



RIALTO

Unified School District

BOARD OF EDUCATION

Agenda, August 8, 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

RUSD students today are the medical leaders of tomorrow...Recently RUSD students attended the Medical Leaders of Tomorrow (MLT) program at UCR Medical School. Students from Rialto, Colton, Yucaipa, Redlands and San Bernardino USD worked on group projects. Pictured from left to right are: Kenneth Diaz, Rialto High, Project: Opioid Abuse, Carlos Barrios, Rialto High, Project: Asthma, Johselyn Jimenez, Rialto High, Project: Opioid Abuse, Xitlali Olvera, Rialto High, Project: Opioid Abuse, Destiny Lopez, Eisenhower High, Project: Diabetes, Emily Acuna, Carter High, Project: Depression, and Andre Balboa, Eisenhower High, Project: Diabetes. We congratulate our students for their recognition in participating and taking the first step in understanding medical science. Awesome job!

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

August 8, 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 Appointments:

- Assistant Agent, Nutrition Services
- Elementary School Principal
- High School Principal
- Safety Operations Supervisor (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)

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

REPORT OUT OF CLOSED SESSION

ADOPTION OF AGENDA

Moved_____ **Seconded**_____

Vote by Board Members: Ayes:_____ Noes:_____ Abstain:_____

B. PRESENTATION

1. President Martinez will administer Oath of Office to Student Board Member

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 - None

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 July 11, 2018. (Ref. E 1.1-9)

F. GENERAL FUNCTIONS CONSENT ITEMS

1. First reading of revised Board Policy 5111(a-d); Students: Admission. (Ref. F 1.1-4)
2. First reading of **new** Board Policy 5111.1(a-d); Students: District Residency. (Ref. F 2.1-4)
3. First reading of revised Board Policy 5125(a-d); Students: Student Records. (Ref. F 3.1-4)
4. First reading of revised Board Bylaw 9270(a-m); Conflict of Interest. (Ref. F 4.1-13)

G. INSTRUCTION CONSENT ITEMS

1. Approve Medical Assistant P course that will be utilized by all high schools in the district beginning with the 2018-2019 school year, at no cost to the District. (Ref. G 1.1)

H. BUSINESS AND FINANCIAL CONSENT ITEMS

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from June 21, 2018 through July 23, 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, Think Together, and Trane US, Inc., and request that a letter of appreciation be sent to the donors. (Ref. H 2.1)
3. Approve an agreement with Design West Engineering to provide engineering services required for the addition of Electrical Bus Charging Stations, effective August 9, 2018 through December 31, 2020, at a cost not-to-exceed \$38,000.00, to be paid from Fund 40 – Special Reserve Fund (to be reimbursed through the grant). (Ref. H 3.1)
4. Approve Amendment No. 2 to the agreement with ATI Architects and Engineers for an increase of \$6,411.00 in the architect fee for a total cost not-to-exceed \$75,446.00, including reimbursable expenses, to be paid from Fund 40 – Special Reserve Fund. All other terms and conditions of the agreement will remain the same. (Ref. H 4.1)
5. Approve an agreement with H&L Charter, Hot Dogger Tours, dba Gold Coast Tours, Certified, Alliance, and Visser Bus Services effective September 1, 2018 through June 30, 2019, to provide transportation services for extra-curricular events, as needed, at a cost not-to-exceed \$45,000.00 each. Combined total cost not-to-exceed \$225,000.00, to be paid from the General Fund, Associated Student Body (ASB), parent organizations, and/or other donations. (Ref. H 5.1)
6. Approve an agreement with The Cambrian Group to provide staff development in the areas of Strategic Thinking, learning and thinking in a strategic context, and social class and education from August 2018 to December 2018, at a not-to-exceed cost of \$31,953.20, including a not-to-exceed reimbursable travel expense of \$2,990.00 with original receipts, to be paid from the General Fund. (Ref. H 6.1)

7. Ratify the revised Three (3) Year Building and Facility Use Agreement between the City of Rialto and the District, effective November 15, 2017 through November 30, 2020, unless sooner terminated as herein provided, or extended for an additional term of three (3) years. Upon expiration of the Agreement(s), City of Rialto and District agree to continue the existing Agreement in full force and effect Month to Month, until such time as the City of Rialto and District approve or opt out of negotiations for renewing a new Agreement. (Ref. H 7.1-3)
8. Approve the following bids: CMAS, Bid No. 3-18-84-0075A, Rampart Security Solutions Inc. for the purchase and warranty of video surveillance equipment; CMAS, Bid No. 3-16-70-0793H, CDW Governmental LLC for the purchase and warranty of software and software maintenance; CMAS, Bid No. 3-17-05-0001A, HP Computing and Printing, Inc. for the purchase and warranty of copying equipment and Managed Print Solutions; SIMI Valley USD, Bid No. 034-14M.1, SHI International for the purchase of Microsoft software products. (Ref. H 8.1)
9. Ratify the AB 212 Educational Stipend Program Agreement #18/19-0269 with the San Bernardino County Superintendent of Schools, which provides funding to develop and maintain a Child Care Salary/Retention Policy effective July 1, 2018 through June 30, 2019, at no cost to the District. (Ref. H 9.1)
10. Ratify Amendment No. 2 to the agreement with Rockstar Recruiting LLC, DBA Staff Rehab (contract #C-18-0016) to increase the amount from \$162,000.00 to \$164,839.00 which is an increase of \$2,839.00, for additional speech and language services rendered during the 2017-2018 Extended School Year (ESY), to be paid from the Special Education fund. There are no changes to the remaining terms and conditions of the said agreement. (Ref. H 10.1)
11. Ratify Amendment No. 2 to the agreement with Therapia Staffing LLC (contract #C-18-0018) to increase the amount from \$231,000.00 to \$241,223.00 which is an increase of \$10,223.00, for additional speech and language services rendered during the 2017-2018 Extended School Year (ESY), to be paid from the Special Education fund. There are no changes to the remaining terms and conditions of the said agreement. (Ref. H 11.1)
12. Approve renewing agreement with National Student Clearinghouse Student Tracker to provide data regarding our student enrollment in post-secondary institutions for Eisenhower, Carter, and Rialto High Schools effective November 1, 2018 through June 30, 2019, at a total cost of \$1,275.00 (\$425.00) per high school, to be paid from the General Fund. Milor and Zupanic High Schools would receive the service at no cost provided their enrollment remains under 300 students. (Ref. H 12.1)

13. Approve renewing agreement with Riverside County Office of Education to provide both A-G transcript analysis, as well as school counseling support as outlined, for a total of sixteen (16) days effective August 12, 2018 through June 30, 2019, at a cost of \$40,000.00, to be paid from College Readiness Grant funds. (Ref. H 13.1)
14. Approve an agreement with Pearson to provide three (3) days of professional development on advanced English Language Development (ELD) strategies using iLitELL, effective August 9, 2018 through May 30, 2019, at a cost of \$5,100.00, to be paid from Title III funds. (Ref. H 14.1)
15. Approve an agreement with Achieve 3000 to provide an adaptive technology driven program differentiated reading program for approximately 675 Long Term English Learners enrolled in EL intervention courses at secondary schools for the 2018-2019 school year, at a cost of \$34,915.00, to be paid from Title III funds. (Ref. H 15.1)
16. Approve the agreement with University of California, Riverside Extension, for the entire Gifted and Talented Education (GATE) certificate program, to support up to twenty-five (25) certificated staff members in earning the GATE certificate, effective August 9, 2018 through June 30, 2019, at a cost of \$18,000.00, to be paid from the General Fund. (Ref. H 16.1-2)
17. Approve an agreement with Augmentative Communication Therapies, Cindy Cottier, to provide Individual Education Evaluation (IEE) assessments in the area of Augmentative and Alternative Communication and Augmentative Technology (AAC/AT) for current students, effective August 9, 2018 through June 30, 2019, at a cost of \$6,000.00, to be paid from the Special Education fund. (Ref. H 17.1)
18. Approve an agreement with ED21 LLC to provide professional development at Kelley and Morgan Elementary Schools, effective August 9, 2018 through June 30, 2019, at a cost of \$24,800.00, to be paid from Title I funds. (Ref. H 18.1)
19. Approve an agreement with the American Red Cross to provide cardiopulmonary resuscitation (CPR) and first aid training certification cards, effective August 9, 2018 through June 30, 2020, at a cost of \$6,000.00 per year for a combined total of \$18,000.00 for three (3) years, to be paid from the General Fund. (Ref. H 19.1)

I. FACILITIES PLANNING CONSENT ITEMS - None

J. PERSONNEL SERVICES CONSENT ITEMS

- 1-3. Approve Personnel Report No. 1198 for classified and certificated employees. (Ref. J 1.1-3.3)

4. Adopt Resolution No. 18-19-04 authorizing the Lead Personnel Agent, Personnel Services, to employ or assign identified individuals additional time to complete the requirements for the credential that authorizes the service or to provide employing agencies time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the available assignment options. This includes waivers to employ or assign identified individuals when the employing agency finds there is an insufficient number of certificated persons who meet the specified employment criteria for the position. (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. Ratify the Memorandum of Understanding with the City of San Bernardino to provide one (1) part time (20 hours per week) School Resource Officer (SRO) through the San Bernardino Police Department to serve Rialto High School effective July 1, 2018 through June 30, 2021. The District will pay 100% of the 20 hours, to include salary and benefits, and overtime at 1.5 times the hourly rate, \$65,000.00 per year for a combined total of \$195,000.00 for three (3) years, to be paid from the General Fund. (Ref. K 1.1)

Vote by Board Members: Ayes:_____ Noes:_____ Abstain:_____

Moved_____ **Seconded**_____

2. Approve an agreement with Generation Ready to provide fourteen (14) days of Equity Training for a total of sixty (60) participants (Assistant Principals, Teacher Leaders) and six (6) days of Equity Training for a total of twenty-five (25) participants (Equity Council), effective August 9, 2018 through June 30, 2019, at a cost of \$60,000.00, to be paid from the General Fund. (Ref. K 2.1)

Vote by Board Members: Ayes:_____ Noes:_____ Abstain:_____

Moved _____ Seconded _____

3. Award RFP #RIANS 2018-19-005 to the following vendors: Action Sales, Arrow Restaurant, Douglas Equipment, and Yale Chase Equipment, for the purchase of Kitchen Equipment for the fiscal year 2018-2019. The costs of future items purchased from this bid will be paid from Fund 13 - Cafeteria Fund. (Ref. K 3.1)

Vote by Board Members: Ayes: _____ Noes: _____ Abstain: _____

Moved _____ Seconded _____

4. Reject RFP #RIANS-2018-19-004 Tortilla bid and authorize the re-bidding of the Tortilla Bid for Nutrition Services. (Ref. K 4.1)

Vote by Board Members: Ayes: _____ Noes: _____ Abstain: _____

Moved _____ Seconded _____

5. Approve terminating the agreement with Papa John's for RFP #RIANS-2018-19-003 Pizza Products. (Ref. K 5.1)

Vote by Board Members: Ayes: _____ Noes: _____ Abstain: _____

Moved _____ Seconded _____

6. Award RFP #RIANS-2018-19-003 Pizza Products to Pizza Hut for the 2018-2019 fiscal year. The costs of future items purchased from this bid will be paid from Fund 13 - Cafeteria funds. (Ref. K 6.1)

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, August 22, 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 _____ Seconded _____

Preferential Vote by Student Board Member: Aye: _____ No: _____ Abstain: _____

Vote by Board Members: Ayes: _____ Noes: _____ Abstain: _____

Time _____

4

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

July 11, 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; and Joseph Ayala, Member. Dina Walker, Member, arrived at 6:27 p.m.

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; Elizabeth Curtiss, Academic Agent, Liberal Arts and Literacy/Intervention; and Rhea McIver Gibbs, Lead Personnel Agent. 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 Clerk O'Kelley, and approved by a 4-0 vote, the Board of Education entered into closed session at 6:02 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 School Principal
- Middle School Principal

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 – EXISTING LITIGATION**
(Paragraph (1) of subdivision (d) of Section 54956.9)

1247028 v. Rialto Unified School District (United States District Court Central District of California-Western Division Court Case No. 5:16-CV-01954-JAK-SP)

ADJOURNMENT OF CLOSED SESSION

Upon a motion by Member Ayala, seconded by Vice President Montes, and passed by a unanimous 4-0 vote, closed session adjourned at 7:00 p.m.

Clerk O'Kelley was not present during the vote.

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; Elizabeth Curtiss, Academic Agent, Liberal Arts and Literacy/Intervention; and Rhea McIver Gibbs, Lead Personnel Agent, Personnel Services. Also present was Rosie Williams, Executive Secretary, and Jose M. Reyes, Interpreter.

PLEDGE OF ALLEGIANCE

Alex Gau, 5th grade Dunn Elementary School student, led the Pledge of Allegiance.

(Ref. E 1.2)

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:

- Approved an agreement settling United States District Court Case No. 5:16-CV-01954-JAK-SP in exchange for a release of all claims against the District.
- Accepted the administrative appointment of Vince Rollins, Middle School Principal, Frisbie Middle School.
- Accepted the administrative appointment of La Tanya Greer, Elementary Principal, Trapp Elementary School.

ADOPTION OF AGENDA

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

B. PRESENTATIONS - None

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.

Paula Bailey, parent, expressed her concerns regarding the impact Administrators leaving or being transferred to other schools has on students. She asked if students could be given the opportunity to say goodbye to Administrators prior to their departure.

Celia Saravia, representing Amigos Unidos, a support group for parents of children with special needs, thanked Superintendent Avila, Vice President Montes, Bridgette Ealy, Syeda Jafri, and Rhea McIver Gibbs for attending the graduation ceremony for the children at the Non Public School (NPS). She hopes next year the entire Board participates. She congratulated Nutrition Services for the work they are doing. She ended by wishing everyone a happy and safe summer.

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)

Stephen Gianni, CWA, Vice President, stated he hopes everyone is having a good summer. He also stated he is sorry he was unable to attend the Summer Symposium.

