

**REGULAR MEETING OF THE BOARD OF EDUCATION
RIALTO UNIFIED SCHOOL DISTRICT
DR. JOHN R. KAZALUNAS EDUCATION CENTER
182 EAST WALNUT AVENUE, RIALTO, CA 92376**

September 27, 2017

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 5:00 p.m. by Vice President Martinez at the Dr. John R. Kazalunas Education Center, 182 East Walnut Avenue, Rialto, CA 92376.

Members present: Joseph W. Martinez, Vice President; Edgar Montes, Clerk; Joseph Ayala, Member; and Nancy G. O'Kelley, Member. Dina Walker, President, arrived at 5:03 p.m.

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Mohammad Z. Islam, Associate Superintendent, Business Services; Beth Curtiss, Academic Agent, Liberal Arts and Literacy/Intervention; Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services; and Rhonda Kramer, Senior Director, Personnel Services. Kelly Bruce, Lead Innovation Agent, was absent. 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.

There were no comments.

CLOSED SESSION

Upon a motion by Member Ayala, seconded by Member O'Kelley, and approved by a unanimous 4-0 vote, the Board of Education entered into closed session at 5:03 p.m. to consider and discuss the following items:

1. Public Employee Employment/Discipline/Dismissal/Release/Reassignment of Employees (Government Code section 54957)
2. Student Expulsions/Reinstatements/Expulsion Enrollments

(Ref. E 1.1)

3. CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Cuauhtémoc Avila, Ed.D., Superintendent, Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services, and Rhonda Kramer, Senior Director, 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 – EXISTING LITIGATION
(Subdivision (a) of Government Code section 54956.0):

Rialto Unified School District v. Educational Consulting Services, Inc., et al. (Case No. CIVDS1518116)
5. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
San Bernardino Superior Court, Case No. CIVSD1710300
6. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957)
Title: Superintendent
7. CONFERENCE WITH LABOR NEGOTIATOR (Government Code section 54957.6)
Designated Representative: Board President, Dina Walker
Unrepresented Employee: Superintendent

ADJOURNMENT OF CLOSED SESSION

Upon a motion by Vice President Martinez, seconded by Clerk Montes, and passed by a unanimous 5-0 vote, closed session adjourned at 7:05 p.m.

OPEN SESSION RECONVENED – 7:05 P.M.

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

Administrators present: Cuauhtémoc Avila, Ed.D., Superintendent; Mohammad Z. Islam, Associate Superintendent, Business Services; Beth Curtiss, Academic Agent, Liberal Arts and Literacy/Intervention; Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services; and Rhonda Kramer, Senior Director, Personnel Services. Kelly Bruce, Lead Innovation Agent, was absent. Also present was Rosie Williams, Executive Secretary, and Jose M. Reyes, Interpreter.

PLEDGE OF ALLEGIANCE

Tayla Rhoten, 7th grade Kolb Middle School student, led the Pledge of Allegiance.

PRESIDENT WALKER WILL ADMINISTER OATH OF OFFICE TO STUDENT BOARD MEMBER

President Walker administered Oath of Office to Student Board Member Keon Collins.

PRESENTATION BY KOLB MIDDLE SCHOOL

Kolb Middle School student leaders, along with Kolb Principal, Ms. Eide, shared the life and times during 50 years of Kolb Middle School's existence.

REPORT OUT OF CLOSED SESSION

Superintendent Avila reported that in closed session the Board of Education, by a unanimous 5-0 vote, took the following action:

- Accepted the request for a leave of absence for classified employee #1170337, September 29, 2017 through December 8, 2017.
- Imposed an eight (8) day unpaid suspension on certificated employee #1705317.

ADOPTION OF AGENDA

Upon a motion by Clerk Montes, seconded by Vice President Martinez, the Agenda was adopted by a unanimous 5-0 vote by the Board of Education.

B. PRESENTATIONS

1. Reducing Chronic Absenteeism 2016-2017 Honorees presented by Leonard Buckner, Coordinator, Child Welfare and Attendance

Leonard Buckner, Coordinator, Child Welfare and Attendance, presented \$500.00 checks to schools who achieved an absenteeism rate of 10% or less for the 2016-2017 school year. The schools receiving the award were: Boyd, Dollahan, Dunn, Fitzgerald, Garcia, Kelley, Kordyak, Simpson, and Trapp Elementary Schools, Jehue, Kolb, and Kucera Middle Schools, and Carter High School.

