

Colton Joint Unified School District

Student Services Center, Board Room, 851 South Mt. Vernon Ave., Colton, CA 92324



Board of Education Regular Meeting Agenda

Thursday, October 20, 2011
at 5:30 p.m.

Strategic Plan – Mission Statement

The Mission of the Colton Joint Unified School District, a team of caring employees dedicated to the education of children, is to ensure each student learns the academic knowledge and skills necessary to thrive in college or in the workforce and be responsible, productive citizens by providing engaging, challenging, and enriching opportunities and specialized programs in a safe environment in partnership with students, families and our diverse communities.

1.0 OPENING

1.1 Call to Order

Mrs. Patt Haro, <i>President</i>	
Mr. Robert D. Armenta Jr., <i>Vice President</i>	
Mr. Frank Ibarra, <i>Clerk</i>	
Mr. Randall Cenicerros	
Mr. Roger Kowalski	
Mrs. Laura Morales	
Mr. Pilar Tabera	
Mr. Jerry Almendarez	Mrs. Jennifer Jaime
Mr. Jaime R. Ayala	Mrs. Janet Nickell
Mrs. Ingrid Munsterman	Ms. Katie Orloff
Mr. Mike Snellings	Ms. Jennifer Rodriguez
Mrs. Bertha Arreguin	Ms. Sosan Schaller
Mr. Todd Beal	Mr. Darryl Taylor
Mr. Brian Butler	Mr. Robert Verdi

1.2 Renewal of the Pledge of Allegiance.

An interpreter is available for Spanish-speaking persons wanting assistance.

2.0 SPECIAL PRESENTATIONS ~None

3.0 SCHOOL SHOWCASE

3.1 Colton High School

4.0 PUBLIC HEARING ~ None

5.0 ADMINISTRATIVE PRESENTATIONS

5.1 Transitional Kindergarten – *Director Jennifer Jaime, Educational Services Division*

5.2 Budget Update – *Assistant Superintendent Ayala, Business Services Division*

6.0 PUBLIC COMMENT

6.1 Announcement Regarding Public Comment for Items on the Agenda and Items Not on the Agenda (Gov. Code 54954.3[a])

The Board President clarifies the process regarding public comment and requests that the appropriate “Public Comment Card” be filled out. At the appropriate time during the Hearing Session, each speaker will be invited to the podium and should begin by stating his or her name and residing city. Board Bylaw 9323 states that “*Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 15 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.*”

Blue card—Specific Consent, Action, Study & Information or Closed Session Item: Please list the specific agenda item number and subject

White card—Items/Topics Not on the Agenda: Please list topic / subject

7.0 ACTION SESSION

A. Consent Items

The following Consent Items are expected to be routine and non-controversial. They will be acted upon by the Board of Education at one time unless a Board Member, a staff member, or a member of the public requests that an item be held for discussion or deferred for separate action.

On motion of Board Member _____ and _____, the Board approved Consent Items #A – 1 through #A – 8, as presented.

- Page 5 A-1 Approval of Minutes for the September 29th and October 6th Special and Regular Board Meetings
- Page 35 A-2 Approval of Student Field Trip
- Page 37 A-3 Approval of Consultant for Assembly Presentations
- Page 39 A-4 Approval of Consultant for Staff Development
- Page 43 A-5 Approval of HealthCorps Program at Bloomington High School (2011-13)
- Page 45 A-6 Acceptance of Gifts
- Page 47 A-7 Approval of Amendment No. 3 of Agreement No. 06/07-0144 – San Bernardino County Superintendent of Schools
- Page 49 A-8 Approval of Parent and/or Booster Clubs and Organizations (2011-12)

B. Action Items

- Page 61 B-1 Approval of Personnel Employment
- Page 63 B-2 Approval of Conference Attendance
- Page 65 B-3 Approval of Classified Reclassification Option 1 or Option 2 for Employee EIN 6645
- Page 67 B-4 Approval of Classified Reclassification Option 1 or Option 2 for Employee EIN 8060
- Page 69 B-5 Approval of Colton-Redlands-Yucaipa Regional Occupational Program (CRY-ROP) Master Agreement for Programs and Services for the 2011-12 School Year
- Page 95 B-6 Approval of Partial Release of Retainage for Nevell Group, Inc. (Bid Package No. 9) for the Grand Terrace High School Project
- Page 97 B-7 Approval of the Agreement with EPIC Engineers to Provide Construction Staking for the Roadway Improvements on Main Street for Grand Terrace High School

C. Action Item – Board Policy

- Page 101 C-1 Proposed Amendment of Board Policy and Administrative Regulations:
AR 1321 Solicitation of Funds From and By Students

D. Action Items – Resolution

- Page 105 D-1 Adoption of Resolution No. 12-12, *Restore Budgetary Flexibility Needed* as a Result of AB 114

8.0 ADMINISTRATIVE REPORTS

- Page 107 AR-8.1 Approved Disbursements
- AR-8.2 Facilities Update
- AR-8.3 ACE Representative
- AR-8.4 CSEA Representative
- AR-8.5 MAC Representative
- AR-8.6 ROP Update

9.0 SUPERINTENDENT’S COMMUNIQUE

10.0 BOARD MEMBER COMMENTS

11.0 CLOSED SESSION

Following action items: Board Room, Student Services Center, 851 So. Mt. Vernon Ave., Colton, California (Government Code 54950 et seq.)

11.1 Student Discipline, Revocation, and Re-entry

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11.2 Personnel

- ♦ Public Employee: Discipline/Dismissal/Release (Gov. Code 54957)
- ♦ Public Employee: Performance Evaluation: Title: Superintendent

11.3 Conference with Legal Counsel—Anticipated Litigation

Significant exposure to litigation pursuant to Government Code Section 54956.9(b)
Potential Case: *~eighteen~*

11.4 Conference with Legal Counsel—Existing Litigation

Pursuant to Government Code Section 54956.9(a)

Case Number: *~None~*

11.5 Conference with Labor Negotiator

Agency:

Ingrid Munsterman, Assistant Superintendent, Human Resources Division

Employee Organizations:

Association of Colton Educators (ACE)

California School Employees' Assoc. (CSEA)

Management Association of Colton (MAC)

11.6 Conference with Real Property Negotiator (Gov. Code 54956.8)

Property: *~None~*

12.0 PUBLIC SESSION – ACTION REPORTED FROM CLOSED SESSION

13.0 ADJOURNMENT

Colton Joint Unified School District

Student Services Center, Board Room, 851 South Mt. Vernon Ave., Colton, CA 92324



Minutes September 29, 2011

The Board of Education of the Colton Joint Unified School District met for a Special Meeting on Thursday, September 29, 2011 at 5:30 p.m. in the Board Room at the CJUSD Student Services Center, 851 So. Mt. Vernon Avenue, Colton, California.

Trustees Present

Mrs. Patt Haro, President	
Mr. Robert D. Armenta Jr., Vice President	
Mr. Frank A. Ibarra, Clerk	(Excused)
Mr. Randall Cenicerros	
Mr. Roger Kowalski	
Mrs. Laura Morales	(Excused)
Mr. Pilar Tabera	

Staff Members Present (*excused)

Mr. Jerry Almendarez	Mrs. Jennifer Jaime
Mr. Jaime R. Ayala	Mrs. Janet Nickell
Mrs. Ingrid Munsterman	Ms. Sosa Schaller
Mr. Mike Snellings	Mr. Darryl Taylor
Mrs. Bertha Arreguin	Ms. Katie Orloff
Mr. Todd Beal	Ms. Jennifer Rodriguez
Mr. Brian Butler	

Strategic Plan -- Mission Statement

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1.0 OPENING Call to Order/Renewal of the Pledge of Allegiance

Board President Haro called the meeting to order at 5:30 p.m. Principal Ignacio Cabrera led in the renewal of the Pledge of Allegiance.

2.0 SPECIAL PRESENTATIONS ~ None

3.0 SCHOOL SHOWCASE ~ None

4.0 PUBLIC HEARING ~ None

5.0 ADMINISTRATIVE PRESENTATIONS

5.1 Budget Study Session (EXHIBIT A)

Michael Williams, C.M. de Crinis & Co., Inc., shared his observations on the financial challenges the District is faced with due to negative cash flow, depleted fund balance and spiraling debt. He spoke of the urgency to make and implement immediate reductions.

Assistant Superintendent Ayala reviewed the status of 2012-13 budget cuts that have been approved to date. He also spoke of additional budget cuts which will be reviewed at the next budget study session scheduled for Thursday, October 27th to be proposed at upcoming meetings:

- Classified workforce reduction
- Delaying the opening of GTHS
- Shutting down swimming pools at BMS, THMS and GTHS
- Closing one elementary school

Director of Transportation, Rick Feinstein presented the following options to eliminate/reduce transportation costs (**EXHIBIT B**):

- Elimination of home-to-school transportation
- Provide only hazard home-to-school transportation
- Combination of
 - Increased walking distance
 - Hazard home-to-school transportation
 - Implement transportation fees
- Eliminate high school transportation

The Board will make a decision to eliminate/reduce transportation services at the October 6th Board Meeting.

6.0 PUBLIC COMMENT

6.1 Blue card—Specific Consent, Action, Study & Information or Closed Session Item

- *Elsa Aguilar, Agua Mansa PTA/parent*, commented on the use of crossing lights in the absence of crossing guards. She also invited the Board (District) to a community meeting held by Helping Hands in Action which is scheduled for October 24th.

The following persons commented on the District's budget and negotiations between the District and ACE.

- *Bernadette Pedroza, CJUSD teacher/ACE Elementary Director*
- *Mary Garrison, CJUSD teacher/ACE Elementary Director*

7.0 ACTION SESSION

A. #420 Action Items

On motion of Board Member Cenicerros and Board Member Kowalski, and carried on a 5-0 vote, the Board approved Action Items A-1 and A-2. Action Item A-1 was approved with a modification to include the 2008-09 school year.

#420.1 A-1 Ratified the Memorandum of Understanding ("MOU") between the District and Association of Colton Educators ("ACE") Concerning Reappointments from the **2008-09** and 2010-11 Certificated Layoff

#420.2 A-2 Approved Purchase Orders

8.0 ADMINISTRATIVE REPORTS ~ None

9.0 SUPERINTENDENT'S COMMUNICATION ~ None

10.0 BOARD MEMBER COMMENTS

Board Member Armenta ~ No comment

Board Member Kowalski ~ No comment

Board Member Tabera ~ No comment

Board Member Cenicerros ~ No comment

Board Member Haro congratulated Bloomington and Colton High Schools for their participation in the NJROTC competition over the weekend. She also commented on the successful Athletic Golf Classic hosted by Bloomington High School to raise funds for athletic programs. Mrs. Haro praised staff for their efforts to comply with the California Department of Public Health recommendation that all Californians 10 years and older receive the Tdap vaccine. Prior to closing with an inspirational quote, Mrs. Haro thanked security staff for keeping the campus safe.

11.0 CLOSED SESSION

Following action items: Board Room, Student Services Center, 851 So. Mt. Vernon Ave., Colton, CA (Government Code 54950 et seq.)

At 7:05 p.m., Board President Haro announced that the board would recess into closed session to discuss the following item on the closed session agenda:

- 11.1 • Conference with Labor Negotiator

12.0 PUBLIC SESSION – ACTION REPORTED FROM CLOSED SESSION

The Board meeting reconvened at 8:07 p.m. Board President Haro reported that no action was taken in closed session.

13.0 ADJOURNMENT

At 8:08 p.m., the meeting was adjourned until the next Board of Education Meeting scheduled on Thursday, October 6, 2011, at the Colton JUSD Student Services Center, 851 South Mt. Vernon Avenue, Colton, California.

Date Approved: October 20, 2011

EXHIBIT A: Budget Update

CJUSD Budget Study Session

Presented by:
Jaime R. Ayala
Assistant Superintendent
Business Services Division
September 29, 2011

Agenda

- Status of 2012-13 budget cuts approved to date
- Home to School Transportation program proposal
- Other budget cuts to be proposed at upcoming meetings:
 - Classified workforce reduction
 - Delaying the opening of GTHS
 - Shutting down swimming pools at BMS, THMS and GTHS
 - Closing one elementary school

Status of Budget Cuts Needed for 2012-13

Target:	\$ 14,000,000
Cuts approved to date:	
-CAHSEE Restructure	(80,000)
-AVID Restructure	(175,000)
-Summer School Elimination	(370,000)
-Elem-Music Elimination	(176,000)
-MS-Music Restructure	(199,459)
Balance	\$ 13,550,000

Total budget Cuts if All Proposed Budget Cuts for 2012-13 are Approved:

		Status
CAHSEE Restructure	\$ 80,000	Approved
AVID Restructure	175,000	Not Approved
Elem-Music Elimination	176,000	Not Approved
MS-Music Restructure	199,459	Not Approved
Summer School Elimination	370,000	Approved
Classified workforce reduction	4,000,000	To be proposed
Transportation	1,800,000	To be proposed
Shutting down pools	500,000 (estimated)	To be proposed
Delaying opening of GTHS	2,000,000	To be proposed
Closing one elementary site	500,000	Pending
Textbook management savings	500,000	Approved
Energy savings	500,000	Approved
Athletics	?	To be proposed
Band	?	To be proposed
Management	800,000	Pending
Total	\$ 11,050,000	

Classified Workforce Reduction

- Reduce Classified personnel costs by at least \$4 million.
- About 70 classified jobs (FTE's) will be lost in addition to jobs lost in transportation.
 - Across the board cuts will not be possible. Some departments will be severely impacted by these cuts.
- Layoff notices will need to be issued by May 15, 2012

Delaying the Opening of GTHS

- Delaying the opening of GTHS until 2013-14 will provide savings of approximately \$2.0 million for 2012-13:

Principal-1	\$147,000	ASB Financial Technician-1	\$ 54,000
Assistant Principal-1	\$120,000	Cutodian-1	\$ 58,000
Counselor-2	\$220,000	Plant Supervisor-1	\$ 71,000
Librarian-1	\$ 98,000	Total	\$1,371,840
Librarian Technician-1	\$ 54,000	Utilities	
Activity Director-1	\$ 75,000	Electricity	\$ 530,000
Athletic Director-1	\$ 75,000	Gas	\$ 15,000
Principal Secretary-1	\$ 72,000	Water/Sewer	\$ 60,000
Assistant Principal Secretary-1	\$ 62,000	Waste	\$ 20,000
Counselor Secretary-1	\$ 58,000	Total	\$ 625,000
Office Assistant-2	\$ 82,840		
Student Record Technician-2	\$ 125,000		
		Grand Total	\$1,996,840

Shutting Down the Swimming Pools

- A "semi" permanent shutting down of the pools will result in significant annual cost savings
 - Energy
 - Chemicals
 - Maintenance personnel
 - Coaches
 - Repairs
- Semi-permanent covers will be installed
 - Pools will remain filled
 - No body contact
 - No heating with minimal water circulation and chemicals
- Estimated annual cost savings will be presented at upcoming meeting

Closing One Elementary School

- Will save about \$500,000 annually
- Based on classroom availability, closing only one elementary school is feasible at this time
- Problematic

EXHIBIT B: Reductions to Transportation

Possible Reductions to the CJUSD Home-to-School (HTS) Transportation Program

2010-11 Transportation Services

- Transporting almost 30% of CJUSD students
- Approximately 14,000 students per day
- Over 2,500,000 passenger trips each year
- 1,000,000 annual miles
- 1,700 yearly after school late buses
- 1,500 annual field trips scheduled
- 1,200 special needs therapy trips
- Over 1,000 individual bus stops
- 57 drivers/routes handle 400 daily school runs (36 HTS and 21 Special Needs Routes)

2010-11 Transportation Costs

- Home-to-School Cost: \$2,315,833
- Less State Apportionment: (\$ 498,692)*
- Net cost to the General Fund: \$1,817,141

*These are restricted funds that can only be used for transportation. They are also part of the possible mid-year "trigger" funding reductions (50% reduction).

Transportation Comparison of Surrounding Districts by Program and Walking Distance

District	Kindergarten	Elementary	Middle	High	Magnet Transportation	After School Transportation	Charge for Bussing	Transportation for Continuation Programs
Colton	1.00 mile	1.00 mile	1.50 miles	2.00 miles	No	Yes	No	Yes
Fontana	0.50 mile	1.00 mile	3.25 miles	4.00 miles	N/A	Limited	Yes	Yes
Redlands	1.50 miles	1.50 miles	2.00 miles	None until July 2010	N/A	Yes	Yes	Yes
Rialto	1.00 mile	1.50 miles	2.00 miles	3.50 miles	N/A	Limited	No	Yes
San Bernardino	1.50 miles	1.50 miles	2.50 miles	3.50 miles	Yes	Yes	No	Yes
Yucaipa	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Issues for Consideration

- Hazard Areas
- Effect on ADA
- School Choice
- Overflow Students
- Homeless Transportation
- Closing Elementary Schools
- Grand Terrace HS/Boundary Changes/Seniors
- School Schedule Time Changes
- Slover/Washington Program
- Special Needs Students on HTS Buses
- Increased Traffic and Air Pollution

Hazard Area Transportation

Definition: Areas that are not designed for pedestrian use regardless of the distance to school.

