



# RIALTO

Unified School District

BOARD OF EDUCATION

Agenda, October 24, 2018



***“Bridging Futures  
Through Innovation”***

# **MISSION**

The mission of the Rialto Unified School District, the bridge that connects students to their future aspirations, is to ensure each student achieves personal and career fulfillment within a global society, through a vital system distinguished by:

- High expectations for student achievement
- Safe and engaging learning environments
- Effective family and community involvement
- Learning opportunities beyond the traditional school setting
- Appreciation of cultural diversity

## **RUSD Board of Education**

Joseph W. Martinez, President  
Edgar Montes, Vice President  
Nancy G. O'Kelley, Clerk  
Joseph Ayala, Member  
Dina Walker, Member  
Jazmin Hernandez, Student Member

## **RUSD Superintendent**

Dr. Cuauhtémoc Avila



### **Front Cover Picture**

Family Math Night at Rialto High School... Students, staff and parents: harmony, knowledge, and effective communication builds stronger student support.

**RIALTO UNIFIED SCHOOL DISTRICT**  
**Regular Meeting of the Board of Education**  
**Dr. John R. Kazalunas Education Center**  
**182 East Walnut Avenue**  
**Rialto, California**

**JOSEPH W. MARTINEZ**  
President

**NANCY G. O'KELLEY**  
Clerk

**DINA WALKER**  
Member



**EDGAR MONTES**  
Vice President

**JOSEPH AYALA**  
Member

**JAZMIN HERNANDEZ**  
Student Board Member

**CUAUHTÉMOC AVILA, ED.D.**  
Superintendent

**October 24, 2018**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee in writing.

**AGENDA**

**A. OPENING**  
**Call to Order – 6:00 P.M.**

**OPEN SESSION**

1. Comments on Closed Session Agenda Items. Any person wishing to speak on any item on the Closed Session Agenda will be granted three minutes.

**CLOSED SESSION**

**Moved**\_\_\_\_\_ **Seconded**\_\_\_\_\_

As provided by law, the following are the items for discussion and consideration at the Closed Session of the Board Meeting:

1. Public Employee Employment/Discipline/Dismissal/Release/  
Reassignment of Employees (Government Code section 54957)

**Administrative Appointment:**

- Energy Manager

2. Student Expulsions/Reinstatements/Expulsion Enrollments

3. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent; Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services; and Rhonda Kramer, Lead Personnel Agent, Personnel Services.

Employee organizations: California School Employees Association, Chapter 203 (CSEA), Rialto Education Association (REA), Communications Workers of America (CWA)

4. Review Liability Claim Numbers 17-18-08 and 18-19-03.

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_ Time:\_\_\_\_\_

**ADJOURNMENT OF CLOSED SESSION**

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

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_ Time:\_\_\_\_\_

**OPEN SESSION RECONVENED – 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**PRESENTATION BY MORGAN ELEMENTARY SCHOOL**

**REPORT OUT OF CLOSED SESSION**

**ADOPTION OF AGENDA**

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

Preferential Vote by Student Board Member: Aye:\_\_\_\_\_ No:\_\_\_\_\_ Abstain:\_\_\_\_\_

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**B. PRESENTATION**

1. High School – District Student Advisory Committee (DSAC)

2. Student Population Projections by Residence School Years 2017-2024 presentation by Davis Demographics

3. Parent Institute Planning Committee Recognition by Carol Mehochko, Agent: Special Programs
4. Career Technical Education (CTE) Presentation by Dr. Edward D'Souza, Lead Academic Agent, Math/Science and College/Career Pathways, and Juanita Chan, Coordinator, STEM & Related College/Career Pathways

**C. COMMENTS**

1. Public Comments from the Floor: At this time, any person wishing to speak on any item **not on** the Agenda will be granted three minutes.
2. Public Comments on Agenda Items: Any person wishing to speak on any item **on** the Agenda will be granted three minutes.
3. Comments from Association Executive Board Members: Rialto Education Association (REA), California School Employees Association (CSEA), Communications Workers of America (CWA), Rialto School Managers Association (RSMA).
4. Comments from the Superintendent
5. Comments from Members of the Board of Education

**D. PUBLIC HEARING**

**PUBLIC INFORMATION**

1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary covering July – September 2018. (Ref. D 1.1)

**CONSENT CALENDAR ITEMS**

All items on the Consent Calendar will be acted upon in one motion unless pulled by Board of Education members or the Superintendent for individual action.

**Approve Consent Calendar Items (Ref. E – J)**

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

**E. MINUTES**

1. Approve the minutes of the Regular Board of Education meeting held October 10, 2018. (Ref. E 1.1-16)

**F. GENERAL FUNCTIONS CONSENT ITEMS**

1. Second reading of revised Board Policy 0420(a-e); Philosophy, Goals, Objectives and Comprehensive Plans: School Plans/Site Councils.  
(Ref. F 1.1-5)
2. Second reading of revised Board Policy 1114(a-d); Community Relations: District-Sponsored Social Media.  
(Ref. F 2.1-4)
3. Second reading of revised Board Policy 3100(a-h); Business and Noninstructional Operations: Budget.  
(Ref. F 3.1-8)
4. First reading of revised Board Policy 1230(a-d); Community Relations: School-Connected Organizations.  
(Ref. F 4.1-4)
5. First reading of **NEW** Board Policy 3515.7(a-b); Business and Noninstructional Operations: Firearms on School Grounds. (Ref. F 5.1-2)
6. First reading of **NEW** Board Policy 3515.21(a-c); Business and Noninstructional Operations: Unmanned Aircraft Systems (Drones).  
(Ref. F 6.1-3)

**G. INSTRUCTION CONSENT ITEMS**

1. Approve the purchase of admission tickets (\$577.50) and transportation cost (\$1,012.10) for 55 parents of the Family Leadership Institute to visit the Museum of Tolerance on November 8, 2018, at a cost of \$1,589.60, to be paid from Title I, Part A funds.  
(Ref. G 1.1)
2. Approve ten (10) cadets (2 girls and 8 boys) of Eisenhower High School's MJROTC and two (2) chaperones (1 female and 1 male) to visit Washington, D.C., on November 12, 2018 through November 15, 2018.  
(Ref. G 2.1)
3. Approve to reimburse expenses for mileage, meals, and hotel for two (2) Model Continuation High School (MCHS) visiting committee members who will conduct the verification visit process at Milor Continuation High School on November 5, 2018 through November 7, 2018, at a cost of \$1,500.00, to be paid from the General Fund.  
(Ref. G 3.1)

**H. BUSINESS AND FINANCIAL CONSENT ITEMS**

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from September 22, 2018 through October 8, 2018, (sent under separate cover to Board Members). A copy for public review will be available at the Board Meeting.

2. Accept the listed donations from The Way Bible Fellowship and Lifetouch National School Studios, and request that a letter of appreciation be sent to the donors. (Ref. H 2.1)
3. Accept the second allocation for the Fresh Fruit and Vegetable Program Grant from the United States Department of Agriculture (USDA) for the following Schools: Bemis, Boyd, Casey, Curtis, Dunn, Henry, Kelley, Morgan, Morris, Morgan, Preston and Werner Elementary Schools in the amount of \$339,812.15. (Ref. H 3.1)
4. Approve an agreement with Cherie Francis, Licensed Occupational Therapist to provide Independent Education Evaluations (IEEs) effective October 25, 2018 through June 30, 2019, at a cost of \$2,500.00, to be paid from the Special Education fund. (Ref. H 4.1)
5. Approve an agreement with Pathfinder Ranch Science and Outdoor Education School to provide Science Camp for Fitzgerald Elementary School's 5<sup>th</sup> grade students from February 4, 2019 through February 6, 2019, at a cost of \$11,160.00, to be paid from Fitzgerald PTA funds. (Ref. H 5.1)
6. Approve Amendment No. 2 to the agreement with Knowland Construction Services for an increase of \$16,288.00 to the original contract amount of \$134,400.00 for a combined total not-to-exceed \$150,688.00 for extended inspection services at twelve (12) school sites during the construction of Phases 4, 5, and 6 of the Solar Energy Project, at a cost of \$16,288.00, to be paid from the General Fund – to be reimbursed by Onyx Renewable Partners L.P. at the end of the project. (Ref. H 6.1)

**I. FACILITIES PLANNING CONSENT ITEMS – None**

**J. PERSONNEL SERVICES CONSENT ITEMS**

- 1-3. Approve Personnel Report No. 1203 for classified and certificated employees. (Ref. J 1.1-3.1-3)
4. Adopt Resolution No. 18-19-15 authorizing the Lead Personnel Agent, Personnel Services, to assign various teachers at the secondary level, with their consent, to teach any subject in departmentalized classes below grade 9 if the teacher has completed 12 semester units, or 6 upper division or graduate semester units, in the subject to be taught. (Ref. J 4.1)

Preferential Vote by Student Board Member: Aye:\_\_\_\_\_ No:\_\_\_\_\_ Abstain:\_\_\_\_\_

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**K. DISCUSSION/ACTION ITEMS**

**Moved**\_\_\_\_\_ **Seconded**\_\_\_\_\_

1. Approve the change of date of the Board of Education meeting from Wednesday, December 5, 2018, to Friday, December 7, 2018, in order to be in compliance with Education Code Sections 5017, 35143 and 72000(c)(2)(A). (Ref. K 1.1)

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**Moved**\_\_\_\_\_ **Seconded**\_\_\_\_\_

2. Adopt Resolution No. 18-19-16 declaring the week of October 23-31, 2018, as National Red Ribbon Week and encourage all teachers, support staff, and students to participate in alcohol and drug prevention education programs and activities. (Ref. K 2.1)

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**Moved**\_\_\_\_\_ **Seconded**\_\_\_\_\_

3. Adopt Resolution No. 18-19-17 establishing a Supplemental Early Retirement Plan (SERP) for Certificated (Management or Non-Management), Classified (Management or Non-Management), Supervisory and Confidential employees of the Rialto Unified School District effective July 1, 2019. (Ref. K 3.1-3)

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**Moved**\_\_\_\_\_ **Seconded**\_\_\_\_\_

4. Approve an agreement with Keenan & Associates as the consultant to assist with the design, implementation and administration of a Supplemental Early Retirement Plan (SERP), effective October 25, 2018 through the duration of all benefits paid under the Plan over a period of five (5) years, at a 3.75% fee based on annual premiums, to be paid from the General Fund. (Ref. K 4.1)

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_

**Moved**\_\_\_\_\_ **Seconded**\_\_\_\_\_

5. Deny Liability Clam No. 17-18-08. (Ref. K 5.1)

Vote by Board Members: Ayes:\_\_\_\_\_ Noes:\_\_\_\_\_ Abstain:\_\_\_\_\_



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

6. Deny Liability Claim No. 18-19-03. (Ref. K 6.1)

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

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

7. Board Self-Evaluation Session: A discussion of results from the Board of Education's Self-Evaluation Report. (Ref. K 7.1-5)

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

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

8. Appoint President Joseph W. Martinez as the Voting Representative to the County Committee as successor for Member Dina Walker, who was elected as the Voting Representative at the December 6, 2017, Board of Education meeting, and is unable to serve.

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

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

9. Approve the recommendations of the Administrative Hearing Panel (AHP):

**STIPULATED EXPULSIONS**

Case Numbers:

18-19-10

18-19-9

18-19-7

18-19-5

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

The next regular meeting of the Board of Education of the Rialto Unified School District will be held on Wednesday, November 14, 2018, at 7:00 p.m., at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, California.

Materials distributed or presented to the Board of Education at the Board Meeting are available upon request from the Superintendent's Office.

**L. ADJOURNMENT**

**Moved – Student Board Member      Seconded** \_\_\_\_\_

Preferential Vote by Student Board Member: Aye: \_\_\_\_\_ No: \_\_\_\_\_ Abstain: \_\_\_\_\_

Vote by Board Members: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**Time** \_\_\_\_\_

**D PUBLIC HEARING**

**Williams Settlement Legislation**  
**Quarterly Uniform Complaint Report Summary**  
*For submission to school district governing board and county office of education*

District Name: Rialto Unified School District

Quarter covered by this report: July – September 2018

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
<b>Instructional Materials</b>	0	0	0
<b>Facilities</b>	0	0	0
<b>Teacher Vacancy and Misassignments</b>	0	0	0
<b>Totals</b>	0	0	0

UCP contact: Mr. Mohammad Z. Islam

Title: Associate Superintendent

Board Submission Date: 10/24/2018

Submitted by: Elizabeth Curtiss

Title: Academic Agent: Liberal Arts

Entered on Date: 10/05/2018

## E MINUTES

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**MINUTES  
RIALTO UNIFIED SCHOOL DISTRICT  
DR. JOHN R. KAZALUNAS EDUCATION CENTER  
182 EAST WALNUT AVENUE, RIALTO, CA 92376**

**October 10, 2018**

**A. OPENING**

**CALL TO ORDER AND ROLL CALL**

The regular meeting of the Board of Education of the Rialto Unified School District was called to order at 6:00 p.m. by President Martinez at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, CA 92376.

Members present: Joseph W. Martinez, President; Edgar Montes, Vice President; Nancy G. O'Kelley, Clerk; Joseph Ayala, Member; and Dina Walker, Member.

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Darren McDuffie, Ed.D., Lead Strategic Agent: Strategics, Congruence and Social Justice; Mohammad Z. Islam, Associate Superintendent, Business Services; and Kelly Bruce, Lead Innovation Agent, Education Services. Also present was Rosie Williams, Executive Secretary.

