



# BOARD OF EDUCATION

## Regular Meeting and Public Hearing

### January 21, 2010

**5:30 p.m. – Public Session**

**Public Comment to Precede Action Sessions**

**Closed Session to Commence following Action Sessions**

***Location: Colton JUSD Student Services Center  
Board Room  
851 South Mt. Vernon Avenue  
Colton, California***

## AGENDA

### I. CALL TO ORDER

#### Roll Call

- Mr. Mel Albiso (President) \_\_\_\_\_
- Mr. Frank A. Ibarra (Vice President) \_\_\_\_\_
- Mr. David R. Zamora (Clerk) \_\_\_\_\_
- Mr. Robert D. Armenta, Jr. \_\_\_\_\_
- Mrs. Patt Haro \_\_\_\_\_
- Mr. Kent Taylor \_\_\_\_\_
- Mrs. Marge Mendoza-Ware \_\_\_\_\_
- Mr. James A. Downs \_\_\_\_\_
- Mr. Jerry Almendarez \_\_\_\_\_
- Mr. Jaime R. Ayala \_\_\_\_\_
- Ms. Mollie Gaaney-Stanley \_\_\_\_\_
- Mr. Mike Snellings \_\_\_\_\_
- Mrs. Bertha Arreguín \_\_\_\_\_
- Mr. Todd Beal \_\_\_\_\_
- Mrs. Alice Grundman \_\_\_\_\_
- Mrs. Jennifer Jaime \_\_\_\_\_
- Mrs. Ingrid Munsterman \_\_\_\_\_
- Ms. Julia Nichols \_\_\_\_\_
- Ms. Helen Rodriguez \_\_\_\_\_
- Ms. Sosan Schaller \_\_\_\_\_
- Dr. Patrick Traynor \_\_\_\_\_
- Ms. Katie Orloff \_\_\_\_\_
- Ms. Jennifer Rodriguez \_\_\_\_\_

**Strategic Plan -- Mission Statement**

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

**II. PUBLIC SESSION 5:30 p.m. Renewal of the Pledge of Allegiance**

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

The Board President clarifies the process regarding public comment and requests that the appropriate “Public Comment Card” be filled out. At the appropriate time during the Hearing Session, each speaker will be invited to the podium and should begin by stating his or her name and residing city. *No more than three minutes will be allotted to any speaker and no more than fifteen minutes per subject unless authorized by the Board President* (BP 1245).

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

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

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

**III. HEARING SESSION / PUBLIC SESSION**

1. Employee Recognition Program
  - Debbie Paddie — *Classified*, Sycamore Hills
  - Jennifer Wold — *Management*, Student Services
  - Irma Valencia — *Education Partner*, Crestmore Elementary School
  - Maria Chavez – *Education Partner*, Crestmore Elementary School
2. Bilingual School Support – Jerry Almendarez
3. SERP – Jaime R. Ayala

**Public Hearing**

4. Sunshine Proposal – Association of Colton Educators (ACE)
5. **Public Comment:** Specific Consent, Action, Study/Info or Closed Session Item  
(*blue card; list agenda item # and subject*)
6. **Public Comment:** Item Not on the Agenda (*white card; list topic*)

**IV. ACTION SESSION**

**A. Consent Items**

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

On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board

approved Consent Items #A – 1 through #A – 9

- Page 7 1. Approval of Minutes for the December 10, 2009 Regular Board Meeting
- Page 23 2. Approval of Student Field Trips
- Page 25 3. Approval of Consultant for Staff Development
- Page 31 4. Adoption of Resolution and Approval of Contract with the State Department of Education for Purchase of Instructional Materials for the Child Development Program (2009–10)
- Page 35 5. Approval of Contract to Expand Parental Choices for Supplemental Educational Services, Educational Tutoring (2009–10)
- Page 43 6. Approval of Agreement with University of California, Riverside Extension for Teaching the Gifted and Talented: *Approaches to Curriculum and Design* (February 2010)
- Page 45 7. Approval of the New Course Description for Introduction to Business, Finance and Marketing Careers; Grades 7-8 (Beginning January 22, 2010)
- Page 51 8. Approval of Revision to the Course Descriptions for ELD Reading Intervention Program *LANGUAGE! Focus on English Learning, Level C-D*; Grades 9-12
- Page 67 9. Acceptance of Gifts

**B.**

Action Items

- Page 71 1. Approval of Personnel Employment
- Page 73 2. Approval of Conference Attendance
- Page 75 3. Adoption of School Calendar for the 2010-11 School Year: Single Track and Traditional
- Page 77 4. Approval of Purchase Orders
- Page 81 5. Approval of Disbursements
- Page 83 6. Approval of Contract Amendment No. 8 with Harley Ellis Devereaux for the Bloomington High School New Math and Science Building and Interim Housing Projects (2009-12)
- Page 93 7. Approval of Two Year Contract Renewal with Davis Demographics & Planning, Inc. for Demographic Services (2009-11)
- Page 99 8. Adoption of Resolution 10-01 to Authorize Temporary Borrowing Between Funds of the District (2009-10)
- Page 103 9. Approval of Reimbursement for Loss, Personal Property Used for Instructional Purposes (*BHS-C. Sterne*)
- Page 115 10. Approval of Contract Addendum No. 1 with School Facility Consultants (January 22, 2010 through October 31, 2010)
- Page 119 11. Approval of Amendment No. 2 to the Agreement with Seville Construction Services, Inc.

**C.**

Action Items – Board Policy – Second Reading

- Page 121 1. Approval of Amendment and Adoption of New Board Policies and Administrative Regulations:
- BP 6116 Classroom Interruptions*
  - AR 6116 Classroom Interruptions*
  - BP 6146.3 Reciprocity of Academic Credit*
  - AR 6146.3 Reciprocity of Academic Credit*
  - BP 6155 Challenging Courses by Examination (New Board Policy)*
  - AR 6155 Challenging Courses by Examination (New Administrative Reg.)*
  - BP 6172.1 Concurrent Enrollment in College Classes (Replaces BP#4030)*
  - AR 6172.1 Concurrent Enrollment in College Classes (Replaces AR#4030)*

**D.**

Action Items – Resolutions

- Page 133 1. Adoption of Resolution, *Recognition of African-American History Month* (February 2010)
- Page 135 2. Adoption of Resolution, *Career and Technical Education Month* (February 2010)
- Page 137 3. Adoption of Resolution, *Recognition of National School Counseling Week* (February 1 – 5, 2010)

**VI.**

**STUDY, INFORMATION & REVIEW SESSION**

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- Page 139 1. Personnel – Resignations
2. School Resource Officers/Crossing Guards – Mike Snellings
- Page 141 3. Grand Terrace High School – Mike Snellings
- School Mascot
  - School Colors
- Page 143 4. Acceptance of Annual Audit Report (2008-09) – Jaime Ayala
- Page 145 5. Associated Student Body (ASB) Financial Reports for the Period of October 1, 2009 through December 31, 2009 – Jaime Ayala
- Page 157 6. Data Communications Upgrade of the Cisco Telephone System – Jaime Ayala
7. Budget Update – Jaime R. Ayala
8. Facilities Update – Jaime Ayala
- Seville Construction Services, Inc.*
  - BHS Construction and Modernization Projects
  - CHS Master Plan, Construction and Modernization Projects
9. Proposed Development Plans within the City of Colton – Jaime Ayala
10. Budget Subcommittee Update
11. Curriculum Subcommittee Update
12. Facilities Subcommittee Update
13. ACE Representative
14. CSEA Representative
15. MAC Representative
16. ROP Update
17. Math and Science Building Projects for Bloomington and Colton High Schools
- Ledesma and Meyer Construction Co., Inc.*
18. Superintendent’s Communiqué / Correspondence / Communications
19. Board Member Comments



## **VII. CLOSED SESSION**

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

- 1. Student Discipline, Revocation and Re-entry**
- 2. Personnel**
  - ♦ Public Employee: Discipline/Dismissal/Release/Reassignment (Gov. Code 54957)
- 3. Conference with Real Property Negotiator (Gov. Code 54956.8)**

Property: APN's: 1167-151-37, 1167-151-32, 1167-151-33, 1167-151-34, 1167-151-35, 1167-151-36, 1167-151-37, 1167-151-38, 1167-151-39, 1167-151-40, 1167-151-41, 1167-151-42, 1167-151-43, 1167-151-44, 1167-151-45, 1167-151-46, 1167-151-47, 1167-151-48, 1167-151-49, 1167-151-50, 1167-151-51, 1167-151-52, 1167-151-53, 1167-151-54, 1167-151-55, 1167-151-56, 1167-151-57, 1167-151-58, 1167-151-59, 1167-151-60

District Negotiators: James A. Downs, Jaime R. Ayala, Alice Grundman, Counsel, Best, Best & Krieger
- 4. Conference with Legal Counsel—Anticipated Litigation**

Significant exposure to litigation pursuant to Government Code Section 54956.9(b)  
Potential Case: One
- 5. Conference with Labor Negotiator**

Agency:  
Jerry Almendarez Assistant Superintendent, Human Resources Division  
Ingrid Munsterman, Director, Human Resources Division

Employee Organizations:  
Association of Colton Educators (ACE)  
California School Employees' Assoc. (CSEA)  
Management Association of Colton (MAC)

## **VIII. PUBLIC SESSION -- ACTION REPORTED FROM CLOSED SESSION**

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## **IX. ADJOURNMENT**

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# BOARD AGENDA

**REGULAR MEETING**  
**January 21, 2010**

**CONSENT ITEM**

## **Board of Education**

- PRESENTED BY:** James A. Downs, Superintendent
- SUBJECT:** **Approval of Minutes:**  
**Regular Meeting, December 10, 2009**
- GOAL:** Student Performance, Personnel Development, Facilities/Support Services, Budget Planning, School Safety & Attendance, Community Relations, & Parent Involvement
- STRATEGIC PLAN:** Strategy #1 – Communication      Strategy #4 – Facilities  
Strategy #2 – Curriculum                      Strategy #5 – College Career  
Strategy #3 – Decision Making      Strategy #6 – Character
- RECOMMENDATION:** That the Board approve the minutes of the Board of Education meeting held on December 10, 2009, as presented.

**BOARD OF EDUCATION  
Minutes**

**Regular Meeting, Re-organization  
Session and Public Hearing  
December 10, 2009  
5:30 p.m.**

The Board of Education of the Colton Joint Unified School District met in Regular Session on Thursday, December 10, 2009, 5:30 p.m. in the Board Room at the CJUSD Student Services Center, 851 So. Mt. Vernon Avenue, Colton, California.

Trustees Present

Mrs. Marge Mendoza-Ware	President
Mr. Mel Albiso	Vice President
Mr. David R. Zamora	Clerk
Mrs. Patt Haro	
Mr. Frank A. Ibarra	
Mr. Kent Taylor	
Mr. Robert D. Armenta Jr.	

Trustees Absent

Staff Members Present /\*Excused

Mr. James A. Downs	Mrs. Jennifer Jaime
Mr. Jerry Almendarez	Mrs. Ingrid Munsterman
Mr. Jaime R. Ayala	Ms. Julia Nichols
Ms. Mollie Gainey-Stanley	Ms. Helen Rodriguez*
Mr. Mike Snellings	Ms. Sosan Schaller
Mrs. Bertha Arreguín	Dr. Patrick Traynor
Mr. Todd Beal	Ms. Katie Orloff
Mrs. Alice Grundman	Ms. Jennifer Rodriguez

Board President Mendoza-Ware called the meeting to order at 5:30 p.m. Mayor Kelly Chastain, City of Colton, led in the renewal of the pledge of allegiance to the flag of the United States of America. Spanish interpreter/translation services were available.

**REORGANIZATION SESSION**

**1. Election of Officers and District Representatives**

**#180** On motion of Board Member Zamora, seconded by Board Member Taylor, and carried with a 7-0 vote, the Board elected the following officers and representatives for the 2010 calendar year.

**Officers**

- President Mel Albiso
- Vice President Frank Ibarra
- Clerk David Zamora
- Executive Secretary – Superintendent James A. Downs will be the executive officer and secretary of said governing board, in accordance with Education Code Section 35034(a).

The officers will serve a one-year term beginning December 10, 2009, and ending at the next reorganization meeting to be scheduled on December 9, 2010; in accordance with Education Code Sections 35143 and 72000(c) (2) (A) [within 15 days from and including the first Friday of December 2010].

**Representatives**

- ROP Board Member: Kent Taylor  
(Two-year term; 2010-11)
- Alternate ROP Board Member: Marge Mendoza-Ware  
(One year term; 2010)
- Representative Elector San Bernardino County Committee on School District Organization:  
Kent Taylor  
(One year term; 2010)

The following sub committees are appointed positions; no change in membership.

- Budget Subcommittee
  - Mel Albiso
  - Frank Ibarra
  - Robert D. Armenta Jr.
- Curriculum Subcommittee
  - Kent Taylor
  - Patt Haro
  - Frank Ibarra
- Facility Subcommittee
  - Mel Albiso
  - Frank Ibarra
  - Marge Mendoza-Ware

Following the election of new officers and representatives the board took a brief recess from 5:38 p.m. until 5:45 p.m.

## **2. Selection of Regular Meetings Dates – 2010 (calendar year).**

The board unanimously consented to accept Schedule A as the 2010 Regular Board Meeting calendar. The public meetings will begin at 5:30 p.m. and will be held at the Colton JUSD Student Services Center Board Room, 851 South Mt. Vernon Avenue, Colton. The 2010 Regular Board Meeting dates will be available on the district website: [www.colton.k12.ca.us](http://www.colton.k12.ca.us)

## **HEARING SESSION / PUBLIC SESSION**

### **3. Employee Recognition Program**

*Kathy Reynosa*, Special Ed Instructional Assistant, BHS, was recognized as the classified employee of the month. Principal Cabrera and Mr. Scott Hamre, teacher, thanked Mrs. Reynosa for more than ten years of service to Bloomington High School's staff, students and community. Her role as a one-on-one paraeducator for special education allows her to make a difference in the lives of students. She goes well above and beyond for the benefit and success of students.

Mrs. Reynosa invited the board and cabinet to visit the wonderful students at BHS, room 406.

*Sherry Norberg*, teacher, Alice Birney Elementary was honored by Principal McKee and Assistant Principal Crawford as the certificated employee of the month. Ms. Norberg is a gifted Literacy Coach; sharing her experience and knowledge with others. She provides enriching opportunities and an engaging learning environment for kindergarten students. With her positive spirit, Ms. Norberg constantly displays the character traits of respect, responsibility, caring and trustworthiness.

*Mitch Hovey*, assistant principal, CMS was awarded management employee of the month. Principal Marin expressed that Mr. Hovey's outstanding qualities as an administrator earned him the honor. Mr. Hovey masterfully balances his obligations to students, parents, staff and the district. He remains focused on improving professionally; he is committed to his work and is always available to lend a helping hand.

*Mr. and Mrs. Enrique Jaime*, parents, Ruth O. Harris Middle School, were selected as the Education Partner(s) of the month. Principal Torres, on behalf of ROHMS, recognized them for the value they place on student success through parental involvement. They are actively involved with parental activities such as SSC, ELAC, and Coffee with the Principal. It is common for Mr. and Mrs. Jaime to

bring refreshments to parent meetings; volunteer on campus; make personal reminder calls to parents about upcoming meetings and workshops. Mr. and Mrs. Jaime are true advocates for parents and students alike.

**4. Public Hearing Action Item B- 13: Adoption of Resolution No. 09-44 to Implement Program Flexibility as Authorized Under Education Code Section 42605**

Board President Albiso opened the public hearing at 6:00 p.m. No one spoke to the item. The public hearing was closed at 6:01 p.m.

Board Member Zamora requested and received board consensus to withdraw Action Item C-1, Resolution, “*Restore City of Colton Library Services.*” Library services were restored on December 1<sup>st</sup> however, operating hours have been reduced. Mr. Zamora expressed the district’s commitment to supporting student academic success and looks forward to meeting with city and county officials to remedy the situation.

#181 On a motion by Board Member Zamora, seconded by Board Member Mendoza-Ware and passed on a 7-0 vote, the board directed staff to send a letter to the City of Colton in support of restoring library services and operating hours that will positively benefit the needs of students and residents alike.

The board directed staff to begin a dialogue with the city to include restoring the Joint Bridge Committee meetings. Previously, board members Albiso, Zamora and Armenta served on the committee.

**5. Public Comment: Specific Consent, Action, Study/Info or Closed Session Item:**

*Joseph Ledesma*, Ledesma and Meyer Construction Co., Inc., spoke in opposition of approving Action Item B-15, *Approval of Amendment No. 1 to the agreement with Seville Construction Services, Inc., and Letters of Authorization No. 1, 2 and 3 to be executed by Assistant Superintendent, Business Services Division.* He spoke specifically to Letter of Authorization No. 3. Mr. Ledesma, on behalf of Ledesma and Meyer, requested the board’s permission to make a presentation at an upcoming board meeting.

*Kris Meyer*, Ledesma and Meyer Construction Co., Inc., also spoke in opposition of Action Item B-15, Mr. Meyer expressed disappointment; despite several inquires, they have not received any feedback from the district or board in regard to the information they presented to staff on November 20<sup>th</sup>.

*Diedra Bennett*, City of Colton Council Member, spoke in support of Action Item C-1, Resolution, “*Restore City of Colton Library Services.*” She thanked the district for supporting the city in the wake of the library closure. She commended the district for stepping forward and creating the resolution to support the City of Colton Library. Mrs. Bennett also expressed interested in reviving the Joint Bridge Committee and addressing the concerns of the community.

**6. Public Comment: Items not on the agenda:**

*Bob Miller*, City of Colton, Chief of Police, spoke on the importance of School Resource Officers (SRO) and their relationship with the district, students and community. He shared a letter that was received from a teacher at Ruth Grimes Elementary School praising Officer Todd Smith. Officer Smith has developed personal relationships with students; displaying interest in their academic and extracurricular activities. Most recently, he rewarded an entire classroom with a pizza party for scoring 100% on their weekly spelling test. Chief Miller invited the community to the grand opening of the Art Thompson Teen Center.

Board Member Albiso thanked Chief Miller and expressed appreciation for the support of the School Resource Officer and the police department. He remarked that the district is committed to the safety of students and values the role the SRO which is why the board approved funding for the SRO.

*Kristi Richardson*, principal, Slover Mountain High School, commented on the recent graduation for Colton At Risk Teens (CART). This program focuses on at-risk teens and introduces them to careers in law enforcement and promotes post secondary education. Mrs. Richardson reported that graduating students learned about respect, integrity and developed confidence. She believes the program will encourage students to become productive citizens.

*Christine Irish-Re*, resident, commented on the public use of the gate on west "G" Street, near Colton High School. She encouraged the public to use the main entrance. Ms. Irish-Re suggested that the district not approve future joint use agreements for youth sports. By refusing future joint use agreements the district would save money on field maintenance and utility fees.

*Roseann Reyes*, parent, resident, asked the district to address the subject of library hours when they meet with the city; currently the library closes at 6:00 p.m.

The board, by consensus, agreed to place operating hours as a priority on the agenda. They will also discuss the homework center, use of computers and community resources.