Examples:

- Mt. Vernon Bridge over the Santa Ana River
- La Cadena Bridge over the Santa Ana River
- Mt. Vernon Hill South of Washington
- Barton Rd. South of Washington
- Barton Rd. RR Bridge
- Reche Canyon

**Mt.Vernon Bridge over the Santa Ana River
(near the Board Room)**



La Cadena / Santa Ana River Bridge



Mt.Vernon Hill



Mt.Vernon Hill



**Barton Road Between
Washington and Grand Terrace**



**Barton Road Between
Washington and Grand Terrace**



Barton Road RR Bridge



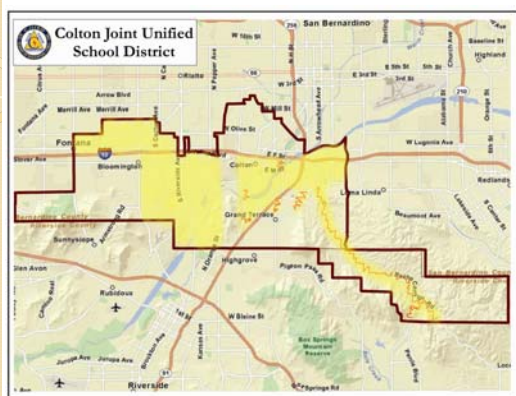
Barton Road RR Bridge



Reche Canyon



Reche Canyon



Effect on ADA

- It is unknown if Home-to-School elimination or reduction will affect our ADA
- An ADA loss of 11 students equals the cost of operating one school bus for a year

Overflow Students

- It is current District Policy to offer transportation to a student who is assigned to another elementary school when their home school has reached capacity for their grade level
- In the 2010-11 school year, the Transportation Department processed 1,049 overflow students

Overflow Students

- Current Overflow students are integrated into existing bus routes
- If Home-to-School transportation is eliminated, it would require at least four (4) buses to operate Overflow transportation as a stand alone program

School Choice

- Existing law provides parents a "school choice" including transportation if their child's home school is underperforming
- Currently there are 140 School Choice students and they are integrated into our existing bus routes
- If Home-to-School transportation is eliminated, it would require at least two (2) buses to operate School Choice transportation as a stand alone program

Homeless Transportation

- Existing law requires school districts to provide transportation to homeless students who are living outside of their home school attendance area
- This is a growing program due to the state of the economy
- Whenever possible, homeless transportation is integrated into existing Home-to-School transportation
- If Home-to-School transportation is eliminated, it would require at least one (1) bus to accommodate the Homeless transportation program

Closing Elementary Schools

- If an elementary school is closed, hazards or additional mileage may require adding buses for transportation

Opening Grand Terrace HS

- Bloomington area students will need transportation to GTHS because of distance and hazard areas
- Cooley Ranch area students will need transportation to GTHS because of hazard areas

Opening Grand Terrace HS

- GTHS will open with grades 9 – 11 and seniors will continue to attend BHS and CHS. Some transportation will be needed for seniors attending BHS and CHS

School Schedule Time Changes

Most routes have four runs each AM/PM:

	Run 1	Run 2	Run 3	Run 4	Total
Morning	HS	Early EL	MS	Late EL	4
Midday	KDG				1
Afternoon	Early EL	HS	MS	Late EL	4
After School	Late Bus				1
Total					10

To economize, some schools may need to adjust their school schedules so routes may run at maximum efficiency

Slover/Washington Program

- CJUSD provides transportation for alternative education programs and last year we transported 179 students each way
- The cost to continue this transportation is approximately \$112,000 per year
- If the lack of transportation causes an ADA loss of more than 22 students, we will lose more than we save

Increased Traffic and Air Pollution

- Compared to diesel, our compressed natural gas (CNG) buses prevent 28,000 pounds of NOx and one ton of particulate matter each year
- CJUSD was named one of the "Top 10 Green Fleets" in the USA by School Bus Fleet magazine in 2009
- The CJUSD Board received a Special Commendation from the SCAQMD in 2008 for being the first district in the air basin to have 100% of our students transported by clean burning CNG buses

Increased Traffic and Air Pollution

- Traffic delays and issues will increase at schools
- Because our average HTS bus transports 426 students per day, we are also removing countless cars and their related pollution
- The average car emits 6 tons of pollution each year
- If only half of the 14,000 students we transport each day were driven by a single car, that would add:
 - 7,000 cars around our schools each day
 - 35,000 auto miles per day, 6.3 million per year
 - 3 tons of pollution per day, 525 tons each year

Special Needs Students Riding HTS Buses

- Approximately 30% (700) of non-severe special needs students are riding our HTS buses
- Because they already have HTS transportation provided, most parents are not requesting special transportation

Special Needs Students Riding HTS Buses

- Approximately 30 (7%) of moderate/severe special needs students with approved transportation are assigned to a HTS bus because a special needs bus is not available
- If HTS transportation is eliminated, we would need to add two (2) buses to our special needs fleet to accommodate the moderate/severe students and likely additional buses to accommodate our non-severe students

The Transportation Department Has Been Proactive Reducing Costs

- Obtained over \$6.5 million in grants to buy 54 CNG buses and install a CNG fueling station
- Saving \$450,000 - \$600,000 on annual fuel costs using CNG buses – approximately \$2.5 million over the last six years
- By integrating Overflow, Home Choice, Homeless and Special Needs Transportation, we are savings nine (9) routes or \$502,000 each year

The Transportation Department Has Been Proactive Reducing Costs

- Saving \$315,000 on annual SELPA special needs transportation by taking it back from the County
- Eliminated 6 ½ positions (drivers & staff) through attrition and efficiency – for 2010-11 the savings is approximately \$445,000
- Every bus is equipped with GPS monitoring allowing us to better track utilization and saving approximately \$68,000 per year

What Other Things Can We Do to Reduce Transportation Costs?

- Charge for Transportation
- Eliminate the Home-to-School Transportation Program
- Eliminate High School Transportation
- Only Provide Hazard Transportation
- Increase Walking Distances
- Combinations of Some of the Above
- “Contract in”

Why Not Charge for Transportation?

- With a realistic free and reduced (F/R) population over 80%, less than 20% could be charged
- Most districts experience more than a 50% drop in bus utilization when pay transportation is implemented for those who are not F/R
- For CJUSD, we estimate 650 students would participate in a pay transportation program

Why Not Charge for Transportation?

- If approximately 650 students were paying \$100 per semester, the gross income before sibling discounts, annual pass discounts, one-way discounts and implementation expenses are estimated at \$130,000
- A very rough estimate for net income after expenses and discounts is \$65,000 - \$90,000

Why Not Charge for Transportation?

- Pay transportation would only replace 3.5% - 4% of costs
- It is unknown how the pay transportation withdrawal rate will affect other bus routes

Eliminate HTS Transportation?

- Would save \$1,817,141 and cause CJUSD to lose \$ 498,692 in State funding
- Would effect 6,574 students and cause 41 positions eliminated

Eliminate High School Transportation?

- Would save approximately \$370,000
- Would effect 2,302 students, 3 positions eliminated and reduce work hours by about one hour per day for 34 employees

Only Provide Hazard Home-to-School Transportation?

- Would save \$1,037,000 in 2012-13*
- Would affect 2,443 at all grade levels and 18 positions eliminated*

* Includes elimination of one (1) Slover/Washington bus

Increase Walking Distance?

- CJUSD has the lowest average walking distances of neighboring districts, especially at the HS level
- All grade levels will need to be considered because hazard areas will limit the effectiveness of a mileage increase

Combination Mileage, Hazard & Pay

- Increase walking distances: ½ mile for elementary & MS, one mile for HS
- Make exceptions for designated hazard areas (provide hazard transportation)
- Consider charging for transportation in 2013-14

Combination Mileage, Hazard & Pay

- Would save approximately \$814,000 in 2012-13 and \$909,000 in 2013-14
- Would effect 1,704 students and 14 positions eliminated

“Contract in”

- Offer transportation services for a fee to other school districts
- Begin to offer services in June 2013
- Will reduce layoffs
- Net income will offset some HTS costs

Summary of Options

Option	Estimated Savings	Students Affected	Positions Eliminated
Eliminate Home-to-School	\$1,817,000	6,574	41
Provide Only Hazard Home-to-School	\$1,037,000	2,443	18
Combination of mileage, hazard and pay	\$814,000- \$909,000	1,704	14
Eliminate High School	\$370,000	2,302	2*

*32 employees will have a reduction of one hour per day.

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Minutes October 6, 2011

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Trustees Present

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Mr. Robert D. Armenta Jr., Vice President
Mr. Frank A. Ibarra, Clerk
Mr. Randall Cenicerros (excused)
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1.0 OPENING Call to Order/Renewal of the Pledge of Allegiance

Board President Haro called the meeting to order at 5:30 p.m. The PAC 588 Sycamore Hills Boy Scouts led in the renewal of the Pledge of Allegiance.

2.0 SPECIAL PRESENTATIONS

2.1 Employee Recognition

The following individuals were recognized as Employee Recognition recipients for the month of September:

- *Mr. Darrell Rosenbrock*, Classified, Grounds Worker, Maintenance & Operations
- *Mr. Todd Beal*, Management, Director of Student Services
- *Mrs. Kelly Buell*, Education Partner, BMS GATE Parent Volunteer

3.0 SCHOOL SHOWCASE

3.1 Bloomington High School

Bloomington High School ASB students commented on the Commitment to Graduate and Anti-Bullying Campaigns which were presented by the Renaissance Club to the entire student body. They also updated the Board on their academic success, as well as, fall sports, band and choir. In closing, they reviewed Bloomington High School's academic, athletic and social calendar and invited the Board and District administrators to participate in their WASC accreditation visit preparation.

4.0 PUBLIC HEARING ~ None

5.0 ADMINISTRATIVE PRESENTATIONS

5.1 Budget Update (EXHIBIT A)

Assistant Superintendent Ayala provided an update on the recent community budget meetings, budget study session, website statements and various ways the District is reaching out to the community to share the District's financial challenges. He reminded the Board of the next Board budget study session scheduled for Thursday, October 27th, and briefly spoke of the items to be discussed.

San Bernardino County Superintendent of Schools (SBCSS) representatives, Mr. Alejandro, Assistant Superintendent, Business Services, Mrs. Kelly, Director, Business Advisory Services, and Mrs. McClowry, Fiscal Expert/Consultant, continued with budget update.

Included in the responsibilities of AB 1200 Oversight, the SBCSS is responsible for analyzing and certifying the District's budget and financial reports, including the Adopted Budget, First and Second Interim Financial Reports and the Year End Financial Report (Unaudited Actuals). In addition, they also provide fiscal assistance and guidance, as determined by review and analysis.

Based on their analysis, they reported the following concerns for the CJUSD:

- Ongoing Deficit Spending Trends
 - Expenditures Exceed Revenues
- Availability of Cash
 - Deficit spending
 - State Deferrals
 - Temporary borrowing from Other District Funds
 - Temporary borrowing from Outside Fiscal Entities
- ADA Decline
 - Loss of ADA from 2007-08 to 2011-12 estimated at 3.13%
- Use of One time Revenues to meet Ongoing expenditures

They reviewed the Board's fiscal responsibility to avoid deficit spending, maintain the required minimum reserve balance, prevent a negative fund balance and maintain adequate cash to meet payroll and vendor obligations.

After advising all stakeholders on the seriousness of the cash shortfall and fiscal crisis situation, they encouraged teamwork as we work together to reach a resolution. In closing, they reminded the Board that SBCSS is available to support the district with analysis and guidance.

6.0 PUBLIC COMMENT

6.1 Blue card—Specific Consent, Action, Study & Information or Closed Session Item

- *Victor Jimenez, CJUSD employee*, shared information from the National Center for Safe Routes to school.
- *Nick Ramirez and Jose Olivarez, CSEA representatives*, commented on Action Items B-8 Approval to Eliminate Home-to-School Transportation Effective for the 2012-13 Fiscal Year, B-9 Approval of Home-to-School Transportation Reduction Effective for the 2012-13 Fiscal Year: Option 1 and B-10 Approval of Home-to-School Transportation Reduction Effective for the 2012-13 Fiscal Year: Option 2. They encouraged the Board to return to the negotiation table with CSEA before taking action to eliminate and/or reduce transportation.
- *Bernadette Pedroza, CJUSD teacher/ACE Elementary Director*, spoke of ACE's desire to continue negotiations. She also commented on the possible elimination and/or reduction of transportation.

White card—Items/Topics Not on the Agenda

- *Stephen Wahl, Congressman Joe Baca's Office*, thanked Colton High School for hosting the Congressman's 3rd Annual National Hispanic Heritage Month Student Recognition program.
- *Elsa Aguilar, Agua Mansa PTA*, reminded the Board of the Community Healing Hands meeting on October 24th at Colton High School's Whitmer Auditorium.
- *Deborah Seuylemezian, Grand Terrace Lions Club*, asked for the District to participate in the Lions Club challenge to plant 100 trees within the city of Grand Terrace.

7.0 ACTION SESSION

A. #421 Consent Items

On motion of Board Member Armenta and Board Member Kowalski, and carried on a 6-0-1 (Board Member Cenieros absent) vote, the Board approved Consent Items A-1 through A-8 as presented.

- #421.1 A-1 Approved Minutes for the September 15th Board Meeting
- #421.2 A-2 Approved Student Field Trips (**EXHIBIT B**)
- #421.3 A-3 Approved Consultant for Assembly Presentation (**EXHIBIT C**)
- #421.4 A-4 Approved Consultants for Staff Development (**EXHIBIT D**)

- #421.5 A-5 Approved the Revised Course Descriptions for 7th Grade Language Arts and 8th Grade Language Arts
- #421.6 A-6 Approved the New Course Descriptions for 7th Grade Advanced Language Arts and 8th Grade Advanced Language Arts
- #421.7 A-7 Accepted Gifts (**EXHIBIT E**)
- #421.8 A-8 Approved Reimbursement for Damage to Employee Vehicle in Accordance with Board Policy 4256.3

B.

#422 On motion of Board Member Kowalski and Board Member Armenta, and carried on a 6-0-1 (Board Member Cenicerros absent) vote, the Board approved Action Items B-1, B-2, B-4 and B-5.

- B-3 was withdrawn by the District
- B-6 and B-7 were pulled for separate consideration
- B-8 through B-10 were withdrawn by Board consensus

#422.1 B-1 Approved Personnel Employment (**EXHIBIT F**)

#422.2 B-2 Approved Conference Attendance (**EXHIBIT G**)

~~Withdrawn B-3 Approval of Purchase Orders~~

#422.4 B-4 Approved Sixty-Three Month Lease Agreement with Konica Minolta for Digital Color Printer Equipment Utilizing the San Bernardino County Contract #09-283 for Office Equipment and Supplies/Services

#422.5 B-5 Approved to File a Notice of Completion for Bid #11-06 for Birney Elementary School Parking Lot Improvements Project – Golden Arrow Engineering, Inc.

#423 On motion of Board Member Kowalski and Board Member Armenta, and carried on a 4-2-1 (Board Members Ibarra and Tabera opposed; Board Member Cenicerros absent) vote, the Board approved Action Item B-6.

#423.1 B-6 Approved Amendment No. 1 with Leighton Consulting, Inc. to Perform Geotechnical Observations, Compaction Testing and Materials Inspection and Testing Services for Colton High School New Math and Science Building Project

#424 On motion of Board Member Kowalski and Board Member Armenta, and carried on a 4-2-1 (Board Members Ibarra and Tabera opposed; Board Member Cenicerros absent) vote, the Board approved Action Item B-7.

#424.1 B-7 Approved Agreement with School Services of California, Inc. for Special Services (2011-12)

~~Withdrawn B-8 Approval to Eliminate Home to School Transportation Effective for the 2012-13 Fiscal Year~~

~~Withdrawn B-9 Approval of Home to School Transportation Reduction Effective for the 2012-13 Fiscal Year: Option 1~~

~~Withdrawn B-10 Approval of Home to School Transportation Reduction Effective for the 2012-13 Fiscal Year: Option 2~~

C. Action Items – Board Policy ~ None

D. Action Items – Resolutions

#425 On motion of Board Member Armenta and Board Member Morales, and carried on a 6-0-1 (Board Member Cenicerros absent) vote, the Board approved Action Item D-1.

#425.1 D-1 Adopted Resolution No. 12-11, Red Ribbon Week, October 23 - 31, 2011

8.0 ADMINISTRATIVE REPORTS

AR-8.1 Approved Disbursements

AR-8.2 Proposed Amendment of Board Policy and Administrative Regulations:

*AR 1321 Solicitation of Funds From and By Students**

*Administrative Regulation 1321 will be presented as a Second Reading at the October 20th Board Meeting.

AR-8.3 Facilities Update

Mr. Ernest Guillen, Energy Manager, provided a brief update on the District's energy program. Mr. Guillen will be working with staff and Energy Education to implement and manage CJUSD's energy program with the goal to save money and conserve energy.

Facilities Director Darryl Taylor reviewed the October 2011 Program Update. (**EXHIBIT H**)

AR-8.4 ACE Representative ~ No report

AR-8.5 CSEA Representative

CSEA President Nick Ramirez belatedly welcomed Board Member Morales to the CJUSD. He also thanked the Board for withdrawing Action Items B-8 through B-10 and directing the District to return to the negotiating table.

AR-8.6 MAC Representative ~ No report

AR-8.7 ROP Update ~ No report

9.0 SUPERINTENDENT'S COMMUNICATION

Superintendent Almendarez announced that all but six of 10,119 students have been administered the Tdap vaccination as required by the state. He congratulated CJUSD's 65 most recent graduates who participated in the Summer Graduation Ceremony on September 22nd. Mr. Almendarez announced upcoming events, Great America Shake Out (October 20th), Community Budget Presentation at Cooley Ranch Elementary School (October 18th), Bloomington High School's 11th Annual Future's Night (October 11th) and Terrace View Elementary School's Country Western Fall Dance (October 13th). He also spoke of several site CST celebrations and congratulated CJUSD WorkAbility I students for their participation in this year's WorkAbility I calendar.

Superintendent Almendarez announced that a mediation session is scheduled with ACE and the state appointed mediator on October 17th. The District remains hopeful to reach a timely and mutually satisfying resolution.

To view the Communiqué please visit the CJUSD website at www.colton.k12.ca.us

10.0 BOARD MEMBER COMMENTS

Board Member Tabera thanked Terrace Hills Middle School staff for hosting his recent visit. He commented on Washington High School's Community Resource Fair held on Wednesday, October 5th. The evening provided an opportunity for educators, community members, and post secondary institutions to unite with the common goal of providing information about available resources to our youth and their families.

Board Member Ibarra spoke on the importance to teamwork of amicably satisfy the budget. He thanked CSEA leadership for offering to return to the negotiating table and for their history of concessions. Mr. Ibarra also announced that he is a guest speaker at tomorrow's Kiwanis meeting.

Board Member Armenta inquired as to the support available from the California School Boards' Association with regard to the budget crisis.

Board Member Morales spoke of the difficult decisions the District is challenged with and encouraged teamwork and understanding from employees and the community.

Board Member Kowalski reiterated the Board's goal to reach a resolution on the budget and to carefully consider all proposed reductions without acting hastily.

Board Member Haro thanked CSEA leadership for offering to return to the bargaining table for further concessions. She also surveyed the Board to determine which members will meet with the city of Colton Bridge Committee (Board Members Armenta, Ibarra and Tabera). In closing, she thanked several staff members and the community for their well wishes and support following her recent surgery.

11.0 CLOSED SESSION

Following action items: Board Room, Student Services Center, 851 So. Mt. Vernon Ave., Colton, CA (Government Code 54950 et seq.)

At 8:13 p.m., Board President Haro announced that the board would recess to closed session to discuss the following items on the closed session agenda:

- 11.1 • Student Discipline, Revocation and Re-entry
- 11.2 • Personnel
- 11.3 • Conference with Legal Counsel—Anticipated Litigation
- 11.4 • Conference with Legal Counsel—Existing Litigation
- 11.5 • Conference with Labor Negotiator
- 11.6 • Conference with Real Property Negotiator

12.0 PUBLIC SESSION – ACTION REPORTED FROM CLOSED SESSION

The Board meeting reconvened at 9:20 p.m. Board President Haro reported that no action was taken in closed session.

12.1 Student Discipline, Revocation, and Re-entry

#426 On motion of Board Member Kowalski and Board Member Tabera, and carried on a 6-0-1 (Board Member Cenicerros absent) vote, the Board approved four discipline items as presented.