**OPEN SESSION**

1. Comments on Closed Session Agenda Items. Any person wishing to speak on any item on the closed session agenda will be granted three minutes.

Michael Montano, Rialto High School teacher, requested to speak in closed session. President Martinez agreed to hear his concerns in closed session.

**CLOSED SESSION**

Upon a motion by Member Walker, seconded by Vice President Montes, and approved by a unanimous 5-0 vote, the Board of Education entered into closed session at 6:03 p.m. to consider and discuss the following items:

1. Public Employee Employment/Discipline/Dismissal/Release/  
Reassignment of Employees (Government Code section 54957)

(Ref. E 1.1)

**Administrative Appointments:**

- Elementary Assistant Principal
- High School Assistant Principal
- Psychologists (2)

2. Student Expulsions/Reinstatements/Expulsion Enrollments

3. **CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent; Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services; and Rhonda Kramer, Lead Personnel Agent, Personnel Services.

Employee organizations: California School Employees Association, Chapter 203 (CSEA), Rialto Education Association (REA), Communications Workers of America (CWA)

4. Conference With Legal Counsel - Anticipated Litigation  
Government Code 54956.9 - 1 matter

5. Conference With Legal Counsel – Anticipated Litigation (Govt. Code 54956.9(d)(2))  
Significant exposure to litigation: Potential Claim by District Vendor under 42 U.S.C. § 1983

## **ADJOURNMENT OF CLOSED SESSION**

Upon a motion by Vice President Montes, seconded by Member Walker, and passed by a unanimous 5-0 vote, closed session adjourned at 7:00 p.m.

## **OPEN SESSION RECONVENED – 7:00 P.M.**

Members present: Joseph W. Martinez, President; Edgar Montes, Vice President; Nancy G. O'Kelley, Clerk; Joseph Ayala, Member; and Dina Walker, Member.

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Darren McDuffie, Ed.D., Lead Strategic Agent: Strategics, Congruence and Social Justice; Mohammad Z. Islam, Associate Superintendent, Business Services; and Kelly Bruce, Lead Innovation Agent, Education Services. Also present was Rosie Williams, Executive Secretary, and Jose M. Reyes, Interpreter.

## **PLEDGE OF ALLEGIANCE**

Eisenhower High School President and DSAC student Cesar Ramos-Castillo, led the Pledge of Allegiance, followed by Eisenhower High School Senior Tamarin Williams, who sang the National Anthem.

(Ref. E 1.2)

## **PRESENTATION BY EISENHOWER HIGH SCHOOL**

Eisenhower High School Ballet Folklorico dancers Cassandra Curiel and Zaraleen Hernandez, under the leadership of their Advisor, Ms. Jennifer Jimenez, performed a dance.

## **REPORT OUT OF CLOSED SESSION**

Superintendent Avila reported that the Board will need to return to closed session after the regular meeting.

**Prior to the adoption of the Agenda, President Martinez advised that item (Ref. G 1.1) and (Ref. H 6.1) are being pulled from the Agenda.**

## **ADOPTION OF AGENDA**

Upon a motion by Vice President Montes, seconded by Clerk O'Kelley, the Agenda was adopted, as amended, by Student Board Member Hernandez's preferential vote and a unanimous 5-0 vote by the Board of Education.

### **B. PRESENTATIONS**

#### **1. Middle School – District Student Advisory Committee (DSAC)**

The following DSAC students shared information and activities held at their schools:

Austin Teig and Rachel Montañez - Kolb Middle School  
Gabriela Gomez – Frisbie Middle School  
Tania Barajas – Jehue Middle School  
Tatiana Vargas – Rialto Middle School  
David Luviamo – Kucera Middle School

#### **2. Footsteps to Freedom presentation by Kelly Bruce, Lead Innovation Agent, Education Services**

Kelly Bruce, Lead Innovation Agent, Education Services; Hardy Brown, San Bernardino County Board of Education Trustee; Brenda Parker, DAAPAC President; Georgina Haymond, DAAPAC Parliamentarian; Leslie Evans, DAAPAC Secretary; David Muga, History/SS teacher at Rialto High School; Angela Brantley, Lead Student Services Agent; Teresa Brown, Agent: Induction/Teacher Support, shared their experiences while attending the Footsteps to Freedom trip. The PowerPoint presentation is attached - see pages Ref. E 1.13 to Ref E 1.16.

(Ref. E 1.3)



## C. COMMENTS

1. Public Comments from the Floor: At this time, any person wishing to speak on any item not on the Agenda will be granted three minutes.

Celia Saravia, representing Amigos Unidos, a support group for parents of children with special needs, congratulated the District for the Parent Summit. She stated that the Diaz brothers conducted an excellent presentation. She was extremely happy to see all the young people participating. She also thanked everyone involved in making this year's Parent Summit a success, and who are always present to help. She stated that the parents would have liked to have seen more motivation coming from the Principals. She thanked the Board and Superintendent Avila for all that they are doing for the District.

2. Public Comments on Agenda Items: Any person wishing to speak on any item on the Agenda will be granted three minutes.

There were no comments.

3. Comments from Association Executive Board Members: Rialto Education Association (REA), California School Employees Association (CSEA), Communications Workers of America (CWA), Rialto School Managers Association (RSMA)

Lisa Lindberg, REA President, shared two dates: 1) The last day to register to vote is October 22. Even if you are not 18 you can register, as long as you are 18 on election day; and 2) CTA School Board Dinner will be held on Thursday, December 6, 2018, at the Mission Inn.

Raquel Torres, CSEA President, announced that CSEA signed a tentative agreement during their negotiation session on September 28, 2018. Currently, they are awaiting paperwork to come back from their field office. They will then present it to their members and through the ratification they are hoping it will be successful and everything will pass. She shared information regarding Assembly Bill 1808 Education finance: education omnibus trailer bill. The bill states that \$50 million will be available for the State of California to be used for professional development funds for K-12 schools, with the first priority being school safety.

Heather Estruch, CWA Representative, stated that she hopes everyone is having a good evening.

4. Comments from the Superintendent
5. Comments from Members of the Board of Education

**D. PUBLIC HEARING - None**

**CONSENT CALENDAR ITEMS**

Upon a motion by Member Walker, seconded by Clerk O'Kelley, Items E – F8, G2 –H5, and H7 - J were unanimous approved by 5-0 vote by the Board of Education.

**E. MINUTES**

1. Approve the minutes of the Regular Board of Education meeting held September 26, 2018.

**F. GENERAL FUNCTIONS CONSENT ITEMS - None**

1. Second reading to delete Board Policy 1020(a-d); Community Relations: Youth Services.
2. Second reading of revised Board Policy 1113(a-d); Community Relations: District and School Web Sites.
3. Second reading of revised Board Policy 3280(a-e); Business and Noninstructional Operations: Sale or Lease of District-Owned Real Property.
4. Second reading of revised Board Policy 3320(a-b); Business and Noninstructional Operations: Claims and Actions Against the District.
5. Second reading of revised Board Bylaw 9310(a-e); Board Policies.
6. First reading of revised Board Policy 0420(a-e); Philosophy, Goals, Objectives and Comprehensive Plans: School Plans/Site Councils.
7. First reading of revised Board Policy 1114(a-d); Community Relations: District-Sponsored Social Media.
8. First reading of revised Board Policy 3100(a-h); Business and Noninstructional Operations: Budget.

## **G. INSTRUCTION CONSENT ITEMS**

***Item (Ref. G 1.1) was pulled from the agenda.***

- ~~1. Approve 85 cadets (55 males and 30 females) of the NJROTC to attend the NJROTC Area Eleven Leadership Academy at Rialto High School campus on October 13, 2018 through October 14, 2018. There will be District approved chaperones (six males and three females) and three (3) certified naval science instructors at the site that will continuously supervise cadets while in the classroom and on the field, at a cost of \$2,500.00, to be paid from the Site General Fund.~~
2. Approve Student No. 618801 and No. 3647331 to be exempt from all physical activities for the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the 2018-2019 school year.

## **H. BUSINESS AND FINANCIAL CONSENT ITEMS**

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from September 8, 2018 through September 21, 2018, (sent under separate cover to Board Members). A copy for public review will be available at the Board Meeting.
2. Accept the listed donations from Sons of the American Legion Post 421, Hawthorne Gardening/George Jimenez, Jr., and request that a letter of appreciation be sent to the donors.
3. Declare the specified surplus equipment and miscellaneous items as obsolete and not-serviceable for school use, and authorize the Superintendent/designee to sell or dispose of these items as specified in the Education Code Sections 17545 and 17546.
4. Approve CMAS No. 4-18-00-0085B for the purchase, warranty, and installation of floor covering products. Cost will be determined at time of purchase(s), and will be paid from the General Fund.
5. Approve an Affiliation Agreement with the University of California, Riverside, to assist current and future psychologists in completing state requirements for credentialing from November 1, 2018 through October 31, 2021, at no cost to the District.

***Item (Ref. H 6.1) was pulled from the Agenda.***

- ~~6. Approve Amendment No. 1 to the Agreement with Knowland Construction Services for an extension of the term of service from December 30, 2017 to December 31, 2018, and an increased cost of \$16,288.00, for a total combined cost not to exceed \$150,688.00, for inspection services during~~

(Ref. E 1.6)

~~the construction of Phases 4, 5, and 6 of the Solar Energy Project, at a cost of \$16,288.00, to be paid from the General Fund, and to be reimbursed by Onyx Renewable Partners L.P. at the end of the project.~~

7. Approve an agreement with Allard Engineering, to assist with the property line adjustment, effective October 11, 2018 through June 30, 2019, at a cost not-to-exceed \$7,900.00, including \$400.00 allowance for reimbursable expenses, to be paid from the General Fund.
8. Approve an agreement with PF Vision, Inc., to provide construction inspection services for the Eisenhower High School Softball Field Shade Structure and Restroom Project, effective October 11, 2018 through June 30, 2020, at a cost of \$26,000.00, to be paid from Measure Y Series "C" General Obligation Bonds Fund.
9. Approve Affiliation Agreement with California University of Science and Medicine (Agreement #I-15-20-32) from October 11, 2018 through June 30, 2020, at no cost to the District.
10. Approve an agreement with A.C.E.S. Education & Interpreting Services to provide American Sign Language (ASL) dictation interpreting services to hearing impaired students per their Individualized Education Plan (IEP), effective October 11, 2018 through June 30, 2019, at a cost of \$50,000.00, to be paid from the Special Education Fund.
11. Approve an agreement with Tapping in Motion to provide a six (6) week pilot program to District students on focusing and coping techniques to deal with stress caused by bullying, to decrease daily stress, increase coping skills, and self-calming techniques for self-empowerment, at no cost to the District.
12. Approve an agreement with Panorama Education for a one-year subscription of the Family Engagement Surveys, District-Wide, and Project Management from October 11, 2018 through October 11, 2019, to support the District-wide implementation of family surveys and management of social emotional learning surveys, at a cost not-to-exceed \$32,000.00, to be paid from Title I, Part A (parent involvement) Funds.
13. Approve an agreement with LivingWorks Education USA, Inc., for six (6) staff members to attend the ASIST Workshop in Anaheim on November 5, 2018 through November 9, 2018, which includes registration and materials, to support District-wide implementation of trainings focused on suicide prevention, at a cost not-to-exceed \$18,158.78, to be paid from Title II, Part A Funds.

14. Approve an agreement with Pathfinder Ranch Services and Outdoor Education School to provide Science Camp for Kordyak Elementary School's 5<sup>th</sup> grade students from April 24, 2019 through April 26, 2019, at a cost of \$14,000.00, to be paid from ASB Funds.
15. Approve an agreement with the Girl Scouts of San Geronio to provide transportation for workplace tours through the Classroom to Career program at Frisbie Middle School during the 2018-2019 school year. The cost of one (1) bus for each visit will be paid for by the Girl Scouts of San Geronio through grant funding, at no cost to the District.
16. Accept a grant from Target Corporate in the amount of \$2,000.00 to be used for supplies for the Morgan Elementary School Maker Space room.)
17. Approve an agreement with Pacific Hearing Services to complete audiological assessments, mobile, office, and Central Auditory Processing (CAP) assessments to current students during the regular 2018-2019 school year, at a cost of \$10,000.00, to be paid from Special Education Funds.
18. Ratify an agreement with Dannis Woliver Kelley, Attorneys at Law to provide legal services to the District, as needed, relating to mitigation for future school building projects, and negotiations with City, land developers, and builders, for the purpose of land acquisition, funding future schools and other facility related matters within the development plan areas, effective October 1, 2018 through June 30, 2019, with an annual option to renew per the proposed fee schedule at an estimated cost not-to-exceed \$30,000.00 annually including reimbursable expenses, to be paid from the General Fund and/or Fund 25 – Capital Facilities Fund.
19. Approve an agreement with Miller Architectural Corporation to provide architectural services for the Milor High School Cafeteria Expansion Project, effective October 11, 2018 through June 30, 2020, at a cost of \$27,572.00, to be paid from Measure Y Series "C" General Obligation Bonds Fund.
20. Approve an agreement with Data Scorpion to provide two (2) teachers and six (6) students at Morgan Elementary School lesson plans and training one (1) hour per week on geographic information system (GIS) concepts, applications and story mapping, effective October 11, 2018 through June 30, 2019, at a cost of \$2,560.00, to be paid from Title I Funds.

**I. FACILITIES PLANNING CONSENT ITEM - None**

(Ref. E 1.8)

**J. PERSONNEL SERVICES CONSENT ITEMS**

- 1-3. Approve Personnel Report No. 1202 for classified and certificated employees.