#### **Action Session**

#### **Consent Items**

- |               |            |   |
|---------------|------------|---|
| <b>#182</b>   |            | On motion of Board Member Zamora, seconded by Board Member Taylor, and carried with a 7-0 vote, the Board approved Consent Items #A-1 through #A-9 as presented.      |
| <b>#182.1</b> | <b>A-1</b> | Approved the November 19, 2009, Regular Board Meeting Minutes   |
| <b>#182.2</b> | <b>A-2</b> | Approved student field trips ( <b>Exhibit A</b> )   |
| <b>#182.3</b> | <b>A-3</b> | Approved of consultant for assembly presentation ( <b>Exhibit B</b> )   |
| <b>#182.4</b> | <b>A-4</b> | Approved the Secondary Summer School Program for 2010 (Grades 9-12)   |
| <b>#182.5</b> | <b>A-5</b> | Approved 2009-10 Student Performance Plans for Categorical Programs for all 26 School Sites (Elementary and Secondary)  |
| <b>#182.6</b> | <b>A-6</b> | Approved the Revised Course Descriptions for <i>Beginning Band, Concert Band, Jazz Band, Marching Band, and Wind Ensemble</i> , Grades 9-12 (Beginning December 2009) |
| <b>#182.7</b> | <b>A-7</b> | Approved of the Revised Course Description for <i>California High School Exit Exam (CAHSEE) Math Support</i> , Grades 10-12 (Beginning December 2009)                 |
| <b>#182.8</b> | <b>A-8</b> | Accepted gifts ( <b>Exhibit C</b> )   |
| <b>#182.9</b> | <b>A-9</b> | Approved District Workers' Compensation Self-Insurer's Annual Report for 2008-09  |

**Action  
Items**

- #183** On motion of Board Member Zamora, seconded by Board Member Mendoza-Ware, and carried with a 7-0 vote, the Board approved Action Items #B-1 through B-8; B-13 and B-14; B-15 minus *Letter of Authorization No. 3*; and B-16.
- Action Item B-2 was presented as a first reading item; approved with amendments.
- #183.1** **B-1** Approved agreement with the District Assistance Intervention Team (DAIT) New Directions, Inc. to provide additional consulting and professional services support for six Program Improvement schools: Alice Birney, Crestmore, Grant, Lincoln, Wilson, and Zimmerman (2009-10)
- B-2** Approved amendment and adoption of new Board Policies and Administrative Regulations:  
*(First Reading; staff will amend and bring back as a Second Reading at the January 21, 2010 board meeting)*
- |                  |  |
|------------------|--|
| <i>BP 6116</i>   | <i>Classroom Interruptions</i>                                     |
| <i>AR 6116</i>   | <i>Classroom Interruptions</i>                                     |
| <i>BP 6146.3</i> | <i>Reciprocity of Academic Credit</i>                              |
| <i>AR 6146.3</i> | <i>Reciprocity of Academic Credit</i>                              |
| <i>BP 6155</i>   | <i>Challenging Courses by Examination (New)</i>                    |
| <i>AR 6155</i>   | <i>Challenging Courses by Examination (New)</i>                    |
| <i>BP 6172.1</i> | <i>Concurrent Enrollment in College Classes (Replaces BP#4030)</i> |
| <i>AR 6172.1</i> | <i>Concurrent Enrollment in College Classes (Replaces AR#4030)</i> |
- #183.2** **B-3** Approved waiver of California High School Exit Exam (CAHSEE) requirement for students with disabilities who have taken the exam with modifications and received the equivalent of a passing score (2008-09)
- #183.3** **B-4** Approval of Personnel Employment (**Exhibit D**)
- #183.4** **B-5** Approved conference attendance (**Exhibit E**)
- #183.5** **B-6** Approved Memorandum of Understanding with the Loma Linda University School of Dentistry to provide dentistry services to Reche Canyon Elementary Students
- #183.6** **B-7** Approved purchase orders for the sum of **\$130,742.34**, as presented
- #183.7** **B-8** Approved disbursements as listed, from batch # **0671** through # **0746** for the sum of **\$1,447,102.56**
- B-9** ~~Awarded Bid #09-01 to Dave Bang Associates, Inc., for playground equipment and DSA shade shelters (2009-10)~~  
*(withdrawn)*
- B-11** ~~Adopted Resolution No. 09-39 five year Joint Use Agreement between the Colton JUSD and the City of Fontana for playfields at Michael D'Arcy Elementary School (2009-14)~~  
*(withdrawn by board request; staff will research and bring back for adoption)*
- B-12** ~~Adopted Resolution No. 09-40 five year Joint Use Agreement between the Colton JUSD and the City of Fontana for playfields at Jurupa Vista Elementary School (2009-14)~~  
*(withdrawn by board request; staff will research and bring back for adoption)*
- #183.8** **B-13** Adopted Resolution No. 09-44 to implement Program Flexibility as authorized under Education Code Section 42605



- #183.9**      **B-14**      Approved 2009-10 First Interim Financial Report
- #183.10**      **B-15**      Approved Amendment No. 1 to the agreement with Seville Construction Services, Inc., and Letters of Authorization No. 1 and 2 to be executed by Assistant Superintendent, Business Services Division  
*(letter of auth. #3 was withdrawn by board request; staff will research and bring back for approval)*

- #183.11**      **B-16**      Approved renewal of the Memorandum of Understanding (#09/10-0179) and Maintenance Agreement (#09/10-0180) with the San Bernardino County Superintendent of Schools for the use of facilities at Lewis and Smith Elementary Schools, Bloomington Middle School, Colton High School and San Salvador State Preschool

- Action Items**      **#184**      On motion of Board Member Albiso, seconded by Board Member Ibarra, and carried with a 7-0 vote, the Board tabled Action Item #B-10; allowing staff to conduct further research and present the revisions at the next board meeting.

- #184.1**      **B-10**      Approved agreement with Harley Ellis Devereaux for the Bloomington High School new math and science building and interim housing projects (2009-12)  
*(item tabled by request of the board until the January 21<sup>st</sup> meeting)*

**Action Items**  
**Resolution**

- C-1**      ~~Adopted Resolution, "Restore City of Colton Library Services"~~  
*(Withdrawn by board request)*

**Study, Information and Review Session**

- 1. Feasibility Study for a Joint Use Project with the San Bernardino County Library Adjacent to Bloomington High School:** District, county library staff, and Ruhnau Ruhnau Clarke and Associates, architects, have met over the past two years and developed a schematic design and estimated budget for a potential joint use library adjacent to Bloomington High School on 2.5 acres of district owned property.

The proposed project would be approximately 5,760 square feet and would include approximately 25,600 book stacks. In addition to the library area, a conference room/classroom is included. The District would have priority use of the facilities for instruction and meetings. Students, staff, and the community would also have access to Riverside and San Bernardino catalogs and materials.

Assistant Superintendent Ayala spoke with the county supervisor this week in regard to the library project. The county is now interested in a larger scope library project. Mr. Ayala has requested the board's consent to meet with the county for clarification and to discuss their ideas. Information from this meeting will be presented to the board for review.

- 2. Proposed Land Use by Arrowhead Regional Medical Center of District Property Located on Meridian Avenue, Colton (6.66 net acres):** The County of San Bernardino Real Estate Services Department approached the District about using 1.5 acres of the Meridian Avenue (Colton) property for temporary use by Arrowhead Regional Medical Center. The Arrowhead Regional Medical Center has an immediate need for temporary construction parking and a construction staging area from January 1, 2010 through October 31, 2010. There would not be any improvements to the property. Temporary fencing and a temporary driveway would be installed by ARMC contractors.

The County of San Bernardino has also expressed interest in purchasing the entire property for further expansion of the hospital. If the purchase is not possible, they would desire a long term lease option.

The board directed Mr. Ayala to consult with legal counsel and prepare a presentation outlining all possible use and outcome scenarios for leasing/selling of the property.

3. **Boundary Update:** Superintendent Downs reported that district staff has worked on establishing boundaries not only for Grand Terrace High School but for all highly impacted elementary and secondary sites. This research was presented to the subcommittee and staff requests direction from the board on how to proceed.

By consensus, the board requested for staff to make a presentation at an upcoming board meeting. The presentation should address the impact of the proposed boundaries on school sites.

4. **Budget Update:** Assistant Superintendent Ayala announced that he and Assistant Superintendent Almendarez have made several visits to school sites providing budget updates for staff. The site visits will continue into the new year until each site has been visited. The presentation focuses on dropped revenue; district plans to combat budget concerns and provides an opportunity for questions from staff.

The First Interim Report was presented as an action item. The report confirms that the district is on track with the budget and revenue is where the district projected. Mr. Ayala did not have positive news to report as cash flow continues to be a concern. In previous years the reported cash flow was about 30 million dollars; recent reports show the cash flow as low as 18 million dollars. The district continues to face the challenge of realigning the budget with one-time and on-going reductions. It is possible that the district may need to borrow from other funds to cover short-term expenses. The Second Interim Report is due March 15, 2010; at which time the district should have a more detailed plan for the budget.

Next month the governor will unveil the new budget which will provide essential information for the district as they prepare for next year's budget. Mr. Ayala will provide a detailed presentation to the board, outlining various ways the district can reduce the budget. He will focus on the successful cost-saving strategies the district has implemented and suggest additional strategies to further align the budget.

**Facilities Update:** Assistant Superintendent Ayala reviewed the monthly report and budget summary for Grand Terrace High School. He also advised the board on the status of importing soil to balance the site, sewer and storm draining and deep underground electrical utilities. Mr. Ayala reported that county street improvements have begun in the area surrounding Bloomington Middle School. New fencing, curb and gutter will be installed in mid December; concrete and roadwork will be complete in late February. He announced that interim housing buildings have been ordered for Bloomington High School. Mobile Modular will provide plans once the layout is determined by the architect. The architect will also determine the need for additional fire hydrants. Mr. Ayala will coordinate a presentation by Seville Construction Services, Inc. at the next board meeting.

The board asked that updates, including photos, of current construction projects throughout the district be posted on the district website.

5. **Budget Subcommittee Update** ~ no report ~
6. **Curriculum Subcommittee Update** ~ no report ~
7. **Facilities Subcommittee Update** ~ no report ~
8. **ACE:** President Houck and Elementary Director Arlene Roper congratulated Board Members Albiso, Ibarra and Zamora on their newly elected positions. Mrs. Houck and members of ACE, CSEA and MAC participated in the Annual Colton and Bloomington Christmas Parades. Mrs. Houck informed the board that they have requested information specific to the SERP and have yet to receive the requested information. The Human Resources and Business Services Divisions have responded that they are still working on gathering the data. Mrs. Houck expressed that the delay is unacceptable and ACE plans to confer with legal counsel.
9. **CSEA** ~ no report ~
10. **MAC:** President Dischinger wished the board a joyous holiday season. She announced that MAC was pleased to provide their annual holiday dinner and hoped the board enjoyed their hospitality. Mrs. Dischinger expressed that Colton JUSD has celebrated unmatched success in terms of API scores and looks forward to continued success. She understands that 80% of the district's budget is tied to employee salaries and realizes that personnel reduction is a possibility. Mrs. Dischinger encouraged ACE and CSEA to join MAC and collaboratively explore how they can contribute to realigning the budget with one-time and on-going cuts.
11. **ROP** ~ no report ~
12. **Superintendent's Communiqué / Correspondence / Communications:** Superintendent Downs reported on the recent CSBA conference he attended with Board Members Albiso, Armenta, Haro, Taylor and Zamora. He also visited Reche Canyon and Cooley Ranch elementary schools with Board Member Albiso and Assistant Superintendent Ayala. Mr. Downs further shared events and highlights from the district: BHS's Shakespeare in the City performance; 14th Annual Make a Child Event, Colton Wal-Mart, 12/14; District Employee's Annual Toy Drive benefiting San Salvador State Preschool; MAC is spreading the holiday cheer (gift cards, bikes, clothes, shoes, and games) to those less fortunate; CMS Parent Institute Completion Ceremony (63 graduates); H1N1 Vaccination Clinics at ROHMS and CHS; Home Choice student, Brice Lore, is a Regional Winner in the California Foundation for Agriculture in the Classroom; Washington Alternative offers a GED prep class for Seniors who need credits and provides them with post-secondary options; Grant school hosted "Thank You Wednesday" and recognized parental involvement groups; CMS took first place in the annual middle school Knowledge Bowl; BMS leads the district with the highest attendance; CHS band was recognized by the Colton City Council for outstanding commitment to education.
13. **Board Member Comments**

**Robert Armenta** wished everyone a happy holiday season and Happy New Year. Reflecting on 2009, Mr. Armenta announced that the district has prevailed. Despite challenges, each of the district's 26 sites reported increased API scores along with other accomplishments. He expressed pride in his role as a member of the Colton JUSD Board of Education. Mr. Armenta looks forward to 2010 under the leadership of Board President Albiso. He thanked past president, Mrs. Mendoza-Ware for her leadership in 2009.

**Marge Mendoza-Ware** thanked the board for their confidence in her leadership and for the opportunity to serve as their president. She questioned why Ruth O. Harris Middle School did not participate in the middle school Knowledge Bowl. She challenged ROHMS to take an active role in the 2010 Knowledge Bowl. Mrs. Mendoza-Ware would like the district to research the City of Colton's contribution for crossing guards around the school sites. She encouraged all to celebrate the holidays safely; wishing them a Merry Christmas.

**David Zamora** expressed gratitude for Board Member Mendoza-Ware's leadership as president during 2009. He also congratulated Board President Albiso and Board Vice President Ibarra on their new positions. He closed, wishing all a safe and happy holiday season and a very Merry Christmas.

**Kent Taylor** acknowledged Principal Villareal, Cooley Ranch Elementary, for providing personal and valuable service to parents. Mr. Taylor also recognized Bloomington Middle School for leading the district with the highest attendance; maintaining a 95% average for the past three months. He wished everyone happy holidays.

**Patt Haro** shared the benefits of representing the community of the Colton JUSD. As her first year of service comes to close, she is thankful for the opportunity to serve on the board. Mrs. Haro wished staff and community a very blessed Christmas followed by a safe and Happy New Year. She invited everyone to attend the BHS Annual Christmas Choir performance on Wednesday, December 16<sup>th</sup> at 7:00 p.m.

**Frank Ibarra** expressed thanks to Board Member Mendoza-Ware for her past leadership as president. He congratulated newly-elected, Board President Albiso. Mr. Ibarra participated in the Annual Colton Christmas Parade and shared the highlights from the event. He thanked the Transportation Department for supplying the parade truck and CHS football players for their participation. Mr. Ibarra thanked Assistant Superintendent Almendarez for the invitation to speak in his classroom; addressing students pursuing a career in administration. He closed his comments wishing everyone happy holidays and encouraged all to enjoy time with family.

**Mel Albiso** thanked past president Mendoza-Ware for her service and leadership throughout 2009. He requested a lighting system to be installed at the dais that indicates when a board member wishes to speak. Mr. Albiso thanked MAC for hosting the board's holiday dinner. He also inquired about bilingual support at all sites; requesting more information to be presented at the January board meeting. Mr. Albiso inquired about payment for services rendered by Seville Construction Services, Inc. Lastly, Mr. Albiso wished all a happy holiday season.

**Closed Session #185**

At 7:31 p.m., Board President Albiso announced that the board would recess to closed session to discuss items on the closed session agenda:

- Student Discipline
- Personnel
- Conference with Real Property Negotiator
- Labor Negotiators

The Board meeting reconvened at 8:26 p.m. Board President Albiso reported on action taken in closed session:

**#185.1** **1. Student Discipline:** On motion of Board Member Zamora, seconded by Board Member Mendoza-Ware, and carried on a 7-0 vote, the Board approved Student Discipline Items #1-7 as presented.

- |           |           |           |           |
|-----------|-----------|-----------|-----------|
| 1. 77592  | 3. 141789 | 5. 120437 | 7. 129878 |
| 2. 113939 | 4. 89314  | 6. 87762  |           |

**2. Personnel:** ~ no reportable action ~

**3. Conference with Real Property Negotiator (Gov. Code 54956.8)** ~ no reportable action ~  
Property: APN's: 1167-151-37, 1167-151-32, 1167-151-33, 1167-151-34, 1167-151-31, 1167-151-44, 1167-151-43, 1167-151-35, 1167-151-36, 1167-151-38, 1167-151-39, 1167-151-01, 1167-151-02, 1167-151-45, 1167-151-59, 1167-151-58, 1167-151-60  
District Negotiators: James A. Downs, Jaime R. Ayala, Alice Grundman,  
Counsel, Best, Best & Krieger

**3. Conference with Legal Counsel—Anticipated Litigation:** ~ no reportable action ~  
Significant exposure to litigation pursuant to Government Code Section 54956.9(b)  
Potential Case: One

**4. Conference with Labor Negotiator** ~ no reportable action ~  
Agency: Jerry Almendarez Assistant Superintendent, Human Resources  
Ingrid Munsterman, Director, Human Resources  
Employee Organizations: Association of Colton Educators (ACE)  
California School Employees' Assoc. (CSEA), Management Association of Colton (MAC)

**Adjournment**

At 8:27 p.m., the Board adjourned to the next Regular Board of Education Meeting on January 21, 2010, at the Colton JUSD Student Services Center, 851 South Mt. Vernon Avenue, Colton, California.

**EXHIBIT A – Student Field Trips: Regular Meeting – December 10, 2009**

Site	Date	Depart	Return	Destination	Activity/Background	Grade	Teachers	Cost	Fund	Strategic Plan*
BMS	12/19/09 to 12/20/09 (Sat. & Sun.)	6 a.m.	9 p.m.	Hearst Castle San Simeon, CA  Camp Yeager Cambria, CA  Hans Christian Andersen Museum Solvang, CA (District)	Students will tour the historic Hearst Castle, visit Piedras Blancas Elephant Seal Rookery and tour the Hans Christian Andersen Museum in line with the Science and Social Science Standards.	7-8	Daniel Morse Michael Bayless (18) +4	\$1,150	ASB	Strategy #1

DRAFT

**EXHIBIT B – Consultant for Assembly Presentation: Regular Meeting – December 10, 2009**

Site	Date	Time	Program/Purpose	Location	Consultant(s)	Cost	Funds	Strategic Plan*
ROHMS	2009-10 (Ten sessions- three hrs. each)	TBD	<i>Arts and Minds Education Program</i> Students will be introduced to various principles and techniques of studio art aligned to California Performing Arts Standards.	ROHMS	Riverside Arts Council Riverside, CA	\$2,500	GATE	Strategy #1

DRAFT

**EXHIBIT C – Gifts – Regular Meeting – December 10, 2009**

<b>SITE</b>	<b>DONOR</b>	<b>DONATION / PURPOSE</b>	<b>AMOUNT</b>
Mary B. Lewis	Coca Cola Bottling Co. One Penn's Way New Castle, DE 19720	Check #04701773 For housing their machine at Mary B. Lewis	\$27.90
Mary B. Lewis	James A. Downs-CJUSD Supt. c/o 1212 Valencia Dr. Colton, CA 92324	Check #1292 For Students and/or Staff	\$100.00
Ruth O. Harris MS	Target – Take Charge of Education Mail Stop 2 A-O P.O. Box 59214 Minneapolis, MN 55459-0214	Check #2057323	\$31.18
Ruth O. Harris MS	Coca Cola Bottling Co. One Penn's Way New Castle, DE 19720	Check #04823916	\$141.92
Terrace Hills MS	Stater Brothers 168 E. Baseline Rd. Rialto, CA 92376	(2) \$25.00 gift cards will be given to the 8th grade winners of our Annual Turkey Trot. 7417591-025-0300-34228 and 7417591-025- 0300-34293	\$50.00

**EXHIBIT D – Employment: Regular Meeting – December 10, 2009**

I-A	<b>Certificated – Regular Staff</b>	<b>Subject</b>	<b>Site</b>
1.	Johnston, Maybelle	Science Teacher (Temp)	ROHMS
I-B	<b>Certificated – Activity/Coaching Assignments</b>	<b>Position</b>	<b>Site</b>
	<i>None</i>		
I-C	<b>Certificated – Hourly</b>	<b>Position</b>	<b>Site</b>
	<i>None</i>		
I-D	<b>Certificated – Substitute Teacher</b>		
	<i>None</i>		
II-A	<b>Classified – Regular Staff</b>	<b>Position</b>	<b>Site</b>
1.	Caceres, Marisa	Language Assistant	Crestmore
2.	Gutierrez, Carlota	Language Assistant	Crestmore
3.	Marquez, Meliza	Project Office Assistant	Jurupa Vista
4.	Schmidt, Darcy	Office Assistant II	CHS
II-B	<b>Classified – Activity/Coaching Assignments</b>	<b>Position</b>	<b>Site</b>
1.	Campa, Shawn	Football Asst., JV	CHS
2.	Hampton, Bradley	Accompanist (returning walk-on)	BHS
3.	Kearns, Kevin	Basketball, Head Varsity (returning walk-on)	CHS
4.	Pacheco, Arturo	Band Assistant (walk-on)	BHS
II-C	<b>Classified – Classified Hourly</b>	<b>Position</b>	<b>Site</b>
1.	Guitron, Brianna	AVID Tutor	CMS
2.	Nelson, Carlos	AVID Tutor	BMS
3.	Ortiz, Juan	AVID Tutor	CMS
II-D	<b>Classified Substitute</b>	<b>Position</b>	<b>Site</b>
	<i>None</i>		



