MARCH</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>APRIL</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>MAY</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>JUNE</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

<b>LEGAL &amp; LOCAL HOLIDAYS</b>		
<b>JUL</b>	3	- Independence Day
<b>SEP</b>	7	- Labor Day
<b>NOV</b>	11	- Veterans' Day
	26	- Thanksgiving Day
	27	- All Facilities Closed
<b>DEC</b>	24	- All Facilities Closed
	25	- Christmas Holiday
	31	- In Lieu of Admissions Day
<b>JAN</b>	1	- New Year's Holiday
<b>JAN</b>	18	- Martin Luther King Jr.'s Day
<b>FEB</b>	12	- Lincoln's Day
	15	- Presidents' Day
<b>MAY</b>	30	- Memorial Day

<b>IMPORTANT DATES</b>		
<b>AUG</b>	19	- New Employee Welcome
	20 & 21	- All Teachers on Duty
	21 & 24	- Classes Begin 7th grade on 21st, all others the 24th
<b>OCT</b>	30	- End of First MS/HS Quarter (MS Not in Session)
<b>NOV</b>	19 & 20	- Elementary Parent/Teacher Conferences (Elementary Not in Session)
<b>NOV</b>	20	- End of First Trimester (Elementary sites only)
<b>NOV</b>	23-27	- Thanksgiving Recess
<b>DEC</b>	21-JAN 1	- Winter Recess
<b>JAN</b>	4	- Classes Resume
<b>JAN</b>	22	- End of First MS/HS Semester (MS/HS Not in Session)
<b>MAR</b>	11	- End of Second Trimester (Elementary sites only)
<b>MAR</b>	25	- End of Third MS/HS Quarter (MS Not in Session)
<b>APR</b>	4 - 8	- Spring Recess
<b>APR</b>	11	- Classes Resume
<b>JUN</b>	8	- End of High School
	9	- End of Elem & Middle Schools
	9	- Last Day for Elem/MS/HS Teachers

July 27-31 - All School Facilities Closed per Board Policy 3511  
 Nov. 23-27 - All Facilities Closed per Board Policy 3511  
 Dec. 21-25 - All Facilities Closed per Board Policy 3511

Board Approved 02/03/2014