**K. DISCUSSION/ACTION ITEMS**

Upon a motion by Vice President Montes, seconded by Clerk O'Kelley, Item K1 was approved by a unanimous 5-0 vote by the Board of Education.

1. Approve an agreement with California Financial Services (CFS) to provide the development planning and mitigation negotiation services to the District, as needed, relating to mitigation for future school facilities projects, and negotiation with the City, land developers and builders, for the purpose of land acquisition, building future schools and other facility related matters within the development plan areas, effective October 11, 2018 through October 11, 2023, for an initial term of five (5) years, with an option to renew, for an estimated cost not-to-exceed \$50,000.00 for the initial term, to be paid from the General Fund and/or Fund 25 – Capital Facilities Fund.

Upon a motion by Member Walker, seconded by Clerk O'Kelley, Item K2 was approved by a unanimous 5-0 vote by the Board of Education.

2. Approve a one (1) year extension for Bid #17-08-003 – 72 Passenger Type "D" Electric School Bus from October 26, 2018 through October 26, 2019, at no cost to the District.

Upon a motion by Member Walker, seconded by Vice President Montes, Item K3 was approved by a unanimous 5-0 vote by the Board of Education.

3. Award Bid No. 18-19-001 for Eisenhower High School Softball Field Shade Structure and Restroom Project to IVL Contractors, Inc., effective October 11, 2018 through December 31, 2019, at a cost of \$289,350.00, to be paid from Measure Y Series "C" General Obligation Bonds Fund.

Upon a motion by Vice President Montes, seconded by Clerk O'Kelley, Item K4 was approved by a unanimous 5-0 vote by the Board of Education.

4. Adopt Resolution No. 18-19-12 declaring October 15-19, 2018, as National School Lunch Week and encourage all residents to become aware and concerned about their children's and their own nutrition habits, in the hope of achieving a more healthful citizenry for today and the future.

Upon a motion by Clerk O'Kelley, seconded by Member Walker, Item K5 was approved by a unanimous 5-0 vote by the Board of Education.

5. Adopt Resolution No. 18-19-13 declaring October 22-26, 2018, as National School Bus Safety Week and encourage all teachers, support staff, and students to participate in appropriate ceremonies, programs and activities.

Upon a motion by Member Walker, seconded by Vice President Montes, Item K6 was approved by a unanimous 5-0 vote by the Board of Education.

6. Approve an amendment to the agreement with Yardstick Management LLC, which was approved by the Board of Education on June 27, 2018, to provide Customer CARE Staff Development in the areas of Communication, Appreciation, Responsiveness, and Environment from July 1, 2018 through September 30, 2018. The amount of the agreement would be an increase of \$5,000.00 to cover a change of date, non-refundable travel costs, and consultant change fee, to be paid from the General Fund.

Upon a motion by Member Walker, seconded by Clerk O'Kelley, Item K7 was approved by a 4-1 vote by the Board of Education.

The vote was as follows:

President Martinez – Abstain

Vice President Montes – Aye

Clerk O'Kelley – Aye

Member Ayala – Aye

Member Walker - Aye

7. Adopt Resolution No. 18-19-14, excusing the absence of Board President Joseph W. Martinez from the Wednesday, September 12, 2018, Regular Meeting of the Board of Education.

Upon a motion by Member Walker, seconded by Clerk O'Kelley, Item K8 was approved by a unanimous 5-0 vote by the Board of Education.

8. Approve the recommendations of the Administrative Hearing Panel (AHP):

**REINSTATEMENT OF EXPULSION**

Case Numbers:

17-18-56

17-18-43

President Martinez announced the following:

The next regular meeting of the Board of Education of the Rialto Unified School District will be held on Wednesday, October 24, 2018, at 7:00 p.m., at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, California.

Materials distributed or presented to the Board of Education at the Board Meeting are available upon request from the Superintendent's Office.

### **RETURNING TO CLOSED SESSION**

Clerk O'Kelley motioned to return to closed session, it was seconded by Member Ayala, and approved by a unanimous 5-0 vote by the Board of Education, at 8:42 p.m.

### **ADJOURNMENT OF CLOSED SESSION**

Upon a motion by Clerk O'Kelley, seconded by Member Walker, and passed by a unanimous 5-0 vote, closed session adjourned at 9:08 p.m.

### **REPORT OUT OF CLOSED SESSION**

Superintendent Avila reported that in closed session the Board of Education took the following action:

- Accepted the administrative appointment of Jonathan Franco, Psychologist, Special Education, by 4-1 vote by the Board of Education. The vote was as follows:  
President Martinez – Aye  
Vice President Montes – Aye  
Clerk O'Kelley – Aye  
Member Ayala – Aye  
Member Walker – Abstain
- Accepted the administrative appointment of Noel Rodriguez, Psychologist, Special Education, by a unanimous 5-0 vote by the Board of Education.
- Accepted the administrative appointment of Michelle Stoker, Elementary Assistant Principal, Preston Elementary School, by a unanimous 5-0 vote by the Board of Education.
- Accepted the administrative appointment of Ricardo Garcia-Felix, High School Assistant Principal, Carter High School, by a unanimous 5-0 vote by the Board of Education.



L. **ADJOURNMENT**

Upon a motion by Member Walker, seconded by Clerk O'Kelley, and approved by a unanimous 5-0 vote by the Board of Education, the meeting was adjourned at 9:09 p.m.

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Clerk, Board of Education

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Secretary, Board of Education

# Rialto Unified School District

## Footsteps to Freedom Empathy for All Humanity



Presented by: Rialto USD 2018 Footsteps to Freedom Team  
October 10, 2018

The Rialto USD 2018 Footsteps to Freedom Team:



(Ref. E 1.13)

## So, What is Footsteps to Freedom?

*For over 22 years the Footsteps to Freedom Study Tour has partnered with the schools districts, the National Park Service and a host of amazing historians to lead a unique study tour experience for educators, parents and those interested in learning more about this important part of history.*

*For eight days each summer tour, participants learn first hand about the incredible courage of the people who sought freedom or who helped others achieve it along the central and lesser-known route of the Underground Railroad from Kentucky, to Ohio, to Michigan, to Canada, then to New York (Black Voice Foundation Incorporated, 2018)*

### Themes:

#### Context and Connections

- Storytelling - Encouraging Further Connections

#### Transformation

- Growth Mindset
- Slave vs. Enslaved

#### Empathy

- Realizing there are lenses other than our own, to view the world.
- Understanding others' perspectives of today, and of yesterday.

#### Equity and Action

- Having Access
- The responsibility we have as educators to ensure that our students know more than we did, and therefore, act in a manner that is more humane.



### Through the Lens of Parents:

- The Power of Language!
- Barriers: Literal and Figurative
- The Action of Directly Impacting Student Outcomes



### Through the Lens of Teachers:

- Empathy and Equity
- Action vs. Inaction
- Reflection on what we are really teaching our children



*Footsteps to Freedom helped all of us look towards the future, together, with better understandings, and growth mindsets . . . any questions?*



**Thank you Rialto Unified School  
District Board of Education and the  
Black Voice Foundation for this  
incredible opportunity!**



(Ref. E 1.16)

## **F GENERAL FUNCTIONS CONSENT**



## RIALTO UNIFIED SCHOOL DISTRICT

### Philosophy, Goals, Objectives and Comprehensive Plans

BP 0420(a)

#### SCHOOL PLANS/SITE COUNCILS

The Board of Education believes that comprehensive planning that is aligned with the District's Local Control and Accountability Plan (LCAP) is necessary at each school, in order to focus school improvement efforts on student academic achievement and facilitate the effective use of available resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and District goals. ~~When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.~~

~~(cf. 0000 – Vision)~~

~~(cf. 0200 – Goals for the School District)~~

~~(cf. 0400 – Comprehensive Plans)~~

~~(cf. 0400 – Comprehensive Plans)~~

~~(cf. 0420.5 – School Based Decision Making)~~

~~(cf. 1220 – Citizen Advisory Committees)~~

~~(cf. 1431 – Waivers)~~

~~(cf. 6020 – Parent Involvement)~~

Each District school shall establish a school site council in accordance with Education Code 52852 and the accompanying administrative regulation to develop, review, and approve school plans.

#### ~~Single Plan for Student Achievement~~

~~The Superintendent or designee shall ensure that a single plan for student achievement is prepared by the school site council as required by law for each school participating in specified state and/or federal categorical programs. (Education Code 41507, 41572, 52055.755, 64001)~~

For any school that participates in specified state and/or federal categorical programs, the school site council or other schoolwide advisory committee shall consolidate the plans required for those categorical programs into a single plan for student achievement (SPSA). (Education Code 52055.755, 64001)

~~(cf. 0420.1 – School Based Program Coordination)~~

~~(cf. 0450 – Comprehensive Safety Plan)~~

~~(cf. 0520 – Intervention for Underperforming Schools)~~

~~(cf. 0520.1 – High Priority Schools Grant Program)~~

(Ref. F 1.1)

**SCHOOL PLANS/SITE COUNCILS (continued)**

*(cf. 0520.2 – Title I Program Improvement Schools)*  
~~*(cf. 0520.4 – Quality Education Investment Schools)*~~  
*(cf. 1220 – Citizen Advisory Committees)*  
*(cf. 1431 – Waivers)*  
~~*(cf. 3513.3 – Tobacco-Free Schools)*~~  
~~*(cf. 4131 – Staff Development)*~~  
~~*(cf. 4139 – Peer Assistance and Review)*~~  
~~*(cf. 5147 – Dropout Prevention)*~~  
~~*(cf. 5148.1 – Child Care Services for Parenting Students)*~~  
*(cf. 6020 – Parent Involvement)*  
~~*(cf. 6142.91 – Reading/Language Arts Instruction)*~~  
~~*(cf. 6163.1 – Library Media Centers)*~~  
~~*(cf. 6164.2 – Counseling/Guidance Services)*~~  
*(cf. 6171 – Title I Programs)*  
*(cf. 6174 – Education for English Language Learners)*  
*(cf. 6190 – Evaluation of the Instructional Program)*

**Whenever feasible As appropriate, a school may incorporate any other school plan may be incorporated into the SPSA single plan for student achievement. (Education Code 64001)**

The Superintendent or designee shall review each school's ~~SPSA single plan and~~ to ensure that it ~~has been developed and approved by a properly constituted school site council~~, meets the content requirements for all programs included, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified needs of the school and its students. He/She shall **also ensure that specific actions included in the District's LCAP are consistent with the strategies identified in each school's SPSA** ~~submit to the Board of Education his/her recommendations for plan approval or recommendations regarding any subsequent material revisions of the plan.~~

The Board shall, **at a regularly scheduled Board meeting**, review and approve each school's SPSA and any subsequent material revisions affecting the academic programs for students participating in the categorical programs addressed in the SPSA ~~single plan for student achievement at a regularly scheduled meeting. The Board also shall review and approve any subsequent revisions that include material changes affecting the academic programs for students participating in these categorical programs.~~ The Board shall certify that, to the extent allowable under federal law, the plan SPSA's **is are** consistent with district local improvement plans required as a condition of receiving federal funding. (Education Code 64001)

**Whenever the Board does not approve the school's SPSA, it shall communicate its specific reasons for disapproval of the plan to the school site council or committee. The school site council or committee shall then revise and resubmit the SPSA to the Board for its approval.**



## SCHOOL PLANS/SITE COUNCILS (continued)

The Superintendent or designee shall ensure that ~~principals~~ **school administrators** and ~~members of each school site council~~ **members** receive training on the roles and responsibilities of the site council. ~~To the extent necessary, he/she shall ensure that site councils receive the resources necessary in order to perform their role effectively.~~

### **School Site Block Grants**

~~Upon receipt of state funding for school site block grants, the Board shall allocate the funds to district schools on an equal per pupil basis. (AB 1802, Sec. 43, Statutes of 2006)~~

~~The school's use of the funds allocated through this block grant shall be proposed by the school site council or, if the school does not have a school site council, by a schoolwide advisory group or school support group. (AB 1802, Sec. 43, Statutes of 2006)~~

~~The Board encourages school site councils to fund the highest priority needs identified in school improvement plans. The school site council shall provide the Superintendent or designee and the Board with a written proposal that includes a statement of the identified need(s) and how the funds will be used to enhance the educational program.~~

~~Before the funds are encumbered or expended, the Board shall approve the site council's proposed use of the funds. If the Board does not approve the proposed use, the Board shall inform the school site council of the reasons for disapproval and request that the council review and revise its proposal. (AB 1802, Sec. 43, Statutes of 2006)~~

### *Legal Reference:*

#### EDUCATION CODE

~~52-53 Designation of schools~~  
~~8240-8244 General child care and development programs~~  
~~8750-8754 Conservation education~~  
~~18100-18203 School libraries~~  
~~32228-32228.5 School safety and violence prevention~~  
~~33133 Information guide for school site councils~~  
~~35147 Open meeting laws exceptions~~  
~~41500-41573 Categorical education block grants~~  
~~41540-41544 Targeted instructional improvement block grants~~  
~~44500-44508 Peer Assistance and Review Program~~  
~~44520-44534 New Careers Program~~  
~~48400-48403 Compulsory continuation education~~  
~~48430-48438 Continuation education~~  
~~48660-48667 Community day schools~~

*Legal Reference Continued: (see next page)*

(Ref. F 1.3)