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

D. PUBLIC HEARING

Upon a motion by Clerk O'Kelley, seconded by Member Walker, Public Hearing was opened at 7:33 p.m. by a unanimous 5-0 vote by the Board of Education.

1. Public Hearing: Notice of Consideration of approving an increase in Statutory (Level 1) school fees imposed on new residential and commercial/industrial construction pursuant to Government Code Section 65995 and Education Code Section 17620.

Upon a motion by Clerk O'Kelley, seconded by Vice President Montes, Public Hearing was closed at 7:33 p.m. by a unanimous 5-0 vote by the Board of Education.

CONSENT CALENDAR ITEMS

Upon a motion by Clerk O'Kelley, seconded by Vice President Montes, Items E – J were approved by a unanimous 5-0 vote by the Board of Education.

E. MINUTES

1. Approve the minutes of the Regular Board of Education meeting held June 27, 2018.

F. GENERAL FUNCTIONS CONSENT ITEMS - None

G. INSTRUCTION CONSENT ITEMS

1. Approve the adoption of Mystery Science for all District elementary schools K-5, at a cost of \$10,500.00, to be paid from the General Fund.

2. Approve the adoption of online materials and printed materials, Flexbooks, to support Next Generation Science Standards implementation in grades 6-8 and for high school courses, at a cost of \$26,000.00, to be paid from the General Fund.
3. Accept the Master Agreement of San Bernardino County Superintendent of Schools (SBCSS) Regional Occupation Program (ROP) to cover the Pharmacy Technician Class at a cost not-to-exceed \$3,200.00 from Adult Education funds and the Cyber Security Class at a cost not-to-exceed \$22,950.00 from Career Technical Education Incentive Grant (CTEIG) funds.

H. BUSINESS AND FINANCIAL CONSENT ITEMS

1. Approve Warrant Listing Register and Purchase Order Listing for all funds from June 11, 2018 through June 25, 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 Neff Construction, Fagen Friedman & Fulfroost LLP, Claims Retention Services, Schools First Federal Credit Union, and Office Solutions and request that a letter of appreciation be sent to the donors.
3. Approve the agreement with Jodye Selco, Ph.D., Cal Poly Foundation to work with Rialto Unified School District's K-12 science program for the 2018-2019 school year, at a cost of \$39,192.00, to be paid from the General Fund.
4. Approve the planning, management, and production services of The United College Action Network, Inc. (U-CAN) to bring the 19th Annual Historically Black Colleges and Universities Recruitment Fair for all Rialto Unified School District seniors for the 2018-2019 school year to be held at Carter High School on September 20, 2018, at a cost of \$8,625.00, to be paid from the General Fund.
5. Approve an agreement with Scholastic, Inc. to provide professional learning in Guided Reading to kindergarten and first grade teachers, effective September 1, 2018 through May 30, 2019, at a cost of \$26,491.00, to be paid from the General Fund.
6. Approve an agreement with Voyager Sopris Learning to provide four (4) days of professional learning in Language Essentials for Teachers of Reaching and Spelling (LETRS), including online Bridge to Practice Activities for 3rd grade teachers, effective September 1, 2018 through

(Ref. E 1.5)

December 30, 2018, at a cost of \$17,000.00, to be paid from the General Fund.

7. Approve the Memorandum of Understanding with WestEd to participate in the *Improving Children's Understanding of Equivalence* study from August 1, 2018 through August 31, 2020, at no cost to the District.
8. Accept the first allocation (July 1, 2018 through September 30, 2018) of \$37,337.85 for the Fresh Fruit and Vegetable Program Grant from the U.S. Department of Agriculture for the following schools: Bemis, Boyd, Casey, Curtis, Dunn, Henry, Kelley, Morgan, Morris, Myers, Preston and Werner Elementary Schools.
9. Approve an agreement with Jose M. Reyes, to provide Spanish Language Interpreting services for the 2018-2019 Board Meetings at \$450.00 per meeting, for a total cost not-to-exceed \$9,450.00, to be paid from the General Fund.
10. Approve the Consolidated Application submission for federal program funding for the 2018-2019 school year, at no cost to the District.

I. FACILITIES PLANNING CONSENT ITEM

1. Accept the work completed before June 30, 2018, by Braughton Construction Inc., for all work required in connection with the Electrical Bus Charging Stations at Future Bus Yard Project, and authorize District personnel to file a Notice of Completion with the San Bernardino County Recorder.

J. PERSONNEL SERVICES CONSENT ITEMS

- 1-2. Approve Personnel Report No. 1197 for classified and certificated employees.
3. Adopt Resolution No. 18-19-03 authorizing the Lead Personnel Agent, Personnel Services, to employ or assign identified individuals additional time to complete the requirements for the credential that authorizes the service or to provide employing agencies time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the available assignment options. This includes waivers to employ or assign identified individuals when the employing agency finds there is an insufficient number of certificated persons who meet the specified employment criteria for the position.

K. DISCUSSION/ACTION ITEMS

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

1. Renew the agreement with McGraw Hill Education for 12,800 licenses for the online Assessment and Learning in Knowledge Spaces (ALEKS) program for students in grades 6-12, effective August 1, 2018 through June 30, 2019, at a cost of \$230,016.00, to be paid from the General Fund.

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

2. Award RFP #C-189-003 to Gold Star for the purchase of snack food and beverages as part of the Pomona Valley Co-Op Purchasing Group for the 2018-2019 school year. The costs of items purchased from this bid will be paid from Fund 13 – Cafeteria Special Reserve fund.

Upon a motion by Clerk O'Kelley, seconded by Member Walker, Item K3 was approved by a 4-1 vote by the Board of Education.

The vote was as follows:

President Martinez – Aye

Vice President Montes – No

Clerk O'Kelley – Aye

Member Ayala – Aye

Member Walker - Aye

3. Award RFP #RIANS-2018-19-003 Pizza Products to Papa John's Pizza for the 2018-2019 fiscal year. The cost of future items purchased from this bid will be paid from Fund 13 – Cafeteria Special Reserve Fund.

Upon a motion by Vice President Montes, seconded by Member Walker, Item K4 was approved by a unanimous 5-0 vote by the Board of Education.

4. Approve an agreement with PCH Architects, LLP, to provide architectural services required for the conversion of two (2) classrooms in Building R at Eisenhower High School for the physical education program, effective July 12, 2018 through December 31, 2019, at a cost not-to-exceed \$87,500.00, including \$2,000.00 allowance for design alteration of existing band room, and \$3,000.00 allowance for reimbursable expenses for Division of the State Architect (DSA) requirements, as needed, to be paid from Measure Y Series "C" General Obligation Bonds Fund – Fund 21.

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

5. Adopt Resolution No. 18-19-01 to adopt Statutory School Fees imposed on residential and commercial/industrial development projects in the amount of \$3.79 per square foot of assessable space of single-family detached residential development, and \$0.61 per square foot of all commercial/industrial development within the boundaries of the District, effective 60 days from the date of this resolution.

Upon a motion by Vice President Montes, seconded by Clerk O'Kelley, Item K6 was approved by a 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

6. Adopt Resolution No. 18-19-02, excusing the absence of Board Member Dina Walker from the Wednesday, June 27, 2018, Regular Meeting of the Board of Education.

Upon a motion by Clerk O'Kelley, seconded by Vice President Montes, Item K7 was approved by a unanimous 5-0 vote by the Board of Education.

7. Approve the name change of Rialto Alternative Education to Rialto Adult School, at a cost of \$5,000.00 for new signage, to be paid from Adult Education fund.

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

8. Ratify an agreement between the San Bernardino Community College District and the District's Adult Education Program allowing the District to continue as an active member of the AB104 (AEBG) Consortium and receive an allotment of \$924,470.00 from July 1, 2018 through December 31, 2019.

Upon a motion by Clerk O'Kelley, seconded by Vice President Montes, Item K9 was approved by a unanimous 5-0 vote by the Board of Education.

9. Accept the Specialized Secondary Programs Grant for Rialto High School: Cohort 4 Year 1 Implementation in the amount of \$110,000.00 from the

(Ref. E 1.8)

California Department of Education, for the Leading Edge Analytical Decision Innovation in Rialto (LEADIIR) from June 1, 2018 through June 30, 2019.

Upon a motion by Vice President Montes, seconded by Member Walker, Item K10 was approved by a unanimous 5-0 vote by the Board of Education.

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

ADMINISTRATIVE HEARING

Case Number:
17-18-70

L. ADJOURNMENT

Upon a motion by Vice President Montes, seconded by Clerk O'Kelley, and approved by a unanimous 5-0 vote by the Board of Education, the meeting was adjourned at 7:56 p.m.

Clerk, Board of Education

Secretary, Board of Education

F GENERAL FUNCTIONS CONSENT



RIALTO UNIFIED SCHOOL DISTRICT

Students

BP 5111(a)

ADMISSION

The Board of Education encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of ~~students entering~~ **children seeking admission** to a District school at any grade level about admission requirements and shall assist them with enrollment procedures.

The Superintendent or designee shall announce and publicize the timeline and process for registration of students at District schools. Applications for intradistrict or interdistrict enrollment shall be subject to the timelines specified in applicable Board policies and administrative regulations.

(cf. 1112 – Media Relations)

(cf. 1113 – District and School Web Sites)

(cf. 1114 – District-Sponsored Social Media)

(cf. 5116.1 – Interdistrict Open Enrollment)

(cf. 5117 – Interdistrict Attendance)

(cf. 5118 – Open Enrollment Act Transfers)

All appropriate staff shall receive training on District admission policies and procedures, including information regarding the types of documentation that can and cannot be requested.

The District's enrollment application shall include information about the health care options and enrollment assistance available to families within the District. The District shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)

Verification of Admission Eligibility

Before enrolling any child in a District school, ~~the~~ Superintendent or designee shall verify the ~~student~~ child's age, residency, immunization, and ~~any~~ other applicable eligibility admission-criteria specified in law, the accompanying administrative regulation, or other applicable ~~and in~~ Board policies and administrative regulations.

(cf. 5111.1 - District Residency)

(cf. 5111.12 – Residency Based on Parent/Guardian Employment)

(Ref. F 1.1)

ADMISSION (continued)

(cf. 5125 - Student Records)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

The District shall not inquire into or request documentation of a student's social security number or the last four digits of the social security number of the citizenship or immigration status of the student or his/her family members. (Education Code 234.7, 49076.7)

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

(cf. 5145.13 – Response to Immigration Enforcement)

(cf. 5145.3 – Nondiscrimination/Harassment)

However, such information may be collected when required by state or federal law or to comply with requirements for special state or federal programs. In any such situation, the information shall be collected separately from the school enrollment process and the Superintendent or designee shall explain the limited purpose for which the information is collected. Enrollment in a District school shall not be denied on the basis of any such information of the student or his/her parents/guardians obtained by the District, or the student's or parent/guardian's refusal to provide such information to the District.

School registration information shall list all possible means of documenting a child's age for grades K-1 as authorized by Education Code 48002 or otherwise prescribed by the Board. Any alternative document allowed by the District shall be one that all persons can obtain regardless of immigration status, citizenship status, or national origin and shall not reveal information related to citizenship or immigrant status.

The Superintendent or designee shall immediately enroll ~~ensure that the enrollment of a homeless student, or foster child-youth, student who has had contact with the juvenile justice system, or a child of a military family is not delayed because~~ regardless of outstanding fees or fines owed to the ~~child's~~ student's last school, lack of clothing normally required by the school, such as school uniforms, or ~~for~~ his/her inability to produce previous academic, medical, or other records normally required for enrollment. (Education Code 48645.5, 48850, 48852.7, 48853.5, 49701; 42 USC 11432)

(cf. 6173 – Education for Homeless Children)

(cf. 6173.1 – Education for Foster Youth)

(cf. 6173.2 – Education of Children of Military Families)

(cf. 6173.3 – Education for Juvenile Court School Students)

ADMISSION (continued)

~~In addition, no child shall be denied enrollment in a District school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)~~

~~(cf. 5119—Students Expelled from Other Districts)~~

~~When enrolling in any District school, including a school in their attendance area, children whose parents/guardians reside within District boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the District or who are not otherwise eligible for enrollment in the District may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.~~

~~(cf. 5116.1—Intradistrict Open Enrollment)~~

~~(cf. 5117—Interdistrict Attendance)~~

~~(cf. 5118—Open Enrollment Act Transfers)~~

~~The District's enrollment application shall include information about the health care options and enrollment assistance available to families within the District. The District shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

Legal Reference:**EDUCATION CODE**

234.7 Student protections relating to immigration and citizenship status

46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten

46600 Agreements for admission of pupils desiring interdistrict attendance

48000 Minimum age of admission (kindergarten)

48002 Evidence of minimum age required to enter kindergarten or first grade

48010 Minimum age of admission (first grade)

48011 Admission from kindergarten or other school; minimum age

48050-48053 Nonresidents

48200 Children between ages of 6 and 18 years (compulsory full-time education)

48350-48361 Open Enrollment Act

Legal Reference continued: (see next page)

(Ref. F 1.3)

ADMISSION (continued)*Legal Reference continued:*

48645.5 *Enrollment of former juvenile court school students*
 48850-48859 *Educational placement of foster youth*
 49076 *Access to records by persons without written consent or under judicial order*
 49076.7 *Student records; data privacy; social security numbers*
 49408 *Information of use in emergencies*
 49452.9 *Health care coverage options and enrollment assistance*
 49700-497034 *Education of children of military families*
HEALTH AND SAFETY CODE
 120325-120380 *Education and child care facility immunization requirements*
 121475-121520 *Tuberculosis test for pupils*
CODE OF REGULATIONS, TITLE 5
 200 *Promotion from kindergarten to first grade*
 201 *Admission to high school*
CODE OF REGULATIONS, TITLE 17
 6000-6075 *School attendance immunization requirements*
UNITED STATES CODE, TITLE 42
 11431-11435 *McKinney Homeless Assistance Act*
COURT DECISIONS
Plyler v. Doe, 457 U.S. 202 (1982)

*Management Resources:*CSBA PUBLICATIONS

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

U.S. DEPARTMENT OF JUSTICE CIVIL RIGHTS DIVISION AND U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS JOINT PUBLICATIONS

Dear Colleague Letter: School Enrollment Procedures, May 68, 2014

Fact Sheet: Information on the Rights of All Children to Enroll in School, May 8, 2014

Information on the Rights of All Children to Enroll in School: Questions and Answers for States, School Districts and Parents, May 8, 2014

WEB SITES

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

California Department of Education, Health Care Coverage and Enrollment Assistance: <http://www.cde.ca.gov/ls/he/hc>

California Office of the Attorney General: <http://oag-ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/about/offices/list/ocr>

U.S. Department of Justice: <https://www.justice.gov>

Policy

adopted: August 25, 1999
 revised: March 28, 2012
 revised: August 12, 2015
 revised:

RIALTO UNIFIED SCHOOL DISTRICT
 Rialto, California



RIALTO UNIFIED SCHOOL DISTRICT

Students

BP 5111.1(a)

DISTRICT RESIDENCY

The Board of Education desires to admit all students who reside within District boundaries or who fulfill the District residency requirements through other means as allowed by law. The Superintendent or designee shall develop procedures to facilitate the receipt and verification of students' proof of residency.