**EXHIBIT E – Conference Attendance: Regular Meeting – December 10, 2009**

Employee	Title	Site	Conference	Date/Location	Funds
Helen Rodriguez	Director	ESC/PPS	ACSA 2010 Symposium Every Child Counts	January 13-15, 2010 Monterey, CA	MAA funds \$1,758.10
Rick Feinstein	Manager	Transportation/ Risk	CA Public Employers Employees Health Care Coalition	January 20-22, 2010 Las Vegas, NV	No cost
James A. Downs	Superintendent	District Office	Superintendents' Symposium	January 27-29, 2010 Monterey, CA	Supt. funds \$1,654.20
Linda Dixon	Teacher (GATE)	Jurupa Vista	CA Association for the Gifted Annual Conference	March 5-7, 2010 Sacramento, CA	GATE funds \$685.30

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**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**CONSENT ITEM**

**TO:** **Board of Education**

**PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division

**SUBJECT:** **Approval of Student Field Trips**

**GOAL:** Improved Student Performance

**STRATEGIC PLAN:** Strategy #1 – Communication

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

**FIELD TRIPS: Regular Meeting January 21, 2010**

Site	Date	Depart	Return	Destination	Activity/Background	Grade	Teacher	Cost	Funding	Strategic Plan*
BHS	2/8/10 to 2/11/10 (M/T/W/ Th) (overnight)	6:00 a.m.	8:15 p.m.	Cal State- Channel Islands UC-Santa Barbara Cal Poly-San Luis Obispo UC Santa Cruz Stanford University San Francisco State University (Charter)	College Tour AVID students will be exposed to a diverse selection of college campuses.	11	Raymonn Brown Shelby Erikson Holly Todd (48)	\$13,500	AVID	Strategy 1
BHS	2/26/10 to 2/28/10 (F/S/S) (overnight)	11:00 a.m.	2:30 p.m.	Presbyterian Conference Center Big Bear, CA (District)	German Language Camp German Club students will participate in a variety of language and cultural activities in the target language.	11-12	Patricia Pahner (10)	\$1,400	ASB	Strategy 1
CHS	3/2/10 to 3/5/10 (T/W/Th/ F) (overnight)	7:00 a.m.	7:00 p.m.	UC Santa Barbara Cal Poly San Luis Obispo St. Mary's College UC Berkeley CSU Chico Stanford University UC Merced CSU Bakersfield (Charter)	College Tour AVID students will be exposed to a diverse selection of college campuses.	11	Corina Paramo Peter Goldkorn (52) + 2	\$12,950	AVID	Strategy 1

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

**BOARD AGENDA**

**BOARD MEETING  
January 21, 2010**

**CONSENT ITEM**

**TO:** **Board of Education**

**PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division

**SUBJECT:** **Approval of Consultants for Staff Development**

**GOAL:** Improved Student Performance

**STRATEGIC PLAN:** Strategy #1 – Communication

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

**CONSULTANTS: Regular Meeting: January 21, 2010**

Site	Date	Time	Program/Purpose	Location	Consultant(s)	Cost	Funds	Strategic Plan*
McKinley	1-26-10 to 3-9-10 (7 days ea. Tues.)	8:30 a.m. to 10:00 a.m. & 6:30 p.m. to 8:00 p.m.	<i>Parent Training</i> The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children.	McKinley	The Parent Institute for Quality Education El Monte, CA	\$4,800.00	LEP \$1,000 Title I \$3,800	Strategy 1
Educational Services Division	2-16, 18 & 20, 2010 (Includes two rehearsals and one performance)	TBD	<i>Second Annual Honor Band-Guest Conductor</i> Bloomington High School and Colton High School students will receive the expertise of a guest conductor to increase their music/academic experience, insight and skills.	BHS	Dr. David L. Scott Assistant Professor University of Redlands Redlands, CA	\$500.00	General Fund	Strategy 1
Educational Services Division	2-26 & 27, 2010 & 3-5 & 6, 2010 (4 days / Fri. & Sat.)	4:30 p.m. to 9:30 p.m. & 8:30 a.m. to 6:30 p.m.	<i>GATE Certificate Class Instruction and Evaluation</i> Approaches to Curriculum and Design (required course for the certificate in education for the Gifted and Talented)	SDC	Patrick McKe Instructor-GATE Certificate Program Redlands, CA	\$2,800.00	GATE	Strategy 1

\*Strategy #1: Communication

Strategy #2: Curriculum

Strategy #5: College, Career

# Colton Joint Unified School District



## Consultant Request Proposal

**School:** McKinley Elementary  
**Approval Date:** January 21, 2010  
**Name of Consultant:** Parent Institute of Quality Education (PIQE)  
**Billing Address:** 9660 Flair Drive, Suite 450, El Monte, CA 91731  
**Contact Number:** (626) 455-0126

### Consultant Qualifications and Background:

PIQE was founded in October 1987 in San Diego, CA by Rev. Dr. Vahac Mardirosian and Alberto Ochoa. During the past 21 years PIQE has graduated over 5000,000 parents in the nine-week program. In 2004, San Diego State University school of Business Administration conducted the first longitudinal study on PIQE. They contacted and surveyed 241 Latino parents who live in San Diego who graduated from PIQE in 1997-1999. These parents represented 351 students 18 years and older. The findings indicate that 93% of the PIQE students graduated from high school versus the current Latino graduation of 59% and 79.2% of the PIQE high school graduates enrolled in college versus the Latino college bound rate of 52% in San Diego County. PIQE has received six annual award of excellence. PIQE has also served 3,000 Pre-K parents in 30 low performing schools, over three years.

### List Districts serviced and accompanying API Scores for 3 years:

	<u>2007</u>	<u>2008</u>	<u>2009</u>
Colton Joint Unified:	656	673	701
Palm Springs Unified	673	727	747
San Bernardino Unified	643	659	680

### Purpose:

To provide parent training courses for the parents of the children enrolled at McKinley Elementary.

### Needs:

McKinley school is a Title I school with a student population of 77% socio-economically disadvantaged of which 83% qualifies for free and reduced lunch, and 30% are English Learners. Due to these demographics, students and parents lack equal exposure to life enriching opportunities.

### Strategies:

Parent needs will be met through education. Enrichment will be provided through learning experiences.

### Evaluation and Monitoring:

The parents learning experience will be assessed through the number of parents who participate in four out of nine classes.

### Budget:

\$4,800 -- To be paid from LEP & Title I funds.

# Colton Joint Unified School District



## Consultant Request Proposal

**School:** Bloomington High School and Colton High School  
**Approval Date:** January 21, 2010  
**Name of Consultant:** Dr. David L. Scott, Assistant Professor, University of Redlands  
**Billing Address:** 306 Jesse Way, Redlands, California 92374  
**Contact Number:** (909) 748-8821

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### Consultant Qualifications and Background:

B.M., University of Iowa  
M.M., D.M.A., University of Southern California

David Scott has been a free lance trumpeter and teacher in the Los Angeles area since 1983. He is Principal Trumpet of the Redlands Symphony Orchestra, the Riverside County Philharmonic and the San Bernardino Symphony. He is also associate principal in the New West Symphony. In addition to his performing duties with the Redlands Symphony, he is the personnel manager.

Mr. Scott has recorded three historically authentic albums with the Americus Brass Band; the Dodge City Cow-Boy Band, Wild Wild West Music-Buffalo Bill's Cowboy Band and Music of the Civil War (Summit Records). Mr. Scott may also be heard (and seen) on various recordings and films including: "Hidalgo," "Geronimo," "Son of the Morning Star," the Tri-Star motion picture "Glory," the IMAX presentation "The Alamo," and CBS's "Dr. Quinn Medicine Woman." He also has recorded music for the Grolier's CD-ROM software package entitled "Weapons of War."

He has received degrees from the University of Iowa, (BM 1982) and the University of Southern California (MM 1986, DMA 1998). As a soloist he has performed with New West Symphony, Riverside County Philharmonic, Redlands Bowl Festival Orchestra and the Ventura Symphony. He has performed numerous cornet solos with John Philip Sousa Honor Band, University of Redlands Ensembles and the Americus Brass Band.

Chosen in 1986 to play with the Los Angeles Philharmonic Institute Orchestra, he has performed under such noted conductors as Andre Previn, Michael Tilson-Thomas, Gilbert Levine, Sir Charles Groves, Jon Robertson, Henry Holt, Stuart Robertson, Patrick Flynn, Boris Brott, Frank Fetta, Barbara Silverstein, Daniel Lewis and David Miller.

Mr. Scott has toured extensively with the Glenn Miller Orchestra and the Americus Brass Band. The Civil War "styled" Americus Brass Band, performs exclusively on period instruments. Mr. Scott has performed authentic solos with the band on both Eb and Bb cornets. Active as a chamber musician, he is the leader of Desert Winds Brass and Brazzmatazz, a brass quintet which entertained audiences at Disneyland (as the Fantasyland Brass) from 1986-1992.

Since 1999 Dr. Scott has been the artist teacher of trumpet at the University of Redlands. As an adjunct professor for the university Dr. Scott is the director of the Studio Jazz Band and the University Concert Band.

With the very little spare time Dave has he enjoys boating, barbeques and working on home improvement projects with his wonderful family; Janis, and the kids: Chuck, Greg, Gina and Jacob.

### Selected Courses

Applied Trumpet  
Instrumental Brass Methods  
Music Theory  
Experiencing Music  
Concert Band  
Jazz Band



# Colton Joint Unified School District



## Consultant Request Proposal

School: Colton Joint Unified School District  
Board Approval Date: January 21, 2010  
Name of Consultant: Patrick McKee  
Billing Address: 1588 Lisa Lane, Redlands, CA 92374  
Contact Number: 909-748-6408 / 909-876-4206  
E-mail address: [patrick\\_mckee@cjud.net](mailto:patrick_mckee@cjud.net); [patrick\\_mckee@redlands.edu](mailto:patrick_mckee@redlands.edu)

### Consultant Qualifications and Background:

Mr. McKee has over 14 years of experience in education, serving as a classroom teacher for eight years, an Assistant Principal for two years, and he is now in his fourth year as an elementary school Principal. As a teacher, Mr. McKee has experience in teaching a GATE cluster class in both 4<sup>th</sup> and 5<sup>th</sup> grade, and his dedication to education was acknowledged in 2002 when he was the recipient of the San Bernardino County Education Medal of Honor. Mr. McKee received his Master's Degree in Educational Administration (Phi Kappa Phi), and he holds a GATE Certificate through U.C. Riverside. In addition, Mr. McKee has served as an Instructor in the GATE Certificate Program for U.C. Riverside-Extension for the past three years, and he also serves as an Adjunct Faculty member for the University of Redlands for the past four years.

### List Districts Serviced and Accompanying API Scores for 3 years:

	<u>2007</u>	<u>2008</u>	<u>2009</u>
1. Colton Joint Unified School District:	656	673	701
2. Corona-Norco Unified School District	758	773	791
3. Beaumont Unified School District	728	752	764

### Purpose:

As the first curricular course in the GATE Certificate Program, this course outlines the base skills necessary to teach gifted students in a differentiated environment. Classroom approaches for applying current research on the education of gifted and talented students are explored. The course includes the development and evaluation of curricular projects and selecting, preparing and evaluating materials. There is an emphasis on the cultivation of high-level cognitive and affective skills.

### Needs:

This course is required as the second course for participants earning their GATE Certificate through U.C. Riverside.

### Strategies:

Lecture; Group discussion; Small and large group activities; Media presentations

### Evaluation and Monitoring:

Educational Services will work in conjunction with U.C. Riverside to offer University Credit for the course. Course will be either Credit/No Credit or Graded, pending approval from U.C. Riverside.

Budget: Total cost: \$2,800 to be paid from GATE funds.



## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

CONSENT ITEM

- TO:** Board of Education
- PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division
- SUBJECT:** Adoption of Resolution and Approval of Contract with the State Department of Education for Purchase of Instructional Materials for the Child Development Program (2009-2010)
- GOAL:** Improved Student Performance
- STRATEGY:** Strategy # 1 – Curriculum
- BACKGROUND:** Each year the State Department of Education offers the District a contract for the operation of the Children Center Program and the State Preschool Program. The funds identified below are for the purchase of instructional materials and supplies for the Child Development Program.
- BUDGET IMPLICATIONS:** \$1,781.00 – Total allocation to be used for instructional materials and supplies for the Child Development Program.
- RECOMMENDATION:** That the Board adopt the resolution and approve the contract with the State Department of Education for purchase of instructional materials for the Child Development Program (2009-2010).

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2009/10.

RESOLUTION

BE IT RESOLVED that the Governing Board of Colton Joint Unified School District

authorizes entering into local agreement number/s CIMS - 9485 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>James A. Downs</u>	<u>Superintendent</u>	_____
_____	_____	_____
_____	_____	_____

PASSED AND ADOPTED THIS 21 day of January 2009/10, by the Governing Board of Colton Joint Unified School District of San Bernardino County, California.

I, David R. Zamora, Clerk of the Governing Board of

Colton Joint Unified School District of San Bernardino, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a Board of Education meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
(Clerk's signature)

\_\_\_\_\_  
(Date)



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 09 - 10

DATE: July 01, 2009

CONTRACT NUMBER: CIMS-9485

PROGRAM TYPE: INSTRUCTIONAL MATERIALS

PROJECT NUMBER: 36-6768-00-9

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: COLTON JOINT UNIFIED SCHOOL DISTRICT

By signing this agreement and returning it to the State, you are agreeing to use the funds identified below for the purchase of instructional materials and supplies for the Child Development Program. These funds shall not be used for any purpose considered nonreimbursable pursuant to the 2009/2010 Funding Terms and Conditions (FT&C) and Title 5, California Code of Regulations. The contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A), which are attached hereto and by this reference incorporated herein.

This contract is funded through a grant from the federal Department of Health and Human Services and subject to Code of Federal Regulations (CFR) 45, Parts 98 and 99, the Child Care and Development Block Grant Act of 1990, as amended, and Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act 9 (PRWORA) of 1996, 42 USC 9858. If the Catalogue of Federal Domestic Assistance (CFDA) number in 93596 (shown as FC# in the funding block), the fund title is Child Care Mandatory and Matching Funds of the Child Care and Development Fund. If the CFDA number in 93575, the fund title is Child Care and Development Block Grant subject to the Child Care and Development Block Grant Act of 1990, the Omnibus Budget Reconciliation Act of 1990, Section 5082, Public Law 101-508, as amended, Section 658J and 658S, and Public Law 102-586.

Funding of this contract is contingent upon appropriation and availability of funds. The period for which expenditures may be made with these funds shall be from July 01, 2009 through June 30, 2010. The total amount payable pursuant to this agreement shall not exceed \$1,781.00.

Expenditure of these funds shall be reported quarterly to the Child Development Fiscal Services Division (CDFS) on Form CDFS-9529 with fiscal quarters ending September 30, December 31, March 31, and June 30. Quarterly reporting must be submitted for reimbursement of expenditures. For non-local educational agencies, expenditures made for the period July 1, 2009 through June 30, 2010 shall be included in their 2009/10 audit due by the 15th day of the fifth month following the end of the contractor's fiscal year or earlier if specified by the CDE. The audits for School Districts and County Offices shall be submitted in accordance with Education Code Section 41020.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract. Exhibit A, Standard Provisions for State Contracts attached.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 1,781  PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0  TOTAL AMOUNT ENCUMBERED TO DATE \$ 1,781	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE Federal		Department of General Services use only
	(OPTIONAL USE) 0656 14869-6768		FC# 93.575 PC# 000174		
	ITEM 30.10.020.901 6110-196-0890	CHAPTER 1	STATUTE 2009	FISCAL YEAR 2009-2010	
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5035 Rev-8290				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER		DATE			



**BOARD AGENDA**

**REGULAR MEETING**

**January 21, 2010**

**CONSENT ITEM**

- TO:** **Board of Education**
- PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division
- SUBJECT:** **Approval of Colton Joint Unified School District Agreement to Expand Parental Choices for Supplemental Educational Services, “Educational Tutoring” (2009 – 10)**
- GOAL:** Student Performance
- STRATEGIC PLAN:** Strategy #1 – Communication  
Strategy #2 – Curriculum
- BACKGROUND:** The NCLB Act of 2001 requires Title I schools in Year 2 or more of Program Improvement to provide Supplemental Educational Services, “Educational Tutoring,” to eligible students based on economically disadvantaged status and performance on the California Standards Test.
- The District currently has contracts with Sylvan and Professional Tutors. In order to meet Title I criteria we are required to expand the parents’ options of choosing a provider from the California Department of Education approved list of SES Providers.
- Birney, Crestmore, Grant, Grimes, Lewis, Lincoln, Rogers, Wilson and Zimmerman Elementary Schools will continue to offer “Educational Tutoring” to eligible students.
- Tutoring sessions are ongoing through April 2010.
- BUDGET IMPLICATIONS:** Rate based on Supplemental Educational Services Per-Pupil Rate allocation to be paid from Title I and ARRA Title I funds.
- RECOMMENDATION:** That the Board approve the Colton Joint Unified School District agreement to expand parental choices for Supplemental Educational Services, “Educational Tutoring” (2009–10).

# SUPPLEMENTAL EDUCATIONAL SERVICES AGREEMENT BETWEEN THE COLTON JOINT UNIFIED SCHOOL DISTRICT AND

[ add provider's name ]

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*Supplemental Educational Services Provider*

**THIS AGREEMENT** will become effective upon approval by the Colton Joint Unified School District Board (hereinafter referred to as “District” or “Board”) of 1212 Valencia Drive, Colton, California 92324 and is accepted by [ add provider's name ] (hereinafter referred to as “Provider”) on the date this Agreement is subscribed by an authorized representative of the Provider.

WHEREAS, Provider is an independent contractor providing supplemental educational services pursuant to No Child Left Behind Act of 2001, as set forth in Title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq; hereinafter the “Act”) as amended, and neither it nor any of its employees or agents is an employee of the District.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the parties hereto agree as follows:

## **I. Provider Requirements**

Beginning on [ add date ], Provider is to supply supplemental educational services to District students which services are specifically set forth below.

### **A. Scope of Professional Services and Duties**

Set forth the type and scope of service to be provided to students by Contractor:

#### Reading or Mathematics

1. Provider will develop specific achievement goals for the student in consultation with the student's parents: define how progress will be measured, how parents/teachers will be regularly informed of that progress, and a timetable for improving the student's achievement. This report of information will be given to parents prior to the student's first tutoring session.
2. On at least a monthly basis, the Provider will send the District and parents a written report describing the student's progress, including benchmark data. If requested by the District or a parent, these reports shall be given in the following languages: English and Spanish, if appropriate.
3. At the end of each Session, the Provider shall provide to the parents, District, and California Department of Education a final progress report for each student objectively indicating the student's achievement from the first day of supplemental educational services to the end of the Session, the type of service provided, and the total costs thereof. The District will distribute a copy of the final progress report to teachers.
4. The Provider shall provide [add number of hours] \_\_\_\_\_ hours of supplemental educational services.
5. The Provider will have a ratio of 1 instructor to [ # depending upon provider ] students.



6. The Provider will set forth the description of the qualifications of personnel who will be providing services pursuant to this Agreement.
7. Provider shall not disclose to the public the identity of any student eligible for, or receiving, supplemental educational services without the written permission of the parents of such student.
8. Provider shall keep all student records in a secure location, with access to such records only permitted to those authorized by law. Provider will maintain an access log setting forth the date, time, agency, identity of any individual accessing student records. Provider agrees to provide access to and copies of all student records to District and/or parent and/or guardians of District's student. No student record shall be provided to any person, agency, or corporation except with written permission of parent or guardian, or as otherwise provided by law or court order. Upon completion of this Agreement or its earlier termination, Provider shall hand over to District all Provider student records of District students to whom Provider has provided services under this Agreement. The Provider shall not use student contact information after the records are returned to the District.
9. Provider shall keep records of attendance of each District student, including the name of the student, the name of the employee who rendered service, each date and time service was provided. Such records shall be available for inspection at all reasonable hours, and shall be kept and maintained at the premises where the service is provided.
10. District shall be provided access to Provider's premises at all reasonable hours. If the location of the premises is changed, Provider shall provide immediate notice of the change to District.
11. Provider shall not discriminate on the basis of race, religion, sex, national origin, age, handicap, or sexual orientation in employment or operation of its business.
12. Provider is responsible for and promises District that its employees and volunteers will meet their responsibilities and duties as required under California Education Code Section 49370 and Penal Code Section 11166 et seq. Provider will provide training to its employees and volunteers on an annual basis regarding Child Abuse Reporting requirements.
13. All complaints will be processed in conformance with the District's Uniform Complaint Procedure as provided for in Board Policy Number 1400, and Title 34, Code of Federal Regulations, Sections 76.780-783.
14. Provider shall allow access to all records or reports, or other matter relating to this agreement, upon request by District. Provider shall maintain fiscal records for five (5) years and shall keep them available for audit.
15. All supplementary services given by Provider under this agreement shall be secular, neutral, and non-ideological in instruction and content.