## SCHOOL PLANS/SITE COUNCILS (continued)

*Legal Reference Continued:*

~~51745-51749.3 Independent study~~  
~~51760-51769.5 Work experience education~~  
~~51870-51874 Educational technology~~  
~~52053-52055.55 Immediate Intervention/Underperforming Schools Program~~  
~~52055.600-52055.662 High Priority Schools Grant Program~~  
~~52055.700-52055.770 Quality Education Investment Act~~  
~~52060-52077 Local control and accountability plan~~  
~~52176 Advisory committees~~  
~~52200-52212 Gifted and Talented Education Program~~  
~~52300-52346 Regional occupational centers~~  
~~52500-52617 Adult education, including:~~  
~~52610-52616.24 Adult education finances~~  
~~52800-52887 School-Based Program Coordination Act~~  
~~52852 School site councils~~  
~~52890 Qualifications and duties of outreach consultants~~  
~~54000-54028 Educationally Disadvantaged Youth Programs~~  
~~54100-54145 Miller Unruh Basic Reading Act~~  
~~54425 Advisory committees (compensatory education)~~  
~~54650-54659 Education Improvement Incentive Program~~  
~~54740-54749.5 California School Age Families Education Program~~  
~~56000-56867 Special education~~  
~~64000 Categorical programs included in consolidated application~~  
~~64001 Single school plan for student achievement, consolidated application programs~~  
REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAM  
~~52012 Establishment of school site council~~  
~~52014-52015 School plans~~  
HEALTH AND SAFETY CODE  
~~104420 Tobacco use prevention~~  
MILITARY AND VETERANS CODE  
~~500-520.1 California Cadet Corps~~  
AB 1802 UNCODIFIED 2006 STATUTE  
~~43 School site block grants~~  
CODE OF REGULATIONS, TITLE 5  
~~3930-3937 Compliance plans~~  
UNITED STATES CODE, TITLE 20  
~~6311 Accountability, adequate yearly progress~~  
~~6312-6319 Title I programs; plans~~  
~~6421-6472 Programs for neglected, delinquent, and at-risk children and youth~~  
~~6601-6651 Teacher and Principal Training and Recruitment program~~  
~~6801-7014 Limited English proficient and immigrant students~~  
~~7101-7165 Safe and Drug-Free Schools and Communities~~  
~~7341-7355c Rural Education Initiative~~

## SCHOOL PLANS/SITE COUNCILS (continued)

### *Management Resources:*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*A Guide for Developing the Single Plan for Student Achievement: A Resource for the School Site Council, February 2014*

~~*A Guide and Template for the Single Plan for Student Achievement: A Handbook for School Site Councils, April 2006*~~

#### WESTED PUBLICATIONS

*California Healthy Kids Survey*

*California School Climate Survey*

#### WEB SITES

California Department of Education, Single Plan for Student Achievement:

<http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>

~~Center for Comprehensive School Reform and Improvement: <http://www.centerforsri.org>~~

U.S. Department of Education: <http://www.ed.gov>

WestEd: <http://www.wested.org>

Policy

adopted: May 26, 1999

revised: October 12, 2005

revised: March 28, 2007

revised:

**RIALTO UNIFIED SCHOOL DISTRICT**

Rialto, California

(Ref. F 1.5)



## RIALTO UNIFIED SCHOOL DISTRICT

### Community Relations

BP 1114(a)

#### DISTRICT-SPONSORED SOCIAL MEDIA

The Board of Education recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official District social media platform, if the District chooses to utilize it, shall be to enhance the District's ~~vision, mission, and support student learning,~~ **and enhance communication with students, parents/guardians, staff, and community members.**

*(cf. 0000 - Vision)*

*(cf. 0440 - District Technology Plan)*

*(cf. 1100 - Communication with the Public)*

*(cf. 1112 - Media Relations)*

*(cf. 1113 - District and School Web Sites)*

*(cf. 6020 - Parent Involvement)*

*(cf. 6145.5 - Student Organizations and Equal Access)*

The Superintendent or designee shall develop content guidelines and protocols, if official District social media platforms are used to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

#### Guidelines for Content

Official District social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these official sites and allowing public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

*(cf. 5145.2 - Freedom of Speech/Expression)*

*(cf. 6145.5 - Student Organizations and Equal Access)*

The Superintendent or designee shall ensure that the limited purpose of the official District social media platforms is clearly communicated to users, if any social media technology is utilized. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

## **DISTRICT-SPONSORED SOCIAL MEDIA**

Official District social media platforms may not contain content that is obscene, libelous, or so incites students or community members as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

*(cf. 5131 - Conduct)*

Staff or students who post prohibited content shall be subject to discipline in accordance with **applicable law**, District policies and administrative regulations.

*(cf. 4040 - Employee Use of Technology)*

*(cf. 4118 - Suspension/Disciplinary Action)*

*(cf. 4119.21/4219.21/4319.21 - Professional Standards)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 6163.4 - Student Use of Technology)*

Users of official District social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act. The Board expects users, including District employees, parents/guardians and students, to conduct themselves in a respectful, courteous, and professional manner.

*(cf. 1340 - Access to District Records)*

*(cf. 9012 - Board Member Electronic Communications)*

## **Privacy**

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official District social media platforms.

Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in BP 1113 - District and School Web Sites, shall also apply to official District social media platforms.

*(cf. 5125.1 - Release of Directory Information)*

Social media and networking sites and other online platforms shall not be used by District employees to transmit confidential information about students, employees, or District operations.

## DISTRICT-SPONSORED SOCIAL MEDIA

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)  
(cf. 5022 - Student and Family Privacy Rights)  
(cf. 5125 - Student Records)

### *Legal Reference:*

#### EDUCATION CODE

32261 School safety, definitions of bullying and electronic act  
35182.5 Contracts for advertising  
48900 Grounds for suspension and expulsion  
48907 Exercise of free expression; rules and regulations  
48950 Speech and other communication  
49061 Definitions, directory information  
49073 Release of directory information  
60048 Commercial brand names, contracts or logos

#### GOVERNMENT CODE

3307.5 Publishing identity of public safety officers  
6250-6270 Public Records Act, especially:  
6254.21 Publishing addresses and phone numbers of officials  
6254.24 Definition of public safety official  
54952.2 Brown Act, definition of meeting

#### UNITED STATES CODE, TITLE 17

101-1101 Federal copyright law

#### UNITED STATES CODE, TITLE 20

1232g Federal Family Educational Rights and Privacy Act

#### UNITED STATES CODE, TITLE 29

157 Employee rights to engage in concerted, protected activity  
794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites

#### CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

#### COURT DECISIONS

Page v. Lexington County School District, (2008, 4th Cir.) 531 F.3d 275

Downs v. Los Angeles Unified School District, (2000) 228 F.3d 1003

Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112

Perry Education Association v. Perry Local Educators' Association, (1983) 460 U.S. 37

Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982) 457 U.S. 853

#### NATIONAL LABOR RELATIONS BOARD DECISIONS

18-CA-19081 Sears Holdings, December 4, 2009

## DISTRICT-SPONSORED SOCIAL MEDIA

### *Management Resources:*

#### FACEBOOK PUBLICATIONS

*Facebook for Educators Guide, 2011*

#### WEB SITES

CSBA: <http://www.csba.org>

California School Public Relations Association: <http://www.calspra.org>

Facebook in Education: <http://www.facebook.com/education>

Facebook for Educators: <http://facebookforeducators.org>

Facebook, privacy resources: <http://www.facebook.com/fbprivacy>

Policy  
adopted: September 28, 2011  
revised: April 19, 2017  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

(Ref. F 2.4)



## RIALTO UNIFIED SCHOOL DISTRICT

### Business and Noninstructional Operations

BP 3100(a)

### BUDGET

The Board of Education recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the District's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The District budget shall guide decisions and actions throughout the year and serve as a tool for monitoring the fiscal health of the District.

*(cf. 0000 – Vision)*

*(cf. 0200 – Goals for the School District)*

*(cf. 0400 – Comprehensive Plans)*

*(cf. 0460 – Local Control and Accountability Plan)*

*(cf. 3300 – Expenditures/Expending Authority)*

*(cf. 3460 – Financial Reports and Accountability)*

*(cf. 9000 – Role of the Board)*

The District budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

### Budget Development and Adoption Process

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified District needs and goals and the realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed District budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

*(cf. 9320 – Meetings and Notices)*

*(cf. 9322 – Agenda/Meeting Conduct)*

*(cf. 9323 – Meeting Conduct)*

(Ref. F 3.1)



**BUDGET (continued)**

**The Board shall adopt the District budget on or before July 1 of each year. (Education Code 42127)**

**At a public meeting scheduled on a date after the public hearing on the budget, the Board shall, following its adoption of the LCAP or an annual update to the LCAP, adopt the budget. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127, 52062)**

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the District budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted District budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

*(cf. 1340 – Access to District Records)*

If the County Superintendent disapproves or conditionally approve the District's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before October 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

**Budget Advisory Committee**

The Board may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall submit recommendations during the budget development process and its duties shall be assigned each year based on District needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board ~~or the Superintendent or designee.~~

**BUDGET (continued)**

*(cf. 1220 – Citizen Advisory Committees)*  
*(cf. 2230 – Representative and Deliberative Groups)*  
*(cf. 3350 – Travel Expenses)*  
*(cf. 9130 – Board Committees)*  
*(cf. 9140 – Board Representatives)*

**Budget Criteria and Standards**

The Superintendent or designee shall develop a District budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of Average Daily Attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. **In addition, he/she shall provide the supplemental information specified in 5CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures.** (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

The District budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. **Unduplicated students are students who are eligible for free or reduced-price meals, English learners and/or foster youth that funding received through state supplemental and concentration grants pursuant to Education Code 42238.02 and 42238.03 shall be used in accordance with regulations adopted by the SBE for school wide or districtwide purposes to increase or improve services for students who are English learners, eligible for free or reduced-price meals, and/or foster youth at least in proportion to the increase to the District's revenue generated from such funds.** (Education Code 42238.07)

*(cf. 3553 – Free and Reduced Price Meals)*  
*(cf. 6173.1 – Education for Foster Youth)*  
*(cf. 6174 – Education for English Language Learners)*

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for District revenues and expenditures.

(Ref. F 3.3)

**BUDGET (continued)**

(cf. 2210 – Administrative Discretion Regarding Board Policy)

(cf. 3110 – Transfer of Funds)

**Fund Balance**

The District shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. *Nonspendable fund balance* includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. *Restricted fund balance* includes amounts constrained to specific purposes by their providers or by law.
3. *Committed fund balance* includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. *Assigned fund balance* includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.

5. *Unassigned fund balance* includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the District shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

~~To protect the District against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, the Board intends to maintain a minimum unassigned fund balance which includes a reserve for economic uncertainties equal to at least two months of general fund expenditures and other financing uses.~~

(Ref. F 3.4)

**BUDGET (continued)**

**The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the District against unforeseen circumstances.**

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

**Reserve Balance**

**The District budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.**

**In any year that the District is notified by the Superintendent of Public Instruction that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the District budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds. (Education Code 41202, 42127.01)**

**Long-Term Financial Obligations**

The District's current-year budget and multiyear projections shall include adequate provisions for addressing the District's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, an accrued workers' compensation claims.

*(cf. 4141/4241 – Collective Bargaining Agreement)*

*(cf. 4154/4254/4354 – Health and Welfare Benefits)*

*(cf. 7210 – Facilities Financing)*

*(cf. 9250 – Remuneration, Reimbursement and Other Benefits)*

The Board shall approve a plan for meeting the District's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the District's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the District to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the District and maintains flexibility to adjust for changing budgetary considerations.