- | | |
|------------|-----------|
| 1. 1037119 | 3. 110744 |
| 2. 80065 | 4. 92936 |

12.2 Personnel

- ♦ Public Employee: Discipline/Dismissal/Employment/Release/Reassignment (Gov. Code 54957)

12.3 Conference with Legal Counsel—Anticipated Litigation ~ No Report
Significant exposure to litigation pursuant to Government Code Section 54956.9(b)
Potential Case: *Three*

12.4 Conference with Legal Counsel—Existing Litigation
Pursuant to Government Code Section 54956.9(a)
Case Number: *None*

12.5 Conference with Labor Negotiator ~ No Report
Agency:
Ingrid Munsterman, Assistant Superintendent, Human Resources Division
Employee Organizations:
Association of Colton Educators (ACE)
California School Employees' Assoc. (CSEA)
Management Association of Colton (MAC)

12.6 Conference with Real Property Negotiator (Gov. Code 54956.8)
Property: *~None~*

13.0 ADJOURNMENT

At 9:21 p.m. the meeting was adjourned. The next Board of Education Meeting scheduled for Thursday, October 20, 2011, at the Colton JUSD Student Services Center, 851 South Mt. Vernon Avenue, Colton, California.

DRAFT

EXHIBIT A: Budget Update

Colton Joint Unified School District Board Meeting October 6, 2011

Presented by:
 • Mr. Ted Alejandro, Assistant Superintendent, Business Services
 • Mrs. Teri Kelly, Director, Business Advisory Services
 • Mrs. Michele McClowry, Fiscal Expert/Consultant (authorized by SBCSS)

San Bernardino County Superintendent of Schools
Office

AB 1200 Oversight

- COE Responsibilities
 - Analyze and Certify District Budget and Financial Reports
 - Adopted Budget
 - First and Second Interim Financial Reports
 - Year End Financial Report (Unaudited Actuals)
 - Analyze and Review District Collective Bargaining Public Disclosure documents
 - Analyze and Review District Non-Voter Approved Debt Disclosure documents
 - Review and Follow up on any Annual District Audit Report findings/recommendation and ensure Annual Audit Contract is in place
 - Provide additional fiscal assistance and guidance, as determined by review/analysis.

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State Budget Parameters (FY11-12)

- Base Revenue Limit Deficit: 19.754%
- Flat State Aid Funding for 2011/12
- SBCSS Oversight Authority: FY11-12 for Budget Approval
 - At First Interim: SBCSS Authority includes Multi-Year Projections (FY12-13 & FY13-14)
- Potential State Trigger Reductions: FY11-12
 - Tied to projections of state revenues, if over \$2B up to \$4B shortfall directly affects education funding
- Ongoing and increased State Deferrals FY 11-12

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San Bernardino County Superintendent of Schools

State Deficit Rates

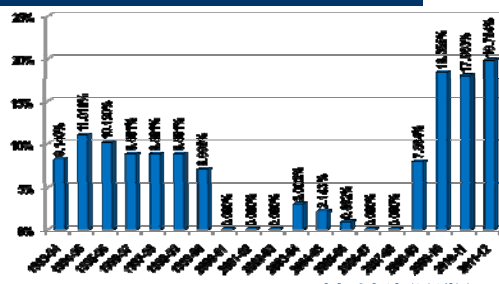


EXHIBIT A: Budget Update

Federal Funding for Colton JUSD

Source: CDE ARRA & Ed Jobs Entitlement Summaries; ADA reports

- One Time Federal Funding 2009/10 - 2011/12
 - ARRA-Combined 09/10-10/11
 - Countywide average \$852/ADA
 - Colton \$839/ADA
 - MUST be spent by September 30, 2011
 - Education Jobs Act 10/11-11/12
 - Countywide average \$199/ADA
 - Colton \$195/ADA
 - MUST be spent by September 30, 2012
 - Total Combined ARRA and Education Jobs Act
 - Countywide average \$1,051/ADA
 - Colton \$1,034/ADA

Using 2010-11 ADA data (Colton Jt USD =22,092.94)

San Bernardino County Superintendent of Schools

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Colton Jt. USD and Countywide K-12 Districts Unrestricted Expenditure Trends

Source: District submitted Unaudited Actuals Data files

Category	2007/08 Actuals	2008/09 Actuals	% Change from 2007/08	2009/10 Actuals	% Change from 2007/08	2010/11 Unaudited Actuals	% Change from 2007/08
Total Colton JUSD Expenditures	136,820,082	136,047,074	-0.56%	133,757,254	-2.24%	135,202,856	-1.18%
Total Countywide Expenditures	2,271,814,992	2,235,522,535	-1.60%	2,137,776,805	-5.90%	2,079,724,171	-8.46%

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Colton Jt USD Concerns

- Ongoing Deficit Spending Trends
 - Expenditures Exceed Revenues
- Availability of Cash
 - Deficit spending
 - State Deferrals
 - Temporary borrowing from Other District Funds
 - Temporary borrowing from Outside Fiscal Entities
- ADA Decline
 - Loss of ADA from 2007-08 to 2011-12 estimated at 3.13%
- Use of One time Revenues to meet Ongoing expenditures

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Next Steps

- Review and Analysis of 1st Interim Financial Report and Cash Flow
 - Limitations imposed by State Adopted Budget on Adopted Budget Review and Analysis are gone
 - MYP Review
 - County Assumptions
 - Contingency Plans
 - State Trigger Potential
 - Future Year COLAs/Increased Deficits?

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Specific Colton JUSD Data Review

- Adopted Budget & MYP
- Current Operating Budget
 - Including Adjustments from Unaudited Actuals
- Current Operating Budget
 - Adjusted for Potential State Triggers
- Contingency Plans Needed

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Colton Jt USD Unrestricted General Fund Analysis

Need Board Approved Fiscal Action Plan

Source: District UA report; Current Financial System 9/23/11; Adopted Budget MYP

Fiscal Year	2010-11 Actuals	2011-12 Current Operating Budget	2012-13 Projected Budget
Revenues	\$132,462,686	130,626,425	133,913,851
Expenditures	135,202,856	139,341,110	147,639,084
Deficit Spending	-2,740,170	-8,714,685	-13,725,233
Beg Bal	22,808,867	20,068,697	11,354,012
End Bal	20,068,697	11,354,012	-2,371,221
REU/Unassigned	5,608,025	5,521,154	-2,571,221
Non-spendable Reserves	200,000	200,000	200,000
Other Assigned	14,260,672	5,632,858	0
% REU/Unassigned	4.92%	2.97%	-1.35%

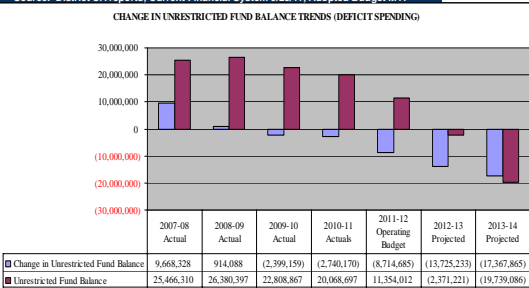
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EXHIBIT A: Budget Update

Unrestricted Ending Fund Balance and Deficit Spending Trends

Source: District UA reports; Current Financial System 9/23/11; Adopted Budget MYP



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State Trigger Reductions-Legislation

Source: Rates provided by SSC; 2010/11 District ADA; CDE Entitlement Schedules

- If state revenues are \$2B to \$4B overstated
 - Up to 4% hit to State Aid funding based on S/W avg, actual hit closer to 5% for SB County districts
 - Estimated at \$260/ADA if full \$4B not realized
 - Colton JUSD = \$5,749,310 (using 2010/11 ADA)
 - Additionally, 50% of Pupil Transportation reduced
 - Colton JUSD = \$435,930
 - Estimated \$20/ADA
 - Transportation cut would hit first, followed by pro-rata cut to State Aid up to the full hit
- Total hit to Colton JUSD = est. \$6,185,240 or \$280/ADA
- Addition reductions would be needed beyond what is currently needed to ensure fiscal solvency
 - District Contingency Action Plans

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Colton Jt USD Unrestricted General Fund Analysis- with Full State Triggers

Source: Current Financial System 9/23/11; MYP; BAS Estimates

Need Board Approved Fiscal Action Plan & Contingency Plan

Fiscal Year	2011-12 Current Operating Budget	2011-12 Current Operating w/Full Trigger Cuts	2012-13 Projected Budget-adjusted for Trigger Cuts
Revenues	130,626,425	124,441,185	133,913,851
Expenditures	139,341,110	139,341,110	147,639,084
Deficit Spending	-8,714,685	-14,899,925	-13,725,233
Beg Bal	20,068,697	20,068,697	4,968,772
End Bal	11,354,012	5,168,772	-8,756,461
REU/Unassigned	5,521,154	4,968,772	-8,956,461
Non-spendable Reserves	200,000	200,000	200,000
Other Assigned	5,632,858	0	0
% REU/Unassign	2.97%	2.67%	-4.72%

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San Bernardino County Superintendent of Schools

Cash Flow monitoring

Source: Current Financial System 9/23/11

- Temporary Loans
 - Internal (District current utilizing \$28.7M from other funds)
 - External (District currently utilizing \$6M from County Temporary Transfer-repaid December/April)
- If district cannot obtain external temporary cash loan, may be able to apply for a state exemption (March-intra-year) and/or waivers of some deferrals (not all, very limited)
 - Could trigger a Negative Certification due to cash shortfall

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San Bernardino County Superintendent of Schools

Cash versus Fund Balance

Source: 2010/11 Financial System; Current Financial System 9/23/11; BAS projections

- 2010/11 June 30th Cash Balance excluding Other Fund Temporary Loans = **\$-2,399,853**
 - -9.18% of Fund Balance
 - With \$28.7M Interfund Temporary Borrowing = 100%
 - Currently borrowing from Deferred Maintenance Fund \$1.5M; Special Purpose (Fd 17) \$2.6M, Capital Proj (Dev Fee Fd 25) \$10.6M, Self Insurance (Fd 67) \$14M
- 2011/12 June 30th Cash Balance Projection, excluding Other Temporary Loans = **\$-22,009,538**
 - -15.4% of Fund Balance
 - Without State Trigger Cuts Implemented, as budget currently stands
 - With \$28.7M Interfund Temporary Borrowing, if funds still available = 47% or \$6.7M

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San Bernardino County Superintendent of Schools

Qualified or Negative Certification or "Lack of Going Concern"

Source: EC 42127.6

- At any time during a fiscal year that the SBCSS determines a district may not be able to meet its financial obligations for the current or two subsequent fiscal years the CSS shall do at least one of the following and all that are necessary to ensure that district meets its financial obligations:
 - Assign a fiscal expert to assist district (100% paid by CSS)
 - Conduct a financial and budgetary study of the district; including internal controls (with SPI approval can hire short term staff-25% CSS)
 - Direct district to submit financial projections of all fund and cash balances for current and subsequent years
 - Require district to encumber all contracts; prepare cash flows and budget revisions; and record all AR and AP
 - Direct district to submit proposal to address adverse fiscal conditions
 - Withhold salaries of board and superintendent for failure to provide information
 - Assign FCMAT to review teacher hiring processes
- If the SBCSS determines that a district will not be able to meet its obligations in the or subsequent fiscal year, the CSS shall notify the district and the Superintendent of Public Instruction (SPI) and do any or all of the following:
 - Develop and impose a budget, with SPI and board
 - Stay or rescind any action inconsistent with district ability to meet its financial obligations
 - Cannot abrogate collective bargaining agreements entered into prior to assumption of authority
 - Assist in developing a financial plan to meet future current and future obligations
 - Assist in developing a budget for the future fiscal years, in consultation with board.
 - Appoint a fiscal advisor (Costs split 75% District 25% CSS)

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San Bernardino County Superintendent of Schools

EXHIBIT A: Budget Update

Fiscal Expert vs Fiscal Advisor

- **Fiscal Expert (100% SBCSS)**
 - Assigned by SBCSS to advise district on its financial problems
 - Assists in developing or costing out solutions
- **Fiscal Advisor (25% SBCSS; 75% District)**
 - Assigned by SBCSS to advise SBCSS on whether or not the district will need a state loan
 - Stay and rescind authority to hold district to its fiscal plan

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San Bernardino County Superintendent of Schools

Role of Fiscal Advisor

- Serve as liaison between SBCSS and District
- Develop strategies to avoid State bailout loan
- Provide additional support to the District
- Suggest cash saving ideas and budget strategies
- Work with District Board and Administration to develop Fiscal Recovery Plan
- Assist with implementation of Fiscal Recovery Plan

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San Bernardino County Superintendent of Schools

What Happens with State Loan?

- Legislature approves the loan
- State assigns a full-time Trustee
- Board relieved of all decision making
- Superintendent is released
- Loan is made by the I-Bank, not the State
- Must be paid back annually similar to a mortgage with interest and no ability to waive payments

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San Bernardino County Superintendent of Schools

What Happens with State Loan?

- It generally takes up to 20 years to pay off the loan
- Board has no authority for term of the loan
- All costs of the loan and Trustee (and anyone Trustee brings in to help) are responsibility of the District
- Trustee makes all decisions

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San Bernardino County Superintendent of Schools

FCMAT Predictors of School Agencies Needing Intervention

The following 11 conditions represent those school agency problems most commonly encountered by the Fiscal Crisis and Management Assistance Teams (FCMAT). The presence of any one condition is not necessarily an indication of a school agency in trouble. Unavoidable short-term situations such as key administrative vacancies can result in brief and acceptable periods of exposure to one or more of the following conditions. Exceeding acceptable limits of exposure in one or more of the following conditions is often the blueprint for districts nearing or presently in a crisis situation.

- 1. Leadership Breakdown****
 - a. Governance crisis**
 - b. Ineffective staff recruitment
 - c. Board micromanagement and special interest groups influencing boards
 - d. Ineffective or no supervision
 - e. Litigation against district
- 2. Ineffective Communication****
 - a. Staff unrest and morale issues
 - b. Absence of communication to educational community**
 - c. Lack of intersystem cooperation**
 - d. Breakdown of internal systems (payroll, position control)
- 3. Congestion or Infrastructure**
 - a. Unhealthy and unsafe facilities and sites
 - b. Deferred maintenance neglected
 - c. Low Budget Priority
 - d. Local and state citations ignored
 - e. No long-range plan for facility maintenance
- 4. Inadequate Budget Development****
 - a. Failure to recognize year-to-year trends, e.g., declining enrollment or deficit spending**
 - b. Flawed ADA projections**
 - c. Failure to maintain reserves**
 - d. Salary and benefits in unrealistic proportions
 - e. Insufficient consideration of long-term bargaining agreement effects
 - f. Flawed multi-year projections**
 - g. Inaccurate revenue and expenditure estimations**
- 5. Limited Budget Monitoring****
 - a. Failure to reconcile ledgers
 - b. Poor cash flow analysis and reconciliation**
 - c. Inadequate business systems and controls
 - d. Inattention to CDE data
 - e. Failure to review management control reports
 - f. Bargaining agreements beyond state COLA**
 - g. Lawsuit settlements
- 6. Poor Position Control****
 - a. Identification of each position missing
 - b. Unauthorized hires
 - c. Budget development process affected
 - d. No integration of position control with payroll**
- 7. Ineffective Management Information Systems****
 - a. Limited access to timely personnel, payroll, and budget control data and reports**
 - b. Inadequate attention to system life cycle
 - c. Inadequate communication systems
- 8. Inattention to Categorical Programs****
 - a. "Siloing" general fund encumbrances**
 - b. Lack of regular monitoring**
 - c. Illegal expenditures
 - d. Failure to file claims
- 9. Substantial Long-Term Debt Commitments**
 - a. Increased costs of employee health benefits**
 - b. Certificates of participation
 - c. Retiree health benefits for employees and spouse**
 - d. Expiring parcel taxes dedicated to ongoing costs
- 10. Human Resource Crisis**
 - a. Shortage of staff (administrators, teachers, support, and board)
 - b. Teachers and support staff working out of assignment
 - c. Students/classrooms without teachers
 - d. Administrators coping with daily crisis intervention
 - e. Inadequate staff development
- 11. Related Issues of Concern**
 - a. Local and state audit exceptions
 - b. Disproportionate number of under performing schools
 - c. Staff, parent, and student exodus from the school district
 - d. Public support for public schools decreasing
 - e. Inadequate community participation and communication

** Highlights the seven conditions consistently found in each district requesting an emergency loan or dealing with a "fiscal crisis."
 ** Represents the 11 conditions that have been found most frequently to indicate fiscal distress and are those referenced in Assembly Bill 2750 (Shuachar) and recently amended Education Code Sections 42127 and 42127.6.
 Indicates the 2750 (Shuachar) and recently amended Education Code Sections 42127 and 42127.6.

Board's Fiscal Responsibilities

- Avoid Deficit Spending
 - unless planned one time (ie. Federal ARRA)
- Meet Required Minimum Reserve Balance
- Prevent Negative Fund Balance
- Maintain Adequate Cash to Meet Payroll and Vendor Obligations

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San Bernardino County Superintendent of Schools

EXHIBIT A: Budget Update

It Takes Teamwork

- SBCSS is here to assist and support district with analysis and guidance
- All stakeholders must recognize and understand the seriousness of the cash shortfall and fiscal crisis situation

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San Bernardino County Superintendent of Schools

Next Step/Questions???

- First Interim Financial Report will be due by December 15th, 2011
 - SBCSS will review and determine report certification and respond back to District with any comments
- Questions?