2. School Dude/Maintenance Direct Work Order System presented by Les Alexander, Director, Maintenance and Operations

Les Alexander, Director, Maintenance and Operations, conducted a PowerPoint presentation on the Work Order System process. The PowerPoint presentation is attached – see pages (Ref. E 1.10) – (Ref. E 1.14).

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.

Jorge Rivera, parent, spoke regarding his concerns due to his student not receiving his special education services, and how the rights of special education students are being deliberately violated. He also expressed his concerns regarding attorney fees paid by the District in reference to special education issues.

Alejandra Rivera, parent, expressed her disappointment regarding the special education department not meeting her student's needs. She stated that the system needs to change to include parent engagement, to work building parent trust, and sensitivity training.

Tobin Brinker, Frisbie Middle School teacher, thanked Superintendent Avila for meeting with him and Michelle Ramirez regarding the Inland Empire Children's Book Project. They will be moving forward to expand the project to Rialto. He shared information regarding the project and thanked Superintendent Avila for his support.

Desirree Alvarez, parent, expressed her disappointment in the birthday treat policy for classrooms. She stated that she would like to see a task force and would be willing to lead it to communicate with parents and to find out the needs of the parents.

Maria Mora, parent, thanked Principal Cuellar for giving her the opportunity to attend the Family Leadership Workshop. It has really helped her become a better person, which benefits her and her children as well. She hopes more parents will be allowed to participate.

Juan Silva, parent, shared his experiences and appreciation for the Family Leadership Workshop, stating this workshop is helping parents find the true leader within their families. He encouraged all parents to attend the Parent Summit on October 14, 2017, where they will have a workshop to provide parents with information to guide their students and the District.

(Ref. E 1.4)

Sandra Hernandez, parent, shared that she was honored to be part of the first group to attend the Family Leadership Institute, and she hopes the Institute will continue so that parents become better leaders for a better future for their children.

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, congratulated new Student Board Member Keon Collins. She shared information regarding the October 5, 2017, deadline (there will be no extension) to apply for Deferred Action for Childhood Arrivals (DACA) renewal status for current recipients. The renewals will be considered and processed for those recipients whose status expires between September 5, 2017 and March 5, 2017. Additional information can be found on the Homeland Security website.

Connie Richardson, RSMA President, invited the Board to the RSMA Annual Welcome Reception for new administrators and managers on Wednesday, October 4, 2017, from 4:30 p.m. to 6:30 p.m., in the West Wing.

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

D. PUBLIC HEARING

OPEN PUBLIC HEARING

Upon a motion by Member O'Kelley, seconded by Vice President Martinez, Public Hearing was opened at 8:27 p.m. by a unanimous 5-0 vote by the Board of Education.

1. Public Hearing: Pursuant to the requirements of Government Code and Board Policy, the Form for Public Disclosure of Proposed Collective Bargaining Agreement [AB1200 (Statutes of 1991, Chapter 1213) as revised by AB2756 (Statutes of 2004, Chapter 25), Government Code 3547.5] between the Rialto Education Association (REA), and the Rialto

Unified School District Board of Education is hereby posted in compliance with the legislative requirements for public notice.

Upon a motion by Vice President Martinez, seconded by Clerk Montes, Public Hearing was closed at 8:28 p.m. by a unanimous 5-0 vote by the Board of Education.

CONSENT CALENDAR ITEMS

Upon a motion by Clerk Montes, seconded by Member O'Kelley, Items E – H7, and I – J were approved by a unanimous 5-0 vote by the Board of Education. Items H8 and H9 were voted on separately.

E. MINUTES

1. Approve the minutes of the Regular Board of Education meeting held September 13, 2017.

F. GENERAL FUNCTIONS CONSENT ITEMS – None

G. INSTRUCTION CONSENT ITEMS

1. Ratify the approval of the recommendation made by the Senior Director of Student Services, to grant an exemption from all physical activities for Student No. 401341, 264531, and 863221 for the 2017-2018 school year.

H. BUSINESS AND FINANCIAL CONSENT ITEMS

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from August 24, 2017 through September 11, 2017, (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 Hope Reigns Foundation, Lauren Erickson, State of California, Wells Fargo, Jennifer Avalos, The Kula Foundation, and Golden State Foods Foundation, and request that a letter of appreciation be sent to the donors.
3. Approve the establishing of the Reserve for Capital Outlay Sub Fund Account (40-9867) for the District-wide heating, ventilation, and air conditioning (HVAC) equipment, and LED lighting and energy management system upgrades project.
4. Ratify an agreement with The Regents of the University of California, Riverside, Marlan and Rosemary Bourns College of Engineering, to

(Ref. E 1.6)

support and implement the Mathematics Engineering Science Achievement (MESA) program at Kolb Middle, Kucera Middle, Carter High, and Rialto High Schools effective July 1, 2017 through June 30, 2018, at no cost to the District.