**B. Payment**

1. The Provider shall be paid by the District, and no bill, statement of charges or invoice shall be sent to the parents. Provider shall submit a written invoice listing the student's name and school site, hours of service, and the employee or employees providing service.

2. The Provider offers its services to students at the following hourly rate(s) per student served:

Service: Reading or Mathematics

Rate (based on SES Per-Pupil Rate allocation): [add hourly rate] \$XX per hour

3. Provider shall submit to District monthly itemized by name of student, services provided, actual number of hours for which services were provided to said student, hourly rate for such services, and total amount owed. For each student, the total amount owed shall be determined by multiplying the aggregate actual number of hours for which services were provided times the applicable hourly rate. Such invoices shall be submitted within thirty (30) days of rendering services, or no later than May 14, 2010, whichever comes first. In addition, the Provider shall submit at any time, if it is requested by the District, the information of services rendered to said student in the Colton Joint Unified School District.
4. For each invoice, Provider shall submit monthly records of student attendance on a form or forms provided by District, including name and school of student; the hourly rate for the service given to the student; the name of Provider's employee who rendered the service; the amount of time of such service for each day (measured to the nearest five minutes and initialed by the student's parent/guardian); the total number of hours of such service for the month; and the amount due. Each record shall be signed by a representative of the Provider and a representative of the District. Online companies are required to submit with invoices a monthly record of log-on times.

C. Term

This Agreement shall be effective until April 16, 2010 and will commence on the Effective Date [ add date ]. Funding requirements may mean that the services of the Provider will expire before the term is completed. Upon expiration of funding, the contract shall terminate.

D. Termination for Cause, Including Request by Parent

This Agreement may be terminated at anytime for the Provider's failure to meet goals and timetables as established by and between District, parents, and Provider, or violation of any other term or provision of this Agreement. Said Notice of the intended termination shall be in writing and shall set forth the defaulted goals and timetables, or other violation, and shall provide that after mailing or delivery, the Agreement is terminated three days thereafter. Said Notice may be instituted at the direction of the District or at the request of the parents/guardian of the student for whom the Provider is providing services. Said Notice shall provide that the Agreement is immediately terminated as to specified students.

E. Subcontract and Assignment

Provider waives any right to subcontract or assign this Agreement to any third party except with the express written consent of District. In the event a subcontract or assignment is consented to by the District, such consent shall only be given to a provider certified by the California Department of Education. Any sub-contractor or assignee shall be bound by the terms and conditions of this Agreement.

F. Disputes

Disputes between DISTRICT and PROVIDER concerning the meaning, requirements or performance of this contract shall be submitted to the Assistant Superintendent of the Colton Joint Unified School District. The determination of the District Assistant Superintendent shall be made in writing and shall be binding on both parties.

**II. Provider and District Responsibilities**

A. Provider Responsibilities

1. Provider agrees to provide parent reports in a language parents can understand.
2. Provider will ensure instruction and content is aligned with the District and State of California academic achievement standards.
3. Provider will provide reports as mentioned in Provider Requirements I-A within 10 (ten) days of the close of each reporting period.
4. Ensure all instruction and content under the Act and this Agreement are secular, neutral, and non-ideological.

B. District Responsibilities

1. Payment will be made to Provider after submission of a written invoice from Provider listing the students, actual hours of service provided to students, and employee or employees providing service. Said invoice shall be submitted to the Assistant Superintendent of Business or the Coordinator of Special Projects, or designee, who shall approve or deny payment, and either send the invoice to Fiscal Services for payment or return to the Provider after denial.
2. Provide teachers copies of final progress reports of student achievement.

**III. Miscellaneous Provisions**

A. Indemnity and Hold Harmless

Provider agrees to indemnify and hold harmless District, its officers, employees, assignees, and attorneys against any and all claims, damages, liabilities (including, but not limited to, liability for personal injury and liability for breach of confidentiality), costs and expenses, including without limitation, reasonable legal fees and costs arising out of the use of any material furnished by Provider in connection with the services performed, or resulting from any student, parent or third party action of any kind, or resulting in any way pursuant to this Agreement, or incurred for or by reason of the breach of Provider of any of the obligations, warranties, agreements, covenants or representations herein contained. District shall provide prompt written notice of any claim hereunder and Provider shall have the right to defend District from any action, liability, costs and expenses, damages.

B. Notices

Any notice or other communication (including payment hereunder) required or permitted to be given hereunder shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, where a receipt is given to the address as follows:

For District: Colton Joint Unified School District  
Coordinator, Special Projects  
1212 Valencia Drive  
Colton, CA 92324

For Provider: [Provider's contact name]  
[Provider name]  
[Provider address]  
[Provider city, state, zip code]

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

C. Required Clearances

Provider shall file with the District an affidavit, under penalty of perjury, certifying to the District that all employees have obtained a tuberculosis clearance. Provider will also complete the District Contractor Fingerprinting Certification form certifying that all employees have completed the criminal background check requirements of California Education Code Section 45125.1 and that none of its employees that may come in contact with District pupils have been convicted of a violent felony as listed in California Penal Code Section 667.5(c) or a serious felony as listed in California Penal Code Section 1192.7(c). It is mandated that no compensated person may have contact with students until clearance has been obtained.

D. Legal Requirements

Meet all applicable Federal, State, and local education, health, safety, and civil rights laws, rules or regulation during the performance of the Agreement.

E. Insurance

Prior to performance of this Agreement, Provider shall secure all necessary and customary insurance, including a standard comprehensive general liability insurance policy from a carrier licensed and admitted to conduct business in the State of California by the California Insurance Commissioner and Workers' Compensation. Such insurance shall be in a form reasonably acceptable to counsel for District and shall require the insurer to give District at least thirty (30) days prior written notice of any modifications or cancellations.

F. Applicable Law

This Agreement shall be governed by Federal and State Law, and venue for any action shall be in the State of California.

G. Attorneys Fees and Costs

In the event of any dispute regarding the terms, conditions or performance of this Agreement, the prevailing party, as determined by a court of competent jurisdiction, shall be entitled to reasonable attorney's fees, costs, and expenses.

H. Independent Contractors

The parties are entering this Agreement as independent contractors, and this Agreement will not be construed to create a partnership, joint venture, franchise or employment relationship between them. Neither Party will represent itself to be an employee or agent of the other or enter into any agreement on the other's behalf of or in the other's name.

I. No Waiver

The failure of either party to enforce any provision of this agreement will not constitute a waiver of the party's rights to subsequently enforce and compel strict compliance with every provision of this Agreement.

J. Entire Agreement

This Agreement represents the entire agreement between the parties with respect to the subject matter hereof and supersedes any prior oral or written agreements regarding such subject matter.

K. Amendment

This agreement may be amended or modified only if that amendment is made in writing and is signed by both parties. If any provision of this Agreement is held to be invalid, such invalidity will not affect the remaining provisions. If there is a revision in the District's Per Pupil funding ratio, this agreement will be amended to reflect the increased amount.

L. Severability

If any provision, part, or word of this Agreement is held in whole or in part to be unenforceable for any reason, the rest and remainder of that provision, part, or word and the entire Agreement shall be severable therefrom and remain in full force and effect.

M. Use of Facilities

Parties providing service may request use of school facilities such as, but not limited to, classrooms, multipurpose rooms, or other facilities as needed to provide supplemental educational services. Such requests are to be made through Board-approved Use of Facilities request procedures as specified in Board Policy 3140.

Party receiving services:

Dated: \_\_\_\_\_

Colton Joint Unified School District

By: \_\_\_\_\_  
James A. Downs  
Superintendent

\_\_\_\_\_  
Jaime R. Ayala,  
Asst. Superintendent, Business Services Division

Party providing services:

Dated: \_\_\_\_\_

[add Provider's name]

By: \_\_\_\_\_  
[add Provider's contact name]



## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

CONSENT ITEM

- TO:** Board of Education
- PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division
- SUBJECT:** Approval of Agreement with University of California, Riverside Extension for Teaching the Gifted and Talented: *Approaches to Curriculum and Design* (February 2010)
- GOAL:** Improve Student Performance
- STRATEGIC PLAN:** Strategy #2 – Curriculum
- BACKGROUND:** The Educational Services Division would like to offer *Teaching the Gifted and Talented: Approaches to Curriculum and Design* to District teachers. The Recommended Standards for Programs for Gifted and Talented Students state that, in order to receive a three year approval (exemplary standards), teachers assigned to teach gifted students are certified through a variety of formal and informal certificate programs. Per the 2008-2009 GATE application, we would like to offer the classes necessary and course credit for the GATE certificate for our District teachers. This class is the second in a series of four courses provided by University of California, Riverside Extension. Upon completion of the four courses, enrollees would be eligible for a Certificate in Education for the Gifted and Talented.
- BUDGET IMPLICATIONS:** \$7,200 – Total amount due for a maximum of 30 teachers at \$240 each to be paid from GATE funds.
- RECOMMENDATION:** That the Board approve the agreement with University of California, Riverside Extension for *Teaching the Gifted and Talented: Approaches to Curriculum and Design* (February 2010).



Dec. 7, 2009

Priya Morlock  
Colton Joint Unified School District  
1212 Valencia Drive  
Colton, Calif. 92324-1798

Dear Ms. Morlock:

University of California, Riverside Extension will provide credit for course, EDU X 428.8 Teaching the Gifted and Talented: Approaches to Curriculum and Design. The instructor is Patrick McKee, who is approved by UCR Extension to teach this class but will be paid for his instruction through Colton Joint USD. This class will be held Friday evenings 4:30-9:30 pm and Saturdays 8:30 am-6:30 pm, Feb. 26, 27 and March 5, 6, 2010. A maximum of 30 teachers may attend this inservice. The class will take place at Colton Unified School District. Extension credit is required at a charge of \$240 for each participant for this three quarter unit class. All attendees must enroll for credit and a minimum of 15 is required or amount due from district will be increased accordingly based on the difference between the enrollment and the minimum of 15.


1200 University Avenue  
Riverside, CA 92507  
Tel 1-951.827.4105

Fax 1-951.827.7273  
www.extension.ucr.edu

It is agreed that Colton Joint Unified School District will be responsible for and will pay the cost of the instructors' compensation, expenses, will provide the facility, any audio-visual equipment, duplicate handouts as needed and send Extension completed enrollment forms on each participant no later than March 3, 2010 in order to enroll all participants before the last class meeting. It is agreed that University Extension will provide a copy of handouts for the district to duplicate, enrollment forms and course evaluation forms for the participants.

Upon conclusion of the above inservice, Colton Unified School District will receive an invoice from the University of California, Riverside in the amount of \$7,200 (based on 30 teachers enrolling for credit.) **District guarantees 15 students will take the course for credit or amount due will be increased proportionately.** Payment is due March 30, 2010 upon receipt of invoice. Please make your check payable to Regents U.C. and mail per instructions on the invoice. The name of the University is not to be used by you in any publication, advertisement or news release without prior written approval of the University. Any copyrights or publication rights arising from or relating to materials developed by the University in connection with this program shall belong to the University.

University Extension must be notified in writing a minimum of seven days prior to the first class meeting if event is to be cancelled. If you accept these arrangements and terms, please sign and return the original copy of the agreement to Eileen Johnson, Education Extension, University of California, Riverside Extension Center, 1200 University Ave., Suite 342, Riverside, CA 92507-4596.

Sincerely,  
  
Dr. Sue Teele, Associate Dean  
Director of Education, University Extension

ACCEPTED:

Signature, Title James A. Downs, Superintendent Date  
Colton Joint Unified School District

2009 DEC 8 - 8:24

CURRICULUM AND INSTRUCTION K-12



**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**CONSENT ITEM**

**TO:** Board of Education

**PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division

**SUBJECT:** Approval of the New Course Description for Introduction to Business, Finance and Marketing Careers, Grades 7-8 (Beginning January 22, 2010)

**GOAL:** Improved Student Performance

**STRATEGIC PLAN:** Strategy #2 – Curriculum  
Strategy #5 – College & Career

**BACKGROUND:** This course was developed for use in middle schools to provide students with a Career Technical Education course elective that would allow students to explore their career aspirations and provide a beginning point for their future involvement in our Career Pathways Programs at the high school. Students are exposed to a variety of careers and career skills in the fields of business, marketing, and financial management. The course is designed to use internet based instructional materials recommended by the California Department of Education, Career Technical Education Division.

The course description was approved by the Secondary Curriculum Council on December 8, 2009.

**BUDGET IMPLICATIONS:** No additional cost.

**RECOMMENDATION:** That the Board approve the new course description for Introduction to Business, Finance and Marketing, Grades 7-8 (Beginning January 22, 2010).

**Colton Joint Unified School District Course of Study**  
**Middle School Course Description for Introduction to Business, Finance & Marketing Careers**

<b>Course Title:</b> Introduction to Business, Finance & Marketing Careers	<b>Curricular Area:</b> Career Technical Education
<b>Course Number:</b>	<b>Length:</b> One Semester
<b>Grade Level:</b> 7 – 8	<b>Prerequisites:</b> Keyboarding/Computer Application or Teacher Permission
<b>CTE Course Sequence:</b> Finance & Business	

**Course Description**

Students are exposed to a variety of careers and career skills in the fields of business, marketing, and financial management.

**Alignment**

This course is aligned to the Career Technical Education (CTE) California Content standards.

**Instructional Material**

No Required Textbook for this course. The course is designed to be web based with current California Department of Education - Career Technical Education recommended and district owned software programs.

**Web Sources**

[www.californiarealitycheck.com](http://www.californiarealitycheck.com)

[www.bridges.com](http://www.bridges.com)

[www.whodouwant2b.com](http://www.whodouwant2b.com)

[www.cacareerzone.com](http://www.cacareerzone.com)

[www.mymoney.gov/kids](http://www.mymoney.gov/kids)

[www.bls.gov](http://www.bls.gov)

<http://moneytalks4teens.ucdavis.edu>

**Supplemental/Reference Materials**

Money Math Lessons for Life (on the website-[www.mymoney.gov/kids](http://www.mymoney.gov/kids))

**Software**

Microsoft Office Suite

Bridges Software

**Exit Criteria**

Activities	Percentage
Daily Class work and Homework.....	30%
Projects.....	35%
Tests and Quizzes.....	20%
Final Examination.....	15%
	100%

**Development Team**

This course of study was developed by Jaime Megee in October 2009 and John Conboy Coordinator of CTE to provide a second semester course in Business and Information Technology at the Middle School Level.

**Colton Joint Unified School District Course of Study  
Middle School Pacing Guide for Introduction to Business, Finance & Marketing Careers**

**Pacing Guide: Middle School Intro to Business, Finance & Marketing Careers**

**One Semester Class  
First Quarter**

**Unit 1: Decision Making and Goals**

**Weeks 1-2**

- The Planning Process
- Establishing Career and Financial Goals

**Academic Standards**

**1.0. Academics**

Students understand the academic content required for entry into postsecondary education and employment in the Finance and Business sector.

**2.0 Communications**

**2.1 Reading**

2.1 Analyze the structure and format of functional workplace documents, including the graphics and headers, and explain how authors use the features to achieve their purposes.

**2.3 Written and Oral English Language Conventions**

1.4 Produce legible work that shows accurate spelling and correct use of the conventions of punctuation and capitalization.

**CTE Standards**

**3.0 Career Planning and Management:**

Student understands how to make effective decisions, use career information, and manage personal career plans.

- 3.1 Know the personal qualifications, interests, aptitudes, knowledge, and skills necessary to succeed in careers.
- 3.2 Understand the scope of career opportunities and know the requirements for education, training, and licensure.

**Unit 2: Careers and Income**

**Weeks 3-5**

- Choose a Career Field
- What Employers Are Looking For

**CTE Standards**

**3.0 Career Planning and Management**

- 3.3 Develop a career plan that is designed to reflect career interests, pathways, and postsecondary options.
- 3.5 Understand the past, present, and future trends that affect careers, such as technological developments and societal trends, and resulting need for lifelong learning.

**5.0 Problem Solving and Critical Thinking:**

Students understand how to create alternative solutions by using critical and creative thinking skills, such as logical reasoning, analytical thinking skills to work-related techniques.

- 5.3 Use critical thinking skills to make informed decisions and solve problems.

**Colton Joint Unified School District Course of Study**  
**Middle School Pacing Guide for Introduction to Business, Finance & Marketing Careers**

**Unit 3: Principles of Money Management**

**Weeks 6-9**

- Assets, liabilities and Net Worth
- Income and Expenditures
- Tracking Expenses and Budgeting
- Using a Checking Account
- Car Costs: Do the Math
- Credit Calculator
- Taxes: Gross or Total Income
- Adjusted Gross Income

**Academic Standards**

**2.2 Writing**

- 1.8 Design and publish documents by using advanced publishing software and graphic programs.

**Specific applications of Writing Strategies and Applications standards**

- 2.6 Deliver multimedia presentations

**CTE Standards**

**4.0 Technology:**

- 4.1 Understand past, present, and future technological advances as they relate to a chosen pathway.
- 4.2 Understand the use of technological resources to gain access to, manipulate, and produce information, products, and services.

**6.0 Health and Safety:**

- Students understand health and safety policies, procedures, regulations, and practices, including the use of equipment and handling of hazardous materials.
- 6.3 Understand the environmental and ergonomic risks associated with the use of business equipment and the financial impact of an unsafe work environment.

**Colton Joint Unified School District Course of Study**  
**Middle School Pacing Guide for Introduction to Business, Finance & Marketing Careers**

**Second Quarter**

**Unit 4: Planning for Savings and Investment**

**Weeks 10-11**

- Compound Interest and Future Values
- The Rule of 72
- Using a Financial Calculator
- Compounding and the Power of Time
- Interest Rate

**Academic Standards**

**1.1 Mathematics**

Specific Applications of Number Sense Standards (grade seven)

- 1.3 Convert fractions to decimals and percents and use these representations in estimations, computations, and applications.
- 1.6 Calculate the percentage of increases and decreases of a quantity.
- 1.7 Solve problems that involve discounts, markups, commissions, and profit and compute simple and compound interest.

**CTE Standards**

**9.0 Leadership and Teamwork:**

Students understand effective leadership styles, key concepts of group dynamics, team and individual decision making, the benefits of workforce diversity, and conflict resolution.

- 9.3 Understand how to organize and structure work individually and in teams for effective performance and the attainment of goals.
- 9.5 Understand how to interact with others in ways that demonstrate respect for individual and cultural differences and for the attitudes and feelings of others.

**Unit 5: Shopping/Consumerism**

**Weeks 12-13**

- Interest Rates, grace period, annual fee, and additional fees
- The Pros and Cons of Credit Cards
- Your Credit Score
- The Credit Bureau and Your Rights
- Marketing Strategies...buyer beware

**CTE Standards**

**7.0 Responsibility and Flexibility:**

Students know the behaviors associated with the demonstration of responsibility and flexibility in personal, workplace, and community settings.

- 7.1 Understand the qualities and behaviors that constitute a positive and professional work demeanor.

**8.0 Ethics and Legal Responsibility:**

Students understand professional, ethical, and legal behavior consistent with applicable laws, regulations, and organizational norms.

**Colton Joint Unified School District Course of Study**  
**Middle School Pacing Guide for Introduction to Business, Finance & Marketing Careers**

- 8.1 Know major local, district, state, and federal regulatory agencies and entities that affect the industry and how they enforce the laws and regulations.
- 8.3 Understand the role of personal integrity and ethical behavior in the workplace

**Unit 6: The Financial Markets**

**Weeks 14-18**

- The Language of Common Stocks
- Stock Indexes: Measuring the Movement in the Market
- Reading Stock Quotes
- Understanding How Markets Change

**Academic Standards**

**2.2 Writing**

- 1.3 Use clear research questions and suitable research methods (e.g., library, electronic media, personal interview) to elicit and present evidence from primary and secondary sources.