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San Bernardino County Superintendent of Schools

EXHIBIT B, FIELD TRIPS:

<u>Site</u>	<u>Date</u>	<u>Depart</u>	<u>Return</u>	<u>Destination</u>	<u>Activity/Background</u>	<u>Grade</u>	<u>Teacher</u>	<u>Cost</u>	<u>Funding</u>	<u>Strategic Plan*</u>
CHS	10/7/11 to 10/8/11 (Fri/Sat)	11:30 am	9:30 pm	Clovis High School Fresno, CA (District transportation)	33 rd ASICS Clovis Cross Country Invitational Students will participate in the Cross County Invitational.	9-12	Ron Perez (walk-on coach) (18 students) + 5 chaperones	\$1,211	Donation \$126 ASB \$150 Students \$935	Strategy #1

EXHIBIT C, CONSULTANTS FOR ASSEMBLY PRESENTATION

<u>Site</u>	<u>Date(s)</u>	<u>Time</u>	<u>Program/Purpose</u>	<u>Location</u>	<u>Consultant(s)</u>	<u>Cost</u>	<u>Funds</u>	<u>Strategic Plan*</u>
BMS	10/24/11	8 am to 3 pm	<i>Edgar Allan Poe</i> GATE students in grades 7/8 will see a performance of Edgar Allan Poe readings.	BMS	Duffy Hudson Sylmar, Ca	\$550	ASB	Strategy #1
Smith	03/06/12	8:45 am & 9:45 am	<i>The Imagination Machine Writing Show</i> Through theater improvisation, students will be inspired to develop their imaginations through creative writing.	Smith	The Imagination Machine Villa Park, CA	\$1,035	SLI	Strategy #1

EXHIBIT D, CONSULTANTS FOR STAFF DEVELOPMENT

<u>Site</u>	<u>Date</u>	<u>Time</u>	<u>Program/Purpose</u>	<u>Location</u>	<u>Consultant(s)</u>	<u>Cost</u>	<u>Funds</u>	<u>Strategic Plan*</u>
SMHS	October 2011 through June 2012	7:30 am to 1:30 pm	<i>Counseling services for social, emotional and drug and alcohol abuse issues.</i> At-risk students will receive assistance and skills to deal with issues that impact their attendance and attentiveness at school.	SMHS	John Shannon, MFT Oceanside, CA	\$5,000	Title I	Strategy #2 #5
Smith	Jan. 24, 31 Feb. 7, 14, 21, 28 Mar. 6, 13, 2012	8:30 am to 10 am	<i>Expanded Food and Nutrition Education Program for Parents</i> Parent involvement workshop on how to make positive changes in the area of food preparation, food consumption, meal planning, food buying, savings and physical activity.	Smith	Dorayda Ibarra, Nutrition Education Assistant University of California, Agriculture & Natural Resources Cooperative Extension, San Bernardino County	No cost	No cost	Strategy #2 #5

EXHIBIT E, GIFTS

<u>Site</u>	<u>Donor</u>	<u>Donation/Purpose</u>	<u>Amount</u>
Birney	Arlene Roper	Check #8522 For 1 st grade field trip to Lewis Family Playhouse	\$370.00
Birney	Arlene Roper	Check #8523 For 1 st grade field trip to Lewis Family Playhouse	\$320.00
Birney	CEC Entertainment-Chuck E. Cheese	Check #961897 For field trips & incentives	\$445.12
Birney	Target	Check #2320193 For field trips & incentives	\$93.27
Birney	Association of Colton Educators	Check #7612 Marathon for Books/Darrell Rosenbrock/For library books	\$50.00
Birney	Management Association of Colton (MAC)	Check #1152 Marathon for Books/Darrell Rosenbrock	\$100.00
Birney	CSEA Chapter 244	Check #196 For library books/Marathon for Books	\$100.00
Birney	Alice Birney P.T.A.	Check #1279 Donation for trees	\$1,000.00
Birney	Alice Birney P.T.A.	Check #1281 For library books	\$1,800.00
Bloomington Middle	Daniel A. Morse	Mobile lab demonstration table. Fully equipped table allows instructor with no science lab equipment to prepare & display active lab materials & experiments. Equipped w/mirror accessory.	\$2,140.00
Bloomington Middle	Target	Check #2315658	\$116.82
Bloomington High	Cosmetic Industries, Inc. dba U.S. Filling & Packaging Co.	Check #2240 For volleyball club sponsorship-Jacqueline J. Jimenez-ASB	\$200.00
Bloomington High	Kiwanis Club of Cooley Ranch	Check #2125 For football club-ASB	\$300.00
Colton Middle	Target	Check #2323406	\$152.35
Cooley Ranch	Cooley Ranch Kiwanis Kids Club	Cash Recycling for school supplies	\$44.45
Cooley Ranch	Kiwanis Club of Cooley Ranch	Check #2126 For red ribbon week	\$200.00
Cooley Ranch	Target	Check #2323526	\$124.23
Crestmore	Target	Check #2323756	\$172.63
D'Arcy	Target	Check #2302641	\$152.44
Grand Terrace	IE Rollersports, Inc. DBA Calskate GT	Check #4413	\$14.50
Grand Terrace	Target	Check #2326701	\$158.98
Grimes	Target	Check #2335452	\$137.14
Jurupa Vista	Dzung T. Pham & Christie Sue Pham	Check #1487 For refreshments	\$30.00
Jurupa Vista	Target	Check #2328918 For refreshments	\$100.97
Jurupa Vista	Jurupa Vista P.T.A.	Check #1285 For technology supply & related expense	\$2,000.00

EXHIBIT E, GIFTS

<u>Site</u>	<u>Donor</u>	<u>Donation/Purpose</u>	<u>Amount</u>
Lincoln	Association of Colton Educators	Check #7611 Marathon for Books/Darryl Rosenbrock	\$50.00
Lincoln	CSEA Chapter 244	Check #195 Marathon for Books/Darryl Rosenbrock	\$100.00
Lincoln	Management Association of Colton (MAC)	Check #1153 Marathon for Books/Darryl Rosenbrock	\$100.00
Lincoln	Target	Check #2319995	\$244.43
McKinley	Rodrigo Diaz Carrillo/Maria C. Diaz	Check #2551- \$15.00 – McKinley ASB Check #2666-\$20.00	\$35.00
McKinley	Lifetouch	Check #2263433	\$439.39
Reche Canyon	Coca-Cola Refreshments	Check #05762635	\$45.99
Rogers	Target	Check #2333758	\$94.27
Ruth O Harris	Target	Check #2335453	\$142.67
Ruth O Harris	Coca-Cola Refreshments	Check #05763237	\$47.44
Slover	Student Paths, LLC	Check #2078 For ASB	\$66.00
Slover	Target	Check #2336317	\$131.79
Smith	Target	Check #2326409	\$149.96
Terrace View	Target	Check #2337473 For instructional materials	\$531.60
Terrace View	Christen A. Seymour & Suzanne M. Seymour	Check #2631 For Mrs. Bouer's 3 rd grade classroom	\$50.00
Terrace View	IE Rollersports, Inc. DBA Calskate GT	Check #4415	\$12.00
Wilson	Target	Check #2339758	\$84.20
Zimmerman	Target	Check #2338488 For staff & students recognition awards & incentives	\$343.27

EXHIBIT F, PERSONNEL:

<u>I-A</u>	<u>Certificated – Regular Staff</u>	<u>Subject</u>	<u>Site</u>
1.	Granado, Sharon	Elementary Teacher (temporary)	Wilson
2.	Green, Molly	French Teacher	BHS
3.	Heredia-Garcia, Rachel	Special Ed Resource Specialist	Roving
4.	Picazo, Sandra	Moderate/Severe SDC Teacher	Lewis
5.	Torres, Jannet	ELD Teacher	CHS
<u>I-B</u>	<u>Certificated – Activity/Coaching Assignments</u>	<u>Position</u>	<u>Site</u>
	None		
<u>I-C</u>	<u>Certificated – Hourly</u>	<u>Position</u>	<u>Site</u>
	None		
<u>I-D</u>	<u>Certificated – Substitute Teacher</u>		
	None		
<u>I-E</u>	<u>Certificated Management – Summer School 2011</u>	<u>Position</u>	<u>Site</u>
	None		
<u>II-A</u>	<u>Classified – Regular Staff</u>	<u>Position</u>	<u>Site</u>
1.	Bryant, Monica	Bus Driver	Transportation
2.	Chairez, Heather	Health Assistant	Cooley Ranch
3.	Scott, Rhonda	Library/Media Tech I	Rogers

<u>II-B</u>	<u>Classified – Activity/Coaching Assignments</u>	<u>Position</u>	<u>Site</u>
1.	DeAnda, Manuel	Varsity, Football Assistant (walk-on)	CHS
2.	Fetuuaho, Toni	Varsity, Football Assistant (walk-on)	CHS
3.	Perryman, Adrian	JV, Football Assistant (walk-on)	CHS
4.	Smalls, Ryan	HD JV, Football	CHS

<u>II-C</u>	<u>Classified – Hourly</u>		
1.	Alvarado, Alex	AVID Tutor	BHS
	Barron, Nidia	AVID Tutor	THMS
	Ibarra, Elizabeth	Sub Noon Aide	Grant
	Lee, William	AVID Tutor	BHS
	Wyatt, Amanda	Sub Noon Aide	McKinley
<u>II-D</u>	<u>Classified Substitute</u>	<u>Position</u>	
	None		
<u>II-E</u>	<u>Classified – Short-Term –</u>	<u>Position</u>	<u>Site</u>
	None		

RESIGNATIONS:

	<u>Certificated Employee</u>	<u>Position</u>	<u>Site</u>	<u>Employment Date</u>	<u>Effective</u>	
	<u>Classified Employee</u>	<u>Position</u>	<u>Site</u>	<u>Employment Date</u>	<u>Effective</u>	
1.	Garcia, Sandra	Nut. Svcs. Wrkr. I	BMS	08/25/11	09/03/11	
2.	Scheer, Cathy	Driver Trainer	Transp.	10/18/04	10/01/11	

EXHIBIT G, CONFERENCES:

<u>Employee</u>	<u>Title</u>	<u>Site</u>	<u>Conference</u>	<u>Date/Location</u>	<u>Funds</u>
Ernie Guillen	Energy Education Manager	D.O./Business	<i>Fall National Training Conference</i>	Dallas, TX October 10-12, 2011	General fund: \$964.40
Valerie Pelletier	Teacher	CHS	<i>Society of Vertebrate Paleontology Annual Meeting</i>	Las Vegas, NV October 31 – November 4, 2011	SLI fund: \$500.00 (subs only) * *all expenses paid except subs
Rick Feinstein	Director	Transportation/ Risk	<i>High Desert Trust Annual Meeting</i>	Lake Arrowhead, CA November 4-5, 2011	No cost to the District * *all expenses paid

Date Approved: October 20, 2011

 Frank Ibarra, Clerk

 Jerry Almendarez, Superintendent



FACILITIES

program update

Oct
2011



PLANNING AND DESIGN

Districtwide Master Plan

The Board approved the Districtwide Master Plan at its September 15 meeting. The long range planning document will guide the District in prioritizing its planned capital improvement projects to best support student housing needs, as well as instructional and operation goals.

Design of Multipurpose Rooms and Cafeterias at CHS and BHS

Design development of these two projects is under way.

PRIORITIZATION OF QSCB-FUNDED PROJECTS

Qualified School Construction Bonds (QSCB)

The District's application to the federal QSCB program, which offers reduced interest rate financing of local school bonds, was approved in spring 2011. In June, the County Board of Supervisors approved the sale of Measure G Series C for \$11.9 million utilizing QSCB financing. The bonds were sold in July and the money will help fund QSCB projects listed in the District's application. The Board will be meeting with Facilities over the next several months to prioritize those projects.

CITIZENS' OVERSIGHT COMMITTEE (COC)

A quarterly meeting of the COC was held August 22, 2011. Several members met with auditors to review the audit report completed in July. The COC annual report is currently being drafted and will be presented to the Board in the near future.

BUSINESS & COMMUNITY OUTREACH

Bond Web Page

The District's bond program web site continues to register new visitors and vendors eager to learn more about bond construction program and projects. The site is updated quarterly with a letter from the Superintendent and project highlights. It also is updated more frequently with progress reports, COC meeting information, and minutes. The site is averaging 900 views per month which translates to about 30 views a day of which 10 are new visitors.

Colton High School Students Tour Construction Zone

On September 30, DJM Construction, contractors for the Colton High School Math and Science Building project, hosted the high school's metal shop class instructor and students to view current steel welding work in progress at the site. The students witnessed first hand the field applications and job opportunities directly related to what they are learning in class.

CALENDAR OF EVENTS

Oct 2011

Oct 6 CJUSD Board Meeting
@ 5:30 p.m.

Oct 10 BHS Math and Science
Buildings Open

Oct 20 CJUSD Board Meeting
@ 5:30 p.m.

Nov 2011

Nov 3 CJUSD Board Meeting
@ 5:30 p.m.

Nov 17 CJUSD Board Meeting
@ 5:30 p.m.

Dec 2011

Dec 8 CJUSD Board Meeting
@ 5:30 p.m.



FACILITIES

construction update

OCT

2011



NEW MATH AND SCIENCE CLASSROOMS READY FOR BRUINS!

PAWSOME!



PROJECT #1E

BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING

TOTAL BUDGET: \$15.1 MILLION

STUDENT OCCUPANCY: OCTOBER 10, 2011

As summer ends, so is the construction of the math and science building at Bloomington High School. Furniture and equipment, ordered over six months ago and delivered in September, are now in place ready for student occupancy on October 10, 2011.

North end of Science Building



Math and science students are moving from the temporary modular classrooms erected last year while their new digs were being built. Teachers are moving into their new classrooms over the weekend.

A ceremony to celebrate the opening of the new building and dedicate it in memory of math and science teacher, Mr. Claude "Bud" Johnston, is being planned for sometime later this school year.

1 of 14 New Math Classrooms



New Interior Courtyard (landscaping is being completed as we go to print!)



1 of 12 New Science Classrooms

Facilities Update—program 100611

BOARD AGENDA

REGULAR MEETING
October 20, 2011

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Jerry Almendarez, Superintendent

SUBJECT: **Approval of Minutes for the September 29th and October 6th Special and Regular Board Meetings**

GOAL: Student Performance, Personnel Development, Facilities/Support Services, Budget Planning, School Safety & Attendance, Community Relations, & Parent Involvement

STRATEGIC PLAN: Strategy #1 – Communication Strategy #4 – Facilities
Strategy #2 – Curriculum Strategy #5 – College Career
Strategy #3 – Decision Making Strategy #6 – Character

RECOMMENDATION: That the Board approve the minutes of the September 29th and October 6th Special and Regular Board Meetings.

BOARD AGENDA

**REGULAR MEETING
October 20, 2011**

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Mike Snellings, Assistant Superintendent, Educational Services Division

SUBJECT: **Approval of Student Field Trip**

GOAL: Improved Student Performance

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: See attached grid.

**BUDGET
IMPLICATIONS:** General Fund Expenditure: \$35,135.90

RECOMMENDATION: That the Board approve the student field trip as listed and expend the appropriate funds.

FIELD TRIPS: Regular Meeting October 20, 2011

<u>Site</u>	<u>Date</u>	<u>Depart</u>	<u>Return</u>	<u>Destination</u>	<u>Activity/Background</u>	<u>Grade</u>	<u>Teacher</u>	<u>Cost</u>	<u>Funding</u>	<u>Strategic Plan*</u>
BHS CHS	10/28/11 to 10/30/11 (F/S/S)	7:30 am	2:30 pm	Lions Camp at Teresita Pines Wrightwood, CA (District transportation)	<i>SBCSS High School Peer Leaders Camp</i> Students will participate in an intensive 3-day retreat- style training to educate peer leaders in their roles as mentors/tutors.	9-12	Steven Boone Matt Sutherland (40) +2	\$540	ASB	Strategy #1
CHS	11/4/11 to 11/6/11 (F/S/S)	7:30 am	8:30 pm	CSU San Bernardino, San Bernardino, CA University of Redlands, Redlands, CA Chapman University Conservatory, Orange, CA Mira Mesa High School, San Diego, CA , Sea World San Diego (District transportation)	<i>College Tour / Marching Band Invitational /Academic Incentive Activity</i> Students will tour local colleges, compete in a marching band invitational and take part in a life science tour in the natural marine environment.	9-12	Dr. Luis Gonzales (70) +24 chaperones	\$3,900	ASB	Strategy #1
BHS	11/29/11 to 12/1/11 (T/W/Th)	4 pm	6 pm	Rabobank Convention Center Bakersfield, Ca (District transportation)	<i>Thirteenth Annual California Virtual Enterprise Trade Show</i> Students will compete a series of business education competitions.	9-12	Elena Hernandez Tina Petersen (40) + 1	\$6,918.40	Perkins \$4,081.80 ROP \$2,236.60 ASB \$600	Strategy #1
CHS	3/26/12 to 3/28/12 (M/T/W) <i>Spring break</i>	6 am	5 pm	Catalina Island Marine Institute Catalina, CA (District transportation)	Students will receive a hands-on science education in the natural and marine environment.	9-12	Dawud Assiya-Bey Valerie Pelletier (40 students) +2 chaperones	\$10,189	ASB	Strategy #1
THMS	3/2/12 to 3/4/12 (F/S/S)	6:30 am	4 pm	Catalina Island Marine Institute Catalina, CA (District transportation)	Students will receive a hands-on science education in the natural and marine environment	8	Joda Murphy Kelli Gudgeon Ryan Pachero Robert Rausdell (54)	\$13,588.50	Site Discretionary	Strategy #1

*

Strategy #1: We will establish an effective internal and external communications system to keep all partners informed about our mission, objectives, strategies, policies, successes, and strengths.

BOARD AGENDA

**REGULAR MEETING
October 20, 2011**

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Mike Snellings, Assistant Superintendent, Educational Services Division

SUBJECT: **Approval of Consultant for Assembly Presentations**

GOAL: Improved Student Performance

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: See attached grid.

**BUDGET
IMPLICATIONS:** General Fund Expenditure: \$2,905

RECOMMENDATION: That the Board approve the consultant for assembly presentations as listed and expend the appropriate funds.

ASSEMBLIES/PROGRAMS: Regular Meeting October 20, 2011

Site	Date	Time	Program/Purpose	Location	Consultant(s)	Cost	Funds	Strategic Plan*
McKinley	10/26/11	8:30 am	<i>Wheels of Freestyle</i> K-6 students will celebrate Red Ribbon Week and understand the importance of saying "No to Drugs."	McKinley	Wheels of Freestyle San Diego, CA	\$900	Donations	Strategy #1
Jurupa Vista	11/29/11	1:30 pm 2:10 pm	<i>The Water Pirates of Neverland: The Search for the Great Green Octopus</i> K-6 students will learn the importance of water conservation through live theatre presentation.	Jurupa Vista	The National Theatre for Children Minneapolis, MN	No cost	No cost	Strategy #1
Wilson	2/23/12	8:30 am 9:30 am	<i>STREET BEAT Re-Purposed Percussion</i> K-6 students will discover the world of sound & rhythm while learning aspects of history/social science and English/Language arts.	Wilson	Seegerstrom Center for the Arts Costa Mesa, CA	\$1,090	SLI	Strategy #1
Wilson	5/2/12	8:15 am 9:15 am	<i>Dances of the Aztecs</i> K-6 students will learn about Mexican culture and history through stories, music and dance.	Wilson	Seegerstrom Center for the Arts Costa Mesa, CA	\$915	Donations	Strategy #1

*Strategy #1: We will establish an effective internal and external communications system to keep all partners informed about our mission, objectives, strategies, policies, successes, and strengths.

BOARD AGENDA

**REGULAR MEETING
October 20, 2011**

CONSENT ITEM

TO: Board of Education

PRESENTED BY: Mike Snellings, Assistant Superintendent, Educational Services Division

SUBJECT: Approval of Consultant for Staff Development

GOAL: Improved Student Performance

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: See attached grid.

**BUDGET
IMPLICATIONS:** General Fund Expenditure: \$5,400

RECOMMENDATION: That the Board approve the consultant for staff development as listed and expend the appropriate funds.

CONSULTANTS: Regular Meeting: October 20, 2011

Site	Date(s)	Time	Program/Purpose	Location	Consultant(s)	Cost	Funds	Strategic Plan*
BMS	11/8, 12/1, 2011 1/27, 2/9, 3/14, 4/10, 2012 (6 days)	8 am to 3 pm	<i>Data Analysis & Assessment</i> To increase student math achievement by incorporating specific instructional strategies for vocabulary development, student discourse, and conceptual understanding.	BMS	Dr. Melanie Maxwell Educational Consultant Riverside, Ca	\$5,400	Title I	Strategy #2 #5

*Strategy #1: Communication

Strategy #2: Curriculum

Strategy #5: College, Career

Colton Joint Unified School District



Consultant Request Proposal

School: Bloomington Middle School
Approval Date: October 20, 2011
Name of Consultant: Dr. Melanie Maxwell
Billing Address: 12716 Avocado Way, Riverside, CA 92503
Contact Number: (951) 768-7859
Email address: drmaxwell09@live.com

Consultant Qualifications and Background:

Doctor of Education, *K-12 Leadership in Urban Settings* from USC. Undergraduate work included a *minor* in mathematics. Work experience covers over 20 years including site administration, mathematics staff development, consulting, and classroom instruction. Other professional accomplishments include conference presentations and a published case study.