(Ref. F 3.5)

**BUDGET (continued)**

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits or existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

**When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)**

**Budget Amendments**

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the District's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when the state budget is adopted, collective bargaining agreements are accepted, District income declines, increased revenues or unanticipated savings are made available to the District, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

*Legal Reference: (see next page)*

**BUDGET (continued)**

*Legal Reference:*

EDUCATION CODE

1240 Duties of County Superintendent of Schools

33127-33131 Standards and criteria for local budgets and expenditures

**41202 Determination of minimum level of education funding**

42103 Public hearing on proposed budget; requirements for content of proposed budget

42122-42129 Budget requirements

42130-42134 Financial certifications

42140-42141 Disclosure of fiscal obligations

42238-42251 Apportionments to districts, especially

42238.01-42238.07 Local control funding formula

42602 Use of unbudgeted funds

42610 Appropriation of excess funds and limitation thereon

45253 Annual budget of personnel commission

45254 First year budget of personnel commission

52060-52077 Local control and accountability plan

GOVERNMENT CODE

7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure

15440-15451 Criteria and standards for school district budgets

15494-15496 Local control funding formula, expenditures

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

**Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015**

**Statement 54, Fund Balance Reporting and Governmental Fund Type Definition, March 2009**

~~Statement 45, Accounting and Financial Reporting by employers for Post-employment Benefits Other Than Pensions, June 2004~~

~~Statement 34, Basic Financial Statements and Management's Discussion and Analysis—For State and Local Governments, June 1999~~

*Management Resources Continued: (see next page)*

(Ref. F 3.7)

**BUDGET (continued)**

*Management Resources Continued:*

**WEB SITES**

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

CDE, Finance and Grants: <http://www.cde.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcma.org>

Government Finance Officers Association: <http://www.gfoa.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California, Inc.: <http://www.sscal.com>

Policy  
adopted: June 9, 1999  
revised: January 7, 2015  
revised: April 22, 2015  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

(Ref. F 3.8)



## RIALTO UNIFIED SCHOOL DISTRICT

### Community Relations

BP 1230(a)

#### SCHOOL-CONNECTED ORGANIZATIONS

The Board of Education recognizes that parents/guardians **and community members** may wish to organize parent organizations and/or booster clubs for the purpose of supporting the District's **educational program** and extracurricular programs, ~~such as athletic teams, debate teams, or and musical groups.~~ The Board appreciates the contributions made by such organizations **towards the Board's** ~~and encourages their interest and participation in supporting District activities and helping to achieve the District's vision for student learning and for providing all District students with high-quality educational opportunities.~~

*(cf. 0200 - Goals for the School District)*

*(cf. 6020 - Parent Involvement)*

~~The Board recognizes that school connected organizations are separate legal entities, independent of the District. However, in order to help the Board fulfill its legal and fiduciary responsibility to manage District operations, any school connected organization that desires to raise money to benefit any District student shall submit a request for authorization to the Board, in accordance with Board policy and administrative regulation. In addition, the Superintendent or designee shall establish appropriate internal controls for the relationship between school connected organizations and the District.~~

**Persons proposing to establish a school-connected organization shall submit a request to the Board of authorization to operate within the District or at a District school.**

**A school-connected organization, including a booster club, parent-teacher association or organization, or other organization that does not include an associated student body or other student organization, shall be established and maintained as a separate entity from the school or District. Each school-connected organization shall be subject to its own bylaws and operational procedures or to the rules or bylaws of its affiliated state or national organization, as applicable.**

**In addition, activities by school-connected organizations shall be conducted in accordance with law, Board policy, administrative regulations, and any rules of the sponsoring school.**

*(cf. 0410 – Nondiscrimination in District Programs and Activities)*

*(cf. 3290 – Gifts, Grants and Bequests)*

*(cf. 3554 -- Other Food Sales)*

*(cf. 5030 – Student Wellness)*

*(cf. 6145 – Extracurricular and Cocurricular Activities)*

*(cf. 6145.2 – Athletic Competition)*

(Ref. F 4.1)



**SCHOOL-CONNECTED ORGANIZATIONS (continued)**

**The Superintendent or designee shall establish appropriate rules for the relationship between school-connected organizations and the District.**

**A school-connected organization shall obtain the written approval of the Superintendent or designee prior to soliciting funds upon the representation that the funds will be used wholly or in part for the benefit of a District school or the students at that school. (Education Code 51521)**

*(cf. 1321 – Solicitation of Funds from and by Students)*

*(cf. 1330 – Use of School Facilities)*

*(cf. 3452 – Student Activity Funds)*

**A school-connected organization may consult with the principal to determine school needs and priorities.**

**Any participation in fundraising activities by students and their parents/guardians and/or any donation of funds or property shall be voluntary. (Education Code 49011)**

*(cf. 3260 – Fees and Charges)*

~~The Board encourages school-connected organizations to consider the impact of fund-raising activities on the overall school and District program. School-connected organizations may consult with the principal to determine school needs and priorities. Activities by school-connected organizations shall not conflict with law, Board policies, administrative regulations, or any rules of the sponsoring school.~~

~~*(cf. 3290 – Gifts, Grants and Bequests)*~~

~~*(cf. 3554 – Other Food Sales)*~~

~~*(cf. 5030 – Student Wellness)*~~

~~*(cf. 6145 – Extracurricular and Cocurricular Activities)*~~

~~*(cf. 6145.2 – Athletic Competition)*~~

*Legal Reference: (see next page)*

## SCHOOL-CONNECTED ORGANIZATIONS (continued)

### *Legal Reference:*

#### EDUCATION CODE

*200-262.4 Prohibition of discrimination on the basis of sex*

*35160 Authority of governing boards*

*38130-38138 Civic Center Act, use of school property for public purposes*

*48931 Authorization for sale of food by student organization*

*48932 Authorization for fund-raising activities by student organization*

*49011 Student fees*

*49431-49431.7 Nutritional Standards ~~Sale of food to elementary students during the school day~~*

*49431.2 ~~Sale of food to middle, junior, or high school students~~*

*49431.5 ~~Sale of beverages at elementary, middle, or junior high schools~~*

*51520 Prohibited solicitation on school premises*

*51521 Fund-raising project*

#### BUSINESS AND PROFESSIONS CODE

*17510-17510.95 Solicitations for charitable purposes*

*25608 Alcohol on school property; use in connection with instruction*

#### GOVERNMENT CODE

*12580-12599.7 Fundraisers for Charitable Purposes Act*

#### PENAL CODE

*319-329 Lottery, raffle*

#### CODE OF REGULATIONS, TITLE 5

*4900-4965 Nondiscrimination in elementary and secondary education programs*

*15500 Food sales in elementary schools*

*15501 Food sales in high schools and junior high schools*

*15575-15578 Requirements for foods and beverages outside the federal meals program*

#### CODE OF REGULATIONS, TITLE 11

*300-312.1 Fundraising for charitable purposes*

#### UNITED STATES CODE, TITLE 20

*1681-1688 Discrimination based on sex or blindness, Title IX*

#### CODE OF FEDERAL REGULATIONS, TITLE 7

*210.11 Competitive food services*

*220.12 Competitive food services*

#### COURT DECISIONS

*Serrano v. priest, (1976) 18 Cal. 3d 728*

*Management Resources: (see next page)*

## SCHOOL-CONNECTED ORGANIZATIONS (continued)

### *Management Resources:*

~~CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES~~

~~1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4.89~~

**FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS**

**2015 ASB Accounting Manual, Fraud Prevention Guide a Desk Reference**

**WEB SITES**

CSBA: <http://www.csba.org>

California Office of the Attorney General, charitable trust registry: <http://caag.state.ca.us/charities>

California State PTA: <http://www.capta.org>

**Fiscal Crisis and Management Team (FCMAT):** <http://www.fcmat.org>

Policy  
adopted: May 26, 1999  
revised: November 7, 2007  
revised:

**RIALTO UNIFIED SCHOOL DISTRICT**  
Rialto, California

(Ref. F 4.4)



## RIALTO UNIFIED SCHOOL DISTRICT

### Business and Noninstructional Operations

BP 3515.7(a)

#### FIREARMS ON SCHOOL GROUNDS (new)

The Board of Education is committed to providing a safe and nurturing environment for students, staff, and visitors on campus. The Superintendent or designee shall consult with local law enforcement and other appropriate individuals and agencies to address the security of school campuses.

*(cf. 3515 – Campus Security)*

*(cf. 3515.2 Disruptions)*

*(cf. 3515.3 – District Police/Security Department)*

*(cf. 4158/4258/4358 – Employee Security)*

*(cf. 5131.4 – Student Disturbances)*

*(cf. 5131.7 – Weapons and Dangerous Instruments)*

Possession of a firearm on or within 1,000 feet of school grounds is prohibited, except under the limited circumstances specified in Penal Code 626.9. *School Grounds* include, but are not limited to, school buildings, fields, storage areas, and parking lots. (Penal Code 626.9)

If a District employee observes or suspects that any unauthorized person is in possession of a firearm on or near school grounds or at a school activity, he/she shall immediately notify the principal or designee and law enforcement.

The prohibition against the possession of firearms on school grounds shall be included in the District's comprehensive safety plan and shall be communicated to District staff, parents/guardians, and the community.

*(cf. 0450 – Comprehensive Safety Plan)*

*(cf. 1112 – Media Relations)*

*(cf. 1113 – District and School Web Sites)*

*(cf. 1114 – District-Sponsored Social Media Media)*

#### **Legal Reference:**

##### **EDUCATION CODE**

**32281 Comprehensive Safety Plan**

**38001.5 District Security Officers; Requirements if Carry Firearm**

##### **PENAL CODE**

**626.9 Gun Free School Zone Act**

**830.32 District Police Department; District decision to authorize carrying of firearm**

**161.50 Definition of Ammunition**

**16520 Definition of firearm**

**Legal Reference continued: (see next page)**

(Ref. F 5.1)

## FIREARMS ON SCHOOL GROUNDS (Continued)

*Legal Reference continued:*

*26150-26225 Concealed weapons permit*

*30310 Prohibition against ammunition on school grounds*

**UNITED STATES CODE, TITLE 18**

*921 Definitions, firearms and ammunition*

*922 Firearms, unlawful acts*

*923 Firearm licensing*

**UNITED STATES CODE, TITLE 20**

*7961 Gun-Free Schools Act; student expulsions for possession of a firearm*

*Management Resources:*

**WEB SITES**

*Office of the Attorney General: <https://oag.ca.gov/firearms>*

**Policy  
adopted:**

**RIALTO UNIFIED SCHOOL DISTRICT  
Rialto, California**

(Ref. F 5.2)



## RIALTO UNIFIED SCHOOL DISTRICT

### Business and Noninstructional Operations

BP 3515.21(a)

#### UNMANNED AIRCRAFT SYSTEMS (DRONES)

The Governing Board recognizes that unmanned aircraft or aerial systems (drones) may be a useful tool to enhance the instructional program and assist with district operations. In order to avoid disruption and maintain the safety, security, and privacy of students, staff, and visitors, any person or entity desiring to use a drone on or over district property shall submit a written request for permission to the Superintendent or designee.

*(cf. 1330 - Use of School Facilities)*

*(cf. 1330.1 - Joint Use Agreements)*

*(cf. 5142 - Safety)*

A small *unmanned aircraft system* or drone is an aircraft weighing less than 55 pounds that is operated remotely without the possibility of direct human intervention from within or on the aircraft and the associated elements, including communication links and controls, required for the pilot to operate the aircraft safely and efficiently. It does not include model aircraft or rockets such as those which are radio controlled and used only for hobby or recreational purposes. (49 USC 40101 Note; 14 CFR 107.3)

The Superintendent or designee may grant permission to district employees and students for the use of drones only if the planned activity supports instructional, co-curricular, extracurricular, athletic, or operational purposes. Such uses may include, but are not limited to, instruction in science, technology, engineering, and math (STEM), the arts, or other subjects; maintenance of grounds and facilities; and campus security. When used for instructional purposes, there shall be a clear and articulable connection between drone technology and the course curriculum. Students shall only operate a drone on or over district property under the supervision of a district employee as part of an authorized activity.

The Superintendent or designee may grant permission to other persons or entities under terms and conditions to be specified in a memorandum of understanding.

## **UNMANNED AIRCRAFT SYSTEMS (DRONES)**

**Any person or entity requesting to operate a drone on or over district property, including a district employee, shall provide a description of the type of operation requested, flight location, date and time of the planned flight, anticipated duration, and whether photos and/or video will be taken. As applicable, the applicant shall also present a copy of his/her Certificate of Waiver or Authorization or exemption issued by the Federal Aviation Administration.**

**Any person or entity, other than a district employee or student, who is requesting or operating a drone on or over district property shall agree to hold the district harmless from any claims of harm to individuals or property resulting from the operation of the drone and provide proof of adequate liability insurance covering such use.**

***(cf. 3530 - Risk Management/Insurance)***

**In determining whether to grant permission for the requested use of a drone, the Superintendent or designee shall consider the intended purpose of the activity and its potential impact on safety, security, and privacy. The decision of the Superintendent or designee shall be final.**

**Any person authorized to use a drone on district property shall sign an acknowledgment that he/she understands and will comply with the terms and conditions of the district's policy, federal law and regulations, state law, and any local ordinances related to the use of drones.**

**When any use of drones is authorized, the Superintendent or designee shall notify the drone operator of the following conditions:**

- 1. The operator is responsible for complying with applicable federal, state, and/or local laws and regulations, including federal safety regulations pursuant to 14 CFR 107.15-107.51 which include, but are not limited to, requirements that the drone not be flown at night, above 400 feet in altitude, or over any people unless they are in a covered structure or stationary vehicle. The operator shall maintain the visual line of sight with the drone at all times.**
- 2. The drone shall be kept away from any area reasonably considered private, including, but not limited to, restrooms, locker rooms, and individual homes.**
- 3. The district reserves the right to rescind the authorization for use of drones at any time.**

## UNMANNED AIRCRAFT SYSTEMS (DRONES)

The Superintendent or designee may remove any person engaged in unauthorized drone use on district property and/or may confiscate the drone. He/she may also shut down the operation of any authorized drone use whenever the operator fails to comply with the terms of the authorization or the use interferes with district activity, creates electronic interference, or poses unacceptable risks to individuals or property.

*(cf. 3515.2 - Disruptions)*

Any student or staff member violating this policy shall be subject to disciplinary action in accordance with district policies and procedures.

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

### *Legal Reference:*

UNITED STATES CODE, TITLE 49

40101 Note Unmanned aircraft systems

CODE OF FEDERAL REGULATIONS, TITLE 14

107.1-107.205 Small unmanned aircraft systems, especially:

107.12 Requirement for a remote pilot certificate with a small UAS rating

107.15-107.51 Operating rules; safety

107.53-107.79 Remote pilot certification

### *Management Resources:*

FEDERAL AVIATION ADMINISTRATION PUBLICATIONS

*Educational Use of Unmanned Aircraft Systems (UAS), Memorandum, May 4, 2016*

WEB SITES

*Federal Aviation Administration: <https://www.faa.gov/uas>*

Policy  
adopted:

RIALTO UNIFIED SCHOOL DISTRICT  
Rialto, California

(Ref. F 6.3)



**G INSTRUCTION CONSENT**



## Rialto Unified School District

**Board Date: October 24, 2018**

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **FAMILY LEADERSHIP INSTITUTE (FLI) PARENT TRIP**

**Background:** The Family Leadership Institute (FLI) is a multi-faceted educational program focused on providing families with the knowledge, tools and inspiration to help their first and second generation children succeed in school and in life. As part of this year's curriculum, there has been a focus on journaling and equity. A trip for the parents to attend the Museum of Tolerance will personalize and extend that learning.