(cf. 5116 – School Attendance Boundaries)

The Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the District, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980)

(cf. 5116.1 – Intradistrict Open Enrollment)

(cf. 5117 – Interdistrict Attendance)

(cf. 5145.6 – Parental Notifications)

The Superintendent or designee shall require parents/guardians to provide documentation of the student's residency upon admission to a district school. A copy of the document or written statement offered as verification of residency shall be maintained in the student's mandatory permanent record. (5 CCR 432)

(cf. 5111 – Admission)

(cf. 5125 – Student Records)

When establishing students' residency for enrollment purposes, the Superintendent or designee shall not inquire into the citizenship or immigration status of students or their family members.

(cf. 5145.13 – Response to Immigration Enforcement)

A student's enrollment may be denied when the submitted documentation is insufficient to establish district residency. In any such case, the Superintendent or designee shall notify the parent/guardian in writing, including specific reasons for the denial.

(Ref. F 2.1)

DISTRICT RESIDENCY

Investigation of Residency

When the Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts to determine that the student meets District residency requirements. An investigation may be initiated when the Superintendent or designee is able to identify specific, articulable facts supporting the belief that the parent/guardian has provided false or unreliable evidence of residency. (Education Code 48204.1, 48204.2)

The Superintendent or designee may assign a trained District employee to conduct the investigation. The investigation may include the examination of records, including public records, and/or interviews of persons who may have knowledge of the student's residency.

If necessary, the Superintendent or designee may employ the services of a private investigator to conduct the investigation. Before hiring a private investigator, the Superintendent or designee shall make other reasonable efforts to determine whether the student resides in the District. (Education Code 48204.2)

The investigation shall not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, the use of technology is not prohibited if done in open and public view. (Education Code 48204.2)

Any employee or contractor engaged in the investigation shall truthfully identify himself/herself as an investigator to individuals contacted or interviewed during the course of the investigation (Education Code 48204.2)

Appeal of Enrollment Denial

If the Superintendent or designee, upon investigation, determines that a student does not meet district residency requirements and denies the student's enrollment in the District, he/she shall provide the student's parent/guardian an opportunity to appeal that determination. (Education Code 48204.2)

The Superintendent or designee shall send the student's parent/guardian written notice specifying the basis for the District's determination. This notice shall also inform the parent/guardian that he/she may, within 10 school days, appeal the decision and provide new evidence of residency.

(Ref. F 2.2)

DISTRICT RESIDENCY

The burden shall be on the parent/guardian to show why the District's determination to deny enrollment should be overruled. (Education Code 48204.2)

A student who is currently enrolled in the District shall be allowed to remain in attendance at his/her school pending the results of the appeal. A student who is not currently enrolled in the District shall not be permitted to attend any District school unless his/her appeal is successful.

In an appeal to the Superintendent of a determination that District residency requirements were not met, the Superintendent shall review any evidence provided by the parent/guardian or obtained during the District's investigation and shall make a decision within 10 school days of receipt of the parent/guardian's request for the appeal. The Superintendent's decision shall be final.

Enrollment Not Requiring District Residency

When approved by the Board and the appropriate agency, the District may enroll students from other countries who are in the United States on an F-1 visa or are participating in an international exchange program under the sponsorship of a government-approved agency.

*(cf. 5111.2 – Nonresident Foreign Students)
(cf. 6145.6 – International Exchange)*

The District may enroll a nonresident student living in an adjoining state or foreign country in accordance with Education Code 48050-48052.

District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)

(cf. 6178.2 – Regional Occupational Center/Program)

Legal Reference:

*220 Prohibition of discrimination
234.7 Student protection relating to immigration and citizenship status
35160.5 Intradistrict open enrollment
35351 Assignment of students to particular schools
46600-46611 Interdistrict attendance permits
48050-48054 Nonresidents
48200-48208 Compulsory education law, especially:*

Legal Reference continued: (see next page)

(Ref. F 2.3)

DISTRICT RESIDENCY

Legal Reference continued:

48204 Residency requirements
48204.1-48204.4 Evidence of residency
48300-48317 Student attendance alternatives, school district of choice program
48350-48361 Open Enrollment Act transfers
48645.5 Former juvenile court school students, enrollment
48852.7 Education of homeless students; immediate enrollment
48853.5 Education of foster youth; immediate enrollment
48980 Notification at beginning of term
52317 Regional occupational program, admission of persons including nonresidents
FAMILY CODE
6550-6552 Caregivers
GOVERNMENT CODE
6205-6210 Confidentiality of residence for victims of domestic violence
CODE OF REGULATIONS, TITLE 5
432 Retention of student records
UNITED STATES OF CODE, TITLE 8
1229c Immigration and Nationality Act
UNITED STATES CODE, TITLE 42
11431-11435 McKinney-Vento Homeless Assistance Act
COURT DECISIONS
Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47
Plyler v. Doe, 457 U.S. 202 (1982)

Management Resources:

CSBA PUBLICATIONS

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

Legal Guidance Regarding International Student Exchange Placement Organizations, April 2014

CALIFORNIA ATTORNEY GENERAL'S OFFICE PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

U.S. DEPARTMENT OF JUSTICE CIVIL RIGHTS DIVISION AND U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS JOINT PUBLICATIONS

Dear Colleague Letter: School Enrollment Procedures, May 8, 2014

Fact Sheet: Information on the Rights of All Children to Enroll in School, May 8, 2014

Information on the Rights of All Children to Enroll in School: Questions and Answers for States, School Districts and Parents, May 8, 2014

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

California Office of the Attorney General: <http://oag.ca.gov>

California Secretary of State, Safe at Home Program: <http://www.sos.ca.gov/safeathome>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

U.S. Department of Justice: <https://www.justice.gov>

Policy
adopted:

RIALTO UNIFIED SCHOOL DISTRICT
Rialto, California

(Ref. F 2.4)



RIALTO UNIFIED SCHOOL DISTRICT

Students

BP 5125(a)

STUDENT RECORDS

The Board of Education recognizes the importance of keeping accurate, comprehensive student records as required by law. ~~The Superintendent or designee shall ensure that the District's administrative regulation and school site procedures for maintaining the confidentiality of student records shall be consistent with state and federal law.~~ The Superintendent or designee shall establish **administrative regulations for Board approval** governing the identification, **collection, retention, description,** and security of student records. These regulations shall ensure rights of authorized persons to have timely access to student records ~~and shall protect the students and their families from invasion of privacy while maintaining the confidentiality of student records consistent with state and federal law.~~

(cf. 3580 – District Records)

(cf. 4040 – Employee Use of Technology)

(cf. 5125.1 – Release of Directory Information)

(cf. 5125.3 – Challenging Student Records)

The Superintendent or designee shall designate a certificated employee to serve as custodian of records with responsibility for student records at the District level. At each school, the principal or a certificated ~~employee designee shall be designated as~~ **employee designee shall be designated as** custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

All appropriate personnel shall receive training regarding District policies and procedures for gathering and handling sensitive student information.

(cf. 4131/4231/4331 – Staff Development)

The District shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

No information or documents regarding the citizenship or immigration status of students or their family members shall be collected, except as required by state or federal law or as required to administer a state or federally supported educational program. The Superintendent or designee shall not disclose student records to a

(Ref. F 3.1)

STUDENT RECORDS

person, agency, or organization for immigration enforcement purposes without parental consent, a court order, or judicial subpoena. If a District employee receives such a request, he/she shall immediately report the request to the Superintendent. The Superintendent shall report the request to the Board in a timely manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

(cf. 5145.13 – Response to Immigration Enforcement)

The Superintendent or designee shall not compile a list, registry, or database based on students' national origin, ethnicity, or religious belief, practice, or affiliation, nor shall he/she disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database for purposes of immigration enforcement. Such information may only be compiled or exchanged with other local, state, or federal agencies if the information is aggregated and is not personally identifiable. (Government Code 8310.3)

Contract for Digital Storage, Management, and Retrieval of Student Records

The Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

(cf. 3312 – Contracts)

Legal Reference:

EDUCATION CODE

234.7 *Student protections relating to immigration and citizenship status*
 17604 *Contracts*
 48201 *Student records for transfer students who have been suspended/expelled*
 48853.3 *Foster youth; placement, immunizations*
 48902 *Notification of law enforcement of specified violation*
 48904-48904.3 *Withholding grades, diplomas, or transcripts*
 48918 *Rules governing expulsion procedures*
 48980 *Parental notifications*
 48985 *Notices in parent/guardian's primary language*
 49060-49079 *Student records*
 49091.14 *Parental review of curriculum*
 51747 *Independent study programs*
 56041.5 *Rights of students with disabilities*

Legal Reference continued: (see next page)

(Ref. F 3.2)

STUDENT RECORDS

Legal Reference continued:

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grade point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

225804-22585 Student Online Personal Information Protection Act

22586-22587 Early Learning Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Parental access to records

6552 Care giver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual pupil records

16020-16027 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

123h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

UNITED STATES CODE, TITLE 42

11434A McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

300.501 Opportunity to examine records for parents of student with disability

Management Resources: (see next page)

(Ref. F 3.3)

STUDENT RECORDS

Management Resources:

CSBA PUBLICATIONS

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL, PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

FEDERAL REGISTER

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Data in the Cloud: A Legal and Policy Guide for School Boards on Student Data Privacy in the Cloud Computing Era, April 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

IDEA and FERPA Confidentiality Provisions, 2014

Joint Guidance on the Application of the Family Education Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records, November 2008

Balancing Student Privacy and School Safety: A Guide to the Family Education Rights and Privacy Act for Elementary and Secondary Schools, October 2007

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

National School Boards Association: <http://www.nsba.org>

U.S. Dept. of Education, Family Policy Compliance Office:

<http://www.ed.gov/policy/gen/guid/fpc/index.html>

Policy
adopted: August 25, 1999
revised: February 10, 2010
revised: June 17, 2015
revised:

RIALTO UNIFIED SCHOOL DISTRICT
Rialto, California

(Ref. F 3.4)



RIALTO UNIFIED SCHOOL DISTRICT

Board Bylaws

BB 9270(a)

CONFLICT OF INTEREST

The Board of Education desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the District and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

The Board shall adopt a resolution that specifies the terms of the District's conflict of interest code, the District's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the District's conflict of interest code and submit any changes to the code reviewing body. (Education Code 87306.5)

When a change in the District's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the District's conflict of interest codes, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

Board members and designated employees shall annually file a Statement of Economic Interest /Form 700 in accordance with the disclosure categories specified in the District's conflict of interest code. A Board member who leaves office or a designated employee who leaves District employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or District employment. (Government Code 87302, 87500)

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

(Ref. F 4.1)

CONFLICT OF INTEREST (continued)

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the District to any course of action, or enters into any contractual agreement on behalf of the District. (2 CCR 18702.1)

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18702.1)

Additional Requirements for Boards that Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2 CCR 18702.5)

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public.

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

CONFLICT OF INTEREST (continued)

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recoding or any other nonpublic information regarding the Board's decision.

Board members, employees, or District consultants shall not be financially interested in any contract made by the Board on behalf of the District, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the District is barred from entering into the contract. (Government Code 1090; Klistoff v. Superior Court, (2007) 157 Cal.App. 4th 469)

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a District employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. *Relative* means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

CONFLICT OF INTEREST (continued)

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

1. That of an officer who is being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty
2. That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the Board
3. That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091
4. That of a spouse of an officer or employee of the District if his/her spouse's employment or office holding has existed for at least one year prior to his/her election or appointment
5. That of a nonsalaried member of a nonprofit corporation, provided that such interest is disclosed to the Board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records
6. That of a noncompensated officer of a nonprofit, tax-exempt corporation which, as one of its primary purposes, supports the functions of the nonprofit board or to which the school Board has a legal obligation to give particular consideration, and provided further that such interest is noted in its official records
7. That of a person receiving salary, per diem, or reimbursement for expenses from a governmental entity, unless the contract directly involves the department of the government entity that employs the officer or employee, provided that such interest is disclosed to the Board at the time of consideration of the contract, and provided further that such interest is noted in its official records

CONFLICT OF INTEREST (continued)

8. That of an attorney of the contracting party or that of an owner, officer, employee, or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm, or real estate firm

In addition, a Board member or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his/her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor, or creditor. (Government Code 1091.5)

A Board member shall not be deemed to be financially interested in a contract if he/she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter in the contract. Remote interests are specified in Government Code 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his/her minor child. (Government Code 1091)

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the District. (Government Code 1099, 1126)

Even if there is no prohibited or remote interest, a Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member. A Board member may vote, however, on collective bargaining agreements and personnel matters that affect a class of employees to which the relative belongs. "*Relative*" means an adult who is related to the person by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

CONFLICT OF INTEREST (continued)

A relationship within the third degree includes the individual's parents, grandparents and great-grandparents, children, grandchildren and great-grandchildren, brothers, sisters, aunts and uncles, nieces and nephews, and the similar family of the individual's spouse/registered partner unless the individual is widowed or divorced.