List Districts serviced and accompanying API Scores for 3 years:

	<u>2007-08:</u>	<u>2008-09</u>	<u>2009-10</u>
Colton Joint Unified:	673	701	710
Riverside Unified	760	781	788

Purpose:

Provide research-based education solutions for students, mathematics staff development, consulting, and classroom instruction.

Needs:

- Provide instructional support through collaborative teaching, demonstrations, and/or interaction with students.
- Increase student mathematics and language arts achievement.

Strategies:

Consulting will include training and classroom support to implement instructional strategies. In addition to feedback and modeling by the consultant, teachers will also observe each other and provide feedback to their peers.

Evaluation and Monitoring:

- Monitor benchmarks and CST data

Budget:

\$5,400 – Title I funding.

BOARD AGENDA

**REGULAR MEETING
October 20, 2011**

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Mike Snellings, Assistant Superintendent, Educational Services Division

SUBJECT: **Approval of HealthCorps Program at Bloomington High School (2011-13)**

GOAL: Community Relations

STRATEGIC PLAN: Strategy #2 – Curriculum
Strategy #5 – Career/College Transition
Strategy #6 – Character

BACKGROUND: The HealthCorps program will offer students a series of workshops, after school clubs and school and community events, led by a HealthCorps coordinator. Students will learn some of life's most practical skills such as; becoming an educated nutritional consumer, embracing everyday fitness, managing stress and a community health activist. In addition, the HealthCorps program will provide health education and support to faculty and staff to create an overall healthy school environment.

**BUDGET
IMPLICATIONS:** No impact to the general fund.

RECOMMENDATION: That the Board approve the HealthCorps Program at Bloomington High School 2011-13.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: **Acceptance of Gifts**

GOAL: Community Relations

STRATEGIC PLAN: Strategy #6 – Character

BACKGROUND: The Board may accept gifts of money or property on behalf of the district in accordance with Board Policy #3290: Gifts, Grants and Bequests.

RECOMMENDATION: That the Board accept the gifts as listed on the attached matrix.

[illegible]

BOARD AGENDA

REGULAR MEETING
October 20, 2011

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: **Approval of Amendment No. 3 of Agreement No. 06/07-0144 – San Bernardino County Superintendent of Schools**

GOAL: Student Performance / Community Relations & Parent Involvement

STRATEGIC PLAN: Strategy #1 – Communication
Strategy #6 – Character

BACKGROUND: On May 25, 2006 the Board approved Bloomington High School's application for the Small Learning Community Grant from the San Bernardino County Superintendent of Schools. This grant is designed to improve the educational stability, access, support, and the academic achievement of students in the core areas.

Upon Board approval, Amendment No. 3 will extend the duration of the agreement from September 30, 2011 through June 30, 2012.

BUDGET IMPLICATIONS: No impact to the General Fund.

RECOMMENDATION: That the Board approve Amendment No. 3 of Agreement No. 06/07-0144 – San Bernardino County Superintendent of Schools.

**OFFICE OF THE
SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
601 North E Street
San Bernardino, CA 92415-0020**

**AGREEMENT NO. 06/07-0144
AMENDMENT #3**

THE AGREEMENT, made and entered into the 23rd day of May 2006, by and between the Office of the San Bernardino County Superintendent of Schools, hereinafter called "**SUPERINTENDENT**", Bloomington High School, hereinafter called "**SCHOOL**", and Colton Joint Unified School District, hereinafter called "**DISTRICT**", is hereby amended this 30th day of September 2011 to read as follows:

4. Duration of Agreement

The term of this Agreement shall be from July 1, 2006 through and including ~~September 30, 2011~~ June 30, 2012.

6. Payment of Grant

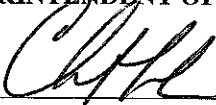
- a. For budget period 1, July 1, 2006 through and including September 30, 2009, **SCHOOL** shall receive Three Hundred Fifty Five Thousand Two Hundred and no/100 Dollars (\$355,200.00) from **SUPERINTENDENT** to meet the requirements of this grant.

For budget period 2, October 1, 2009 through and including ~~August 1, 2011~~ June 30, 2012, **SCHOOL** shall receive Two Hundred Thirty Six Thousand Eight Hundred Forty Six and no/100 Dollars (\$236,846.00) from **SUPERINTENDENT** to meet the requirements of this grant.

- b. Invoices for reimbursement shall be submitted on a regular basis each year of the grant period identified as September 30th, November 30th, January 31st, May 30th and July 31st. Invoices shall identify actual expenditures and be accompanied by proper documentation. Any remaining sub-grant funds will carry forward to the following fiscal year until the end of budget period 2 on ~~August 1, 2011~~ June 30, 2012. Funding for budget period 2 is dependent upon a successful performance review of budget period 1 by the U.S. Department of Education.
- c. The entire grant allocation must be expended with goods and services received prior to ~~August 1, 2011~~ June 30, 2012. Final invoices for this grant must be submitted no later than ~~August 15, 2011~~ June 30, 2012. Encumbrances will not be reimbursed.

All other terms and conditions of the Agreement described above shall remain in full force and effect.

**SAN BERNARDINO COUNTY
SUPERINTENDENT OF SCHOOLS**



Chris Cox, Director
Business Support Services

Date: 10/5/2011

**COLTON JOINT UNIFIED
SCHOOL DISTRICT**

Jerry Almendarez, Superintendent

Date: _____

BLOOMINGTON HIGH SCHOOL

Ignacio M. Cabrera, Principal

Date: _____

BOARD AGENDA

REGULAR MEETING
October 20, 2011

CONSENT ITEM

TO: **Board of Education**

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: **Approval of Parent and/or Booster Clubs and Organizations (2011-12)**

GOAL: Student Performance / Community Relations & Parent Involvement

STRATEGIC PLAN: Strategy #1 – Communication
Strategy #6 – Character

BACKGROUND: In accordance with Board Policy 1230 any person or group desiring to raise money to benefit a student or students at one or more schools within the district shall request authorization to so operate in accordance with Education Code 51521, by making application to the Governing Board.

The following Parent and/or Booster Club and Organization have submitted an application:

Cooley Ranch Elementary – Cooley Ranch Elementary PTO

BUDGET IMPLICATIONS: No impact to the General Fund

RECOMMENDATION: That the Board approve Parent and/or Booster Clubs and Organizations (2011-12).

9/9/11 (14)
Date

Cooley Ranch
School

PARENT AND/OR BOOSTER CLUB/ORGANIZATION APPLICATION FOR AUTHORIZATION

FOR SCHOOL YEAR 2011-2012

1. Name of Parent and/or Booster Club/Organization: Cooley Ranch Elementary PTO
2. Qualifications/quotas for membership: A child attending
Cooley Ranch Elementary School
3. Names, home addresses and phone number of all officers:
(List President, Vice President, Secretary, Treasurer, etc.)
President: Roy Ramirez [REDACTED]
Vice President: Lisa Barron [REDACTED]
Secretary: Lisa Amador [REDACTED]
Treasurer: Michelle Broadway [REDACTED]
4. Briefly describe the purpose of your Parent and/or Booster Club/
Organization:
(You may attach your constitution and/or bylaws)
See attached bylaws
5. What are your specific annual objectives? Briefly itemize estimated
amount of money to be raised.
To support student educational + reward field trips; To
provide student assemblies; To support literacy via book
Fairs; To build community support via special family
events, etc. Estimated money to be raised \$20,000.
6. Federal and State Tax exempt number.
EIN [REDACTED]
7. Proof of Liability Insurance attached.
8. Statement of indemnification and reimbursement to the District for
property tax assessment.

2011 SEP 12 PM 3:14

COLEBY RANCH
BUSINESS OFFICE

PARENT AND/OR BOOSTER CLUB/ORGANIZATION DONATION PROCEDURES

Purchasing Supplies

When a Parent and/or Booster Club/Organization desires to give a department a sum of money to be used for supplies, the department chair or teacher who is designated to spend the funds should purchase the supplies through the regular purchase order system or open order system of the District, with the approval of the principal. The purchase should be charged to a school account code and then marked boldly on the purchase requisition:

TO BE PAID BY: Coolley Ranch Elementary PTO

The purchase will be charged to the school account code on the requisition at the time of payment. The District office will bill the Parent and/or Booster Club/Organization and when the funds are received the charge will be repaid.

Purchasing Equipment

When a Parent and/or Booster Club/Organization desires to donate equipment to a school, the preferred method for the purchase would be the same as purchasing supplies. A purchase requisition should be completed, approved by the principal and charged to a school account code and sent to the District office. The requisition should be marked boldly:

TO BE PAID BY: Coolley Ranch Elementary PTO

The purchase will be charged to the school account code on the requisition at the time of payment. The District office will bill the Parent and/or Booster Club/Organization and when the funds are received the charge will be repaid.

The Parent and/or Booster Club/Organization has the option of designating certain items to be purchased from certain vendors and the District will work with the Parent and/or Booster Club/Organization so long as the purchase does not exceed the District's bid limit of \$21,000.

The only time a Parent and/or Booster Club/Organization can purchase equipment outright and donate it to a school is when the principal approves the purchase first. The equipment then must be accepted by the Governing Board at a regular Board meeting as a donation to the District.

Payment of Salaries

Stipends/Salaries - Parent and/or Booster Club/Organization may not pay any employee of the District an additional stipend without prior approval of the Colton Joint Unified School District - Personnel office.

Transportation

The Parent and/or Booster Club/Organization may donate funds to the District for payment of transportation of students to events. A Field Trip request form must be completed and sent to the District Transportation Department. The request form must be marked boldly:

TO BE PAID BY:

Cooler, Ranch Elementary PTO

If funds are not received, the principal's account will be charged.

Cooley Ranch Elementary Parent Teacher Organization

BYLAWS

*Article I **Name***

The name of this organization shall be the Cooley Ranch Elementary Parent Teacher Organization, also known as CRPTO.

*Article II **Objectives-Mission***

- a) To promote the education and well-being of all children at home, in school, and in the community.
- b) To provide a forum for discussion and foster communication between parents, administrators, educators and the community.
- c) To enhance the educational facilities and opportunities for the students of Cooley Ranch Elementary School that are not otherwise provided for in the school budgets.
- d) To promote volunteer programs and resources for Cooley Ranch Elementary School.
- e) To sponsor projects and events for the benefit of Cooley Ranch Elementary School students.
- f) To raise funds as required to provide for all the above objectives.

*Article III **Policies***

- a) The organization is organized exclusively for the charitable, scientific, literary or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code (hereinafter "Internal Revenue Code").
- b) The organization shall be noncommercial, nonsectarian, and nonpartisan.
- c) The name of the organization or the names of any members in their official capacities shall not be used to endorse or promote a commercial concern or in connection with any partisan interest or for any purpose not appropriately related to promotion of the Objects of the organization.
- d) The organization shall not, directly or indirectly, participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office or devote more than an insubstantial part of its activities in attempting to influence legislation by propaganda or otherwise.
- e) The organization shall work with the schools to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities.
- f) No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, trustees, officers, or other private individuals except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.

g) Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

h) Upon dissolution of this organization, after paying or adequately providing for the debts and obligations of this PTO, the remaining assets shall be evenly distributed to Cooley Ranch Elementary School. If Cooley Ranch Elementary Schools ceases to exist, remaining PTO assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose."

*Article IV **Membership***

a) Any parent, guardian, or other person standing in "loco parentis" or direct relative of a child enrolled and attending Cooley Ranch Elementary School.

b) Each member of the licensed teaching staff working at Cooley Ranch Elementary School.

c) Any member shall have the privilege of making motions and serving on committees.

d) A voting member shall be anyone who is a member in good standing according to Article IV, section a; and who pays a \$5.00 parent group contribution no later than the end of the first general meeting of each school year.

e) The membership year will run from July 1 through June 30 of each year.

*Article V **Officers and their Election***

a) The officers of this organization shall be a President, Vice President, Secretary and a Treasurer.

b) Officers shall be elected at the August meeting of the organization, by the members present, using the ballot system.

c) Any PTO member is eligible to be a board member but they must become voting members upon their election.

d) Outgoing officers will end their duties and new officers shall assume their duties at the close of the summer meeting. Date of meeting is subject to change yearly.

e) A person shall not be eligible to serve more than two (2) consecutive terms in the same office, unless there are no other candidates for that position.

f) Officers of this organization shall be elected in the following manner:

i. Nominations for the Board will be taken at the April general meeting. People nominated must have a child or be a direct relative of a child attending Cooley Ranch Elementary School.

ii. PTO Board elections shall be held at the August PTO general meeting.

iii. All votes shall be on written ballot.

iv. Two members, not in the election, shall be in charge of counting votes.

- v. The PTO shall send out a nomination form/letter to all parents whose children attend Cooley Ranch Elementary School to give them the opportunity to nominate someone or themselves for a PTO office. The form/letter will have the PTO election day listed for them to attend the election meeting.
- vi. Vacancies shall be filled by the appointment of the Board.
- vii. Removal from office may occur by a majority vote of the Board for missing more than two consecutive Board meetings, failure to perform assigned duties, corruption, or any act that brings dishonor to the organization or negates the objectives of the organization. Removal shall take place after the board has met in an effort to discuss the problem and all attempts have been made to resolve the problem. Removal shall be done by a majority vote of the board. No board member has the right to change any decision that the board members made. If a board member intentionally does not follow thru with the decision of the board, it will result in removal from the board.

*Article VI **Duties of Officers***

- a) The President shall preside at all meetings of the organization and shall coordinate the work of the officers and committees, in order that the objectives- mission may be promoted.
- b) The Vice President shall act as aid to the President and perform the duties of the President in the absence or inability to serve. The Vice President shall maintain a list of voting members of the CRPTO.
- c) The Secretary shall keep a permanent and accurate record of all meetings. Copies of the current school year minutes will be available at each meeting. The secretary must have a current copy of the bylaws at each meeting. He/She shall conduct all correspondence as requested by the President.
- d) The Treasurer shall receive all monies of the organization; shall keep an accurate record of receipts and expenditures; and shall pay out funds in accordance with the Bylaws. She/He shall present a financial statement at every meeting and at other times when requested by the board; and shall make a full report at the end of the current school year. Internal Audits will occur twice per year (December/ June).
- e) All officers shall perform the duties outlined above as well as any other duties prescribed in these bylaws; and such other duties as may be delegated to her/him.
- f) All officers shall deliver to their successor's official materials at the close of their service of office.

*Article VII **Meetings***

- a) The regular meetings of this organization shall be on the fourth Tuesday of the following months, September, October, January, April and May. The time shall be 2:45 p.m.
- b) Date and/or time may be changed by the CRPTO board with proper notice given to members, not to be less than three days prior to the new date and/or time.
- c) There will be one summer meeting, date and time to be determined by the board and membership during the August general meeting.

- d) Three board members and two members present at any meeting shall constitute a quorum for the transaction of business of the organization.

*Article VIII **Parliamentary Authority***

- a) The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Cooley Ranch Elementary PTO.

*Article IX **Fiscal Year***

- a) The fiscal year of the Cooley Ranch Elementary PTO shall begin on August 1 and end on the following July 31.

*Article X **Audits***

- a) A financial review committee shall review the PTO books annually before the books are turned over to the new board. The committee should consist of at least one outgoing, or current, board member and one incoming board member, along with at least one other current member of good standing. This committee may not include either the outgoing or incoming treasurer. This committee will match every financial request with every receipt. The committee's report will be submitted to the Board at the first general meeting of the new school year. The committee will be appointed by the President and approved by the Board.

*Article XI **Funds/Budget***

- a) Authorized signatures on PTO checks shall include the Treasurer and one of the following: the President, the Vice-President, the Secretary. The signature on any check cannot be the payee. In the case of the treasurer needing reimbursement, the check must be signed by two other board members.
- b) To be reimbursed from the PTO a reimbursement form along with the receipt or invoice must be stapled to the reimbursement form and submitted to the Treasurer. If it is not an item as written in the budget, two board members must sign the request form.
- c) There must be a minimum of \$200.00 in the bank account at all times.
- d) At the end of the school year there must be \$1,500.00 left in the bank account for the upcoming school year.
- e) All PTO financial and other pertinent records must be turned over within 10 business days from the summer meeting date. The incoming and outgoing President and Treasurer must make themselves available to sign and record the transfer of bank accounts. Financial records would include: bank account records, outstanding debt records, history of all transactions, receipts, and tax information. Other pertinent records include: date of contracted events, frequent contacts, willing volunteers information, sample forms/documents, PTO inventory, etc.
- f) At the end of an event where monies have been collected, a cash control slip will be filled out by two members of the Board. The members of the Board cannot be next of kin. Both members should count the money, sign, and date the slip. One copy will go to the President and one copy is kept with the deposit slip by the Treasurer.

g) PTO funds should go directly from the school to the bank for deposit. If the bank is not open, monies will be stored and secured in the PTO cabinet. PTO funds should not be taken home.

h) A letter will be written to the payee of checks that are written to PTO and returned for insufficient funds. The letter will contain a copy of the returned check, a request for the written amount and the fees charged to PTO by the bank for the check plus a fee of \$25 to the PTO. The check will be returned to the payee upon receipt of cash, money order, or certified check. All fliers, applications, contracts, fundraising materials, etc that deal with checks being written to the PTO will include a written notice of this policy.

i) A budget will be determined by the President and Treasurer prior to the first general meeting (August) each school year. The budget will be discussed at that first meeting and must be approved at the second general (September) meeting. All expenditures within the realm of the approved budget are authorized expenditures.

*Article XII **Amendments***

a) These bylaws may be amended at any regular meeting of the association by a two-thirds vote of the members present and voting, provided that notice of the amendment has been given at the previous regular meeting.

*Article XIII **By-laws***

a) The by-laws of the Cooley Ranch Elementary Parent Teacher Organization will be reviewed every two years. A majority vote by board members and voting members present will constitute their acceptance.

These bylaws are adopted as prescribed on this date 8/9/11



Invoice

Bill To:
Valerie Villareal Cooley Ranch Elementary 1000 S. Cooley Dr. Colton, CA 92324

Date	Invoice #
8/17/2011	4874-2032560-1

			Payment Terms	
			Due on Receipt	
Item	Description	Qty	Price	Item Total
1019	PTO Today Plus Membership Renewal	1	\$199.00	\$199.00
1126	General Liability	1	\$165.00	\$165.00
1129	Excess Accident Medical	1	\$110.00	\$110.00
1142	Bronze Membership	1	\$0.00	\$0.00
Please make checks payable to: PTO Today			Shipping:	\$0.00
			Promotion:	(\$30.00)
			Sales Tax:	\$0.00
			Total:	\$444.00

CHK #
999992

*Colton Joint Unified School District***Cooley Ranch Elementary School**

1000 South Cooley Drive, Colton, CA 92324 * Phone (909) 876-4272 * Fax (909) 430-2834

Mrs. Valerie Villareal, Principal**Mrs. Sherelle Crawford, Assistant Principal**

October 3, 2011

To: Colton Joint Unified School District

From: Valerie Villareal, Principal (W)

On behalf of The Cooley Ranch PTO, CJUSD is granted the right to audit the Cooley Ranch PTO financial records at any time, either by district personnel or a certified public accountant.