**Rationale:** FLI is a key strategy to increase parents' capacity to extend and support family engagement within the District. This is in line with the District's Strategic Plan, Strategy 5 – We will ensure full engagement of RUSD families in the education of their children.

**Recommendation:** Approve the purchase of admission tickets (\$577.50) and transportation cost (\$1,012.10) for 55 parents of the Family Leadership Institute to visit the Museum of Tolerance on November 8, 2018.

**Fiscal Impact:** \$1,589.60 - Title I, Part A (parent involvement)

**Submitted by:** Carol Mehochko  
**Reviewed by:** Kelly Bruce

(Ref. G 1.1)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **MARINE JUNIOR RESERVE OFFICERS TRAINING CORPS (MJROTC)  
VISIT TO WASHINGTON DC**

**Background:** As part of the Program of Instruction (POI) for Eisenhower High School's Marine Junior Reserve Officers Training Corps (MJROTC) it is necessary to enhance the cadets' perspective of citizenship, government, and military career choices. They will visit various sites such as the Arlington National Cemetery, Marine Corps Officer Candidates School and Basic School, Command and Staff College, FBI Academy, nation's Capitol, etc. They will engage in an exciting and challenging four (4) days with overnight lodging at a hotel in Dumfries, Virginia, from November 12, 2018 through November 15, 2018.

**Rationale:** This experience will provide the cadets with perspective of citizenship, government and military career choices. This trip will be paid for by the military, at no cost to the District.

**Recommendation:** Approve ten (10) cadets (2 girls and 8 boys) of Eisenhower High School's MJROTC and two (2) chaperones (1 female and 1 male) to visit Washington, D.C., on November 12, 2018 through November 15, 2018.

**Fiscal Impact:** No fiscal impact

**Submitted by:** Francisco S. Camacho, Jr.  
**Reviewed by:** Kelly Bruce

(Ref. G 2.1)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **MODEL CONTINUATION HIGH SCHOOL COMMITTEE VISIT**

**Background:** In early September, Milor Continuation High School submitted an application to the California Department of Education to apply for the Model Continuation High School (MCHS) Recognition program. This program identifies and recognizes outstanding programs and creates a resource list of quality programs for school visitations. These schools provide comprehensive services to at-risk youth through the use of exemplary instructional strategies, flexible scheduling, and guidance and counseling services. The California Department of Education encourages continuation high schools that meet the eligibility criteria to submit an application to the MCHS Recognition program.

**Rationale:** The MCHS visiting committee will validate and report on the MCHS application during their visit to Milor Continuation High School on November 5, 2018 through November 7, 2018. In accordance with the MCHS visitation process, the committee follows up with the recommendation of the MCHS award, or areas of improvement.

**Recommendation:** Approve to reimburse expenses for mileage, meals, and hotel for two (2) Model Continuation High School (MCHS) visiting committee members who will conduct the verification visit process at Milor Continuation High School on November 5, 2018 through November 7, 2018.

**Fiscal Impact:** \$1,500.00 – General Fund

**Submitted by:** Andrés Luna, II  
**Reviewed by:** Kelly Bruce

(Ref. G 3.1)





## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education  
**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent  
**ITEM:** **DONATIONS**

<u>Name of Donors</u>	<u>Location/Description</u>	<u>Amount</u>
<u>MONETARY DONATIONS</u>		
The Way Bible Fellowship	Kordyak Elementary/ Principal's Donation Account	\$ 100.00
Lifetouch National School Studios	Early Education/ Student Rewards	\$ 175.60
Lifetouch National School Studios	Early Education/ Student Rewards	\$ 51.91

### NON-MONETARY DONATIONS

None

It is recommended that the Board of Education accept the listed donations from The Way Bible Fellowship and Lifetouch National School Studios, and request that a letter of appreciation be sent to the donors.

#### District Summary

Monetary Donations – October 24, 2018	\$ 327.51
Donations – Fiscal Year-To-Date	\$ 7,106.51

**Submitted and Reviewed by: Mohammad Z. Islam**

(Ref. H 2.1)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **ACCEPTANCE OF FRESH FRUIT AND VEGETABLE PROGRAM  
GRANT FROM UNITED STATES DEPARTMENT OF AGRICULTURE**

**Background:** The Fresh Fruit and Vegetable Program (FFVP) provides all children in participating schools with a variety of free fresh fruits and vegetables throughout the school day. It is an effective and creative way of introducing fresh fruits and vegetables as healthy snack options. The FFVP also encourages schools to develop partnerships at the state and local levels for support in implementing and operating the program.

**Rationale:** The FFVP grant provides funds to purchase fruits and vegetables for student consumption outside of the meals service programs. The fruits and vegetables will be given free of charge to students four (4) days a week during their recess along with Nutrition Education regarding what they are consuming, where it was grown, and its nutrient content. This is a beneficial program that will promote healthy eating habits and expose students to fruits and vegetables they may not have had the opportunity to consume.

**Recommendation:** Accept the second allocation for the Fresh Fruit and Vegetable Program Grant from the United States Department of Agriculture (USDA) for the following Schools: Bemis, Boyd, Casey, Curtis, Dunn, Henry, Kelley, Morgan, Morris, Morgan, Preston and Werner Elementary Schools in the amount of \$339,812.15.

**Fiscal Impact:** No fiscal impact

**Submitted by:** Fausat Rahman-Davies  
**Reviewed by:** Mohammad Z. Islam

(Ref. H 3.1)



## Rialto Unified School District

**Board Date: October 24, 2018**

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **AGREEMENT WITH CHERIE FRANCIS, LICENSED OCCUPATIONAL THERAPIST**

**Background:** The District is in need of a Licensed Occupational Therapist to provide Independent Education Evaluations (IEEs) in the area of Occupational Therapy for multiple students per their Individualized Education Plan (IEP)/settlement agreements for the 2018-2019 school year.

**Rationale:** District is ensuring that a high quality education is being provided to all students by complying with the Special Education Procedural Safe Guards and agreements.

**Recommendation:** Approve an agreement with Cherie Francis, Licensed Occupational Therapist to provide Independent Education Evaluations (IEEs) effective October 25, 2018 through June 30, 2019.

**Fiscal Impact:** \$2,500.00 - Special Education Fund

**Submitted by:** Bridgette Ealy  
**Reviewed by:** Kelly Bruce

(Ref. H 4.1)





## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **AGREEMENT WITH PATHFINDER RANCH SCIENCE AND OUTDOOR EDUCATION SCHOOL– FITZGERALD ELEMENTARY SCHOOL**

**Background:** The District has contracted with Pathfinder Ranch Services and Outdoor Education School in previous years to send 5<sup>th</sup> graders to Science Camp. The camp provides activity instruction, facilities, and food services for an overnight stay including hands-on lessons in science covering subjects such as animal ecology, fresh water ecology, geology, natural observation, and team challenges.

**Rationale:** Science Camp will prepare 5<sup>th</sup> grade students for the required CAASPP Science Test. It is also in line with the District's Strategic Plan, Strategy 1 – We will provide diverse avenues for learning both inside and outside the classroom. Currently, there are 55 (21 girls and 34 boys) out of 81 students planning to attend the camp in February along with 15 chaperones (11 female and 4 males).

**Recommendation:** Approve an agreement with Pathfinder Ranch Science and Outdoor Education School to provide Science Camp for Fitzgerald Elementary School's 5<sup>th</sup> grade students from February 4, 2019 through February 6, 2019.

**Fiscal Impact:** \$11,160.00 – Fitzgerald PTA Funds

**Submitted by:** Cristina Hernandez  
**Reviewed by:** Kelly Bruce

(Ref. H 5.1)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **AMENDMENT NO. 2 TO AGREEMENT WITH  
KNOWLAND CONSTRUCTION SERVICES FOR  
PHASES 4, 5, AND 6 OF THE SOLAR ENERGY PROJECT**

**Background:** On April 19, 2017, the Board of Education approved an agreement with Knowland Construction Services as the inspection firm to provide the required Division of State Architect (DSA) inspection services during the construction of the proposed Phases 4, 5, and 6 of the Solar Energy Project for a not-to-exceed amount of \$134,400.00. The term of the agreement was from April 6, 2017 to December 30, 2017.

On April 11, 2018, the Board of Education approved extending the Knowland Construction Services for Phases 4, 5, and 6 of the Solar Energy Project through June 30, 2019, with no other changes to the contract.

**Rationale:** Due to additional work that requires additional inspections for the Solar Project Phases 4, 5, and 6 at twelve (12) school sites, Knowland Construction Services requests an increase of \$16,288.00 to complete the required inspection services.

**Recommendation:** Approve Amendment No. 2 to the agreement with Knowland Construction Services for an increase of \$16,288.00 to the original contract amount of \$134,400.00 for a combined total not-to-exceed \$150,688.00 for extended inspection services at twelve (12) school sites during the construction of Phases 4, 5, and 6 of the Solar Energy Project.

**Fiscal Impact:** \$16,288.00 from the General Fund – to be reimbursed by Onyx Renewable Partners L.P. at the end of the project.

**Submitted by:** Iris Chu  
**Reviewed by:** Mohammad Z. Islam

(Ref. H 6.1)

## I FACILITIES PLANNING CONSENT

**I. FACILITIES PLANNING CONSENT ITEMS**

**NONE**

## J PERSONNEL SERVICES CONSENT



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** CLASSIFIED EXEMPT – PERSONNEL REPORT #1203

**BACKGROUND/CRIMINAL HISTORY CHECKS HAVE BEEN COMPLETED, AS PER LAW, ON ALL INDIVIDUALS RECOMMENDED FOR EMPLOYMENT.**

### AVID TUTOR

Hernandez, Valeria	Carter High School	10/11/2018	\$13.00 per hour
Pina, Mariah	Jehue Middle School	10/15/2018	\$13.00 per hour

### WORKABILITY

Cardenas, Andres	Marshalls/ Fontana	10/23/2018	\$9.35 per hour
Gonzalez, Jennifer	Petco/Fontana	10/23/2018	\$9.35 per hour
Hinojosa, Evangeline	Walgreens/Rialto	10/12/2018	\$9.35 per hour
Jones, Quinnisha	Walgreens/Rialto	10/18/2018	\$9.35 per hour
Lozano, Jonathan	Central Kitchen	10/15/2018	\$9.35 per hour
Pacheco, Emily	Petco/Fontana	10/06/2018	\$9.35 per hour
Robinson, Patrice	Walgreens/Rialto	09/29/2018	\$9.35 per hour
Rosado, Nicole	Central Kitchen	10/15/2018	\$9.35 per hour
Sauceda, Elisa	Central Kitchen	10/15/2018	\$9.35 per hour
Trujillo, Adrian	Walgreens/Rialto	10/23/2018	\$9.35 per hour

### WORKABILITY – Returning Students

Aguirre, Rexxy	Central Kitchen	10/15/2018	\$11.00 per hour
Arreola, Roman	Central Kitchen	10/15/2018	\$11.00 per hour
Arroyo, Sozaida	Walgreens/Rialto	10/15/2018	\$11.00 per hour
Arteaga, Noah	Central Kitchen	10/15/2018	\$11.00 per hour
Bautista, Danielle	Central Kitchen	10/15/2018	\$11.00 per hour
Camargo, Emma	Petco/Fontana	10/24/2018	\$11.00 per hour
Cambronero, Lhareecol	Central Kitchen	10/15/2018	\$11.00 per hour
Casas, Elaine	Central Kitchen	10/15/2018	\$11.00 per hour
Cedillo, Steven	Central Kitchen	10/15/2018	\$11.00 per hour
Daniels, Love	Rocking Horse Preschool	10/15/2018	\$11.00 per hour
Dennis, Tyson	Central Kitchen	10/15/2018	\$11.00 per hour
Dominguez, Luis	Central Kitchen	10/15/2018	\$11.00 per hour
Flores, Melissa	Rainbow Shops/Rialto	10/18/2018	\$11.00 per hour
Garavito, Esneyder	Melis Granero/Rialto	10/18/2018	\$11.00 per hour
Loria, Ashley	Rocking Horse Preschool	10/08/2018	\$11.00 per hour

### **WORKABILITY – Returning Students**

Vejar, Steven	Central Kitchen	10/15/2018	\$11.00 per hour
Virgen, Andrew	Warehouse Shoe Sale	10/18/2018	\$11.00 per hour

### **NON-CERTIFICATED COACHES**

A search of the certificated staff of the Rialto Unified School District has failed to fulfill the District's coaching needs. Pursuant to the Title 5 California Code of Regulations, Section 5531, this is to certify that the following non-certificated coaches employed by the Rialto Unified School District are competent in first aid and emergency procedures as related to coaching techniques in the sports to which they are assigned:

#### **Eisenhower High School**

Hamilton, Ayanna	Varsity Assistant Cheer Coach	2018/2019	\$3,072.00
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**Submitted and Reviewed by: Rhea McIver Gibbs and Rhonda Kramer**

(Ref. J 1.2)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education  
**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent  
**ITEM:** CLASSIFIED EMPLOYEES – PERSONNEL REPORT #1203