**Pathway Standards: Finance & Business**

- C1.0 Students create and use budgets to guide financial decision making:
  - C1.1 Create a budget to calculate long-term projections.

**Support for English Language Learners:** English Learners will be supported through:

- Increased opportunities for discussion, collaboration, and development of academic language
- Tutorial assistance
- Assistance with the writing tasks of this course (from the teacher or other support staff)

**Support for Special Education Students:** Special Education students will be supported through:

- Increased opportunities for discussion, collaboration, and development of academic language
- Tutorial assistance
- Assistance with the writing tasks of this course (from the teacher or other support staff)
- Monitoring and other support provided by Special Education staff

**Differentiating the Lesson for GATE Students:** GATE students will be challenged to fully develop their potential through strategies such as:

- Opportunities for advanced research
- Alternate or more challenging assignments
- Access to additional resources (from print and online sources)
- Opportunities for presentations and creative project

**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**CONSENT ITEM**

- TO:** **Board of Education**
- PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division
- SUBJECT:** **Approval of Revision to the Course Descriptions for ELD Reading Intervention Program *LANGUAGE! Focus on English Learning, Level C-D, Grades 9-12***
- GOAL:** Improved Student Performance
- STRATEGIC PLAN:** Strategy #2 – Curriculum  
Strategy #3 – Decision Making
- BACKGROUND:** The Colton Joint Unified School District Board approved the adoption of ELD Reading Intervention Program *LANGUAGE! Focus on English Learning, Level C-D*, on June 25, 2009. Since this ELD class is open to all English learners grades 9-12, it needs to be less restrictive to meet the needs of the individual student. This change will align the course to other course descriptions. The change will read: **\*Meets High School Graduation Requirement for:** English.
- This revision was reviewed by Secondary Curriculum Council at the January 12, 2010 meeting.
- BUDGET  
IMPLICATIONS:** No additional cost
- RECOMMENDATION:** That the Board approve the revision to Course Description for ELD Reading Intervention Program *LANGUAGE! Focus on English Learning, Level C-D, Grades 9-12*.

## High School Course Description for **ELD/Language! Level C-D**

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**Course Title:** ELD/Language! Level C-D

**Course Number:** ELD103/ 104

**Grade Level:** 9-12

**Curricular Area:** English Language Development

**Length:** Two semesters/Double block

**Prerequisites:** Placement by previous year CST  
Language Arts scaled score below 300  
2 out of 3:

- CELDT scores 1-5
- Language! Reading Scale Placement Exam based on Lexile readability scale
- Two years below adopted curriculum as measured by DRP.

**Meets a UC a-g Requirement:** Pending application for (B) English credit

**Meets NCAA Requirement:** Pending

**\*Meets High School Graduation Requirement for:**

English credit (5 credits each Semester-Max 10 yr.)

AND Elective (5 credits each Semester-Max 10 yr.)

**Note:** Under special SST circumstances the course may be repeated for elective credit only with consent of the District Director of Language Support.

### **Course Description**

This course is a comprehensive literacy curriculum that incorporates elements of English language development. It provides effective, explicit, sequential, logistically logical and systematic instruction for English language learners and struggling readers, writers, speakers, and spellers. It is an *accelerated program* designed to address the needs of students whose reading achievement is two or more years below grade level.

### **Alignment**

This course is aligned to the California English Language Arts Standards and meets the requirements for intensive intervention instruction in Reading/Language Arts and intensive intervention instruction for English learners.



## High School Course Description for **ELD/Language! Level C-D**

### Instructional Materials

The following materials are required material necessary for the full implementation of Language Fourth Edition – Focus on English Learning by Sopris West Educational Services (2009).

### STUDENTS

<u>Required Textbook(s)</u> 1. Student Text (C and D) 2. Interactive Text (C and D) 3. Placement: Student Edition (C and D)	4. Assessment: Content Mastery (C and D) 5. Summative Assessments (book C and D)	<u>Software</u> 6. eReader 7. Sortegories
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### TEACHERS

<u>Required Textbook(s)</u> 1. Teacher Edition volume 1 and 2 (level C and D) 2. Teacher Resource Guide (level C and D) 3. Placement: Teacher Edition (book C and D) 4. Assessment: Teacher Edition (book C and D)	<u>Supplemental Materials</u> 5. Letter cards 6. Morphemes for Meaning Cards 7. Transparencies and Templates 8. Pocket Chart 9. Plastic Overhead Tiles 10. TeachTimer 11. Large-Format Picture	Cards <u>Software</u> 12. Instructional Planning Tools for Teachers CD (book C and D) 13. Words for Teachers CD 14. Kurzweil 3000 (optional) 15. Additional Sopris West software (optional)
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### Exit/Promotion Criteria

Exit Criteria: Students should exit the Language curriculum upon completion of book C and D and when they consistently score 80% or better on the End-of Book Content Mastery test and reach the designated Lexile level as measured by the Language! Reading Scale. Students who have met these criteria can be exited from the Language! curriculum and placed into the core program for English with continued ELD support as needed.

Promotion Criteria: Students who have demonstrated Mastery at 80% but have not reached the designated Lexile level, should advance to Language! Level E single block. Students enrolled in Language! Level E will concurrently enroll in the core program for English. Students who have not met mastery for a specific level in Language will continue to the next level of Language but consideration will be taken to group these students together so that instruction can move at an appropriate pace so the student can gain mastery of the concepts. Only in rare circumstances at the request of a Student Study Team(SST) or IEP Team Review, will a student be required to take the same level of Language! more than once.

<u>Activities</u>	<u>Percentage</u>
Class participation and Assignments (Class/Homework).....	25%
Summative Assessments.....	75%
	Total: 100%

### Development Team

This Course of Study was created in 2/09 by Language Support Services

## High School Course Description for **ELD/Language! Level C-D**

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### **Support for English Learners**

- *LANGUAGE! eReader* CD that reads aloud while students follow along in the text
- Picture cards and realia for multisensory cueing
- **Simulate It** exercises that use role plays to demonstrate comprehension and mastery
- Previews of vocabulary and content through **K-W-L**, **Explore It**, and other activities
- *LANGUAGE! Focus on English Learning* provides ongoing oral fluency practice as well as preliminary instruction for each lesson
- *LANGUAGE! Everyday English*, a separate curriculum for students with essentially no English Skills

### **Support for Special Education**

- Thematic content that builds content knowledge systematically and cumulatively
- Previews of vocabulary and content through **K-W-L**, **Explore It**, and other activities
- Extensive use of “Mirror Text” that reflects students’ interests, world views, and background knowledge
- Acceleration options

### **Differentiating the Lesson for GATE Students**

- Use of placement and content mastery scores
- Program can be used to move students more quickly through certain aspects of the curriculum.
- The starred activities chart the “review and accelerate” path enabling teachers to effectively move students toward complete literacy.
- True differentiation embraces acceleration as well as deceleration

# High School Pacing Guide for **ELD/Language! Level C-D**

## SEMESTER ONE

### First Quarter

Weeks 1-3: **Level C Bridge, Introduction, class rules, placement, and administration of the four baseline assessments.**

Weeks: 4-6

### Unit 13, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.4, 1.5, 1.9, 1.10, 1.11, 1.12, 1.13, 1.16, 1.17	1.2, 1.3, 1.6, 1.7, 1.8, 1.9, 2.1	1.2, 1.3, 1.4, 1.6, 1.7	1.2, 1.5, 2.2,	1.1, 1.2, 2.3	1.1, 2.4
WRITING STRATEGIES	1.3	1.4	1.1a, 1.1b, 1.2	1.4,	1.2a, 1.2b, 1.2c	
LISTENING SKILLS	1.2			1.3		
WRITTEN/ORAL CONVENTIONS		1.3, 1.7	1.2, 1.3, 1.4, 1.8	1.5		1.2

Weeks: 7-9

### Unit 14, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.4, 1.5, 1.10, 1.11, 1.12, 1.13, 1.16, 1.17, 2.2, 2.6	1.2, 1.3, 1.6, 1.7, 1.9, 2.1	1.2, 1.3, 1.4, 1.6, 1.6, 2.3	1.2, 2.2,2.6	1.1, 1.2, 1.3, 2.3	1.1, 2.4,
WRITING			1.1a, 1.1b		1.2a, 1.2b, 1.2c	
LISTENING SKILLS				1.3		
WRITTEN/ORAL CONVENTIONS	1.2, 1.3, 1.8	1.3, 1.4, 1.7	1.2, 1.3, 1.4, 1.8	1.2	1.1, 1.5	1.2

## High School Pacing Guide for **ELD/Language! Level C-D**

### Second Quarter

Weeks: 10-12

#### Unit 15, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.5, 1.10, 1.11, 1.13, 1.14, 1.16, 1.17, 2.2, 2.6	1.3, 1.6, 1.7, 1.9, 2.1	1.2, 1.3, 1.4, 1.5, 1.6, 2.3,	1.2, 2.2, 2.6	1.1, 1.2, 1.3, 2.3	1.1, 2.4
WRITING	1.3	1.4, 1.3, 1.7, 1.8	1.1a, 1.1b, 1.2,	1.4	1.2a, 1.2b, 1.2c	
LISTENING SKILLS				1.3		
WRITTEN/ORAL CONVENTIONS	1.3, 1.5, 1.6, 1.7		1.2, 1.3, 1.4, 1.8	1.2	1.5	1.2

Weeks: 13-14

#### Unit 16, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.4, 1.5, 1.9, 1.10, 1.11, 1.12, 1.13, 1.14, 1.16, 1.17, 2.2, 2.6	1.3, 1.6, 1.7, 1.9, 2.1	1.2, 1.3, 1.4, 1.6, 1.8, 2.3	1.2, 2.2, 2.6	1.1, 1.2, 1.3, 2.3	1.1, 2.4
WRITING	1.3	1.4	1.1a, 1.1b, 1.2, 2.3	1.4	1.2a, 1.2b, 1.2c	
LISTENING SKILLS				1.3		
WRITTEN/ORAL CONVENTIONS	1.1, 1.3, 1.7, 2.3, 2.5, 2.6, 2.7, 2.8	1.3, 1.7	1.2, 1.3, 1.4, 1.8,	1.2	1.1, 1.5	1.2

## High School Pacing Guide for **ELD/Language! Level C-D**

Weeks: 15-17

### Unit 17, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.5, 1.8, 1.9, 1.10, 1.11, 1.14, 1.16, 1.17, 2.2, 2.6	1.3, 1.6, 1.7, 1.9, 2.1, 2.5	1.2, 1.3, 1.4, 1.6, 1.8, 2.3	1.2, 2.2, 2.6	1.1, 1.2, 1.3, 2.3	1.1, 2.4
WRITING	1.3	1.4	1.1b, 1.2, 2.3	1.2a, 1.4	1.2a, 1.2b, 1.2c	
LISTENING SKILLS	1.4, 1.5	1.5, 1.6		1.3		
WRITTEN/ORAL CONVENTIONS	1.3, 1.5, 1.6, 1.7, 1.8	1.3, 1.7	1.2, 1.3, 1.4, 1.8,	1.2	1.1, 1.5	1.2

Week: 18-19

### Unit 18, Lesson 1-5

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.10, 1.13, 1.16, 2.6	1.3, 1.6, 1.7, 1.8, 1.9, 2.1	1.2, 1.3, 1.4, 1.6, 1.8, 2.3	1.2, 1.6, 2.2, 2.6	1.1, 1.2, 1.3, 2.3	1.1, 1.2, 2.4
WRITING	1.3	1.4	1.1a, 1.1b, 1.2	1.4	1.2a, 1.2b, 1.2c	1.3
LISTENING SKILLS		1.5, 1.6		1.3		
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7, 1.8	1.3, 1.7	1.2, 1.3, 1.4, 1.8	1.1		

### END SEMESTER ONE

## High School Pacing Guide for **ELD/Language! Level C-D**

### SEMESTER TWO: Third Quarter

Week 20-21: **Administration of the four baseline assessments. Unit 18 (continued) , Lessons 6-10**

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.10, 1.13, 1.16, 2.6	1.3, 1.6, 1.7, 1.8, 1.9, 2.1	1.2, 1.3, 1.4, 1.6, 1.8, 2.3	1.2, 1.6, 2.2, 2.6	1.1, 1.2, 1.3, 2.3	1.1, 1.2, 2.4
WRITING STRATEGIES	1.3	1.4	1.1a, 1.1b, 1.2	1.4	1.2a, 1.2b, 1.2c	1.3
LISTENING SKILLS		1.5, 1.6		1.3		
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7, 1.8	1.3, 1.7	1.2, 1.3, 1.4, 1.8	1.1		

Weeks: 22-24

### Unit 19, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.5, 1.11, 1.12, 1.16, 2.2, 2.6, 3.1	1.2, 1.3, 1.6, 1.7, 1.9, 2.7	1.2, 1.3, 1.4, 1.6, 2.3	1.2, 2.2	1.1, 1.2, 1.3, 2.3	1.1, 2.4
WRITING STRATEGIES		1.4	1.1a, 1.1b		1.1a, 1.1b, 1.1c	
LISTENING SKILLS		1.5, 1.6, 1.8		1.3		
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7, 1.8	1.3, 1.4, 1.7	1.2, 1.3, 1.4, 1.6, 1.8	1.2	1.5	

Weeks: 25-27

### Unit 20, Lessons 1-10

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.5, 1.11, 1.12, 1.14, 1.16, 2.2, 2.6, 3.1	1.2, 1.3, 1.6, 1.7, 1.9	1.2, 1.3, 1.4, 1.6, 2.3	1.2, 1.6, 2.2	1.1, 1.2, 1.3, 2.3	1.1, 1.2, 2.4
WRITING		1.4		1.1a, 1.2b, 1.2c, 1.2d, 1.2e		1.1, 1.2a, 1.2b, 1.2c
LISTENING SKILLS			1.5, 1.6, 1.7	1.3		
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7, 1.8	1.3, 1.4, 1.7	1.2, 1.3, 1.6, 1.8		1.5	

## High School Pacing Guide for **ELD/Language! Level C-D**

Weeks: 28-29

**Unit 21, Lessons 1-10**

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.5, 1.11, 1.12, 1.14, 1.16, 2.2, 2.6, 3.1	1.2, 1.3, 1.6, 1.7, 1.9, 2.1		1.2, 1.6, 2.2	1.1, 1.2, 1.3, 2.3	1.1, 1.2, 2.4
WRITING		1.4		1.2a, 1.2b, 1.2c, 1.2d, 1.2e	1.1a, 1.1b, 1.1c	
LISTENING SKILLS			2.1a, 2.1b, 2.1c, 2.3			
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7, 1.8	1.3, 1.4, 1.7	1.8	1.2, 1.3	1.5	

**Fourth Quarter**

Weeks: 30-32

**Unit 22, Lessons 1-10**

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.11, 1.12, 1.14, 1.16, 2.2, 2.6, 3.1	1.2, 1.3, 1.6, 1.7, 1.8, 1.9, 2.7	1.2, 1.3, 1.6, 2.3	1.2, 1.6, 2.2	1.1, 1.2, 1.3, 2.3	1.1, 1.2, 2.4
WRITING		1.4			1.1a, 1.1b, 1.1c, 2.1a, 2.1b	
LISTENING SKILLS		1.5, 1.6, 1.8, 2.1c	1.5, 1.6, 1.7	1.3		
WRITTEN/ORAL CONVENTIONS	1.3, 1.5, 1.6, 1.7, 1.8	1.3, 1.4, 1.7	1.2, 1.6, 1.8	1.2	1.1, 1.5	1.1

Weeks: 33-34

**Unit 23, Lessons 1-10**

California Content Standards:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.10, 1.11, 1.14, 1.16, 2.2, 2.6	1.1, 1.2, 1.3, 1.6, 1.7, 1.9, 2.7	1.2, 1.3, 1.4, 1.6, 2.3	1.2, 2.2	1.1, 1.2, 1.3, 2.3, 3.7	1.1, 1.5, 2.4
WRITING		1.3, 1.4	1.1a, 1.1b			
LISTENING SKILLS		1.8	1.5, 1.6, 1.7	1.3		
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7	1.3, 1.4, 1.5, 1.7	1.2, 1.6, 1.8	1.1, 1.2	1.1, 1.5	1.3

Weeks: 35-38

**Unit 24, Lessons 1-10**

California Content Standards:

## High School Pacing Guide for **ELD/Language! Level C-D**

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6
READING	1.3, 1.10, 1.11, 1.14, 1.16, 2.2, 2.6	1.1, 1.2, 1.3, 1.6, 1.7, 1.9, 2.7	1.2, 1.3, 1.4, 1.6, 2.3, 2.5	1.2, 1.6, 2.2	1.3, 2.3	1.1, 1.2, 1.5, 2.4
WRITING		1.3, 1.4	1.1a, 1.1b	1.2a, 1.2b, 1.2c, 1.2d, 1.2e		
LISTENING SKILLS		1.8	1.5, 1.6, 1.7	1.3		
WRITTEN/ORAL CONVENTIONS	1.5, 1.6, 1.7	1.3, 1.4, 1.5, 1.7	1.2, 1.3, 1.6, 1.8	1.2	1.1, 1.5	1.3

### END SEMESTER TWO



# California Standards Guide for High School ELD/Language! Level C-D

## Grade One

### Reading

#### 1.0 Word Analysis, Fluency, and Systematic Vocabulary Development

##### *Concepts About Print*

- 1.3 Identify letters, words, and sentences.

##### *Phonemic Awareness*

- 1.4 Distinguish initial, medial, and final sounds in single-syllable words.  
 1.5 Distinguish long-and short-vowel sounds in orally stated single-syllable words [e.g., *bit/bite*].  
 1.8 Blend two to four phonemes into recognizable words [e.g., /c/ a/ t/ = cat; /f/ l/ a/ t/ = flat].  
 1.9 Segment single-syllable words into their components [e.g., /c/ a/ t/ = cat; /s/ p/ l/ a/ t/ = splat; /r/ i/ ch/ = rich].

##### *Decoding and Word Recognition*

- 1.10 Generate the sounds from all the letters and letter patterns, including consonant blends and long-and short-vowel patterns (i.e., phonograms), and blend those sounds into recognizable words.  
 1.11 Read common, irregular sight words [e.g., *the, have, said, come, give, of*].  
 1.12 Use knowledge of vowel digraphs and *r*- controlled letter-sound associations to read words.  
 1.13 Read compound words and contractions.  
 1.14 Read inflectional forms [e.g., *-s, -ed, -ing*] and root words [e.g., *look, looked, looking*].  
 1.16 Read aloud with fluency in a manner that sounds like natural speech.

##### *Vocabulary and Concept Development*

- 1.17 Classify grade-appropriate categories of words (e.g., concrete collections of animals, foods, toys).

#### 2.0 Reading Comprehension

##### *Comprehension and Analysis of Grade-Level-Appropriate Text*

- 2.2 Respond to *who, what, when, where, and how* questions.  
 2.6 Relate prior knowledge to textual information.

#### 3.0 Literary Response and Analysis

- 3.1 Identify and describe the elements of plot, setting, and character(s) in a story, as well as the story's beginning, middle, and ending.

### Writing

#### 1.0 Writing Strategies

##### *Penmanship*

- 1.3 Print legibly and space letters, words, and sentences appropriately.

#### Written and Oral English Language Conventions

##### 1.0 Written and Oral English Language Conventions

##### *Sentence Structure*

- 1.1 Write and speak in complete, coherent sentences.

##### *Grammar*

- 1.2 Identify and correctly use singular and plural nouns.  
 1.3 Identify and correctly use contractions (e.g., *isn't, aren't, can't, won't*) and singular possessive pronouns (e.g., *my/ mine, his/ her, hers, your/s*) in writing and speaking.

##### *Punctuation*

- 1.5 Use a period, exclamation point, or question mark at the end of sentences.  
 1.6 Use knowledge of the basic rules of punctuation and capitalization when writing.

##### *Capitalization*

- 1.7 Capitalize the first word of a sentence, names of people, and the pronoun *I*.

##### *Spelling*

- 1.8 Spell three-and four-letter short-vowel words and grade-level-appropriate sight words correctly.