The name of the bank where the Cooley Ranch PTO's account will be located is: Chase Bank located at Washington/Cooley Dr. in Colton.

The names of those authorized to withdraw funds from this account are:

1. Michelle Broadway
2. Lisa Amador

The Cooley Ranch principal's signature below indicates principal support of establishing a Cooley Ranch PTO.

Valerie Villareal - Valerie Villareal

See attached evidence of liability insurance as required by law.

Respectfully submitted on behalf of Cooley Ranch PTO by Principal Villareal.

CONFIRMATION OF COVERAGE

DATE (MM/DD/YYYY)
09/15/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Bene-Marc, Inc. 6301 Southwest Blvd., Suite 101 Fort Worth, TX 76132 1-800-247-1734	CONTACT NAME: _____ PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____	
	INSURER(S) AFFORDING COVERAGE	
INSURED School Support Purchasing Group and all its Members and the Officers, Directors & Volunteers. Cooley Ranch PTO	INSURER A: LEXINGTON INSURANCE COMPANY	
	INSURER B: AXIS GLOBAL ACCIDENT & HEALTH	
	INSURER C: _____	
	INSURER D: _____	
	INSURER E: _____	
INSURER F: _____		NAIC # _____

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				09/04/2011	09/04/2012	EACH OCCURRENCE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 ABUSE & MOLESTATION \$ -0- GENERAL AGGREGATE \$ 2,000,000 \$ \$ \$
	OTHER LIABILITY <input type="checkbox"/> Directors & Officers PROPERTY <input type="checkbox"/> Business Personal Property						PER CLAIM \$ GENERAL AGGREGATE \$ DEDUCT. PER OCC/CLMANT \$ EACH OCCURRENCE \$ DEDUCTIBLE \$
	CRIME <input type="checkbox"/> Employee Dishonesty						EACH OCCURRENCE \$ DEDUCTIBLE \$ \$
							\$
							\$
							\$
B	EXCESS ACCIDENT MEDICAL <input checked="" type="checkbox"/> Accidental Death				09/04/2011	09/04/2012	PRINCIPLE SUM \$ 10,000 AGGREGATE LIMIT \$ 100,000 MAX. ACCIDENT MED. EXP. \$ 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES

Please note that limits noted above are applicable as follows: General Liability - \$1,000,000 per occurrence limit
 \$2,000,000 annual aggregate limit per parent organization. Directors & Officers Liability - \$1,000,000 per claim,
 \$1,000,000 annual aggregate limit per parent organization. \$10,000,000 annual aggregate limit for the program.

CERTIFICATE HOLDER ADDITIONAL INSURED

CANCELLATION

Cooley Ranch Elementary - 4874	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

BOARD AGENDA

REGULAR MEETING
October 20 , 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Ingrid Munsterman, Assistant Superintendent, Human Resources Division

SUBJECT: Approval of Personnel Employment and Resignations

GOAL: Human Resources Development

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: Administrative Regulations AR 4112 and 4212 *Appointment and Conditions of Employment* states: *Upon recommendation of the Superintendent, the Governing Board shall approve the appointment of all certificated (AR 4112) and classified (AR 4212) employees.*

Listed below are the recommendations for personnel employment along with their respective positions and sites.

Employment:

I-A Certificated – Regular Staff

1. Aguirre, Rosa	Social Science Teacher	ROHMS
2. Arratia Jr., Angel	Elementary Teacher (temp)	Crestmore
3. Baeza, Arlina	Elementary Teacher (temp)	McKinley
4. Berger, Stacey	Elementary Teacher (temp)	Grand Terrace
5. Coronado, Anthony	Business Education Teacher	CHS
6. Durham, Diyaira	Opportunity Teacher	Washington
7. Gudgeon, Kelli	English/Language Arts Teacher	THMS
8. Haro, Ariana	English Teacher (temp)	CHS
9. Swanson, Janice	Elementary Teacher (temp)	Crestmore
10. Walling, Michael	English Teacher	CHS

I-B Certificated – Activity/Coaching Assignments ~ None

I-C Certificated – Hourly ~ None

I-D Certificated – Substitute Teachers

1. Bernardo, Mayette
2. Christian, Frederick (retiree)
3. Espinoza, Allison
4. Gonzales, Arlene
5. Hudec, Joel
6. Jaramillo, Amber
7. Ramirez, Yessenia
8. Reher, Brittany
9. Steffani, Vicky
10. Yu, Christine

I-E Certificated Management ~ None

II-A Classified – Regular Staff

1. Bernal, Gloria	Special Ed. Inst. Asst.	THMS
2. Blust, Katie	Bus Driver	Transportation
3. Carbajal, Samantha	Project Office Assistant	Grand Terrace
4. Felix, Veronica	Special Ed. Inst. Asst.	Terrace View
5. Kehoe, Destiny	Special Ed. Inst. Asst.	CHS
6. Ma, Jerry	Special Ed. Inst. Asst.	Lincoln
7. Perez, Christine	Bus Driver	Transportation
8. Rodriguez, Andrea	Nutrition Svcs. Wrkr. I	CMS
9. Rodriguez, Hilda	Bus Driver	Transportation
10. Saldana, Antonio	Special Ed. Inst. Asst.	Terrace View
11. Viramontes-Lara, Sandra	Language Assistant	CHS
12. Watson, Brittany	Special Ed. Inst. Asst.	Cooley Ranch

II-B Classified – Activity/Coaching Assignments ~ None**II-C Classified – Hourly**

1. Banuelos-Marquez, Adriana	AVID Tutor	THMS
2. Montoya Roman, Carmen	Sub Child Development Teacher	San Salvador
3. Soberanis, Maria	Sub Child Development Teacher	San Salvador

II-D Classified – Substitute

1. Ojeda, Fallon	Sub Noon Aide	D'Arcy
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Resignations:

I <u>Certificated</u>	<u>Position</u>	<u>Site</u>	<u>Employment Date</u>	<u>Effective Date</u>
1. Dominguez, Heather	CPS	Smith	3/17/87	10/7/11

II Classified ~ None

RECOMMENDATION: That the Board approve personnel employment and resignations as presented.

ACTION: On motion of Board Member _____, the Board approved the above recommendation as presented.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Ingrid Munsterman, Assistant Superintendent, Human Resources Division

SUBJECT: Approval of Conference Attendance

GOAL: Human Resources Development

STRATEGIC PLAN: Strategy #1 – Communication

Edmond Matanga – CHS Teacher (<i>Work Experience</i>)	<i>Fall 2011 CAWEE Inservice (California Association of Work Experience Educators) November 2-4, 2011 Sacramento, CA Perkins funds: \$1,284.69</i>
Jaime Ayala – DO/Business Services Assistant Superintendent Ernie Guillen Director, Energy Education	<i>EnergyCAP Training November 8-9, 2011 State College, PA No Cost to the District</i>
Bertha Arreguin – DO/LSS Director	<i>12th Annual Accountability Leadership Institute for English San Diego, CA December 4-6, 2011 Title III funds: \$847.78</i>

BUDGET IMPLICATIONS: General Fund Expenditure: \$2,132.47

RECOMMENDATION: That the Board approve conference attendance as presented.

ACTION: On motion of Board Member _____ and _____, the Board approved the above recommendation as presented.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Ingrid Munsterman, Assistant Superintendent, Human Resources Division

SUBJECT: Approval of Classified Reclassification Option 1 or Option 2 for Employee EIN 6645

GOAL: Personnel Development

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: Each year, the District and CSEA meets to review reclassification requests of classified employees. Article 7.3 of the CSEA Agreement states that as a result of the gradual increase of duties being performed by a unit member and where the duties will be extended on a continuing basis, the incumbent shall be entitled to have the position considered for an upgrade to a higher classification.

All reclassification requests are reviewed by a Reclassification Committee composed of three CSEA appointees and three District appointees. The committee reviews each request and makes a recommendation to the Board of Education for its approval or disapproval. If no agreement is reached, the Board of Education shall make the final decision. Reclassifications shall be effective retroactive to July 1, 2011.

Office Assistant II: One (1) incumbent (EIN 6645) submitted a reclassification request.

After reviewing the reclassification request for employee EIN #6645 the Reclassification Committee could not reach an agreement on whether the employee was working outside the current job description of Office Assistant II. Therefore the committee presents two options for Board consideration:

Option 1 – The District finds that incumbent #6645 was working within the current job description of Office Assistant II therefore no reclassification is recommended.

Option 2 – CSEA finds that incumbent #6645 was working outside the current job description of Office Assistant II therefore reclassification to the position of Administrative Assistant I, Range 47 of the classified salary schedule is recommended.

BUDGET IMPLICATIONS:

Option 1 – No impact to the General Fund

Option 2 – General Fund Expenditure:

- Approximately \$1,878 fiscal year 2011/12
- \$3,792 fiscal year 2012/13
- \$5,784 fiscal year 2013/14
- \$7,872 beginning fiscal year 2014/15, on-going

RECOMMENDATION: That the Board approve the Classification Reclassification Option 1 or Option 2 for employee EIN 6645.

ACTION: On motion of Board Member _____ and _____, the Board approved Classification Reclassification Option ____ for employee EIN 6645 as presented.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Ingrid Munsterman, Assistant Superintendent, Human Resources Division

SUBJECT: Approval of Classified Reclassification Option 1 or Option 2 for Employee EIN 8060

GOAL: Personnel Development

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: Each year, the District and CSEA meets to review reclassification requests of classified employees. Article 7.3 of the CSEA Agreement states that as a result of the gradual increase of duties being performed by a unit member and where the duties will be extended on a continuing basis, the incumbent shall be entitled to have the position considered for an upgrade to a higher classification.

All reclassification requests are reviewed by a Reclassification Committee composed of three CSEA appointees and three District appointees. The committee reviews each request and makes a recommendation to the Board of Education for its approval or disapproval. If no agreement is reached, the Board of Education shall make the final decision. Reclassifications shall be effective retroactive to July 1, 2011.

Accounting Assistant II: One (1) incumbent (EIN 8060) submitted a reclassification request.

After reviewing the reclassification request for employee EIN #8060 the Reclassification Committee could not reach an agreement on whether the employee was working outside the current job description of Accounting Assistant II. Therefore the committee presents two options for Board consideration:

Option 1 – The District finds that incumbent #8060 was working within the current job description of Accounting Assistant II therefore no reclassification or out-of-class pay is recommended.

Option 2 – CSEA finds that incumbent #8060 was not working within the current job description of Accounting Assistant II therefore out-of-class pay for one year for performing the duties of an Accounting Technician (Range 50) is recommended.

The incumbent's job duties have been revised since the reclassification was submitted.

BUDGET IMPLICATIONS: **Option 1** – No impact to the General Fund
Option 2 – General Fund Expenditure: Approximately \$996

RECOMMENDATION: That the Board approve the Classification Reclassification Option 1 or Option 2 for employee EIN 8060.

ACTION: On motion of Board Member _____ and _____, the Board approved Classification Reclassification Option ____ for employee EIN 8060 as presented.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: Approval of Colton-Redlands-Yucaipa Regional Occupational Program (CRY-ROP) Master Agreement for Programs and Services for the 2011-12 School Year

GOAL: Student Performance, Personnel Development, Community Relations & Parent Involvement

STRATEGIC PLAN: Strategy #5 – College Career

BACKGROUND: Pursuant to Ed Code 52300 et seq., CRY-ROP is authorized to establish and maintain Regional Occupational Program activities at various locations within the District pursuant to the Grants of Authority contained in the Joint Powers Agreement. Master agreement for Programs and Services is renewed annually. In addition there are addendums to the Master Agreement which apply to Colton Joint Unified School District, which are as follows:

Addendums applicable to Colton Joint Unified School District:

- A – Support Services – Supplies, Services, & Safety Training
- B – Support Services – Classrooms
- C – Support Services – Career Guidance
- F – Invoice Format
- G – Lease of Property
- G-1 – Use of Facilities
- I – Payment of Copier Costs

BUDGET

IMPLICATIONS: In-kind contribution not to exceed \$3,000

RECOMMENDATION: That the Board approve the Colton-Redlands-Yucaipa Regional Occupational Program (CRY-ROP) Master Agreement for Programs and Services for the 2011-12 School Year.

ACTION: On motion of Board Member _____ and _____, the Board approved the agreement as presented.

**MASTER AGREEMENT
FOR
PROGRAMS AND SERVICES**

**COLTON-REDLANDS-YUCAIPA REGIONAL OCCUPATIONAL PROGRAM
COLTON JOINT UNIFIED SCHOOL DISTRICT
REDLANDS UNIFIED SCHOOL DISTRICT
YUCAIPA CALIMESA JOINT UNIFIED SCHOOL DISTRICT**

This agreement is entered into this 1st day of July, 2011 between the Colton-Redlands-Yucaipa Regional Occupational Program, hereinafter referred to as "CRY-ROP" and the Colton Joint Unified, Redlands Unified, and Yucaipa Calimesa Joint Unified School Districts, hereinafter referred to as "Districts",

WITNESSETH:

WHEREAS, pursuant to Education Code Section 52300 et seq., CRY-ROP is authorized to establish and maintain Regional Occupational Program activities at various locations within the Districts pursuant to the Grants of Authority contained in the Joint Powers Agreement between the forenamed Districts, and

WHEREAS, the Districts wish to cooperate with CRY-ROP in establishing and maintaining such program(s) for the purpose of providing vocational education and services to the students of the forenamed Districts; now therefore, be it resolved that the Districts and CRY-ROP agree as follows:

A. GENERAL PROVISIONS

1. It is agreed that this is a Master Agreement and that each program/service will be mutually agreed upon and offered to students only after each program/service has been approved, when legally necessary, by the State Department of Education, the CRY- ROP Governing Board, the Subject Matter Advisory Committee, and the Districts.
2. Changes within each Addendum budget, which will not cause an increase in the total fund requirements of CRY-ROP and/or the Districts, may be authorized by written mutual consent between CRY-ROP and the Districts.
3. All property acquired in connection with an activity, unless otherwise specified by the Agreement, is the property of CRY-ROP, who has responsibility for approval of its location and utilization.

4. Use of equipment and/or facilities acquired by the Districts for CRY-ROP is limited to CRY-ROP activities unless use for other purposes with specific conditions is authorized in writing by the CRY-ROP Superintendent.
5. CRY-ROP students shall be subject to the rules and regulations of the Districts during the hours that they are using District facilities.
6. The term of this Agreement is from July 1, 2011 to June 30, 2012. In the event that a new agreement is not consummated prior to June 30, 2012, all programs and services as outlined shall continue under the conditions stated in the current agreement.
7. Any agreement between the Districts and other agencies entered into for the purpose of conducting these activities and for which payments will be made from funds in each program budget must be approved in advance by CRY-ROP.
8. The Districts have authorized the County Superintendent of Schools to transfer to CRY-ROP the District's share of funding generated by CRY-ROP according to the statutory changes in the Budget Act of 2008. The transfer of funds to CRY-ROP shall be in accordance with appropriate State Apportionment Documents and should occur concurrently with transfers to the Districts.
9. The Districts shall be responsible for and hold CRY-ROP harmless from all damages, losses, and liability for injuries caused to or imposed upon CRY-ROP by reason of the condition of the Districts' property, facilities, or equipment. The Districts agree to insure and hold harmless CRY-ROP against any and all claims for injuries to students, public, or property, by reason of any accident or happening in or upon the District's property or any improvements thereon as a result of negligence or willful misconduct of the Districts, including officers, employees, agents, or representatives of the Districts.
10. CRY-ROP shall be responsible for and hold the Districts harmless from all damages, losses, and liability for injuries caused to or imposed upon the Districts by reason of the condition of CRY-ROP property, facilities, or equipment. CRY-ROP agrees to insure and hold harmless the Districts against any and all claims for injuries to students, public or property, by reason of any accident or happening in or upon CRY-ROP's property or any improvements thereon as a result of negligence or willful misconduct of CRY-ROP, including officers, employees, agents, or representatives of CRY-ROP.
11. CRY-ROP and the Districts agree to obtain and maintain in force during the term of this Agreement a policy or policies of Comprehensive General and Auto Liability insurance with coverage limits of not less than \$5,000,000 per occurrence. CRY-ROP and the Districts shall each name the other as additional insured on their

respective liability policies. Certificates of Insurance and Additional Insured Endorsements shall be provided to CRY-ROP and the Districts by their respective carriers. The coverage required herein may be satisfied through a self-insurance program or pooling authority providing such coverage, if mutually acceptable by the parties to this Agreement. CRY-ROP shall be responsible for Workers' Compensation Insurance coverage for students involved in community classroom training regardless of the student's district of residence.

12. CRY-ROP and the Districts agree to participate in student data interface and transfer for the purpose of ROP attendance, student data, reporting and accountability.
13. The following Addendums apply to all Districts: A, B, C, F, G, G-1
14. The following Addendums applies to Colton: I,
15. The following Addendums apply to Redlands: D, E, H, I, K
16. The following Addendums apply to Yucaipa-Calimesa: D, I
17. This Agreement may be amended, modified, or addendums added from time to time by mutual agreement of all parties. Should any portion, term, or provision of this agreement be deemed invalid by a court of competent jurisdiction, the validity of the remaining portions shall not be affected thereby.
18. Any future agreements, or portions thereof, between the Districts and CRY-ROP may be terminated, amended or modified by serving a written notice no later than December 31, 2011.

Executed in the County of San Bernardino on the dates specified below.

DATE: 9/26/11
Stephen Honan
CRY-ROP Superintendent

DATE: _____

CJUSD Superintendent

DATE: _____

RUSD Superintendent

DATE: _____

YCJUSD Superintendent

ADDENDUM A

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

SUPPORT SERVICES --- SUPPLIES, SERVICES, & SAFETY TRAINING

The Districts Shall:

Upon request of the CRY-ROP Superintendent or designee, and with the concurrence of the respective District Superintendent or their designee, provide building and grounds repair, instructional, maintenance and office supplies (District warehouses), site maintenance, data processing, petroleum, oil, lubricants, student transportation, classified and certificated substitute services as may be available and/or any other items or services not listed but mutually agreed upon. Costs not to exceed as follows:

Colton Joint USD	\$ 3,000
Redlands USD	\$20,000*
Yucaipa-Calimesa Joint USD	\$ 3,000

* Includes \$15,000 for warehouse orders and \$5,000 for vehicle (fuel) supplies.

NOTE: The amounts listed above are for planning purposes. All support services provided by the Districts are done so at the formal request of CRY-ROP. The Districts shall require written authorization from CRY-ROP when the amounts listed above will be exceeded.