5. Ratify an agreement with N2Y, LLC, effective August 31, 2017 through June 30, 2018, for three (3) on-site trainings at \$3,250.00 per day/training at a total cost not-to-exceed \$9,750.00, to be paid from the Educator's Effectiveness Grant.
6. Approve an agreement with Young Women's Empowerment Foundation to provide essential support services that will support African American youth and at-risk students at Frisbie Middle School to reduce barriers that lead to students dropping out of school, effective September 28, 2017 through May 30, 2018, at a total cost not-to-exceed \$15,100.00, to be paid from the site General Fund.
7. Approve an agreement with Salve Banzon and Angelica Regalado, St. Catherine of Siena teachers, to provide extended day services to students identified as English Learners at St. Catherine of Siena private school, effective September 28, 2017 through February 28, 2018, at a total cost not-to-exceed \$2,058.00 per consultant and a combined total cost not-to-exceed \$4,116.00, to be paid from Title III funds.

Upon a motion by Clerk Montes, seconded by Vice President Martinez, Item H8 was approved by Student Board Member Collins' preferential vote, and a unanimous 5-0 vote by the Board of Education.

8. Approve Amendment No. 1 with Mr. Robert Jackson for additional presentations on September 29, 2017, to three (3) Elementary Schools, Bemis, Myers, and Werner, for an additional cost not-to-exceed \$4,000.00, with a total cost not-to-exceed \$9,000.00, to be paid from the General Fund and STEP-UP funds.

Upon a motion by Member Ayala, seconded by Member O'Kelley, Item H9 was approved by Student Board Member Collins' preferential vote, and a unanimous 5-0 vote by the Board of Education.

9. Ratify the Memorandum of Understanding with Riverside County Superintendent of Schools and Key Data Systems to participate in the Mathematical Reasoning with Connections (MRWC) project, a one-year agreement from July 1, 2017 through June 30, 2018, to provide 4th year mathematics students with a course that will prepare students for college-level mathematics, including Pre-Calculus, Calculus, and other quantitative reasoning courses at no cost to the District.

(Ref. E 1.7)

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

J. **PERSONNEL SERVICES CONSENT ITEMS**

- 1-3. Approve Personnel Report No. 1180 for classified and certificated employees.
4. Adopt Resolution No. 17-18-16, authorizing the Lead Personnel Agent, Personnel Services, to assign various teachers who are enrolled in a credential program, but have not yet completed the requirements to enter an internship program.

K. **DISCUSSION/ACTION ITEMS**

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

1. Ratify the *Tentative Settlement Agreement* between the Rialto Unified School District and the Rialto Education Association ("REA").

Upon a motion by Vice President Martinez, seconded by Clerk Montes, Item K2 was approved by a unanimous 5-0 vote by the Board of Education.

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

STIPULATED


Case Number:
17-18-4


REINSTATEMENT

Case Numbers:
16-17-25
15-16-60
14-15-55
13-14-69

L. **ADJOURNMENT**

Upon a motion by Member O'Kelley, seconded by Clerk Montes, and approved by a unanimous 5-0 vote by the Board of Education, the meeting was adjourned at 8:35 p.m. with a moment of silence in memory of Chief Stephen "Mac" McLaughlin, NJROTC Instructor at Rialto High School, who passed away on September 12, 2017.


Clerk, Board of Education


Secretary, Board of Education



Rialto Unified School District

"Bridging Futures Through Innovation"


Maintenance and Operations Work Order System

Presented by: Les Alexander, Director
Maintenance and Operations
September 27, 2017

Total Number of Work Orders

**WO's received
7697**

**WO's completed
6170**



M&O
Rialto Unified School District

[Maint Request](#)
[My Requests](#)
[Settings](#)

[HELP](#)

[Work Request](#)

Welcome
To submit your request complete the following form.

Step 1: Please be yourself, click here if you are not Norma Mijares

First Name	Last Name	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone <input checked="" type="checkbox"/>	Pager	Mobile Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Step 2:

Location <input checked="" type="checkbox"/> -- Select Location -- Building -- No Building Available -- Area -- Select Area --	Area/Room Number <input checked="" type="checkbox"/> <input type="text"/>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------

☐ Yes, remember my area entries for my next new request entry.