Disqualification for Board Members Who Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following:

1. Publicly identify the financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required. (Government Code 87105)
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. This Board member shall not be counted toward achieving a quorum while the item is discussed. (Government Code 87105; 2 CCR 18702.5)
3. Leave the room until after the discussion, vote and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters. (Government Code 87105)

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during the consent calendar. (2 CCR 18702.5)

(cf. 3430 - Investing)

The Board member may speak on the issue during the time that the general public speaks on the issue. The Board member shall recuse himself/herself from voting on the matter and leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public. (Government Code 87105; 2 CCR 18702.5)

CONFLICT OF INTEREST (continued)

If the Board's decision is made during closed session, the public identification may be made orally during the open session before the Board goes into closed session and shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. The Board member shall not be present when the decision is considered in closed session or knowingly obtain or review a recording or any other non-public information regarding the Board's action. (2 CCR 18702.5)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the District for Board members and designated employees. (Government Code 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term *honorarium* does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the District for donation into the general fund without being claimed as a deduction from income for tax purposes

CONFLICT OF INTEREST (continued)

Appendix A: Defines Disclosure Categories

Appendix B: Identifies Designated Positions in the District

Appendix A - Disclosure Categories

Category 1 - Designated positions must report:

1. Interests in real property that are located in whole or in part (1) within the boundaries of the District, (2) within two miles of the boundaries of the District, or (3) within two miles of any land owned by the District, including leasehold, beneficial or ownership interest or option to acquire such interest in real property.
2. Investments and business positions (i.e., director, officer, partner, trustee, employee, or holds any position of management) in business entities or income from sources which engage in the acquisition or disposal of real property within the District.
3. Investments and business positions (i.e., director, officer, partner, trustee, employee, or holds any position of management) in business entities or income from sources which:
(1) are contractors or subcontractors engaged in the performance of work or services of the type utilized by the District, or (2) which manufacture, sell, or provide supplies, materials, books, machinery, services, or equipment of the type used by the District.

Category 2 - Designated position must report investments and business positions in business entities and income from sources that manufacture, sell, or provide supplies, materials, books, machinery, services, or equipment of the type used by the employee's department or the District. For the purposes of this category, a principal's department is his/her entire school.

Appendix B - Designated Positions

The persons holding positions listed in this Appendix are designated employees. It has been determined that the persons occupying the positions listed below make or participate in the making of decisions that may foreseeably have a material effect on financial interests of the District. Designated positions must disclose investments, business positions, and interests in real property held on, and income received during the previous 12 months as defined in Appendix A categories 1-2, and will file the Form 700, Statement of Economic Interests.

CONFLICT OF INTEREST (continued)

Position Title, Categories:

Member, Board of Education 1, 2
 Superintendent 1, 2
 Academic Agent: Liberal Arts and Literacy Intervention 1, 2
 Academic Agent: Math/Science, College and Career Pathways 1, 2
 Agent: Child Welfare and Attendance 1, 2
 Agent: Induction/Teacher Support 1, 2
 Agent: Special Programs 1, 2
 Associate Superintendent 1, 2
~~Alternative Education/Adult Education/ROP/CTE, Director 1, 2~~
Agent: Alternative Education 1, 2
 Assistant Principal 1, 2
Autism Specialist, Special Education 1, 2
 Behavior Program Manager 1, 2
 Behavior Specialist 1, 2
 Central Kitchen Production Manager 1, 2
 Central Kitchen Supervisor 1, 2
 Chief Technology Officer 1, 2
~~Communications Services Director 1, 2~~
Agent: Communications/Media Services 1, 2
 Consultant* 1, 2
 Coordinator, EL Programs 1, 2
 Coordinator, Information Systems 1, 2
Coordinator: STEM and Related College/Career Pathways and Adult Education
 Custodial Supervisor 1, 2
 District Math Lead 1, 2
 Early Education Administrator 1, 2
~~Early Education Director 1, 2~~
Agent: Early Education 1, 2
 Education Specialist BTSA Induction Support 1, 2
 Educational Safety/Security Chief 1, 2
 EL Coordinator 1, 2
~~EL Programs Director 1, 2~~
Agent: English Learners 1, 2
~~Facilities Planning Director 1, 2~~
Agent: Facilities Planning 1, 2
~~Fiscal Services Senior Director 1, 2~~
 Fiscal Services Supervisor 1, 2
 Grounds Supervisor 1, 2
 Health Services Coordinator 1, 2

CONFLICT OF INTEREST (continued)

Instructional Specialist 1, 2
 Lead Academic Agent: Liberal Arts and Literacy/Intervention 1, 2
 Lead Academic Agent: Math/Science and College/Career Pathways 1, 2
 Lead Academic Technology Agent 1, 2
 Lead Custodian 1, 2
Lead Fiscal Services Agent 1, 2
 Lead Innovation Agent 1, 2
 Lead Personnel Agent 1, 2
Lead Risk Management and Transportation Agent
 Lead Special Services Agent 1, 2
 Lead Strategic Agent: Strategics, Congruence & Social Justice 1, 2
 Lead Student Services Agent 1, 2
 Maintenance Foreman 1, 2
~~Maintenance and Operations Director 1, 2~~
Agent: Maintenance and Operations 1, 2
 Maintenance Supervisor 1, 2
 Network Services Manager 1, 2
~~Nutrition Services Assistant Director 1, 2~~
Assistant Agent: Nutrition Services
~~Nutrition Services Director 1, 2~~
Agent: Nutrition Services 1, 2
 Nutrition Services Production Manager 1, 2
 Nutrition Services Supervisor 1, 2
Occupational Therapist 1, 2
 Orthopedic Impairment Specialist, Special Education 1, 2
 PBIS Coordinator 1, 2
~~Personnel Services Senior Director 1, 2~~
 Principal 1, 2
 Program Specialist, Special Education 1, 2
~~Purchasing Director 1, 2~~
Agent: Purchasing 1, 2
 Psychologist 1, 2
 Registration Center Supervisor 1, 2
~~Risk Management and Transportation Senior Director 1, 2~~
Social Worker/Emotional Health Therapist 1, 2
 Special Education Coordinator 1, 2
 Supervisor 1, 2
 Transportation/Garage Manager 1, 2
 Transportation Supervisor 1, 2
Therapeutic Behavioral Strategist 1, 2
 Warehouse Supervisor 1, 2

CONFLICT OF INTEREST (continued)

*Consultant shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code when it is determine that the temporary consultant will have significant influence on District financial matters. When notified by the Filing Officer, the consultant will have 30 calendar days to provide a completed Form 700, Statement of Economic Interests to the District.

A consultant is an individual who, pursuant to a contract with the District, makes a governmental decision whether to: (2 CCR [18701](#))

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the District to enter into, modify, or renew a contract that requires District approval
5. Grant District approval to a contract or contract specifications which require District approval and in which the District is a party
6. Grant District approval to a plan, design, report, study, or similar item
7. Adopt or grant District approval of District Policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the District, serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2, or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's Conflict of Interest Code. (2 CCR 18701)

Legal Reference:

EDUCATION CODE

1006 *Qualifications for holding office*

35107 *School district employees*

35230-35240 *Corrupt practices*

35233 *Prohibitions applicable to members of governing boards*

41000-41003 *Moneys received by school districts*

FAMILY CODE

297.5 *Rights, protections, and benefits of registered domestic partners*

GOVERNMENT CODE

(Ref. F 4.11)

CONFLICT OF INTEREST (continued)

Legal Reference continued:

1090-1099 *Prohibitions applicable to specified officers*

1125-1129 *Incompatible activities*

81000-91014 *Political Reform Act of 1974, especially:*

82011 *Code reviewing body*

87100-87103.6 *General prohibitions*

87200-87210 *Disclosure*

87300-87313 *Conflict of interest code*

87500 *Statements of economic interests*

89501-89503 *Honoraria and gifts*

91000-91014 *Enforcement*

PENAL CODE

85-88 *Bribes*

CODE OF REGULATIONS, TITLE 2

18110-18997 *Regulations of the Fair Political Practices Commission, especially:*

18702.5 *Public identification of a conflict of interest for Section 87200 filers*

COURT DECISIONS

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th. 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops. Cal. Atty. Gen. 26 (2009)

92 Ops. Cal. Atty. Gen. 19 (2009)

89 Ops. Cal. Atty. Gen. 217 (2006)

86 Ops. Cal. Atty. Gen. 138(2003)

85 Ops. Cal. Atty. Gen. 60 (2002)

82 Ops. Cal. Atty. Gen. 83 (1999)

81 Ops. Cal. Atty. Gen. 327 (1998)

80 Ops. Cal. Atty. Gen. 320 (1997)

69 Ops. Cal. Atty. Gen. 255 (1986)

68 Ops. Cal. Atty. Gen. 171 (1985)

65 Ops. Cal. Atty. Gen. 606 (1982)

63 Ops. Cal. Atty. Gen. 868 (1980)

Management Resources: (see next page)

CONFLICT OF INTEREST (continued)

Management Resources:

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

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

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Policy
adopted: May 12, 1999
revised: October 5, 2016
revised: March 7, 2018
revised: June 26, 2018
revised:

RIALTO UNIFIED SCHOOL DISTRICT
Rialto, California

G INSTRUCTION CONSENT



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **SECONDARY COURSE FOR APPROVAL: MEDICAL ASSISTANT P**

Background: Medical Assistant P will be offered at the secondary schools during the 2018-2019 school year. This course is in the area of Career Technical Education (CTE). This course was approved by the CTE Curriculum Committees and was approved at the Curriculum Council meeting held on April 23, 2018.

Rationale: This year long course is designed to prepare students for work in direct patient care. Students will learn and practice skills required for Medical Assistants through core curriculum and simulated clinical exercises, including the ability to prepare patients for examinations, treatments, perform a variety of standard laboratory procedures, assist with minor surgical procedures, and maintain patient health records. As students progress through the course they will also develop their expository reading and writing skills as identified in the College and Career Readiness Common Core Anchor Standards that are necessary for college and career success. The goals for all students involve mastery of both the theoretical basis for working in a medical environment as well as for the clinical/administrative competence to perform patient care tasks. UC/CSU "G" approved.

Recommendation: It is recommended that the Board of Education approve the Medical Assistant P course that will be utilized by all high schools in the district beginning with the 2018-2019 school year.

Fiscal Impact: No fiscal impact.

Submitted by: Edward D'Souza, Ph.D.
Reviewed by: Kelly Bruce

(Ref. G 1.1)



**Rialto Unified School District
Superintendent's Office
Interoffice Memorandum**

Board Date: August 8, 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>
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MONETARY DONATIONS

The Way Bible Fellowship	Kordyak Elementary/ Principal's Donation Account	\$ 100.00
Think Together	Administrative Services/ Leadership Symposium	\$ 1,000.00

NON-MONETARY DONATIONS

Trane US, Inc.	Business Services/ Sponsorship of Business Leadership Retreat
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It is recommended that the Board of Education accept the listed donations from The Way Bible Fellowship, Think Together, and Trane US, Inc., and request that a letter of appreciation be sent to the donors.

District Summary	
Monetary Donations – August 8, 2018	\$ 1,100.00
Donations – Fiscal Year-To-Date	\$ 5,360.00

Submitted and Reviewed by: Mohammad Z. Islam

(Ref. H 2.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH DESIGN WEST ENGINEERING**

Background: The District was selected by the U.S. Department of Energy to participate in a new Vehicle 2 Grid (V2G) Project. The District would receive eight (8) "Blue Bird" electrical school buses valued at an estimated \$500,000.00 each bus for a total of an estimated \$4 million. The District would be required to match \$40,000.00 per bus for a total amount of \$320,000.00. All other costs associated with the electrical school bus project will be funded through the grants. "Blue Bird" electrical school buses have the capability of interconnection and exchange power with power grid. Additional electrical school bus charging stations will be located at the proposed future Transportation Yard at 261 S. Lilac Avenue between the District warehouse and the new Compressed Natural Gas (CNG) Fueling Station.

Rationale: An engineering firm is needed to prepare engineering plans and construction bid packages for the additional electrical bus stations. Design West Engineering has provided engineering and consulting services for many projects in the District, including the recently completed Compressed Natural Gas Fueling Station Project. The District is recommending Design West Engineering for the proposed addition of electrical school bus charging stations. The engineering services will consist of assistance in planning, electrical engineering, preparation of construction documents, project cost estimate, project schedule, and support services during construction and project close out.

Recommendation: Approve an agreement with Design West Engineering, to provide engineering services required for the addition of Electrical Bus Charging Stations, effective August 9, 2018 through December 31, 2020.

Fiscal Impact: Not-to-Exceed \$38,000.00 – Fund 40 - Special Reserve Fund (to be reimbursed through the grant)

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

(Ref. H 3.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AMENDMENT NO. 2 TO AGREEMENT WITH
ATI ARCHITECTS AND ENGINEERS
FOR THE ELECTRICAL BUS CHARGING STATIONS PROJECT**

Background: On April 5, 2017, the Board of Education approved an agreement with ATI Architects and Engineers, as the architectural firm to provide architectural services for electrical school bus charging stations and a new bus parking lot to be located at the Transportation Yard at 261 S. Lilac Avenue, Rialto, California. The architect fee was not-to-exceed \$57,611.00, based on the preliminary construction cost estimate.

On May 23, 2018, Amendment No. 1 to Agreement with ATI Architects and Engineers was approved by the Board of Education for an increase of \$11,424.00 based on the contractual adjustment after the award of bid for a total cost not-to-exceed \$69,035.00 including \$1,000.00 reimbursable in the original contract.

Rationale: The project was completed in June 2018. The architect's service fee should be calculated according to the established percentage of the final construction cost at the estimated \$846,418.12. The final architect fee is not-to-exceed \$75,446.00, including \$1,000.00 reimbursable in the original contract. The adjustment from Amendment No. 1 is an increase of \$6,411.00.