### Listening and Speaking

#### 1.0 Listening and Speaking Strategies

##### *Organization and Delivery of Oral Communication*

- 1.4 Stay on the topic when speaking.  
 1.5 Use descriptive words when speaking about people, places, things, and events.

#### 2.0 Speaking Applications (Genres and Their Characteristics)

- 2.3 Relate an important life event or personal experience in a simple sequence.

# California Standards Guide for High School **ELD/Language! Level C-D**

## Grade Two

### Reading

#### 1.0 Word Analysis, Fluency, and Systematic Vocabulary Development

##### *Decoding and Word Recognition*

- 1.1 Recognize and use knowledge of spelling patterns (e.g., diphthongs, special vowel spellings) when reading.
- 1.2 Apply knowledge of basic syllabication rules when reading (e.g., vowel-consonant-vowel [= *su/ per*]; vowel-consonant/consonant-vowel [= *sup/ per*]).
- 1.3 Decode two-syllable nonsense words and regular multisyllable words.
- 1.6 Read aloud fluently and accurately and with appropriate intonation and expression.

##### *Vocabulary and Concept Development*

- 1.7 Understand and explain common antonyms and synonyms.
- 1.8 Use knowledge of individual words in unknown compound words to predict their meaning.
- 1.9 Know the meaning of simple prefixes and suffixes [e.g., *over-*, *un-*, *-ing*, *-ly*].

#### 2.0 Reading Comprehension

##### *Structural Features of Informational Materials*

- 2.1 Use titles, tables of contents, and chapter headings to locate information in expository text.

##### *Comprehension and Analysis of Grade-Level-Appropriate Text*

- 2.5 Restate facts and details in the text to clarify and organize ideas.
- 2.7 Interpret information from diagrams, charts, and graphs.

### Writing

#### 1.0 Writing Strategies

##### *Research*

- 1.3 Understand the purposes of various reference materials (e.g., dictionary, thesaurus, atlas).

##### *Evaluation and Revision*

- 1.4 Revise original drafts to improve sequence and provide more descriptive detail.

#### 2.0 Writing Applications (Genres and Their Characteristics)

- 2.2 Write a friendly letter complete with the date, salutation, body, closing, and signature.

### Written and Oral English Language Conventions

#### 1.0 Written and Oral English Language Conventions

##### *Grammar*

- 1.3 Identify and correctly use various parts of speech, including nouns and verbs, in writing and speaking.

##### *Punctuation*

- 1.4 Use commas in the greeting and closure of a letter and with dates and items in a series.
- 1.5 Use quotation marks correctly.

##### *Spelling*

- 1.7 Spell frequently used, irregular words correctly (e.g., *was*, *were*, *says*, *said*, *who*, *what*, *why*).
- 1.8 Spell basic short-vowel, long-vowel, *r-* controlled, and consonant-blend patterns correctly.

### Listening and Speaking

#### 1.0 Listening and Speaking Strategies

##### *Organization and Delivery of Oral Communication*

- 1.5 Organize presentations to maintain a clear focus.
- 1.6 Speak clearly and at an appropriate pace for the type of communication (e.g., informal discussion, report to class).
- 1.8 Retell stories, including characters, setting, and plot.

#### 2.0 Speaking Applications (Genres and Their Characteristics)

- 2.1 Recount experiences or present stories:

# California Standards Guide for High School **ELD/Language! Level C-D**

## GRADE THREE

### Reading

#### 1.0 Word Analysis, Fluency, and Systematic Vocabulary Development

##### *Decoding and Word Recognition*

- 1.2 Decode regular multisyllabic words.
- 1.3 Read aloud narrative and expository text fluently and accurately and with appropriate pacing, intonation, and expression.

##### *Vocabulary and Concept Development*

- 1.4 Use knowledge of antonyms, synonyms, homophones, and homographs to determine the meanings of words.
- 1.5 Demonstrate knowledge of levels of specificity among grade-appropriate words and explain the importance of these relations [e.g., *dog/ mammal/ animal/ living things*].
- 1.6 Use sentence and word context to find the meaning of unknown words.
- 1.7 Use a dictionary to learn the meaning and other features of unknown words.
- 1.8 Use knowledge of prefixes [e.g., *un-, re-, pre-, bi-, mis-, dis-*] and suffixes [e.g., *-er, -est, -ful*] to determine the meaning of words.

#### 2.0 Reading Comprehension

##### *Structural Features of Informational Materials*

- 2.3 Demonstrate comprehension by identifying answers in the text.
- 2.5 Distinguish the main idea and supporting details in expository text.

### Writing

#### 1.0 Writing Strategies

##### *Organization and Focus*

- 1.1 Create a single paragraph:
  - a. Develop a topic sentence.
  - b. Include simple supporting facts and details.

##### *Penmanship*

- 1.2 Write legibly in cursive or joined italic, allowing margins and correct spacing between letters in a word and words in a sentence.

### Written and Oral English Language Conventions

#### 1.0 Written and Oral English Language Conventions

##### *Grammar*

- 1.2 Identify subjects and verbs that are in agreement and identify and use pronouns, adjectives, compound words, and articles correctly in writing and speaking.
- 1.3 Identify and use past, present, and future verb tenses properly in writing and speaking.
- 1.4 Identify and use subjects and verbs correctly in speaking and writing simple sentences.

##### *Punctuation*

- 1.6 Use commas in dates, locations, and addresses and for items in a series.

##### *Spelling*

- 1.8 Spell correctly one-syllable words that have blends, contractions, compounds, orthographic patterns (e.g., *[qu]*, consonant doubling, changing the ending of a word from *[-y]* to *[-ies]* when forming the plural), and common homophones [e.g., *hair-hare*].

### Listening and Speaking

#### 1.0 Listening and Speaking Strategies

##### *Organization and Delivery of Oral Communication*

- 1.5 Organize ideas chronologically or around major points of information.
- 1.6 Provide a beginning, a middle, and an end, including concrete details that develop a central idea.
- 1.7 Use clear and specific vocabulary to communicate ideas and establish the tone.

#### 2.0 Speaking Applications (Genres and Their Characteristics)

##### 2.1 Make brief narrative presentations:

- a. Provide a context for an incident that is the subject of the presentation.
- b. Provide insight into why the selected incident is memorable.
- c. Include well-chosen details to develop character, setting, and plot.

- 2.3 Make descriptive presentations that use concrete sensory details to set forth and support unified impressions of people, places, things, or experiences.

# California Standards Guide for High School **ELD/Language! Level C-D**

## Grade Four

### Reading

#### 1.0 Word Analysis, Fluency, and Systematic Vocabulary Development

##### *Vocabulary and Concept Development*

- 1.2 Apply knowledge of word origins, derivations, synonyms, antonyms, and idioms to determine the meaning of words and phrases.
- 1.5 Use a thesaurus to determine related words and concepts.
- 1.6 Distinguish and interpret words with multiple meanings.

#### 2.0 Reading Comprehension

##### *Comprehension and Analysis of Grade-Level-Appropriate Text*

- 2.2 Use appropriate strategies when reading for different purposes (e.g., full comprehension, location of information, personal enjoyment).
- 2.6 Distinguish between cause and effect and between fact and opinion in expository text.

### Writing

#### 1.0 Writing Strategies

##### *Organization and Focus*

- 1.1 Select a focus, an organizational structure, and a point of view based upon purpose, audience, length, and format requirements.
- 1.2 Create multiple-paragraph compositions:
  - a. Provide an introductory paragraph.
  - b. Establish and support a central idea with a topic sentence at or near the beginning of the first paragraph.
  - c. Include supporting paragraphs with simple facts, details, and explanations.
  - d. Conclude with a paragraph that summarizes the points.
  - e. Use correct indentation.

##### *Penmanship*

- 1.4 Write fluidly and legibly in cursive or joined italic.

### Written and Oral English Language Conventions

#### 1.0 Written and Oral English Language Conventions

##### *Sentence Structure*

- 1.1 Use simple and compound sentences in writing and speaking.
- 1.2 Combine short, related sentences with appositives, participial phrases, adjectives, ad-verbs, and prepositional phrases.

##### *Grammar*

- 1.3 Identify and use regular and irregular verbs, adverbs, prepositions, and coordinating conjunctions in writing and speaking.

##### *Punctuation*

- 1.5 Use underlining, quotation marks, or italics to identify titles of documents.

##### *Capitalization*

- 1.6 Capitalize names of magazines, newspapers, works of art, musical compositions, organizations, and the first word in quotations when appropriate.

### Listening and Speaking

#### 1.0 Listening and Speaking Strategies

##### *Comprehension*

- 1.3 Identify how language usages (e.g., sayings, expressions) reflect regions and cultures.

# California Standards Guide for High School **ELD/Language! Level C-D**

## Grade Five

### Reading

#### 1.0 Word Analysis, Fluency, and Systematic Vocabulary Development

##### *Word Recognition*

- 1.1 Read aloud narrative and expository text fluently and accurately and with appropriate pacing, intonation, and expression.

##### *Vocabulary and Concept Development*

- 1.2 Use word origins to determine the meaning of unknown words.  
1.3 Understand and explain frequently used synonyms, antonyms, and homographs.

#### 2.0 Reading Comprehension (Focus on Informational Materials)

##### *Comprehension and Analysis of Grade-Level-Appropriate Text*

- 2.3 Discern main ideas and concepts presented in texts, identifying and assessing evidence that supports those ideas.

#### 3.0 Literary Response and Analysis

##### *Literary Criticism*

- 3.7 Evaluate the author's use of various techniques (e.g., appeal of characters in a picture book, logic and credibility of plots and settings, use of figurative language) to influence readers' perspectives.

### Writing

#### 1.0 Writing Strategies

##### *Organization and Focus*

- 1.1 Create multiple-paragraph narrative compositions:  
a. Establish and develop a situation or plot.  
b. Describe the setting.  
c. Present an ending.
- 1.2 Create multiple-paragraph expository compositions:  
a. Establish a topic, important ideas, or events in sequence or chronological order.  
b. Provide details and transitional expressions that link one paragraph to another in a clear line of thought.  
c. Offer a concluding paragraph that summarizes important ideas and details.

#### 2.0 Writing Applications (Genres and Their Characteristics)

- 2.1 Write narratives:  
a. Establish a plot, point of view, setting, and conflict.  
b. Show, rather than tell, the events of the story.

### Written and Oral English Language Conventions

#### 1.0 Written and Oral English Language Conventions

##### *Sentence Structure*

- 1.1 Identify and correctly use prepositional phrases, appositives, and independent and dependent clauses; use transitions and conjunctions to connect ideas.

##### *Spelling*

- 1.5 Spell roots, suffixes, prefixes, contractions, and syllable constructions correctly.

### Listening and Speaking

#### 1.0 Listening and Speaking Strategies

##### *Comprehension*

- 1.3 Make inferences or draw conclusions based on an oral report.

# California Standards Guide for High School **ELD/Language! Level C-D**

## Grade Six

### Reading

#### 1.0 Word Analysis, Fluency, and Systematic Vocabulary Development

##### *Word Recognition*

1.1 Read aloud narrative and expository text fluently and accurately and with appropriate pacing, intonation, and expression.

##### *Vocabulary and Concept Development*

1.2 Identify and interpret figurative language and words with multiple meanings.

1.5 Understand and explain "shades of meaning" in related words (e.g., *softly* and *quietly*).

#### 2.0 Reading Comprehension (Focus on Informational Materials)

##### *Comprehension and Analysis of Grade-Level-Appropriate Text*

2.4 Clarify an understanding of texts by creating outlines, logical notes, summaries, or reports.

### Writing

#### 1.0 Writing Strategies

##### *Organization and Focus*

1.1 Choose the form of writing (e.g., personal letter, letter to the editor, review, poem, report, narrative) that best suits the intended purpose.

1.2 Create multiple-paragraph expository compositions:

a. Engage the interest of the reader and state a clear purpose.

b. Develop the topic with supporting details and precise verbs, nouns, and adjectives to paint a visual image in the mind of the reader.

c. Conclude with a detailed summary linked to the purpose of the composition.

##### *Research and Technology*

1.5 Compose documents with appropriate formatting by using word-processing skills and principles of design (e.g., margins, tabs, spacing, columns, page orientation).

### Written and Oral English Language Conventions

#### 1.0 Written and Oral English Language Conventions

##### *Sentence Structure*

1.1 Use simple, compound, and compound-complex sentences; use effective coordination and subordination of ideas to express complete thoughts.

##### *Grammar*

1.2 Identify and properly use indefinite pronouns and present perfect, past perfect, and future perfect verb tenses; ensure that verbs agree with compound subjects.

##### *Punctuation*

1.3 Use colons after the salutation in business letters, semicolons to connect independent clauses, and commas when linking two clauses with a conjunction in compound sentences.

**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**CONSENT ITEM**

**TO:** Board of Education

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

**SUBJECT:** Acceptance of Gifts

**GOAL:** Community Relations

**STRATEGIC PLAN:** Strategy #6 – Character

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

<b>Site</b>	<b>Donor</b>	<b>Donation/Purpose</b>	<b>Amount</b>
Birney Elementary	Cartridges for Kids / Access Computer Products 451 W. 69 <sup>th</sup> Street, Loveland, Co 80538	Check #27736 - Field trips, student incentives, play ground items	\$5.75
BHS	Kiwanis Club of Cooley Drive 347 N. La Cadena Drive Colton, CA 92324	Check #2055 – Support Bloomington Key Club.	\$1,000.00
BHS	Karyn Retzer 10750 Laurel Avenue Bloomington, CA 92316	Cash - Support ASB - Motor Sports Club.	\$40.00
BHS	Carmen Arredondo 15805 Smoketree Lane Fontana, CA 92337	Cash – Support ASB - Soccer Club	\$100.00
Cooley Ranch Elementary	Kiwanis Kids Club 1000 South Cooley Drive Colton, CA 92324	Health Office Emergency	\$30.31
Cooley Ranch Elementary	Kiwanis Kids Club 1000 South Cooley Drive Colton, CA 92324	Check #2054 Red Ribbon Week purchases for Student Council	\$200.00
Cooley Ranch Elementary	General Mills Box Top for Education P.O. Box 200 Young America, MN 55553-0200	Check #000600164 Site discretionary	\$753.50
D'Arcy Elementary	Edison International Employee Contributions Campaign Mr. Edward J. Harris P.O. Box 3288, Princeton, NJ 08543-3288	Check #120143 & Check #152680 Site discretionary	\$369.45 \$369.45
District Office	James A. Downs 1212 Valencia Drive Colton, CA 92324	01-0000-0-1110-0000-8699-000-0000	\$135.65
Grant Elementary	Wido Pizza Inc. 345 Pearl Avenue, Suite 230 Redlands, CA 92374	Check #3151 Domino's Pizza Dough Raising Night!	\$84.28



Site	Donor	Donation/Purpose	Amount
Grant Elementary	Edison International Employee Contributions Campaign Mr. Carlos Villalba 283 West D Street, Colton, CA 92324	Check #119240 & Check #152345 Site discretionary	\$120.00 \$120.00
Grimes Elementary	Edison International Employee Contributions Campaign Anonymous Donor P.O. Box 3288, Princeton, NJ 08543-3288	Check #120614 & Check #152858 To follow child Alyssa Riddle	\$30.00 \$30.00
Ruth O. Harris Middle School	DRC Foods LLC DBA Shakey's Pizza Fontana 791 E. Foothill Blvd., Suite B Upland, CA 91786	Check# 2302 Shakey's Night – November 18, 2009	\$500.78
Reche Canyon Elementary	General Mills Box Top for Education P.O. Box 200 Young America, MN 55553-0200	Site discretionary	\$176.50
Terrace View Elementary	Edison International Employee Contributions Campaign Jacqueline Aguilar P.O. Box 3288, Princeton, NJ 08543-3288	Check #152990 & Check #120964 Mrs. Salas 3 <sup>rd</sup> Grade Class (Alexis Aguilar)	\$50.01 \$50.01
Walter Zimmerman Elementary	Walter Zimmerman Elementary P.T.A. 11050 Linden Avenue Bloomington, CA 92316	Check #2179 Admission fees to a school wide field trip to the Landis Performing Arts Center on March 5, 2010	\$4,500.00



# BOARD AGENDA

REGULAR MEETING  
January 21, 2010

## ACTION ITEM

**TO:** Board of Education  
**PRESENTED BY:** Jerry Almendarez, Assistant Superintendent, Human Resources Division  
**SUBJECT:** Approval of Personnel Employment  
**GOAL:** Human Resources Development  
**STRATEGIC PLAN:** Strategy #1 - Communication

I-A Certificated – Regular Staff None

I-B Certificated – Activity/Coaching Assignments

1. Archer, Joseph Soccer – Head JV – CHS
2. Fino, Marcos Basketball – Head JV – BHS

I-C Certificated – Hourly None

I-D Certificated – Substitute Teacher

1. Beteta, Erwing Rudy
2. Davis, Leila
3. Floyd, Carly
4. Gonzales, Jeremy
5. Lindquist, Paola
6. Lucas, Kristina
7. Ogea, Victor

II-A Classified – Regular Staff

1. Aguirre, Jose Special Ed. Inst. Asst. – CMS
2. Arias, Susana State Preschool Inst. Asst. – Zimmerman
3. Cloud, Jeanne Special Ed. Inst. Asst. – Grand Terrace
4. Erwin, Monique Project Office Asst. – Crestmore
5. Samaro, Julia Office Asst. II - BHS

II-B Classified – Activity/Coaching Assignments

1. Castro, Angel Basketball, Head JV (returning walk-on) - BHS
2. Dudley, Jason Wrestling, Head JV (walk-on) – CHS
3. Holmes, Christopher Basketball, Head Varsity - BHS
4. Ragoo, Reann Basketball, Head JV (walk-on) – CHS
5. Tee-Sy, Dulce Basketball, Head Frosh/Soph (walk-on) – CHS

II-C Classified – Hourly

1. Martinez, Irma AVID Tutor – BMS
2. Calderilla-Porter, Julie Sub Noon Aide - McKinley

II-D Classified – Substitute

1. Ansara, Stacy General Clerical
2. Boren, Kimberly General Clerical
3. Gonzalez, Claudia General Clerical
4. Martin, Rachel General Clerical
5. Serna, Linda General Clerical

B-1

**RECOMMENDATION:**

That the Board approve employment of personnel as presented.

**ACTION:**

On motion of Board Member \_\_\_\_\_ and  
\_\_\_\_\_, the Board approved the  
recommendations for employment as presented.

## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

ACTION ITEM

**TO:** Board of Education

**PRESENTED BY:** Jerry Almendarez, Assistant Superintendent, Human Resources Division

**SUBJECT:** Approval of Conference Attendance

**GOAL:** Human Resources Development

**STRATEGIC PLAN:** Strategy #1 - Communication

Juanita Battistone – <b>Risk/Benefits</b> Benefits Technician	California Public Employer- Employee Health Care Coalition January 22-23, 2010 Las Vegas, NV No cost to the District
Tomas Ulloa – <b>D.O./I.T.</b> Programmer	SQL Server Training February 1-3, 2010 Anaheim, CA I.T. funds: \$1,859.60

**Total : \$1,859.60**

**RECOMMENDATION:** That the Board approve conference attendance as presented.

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



**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** Board of Education

**PRESENTED BY:** Jerry Almendarez, Assistant Superintendent, Human Resources Division

**SUBJECT:** Adoption of School Calendar for the 2010-11 School Year: Single Track and Traditional

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

**STRATEGIC PLAN:** Strategy #1 – Communication

**BACKGROUND:** District administration and representatives from the Association of Colton Educators have met and developed the master calendar for the single track and traditional schedule schools for the 2010-11 and present the following recommendation for adoption by the Board.

**RECOMMENDATION:** That the Board adopt the school calendar for the 2010-11 school year: single track and traditional, as presented.