The districts shall include the ROP industrial/technology teachers in any safety training conducted for their industrial/technology teaching staff.

ADDENDUM B

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

SUPPORT SERVICES-CLASSROOMS

The Districts shall (to the extent possible):

Upon the request of the CRY-ROP Superintendent or designee, and with the concurrence of the respective District Superintendent or their designee, provide classroom spaces and suitable facilities to give laboratory type learning experiences to CRY-ROP students.

The Districts shall also furnish all in-kind services, such as utilities, security alarms, custodial, technology infrastructure, maintenance service, telephone service and a class period bell system.

ADDENDUM C

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

SUPPORT SERVICES --- CAREER GUIDANCE

The Districts and CRY-ROP Agree that:

The establishment of a Career Guidance Center on the District's high school campus is necessary in order to provide career guidance and counseling services, subject to the following conditions:

1. The Districts shall provide essential guidance and counseling support services and facilities (if available) for operation of a Career Guidance Center.
2. If the Districts cannot provide adequate facilities, the Districts shall provide property (if available) and appropriate support services for the placement of facilities to be provided by CRY-ROP (if feasible). Should this action be necessary, Addendum G specifies the terms and conditions for leasing property to CRY-ROP.
3. CRY-ROP shall assign Career Guidance Specialists up to 180 school days, unless otherwise stipulated, to support the district/school site career guidance plan, and to support career guidance center services and activities.
4. The salaries of the CRY-ROP Career Guidance Specialists shall be paid by the CRY-ROP.
5. The assignment of a CRY-ROP Career Guidance Specialist shall be at the discretion of the ROP superintendent and based upon such factors such as the number of CRY-ROP course offerings, student participation, funding and guidance activities. Career Guidance Specialist duties are described in number 7.
6. All property acquired by CRY-ROP and placed in the Career Guidance Centers shall be identified as such, and shall be maintained by CRY-ROP.

ADDENDUM C, continued

7. The CRY-ROP Career Guidance Specialist shall provide career guidance, recruitment, and placement services as follows:
 - a. Provide information on CRY-ROP programs, policies and procedures to students, parents, school district personnel and the community.
 - b. Promote, recruit, guide, and enroll eligible high school students, where appropriate, into CRY-ROP programs. Facilitate campus orientation for adult students.
 - c. Recruit students for the purpose of maintaining all CRY-ROP classes at a minimum capacity level. All classes must be enrolled at a cost effective level established for each program.
 - d. Administer and interpret interest surveys, aptitude tests and other vocational assessment tests to potential CRY-ROP students in conjunction with the campus guidance department.
 - e. Monitor CRY-ROP students' progress, contacting parents, teachers, counselors, and CRY-ROP personnel as necessary to enhance the students' learning experience.
 - f. Interface with the CRY-ROP staff and school district personnel on issues dealing with the operation of CRY-ROP classes, enrollments, scheduling of students, new class offerings, and attend meetings in order to articulate issues of mutual concern.
 - g. Issue campus admittance pass as necessary and/or disseminate information on district parking and other pertinent policies for adult students or students from other campuses.
 - h. Provide information to students regarding employment opportunities.
 - i. Provide support and assistance where appropriate in the coordination of Career Day and/or other promotional type activities, e.g., recruit participants, organize table arrangements, maps, crowd control systems, electrical hookups, hang banners, and advertise these activities by preparing news articles, delivering brochures, and preparing announcements.
 - j. Assist CRY-ROP instructors in development and presentation of employability units of instruction.

ADDENDUM D

Redlands USD
Yucaipa-Calimesa Joint USD

STUDENT STORES

WHEREAS, the Districts have available special facilities which may be used by the CRY-ROP for providing Retail training, and

WHEREAS, the Districts desire to have Student Stores operated at Redlands High School, Redlands East Valley High School, Citrus Valley High School, and Yucaipa High School; now, therefore, the parties agree as follows:

The Districts Shall:

1. Establish a Student Store at Redlands High School, Redlands East Valley High School, Citrus Valley High School, and Yucaipa High School.
2. Provide for the physical security of the facilities, utilities, custodial maintenance and telephone service.
3. Provide, in addition to the Student Store area, classroom facilities to be used for related instructional purposes by CRY-ROP, as well as tables, desks, and chairs as needed.
4. Prescribe Student Store operating hours in coordination with the CRY-ROP Teacher, Program Manager and the ASB.
5. Reimburse CRY-ROP for salary and benefit expenses incurred by CRY-ROP in support of the District's Student Store as indicated in Attachment A to this addendum.

CRY-ROP Shall:

1. Provide a properly credentialed and qualified teacher or qualified substitutes under the oversight of an assigned CRY-ROP Manager.
2. Develop operating policies and procedures for the Student Store in coordination with the respective ASB and High School Principal, with district approval.

ADDENDUM D, continued

3. Develop a list of all items to be sold at the Student Stores in coordination with the respective ASB and submitted through the High School Principal to the District Board of Education for approval, if required. This list will include normal high school supplies, student art supplies, and other appropriate items. Any new items to be added during the fiscal year must be approved by the ASB, High School Principal, and District Board of Education before being ordered and placed in stock. The CRY-ROP teacher is responsible for ordering the stock which is to be paid for by the ASB in accordance with District procurement procedures.
4. Assign responsibility to the CRY-ROP teacher to perform the following functions:
 - A. A physical inventory of all merchandise in stock will be taken quarterly by the CRY-ROP teacher on the last school day of each quarter using a master stock form created by the Student Store teacher and approved by the ASB. The original copy of the inventory will be given to the ASB Financial Secretary within 5 school days; and a copy of the inventory will also be given to the CRY-ROP Program Manager.
 - B. The CRY-ROP teacher will count all cash and checks received from the day's sales and make out a deposit slip in duplicate. The deposit slip and corresponding cash and checks will be given to the ASB Financial Secretary daily for deposit into the ASB account at a bank designated by the District.
 - C. The maximum dollar value of stock on hand at Yucaipa High School is limited to \$3,000 except for the months of August, September and October where the maximum will be \$10,500 to cover sales of gym clothes. The maximum dollar value of stock on hand at Redlands High School, Citrus Valley High School and Redlands East Valley High School is limited to \$8,000 except for the months of August and September where the maximum is \$20,000 due to sales of gym clothes. Any increase in this amount must be approved by the District.
 - D. All items in stock at a Student Store must have an ASB stock number. A stock numbering system will be set up by the ASB in coordination with the CRY-ROP teacher and the District Business Office.

- E. When purchasing stock for inventory in a Student Store, the purchase order request must list the stock number as well as a description of the item. All stock items will be listed separately on the purchase order request. Open purchase orders with "not to exceed limits" will be allowed at Yucaipa High School for the food and beverage vendors.
- F. All accounting procedures and internal controls jointly developed by the District Business Office and CRY-ROP will be implemented and followed by the CRY-ROP teacher and the ASB financial bookkeeper.

The ASB Under the Umbrella of the District Shall:

1. Provide all business licenses, permits, etc.
2. Provide for the maintenance and upkeep of all Student Store equipment and the upgrading or maintenance of the Student Store facility shall be the responsibility of the ASBs and the Districts in coordination with CRY-ROP.
3. Purchase all specialized equipment, such as Student Store cash registers, display cases, computers and printers which are necessary for the daily operation of the stores whereby the ASB is the recipient of the store's profit.
4. Receive all profits derived from the sale of merchandise. Eighty percent of the net profit for each year shall be transferred to the appropriate high school ASB account. This transfer will be made at the end of the year, so it will show on the June 30 financial statement. If the 80% transfer of the net profit would leave the Student Store with a cash flow problem for the next year, the District Business Office has the option of delaying this transfer until the subsequent year, but not later than March 31 of the following year. The remaining 20% will be transferred to the ASB account no later than March 31 of the subsequent year.
5. Receive and disburse all money on behalf of the Redlands High School, Redlands East Valley High School, Citrus Valley High School and Yucaipa High School Student Stores in accordance with accounting procedures and internal controls prescribed by the District's Business Office.
6. Provide a Student Store "Statement of Profit & Loss" to the Student Store Advisor, the District Business Office and the CRY-ROP Business Office on a quarterly basis.

ADDENDUM D, continuedAttachment A

Summary of Salary and Benefits at Redlands High School Student Store for Management for 2011-2012

EXPENSES:

Salary: 1 period x 180 days x \$38.76 (3I on CRY-ROP scale)	\$6,976.80
Health Benefits (1/6 of \$1,237.50)	\$2,103.80
STRS (8.25%)	\$575.59
Worker's Compensation (1.0682%)	\$74.53
Unemployment Insurance (1.61%)	\$112.33
Medicare (1.45%)	\$101.16
TOTAL *	\$9,944.21

Summary of Salary and Benefits at Redlands East Valley High School Student Store for management for 2011-2012

EXPENSES:

Salary: 1 hour x 180 days x \$37.81 (3H on CRY-ROP scale)	\$6,805.80
Health Benefits (1/6 of \$1,237.50)	\$2,103.80
STRS (8.25%)	\$561.48
Worker's Compensation (1.0682%)	\$72.70
Unemployment Insurance (1.61%)	\$109.57
Medicare (1.45%)	\$98.68
TOTAL *	\$9,752.03

*Additional hours may be charged for student store setup in the fall.

ADDENDUM D, continued

Attachment A, continued

Summary of Salary and Benefits at Citrus Valley High School for Management for 2011-2012

EXPENSES:

Salary: 1 period x 180 days x \$ 32.60 (3B on CRY-ROP scale)	\$5,868.00
Health Benefits (1/6 of \$1,237.50)	\$2,103.80
STRS (8.25%)	\$484.11
Worker's Compensation (1.0682%)	\$62.68
Unemployment Insurance (1.61%)	\$94.47
Medicare (1.45%)	\$85.09
TOTAL *	\$8,698.15

Summary of Salary and Benefits at Yucaipa High School Student Store for Management for 2011-2012

EXPENSES:

Salary: 1 hr x 175 days x \$39.73 (3J on CRY-ROP scale)	\$6,952.75
Health Benefits (1/6 of \$1,237.50)	\$2,103.80
STRS (8.25%)	\$573.60
Worker's Compensation (1.0682%)	\$74.27
Unemployment Insurance (1.61%)	\$111.94
Medicare (1.45%)	\$100.81
TOTAL *	\$9,917.17

*Additional hours may be charged for student store setup in the fall.

ADDENDUM D, continued

Attachment A, continued

The districts shall reimburse CRY-ROP for expenses upon receipt of an invoice submitted by CRY-ROP in the format specified in Addendum F. It is understood by all parties that the figures reflected here will be only estimates of costs. The CRY-ROP invoice shall indicate actual expense.

* Additional hours may be charged for the student store setup in the fall.

ADDENDUM E

Redlands USD

HEALTH BENEFITS PACKAGE

WHEREAS, The Redlands Unified School District can make available to CRY-ROP the same health benefit plans that are provided District employees; and

WHEREAS, The CRY-ROP Governing Board has authorized a benefit allocation for CRY-ROP employees; now, therefore, be it Resolved, that the parties agree as follows:

1. The District shall, on a year-to-year basis, make available to CRY-ROP the same health benefits plans that are provided District employees. CRY-ROP shall advise the District as to which health plans it wishes to provide to CRY-ROP employees. The District shall include the names of CRY-ROP employees on the District's eligibility lists and pay the premiums for the CRY-ROP employees designated.
2. CRY-ROP will reimburse the District for all monies expended on behalf of CRY-ROP for premiums plus CRY-ROP's portion of the administrative fees (12 months of billing). Billings and reimbursements shall be in accordance with the procedures specified in the basic agreement.
3. The District, acting on behalf of CRY-ROP, shall select an insurance agency to service the benefit plans as needed.

ADDENDUM F

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

INVOICE FORMAT

THIS BILLING IS IN ACCORDANCE WITH REQUIREMENTS AS SET FORTH BY THE STATE OF CALIFORNIA FOR REGIONAL OCCUPATIONAL PROGRAMS JOINT POWERS FOR REPORTING EXPENDITURES MADE UNDER CONTRACT ARRANGEMENTS WITH SCHOOL DISTRICTS.

SALARIES	_____
STRS	_____
PERS	_____
MEDICARE/SOCIAL SECURITY	_____
H & W	_____
UI	_____
W C	_____
SUBSTITUTE	_____
CUSTODIAL	_____
OTHER (SPECIFY)	_____
TOTAL DUE	_____

BILLING AGENCY _____

PROGRAM (If applicable) _____

MASTER AGREEMENT REFERENCE _____
Section, Paragraph, Addendum

ADDENDUM G

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

LEASE OF PROPERTY

Whereas, the Districts own real property that can be leased to CRY-ROP for the purpose of placing CRY-ROP facilities thereon, and

Whereas, CRY-ROP desires to lease a portion of said property for such purposes in order to conduct programs mutually agreed upon; now therefore, the parties agree as follows:

1. The Districts agree to lease to CRY-ROP, on a year to year basis, certain properties to be used for the placement of CRY-ROP facilities and to provide CRY-ROP access thereto.

The use of this land by CRY-ROP shall include the use of restroom and other facilities on adjacent land owned by the District including, but not limited to, parking areas in other areas of the respective campuses.

2. CRY-ROP shall pay to the District the sum of \$1.00 (one dollar) per year as rent for the leased property.

ADDENDUM G-1

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

USE OF FACILITIES

WHEREAS, both CRY-ROP and the Districts are committed to providing school to career, career oriented, competency based vocational programs for high school students on the high school campuses, and

WHEREAS, this commitment is predicated upon the understanding that the parent districts will provide the facilities in which these programs can be carried out. Furthermore, it is also recognized that CRY-ROP owns certain facilities which may be utilized by the parent districts for their general educational programs;

NOW THEREFORE, the parties agree as follows:

A. THE DISTRICTS WILL:

1. Provide adequate facilities to be used by CRY-ROP to carry out mutually agreed upon vocational programs of instruction. The following classrooms have been and will continue to be used as ROP classrooms:
 - a. Colton High School – Rooms 215, 253, 355, 456, 468, 504A&B, 505A, 508 and 509
 - b. Bloomington High School – Rooms 102, 111, 121, 285, 311, 314, 315, B4, B8 and library annex
 - c. Redlands High School – Rooms 11, 12, R3, 42, 43, 73 and Auto Body Shop & S8-Auto Shop
 - d. Redlands East Valley High School – Rooms D135, D140, D141, S5, S6, S7, S8 and E101
 - e. Citrus Valley High School – E116, E117, E124, E167 and E168
 - f. Yucaipa High School – Rooms A14, A15, C4, E10, H8, H9, Q106, Q109 and O14

2. Agree that ROP classes will not be relocated without the mutual consent of the participating Districts and CRY-ROP.
3. Provide in-kind services, such as custodial and maintenance services, technology infrastructure, security, utilities, telephone services, and class period bells.
4. Include both District classrooms used by CRY-ROP and CRY-ROP facilities, described in Part B-1, in their Deferred Maintenance Plans. Costs associated with the implementation of the Plan will be initially borne by the Districts.
5. The Districts will include both District classrooms used by CRY-ROP and CRY-ROP owned facilities in their plans to upgrade the campus infrastructure for technology to the classrooms. Costs associated with implementation of these plans will be borne by the Districts.
6. Other facilities may be shared by the Districts and CRY-ROP as is mutually agreeable on a year to year basis.

B. CRY-ROP WILL:

1. Continue to hold title to the following facilities on district property:
Colton High School: Classrooms 510 and 511
Redlands High School: Auto Body Classroom, Paint Booth and Career Center
Yucaipa High School: Classroom L1
2. Provide the use of the agricultural building at Colton High School and the relocatable classroom at Yucaipa High School to the respective Districts for use in the general education programs of the Districts.
3. Provide a facility for career guidance services to all students at the Redlands High School campus.
4. Will not relocate District classes held in ROP facilities without the mutual consent of the participating Districts and CRY-ROP.
5. Bear the costs of all tenant improvements not covered in the District's Deferred Maintenance Plan due to remodeling of District facilities to CRY-ROP specifications. Such improvements will not be done without the prior approval of the District.

ADDENDUM G-1, Continued

6. Reimburse the Districts for Deferred Maintenance Projects on those facilities covered in this addendum at a rate not to exceed the District's contribution to the Deferred Maintenance Fund in the year the repairs/improvements are made.
7. Bear all costs in hooking up computer equipment to the District's infrastructure at the point where the infrastructure enters the classroom.
8. The parties agree that, unless provided otherwise in this agreement, upon termination the CRY-ROP facilities, irrespective of their nature, i.e., permanently affixed to the real property or otherwise, shall remain the personal property asset of the CRY-ROP, and shall thereafter be subject to disposition by the CRY-ROP in a timely manner as it deems appropriate.

LEASE OF EQUIPMENT

WHEREAS, CRY-ROP owns the equipment listed in Attachment A,

WHEREAS, the Districts desire to lease said equipment, now therefore, the parties agree as follows:

1. CRY-ROP agrees to lease on a year to year basis, the equipment listed in "Attachment A" to Redlands Unified School District.
2. CRY-ROP shall retain the legal title to the equipment during the term of the lease and any renewals thereof. The equipment shall be identified as CRY-ROP equipment and listed on the CRY-ROP inventory file. During the CRY-ROP annual inventory, the Districts shall initial the inventory listing of said equipment thereby attesting to the possession of same.
3. The Districts shall be responsible for the proper care, security, repair and maintenance of the equipment. The vendor or vendors, mutually agreed upon by both parties shall be used to maintain the equipment. The Districts shall pay for all repairs and service of the equipment.
4. The Districts shall provide and maintain, in force, insurance protection of this equipment by including it as part of the Districts' property insurance policy. CRY-ROP shall be named as loss payee insured as it relates to insurance protection of this equipment. Refer to the requirement for the issuance of Certificates of insurance which is specified under the general provisions of the basic agreement between the District and CRY-ROP.
5. Upon termination of this lease, the equipment shall be returned to CRY-ROP in the same condition as when originally leased to the Districts, less reasonable wear and tear.
6. Lease costs for said equipment shall be \$1.00 per year.

ATTACHMENT A

<u>QUANTITY</u>	<u>ITEM</u>	<u>LOCATION</u>
1	VCR - #6701	Redlands H.S. Career Guidance Center
1	Audio Visual Cart - #3583	Redlands H.S. Career Guidance Center

Colton Joint USD
Redlands USD
Yucaipa-Calimesa Joint USD

PAYMENT OF COPIER COSTS

WHEREAS, Colton Joint Unified School district has provided a copier located in the Career Center at Bloomington High School; and

WHEREAS, the copier is used by both District and CRY-ROP employees;

BE IT RESOLVED, that the District and CRY-ROP agree as follows:

The District shall:

1. Maintain the copier at Bloomington High School and pay all service invoices received during the period of this agreement, and provide all paper goods for its employees' use.

CRY-ROP shall:

1. Provide all paper goods for CRY-ROP employees' use.

It is further agreed that the agency that use the copier the most, shall also provide for ink toner, etc. for that copier.