### PROMOTIONS

Barone, Vivian	To: Secretary I Frisbie Middle School	10/25/2018	To: 34-5 \$23.79 per hour (8 hours, 12 months)
	From: Clerk Typist II Jehue Middle School		From: 31-5 \$22.06 per hour (8 hours, 217 days)
Jordan, Alexandra (Repl. G. Quiel)	To: Health Clerk Garcia Elementary	10/25/2018	To: 31-3 \$19.98 per hour (5 hours, 237 days)
	From: Instructional Assistant II - SE Kelley Elementary School (RSP/SDC)		From: 26-4 \$18.53 per hour (3 hours, 203 days)

### EMPLOYMENT

Franco, Delia (Repl. A. Guzman)	Nutrition Service Worker I Nutrition Services	10/25/2018	19-1 \$13.39 per hour (2.5 hours, 203 days)
Palacios, Raymond (Repl. Y. Barajas)	Custodian I** Frisbie/Kolb Middle Schools	10/25/2018	33-1 \$19.03 per hour (8 hours, 12 months)

### RESIGNATIONS

Garcia, Sonia	Instructional Assistant II – SE (RSP/SDC) Jehue Middle School	11/01/2018
Martinez, Karina E.	Instructional Assistant II – SE (RSP/SDC) Dunn Elementary School	10/19/2018
Payne, Eva	Instructional Assistant III – SE (SED/MH/AUTISM) Kucera Middle School	10/05/2018
Talavera, Martha	Instructional Assistant II/B.B. Kelley Elementary School	10/12/2018

(Ref. J 2.1)



**RESIGNATIONS** - continued

Toledo, Jonathan	Custodian I Kolb Middle School	10/09/2018
Trancosa, Raelene	Nutrition Service Worker I Rialto Middle School	10/16/2018

**SUBSTITUTES**

Carrigan, Crystal	Nutrition Service Worker I	10/04/2018	\$13.39 per hour
Franco, Delia	Nutrition Service Worker I	10/18/2018	\$13.39 per hour
Pedroza Lopez, Jorge	Custodian I	10/15/2018	\$18.56 per hour
Ruiz Alvarado, Alicia	Nutrition Service Worker I	10/04/2018	\$13.39 per hour
Sinohui, Maria	Nutrition Service Worker I	10/04/2018	\$13.39 per hour
Sumlar, Rhonda	Nutrition Service Worker I	10/11/2018	\$13.39 per hour
Walter, Shannon	Nutrition Service Worker I	10/04/2018	\$13.39 per hour
Whittiker, Tamika	Nutrition Service Worker I	10/18/2018	\$13.39 per hour

**ADDITION OF BILINGUAL STIPEND** (2.75% of base salary)

Aguayo, Ana	Secretary III	09/28/2018
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**TERMINATION OF PERMANENT or PROBATIONARY CLASSIFIED EMPLOYEE**

Employee #1097338	Child Development Instructional Assistant	10/12/2018
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**CERTIFICATION OF ELIGIBILITY LIST – Categorical Project Clerk**

Eligible: 10/25/2018  
Expires: 04/25/2018

**CERTIFICATION OF ELIGIBILITY LIST – Child Development Instructional Assistant**

Eligible: 10/25/2018  
Expires: 04/25/2019

**CERTIFICATION OF ELIGIBILITY LIST – Energy Manager**

Eligible: 10/25/2018  
Expires: 04/25/2019

**CERTIFICATION OF ELIGIBILITY LIST – Instructional Assistant II/B.B.**

Eligible: 10/25/2018  
Expires: 04/25/2019

**CERTIFICATION OF ELIGIBILITY LIST – Nutrition Services Warehouse Delivery Worker**

Eligible: 10/25/2018

Expires: 04/25/2019

**CERTIFICATION OF ELIGIBILITY LIST – Payroll Technician**

Eligible: 10/25/2018

Expires: 04/25/2018

**CERTIFICATION OF ELIGIBILITY LIST – Secretary I**

Eligible: 10/25/2018

Expires: 04/25/2019

**CERTIFICATION OF ELIGIBILITY LIST – Special Education Child Development Instructional Assistant**

Eligible: 10/25/2018

Expires: 04/25/2019

**Submitted and Reviewed by:** Rhea McIver Gibbs and Rhonda Kramer

(Ref. J 2.3)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** CERTIFICATED EMPLOYEES – PERSONNEL REPORT # 1203

**BACKGROUND/CRIMINAL HISTORY CHECKS HAVE BEEN COMPLETED, AS PER LAW, ON ALL INDIVIDUALS RECOMMENDED FOR EMPLOYMENT.**

### EMPLOYMENT

Aceytuno, Elizabeth	Special Education Teacher	10/22/2018	I-1	\$52,760.00 (184 days)
Sanchez, Joshua	Special Education Teacher	11/02/2018	I-1	\$52,760.00 (184 days)
Torres, Mackenzie	Special Education Teacher	10/11/2018	I-1	\$52,760.00 (184 days)

### INTERIM ADMINISTRATIVE ASSIGNMENT

Ibrahim-Balogun, Ayanna	Interim Elementary School Principal Werner Elementary School	10/18/2018	Rge. I	\$114,859.00
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### EXTENDED WORK YEAR

Butler, Tami	Jehue Middle School	2018/2019	per diem rate (11 extra days)
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### RESIGNATION

Roman, Andrea	Elementary School Principal	10/17/2018
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### RETIREMENTS

Driberg, Denver	CTE Teacher	10/05/2018
Millhollon, Gretchen	CTE Teacher	10/26/2018

**EXTRA DUTY COMPENSATION** (Ratify teacher for setup and preparing refreshments/snacks for the Family Literacy Institute Meetings at Rialto High School during September 2018, at the hourly rate of \$43.73, not to exceed 4 hours and to be charged to General Fund)

Cantrell, Joye

**HOME AND HOSPITAL TEACHERS** (To be used during the 2018/2019 school year, as needed, at the regular hourly rate of \$43.73)

Denniston, Lindsey  
Johnson, Nikole

(Ref. J 3.1)

**EXTRA DUTY COMPENSATION** (Additional class assignment at 1/6 of their daily rate or \$43.73 per hour whichever is greater, for the fall semester of the 2018/2019 school year, and to be charged to General Fund)

Eisenhower High School

Davis, Jeremy	English	2018/2019	09/13/2018
Rickard, Chad	English	2018/2019	09/13/2018

**EXTRA DUTY COMPENSATION** (Ratify nurse who assisted during the Parent Summit on Saturday, October 6, 2018 in event of an emergency, at the hourly rate of \$43.73, not to exceed 6 hours and to be charged to Title I)

Theroith, Leslie

**EXTRA DUTY COMPENSATION** (Certificated employee at Kelley Elementary School to provide assistance and support to parents and kindergarten teachers of students who speak Vietnamese and to assist parents during parent-teacher conferences from September 2018 through April 2019, at the hourly rate of \$43.73, not to exceed 5 hours and to be charged to LCFF)

Pham, Tina

**ADULT EDUCATION TEACHERS** (For the 2018/2019 school year at the regular hourly rate of \$43.73 for instructional time and \$25.00 for non-instructional time)

**Year Long Courses**

Parker, Brenda --- CTE Computer Operations (evening class)

**EXTRA DUTY COMPENSATION**

Bemis Elementary School

Bates, Amy	Grade Level Lead	2018/2019	\$ 678.00
Cauldren, Kevin	Grade Level Lead	2018/2019	\$ 678.00
Fuller, Wesley	Grade Level Lead	2018/2019	\$ 678.00
Hall, Mirna	Grade Level Lead	2018/2019	\$ 678.00
Moore, Clydean	Grade Level Lead	2018/2019	\$ 678.00
Saks, Jeffery	Grade Level Lead	2018/2019	\$ 678.00
Saks, Jeffery	PBIS Coach (Internal)	2018/2019	\$1,129.00

Eisenhower High School

Jackson, Charlan	Band and Drill Team (Combined)	10/01/2018	\$5,266.69
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**EXTRA DUTY COMPENSATION** (Department Chairperson for the 2018/2019 school year)

Frisbie Middle School

Fantozzi, Mario	Science	36 Sections (1/2 Share)	\$ 903.61
Nieburger, David	Science	36 Sections (1/2 Share)	\$ 903.61

(Ref. J 3.2)

**EXTRA DUTY COMPENSATION** (Department Chairperson for the 2018/2019 school year)

**Kolb Middle School**

Johnson, Stacey	Special Education	30 Sections	\$1,878.32
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**EXTRA DUTY COMPENSATION**

**District-Wide**

Dahl, John	Assistant Middle School Sports Advisor	10/10/2018	\$1,848.24
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**Eisenhower High School**

Felkins, Gina	Varsity Cheer Coach	2018/2019	\$3,388.00
Hamilton, Ayanna	Varsity Assistant Cheer Coach	2018/2019	\$3,072.00

**Submitted and Reviewed by: Rhea McIver Gibbs and Rhonda Kramer**

**(Ref. J 3.3)**



**Rialto Unified School District**

**Board Date: October 24, 2018**

**TO:** Board of Education  
**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent  
**ITEM:** **EDUCATION CODE 44256(b)**

**RESOLUTION NO. 18-19-15  
RESOLUTION OF THE BOARD OF EDUCATION  
RIALTO UNIFIED SCHOOL DISTRICT**

**2018-2019**

October 24, 2018

Pursuant to Education Code Section 44256(b), for the 2018/2019 school year, the Board of Education of the Rialto Unified School District authorizes the Lead Personnel Agent, Personnel Services, to assign various teachers at the secondary level, with their consent, to teach any subject in departmentalized classes below grade 9 if the teacher has completed 12 semester units, or 6 upper division or graduate semester units, in the subject to be taught.

<u>NAME</u>	<u>SITE</u>	<u>CREDENTIAL</u>	<u>ASSIGNMENT</u>
Horn, Christopher	Kolb M.S.	Multiple Subject	Yearbook

I, Cuauhtémoc Avila, Ed.D., Secretary of the Governing Board of the Rialto Unified School District, hereby certify that the foregoing is a true and correct copy of a credential waiver duly made, adopted and entered in the Board minutes of the Governing Board of the Rialto Unified School District of San Bernardino County on the 24<sup>th</sup> day of October, 2018.

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

\_\_\_\_\_  
Cuauhtémoc Avila, Ed.D.  
Secretary, Board of Education

**Submitted by:** Rhea McIver Gibbs and Rhonda Kramer

(Ref. J 4.1)

## K DISCUSSION/ACTION ITEMS



## Rialto Unified School District

**Board Date: October 24, 2018**

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **DECEMBER BOARD MEETING DATE CHANGE**

**Background:** The Board of Education meeting schedule for the 2018-2019 school year was approved by the Board on March 28, 2018. Currently, our December Board of Education meeting is scheduled for Wednesday, December 5, 2018. The Superintendent's office is requesting the Board change the meeting date to Friday, December 7, 2018.

**Rationale:** A change to the meeting date in December needs to be made in order to be in compliance with Education Code Sections 5017, 35143 and 72000(c)(2)(A), which requires governing boards to hold an annual organizational meeting within 15 days commencing with and including the first Friday in December (December 7 – December 21).

**Recommendation:** Approve the change of date of the Board of Education meeting from Wednesday, December 5, 2018, to Friday, December 7, 2018, in order to be in compliance with Education Code Sections 5017, 35143 and 72000(c)(2)(A).

**Fiscal Impact:** No fiscal impact

**Submitted and Reviewed by: Cuauhtémoc Avila, Ed.D.**

(Ref. K 1.1)





**Rialto Unified School District**

**Board Date: October 24, 2018**

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **RESOLUTION NO. 18-19-16 NATIONAL RED RIBBON WEEK**

**RESOLUTION OF THE BOARD OF EDUCATION OF  
THE RIALTO UNIFIED SCHOOL DISTRICT**

**WHEREAS**, National Red Ribbon Week, a successful component of an alcohol and drug abuse prevention campaign, is being observed during the week of October 23 – 31, 2018, in every community in the United States with the unifying theme, “Life Is Your Journey. Travel Drug Free”; and

**WHEREAS**, National Red Ribbon Week offers all citizens the opportunity to encourage and foster an attitude toward healthy, drug-free and alcohol-free lifestyles; productivity; and

**WHEREAS**, chemical dependencies not only cripple the individual directly, but also family, workplace, friends, communities, and society at-large through violent crime and lower productivity; and

**WHEREAS**, alcohol and drug abuse has reached epidemic stages in the United States, making it imperative that communities launch drug prevention education programs; and

**WHEREAS**, business, government, law enforcement, schools, religious institutions, service organizations, youth medical professionals, senior citizens, military personnel, sports teams, and individuals will demonstrate their commitment and total support for drug and alcohol abuse-free, healthy lifestyles by wearing and displaying red ribbons during this week-long education and awareness campaign.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Rialto Unified School District declares the week of October 23 – 31, 2018, as National Red Ribbon Week and encourages all teachers, support staff, and students to participate in alcohol and drug prevention education programs and activities.

\_\_\_\_\_  
Joseph W. Martinez, President

\_\_\_\_\_  
Edgar Montes, Vice President

\_\_\_\_\_  
Nancy G. O’Kelley, Clerk

\_\_\_\_\_  
Joseph Ayala, Member

\_\_\_\_\_  
Dina Walker, Member

**Submitted and Reviewed by:**

**Kelly Bruce**

(Ref. K 2.1)



**Rialto Unified School District**

**Board Date: October 24, 2018**

**TO:** Board of Education  
**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent  
**ITEM:** **RESOLUTION NO. 18-19-17**

**RESOLUTION NO. 18-19-17**  
**RESOLUTION OF THE BOARD OF EDUCATION OF**  
**THE RIALTO UNIFIED SCHOOL DISTRICT**  
**SUPPLEMENTAL EARLY RETIREMENT PLAN (SERP)**

October 24, 2018

**WHEREAS**, the Board of Education (the “Board”) of the Rialto Unified School District (the “District”) desires to offer a Supplemental Early Retirement Plan (the “Plan”); and

**WHEREAS**, California Government Code Section 53224 authorizes school districts to make contributions to retirement plans; and

**WHEREAS**, the RIALTO UNIFIED SCHOOL DISTRICT desires to provide retirement benefits to its employees under such a plan; and

**THEREFORE, IT IS RESOLVED** that the Board of Education of RIALTO UNIFIED SCHOOL DISTRICT hereby establishes an early retirement incentive plan for eligible employees of the District effective July 1, 2019.