Recommendation: Approve Amendment No. 2 to the agreement with ATI Architects and Engineers for an increase of \$6,411.00 in the architect fee for a total cost not-to-exceed \$75,446.00, including reimbursable expenses. All other terms and conditions of the agreement will remain the same.

Fiscal Impact: \$6,411.00 – Fund 40 - Special Reserve Fund

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

(Ref. H 4.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT FOR EXTRA-CURRICULAR TRANSPORTATION SERVICES**

Background: It is necessary for the District to utilize outside vendors to provide transportation services for extra-curricular school events when District drivers and vehicles are not available.

Rationale: As school sites schedule educational experiences and athletic events outside of the classroom and/or school site, it is understood that District school buses are not always available when home to school transportation takes place. The District's Transportation Department does schedule available District school buses prior to using a contract to transport students to and from the approved destinations.

Recommendation: Approve an agreement with H&L Charter, Hot Dogger Tours, dba Gold Coast Tours, Certified, Alliance, and Visser Bus Services effective September 1, 2018 through June 30, 2019, to provide transportation services for extra-curricular events, as needed, at a cost not-to-exceed \$45,000.00 each.

Fiscal Impact: Combined total cost not-to-exceed \$225,000.00, to be paid from the General Fund, Associated Student Body (ASB), parent organizations, and/or other donations.

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

(Ref. H 5.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH THE CAMBRIAN GROUP**

Background: The Cambrian Group has facilitated over 1,250 Strategic Plans and trained more than 13,000 facilitators of strategic planning in educational systems in the United States and internationally.

The Cambrian Group has worked with the Rialto Unified School District to facilitate the development and implementation of Rialto's Strategic Plan as well as Site Plans collaborating with teachers, staff, parents, students and administrators.

Rationale: The Cambrian Group will provide staff development to teachers in the areas of Strategic Thinking and understanding the practical implications of the District's current Strategic Plan for classroom instruction. Teachers will focus on learning and teaching in a strategic context to impact student achievement. In addition to working with teachers, The Cambrian Group will facilitate a staff development for administrators focusing on social class and education in alignment with the District focus on equity and access.

Recommendation: Approve an agreement with The Cambrian Group to provide staff development in the areas of Strategic Thinking, learning and thinking in a strategic context, and social class and education from August 2018 to December 2018.

Fiscal Impact: \$31,953.20, including not-to-exceed \$2,990.00 in reimbursable travel expenses with original receipts – General Fund

Submitted by: Rhea McIver Gibbs
Reviewed by: Darren McDuffie, Ed.D.

(Ref. H 6.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **BUILDING AND FACILITY USE AGREEMENT BETWEEN
CITY OF RIALTO AND THE RIALTO UNIFIED SCHOOL DISTRICT**

Background:

On April 19, 2017, the Board of Education approved Amendment No. 1 to the Building and Facility Use Agreement between the City of Rialto (City) and the District for an extension to the existing contract with all terms and conditions to remain the same for three (3) years from July 1, 2017 to June 30, 2020, with an additional extension of three (3) more years. The existing agreement commenced on July 16, 2014, and expired on June 30, 2017.

On June 8, 2017, the City of Rialto requested changes to the contract, as follows:

- The City be allowed usage of the synthetic fields four times (4x) per year at No Charge
- No Charge for the City to use the Theatre and restrooms for special events.

On November 14, 2017, the City of Rialto Council approved a Revised Three-Year Building and Facility Use Agreement Between the City of Rialto and the Rialto Unified School District with revisions. Below are revisions to the original agreement made by the City on November 14, 2017, and more recent revisions made by the District and the City in April and July of 2018 as follows:

F. "The direct cost fee may be waived for summer and after-school recreation programs under the direction of the Rialto City Parks and Recreation Department (rename – Community Services), provided the City furnishes all the necessary supplies, equipment, supervision, and adequately cleans and secures premises upon completion of daily activity".

This Agreement does not permit any Third Party (as defined below) to use City- or School District-owned buildings or facilities. Use by any Third Party of City or School District-owned buildings or facilities shall be governed by the pertinent laws and policies of the City or School District. For purposes of this Agreement, "Third Party" means any individual or any non-City or non-School District organization or entity.

Section 3. Admission Fees. The City shall comply with the provisions of Education Code section 38134(e) and transfer net receipts it receives (over and above any City costs), if any, to the School District from any and all

(Ref. H 7.1)

admission fees collected for any City event held at any School District-owned building or facility pursuant to this Agreement. The School District shall transfer to the City any and all net receipts (over and above any School District costs) collected for any School District event held at any City-owned building or facility pursuant to this agreement. "Admission fee" includes a charge to any person or entity for admission to, or participation in, any City or School District event held, pursuant to this Agreement, at any building or facility owned or leased by the other party.

Section 4. The Buildings, Facilities and Sports Fields. City shall have first scheduling priority for City activities to be held in City buildings and facilities, and School District shall have first scheduling priority for School District activities to be held in School District buildings and facilities. Use of City buildings and facilities by District and use of District buildings and facilities by City shall have second scheduling priority, customers paying to rent either City or District facilities shall have third scheduling priority. *Dates of use are to be determined based on application and availability.*

- a. Fees and direct costs for the use of any City or District facility are to be frozen at current rates for 3 years.*
- b. The City use of RUSD restrooms will be at direct cost.*
- c. The City is permitted the use of RUSD artificial turf fields for City sponsored events at direct cost (city/district to summarize costs); no Third Party events will be allowed, except at the discretion of RUSD.*
- d. The City's use of RUSD theatres will require a District approved AV Tech and will be billed at direct cost (City/District to summarize costs).*
- e. The City's use of RUSD's Culinary Classroom will require a District-assigned Kitchen Worker and will be billed at direct cost (City/District to summarize costs).*

The City's use of the District's Performing Arts Theatres will be based upon a fee specific to the use of School District equipment and/or personnel. Fee shall be waived when City provides "trained/certified" designated personnel agreeable to the School District.

Section 6. Term. The initial term of this Agreement shall commence on November 15, 2017, and terminate on November 30, 2020, unless sooner terminated as herein provided, or extended for an additional term of three (3) years. Upon expiration of the Agreement(s), City and District agree to continue the existing Agreement in full force and effect Month to Month, until such time as the City and District approve or opt out of negotiations for renewing a new Agreement.

Exhibit A:

City of Rialto Owned Buildings and Facilities Available for Rialto School District Use now includes the addition of:

- **Parks and Picnic shelters**
- **Restroom**

(Ref. H 7.2)

Exhibit B:

Rialto School District Owned Buildings and Facilities Available for the City of Rialto Use now includes the addition of the following:

- **Sports Fields**
 - *Includes stadiums with artificial turf*
 - *Includes track and field stadium use*
- **Theaters (requires AV Tech assigned for Performances)**
- **Restrooms**
- **Culinary Classroom – located at 324 N. Palm Avenue (requires Kitchen Worker assigned)**

Rationale:

The City of Rialto and the Rialto Unified School District both own certain buildings and facilities which are used for various reasons to conduct City business and School District business respectively.

The City and the School District desire to make mutual and better use of one another's buildings and facilities to minimize the paperwork and allow any transfer of funds associated with building/facility rental.

Recommendation:

It is recommended that the Board of Education ratify the revised Three (3) Year Building and Facility Use Agreement between the City of Rialto and the District, effective November 15, 2017 through November 30, 2020, unless sooner terminated as herein provided, or extended for an additional term of three (3) years. Upon expiration of the Agreement(s), City of Rialto and District agree to continue the existing Agreement in full force and effect Month to Month, until such time as the City of Rialto and District approve or opt out of negotiations for renewing a new Agreement.

Fiscal Impact:

No fiscal impact.

Submitted by:
Reviewed by:

Iris Chu
Mohammad Z. Islam

(Ref. H 7.3)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education
FROM: Cuauhtémoc Avila, Ed.D., Superintendent
ITEM: **APPROVAL TO USE PUBLIC BIDS AND CONTRACTS**

Background: Pursuant to Public Contract Code 20118, authorization is needed from the Board of Education to purchase from the bids of other governmental agencies for services and/or equipment.

Rationale: Utilizing such public bids and contracts will allow the District to take advantage of the same terms and conditions without going out to bid. Staff has determined that utilizing these bids and contracts will be in the best interest of the District.

Recommendation: Approve the following:

CMAS	Bid No. 3-18-84-0075A Rampart Security Solutions Inc. for the purchase and warranty of video surveillance equipment
CMAS	Bid No. 3-16-70-0793H CDW Governmental LLC for the purchase and warranty of software and software maintenance
CMAS	Bid No. 3-17-05-0001A HP Computing and Printing, Inc. for the purchase and warranty of copying equipment and Managed Print Solutions
SIMI VALLEY USD	Bid No. 034-14M.1 SHI International for the purchase of Microsoft software products

Fiscal Impact: No fiscal impact.

Submitted by: Daniel Distrola
Reviewed by: Mohammad Z. Islam

(Ref. H 8.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS-AB212, 2018-2019**

Background: Prior to this request, the Board of Education approved previous years AB 212 agreements with the San Bernardino County Superintendent of Schools (SBCSS). Agreements are valid for one (1) year periods and the 2017-2018 agreement expired June 2018.

Rationale: The Budget Act of 2000-01, Assembly Bill 212 (Chapter 547) provides funding to develop and maintain a Child Care Salary/Retention Policy. AB 212 is only intended for State Preschool (CSPP Contract) employees who have worked for the Rialto Unified school District for at least nine (9) months, are registered in the Workforce Registry, and have a current Child Development Permit. The AB212 Applications are submitted to the Agent, Early Education who verifies their eligibility and submits the names to the SBCSS. The District will receive a single check and list of the eligible employees and the amounts of their stipends to be distributed no later than July 1, 2019.

Recommendation: Ratify the AB 212 Educational Stipend Program Agreement #18/19-0269 with the San Bernardino County Superintendent of Schools effective July 1, 2018 through June 30, 2019, at no cost to the District.

Fiscal Impact: No fiscal impact. The District will receive an administrative fee for processing the checks.

Submitted by: Pat Krizek, Ed.D.
Reviewed by: Kelly Bruce

(Ref. H 9.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AMENDMENT NO. 2 TO AGREEMENT
WITH ROCKSTAR RECRUITING LLC, DBA STAFF REHAB**

Background: On June 27, 2018, the Board of Education approved Amendment No. 1 to the agreement with Rockstar Recruiting LLC, DBA Staff Rehab to increase the original amount from \$150,000.00 to \$162,000.00 for additional speech and language services rendered during the 2017-2018 school year.

Rationale: The District was unable to fill six (6) Speech Language Pathologist vacancies during the 2017-2018 school year including the Extended School Year (ESY). This caused an increase in the amount of speech and language services provided by Rockstar Recruiting LLC, DBA Staff Rehab.

Recommendation: Ratify Amendment No. 2 to the agreement with Rockstar Recruiting LLC, DBA Staff Rehab (contract #C-18-0016) to increase the amount from \$162,000.00 to \$164,839.00 which is an increase of \$2,839.00, for additional speech and language services rendered during the 2017-2018 Extended School Year (ESY). There are no changes to the remaining terms and conditions of the said agreement.

Fiscal Impact: \$2,839.00 – Special Education Fund

Submitted by: Bridgette Ealy
Reviewed by: Kelly Bruce

(Ref. H 10.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AMENDMENT NO. 2 TO AGREEMENT WITH THERAPIA STAFFING LLC**

Background: On June 27, 2018, the Board of Education approved Amendment No. 1 to the agreement with Therapia Staffing LLC to increase the original amount from \$206,000.00 to \$231,000.00 for additional speech and language services rendered during the 2017-2018 school year.

Rationale: The District was unable to fill six (6) Speech Language Pathologist vacancies during the 2017-2018 school year including the Extended School Year (ESY). This caused an increase in the amount of speech and language services provided by Therapia Staffing LLC.

Recommendation: Ratify Amendment No. 2 to the agreement with Therapia Staffing LLC (contract #C-18-0018) to increase the amount from \$231,000.00 to \$241,223.00 which is an increase of \$10,223.00, for additional speech and language services rendered during the 2017-2018 Extended School Year (ESY). There are no changes to the remaining terms and conditions of the said agreement.

Fiscal Impact: \$10,223.00 – Special Education Fund

Submitted by: Bridgette Ealy
Reviewed by: Kelly Bruce

(Ref. H 11.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH NATIONAL STUDENT CLEARINGHOUSE STUDENT TRACKER**

Background: Student Tracker is a service provided by the National Student Clearinghouse, a non-profit organization that allows the tracking of our students to any college or university in the United States. This will provide us with important information about our student enrollment in colleges and universities after they graduate from high school.

Rationale: This data, given in report form three (3) times per year, can assist us in determining the effectiveness of our college preparation programs that will allow us to implement change to assist students with a more successful transition to college.

Recommendation: Renew agreement with National Student Clearinghouse Student Tracker to provide data regarding our student enrollment in post-secondary institutions for Eisenhower, Carter, and Rialto High Schools effective November 1, 2018 through June 30, 2019, at a total cost of \$1,275.00 (\$425.00) per high school. Milor and Zupanic High Schools would receive the service at no cost provided their enrollment remains under 300 students.

Fiscal Impact: \$1,275.00 – General Fund

Submitted by: Edward D'Souza, Ph.D.
Reviewed by: Kelly Bruce

(Ref. H 12.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH RIVERSIDE COUNTY OFFICE OF EDUCATION
FOR HIGH SCHOOL COUNSELING SERVICES**

Background: Riverside County Office of Education (RCOE), with Catalina Cifuentes, Executive Director of the College and Career Readiness Department, and her team will be working with Rialto USD's high schools to do both an A-G transcript analysis, as well as, provide comprehensive school counseling support. This work will establish procedures and practices to increase Rialto USD's A-G rate each year.