**ACTION:** On motion of board Member \_\_\_\_\_ and \_\_\_\_\_, the Board approved the above recommendation.

# Colton Joint Unified School District 2010 - 2011 School Calendars

Elementary Schools  
Middle and High Schools



# FINAL Draft

**JULY**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

**AUGUST**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

**SEPTEMBER**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	

**OCTOBER**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

Quarter=45 days Trimester=60 days

**NOVEMBER**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		

**DECEMBER**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

Quarter = 42 days/ Semester=87 days

**JANUARY**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

**FEBRUARY**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28				

Trimester=60 days

**MARCH**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

Quarter=42 days

**APRIL**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		

Quarter = 51 days / Semester=93 days / Trimester=60 days

**MAY**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

**JUNE**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		

## Minimum Days and Teacher Work Days

- ▲ K-8 Parent and Teacher Conferences  
Students attend minimum days
- \* Staff Development/ Teacher Prep Days  
No class for students

M Minimum Day  
X Minimum Day (Grades 7-8 Only)

7 First/Last Day  
Seventh Graders Only

## GRADES K-6 TRIMESTER ENDING DATES

- 1<sup>st</sup> Trimester: October 22
- 2<sup>nd</sup> Trimester: February 25
- 3<sup>rd</sup> Trimester: June 7

STAR Testing Window (Tentative) April 27-May 17  
CAHSEE Testing = Nov. 9-10; Feb. 1- 2; Mar. 8-9  
May 10-11

## GRADES 7-12 QUARTER and SEMESTER ENDING DATES

- 1<sup>st</sup> Quarter: October 8
- 1<sup>st</sup> Semester: December 16
- 3<sup>rd</sup> Quarter: March 11
- 2<sup>nd</sup> Semester: June 7

M - Minimum Days - Middle and High Schools

December 14-16 Finals  
STAR Testing - (4 Days In April/May- TBD)  
June 3-7 Finals (9-12)  
June 2-6 Finals (7-8)  
June 7- Last day of school

## HOLIDAY/RECESS R/H No students or teachers in session

- September 6 Labor Day
- November 11 Veterans' Day
- November 12-26 Autumn Break (K-6)
- November 22-26 Autumn Break (7-12)
- December 20-January 7 Winter Break
- January 17 - Martin Luther King, Jr. Day
- February 14 & 21 Presidents' Days
- March 14-25 Spring Break
- May 30 Memorial Day



**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** **Board of Education**

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

**SUBJECT:** **Approval of Purchase Orders**

**GOAL:** **Student Performance / Personnel Development**

**STRATEGIC PLAN:** Strategy #1 – Communication

**RECOMMENDATION:** That the Board approve Purchase Orders in excess of \$10,000 for a total of \$987,709.51 as listed.

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board approved purchase orders as recommended.

<u>P.O.</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>RESOURCE CODE*</u>	<u>AMOUNT</u>
012300	Xerox Corp.	Paper/Purchasing	0000	\$23,129.82
012356	Dell Inc.	Tech. Equip./Crestmore	3010	\$13,198.67
012396	Star Therapy Services	Cont. Svs./PPS	3313	\$97,125.00
012397	Hill Rehabilitation Svs. LLC	Cont. Svs./PPS	3313	\$97,125.00
012405	A-Z Bus Sales	Cont. Outside Rep./Transportation	8150	\$11,793.56
012410	Kelly Paper	Paper./Print Shop	0000	\$21,924.00
012436	Toshiba Business Solutions	Copier/Adm. Svs.	5630	\$10,426.95
012459	ETS/STAR	Pre-ID Svs./Ed. Ss. 7-8	0000	\$15,352.00
012531	Xerox Corp	Misc. Rental/Print Shop	1100/0000	\$75,394.80
012559	Headsprout	Online Subscr./Lincoln	3011	\$13,594.76
012612	Xerox Corp.	Buyout/Print Shop	0000	\$133,137.55
012613	Xerox Corp.	Buyout/Print Shop	0000	\$247,307.48
012619	CSMG Inc.	EM Consult Svs./I.T.	0000	\$13,500.00
012648	Atkinson Andelson Loya Ruud & Romo	Legal Svs./Facilities for CHS & BHS	9120	\$60,000.00
012669	Executive Environmental Svs.	Tests/Facilities for CHS	9120	\$11,700.00
012670	City of Colton	School Resource Off./CHS	0305	\$142,999.92
<b>TOTAL</b>				<b>\$987,709.51</b>

**\*LEGEND**

0000	Revenue Limit/Unrestricted	3315	Sp Ed-Idea Presch Entl Non Ris
0001	Child Dev. Facilities	3319	ARRA Idea Pt B, Sec619 Preschl
0100	Microsoft Voucher Prg-Schools	3320	Sp Ed-Idea Presch Loc Entl Ris
0105	Microsoft Voucher Prg-Other	3322	ARRA Idea Pt B, Early Intervnt
0356	RS7156 IMFRP	3324	ARRA Idea Pt B, Sec611 Preschl
0110	E-Rate Technology Program	3340	Sp Ed-Idea Inservice Training
0115	Best Practices Cohort	3345	Sp Ed-Idea Presch Staff Devel
0305	RS6405 Schl Safety & Violence Prv	3550	Voc. Prgs - Voc & Appl Secndry & Ad
0325	RS7325 Stff Dev:Admin Training	3710	NCLB: title IV, Pt A Drug Free
0330	RS2430 Community Day Schl	4035	NCLB: Title II Part A
0340	RS7140 GATE	4036	NCLB Title II, Part A Prin Trn
0350	RS6350 CRY-ROP	4045	NCLB: Title II Part D
0355	RS7055 CASHEE Intensive Inst.	4203	NCLB: Title III LEP Stdnt Prg.
0356	RS7156 IMFRP	5035	CD -Blk Grnt-25% Qlity/Discrtn
0360	RS6760 Arts & Music BG	5080	CD-Dep Care-Pub Law-Chld Care
0367	RS6267 NB Certification	5095	CD Infant/Tddler Capacity Bldg
0370	RS7294 Stff Dev: Mth 7 Read SB472	5210	Head Start
0371	RS7271 PAR	5310	Child Nutrition-School Program
0380	RS7080 7-12 Counselors	5315	Child Nutrition: ARRA Equip
0385	RS6285 CBET	5630	NCLB: Title X Mck-Vnto Homeless
0390	RS7390 AB825 Pupl Rentention BG	5640	Medi-Cal Billing Option
0391	RS6091 CAL-SAFE Supp Svs	5850	Smaller Learning Community
0392	RS6092 CAL-SAFE Child Care	6010	After Schl Ed & Safety (Ases)
0393	RS7393 AB825 Staff Dev BG	6055	Child Care & Dev- State Preschool
0394	RS7394 AB825 Targeted Inst. Imp	6060	Child Care and Dev.-Alt Pymnt Prg.
0395	RS7395 AB825 Schl & Lib Imp BG	6130	Child Care Center-Based Resrve
0396	RS7396 Schl Site Disc Blk Grnt	6275	Teacher Recruitment & Retention
0750	Mandated Costs Incentive	6286	English Lang. Learner Train
0790	Donations, Misc.	6300	Lottery: Instructional Matl
1100	State Lottery Revenue	6360	ROP/C-Handicapped Pupils
1300	Class Size Reduction K-3	6405	School Violence - School Safety
3010	NCLB: Title 1, Pt A Grnt Low Inc.	6500	Special Ed.

3011	NCLB: ARRA Title I, Pt A Basic	6520	Sp Ed-Project Workability
3025	NCLB: Title 1, Pt D SBPRT2 N&D	6530	Sp Ed-Low Incidence
3185	NCLB: Title 1, Pt A, PI Corr Actn	6535	Sp Ed Personnel Development
3200	St Fi St Fiscal StabilZtn Fund (ARRA)	6660	CIG/TBCO PDTS SRTX Fnd-Entl Gr
3310	Sp Ed-Idea Bas Grnt Entl	7010	Agricultural Vocational Ed
3311	Sp Ed-Idea B, Sec611, Prvt Schls	7090	Economic Impact Aid- SCE
3313	ARRA Idea Pt B, Sec611 Local	7091	Economic Impact Aid-LEP
3314	ARRA Idea Pt B,Sec611 Prvt Sch	7230	Transport.- Home to School
7240	Transportation Spec. Ed.	9005	Medi-Cal Admin. Activities (MAA)
7400	QEIA-Quality Educ. Invstmnt Act	9010	Other Local
8150	RMA-Ongoing Major Maint.	9015	APIP (Advncd Plcmt Incntv Prg)



**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** **Board of Education**

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

**SUBJECT:** **Approval of Disbursements**

**GOAL:** Budget Planning

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

**RECOMMENDATION:** That the Board approve disbursements paid as listed, from Batch #0747 through Batch #0962 for the sum of **\$9,948,744.05**

The Board of Trustees payment report is available at the Board of Education meeting for review.

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_ the Board approved the disbursements as listed.

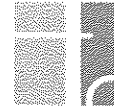


## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

### ACTION ITEM

- TO:** Board of Education
- PRESENTED BY:** Jaime R. Ayala, Assistant Superintendent, Business Services Division
- SUBJECT:** Approval of Contract Amendment No. 8 with Harley Ellis Devereaux for the Bloomington High School New Math and Science Building and Interim Housing Projects (2009-12)
- GOAL:** Facilities / Support Services
- STRATEGIC PLAN:** Strategy #4 – Facilities
- BACKGROUND:** The original master contract was approved in December 2002, for modernization and new construction at Bloomington and Colton High Schools. In 2006, the plans were approved by the District and the Division of the State Architect for this project.
- This amendment is necessary to restart the project and includes design, bidding, construction administration and DSA project close-out. Restart work includes un-archiving drawings, specifications, and preparation and submittal of revised plans to the Division of the State Architect.
- This amendment also includes the design and Division of the State Architect approval for the interim housing portables. Additional details are provided in the attached backup documentation.
- BUDGET** Bond Fund 21 Measure G  
**IMPLICATIONS:** \$273,843 – Architecture and engineering fees  
\$ 22,000 – Reimbursable
- RECOMMENDATION:** That the Board approve contract Amendment No. 8 with Harley Ellis Devereaux for the Bloomington High School new math and science building and interim housing project (2009-12).
- ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board approved contract Amendment No. 8 with Harley Ellis Devereaux for the Bloomington High School new math and science building and interim housing project (2009-12), as presented.



**AMENDMENT No. 8**

**PROJECT NAME:** Colton Joint Unified School District:  
Bloomington High School Math & Science Building Project

**PROJECT NO:** 2009-00022-000

**DATE:** 04 December 2009  
05 January 2010- Revised

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f 951.346.0515  
harleyellisdevereaux.com

**PROPOSAL TO OWNER / ARCHITECT AGREEMENT**

Pursuant to the request of the Colton Joint Unified School District's we are submitting this Add Services Fee Proposal to restart the Bloomington High School New Math and Science Building Project after it had been on hold, as well as design revisions to the project's plans and specifications that have been requested by the District.

The plans for the New Math & Science Building Project were previously approved by the District and DSA, however due to the extended hiatus, it is required that specified products be analyzed to reflect current product availability and updating. This includes analyzing, modifying and amending the plans and specifications to reflect current product availability, product basis of design models, mechanical equipment availability and, finish materials availability.

That certain Owner/Architect Agreement (Basic Agreement) dated December 13, 2002 by and between Colton Joint Unified School District (Owner) and Harley Ellis Devereaux (formerly known as "Fields Devereaux Architects and Engineers" (Architect) with respect to providing Architectural and Engineering Services is hereby amended, modified and revised as follows:

**A. BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING - PROJECT RESTART:**

**SCOPE OF WORK**

Additional Architectural and Engineering Services associated with re-starting the project after the District placed the project on hold in 2006.

- o Restart work includes meetings with District Representative, Site Principal and District Construction Manager so as to plan and coordinate the project restart.
- o Assist Construction Manager with Site Development Grant; Un-archive drawings, specifications and, re-acquaint staff and consultants with project.
- o Review and update mechanical plans and specifications as required to replace the originally designed equipment that is no longer available nor in production.
- o Review and update architectural cladding and finishes, update specifications to current product basis of design models, model numbers and standards.

Planning  
Architecture  
Engineering  
Interior Architecture  
Landscape Architecture  
Construction Services

Partner Companies:

Spectrum Strategies  
Crime Lab Design  
GreenWorks Studio  
iQ – Investment in Quality  
HED Build

Re-visit:

Los Angeles  
Chicago  
Detroit  
San Diego

Celebrating 100 years  
1908 | 2008





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- o Review and update electrical equipment and fixture product numbers on drawings and specifications, and update drawing and specifications.
- o Prepare and submit the revised drawings, specifications, and calculations to the Division of State Architect.
- o Review and update recent District installed electrical infrastructure adjacent to the new Math & Science Building and to modify all required drawings and specifications to accurately reflect the existing conditions.
- o Additional topographic survey work is not included in this proposal.

Additional costs associated with these tasks have been determined as allowed by Article III of the Basic Agreement, "Additional Architect's Services", Paragraph 1.b, "Preparing drawings, specifications and other documentation and supporting data, and providing other services in connection with Change Orders required by causes beyond the control of the Architect". Any changes or revisions made at the request of the division of the State Architect, other than required to comply with code, shall be considered Additional Services.

**ARCHITECTS COMPENSATION**

Harley Ellis Devereaux will provide the service outlined above in the Scope of Services for a not to exceed fee of **\$58,875 (Fifty-Eight Thousand Eight Hundred Seventy-Five Dollars)**, on a Time and Material Basis utilizing Harley Ellis Devereaux's 2009 hourly rates as set forth in Attachment B. These rates are inclusive of our mechanical, electrical and plumbing engineers.

These Hourly Rates as shall be employed through December 31<sup>st</sup>, 2010, when Harley Ellis Devereaux reserves the right to escalate these rates, based upon firm-wide adjustments to salaries, at a rate not to exceed three percent (3%) per annum.

**REIMBURSABLE EXPENSES**

The Reimbursable Expense Account, as described in Article XI of the Basic Agreement, shall be increased for this project by **\$10,000 (Ten Thousand Dollars)**.

**B. BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING BIDDING, CONSTRUCTION ADMINISTRATION AND DSA CLOSE-OUT:**

**SCOPE OF WORK**

Due to the uncertain bidding market and the challenge of predicting the final construction cost of the project, Harley Ellis Devereaux proposes to provide Bid Support, Construction Administration and Post Occupancy Survey effort as a lump sum fee.



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**ARCHITECTS COMPENSATION**

Harley Ellis Devereaux will provide the service outlined above in the Scope of Services for a lump sum of **\$214,618 (Two Hundred and Fourteen Thousand, Six Hundred and Eighteen Dollars)**, inclusive of consultants.

**REIMBURSABLE EXPENSES**

The Reimbursable Expense Account, as described in Article XI of the Basic Agreement, shall be increased for this project by **\$2,000 (Two Thousand Dollars)**.

**C. BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING MULTI-PRIME CONTRACTING:**

Should the District elect to employ a Multi-Prime Construction Process, it is anticipated that Harley Ellis Devereaux will provide necessary assistance in the form of Construction Administrator coordination, observation and oversight as well as additional time for the review, tracking and approval of multiple monthly payment applications and as-built documents. Additional coordination will also be required for the review and preparation of multi-prime change order requests and change orders, and the preparation of multiple copies of each DSA form for each of the Multi-Prime Contractors. To cover this and any additional scope beyond what was described in the 2002 master agreement, Harley Ellis Devereaux proposes an adjustment to the original compensation of \$1,000 per Multi-Prime Contact.

**ARCHITECTS COMPENSATION**

Harley Ellis Devereaux will provide the additional services as outlined above for a total of **\$3,000 (Three Thousand Dollars)** per multi-prime contract.

**D. BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND WATER QUALITY MANAGEMENT PLAN (WQMP):**

**SCOPE OF WORK**

Harley Ellis Devereaux and its consultant(s) shall prepare a report which prescribes the Best Management Practices (BMPs) as identified in the CASQA California Storm Water BMP Handbook as is appropriate for this project. A Notice of Intent (NOI) shall be filed with the State Water Resources Control Board on behalf of the Colton Joint Unified District. All associated Notice of Intent Fees, including the application fee(s) and annual fees, are the responsibility of the District and shall be provided by the District.

Harley Ellis Devereaux and its consultant(s) shall prepare a Preliminary Water Quality Management Plan consistent with the EIR level analysis and site plan detail. The WQMP shall include source control, site design and treatment control BMPs for use by the District to certify temporary and permanent onsite water quality control.



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#### **ARCHITECTS COMPENSATION**

Harley Ellis Devereaux will provide the service outlined above in the Scope of Services for a lump sum of **\$6,200 (Six Thousand Two Hundred Dollars) for the SWPPP and \$6,400 (Six Thousand Four Hundred Dollars)**, inclusive of consultants.

#### **REIMBURSABLE EXPENSES**

The Reimbursable Expense Account, as described in Article XI of the Basic Agreement, shall be increased for this project by **\$1,000 (One Thousand Dollars)**.

#### **E. BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING INTERIM HOUSING:**

Architectural and Engineering Services for the design of the Interim Classrooms Project and to prepare documents for DSA Submittal ten (10) weeks after the Notice To Proceed for the procurement and placement of seventeen (17) District-furnished, DSA approved, 24-foot by 40-foot, modular classroom buildings on pre-approved wood foundations on paving that shall be designed for potential future parking lot expansion and includes a restroom facilities trailer. It is our understanding that the Interim Housing Project will be submitted, approved by DSA, Bid, and Constructed based upon a single prime contractor. The placement of these modular classrooms involves the following:

- o DSA Title 24 compliant modular ramp(s) designed, furnished and installed by the relocatable company.
- o Minor parking improvements to provide DSA Title 24 compliant parking stall(s)
- o DSA Title 24 compliant path of travel from the existing parking stall(s) to the modular buildings.
- o Connections to the existing campus utility systems for electrical, telephone, data, intercom, fire alarm and security.
- o Plumbing connections for the Restroom facilities to water supply and sanitary lines.
- o An additional hydrant via a "branch" from the previously designed new fire water service.

The modular building manufacturer/supplier procured to supply and install the pre-engineered buildings will be required to include the following within their scope of work:

- o Structural design of the building and foundation system
- o Provide DSA pre-approved drawings so that the District's Architect can integrate them into the overall contract document package.



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- Provide manufacturer's standard design details, structural details and unit floor plan details as the reference document upon which exterior site details and connection details will be based upon.

**SCOPE OF WORK**

- **Pre-Design Services**
  - Pre-Design services to assist the district with identifying general site location, phasing, access, and infrastructure needs pertaining to the construction of interim housing.
  - Maximum of two (2) Conceptual site plans/building layouts for District review and approval
  - Maximum of two (2) field observations of existing site conditions and existing utilities (The District may be required to provide more extensive verification)
- **Design Development Documents/Construction Documents/Bidding**
  - Prepare plans and specifications for DSA submittal and approval
  - Provide temporary overhead power supply to the interim housing and manual fire alarm system.
  - Preparation of plans and specifications required to obtain competitive bids for interim housing site preparation and installation of interim housing.
  - Conduct a maximum of two (2) review meetings with the local fire department.
  - Submit plans to DSA on behalf of the District
  - Respond to DSA review comments, as required, to obtain approval
  - Assist the District and Construction Manager with Bidding and Bid Review.
- **Construction Administration/DSA Closeout**
  - Review Change Order Documents in conjunction with the Construction Administrator and provide written responses to cost, time and entitlement.
  - Conduct up to six (6) site observations during construction and provide construction administration services for this work.
  - Collect and submit all required documents to DSA and assist the District with the DSA close-out process to obtain DSA certification.
- **Additional Related Services – Parking Adjacent to Interim Housing**
  - Provide an extended pad and documentation for an expanded parking area of up to 25 spaces with a fence enclosure. Should this additional work be required, it can be provided for additional services pursuant to the master agreement.



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**ARCHITECTS COMPENSATION**

Harley Ellis Devereaux will provide the services associated with the Interim Housing outlined in the above Scope of Services based on the following compensation: the base fee will be calculated at 4% of the cost of the factory built portables. The balance of the fees associated with the installation of the portables, design of access ramps and stairs and any other site related improvements will be calculated at 10% of the construction cost.

The Additional Related Services shall be provided for the following lump sum fees:

**Additional Parking Adjacent to Interim Housing:**

Harley Ellis Devereaux will provide the services associated with the expanded parking lot, including Civil Engineering fees for an additional fee of **\$11,600.00 (Eleven Thousand, Six Hundred Dollars)**.

Please note that these fees do not include topographic surveys, underground utility surveys, geotechnical investigations or soils reports nor agency plan review fees.

**REIMBURSABLE EXPENSES**

The Reimbursable Expense Account, as described in Article XI of the Basic Agreement, shall be increased by **\$6,000 (Six Thousand Dollars)**.