**RESOLVED FURTHER** that the eligibility requirements for employees to participate in such plan shall be as follows:

- Employee must be a Certificated (Management or Non-Management), Classified (Management or Non-Management), Supervisory or Confidential employee of the District with an FTE of at least 0.75.
- Employee must be in active status with the District as of June 30, 2019
- Employee must be at least 55 years of age with 5 consecutive years of service or at least 50 years of age with 20 consecutive years of service with the District by June 30, 2019
- Employee must retire from the District on or before June 30, 2019
- Employee must submit to the District Office a completed SERP Enrollment Package, a Letter of Resignation and an Irrevocable Letter of SERP Participation no later than February 15, 2019

(Ref. K 3.1)

**RESOLVED FURTHER** that the Board hereby adopts the plan known as the RIALTO UNIFIED SCHOOL DISTRICT's Supplemental Early Retirement Plan (SERP), effective July 1, 2019.

**RESOLVED FURTHER** that the employer's contributions will fund each participant's benefit at 75% of the final annual base salary, paid over a period of five (5) years.

**RESOLVED FURTHER** that the RIALTO UNIFIED SCHOOL DISTRICT shall make all contributions to the Plan to fund the annuities purchased pursuant to the Plan.

**RESOLVED FURTHER** that, for purposes of the limitations on contributions under the Plan, as prescribed by section 415 of the Internal Revenue Code of 1986, as amended, the "limitation year" shall be the Plan Year, as defined under the terms and provisions of the Plan.

**RESOLVED FURTHER** that, for purposes of clarification of administration of the Plan but not for purposes of making said Plan subject to title I of Employee Retirement Income Act of 1974 (ERISA), the Board hereby designates the District as the plan administrator.

**RESOLVED FURTHER** that the Board hereby appoints Keenan Financial Services as the contract administrator to assist the District in the implementation and administration of the Plan.

**RESOLVED FURTHER** that the Board hereby authorizes and directs the Associate Superintendent of Business Services and the Lead Risk Management and Transportation Agent to take the following actions:

- A. Execute the Plan and any and all other documents necessary or proper to implement the Plan.
- B. Contract with Keenan Financial Services as contract administrator to provide all services described in the contract.
- C. Final implementation of the SERP is contingent upon savings as determined through a final savings analysis provided to the District at the end of the plan window period and final rescind date. The final determination will be made by Business Services and reported to the Board. If there is not adequate savings, those who submitted letters of retirement shall be permitted to rescind his or her resignation and return to work for the next 2019-20 school year.
- D. Execute any and all documents, including any amendment to the Plan, necessary or proper to obtain and maintain IRS approval of the form of the Plan if the IRS makes available a procedure for approval.
- E. Enter into any other contract or agreement which he or she deems necessary or proper to administer and/or fund the Plan and to attain and maintain the income tax qualification of the Plan under the Internal Revenue Code of 1986, as amended.

**APPROVED, PASSED AND ADOPTED** this 24<sup>th</sup> day of October, 2018, by the Board of Education of the Rialto Unified School District of San Bernardino County by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAINED: \_\_\_\_\_

\_\_\_\_\_  
Joseph W. Martinez, President

\_\_\_\_\_  
Edgar Montes, Vice President

\_\_\_\_\_  
Nancy G. O'Kelley, Clerk

\_\_\_\_\_  
Joseph Ayala, Member

\_\_\_\_\_  
Dina Walker, Member

I, Cuauhtémoc Avila, Ed.D., Secretary of the Board for the RIALTO UNIFIED SCHOOL DISTRICT, hereby certify that the above and the foregoing Resolution was duly and regularly adopted by the said Board at a regular meeting thereof on the 24th day of October 2018 and passed by a majority vote of said Board.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this 24th day of October 2018.

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

\_\_\_\_\_  
Cuauhtémoc Avila, Ed.D.  
Secretary, Board of Education

**Submitted by:** Derek Harris  
**Reviewed by:** Mohammad Z. Islam

(Ref. K 3.3)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education

**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent

**ITEM:** **AGREEMENT WITH KEENAN & ASSOCIATES  
FOR CONSULTING SERVICES OF  
SUPPLEMENTAL EARLY RETIREMENT PLAN (SERP)**

**Background:** The District is in need of a consultant to assist with the design, implementation and administration of a Supplemental Early Retirement Plan (SERP). The District is recommending a Supplemental Early Retirement Plan be offered to eligible Certificated (Management or Non-Management), Classified (Management or non-Management), Supervisory, and Confidential employees, effective July 1, 2019.

**Rationale:** The District reviewed proposals from two (2) providers for consulting services of retirement plans. Based on the proposed fee, the District recommends Keenan & Associates as the District's consultant for the SERP. Keenan & Associates will provide services relating to the Plan design, conducting group and individual meetings, preparation of enrollment materials, distribution of forms, processing of annuity applications, and other associated matters.

The service fee for Keenan & Associates is based on a percentage of the total annual premium for the annuity or annuities used to fund the Plan which will be at 3.75% of premiums paid over a period of five (5) years. The agreement shall be effective October 25, 2018, and shall continue in effect until all benefits due under the Plan have been paid.

**Recommendation:** Approve an agreement with Keenan & Associates as the consultant to assist with the design, implementation and administration of a Supplemental Early Retirement Plan (SERP), effective October 25, 2018 through the duration of all benefits paid under the Plan over a period of five (5) years.

**Fiscal Impact:** 3.75% Fee based on annual premiums – General Fund

**Submitted by:** Derek Harris  
**Reviewed by:** Mohammad Z. Islam

(Ref. K 4.1)



## Rialto Unified School District

Board Date: October 24, 2018

**TO:** Board of Education  
**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent  
**ITEM:** **DENIAL OF LIABILITY CLAIM NO. 17-18-08**

Background: District received Claim No. 17-18-08 on July 31, 2018.

Rationale: Government Code, Section 900

Recommendation: Deny Liability claim No. 17-18-08.

Fiscal Impact: Unknown.

**Submitted by:** Derek Harris  
**Reviewed by:** Mohammad Z. Islam

(Ref. K 5.1)



## Rialto Unified School District

**Board Date: October 24, 2018**

**TO:** Board of Education  
**FROM:** Cuauhtémoc Avila, Ed.D., Superintendent  
**ITEM:** **DENIAL OF LIABILITY CLAIM NO. 18-19-03**

**Background:** District received Claim No. 18-19-03 on October 2, 2018.

**Rationale:** Government Code, Section 900

**Recommendation:** Deny Liability claim No. 18-19-03.

**Fiscal Impact:** Unknown.

**Submitted by:** Derek Harris  
**Reviewed by:** Mohammad Z. Islam

(Ref. K 6.1)

# Board Self-Evaluation Result

Rialto USD



## 1. Conditions of Effective Governance

Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
<b>Board unity</b>						
1. The board is focused on achievement for all students.		3	2	0	0	0
2. The board is committed to a common vision.		3	2	0	0	0
3. The board stays focused on district priorities.		4	1	0	0	0
4. The board works well together.		4	1	0	0	0
5. The board commits the time to become informed.		2	2	1	0	0
6. Individual board members do not undermine board decisions.		2	2	0	1	0
<b>Roles and responsibilities</b>						
7. Board members agree on the role and responsibilities of the board and the superintendent.		4	1	0	0	0
8. Board members follow board agreements regarding speaking for the board.		3	2	0	0	0
9. Board members keep confidential matters confidential.		2	2	1	0	0
10. The board gives direction to the superintendent only at board meetings.		3	1	1	0	0
11. Individual board members do not attempt to direct the superintendent.		1	3	1	0	0



A strength for most members



A strength for simple majority



Area of growth for simple majority



Area of growth for most members



## 1. Conditions of Effective Governance

### Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
<b>Board culture</b>						
12. The board treats the superintendent with respect.		5	0	0	0	0
13. The board manages internal conflicts in a productive manner.		5	0	0	0	0
14. Board members follow agreements on how they will act towards each other.		5	0	0	0	0
15. Board members treat each other with respect.		5	0	0	0	0
16. Board members demonstrate they understand other perspectives.		2	3	0	0	0
17. Board members usually discuss questions about agenda items with the superintendent prior to the board meeting.		2	1	2	0	0
<b>Board operations</b>						
18. The board governs within board-adopted policies, bylaws and protocols to manage board operations.		3	2	0	0	0
19. Board members receive timely information.		5	0	0	0	0
20. Board members receive adequate information.		3	2	0	0	0
21. All board members receive the same information.		3	2	0	0	0
22. Board members follow agreements about how to request clarifying or additional information about agenda items.		3	1	1	0	0
23. Board members follow agreements on how to bring up new ideas.		3	2	0	0	0
24. Board members follow agreements on how concerns from the community will be handled.		2	3	0	0	0



## 1. Conditions of Effective Governance

### Number of members responded

Almost Always	Often	Less Often	Rarely	Not Sure
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### Board meetings

25. The board agrees on the role of the board president in managing board meetings.		5	0	0	0	0
26. Board meeting agendas reflect district priorities.		4	1	0	0	0
27. Board members come to meetings prepared.		4	1	0	0	0
28. The board effectively uses data in its decision-making.		4	1	0	0	0
29. The board confines its meetings to a reasonable length of time.		4	1	0	0	0
30. There is a good relationship between how long the board spends on an agenda item and the importance of the item.		3	1	0	0	1
31. The board effectively manages community input at board meetings.		4	1	0	0	0

### Board development

32. The board agrees on the process for identifying officers.		4	0	1	0	0
33. The board plans for the development and training of the board.		1	3	1	0	0
34. The board effectively orients new members.		2	1	2	0	0
35. The board reviews its governance agreements regularly.		1	1	3	0	0

A strength for most members

A strength for simple majority

Area of growth for simple majority

Area of growth for most members

## 2. Board Responsibilities

### Number of members responded

Almost Always	Often	Less Often	Rarely	Not Sure
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### Setting direction

36. The board provides opportunity for community input when developing the district's mission, core beliefs and vision.



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37. The board adopts long-range priorities.



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38. The board uses the district's mission, core beliefs and vision to drive district performance.



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39. The board adopts clear and measurable indicators to assess district performance.



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### Structure

40. The board adopts a fiscally responsible budget aligned to the district's vision and goals.



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41. The board regularly monitors the fiscal health of the district.



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42. The board has an effective process to review, revise and adopt policies.



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43. The board establishes priorities for the district's collective bargaining process that support the district vision and goals.



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### Support

44. The board demonstrates commitment to district priorities and goals.



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45. The board demonstrates support for the superintendent in carrying out board directives.



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46. The board is represented at key district events.



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47. The board celebrates district accomplishments.




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 A strength for most members

 A strength for simple majority

 Area of growth for simple majority

 Area of growth for most members

## 2. Board Responsibilities

### Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
<b>Accountability</b>						
48. The board monitors student progress against established benchmarks.		3	2	0	0	0
49. The board monitors progress towards district goals based on established success indicators.		3	2	0	0	0
50. The board monitors the implementation of the adopted budget.		3	1	1	0	0
51. The board monitors the implementation of board policies.		3	1	1	0	0
52. The board evaluates the performance of the board.		1	2	1	1	0
53. The board evaluates the performance of the superintendent based on established expectations.		5	0	0	0	0
<b>Community leadership</b>						
54. The board uses cohesive messages to communicate district priorities, goals and needs.		2	3	0	0	0
55. The board provides community leadership on educational issues.		3	1	0	1	0
56. The board pursues partnerships to support district efforts.		2	3	0	0	0
57. The board advocates on behalf of students and public education at the local, state and federal levels.		2	2	0	1	0
58. The board informs the community on district priorities, progress, needs and opportunities for involvement.		3	1	1	0	0



A strength for most  
members



A strength for  
simple majority



Area of growth for  
simple majority



Area of growth for  
most members

## **BELIEFS**

We believe that...

- Everyone has unique talent
- There is unlimited power in all of us
- All people have equal inherent worth
- Diversity is strength
- Each person deserves to be treated with respect
- High expectations lead to high achievement
- Risk is essential for success
- Common goals take priority over individual interest
- Integrity is critical to trust
- Honest conversation leads to understanding
- Music is the universal language
- A strong community serves all of its members
- Everyone has the ability to contribute to the good of the community

## **PARAMETERS**

- We will make all decisions in the best interest of students
- We will honor the worth and dignity of each person
- We will hold the highest expectations of everyone
- We will assert the unlimited potential of every student
- We will practice participatory decision-making throughout the district
- We will not allow the past to determine our future

### **Back Cover Pictures**

(Top center, from left to right): Highbanks Elementary School students Marie Gonzalez, Alejandro Cervantes, and Roberto Garcia take cover under their desks during the Great Shakeout.

(Bottom Left): Students in Ms. Nancy Harris' classroom listen, intently, to one of the many guest speakers during Kucera Middle School's career day.