WHEREAS, Redlands Unified School District has provided a copier located in the Career Center at Redlands High School; and

WHEREAS, the copier is used by both the District and CRY-ROP;

BE IT RESOLVED, that CRY-ROP will pay the District \$500 for the use of the copier upon receiving a District invoice.

WHEREAS, CRY-ROP has provided a copier located in the Career Center at Yucaipa High School; and

BE IT RESOLVED, that CRY-ROP and the District agree as follows:

CRY-ROP shall:

1. Maintain the copier at Yucaipa High School and pay all service invoices received during the period of this agreement.

The District shall:

1. Provide all paper goods for CRY-ROP and District employees' use.

It is further agreed that the agency that use the copier the most, shall also provide for ink toner, etc. for that copier.

ACADEMY PLANNING PERIOD STIPENDS

The Districts and CRY-ROP Agree that:

California Partnership Academy grants are funded to include collaborative planning sessions between the District and ROP academy teachers. In addition, the academy teachers provide service that is above and beyond the normal teaching assignment, including but not limited to:

1. Summer integrated curriculum writing
2. Weekend meetings and field trips
3. Before and after-school teacher meetings
4. Academy, steering committee and advisory meetings

The grant budget provides for all participating academy teachers (District and ROP) to receive a stipend equivalent to the value of an extra-period assignment. CRY-ROP will advance the stipend payment for 180 hours of service to the ROP academy teacher(s) as follows:

1. The participating California Partnership Academy grant for 2011-2012 includes the Health Education and Recreational Training (H.E.A.R.T.) and Redlands Business (ReBus) Academies.
2. CRY-ROP will select the participating CRY-ROP academy teachers. CRY-ROP will provide the School to Career Coordinator with the names of the participating CRY-ROP academy teachers.
3. CRY-ROP will pay the participating CRY-ROP academy teachers on a monthly basis through the CRY-ROP payroll system at the teacher's regular hourly rate for one planning period/day for 180 days.
4. Payment will be made for the months of September through June.
5. CRY-ROP will bill the Redlands Unified School District. The District will charge the appropriate Academy Grant and compensate CRY-ROP for the amount of the stipends paid to the CRY-ROP academy teachers.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: Approval of Partial Release of Retainage for Nevell Group, Inc. (Bid Package No. 9) for the Grand Terrace High School Project

GOAL: Facilities / Support Services

STRATEGIC PLAN: Strategy #4 – Facilities

BACKGROUND: Nevell Group, Inc. is requesting a partial release of their retention from 10% to 4%. Per legal counsel, staff is requesting a reduction to 5% to maintain sufficient funds until project completion (**10%=\$453,494.63 and 5%=\$226,747.32**).

Consent of Surety to Reduction has been obtained.

WLC Architects, Inc., Architect of Record, and Vanir Construction Management, Inc. agrees with this review and are also requesting approval for the partial release of retainage for Bid Package No. 9 – Nevell Group, Inc., in accordance with Specification Section 00700 – General Conditions, Article No. 9 – Progress Payment, Sub Item 9.6.1 – Payment to Contractor.

There is no impact to State Fund 35 because the amount retained has already been included in the original budget.

BUDGET IMPLICATIONS: No impact to State Fund 35

RECOMMENDATION: That the Board approve the partial release of retainage for Nevell Group, Inc. (Bid Package No. 9) for the Grand Terrace High School Project.

ACTION: On motion of Board Member _____ and _____, the Board approved the recommendation, as presented.



October 7, 2011, 2011

Melinda Ray

Vanir Construction Management

290 North D Street, Suite 900

San Bernardino, CA 92401

RE: Grand Terrace High School- Retention reduction

3001 enterprise street
suite 200
brea, ca 92821-6213
T 714.579.7501
F 714.579.7588
license #816857

san diego
3284 greyhawk court
suite 200
carlsbad, ca 92010
T 760.598.3501
F 760.598.3688
license #898726

www.nevellgroup.com

Dear Melinda,

In conjunction with Specification section 00700 General Conditions, Sub Item 9.6.1 we formally request a reduction in our contract retention to 4% allowing the 6% balance to be billed immediately.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Richard Holloway', is written over the printed name.

Richard Holloway

Project Executive

Cc Bruce Pasqua

Cc. Michael Nevell

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: Approval of the Agreement with EPIC Engineers to Provide Construction Staking for the Roadway Improvements on Main Street for Grand Terrace High School

GOAL: Facilities / Support Services

STRATEGIC PLAN: Strategy #4 – Facilities

BACKGROUND: On July 21, 2011, the Board approved the cooperative agreement between Riverside County, City of Grand Terrace, and the District for the planning and construction of the Main Street Improvement project for Grand Terrace High School.

This roadway improvement project is currently bidding, with construction scheduled to begin in January 2012. In accordance with the construction contract requirements, Riverside County, City of Grand Terrace, and the District will provide the construction staking for the project.

Based on Riverside County's estimated construction cost in conjunction with the scope of work, EPIC Engineering (Civil Engineer for the roadway improvement) will provide the necessary staking based on Time and Materials not to exceed \$143,150 for the entire project. The District's apportionment is estimated at \$59,000. The County will provide the final project cost which will be reconciled and allocated proportionally between the County, the City and the District. Riverside County, City of Grand Terrace, and District staff recommends that the Board approve the agreement with EPIC Engineer based on their experience and the cost benefits of their familiarity with the project.

BUDGET IMPLICATIONS: State Fund 35 Expenditure: \$59,000 (Estimated)

RECOMMENDATION: That the Board approve the agreement with EPIC Engineers to provide construction staking for the roadway improvements on Main Street for Grand Terrace High School.

ACTION: On motion of Board Member _____ and _____, the Board approved the agreement, as presented.

EPIC ENGINEERS

CIVIL ENGINEERING

LAND SURVEYING

September 29, 2011

Colton Joint Unified School District
851 S. Mount Vernon Ave. Ste. # 8
Colton, CA 92324
Attn: Owen Chang

RE: Grand Terrace High School Construction Staking for Main Street & Michigan Avenue

Dear Owen,

In accordance with the requirements for Construction Staking of the Main Street Improvements from Taylor Street to Michigan Avenue the following is a proposal for the required services. Of the improvements required it has been broken into the three government agencies at 5% for each of the areas as has been agreed to by separated agreements.

Agency:	Estimated Construction Cost:	5% of Costs:
Colton Joint Unified School District:	\$1,180,000	\$ 59,000
Riverside County Transportation:	\$1,490,000	\$ 74,500
City of Grand Terrace:	\$ 193,000	\$ 9,650
Total:	\$2,863,000	\$143,150

We will need to get a contractual agreement for these services as soon as possible. If Colton Joint Unified School District has any special requirements regarding the required construction staking indicated please give us a call.

Sincerely,



Erick D. Potter, RCE 53554, PLS 7721

EPIC ENGINEERS
R A T E S C H E D U L E

January, 2011

OFFICE:

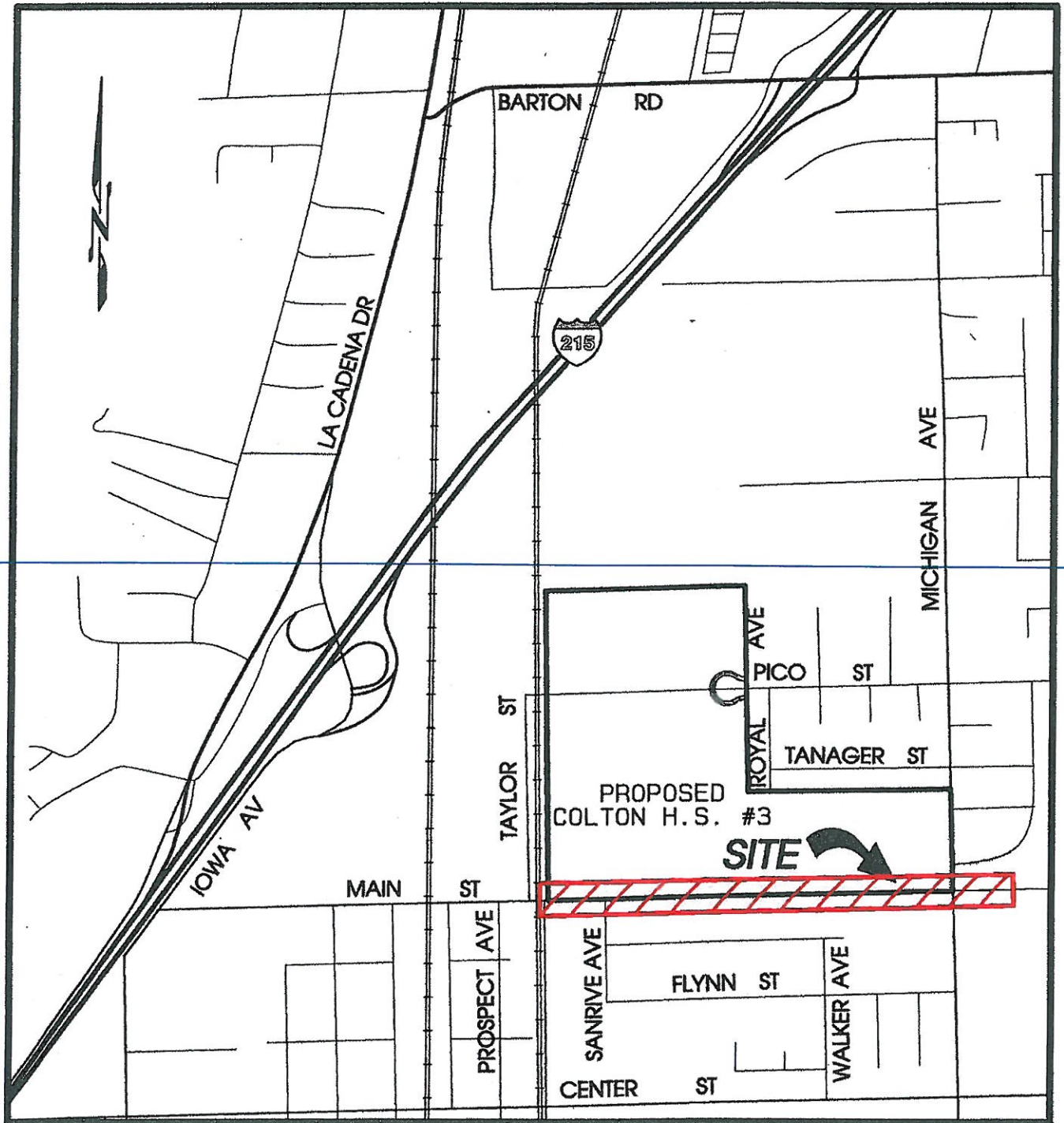
Principal _____	\$130.00 per hour
Engineer _____	\$125.00 per hour
Project Manager _____	\$ 85.00 per hour
Office Surveyor _____	\$ 95.00 per hour
Civil Designer _____	\$ 80.00 per hour
Draftsman _____	\$ 65.00 per hour
Clerical _____	\$ 35.00 per hour

FIELD:

Survey Crew _____	\$175.00 per hour
3-Man Survey Crew _____	\$210.00 per hour
Field Technician/Inspector _____	\$ 85.00 per hour
Qualified Storm Water Practitioner _____	\$ 90.00 per hour
Office survey calculations _____	\$ 75.00 per hour

Non-labor reimbursable expenses (such as special deliveries,) shall be paid at cost plus 10 percent. Fees and other charges will be billed monthly, and shall be due upon receipt of invoice. Any amount not paid within thirty (30) days of the billing date shall be considered delinquent, and shall bear a service charge of one and one half (1 1/2) percent per month on the unpaid balance not to exceed the annual interest allowed by law.

EXHIBIT A • VICINITY MAP



BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM
Second Reading

TO: Board of Education

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: **Proposed Amendment of Board Policy and Administrative Regulations:**
AR 1321 Solicitation of Funds From and By Students

GOAL: Student Safety, Community Relations and Parent Involvement

STRATEGIC PLAN: Strategy #1 – Communication

BACKGROUND: The Administration is updating Board Policies and Administrative Regulations under the guidelines of the California School Boards' Association.

The proposed Administrative Regulation 1321, *Solicitation of Funds From and By Students* was presented to the Board as a First Reading on October 6, 2011.

BUDGET IMPLICATIONS: No impact to the General Fund.

RECOMMENDATION: That the Board approve the Amendment of Board Policy and Administrative Regulations:
AR 1321 Solicitation of Funds From and By Students

ACTION: On motion of Board Member _____ and _____, the Board approved the amendment, as presented.

SOLICITATION OF FUNDS FROM AND BY STUDENTS

BP 1321

The Governing Board recognizes that student participation in fund-raising activities for the schools and nonprofit, nonpartisan charitable organizations can help develop a sense of social responsibility in students, enhance the relationship between the school and community, and contribute to the improvement of the school program.

Whether solicitations are made on behalf of the school or on behalf of a charitable organization, students shall not be barred from an event or activity because they did not participate in fund-raising. Potential donors, including parents/guardians and members of the community, should not be unduly pressured to contribute to the school system or charitable organizations. Staff is expected to emphasize the fact that donations are always voluntary.

The Superintendent or designee shall ensure that parents/guardians are informed of the purpose of fund-raisers.

Solicitations on Behalf of the School

With the prior written approval of the Superintendent or designee, official school-related organizations may organize fund-raising events involving students.

After the fund-raiser has been held, parents/guardians shall be informed how much money was raised and how it was spent.

Solicitations on Behalf of Charities

When approved in advance by the Superintendent or designee, nonprofit, nonpartisan organizations that are properly chartered or licensed by state or federal law may solicit students on school grounds during school hours and within one hour before school has opened and one hour after school has closed. (Education Code 51520)

Legal Reference:**EDUCATION CODE***51520 Prohibited solicitations on school premises**51521 Unlawful solicitations of contribution or purchase of personal property for benefit of public school or student body; exception***BUSINESS AND PROFESSIONS CODE***17510-17510.95 Charitable solicitations***PENAL CODE***319-329 Raffles***REVENUE AND TAX CODE***6361 Sales tax exemption for certain sales***CODE OF REGULATIONS, TITLE 8***11706 Dangerous activities and occupations*

(9/87 9/90) 7/03

ADMINISTRATIVE REGULATION**SOLICITATION OF FUNDS FROM AND BY STUDENTS****AR 1321**

The Superintendent or designee shall approve all fund-raising activities at least 15 days before the activity. If the event involves a contract with a commercial vendor, the Superintendent or designee shall review the contract.

In order to minimize interruptions to the educational program, staff shall limit fund-raising activities to appropriate time periods designated by the principal.

No student shall be required to raise a specified amount of money in order to participate in an activity sponsored by a school-related organization.

Students engaged in fund-raising activities on behalf of the school or for school-related projects are expected to be courteous and respectful towards all individuals and businesses.

~~Car washes are not permitted as fundraising activities.~~

Door-to-Door Sales

Elementary students shall not participate in fundraising activities which involve “door to door” selling activities. Although door-to-door sales are permitted for middle school and high school students, the principal of these campuses are to use good judgment in selecting fund raising activities and selling tactics that reflect credibility on the District. Door-to-door sales are not permitted for non-ASB fundraising activities.

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ACTION ITEM

TO: Board of Education

PRESENTED BY: Jerry Almendarez, Superintendent

SUBJECT: Adoption of Resolution No. 12-12, *Restore Budgetary Flexibility Needed as a Result of AB 114*

GOAL: Student Performance and Community Relations

STRATEGY: Strategy #1 – Communication Strategy #4 – Facilities
Strategy #2 – Curriculum Strategy #5 – College Career
Strategy #3 – Decision Making Strategy #6 – Character

BACKGROUND: With the state Legislature back in session, CSBA has drafted a sample resolution school boards can adopt to call for changes to Assembly Bill 114, part of the state budget package.

AB 114 “requires local educational agencies to ignore the possibility of mid-year budget cuts in planning their own budgets,” despite other budget provisions that would trigger as much as \$1.7 billion in cuts to schools if state revenues fall short of projections, the sample resolution reads. “AB 114 could result in some local educational agencies becoming financially insolvent and subject to state receivership through no fault of their own.”

BUDGET IMPLICATIONS: No impact to the General Fund

RECOMMENDATION: That the Board of Education adopt Resolution No. 12-12, *Restore Budgetary Flexibility Needed as a Result of AB 114* as presented..

ACTION: On motion of Board Member _____ and _____, the Board adopted Resolution No. 12-12, *Restore Budgetary Flexibility Needed as a Result of AB 114* as presented.

Colton Joint Unified School District

*Restore Budgetary Flexibility Needed
as a Result of AB 114*

Resolution No. 12-12

WHEREAS, AB 114 contains several provisions which would make it nearly impossible for the Colton Joint Unified School District and all local educational agencies in the state to manage mid-year cuts; and

WHEREAS, AB 114 requires local educational agencies to ignore the possibility of mid-year budget cuts in planning their own budget “trigger”; and

WHEREAS, AB 114 restricts that ability of local educational agencies to deal with mid-year budget cuts if the budget “trigger” is pulled; and

WHEREAS, it is becoming increasingly likely that the budget “trigger” will be pulled; and

WHEREAS, the legislation is an unprecedented intrusion into the ability of local educational agencies to manage their own resources; and

WHEREAS, AB 114 could result in some local educational agencies becoming financially insolvent and subject to state receivership through no fault of their own; and

WHEREAS, this legislation could force the elimination of sorely needed educational programs; and

WHEREAS, AB 114 recklessly ties the hands of local educational agencies; and

WHEREAS, AB 114 was irresponsibly passed in the late hours with no public review on input;

THEREFORE, BE IT RESOLVED, that the Board of Education of the Colton Joint Unified School District respectfully requests that the Legislature and governor immediately restore the decisions making and budgetary flexibility that local educational agencies need to deal with mid-year budget cuts, should they occur.

❖ ❖ ❖ ❖ ❖ ❖ ❖ ❖ ❖ ❖ ❖

DULY ADOPTED by the Board of Education of the Colton Joint Unified School District of San Bernardino County, State of California, with a vote of ____ ayes, ____ nays, ____ absent, ____ abstentions, signed by the President and attested by the Secretary this 20th day of October, 2011.

Patricia Haro
President, Board of Education

Attest:

Jerry Almendarez
Secretary, Board of Education

BOARD AGENDA

REGULAR MEETING
October 20, 2011

ADMINISTRATIVE REPORT

TO: **Board of Education**

PRESENTED BY: Jaime R. Ayala, Assistant Superintendent, Business Services Division

SUBJECT: **Approved Disbursements**

GOAL: Budget Planning

STRATEGIC PLAN:

Strategy #1 – Communication	Strategy #4 – Facilities
Strategy #2 – Curriculum	Strategy #5 – College Career
Strategy #3 – Decision Making	Strategy #6 – Character

BACKGROUND:

The Board of Trustees payment report is available at the Board of Education meeting for review. Items listed in the payment report have been approved and paid.

Disbursements have been paid as listed, from batch # 0449 through batch #0525 for the sum of \$4,505,059.50.

BUDGET IMPLICATIONS: \$4,505,059.50 paid from funds as listed in the payment report.

AR-8.1