Rationale: The A-G transcript analysis will increase college readiness through the analysis of multiple indicators, particularly A-G completion, as well as, subsequent data that can be used for a school/district action plan. The transcript analysis will be done for all students for the class of 2019 and will reveal target key barrier indicators that prevent students from being A-G ready. This will help the District to create pro-active strategies to avoid these barriers in the future and also to evaluate and revisit systematic approaches for all students in preparation for the 2018-2019 school year. Preliminary data on graduation rates, A-G rates for the class of 2019 will also be discussed and support systems will be created to ensure completion.

Recommendation: Renew agreement with Riverside County Office of Education to provide both A-G transcript analysis, as well as school counseling support as outlined, for a total of sixteen (16) days effective August 12, 2018 through June 30, 2019.

Fiscal Impact: \$40,000.00 – College Readiness Grant Funds

Submitted by: Edward D'Souza, Ph.D.
Reviewed by: Kelly Bruce

(Ref. H 13.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH PEARSON**

Background: The iLit English Language Arts/English Language Development series serves as our base program in English Language Arts and English Language Development (ELD) for secondary Newcomers for the next eight (8) years and includes both print and online resources. In order to learn new ELD teaching strategies to support this core program beyond the initial training, teachers require further professional development and coaching.

Rationale: The anticipated number of participants for this professional development is approximately fifteen (15) teachers and administrators. This three (3) day professional development series is designed to build the capacity of our secondary ELD teachers and is tied directly to Strategy VI of Rialto Unified School District's Strategic Plan: We will ensure we have exemplary staff who meets the unique needs and aspirations of our diverse students.

Two (2) days of Coaching and Modeling: Customized sessions tailored to teachers' needs in the classroom which could include: modeling a lesson; co-planning/co-teaching; lesson study; reflecting and goal setting; differentiating instruction for small groups; and developing lesson plans and exit plans for Newcomers. The day would include time in the classroom refining practices and a debrief session at the end of the day.

One day of Administrator and Teacher Training: Customized session tailored to supporting teachers in making modifications to program implementation based on data. Continue to independently develop lesson plans that target specific student needs. Identify further support needed to accelerate language acquisition of Newcomers.

Recommendation: Approve an agreement with Pearson to provide three (3) days of professional development on advanced ELD strategies using iLitELL, effective August 9, 2018 through May 30, 2019.

Fiscal Impact: \$5,100.00 – Title III Funds

Submitted by: Marina Madrid, Ed.D. and Jasmin Valenzuela
Reviewed by: Kelly Bruce

(Ref. H 14.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education
FROM: Cuauhtémoc Avila, Ed.D., Superintendent
ITEM: **AGREEMENT WITH ACHIEVE 3000 PROGRAM**

Background: Increased reading comprehension and reading fluency is an identified need for Long Term English Learners (LTELs) to increase academic English proficiency. Teachers of LTELs participated in choosing a computerized reading program to use during intervention classes.

A calibration meeting was held in May of 2017 where teachers of LTELs participated in three (3) reading program presentations. Teachers chose two (2) programs to pilot and created a piloting schedule for the 2017-2018 school year. Each reading program was piloted for three (3) months with Long Term English Learners. At the end of the pilot year, teachers and students were asked for their input on each program and which program to purchase for the 2018-2019 school year. Teachers and students chose Achieve 3000. Data collected indicated an average growth of seven (7) points on iReady and increased reading comprehension, reading stamina and reading fluency scores on Achieve 3000.

Achieve 3000 was chosen after a three (3) month long pilot by teachers of middle school and high school courses designed to support Long Term English Learners (LTELs).

Rationale: Achieve 3000 is aligned to Study Sync, the adopted core ELA program at the high school level and Collections the adopted core ELA program at the middle school level. Consistent use of this program leads to greater comprehension of non-fiction science and social studies content with a focus on the acquisition of academic vocabulary.

This differentiated reading program is directly tied to Strategy 2 of Rialto Unified School District's Strategic Plan: We will provide rigorous and relevant instruction that supports each student's unique learning style.

Recommendation: Approve an agreement with Achieve 3000 to provide an adaptive technology driven program differentiated reading program for approximately 675 Long Term English Learners enrolled in EL intervention courses at secondary schools for the 2018-2019 school year.

Fiscal Impact: \$34,915.00 – Title III Funds

Submitted by: Marina Madrid, Ed.D. and Jasmin Valenzuela
Reviewed by: Kelly Bruce

(Ref. H 15.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH UNIVERSITY OF CALIFORNIA, RIVERSIDE EXTENSION**

Background: Education Services requests authorization to enter into a partnership with the University of California, Riverside Extension, to provide the complete Gifted and Talented Education (GATE) certificate program, a one-year contract, from August 9, 2018 to June 30, 2019, to support up to 25 certificated staff members in earning their University GATE certificate that is recognized in the state of California.

University of California, Riverside Extension, will provide the entire Gifted and Talented Education (GATE) certificate program for a total of 15.0 units over the course of the 2018-2019 school year. Courses will be delivered in a hybrid and online format. The face-to-face meetings for hybrid courses will take place at Rialto Unified School District, 182 East Walnut Avenue, Rialto, CA 92376, and the online courses will be completed through eLearn/Moodle at <http://elearn.extension.ucr.edu/>. The sequence of courses will be as follows:

- Recognizing Individual Differences (3 units)
- Guidance and Goals of the Program (3 units)
- Approaches to Curriculum and Design (3 units)
- Teaching Creatively Gifted Students (2 units)
- Advanced Approaches to Curriculum Differentiation (3 units)
- Developing Leadership Skills with Gifted Students (1 unit)

The minimum enrollment for each course is 10 and a maximum of 25 certificated staff member participants may attend the courses in this contract. Extension credit is available to participants for a charge of \$55.00 per unit, a reduced rate. Purchasing Extension credit is required in order for participants to earn the certificate, and participants must pay per class. Additionally, each participant must pay a non-refundable \$50.00 fee in order to process their certificate, upon completion of all required GATE coursework. The cost that each participant will pay to complete the program is approximately \$875.00.

(Ref. H 16.1)

Rationale:

The District has over 3,500 identified GATE students (2017-2018), including English Learners, students who receive special education services, and students who are identified as McKinney-Vento. Participants that complete the program will enhance their skills in curriculum development and learn techniques to foster the unique talents and learning capacities of GATE students, including customizing curriculum to meet the unique needs of GATE students and implementing techniques to apply critical thinking skills across content areas.

Recommendation:

Approve the agreement with University of California, Riverside Extension, for the entire Gifted and Talented Education (GATE) certificate program, to support up to twenty-five (25) certificated staff members in earning the GATE certificate, effective August 9, 2018 through June 30, 2019.

Fiscal Impact:

\$18,000.00 – General Fund

Submitted by: Eva Serrato
Reviewed by: Kelly Bruce

(Ref. H 16.2)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH AUGMENTATIVE COMMUNICATION THERAPIES-
CINDY COTTIER**

Background: Augmentative Communication Therapies, Cindy Cottier, will provide Individual Education Evaluation (IEE) assessments in the area of Augmentative and Alternative Communication and Augmentative Technology (AAC/AT) for current Rialto Unified School District students.

Rationale: Per settlement agreements, there is a need to have an agreement with Augmentative Communication Therapies, Cindy Cottier, to conduct the IEE.

Recommendation: Approve an agreement with Augmentative Communication Therapies, Cindy Cottier, effective August 9, 2018 through June 30, 2019.

Fiscal Impact: \$6,000.00 – Special Education Fund

Submitted by: Bridgette Ealy
Reviewed by: Kelly Bruce

(Ref. H 17.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH ED21 LLC**

Background: ED21 LLC provided professional development support for J.P. Kelley Elementary School during the 2017-2018 school year. Every teacher on site engaged in collaborative development of a school site instructional focus and cognitive coaching skill development. Designing literacy development systems and professional learning communities showed success that resulted in a 13% increase on California Assessment of Student Performance and Progress (CAASPP) scores for reading achievement.

Rationale: Part of the District's strategic plan is to ensure every student excels at the highest level, and to ensure every student will achieve success in his/her chosen life endeavors. The services provided by ED21 LLC includes:

- Developing influential classroom walkthroughs, based on "Instructional Rounds" research (6 hours for each site), clarifying an instructional foci, and building cognitive coaching skills.
- Four (4) full-day workshops at each site for all teachers (32 hours), plus administrative planning time for the site leadership teams at Kelley and Morgan Elementary Schools. Focused on building a dynamic collaborative teams, incorporating a change process, high student engagement, rigorous teaching, and Cognitive Coaching.
- 30 hours of Principal coaching between Kelley, Casey and Morgan Elementary Schools, focused on longitudinal organizational development, accountability of Professional Learning Communities, and utilizing protocols to enhance literature studies and data analysis.

Recommendation: Approve an agreement with ED21 LLC to provide professional development at Kelley and Morgan Elementary Schools, effective August 9, 2018 through June 30, 2019.

Fiscal Impact: \$24,800.00 – Title I funds

Submitted by: Raymond Delgado and Alex Vara

Reviewed by: Kelly Bruce

(Ref. H 18.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH AMERICAN RED CROSS**

Background: On June 17, 2015, the Board of Education approved an agreement with the American Red Cross to provide cardiopulmonary resuscitation (CPR) and first aid training and course materials to District staff who meet the Red Cross training prerequisites so that the District staff can become Red Cross certified instructors and provide certification cards for first aid and CPR district-wide. The term of the agreement was approved for thirty-six (36) months with an expiration date of May 30, 2018.

Rationale: The Agreement with the American Red Cross and the District will provide American Red Cross first aid and CPR certification cards to District-wide staff who complete the appropriate coursework taught by trained District staff in order to maintain District employees' compliant status.

Recommendation: Approve the agreement with the American Red Cross and the District from August 9, 2018 through June 30, 2021, for certification cards.

Fiscal Impact: Not-to-exceed \$6,000 per year for a combined total of \$18,000 for three (3) years - General Fund.

Submitted by: Angela Brantley
Reviewed by: Kelly Bruce

(Ref. H 19.1)

I FACILITIES PLANNING CONSENT

I. FACILITIES PLANNING CONSENT ITEMS

NONE

J PERSONNEL SERVICES CONSENT



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **CLASSIFIED EXEMPT – PERSONNEL REPORT #1198**

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

CHILD DEVELOPMENT APPRENTICES

Andrade, Brenda	Dunn #2 Preschool	08/02/2018	\$11.00 per hour
Enriquez, Mayra	Garcia Preschool	08/02/2018	\$11.00 per hour
Menor, Elizabeth	Kelley Preschool	08/02/2018	\$11.00 per hour

NOON DUTY AIDES

Casas, Celia	Kucera Middle School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)
Chandler, Chrissy	Dunn Elementary School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Enkasjan, Leticia	Kolb Middle School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Foster, Tanya	Kolb Middle School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Gomez Arellano, Karina	Curtis Elementary School	08/06/2018	\$11.00 per hour (3.5 hours, 202 days)
Gonzalez, Rosa	Eisenhower High School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)
Gutierrez, Maricela	Rialto High School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)
Horta, Lacy	Preston Elementary School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Lucero, Mindy	Dunn Elementary School	08/06/2018	\$11.00 per hour (3 hours, 202 days)
Ochoa, Genoveva	Boyd Elementary School	08/06/2018	\$11.00 per hour (3.25 hours, 202 days)
Ordonez, Lisandra	Boyd Elementary School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Pimentel, Bertha	Frisbie Middle School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)
Porter, Nancy	Kordyak Elementary School	08/06/2018	\$11.00 per hour (1.75 hours, 202 days)
Salazar, Imelda	Werner Elementary School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Romero, Diane	Kucera Middle School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Rosillo, Sylvia	Rialto High School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)

NOON DUTY AIDE – continued

Ross, Rickiya	Kucera Middle School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)
Underwood, Tamra	Dollahan Elementary School	08/06/2018	\$11.00 per hour (2 hours, 202 days)
Villegas, Ana	Rialto High School	08/06/2018	\$11.00 per hour (3.75 hours, 202 days)
Zamora Arreola	Dollahan Elementary School	08/06/2018	\$11.00 per hour (2.5 hours, 202 days)

SUBSTITUTE NOON DUTY AIDE

Alamillo, Danielle	Substitute Noon Duty Aide	08/06/2018	\$11.00 per hour
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Submitted and Reviewed by: Rhea McIver Gibbs and Rhonda Kramer

(Ref. J 1.2)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **CLASSIFIED EMPLOYEES – PERSONNEL REPORT #1198**

PROMOTIONS

Larios, Claudia (Repl. M. Boggs)	To: School Secretary Trapp Elementary	08/09/2018	To: 36-5	\$25.01 per hour (8 hours, 12 months)
	From: Secretary I Kucera Middle School		From: 34-5	\$23.79 per hour (8 hours, 12 months)
Ramirez, Carlos (Repl. K. Kamakawiwoole)	To: Maintenance Worker I Maintenance & Operations	08/09/2018	To: 36-3	\$22.65 per hour (8 hours, 12 months)
	From: Custodian I** Rialto Middle School		From: 33-4	\$22.08 per hour (8 hours, 12 months)

EMPLOYMENT

Avila, Adriana (Repl. Y. MedinaRivera)	Secretary II Eisenhower High School	07/13/2018	36-1	\$20.52 per hour (8 hours, 12 months)
Bascomb, Elisha (Repl. A. Rodriguez0	Instructional Assistant II – SE (RSP/SDC) Rialto Middle School	08/02/2018	26-1	\$15.96 per hour (3 hours, 203 days)
Campos, Lorraine (Repl. B. Walker)	Nutrition Service Worker I Eisenhower High School	08/02/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Campos, William	Instructional Assistant II/B.B. Bemis Elementary School	08/02/2018	25-1	\$15.57 per hour (3 hours, 203 days)
Diaz, Jesus	Grounds Maintenance Worker I Maintenance & Operations	08/13/2018	32-1	\$18.56 per hour (8 hours, 12 months)
Daversa, Mckenna (Repl. A. Saucedo)	Instructional Assistant II – SE (RSP/SDC) Eisenhower High School	08/02/2018	26-1	\$15.96 per hour (3 hours, 203 days)
Duran, Irma (Repl. C. Pau)	Instructional Assistant II – SE (RSP/SDC) Rialto High School	08/02/2018	26-1	\$15.96 per hour (3 hours, 203 days)
Gamboa, Tania (Repl. M. Sandoval)	Nutrition Service Worker I Rialto High School	08/06/2018	19-1	\$13.39 per hour (3 hours, 203 days)