Step 3: Select Problem Type: ☒

Maintenance Help Desk: Click on the problem type below that best describes your issue.

Alarm	Backflow	Cabinetry	Carpentry
Ceiling Tile	Climate Control	Clocks/Bells	Concrete
Custodial	Custodial	Delivery	Doors and

Requestor fills out steps 1 - 9

3

Step 4: Please describe your problem or request. ☒

In the description box – Detailed but Brief

Step 5: Time Available for Maintenance

Step 6: Purpose

-- Select Purpose --

Step 7: Attachment

Attach New File (Maximum allowed is two attachments with a size of 3MB or less per file.)

Step 8: Submittal Password ☒

[Forgot Password?](#)

Step 9:

NOTE: You will receive the following notifications.
You will be notified of status changes to your request.
You will be notified if this request is completed.
You will be notified if this request is declined.
You will be notified when this request has been duplicated.

4

Alto Unified School District

Application Links - Logout

M.O.
Mato Unified School District

Maint Request My Requests Settings

A list of all work orders Requestors generate. Can be sorted by various criteria.

My Requests Shortcuts Legend

My Maint. Requests

Note: Once the request is assigned to someone for approval, you no longer can edit the request. You can click on the current assigned person name to send email and request changes on your request.

Search for: Show All

1 - 10 of total 7339 listed

Status	Location	Action Taken	Complete
W/OID	Building	Assigned To	Date
Area	Description	Request Date	Type
Area Number			
Purpose			
New Request 7740 Classroom G-3 Reactive Maintenance	Bemis ES - 774 E. Edwanda Ave ANTS IN CLASSROOM	No Action Note ROMERO, CLARA 9/26/2017 Pest Control	
New Request 7739 Office Safety office	DRC - 260 S. Willow Ave Requesting cleaning the carpets in the patrol offices prior to October 19, The Great Shake Out. Time Available: any time	No Action Note ROMERO, CLARA 9/26/2017 Custodial	
Pending 7737 Culinary Reactive Maintenance	Chavez-Huerta Center - 324 N. Palm Ave camera connection lost on 11 cameras mostly in culinary, please check	No Action Note Barnes, Gary 9/26/2017 Security Camera	
Pending 7736 Classroom E-213 Roommate Maintenance	Rialto HS - 595 S. Eucalyptus Ave Please check AC temp is too cold, see Jan. Thank you Time Available: 7-4	No Action Note Barnes, Gary 9/26/2017 Climate Control	
Pending 7735 Classroom G-4 E-13	Dehue MS - 1500 N. Eucalyptus Ave restroom doors that are located inside of the classroom to	No Action Note Way, Douglas 9/26/2017 Custodial	

Request Totals

- 5 New Request
- 1299 Work In Progress
- 144 Complete
- 5744 Closed Work Orders
- 5 Declined
- 11 Parts on Order
- 1 Duplicate Request
- 39 On Hold
- 9 Waiting More Information
- 78 Pending
- 8 Waiting Funding
- 6 Deferred

5

Work Order Process

New Work Order -> Pending -> Work In Progress -> Complete -> Closed

Back to Shortcuts

Message Center

List of Messages
Re: Work Order Status or specific messages.

New Message

Click on a Message to Reply

- Message Change for work order 355 SchoolDude Message Center 1/15/2017 10:48:11 AM (3)
- Work order 355 is Complete SchoolDude Message Center 1/10/2017 7:06:55 AM (1)
- Message Change for work order 355 SchoolDude Message Center 1/10/2017 7:06:55 AM (3)
- Message Change for work order 355 SchoolDude Message Center 12/20/2016 7:42:35 AM (3)

Requestors receive an automated e-mail in Outlook as the work order status changes.

Subject: Status Change for work order 355

Emailed To: scarr@nido.k12.ca.us

Author: SchoolDude Message Center

Date: 1/12/2017 3:25:01 PM

Message: Work order 355 has changed to a status of **Work In Progress**. The work order is assigned to Eric Buge with the following description:
Rialto MS - 1262 W. Rialto Ave
Per this teacher's request:
Her lunch was changed from 2nd to 3rd and she would like the correct bell to ring in her classroom now. Time Available: 7:00 am - 4:00 pm
The following Action Taken is logged for the work order:

Subject: Work order 355 is Complete

Emailed To: scarr@nido.k12.ca.us

Author: SchoolDude Message Center

Date: 1/12/2017 1:20:33 PM

Message: Work Order 355 is now complete for:
Location: Rialto MS - 1262 W. Rialto Ave
Area: Classroom
Area number: H105
W/O Description: Per this teacher's request:
Her lunch was changed from 2nd to 3rd and she would like the correct bell to ring in her classroom now. Time Available: 7:00 am - 4:00 pm
Action Taken: Change bell zone programming

6

Kato On/Off a Series District

M.O. ACCOUNT 1760246800

App: Kato Link

Logout

Maintenance DIRECT

Home Calendar **New Work Order** Reports Services Account Setup MyOude

Search for: GO Advanced Search

Actions: Add | List | Graph | Report

Work Order: **Shortcuts** **Related Links**

Legend

Add/Update Work Order

Work Order: 131

Status: ☒ Closed Work Order

Status Date: 2/15/2017 1:32:02 PM

Status Last Changed By: NORMA ZARAGOZA

Date Last Printed:

Priority: ☒ Medium

Created By: Dan Silva

Date Created: 1/8/2017 10:37:12 PM

Last Changed By: NORMA ZARAGOZA

Request Info

Location: Gate 15 - 1290 W. Ranch A

Building: 11th Bldg. A (Lab)

Area: Restroom

Request Date: 12/28/2016

Request Description: Ceiling fan in boys' restroom is broken. Time available: 8:15 AM

Area Number: A-101

Emergency? ☐

Deferred

New Due Date:

Deferred By:

Reason for Deferral:

Contact Info

Name: Select OTHER if requester not in list and type their name in field below

First Name: Last Name

Phone: 505-231-7520

Email: dsilva@kato.org

Cellular Phone:

Survey Requester No:

7

Assignment Info

Assigned To: Presider, Bill

Target Start Date: 12/28/2016

Target Completion:

Requested Completion:

Actual Completion: 2/3/2017 2:07:10 PM

Estimated Costs: 0.00

Actual Costs: 118.64 [Note: Actual costs exclude tax amounts.]

Total Costs: 118.64

Estimated Hours: 0.00

Actual Hours: 7.00

Budget Info

Purpose: Reactive Maintenance

Budget: Select Budget Account

Project: Select Project

Classification: Select Classification

Type: Select Type

Action Taken

Action: Trouble shot unit found motor not working. Removed assembly to replace motor.

Message Center

New Message

Click on a Message to Reply

Message Log:

- Message Change for work order 131: SchoolDude Message Center 2/15/2017 1:32:02 PM
- Work order 131 is Complete: SchoolDude Message Center 2/3/2017 2:07:10 PM
- Status Change for work order 131: SchoolDude Message Center 2/3/2017 2:07:10 PM
- Status Change for work order 131: SchoolDude Message Center 2/1/2017 2:07:10 PM
- Status Change for work order 131: SchoolDude Message Center 2/1/2017 2:07:10 PM
- Status Change for work order 131: SchoolDude Message Center 1/27/2017 1:18:00 PM (C)
- Status Change for work order 131: SchoolDude Message Center 1/8/2017 9:38:51 AM (C)

8

Transactions

[New Labor Transaction](#)
[New Purchase Transaction](#)

Labor Transactions 1 - 3 of total 3 listed

Date	Description	Cost Each	Hours	Amount
02/03/2017	Bill Preaster	\$0.00	1	\$0.00
02/02/2017	Bill Preaster	\$0.00	2	\$0.00
02/01/2017	Bill Preaster	\$0.00	4	\$0.00
Total Labor			7	\$0.00

Who worked on the work order, when and how long

Purchase Transactions 1 - 1 of total 1 listed

Date	Description	Invoice# PO #	Status	Cost Each	Qty	Tax	Shipping	Other	Amount
02/03/2017	Motor			\$110.00	1	\$0.00	\$8.64	\$0.00	
Subtotal					1	\$0.00	\$8.64	\$0.00	
Total Purchase							\$118.64		

Any costs associated with the work order (ex. Parts)

Grand Total \$118.64

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Approval Routing

Date	Approved?	By	Routed To
12/28/2016 1:15:37 PM	System Route	Den Silva	CLARA ROMERO
1/4/2017 8:13:04 AM	User Route	LES ALEXANDER	Gary Barnes
1/18/2017 7:56:16 AM	System Track	Shawn Cuttner	Bill Preaster

ROUTING HISTORY

- > Comptroller – Clara Romero
- > Supervisors
- > M&O Worker or M&O Tech

File Attachments

[Attach New File](#) (The maximum allowed file size is 5MB.)

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Q&A?

10

(Ref. E 1.14)