(Ref. J 2.1)

EMPLOYMENT - continued

Jimenez, Raylene (Repl. T. Grud)	Nutrition Service Worker I Eisenhower High School	08/06/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Macias, Chrisie (Repl. J. Gonzalez)	Nutrition Service Worker I Trapp Elementary School	08/06/2018	19-1	\$13.39 per hour (2 hours, 203 days)
Martinez, Breanna (Repl. B. Burnett)	Nutrition Service Worker I Central Kitchen	08/06/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Moreno, Carina (Repl. S. Swinford)	Nutrition Service Worker I Central Kitchen	08/02/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Mercado, Jasmin (Repl. L. Lepe)	Instructional Assistant II/B.B. Kucera Middle School	08/02/2018	25-1	\$15.57 per hour (3 hours, 203 days)
Pedroza, Chavonne (Rep. I. Davis)	Special Education Child Development Instructional Assistant Boyd Elementary School	08/02/2018	29-1	\$17.22 per hour (3.5 hours, 203 days)
Pineda-Nunez, Vanessa (Repl. I. Zuniga)	Clerk Typist II Alternative Education	07/18/2018	31-1	\$18.11 per hour (8 hours, 237 days)
Polonio, Terrence (Repl. C. Ramirez)	Custodian I** Rialto Middle School	08/09/2018	33-1	\$19.03 per hour (8 hours, 12 months)
Quintero-Flores, Isabel (Repl. M. Davis)	Library Media Technician I Dunn Elementary School	07/10/2018	31-5	\$22.06 per hour (7 hours, 237 days)
Raygoza, Magdalena (Repl. Y. Pimentel)	Health Clerk Simpson Elementary School	07/30/2018	31-1	\$18.11 per hour (5 hours, 237 days)
Ramirez, Jamie (Repl. C. Toledo)	Health Clerk Henry Elementary School	07/30/2018	31-1	\$18.11 per hour (5 hours, 237 days)
Reynozo, Alma (Repl. S. Thompson)	Nutrition Service Worker I Rialto High School	08/06/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Rocha, Ruben	Grounds Maintenance Worker I Maintenance & Operations	08/13/2018	32-1	\$18.56 per hour (8 hours, 12 months)
Rodriguez, Guadalupe (Repl. J. Washington)	Nutrition Service Worker I Morris Elementary School	08/06/2018	19-1	\$13.39 per hour (3.25 hours, 203 days)
Romero, Cesar (Repl. G. Watkins)	Payroll Technician Fiscal Services	08/06/2018	42-1	\$23.85 per hour (8 hours, 12 months)
Salcido, Charles (Repl. G. Ruvalcaba)	Custodian I** Jehue Middle School	08/01/2018	33-1	\$19.03 per hour (8 hours, 12 months)
Saldana, Sergio (Repl. C. Alvarado)	Custodian I** Carter High School	08/09/2018	33-1	\$19.03 per hour (8 hours, 12 months)

EMPLOYMENT - continued

Sanchez, Jessica (Repl. D. Rainwater)	Secretary II Eisenhower High School	08/09/2018	36-1	\$20.52 per hour (8 hours, 12 months)
Tun, Reyna (Repl. S. Escobar)	Nutrition Service Worker I Carter High School	08/06/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Willis, Justina (Repl. C. Munoz)	Nutrition Service Worker I Carter High School	08/06/2018	19-1	\$13.39 per hour (3 hours, 203 days)
Zahid, Ayesha (Repl. D. Ingersoll)	Library Media Technician I Preston Elementary School	08/09/2018	31-1	\$18.11 per hour (7 hours, 237 days)
Zamarripa, Esmeralda (Repl. A. McKenzie)	Nutrition Service Worker I Jehue Middle School	08/06/2018	19-1	\$13.39 per hour (2.5 hours, 203 days)

RETIREMENTS

Gomez, Sofia	Secretary III Assessment, Research, Data Analysis & Educational Technology	09/05/2018
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RESIGNATIONS

Adling, David	Athletic Trainer Rialto High School	07/31/2018
Alcala Rodriguez, Wendy	Instructional Assistant II/B.B. Milor High School	08/01/2018
Carrillo, Dusty	Health Aide Kordyak Elementary School	08/02/2018
Dinarte, Tiffany	Instructional Assistant III – SE (SED/MH/AUTISM) Eisenhower High School	07/24/2018
Flaherty, Frank	Instructional Assistant II – SE (RSP/SDC) Kelley Elementary School	07/27/2018
Gambino, Lizette	Clerk Typist III Child Development Department	08/31/2018
Gutierrez, Mirella	Special Education Child Development Instructional Assistant Bemis Elementary School	08/01/2018
Heathcock, Craig	Instructional Assistant II – SE (RSP/SDC) Carter High School	07/30/2018

RESIGNATIONS - continued

Lizardo, Carmen	Special Education Child Development Instructional Assistant Werner Elementary School	07/31/2018
Uribe, Tania	Instructional Assistant II – SE (RSP/SDC) Werner Elementary School	07/29/2018

ADDITION OF BILINGUAL STIPEND (2.75% of base salary)

Avila, Adriana	Secretary II	07/13/2018
Campos, William	Instructional Assistant II/B.B.	08/02/2018
MedinaRivera, Yadira	School Secretary	07/17/2018
Mercado, Jasmin	Instructional Assistant II/B.B.	08/02/2018

REMOVAL OF SPECIAL NEEDS STIPEND

Garcia, Joseph	Instructional Assistant II – SE (RSP/SDC) Trapp Elementary School	08/02/2018	26-2	\$16.78 per hour (3.75 hours, 203 days)
Lopez Beltran, Annay	Instructional Assistant II – SE (RSP/SDC) Trapp Elementary School	08/02/2018	26-5	\$19.46 per hour (3.75 hours, 203 days)
Rumbles, Tanisha	Instructional Assistant II – SE (RSP/SDC) Fitzgerald Elementary School	08/02/2018	26-2	\$16.78 per hour (3.75 hours, 203 days)

SHORT TERM ASSIGNMENT

Warehouse Support	Warehouse (Not to exceed 320 hours)	08/09/2018 - 06/30/2019	\$18.56 per hour
Library Support	Jehue Middle School (Not to exceed 40 hours)	08/09/2018 - 09/30/2018	\$18.11 per hour
Fiscal Services Support	Fiscal Services (Not to exceed 400 hours)	08/09/2018 - 06/30/2018	\$23.85 per hour

SUBSTITUTES

Acosta, Valentin	Bus Driver	07/24/2018	\$19.51 per hour
Caamano, Vanessa	Health Clerk	07/18/2018	\$18.11 per hour
Campos Batres, Jessika	Health Clerk	07/30/2018	\$18.11 per hour
Estrada Perez, Edith	Health Clerk	07/19/2018	\$18.11 per hour
Feazell, Tremell L.	Campus Security Officer I	07/18/2018	\$20.52 per hour
Howerton, Jeffrey L.	Campus Security Officer I	07/18/2018	\$20.52 per hour
Leon, Rosa	Health Clerk	07/30/2018	\$18.11 per hour
Mullen, Toni	Health Clerk	07/30/2018	\$18.11 per hour
Orozco, Cinthya	Health Clerk	07/30/2018	\$18.11 per hour

SUBSTITUTES - continued

Plascencia, Norma	Health Clerk	07/30/2018	\$18.11 per hour
Raygoza, Maria	Health Clerk	08/01/2018	\$18.11 per hour

VOLUNTARY CHANGE OF CLASSIFICATION

MedinaRivera, Yadira	To: School Secretary Bemis Elementary School	07/17/2018	To: 36-5	\$25.01 per hour (8 hours, 12 months)
	From: Secretary II Eisenhower High School		From: 36-5	\$25.01 per hour (8 hours, 12 months)

VOLUNTARY CHANGE OF CLASSIFICATION AND INCREASE IN WORK HOURS

Quiel, Gladys (Repl. C. Palomera)	To: Clerk Typist II Garcia Elementary	08/09/2018	To: 31-5	\$22.06 per hour (8 hours, 237 days)
	From: Health Clerk Garcia Elementary		From: 31-5	\$22.06 per hour (5 hours, 237 days)

VOLUNTARY INCREASE IN WORK HOURS

Soto, Maria D.	Categorical Project Clerk Werner Elementary	07/01/2018	To: 32-1	\$18.56 per hour (6 hours, 227 days)
			From: 32-1	\$18.56 per hour (4 hours, 227 days)

VOLUNTARY LATERAL TRANSFER AND INCREASE IN WORK HOURS

Barron, Isabel (Repl. A. Salazar)	To: Nutrition Service Worker I Kolb Middle School	08/06/2018	To: 19-5	\$16.32 per hour (3.75 hours, 203 days)
	From: Nutrition Service Worker I Carter High School		From: 19-5	\$16.32 per hour (3.5 hours, 203 days)
Burnett, Bertha (Repl. A. Pineda)	To: Nutrition Service Worker I Central Kitchen School	08/06/2018	To: 19-5	\$16.32 per hour (4 hours, 203 days)
	From: Nutrition Service Worker I Garcia Elementary School		From: 19-5	\$16.32 per hour (3 hours, 203 days)
Flores, Yvette (Repl. E. Rodriguez)	To: Nutrition Service Worker I Preston Elementary School	08/06/2018	To: 19-3	\$14.78 per hour (3.25 hours, 203 days)
	From: Nutrition Service Worker I Myers Elementary School		From: 19-3	\$14.78 per hour (2.25 hours, 203 days)
Hernandez, Raquel (Repl. M. Macias)	To: Nutrition Service Worker I Morgan Elementary School	08/06/2018	To: 19-4	\$15.53 per hour (3.75 hours, 203 days)
	From: Nutrition Service Worker I Morgan Elementary School		From: 19-4	\$15.53 per hour (2.25 hours, 203 days)
Jimenez, Veronica (Repl. E. Garcia)	To: Nutrition Service Worker I Central Kitchen	08/06/2018	To: 19-5	\$16.32 per hour (2.75 hours, 203 days)
	From: Nutrition Service Worker I Central Kitchen		From: 19-5	\$16.32 per hour (2 hours, 203 days)

VOLUNTARY LATERAL TRANSFER AND INCREASE IN WORK HOURS - continued

Lemus, Maria J. (Repl. C. Parra)	To: Nutrition Service Worker I Boyd Elementary School	08/06/2018	To: 19-5	\$16.32 per hour (3.25 hours, 203 days)
	From: Nutrition Service Worker I Boyd Elementary School		From: 19-5	\$16.32 per hour (2 hours, 203 days)
Martinez, Isabel (Repl. R. Gomez)	To: Nutrition Service Worker I Curtis Elementary School	08/06/2018	To: 19-2	\$14.07 per hour (3 hours, 203 days)
	From: Nutrition Service Worker I Fitzgerald Elementary School		From: 19-2	\$14.07 per hour (2 hours, 203 days)
Mayoral, Marisela (Repl. S. Mejia)	To: Nutrition Service Worker I Central Kitchen	08/06/2018	To: 19-4	\$15.53 per hour (3 hours, 203 days)
	From: Nutrition Service Worker I Central Kitchen		From: 19-4	\$15.53 per hour (2.25 hours, 203 days)
Munoz, Candelaria (Repl. I. Barron)	To: Nutrition Service Worker I Carter High School	08/06/2018	To: 19-5	\$16.32 per hour (3.5 hours, 203 days)
	From: Nutrition Service Worker I Carter High School		From: 19-5	\$16.32 per hour (3 hours, 203 days)
Newhouse, Colleen	To: Instructional Assistant III – SE (SED/MH/AUTISM) Kucera Middle School	08/02/2018	To: 29-5	\$20.99 per hour (6 hours, 203 days)
	From: Instructional Assistant III – SE Fitzgerald Elementary School		From: 29-5	\$20.99 per hour (4.5 hours, 203 days)
Plaza-Romero, Andrea (Repl. V. Huizar)	To: Nutrition Service Worker I Kucera Middle School	08/06/2018	To: 19-5	\$16.32 per hour (3 hours, 203 days)
	From: Nutrition Service Worker I Rialto Middle School		From: 19-5	\$16.32 per hour (2.5 hours, 203 days)
Sandoval, Melissa (Repl. J. Jimenez)	To: Nutrition Service Worker I Frisbie Middle School	08/06/2018	To: 19-2	\$14.07 per hour (3.75 hours, 203 days)
	From: Nutrition Service Worker I Rialto High School		From: 19-2	\$14.07 per hour (3 hours, 203 days)

TERMINATION OF PROBATIONARY CLASSIFIED EMPLOYEE

Employee #1135338 Custodian I 07/26/2018

CERTIFICATION OF ELIGIBILITY LIST - Categorical Project Clerk

Eligible: 08/09/2018
Expires: 02/09/2019

CERTIFICATION OF ELIGIBILITY LIST – Child Development Instructional Assistant

Eligible: 08/09/2018
Expires: 02/09/2019

CERTIFICATION OF ELIGIBILITY LIST – Instructional Assistant II – SE (RSP/SDC)

Eligible: 08/09/2018
Expires: 02/09/2019

CERTIFICATION OF ELIGIBILITY LIST – Instructional Assistant III – SE (SED/MH/AUTISM)

Eligible: 08/09/2018
Expires: 02/09/2019

CERTIFICATION OF ELIGIBILITY LIST – Instructional Technology Assistant

Eligible: 08/09/2018
Expires: 02/09/2019

CERTIFICATION OF ELIGIBILITY LIST – Nutrition Service Worker III

Eligible: 08/09/2018
Expires: 02/09/2019

CERTIFICATION OF ELIGIBILITY LIST – School Secretary

Eligible: 08/09/2018
Expires: 02/09/2019

**Position reflects the equivalent to a one-Range increase for night differential

Submitted and Reviewed by: Rhea McIver Gibbs and Rhonda Kramer

(Ref. J 2.7)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **CERTIFICATED EMPLOYEES – PERSONNEL REPORT # 1198**

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

SUBSTITUTES (To be used as needed at the appropriate rate per day, effective August 9, 2018, unless earlier date is indicated)

Abbas, John
Avila, Elizabeth
Barraza, Jonda
Barrett, Cory
Benic-Kluge, Shilo
Butler, Philip
Cannon, Samantha
Cuevas, David
Gonzalez, Andrea
Gonzalez, Laura
Hernandez, Jacqueline
Hernandez, Jocelyn
Luna, Maria Guadalupe
Miraflor, Tesha
Reyes, Humberto
Scoubart, Nina

RE-EMPLOYMENT

Diaz, Marta	Elementary Teacher	06/23/2018	III-3	\$63,897.00 (184 days)
Murray, Timothy	ROTC Navy Instructor	07/23/2018	MIP	\$59,633.88 (12 mo.)
Quezada, Esther	Speech Therapist	08/02/2018	Rge. 5	\$98,485.00 (184 days)
Scott, Cecilia	Speech Therapist	07/01/2018	Rge. 2	\$85,075.00 (184 days)
Sittniewski, Carla	Secondary Teacher	07/01/2018	II-2	\$57,159.00 (184 days)
Torres, Alberto	Secondary Teacher	07/01/2018	III-3	\$58,980.00 (184 days)

EMPLOYMENT

Barojas, Julia	Counselor	07/23/2018	IV-1	\$62,736.00 (189 days)
Dailey, Yanet	Elementary Teacher	08/02/2018	III-12	\$82,088.00 (184 days)
Hamblin, Brenna	Special Education Teacher	08/02/2018	I-1	\$52,760.00 (184 days)
Hartey, Shane	ROTC Navy Instructor	07/23/2018	MIP	\$58,516.68 (12 mo.)
Howell, Michelle	Secondary Teacher	08/02/2018	I-1	\$52,760.00 (184 days)
Hernandez, Michelle	Secondary Teacher	08/02/2018	I-1	\$52,760.00 (184 days)

(Ref. J 3.1)

EMPLOYMENT - continued

Lloyd, Sarah	Speech Therapist	08/02/2018	Rge. 1	\$81,024.00 (184 days)
Macias Loera, Karen	Secondary Teacher	08/02/2018	II-1	\$55,398.00 (184 days)
Morton, Lindsay	Counselor	07/30/2018	I-1	\$54,194.00 (189 days)
Rabelhofer, Luke	Secondary Teacher	08/02/2018	I-1	\$52,760.00 (184 days)
Sedano, Erika	Preschool Teacher	08/02/2018	I-1	\$52,760.00 (180 days)
Singh, Jeannette	Speech Therapist	08/02/2018	Rge. 1	\$81,024.00 (184 days)
Valeriano Rodriguez, Ivette	Counselor	07/26/2018	IV-1	\$62,736.00 (189 days)
Vargas, Berenise	Secondary Teacher	08/02/2018	I-1	\$52,760.00 (184 days)
Villamater, Kayla	Speech Therapist	08/02/2018	Rge. 1	\$81,024.00 (184 days)
Zabala, Pamela	Secondary Teacher	08/02/2018	I-1	\$52,760.00 (184 days)

INTERIM ADMINISTRATIVE ASSIGNMENT

Gutierrez, Berenice	Elementary School Principal Trapp Elementary School	7/25/2018	Rge. I	\$114,859.00
Guzman, Karla	Elementary School Principal Curtis Elementary School	7/23/2018	Rge. I	\$114,859.00
Jackson, Christopher	High School Principal Eisenhower High School	7/23/2018	Rge. I	\$130,607.00

ACTING ADMINISTRATIVE ASSIGNMENT

Swanson, Cristina	Elementary School Principal Fitzgerald Elementary School	7/25/2018	Rge. I	\$114,859.00
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RESIGNATIONS

Batres, Kelly	Secondary Teacher	07/13/2018
Cheney, Sue	Secondary Teacher	08/01/2018
Diaz, Crystal	Secondary Teacher	07/11/2018
Johnson, Jacqueline	Secondary Teacher	06/01/2018
Noden, Barry	Secondary Teacher	07/31/2018
Osonduagwuike, Akinlana	Instructional Strategist	07/26/2018

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)

	<u>Year Long Courses</u>
Arjon, Fernando	--- Culinary Courses
Savage, Rhonda	--- CTE Pharmacy Clerk

ADULT EDUCATION AND ROP SUBSTITUTE TEACHERS (For the 2018/2019 school year at the regular hourly rate of \$30.00 for Adult Education Substitutes and \$25.00 for ROP Substitutes)

Asiama-Kisiedu, Stephen	Fleming, Precious	Lara-Gonzalez, Gustavo
Bergese, Jeremy	Gillespie, Nancy	Millhollon, Gretchen
Burke, Elizabeth	Guy, Phyllis	Montano-Salazar, Monique
Colby-Campbell, Kathryn	Hadley, Kyle	Quiñones, Gabriel
Digiorgio-Schultz, Saralee	John, Zelma	Smith, James
Duran, Rita	Lara, Maria	Widdis, Sheryl
Estruch, Heather	Lara, Samantha	York, Rickey

EXTRA-DUTY COMPENSATION

Kordyak Elementary School

Schnepp, Kimberly	PBIS Coach	2018/2019	\$1,129.00
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HOME AND HOSPITAL TEACHERS (Ratify teacher who provided instruction for special education students in the Home and Hospital Program during July 2018 at the hourly rate of \$43.73, not to exceed 6 hours)

Tejeda, Eddie



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education
FROM: Cuauhtémoc Avila, Ed.D., Superintendent
ITEM: **ENGLISH LEARNER AUTHORIZATION WAIVER**

**RESOLUTION NO. 18-19-04
RESOLUTION OF THE BOARD OF EDUCATION
RIALTO UNIFIED SCHOOL DISTRICT
2018-2019**

August 8, 2018

Pursuant to Title V Section 80120(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 employ or assign identified individuals additional time to complete the requirements for the credential that authorizes the service or to provide employing agencies time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the available assignment options. This includes waivers to employ or assign identified individuals when the employing agency finds there is an insufficient number of certificated persons who meet the specified employment criteria for the position.

<u>NAME</u>	<u>SITE</u>	<u>CREDENTIAL TO BE WAIVED</u>	<u>ASSIGNMENT</u>
Quezada, Erica	Carter H.S.	EL Authorization	CTE Instructor

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 8th day of August, 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: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **RATIFY MEMORANDUM OF UNDERSTANDING WITH
THE CITY OF SAN BERNARDINO
FOR SCHOOL RESOURCE OFFICER**

Background: The District is in need of one (1) part time (20 hours per week) School Resource Officer (SRO) to serve Rialto High School. The City of San Bernardino through the San Bernardino Police Department (SBPD) shall provide one (1) part time SRO for the summer and school schedules.

Rationale: The SRO shall be responsible for serving as a liaison between students, faculty, administration, parents, and law enforcement in furtherance of good and meaningful relationships with youth, community, school, and police.

Recommendation: Ratify the Memorandum of Understanding with the City of San Bernardino to provide one (1) part time (20 hours per week) School Resource Officer (SRO) through the San Bernardino Police Department to serve Rialto High School effective July 1, 2018 through June 30, 2021. The District will pay 100% of the 20 hours, to include salary and benefits, and overtime at 1.5 times the hourly rate.

Fiscal Impact: \$65,000.00 per year for a combined total of \$195,000.00 for three (3) years – General Fund

Submitted by: Gordon M. Leary
Reviewed by: Kelly Bruce

(Ref. K 1.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **AGREEMENT WITH GENERATION READY**

Background: The Rialto Unified School District partnered with Generation Ready during the 2017-2018 school year to provide equity training to each school principal. The eight (8) workshops included training on the key elements of attaining cultural proficiency: A valuing of cultural diversity; Conducting a cultural self-assessment; Managing the dynamics of difference; Acquiring and institutionalizing cultural knowledge; Adapting to diversity and culture contexts. As a result of this work, our principals are now equity certified.

Rationale: One of the key strategies of the Rialto Unified School District is to "...ensure that we have exemplary staff who meets the unique needs and aspirations of our diverse students." Current academic outcomes reflect an achievement gap of the following groups of students: African-American, Foster, Students with Disabilities. The training of Assistant Principals, Teacher Leaders, and members of the Equity Council on the key elements of cultural proficiency is vital to ensuring consistent practices that strategically address the identified needs of the students we serve.

Recommendation: Approve an agreement with Generation Ready to provide fourteen (14) days of Equity Training for a total of sixty (60) participants (Assistant Principals, Teacher Leaders) and six (6) days of Equity Training for a total of twenty-five (25) participants (Equity Council), effective August 9, 2018 through June 30, 2019.

Fiscal Impact: \$60,000.00 – General Fund

Submitted by: Kelly Bruce
Reviewed by: Darren McDuffie, Ed.D.
(Ref. K 2.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **APPROVAL OF AWARD TO VARIOUS VENDORS FOR
RFP #RIANS-2018-19-005 FOR KITCHEN EQUIPMENT 2018/19**

Background: Pursuant to Public Contract Code 20111, Nutrition Services advertised RFP #RIANS-2018-19-005 Kitchen Equipment. A bid package was also prepared and mailed to twenty (20) vendors. The bid opening was held on July 17, 2018, at 1:00 p.m., with representatives from the District and one (1) vendor representative present. Four (4) vendors responded to the bid.

Rationale: Kitchen equipment is needed at all school sites and the Central Kitchen for the proper operation of the National School Lunch program. Award of these items will allow Nutrition Services to procure kitchen equipment at competitive prices from qualified companies for the National School Lunch program.

Recommendation: It is recommended that the following vendors be awarded for the District to purchase various kitchen equipment items of the RFP #RIANS 2018-19-005 Kitchen Equipment for the fiscal year 2018-2019:

ACTION SALES
ARROW RESTAURANT
DOUGLAS EQUIPMENT
YALE CHASE EQUIPMENT

Fiscal Impact: The costs of future items purchased from this bid will be paid from Fund 13 - Cafeteria Fund.

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

(Ref. K 3.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **REJECTION OF RFP #RIANS-2018-19-004 TORTILLA BID FOR NUTRITION SERVICES**

Background: On June 27, 2018, the Board approved to award RFP #RIANS-2018-19-004 Tortilla Bid to Sunrise Produce.

Rationale: The vendor bid an incorrect price on two of the items, and the vendor cannot honor the price as quoted.

Recommendation: At this time, it is in the best interest of the District to recommend that the Board of Education reject RFP #RIANS-2018-19-004 Tortilla Bid and authorize the re-bidding of the Tortilla Bid for Nutrition Services.

Fiscal Impact: No fiscal impact.

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

(Ref. K 4.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **TERMINATION OF AGREEMENT WITH PAPA JOHN'S
RFP #RIANS-2018-19-003 PIZZA PRODUCTS**

Background: On July 11, 2018 the Board approved to award RFP #RIANS-2018-19-003 Pizza Products to Papa John's.

Rationale: Pursuant to Section 26, Termination of Agreement Without Cause, of the Request for Proposal #RIANS-2018-19-003 Pizza products, the District has issued a 30-Day Termination Notice to Papa John's.

Recommendation: At this time, it is in the best interest of the District to recommend that the Board of Education terminate the agreement with Papa John's for RFP #RIANS-2018-19-003 Pizza Products.

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

(Ref. K 5.1)



Rialto Unified School District

Board Date: August 8, 2018

TO: Board of Education

FROM: Cuauhtémoc Avila, Ed.D., Superintendent

ITEM: **APPROVAL OF AWARD TO PIZZA HUT FOR RFP #RIANS-2018-19-003 FOR PIZZA PRODUCTS 2018/19**

Background: Pizza is used in the operation of the National School Lunch program. New federal guidelines require the use of whole grain in all bread products.

Rationale: Award of this item will allow Rialto Unified School District Nutrition Services to use a qualified company to procure and deliver fresh pizza to the school sites for the National School Lunch program.

Recommendation: Rialto Unified School District, Nutrition Services RFP #RIANS-2018-19-003 Pizza Products was advertised in accordance with Public Contract Code 20111. A bid package was also prepared and mailed to thirteen (13) vendors. The following four (4) vendors responded:

DOMINOS PIZZA / DBA GAFE PIZZA
DOMINOS PIZZA / DBA WIDO PIZZA
PAPA JOHNS/DBA PCJA MGMT
PIZZA HUT / DBA SO. CAL. PIZZA CO.

The bid opening was held on June 14, 2018, at 1:00 p.m., with representatives from the District and four (4) vendors present. Of the four (4) respondents, Pizza Hut is being recommended to be awarded RFP #RIANS-2018-19-003 Pizza Products for the 2018-2019 fiscal year.

Fiscal Impact: The costs of future items purchased from this bid will be paid from Fund 13 - Cafeteria funds.

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

(Ref. K 6.1)

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). Morgan Elementary School received a \$711.00 donation, when a new 7 Eleven franchise store opened at Renaissance Parkway in Rialto. Rialto Chamber of Commerce, and Rialto city leaders flanked Morgan Elementary Principal Alex Vara, and some "Mustangs" as they collected the donation check.

(Bottom Left): RUSD Safety and Health Fair was held July 26, 2018, at the Chavez/Huerta Education Center, from 8:00 a.m. to 11:00 a.m. Hundreds of parents and students attended for free student health screening, and parents received information about safety on all school campuses. Veteran RUSD Safety and Security Officer Ricky Williams, a favorite with the students, handed a student some stickers.



* Rialto Unified School District
is a 2017, state and nationally
recognized School District.