**F. BLOOMINGTON HIGH SCHOOL MATH & SCIENCE BUILDING – DEMOLITION PACKAGE:**

- o **Additional Related Services – Separate Demolition Package for New Math Science Building**
  - o Provide separate site demolition package associated with the new Math Science Building by using previously approved DSA drawings and specifications, including over excavation, grading for pad with plus / minus 2” tolerance, as certified by a Civil Engineer.
  - o Temporary utilities as needed to keep existing adjacent buildings in operation.

**Separate Site Demolition Package:**

Harley Ellis Devereaux will provide the services associated with the demolition package associated with the site of the new Math Science Building, including Civil Engineering fees for an additional fee of **\$16,675.00 (Sixteen Thousand, Six Hundred and Seventy Five Dollars)**.

**REIMBURSABLE EXPENSES**

The Reimbursable Expense Account, as described in Article XI of the Basic Agreement, shall be increased by **\$3,000 (Three Thousand Dollars)**.



HARLEY ELLIS DEVEREAUX

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If you have any questions regarding this proposal for services or if you wish to discuss any aspect of the project, please feel free to contact me directly at 213-542-4504 or you may also contact Bill Lavine of our office. We look forward to this opportunity to continue to serve the Colton Joint Unified School District.

Very truly yours,

Harley Ellis Devereaux

John Dale, FAIA, LEED<sup>AP</sup>  
Principal

Accepted for Colton Joint Unified School District by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

By signing this document, the signatory attests that they are authorized to accept this fee proposal on behalf of the Colton Joint Unified School District

Cc William Lavine, HED  
Tania Van Herle, HED



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**ATTACHMENT A**

SUMMARY OF PROPOSAL FEES AND REIMBURSABLE EXPENSES

<b>Project</b>	<b>Fee Proposal Compensation</b>	<b>Reimbursable Expenses</b>
<b>A.</b> Bloomington High School New Math and Science Building Project Restart	\$58,875.00	\$10,000.00
<b>B.</b> Bloomington High School New Math and Science CA and Close Out Phases	\$214,618.00	\$2,000.00
<b>C.</b> Bloomington High School New Math and Science Building Multi-Prime Contracting	\$3,000.00 per Multi-Prime Contract (Estimated @ \$51,000 for 17 contracts)	No additional costs at this time
<b>D.</b> Bloomington High School New Math and Science Building Storm Water Pollution Prevention Plan (SWPPP) and Water Quality Management Plan (WQMP)	\$6,200.00 (SWPPP) \$6,400.00 (WQMP)	\$1,000.00
<b>E.</b> Bloomington High School Interim Housing and Associated Projects	\$74,350.00 (estimated) \$11,600.00	\$6,000.00
<b>F.</b> Bloomington High School Math and Science Building Demolition Package	\$16,675.00	\$3,000.00
<b>Bloomington High School New Math and Science Building Totals</b>	<b>\$439,718.00</b>	<b>\$22,000.00</b>

**Notes:**

1. All Lump Sum Fees Invoiced and Paid On a Percent Complete Basis
2. Reimbursable Expenses do not include Printing and Shipping Costs for Bidding





**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** Board of Education

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

**SUBJECT:** Approval of Two Year Contract Renewal with Davis Demographics & Planning, Inc. for Demographic Services (2009-11)

**GOAL:** Facilities / Support Services

**STRATEGIC PLAN:** Strategy #4 – Facilities

**BACKGROUND:** Davis Demographics & Planning, Inc. has provided services to the District for over seven years. Staff recommends a two year renewal.

Their services would include the following:

- Update 2009/10 enrollment
- Districtwide base street map update
- Student file address-matching update
- Entry of any new residential development
- Preparation of student population projections
- Meetings with District staff to analyze current and future school capacities and enrollment data
- Prepare draft scenarios and new overlays

The two year option is \$22,757 per year.  
The one year option is \$27,715 per year.

**BUDGET IMPLICATIONS:** Not to exceed \$22,757 – Bond Fund 21 Measure G

**RECOMMENDATION:** That the Board approve a two year contract renewal with Davis Demographics & Planning, Inc. for demographic services (2009-11).

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board approved the agreement, as presented.

CONSULTING SERVICES AGREEMENT  
BETWEEN  
Colton Joint Unified School District  
hereinafter called CLIENT,  
1212 Valencia Drive  
Colton, CA 92324  
TEL: (909)580-5000 FAX: (909)232-7486

and

Davis Demographics & Planning, Inc.  
hereinafter called CONSULTANT  
11850 Pierce Street #200, Riverside, CA 92505  
TEL: (951)270-5211 FAX: (951)270-5212

This Agreement is made by and between Davis Demographics & Planning, Inc., a California Corporation, (hereinafter referred to as "CONSULTANT") and the Colton Joint Unified School District (hereinafter referred to as "CLIENT") with reference to the following:

WHEREAS, CLIENT requires professional services in Master Planning, demographic/facility planning and geographic information management system development; and

WHEREAS, CONSULTANT has the expertise necessary to properly perform such services as an independent contractor; and

WHEREAS, these parties desire to contract for certain specific services;

IN CONSIDERATION of the foregoing, it is agreed between the parties hereto, as follows:

SECTION ONE - SERVICES OF CONSULTANT

CONSULTANT shall perform the services and provide the products as specified in this Agreement and in Appendix A, which is attached to and made a part of this Agreement.

SECTION TWO - PERIOD OF PERFORMANCE

The initial term of this Agreement shall commence as of the date in which both parties have executed the Agreement and shall continue for a period of two years, each period ending annually on June 30<sup>th</sup>. The first year period will end June 30, 2010, the second on June 30, 2011, unless sooner terminated as provided for in Section Six hereafter.

SECTION THREE - SERVICES OF CLIENT

- A) CLIENT agrees that its employees will cooperate with CONSULTANT in the performance of services under this Agreement and will be available for consultation with CONSULTANT at reasonable times.
- B) CLIENT shall provide to CONSULTANT, at no cost to CONSULTANT, for use in providing the services outlined in this Agreement, any data which CLIENT may have available which are required or requested for providing the services of this agreement.
- C) CLIENT shall aid CONSULTANT in obtaining data from other public offices or agencies, local business firms, and private citizens whenever such data is necessary for the completion of the work outlined in this Agreement. Fees for obtaining such data will be reimbursable to the CONSULTANT and will be included in the estimated maximum fee for this Agreement. All data and records provided by the CLIENT to the CONSULTANT

shall remain confidential, shall not be used for any purpose other than providing the services outlined in this Agreement, and this confidentiality shall survive the term of this Agreement.

#### SECTION FOUR - LIMITATIONS

- A) CONSULTANT understands that time is of the essence in completing the work outlined in this Agreement. However, CLIENT understands that the CONSULTANT may be dependent upon the timely delivery of data from third parties and that all tasks may not be completed in the allotted time as may be specified in this Agreement, but will make all reasonable efforts to complete all tasks.
- B) CLIENT understands that the work performed by the CONSULTANT is based upon the best information available to the CONSULTANT at the time of rendering services. CLIENT also understands that CONSULTANT makes no warranties for these services and CLIENT hereby agrees.
- C) CLIENT understands that the mapping databases and associated information licensed from third parties in the performance of this Agreement are detailed and complex products. CONSULTANT will make all reasonable efforts to bring these databases and products into compliance for accuracy standards within the industry, however the CONSULTANT makes no warranties for these third-party data products and CLIENT hereby agrees.

#### SECTION FIVE - GENERAL PROVISIONS

This Agreement is a contract for services including the cost of any optional software. Additional software license agreements may apply to any software that may be acquired by the CLIENT as a part of this Agreement.

All report formats, programs, and map content created by, and licensed from, third parties which are used for providing services under this Agreement remain the property of those parties and may not be reproduced without the consent of the CONSULTANT unless separate license agreements have been executed for CLIENT use of such data.

The performance of the services in this Agreement may require the CONSULTANT to execute a separate end user license agreement directly with a third party vendor for the use of certain mapping data. The cost of such data and/or license is included in this Agreement and shall be used by the CONSULTANT to provide the services herein. The CLIENT does not receive automatic access or use of this map data during or after completion of the services. If the CLIENT requests use of the licensed map data for in-house use with GIS mapping software, an additional map data license agreement may need to be executed for use of such data and additional fees may apply. It is understood by the CLIENT that the CONSULTANT will add substantial value and additional data to any mapping used in the performance of this Agreement and the CLIENT is not authorized to release any mapping or data to any third party or other District consultant unless allowed by the map data license agreement.

CONSULTANT is, and shall at all times be deemed to be an independent contractor, and shall be responsible for determining the sequence, method, details and manner in which it performs those services required under the terms of this Agreement. Nothing herein contained shall be construed as creating a relationship of employer and employee, or principal and agent, between CLIENT and CONSULTANT or any of CONSULTANT's agents or employees. CONSULTANT assumes exclusively the responsibility for the acts of its employees or agents as they relate to the services to be provided during the course and scope of their employment. CONSULTANT, its agents and employees, shall not be entitled to any rights and/or privileges of CLIENT's employees and shall not be considered in any manner to be CLIENT's employees.

## SECTION SIX - TERMINATION

### A) Basis for Termination

CONSULTANT'S performance pursuant to this Agreement may be terminated by the CLIENT by serving notice through certified mail to the CONSULTANT. Such notice shall become effective upon receipt by CONSULTANT. Termination may be commenced by the CLIENT upon the occurrence of any of the following events:

- 1) Whenever CONSULTANT shall default in its performance of this Agreement and fails to cure such default 15 days after notification by CLIENT; or
- 2) In the event that either party is unable to perform any of its obligations under this Agreement due to causes beyond the control of either party. The party who has been so affected immediately shall give notice to the other party and shall do everything possible to resume performance. Upon receipt of such notice, this Agreement shall immediately be suspended. If the period of nonperformance exceeds fifteen (15) days from the receipt of notice, the party whose ability to perform has not been so affected may, by giving, written notice by registered mail, terminate this Agreement.

### B) Effect of Termination on CONSULTANT

After receipt of a Notice of Termination, CONSULTANT shall:

- 1) Stop work under the Agreement on the date and to the extent specified in the Notice of Termination.
- 2) Transfer title to the CLIENT (to the extent allowed under Section Five of this Agreement) and deliver, in the manner, at the times and to the extent directed by the CLIENT, the work in process on the effective date of the Notice of Termination.
- 3) Payment

The amount due CONSULTANT by reason of termination shall be payment for all work completed, which shall include:

- a) payment at the hourly rate specified in this Agreement for all time spent towards the performance of this Agreement up until the receipt of notice of termination;
- b) payment for all expenses incurred by CONSULTANT from third-party vendors required for the performance of this Agreement, including, but not limited to, mapping and other purchased or licensed data.
- c) In the case of termination prior to the entire two year contract, an additional 10% of the total two contract amount for multi-year discount applied.

## SECTION SEVEN - COMPENSATION

Compensation to CONSULTANT shall be made at an hourly rate of \$140.00 with a maximum fee for tasks to be completed as outlined in Appendix A. CONSULTANT shall invoice CLIENT on a monthly basis at which time such invoices shall be due and payable. The CONSULTANT reserves the right to charge interest at the rate of 1½% monthly on any unpaid balances beyond

60 days. Tasks outlined in Appendix A and their costs are for estimate purposes only within the total scope of the Agreement—task fees are not individual maximum fees—the CONSULTANT retains the right to shift fees between the tasks in order to complete the overall scope of work outlined in the Agreement. Any additional services not specifically outlined in this Agreement shall be invoiced at the hourly fee noted above. Any meetings not specifically outlined in this Agreement shall be invoiced at the hourly fee (inclusive of travel time to and from any meeting) plus any airfare and \$250 per diem travel expenses (for overnight trips or any trips requiring air travel).

SECTION EIGHT – NONHIRE OF CONSULTANT PERSONNEL

It is hereby mutually agreed that the CLIENT will not solicit for hire any employee(s) of the CONSULTANT's staff without the written permission of the President of Davis Demographics for a period of two years after completion of the services outlined in this Agreement, or any ongoing Agreements for services for additional work, whichever is later. In the event the foregoing provision is breached, liquidated damages equal to twenty-four (24) months of the employee's compensation plus any legal expenses associated with the enforcement of this provision shall be paid by the CLIENT to the CONSULTANT.

SECTION NINE - INDEMNIFICATION

CONSULTANT shall defend, indemnify and hold CLIENT, its officials, officers, employees and agents free and harmless from all liability due to damage to property or injury to persons, including wrongful death, arising out of or incident to any negligent acts, omissions or willful misconduct of CONSULTANT arising out of or in connection with CONSULTANT's performance of this Agreement, including without limitation the payment of attorney's fees. Further, CONSULTANT shall defend at its own expense, including attorney's fees, CLIENT, its officials, officers, employees, and agents in any legal action based upon such negligent acts, omissions or willful misconduct.

CLIENT shall defend, indemnify and hold CONSULTANT, its officials, officers, employees and agents free and harmless from all liability due to damage to property or injury to persons, including wrongful death, arising out of or incident to any negligent acts, omissions or willful misconduct of CLIENT arising out of or in connection with CLIENT's performance of this Agreement, including without limitation the payment of attorney's fees. Further, CLIENT shall defend at its own expense, including attorney's fees, CONSULTANT, its officials, officers, employees, and agents in any legal action based upon such negligent acts, omissions or willful misconduct.

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements, either oral or written. This Agreement may only be modified by a writing signed by both parties.

The parties hereto have caused this Agreement to be duly executed by their duly authorized representatives.

Colton Joint Unified School District

Davis Demographics & Planning, Inc.

\_\_\_\_\_  
Date \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

## Appendix A

### Scope of Services:

#### Annual Student/Street Updates and Student population Projections

To be completed using CBEDS students annually.

##### **I. Base Street Map Update**

Street updates, continued address corrections and verification  
Est. 2 hours X \$140/hr

\$280

##### **II. Student File Address-Matching**

Downloading all district data, matching, processing/correction  
of rejects Est. 25,000 students  
Est. 40 hours X \$140/hr

\$5,600

##### **III. Entry of District Supplied Residential Development Data**

[Required data – new residential development projects and their  
locations are integral to developing accurate forecasts for  
growing/declining District areas].  
Estimate 45 hours x \$140/hour =

\$6,300

##### **IV. Preparation of Student Population Projections Research of Birthrate trends and review of historical Enrollment. Seven year Projections by Grade by Study Area, Existing Attendance Zone**

Preparation of Brief Projection Report  
2 Copies of Report  
Est. 50 hours X \$140/hr r

\$7,000

\$19,180

Multi-year discount (10%)

~~-\$1,918~~

Cost per Year for Two year Data Update, Projections and Report (Not-to-Exceed)

\$17,262

#### OPTIONAL CONSULTING SERVICES (Not included in the above scope of work/fees):

Additional meetings and information beyond the items outlined above can be provided at our standard hourly rate and a per-meeting costs. This allows the District to control the amount and cost of Davis Demographics' assistance. The fees indicated below are guaranteed for the duration of the contract.

##### **I. Meetings with District Staff**

On-site meetings and/or presentations with district staff, boundary committee or Board of Trustees.  
the per meeting cost is for 2 to 4 hours of meeting time including travel. (\$450 per meeting)

Assume 10 meetings

\$4,500

##### **II. Consulting through Internet Meeting/Conference Calling**

DDP can provide consulting services and boundary planning sessions through the Internet using screen-sharing technology and conference calling. This allows for interaction with staff to review options without the need for specific on-site meetings. Any time involved will be invoiced at our normal hourly fee and may require a few additional hours afterward to follow-up with any requests from these meetings. Any possible additional time will be discussed at the end of the conference call. (\$140 per hour)

Provide data, maps or information to the planning and transportation departments as requested by District staff. (\$140 per hour)

III. SchoolSite Locator- DDP's cost saving web based address-to-school locator service

\$995

**TOTAL ANNUAL CONTRACT (with optional services)**

**\$22,757**

**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** Board of Education

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

**SUBJECT:** Adoption of Resolution 10-01 to Authorize Temporary Borrowing Between Funds of the District (2009-10)

**GOAL:** Budget Planning

**STRATEGIC PLAN:** Strategy #1 – Communication

**BACKGROUND:** Due to the state deferring K-12 apportionments, it is prudent for the District to safeguard against shortage of cash in the General Fund by borrowing from other funds.

The County of San Bernardino Treasurer does not have the authority to pay warrants on school district funds with insufficient cash balances unless an approved borrowing agreement is in place. Resolution 10-01 allows the County of San Bernardino Treasurer to perform intra-district loans between funds as specified during 2009-10 in case the General Fund cash balance is insufficient for paying warrants. This interfund transfer will take place only if deemed necessary.

**BUDGET IMPLICATIONS:** None.

Funds are borrowed through interfund transfer within District funds and must be paid back in the same fiscal year or the following if borrowed within the final 120 calendar days of a fiscal year.

**RECOMMENDATION:** That the Board adopt Resolution 10-01 to authorize temporary borrowing between funds of the District (2009-10).

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board adopted Resolution 10-01 to authorize temporary borrowing between funds of the District (2009-10).

COLTON JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 10-01

**RESOLUTION TO AUTHORIZE TEMPORARY BORROWING BETWEEN FUNDS  
OF THE SCHOOL DISTRICT**

ON MOTION of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is hereby adopted:

WHEREAS, the San Bernardino County Treasurer does not have authority to honor warrants drawn on school district funds with insufficient cash balances in the absence of an approved borrowing arrangement with the district; and

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603; and

WHEREAS, actual interfund transfers shall be accounted for as temporary loans between funds and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW THEREFORE, BE IT RESOLVED that:

1. The Governing Board of the Colton Joint Unified School District hereby authorizes, for fiscal year 2009-2010, temporary transfers between the following funds and authorizes the San Bernardino County Treasurer to honor warrants drawn on those funds, regardless of their cash balances, provided the aggregate cash balance of all those funds is positive:

*All funds*

2. The Governing Board of the Colton Joint Unified School District hereby authorizes the Superintendent or his designee to approve any actual interfund transfers processed between the above-mentioned funds and requires that any actual transfer of funds pursuant to this resolution be ratified by the Board as soon as practicable.



*PASSED AND ADOPTED by the Governing Board on January 21, 2010, by the following vote:*

*AYES:*

*NOES:*

*ABSENT:*

*STATE OF CALIFORNIA )*

*) ss*

*COUNTY OF SAN BERNARDINO )*

*I, , Clerk/Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.*

*WITNESSED my hand this 21 day of January 2010.*

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*Clerk/Secretary of the Governing Board*

San Bernardino County Superintendent of Schools  
District Financial Services

**CERTIFICATION OF BOARD MINUTES-  
TEMPORARY LOAN RESOLUTION**

SCHOOL DISTRICT: Colton Joint Unified  
SUBJECT MATTER: AUTHORIZATION FOR TEMPORARY BORROWING BETWEEN FUNDS  
DATE OF ACTION: January 21, 2010

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IN ACCORDANCE WITH PROVISIONS OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE GOVERNING BOARD OF THE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE DISTRICT, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:

TEMPORARY BORROWING  
BETWEEN THE FOLLOWING  
FUNDS: All funds

FISCAL YEAR: 2009-10

LIMITATIONS: None

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AUTHORITY:  EDUCATION CODE SECTION: 42603  
 GOVERNMENT CODE SECTION: \_\_\_\_\_  
 OTHER SECTION: \_\_\_\_\_

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SUPPORTIVE DATA: COPY OF BOARD RESOLUTION

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I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

Assistant Superintendent, Business Division 1/21/2010

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SIGNATURE: GOVERNING BOARD DESIGNEE TITLE DATE

## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

ACTION ITEM

- TO:** Board of Education
- PRESENTED BY:** Jaime R. Ayala, Assistant Superintendent, Business Services Division
- SUBJECT:** Approval of Reimbursement for Loss, Personal Property Used for Instructional Purposes (*BHS-C. Sterne*)
- GOAL:** Budget Planning
- STRATEGIC PLAN:** Strategy #1 – Communication
- BACKGROUND:** Pursuant to Education Code Section 35213, and Board Policy 4156.3, the Board may reimburse certificated employees or students for the loss, destruction, or damage of personal property (excluding money) used for instructional purposes in the schools of the District. Clear evidence of arson, burglary, or vandalism must be apparent to qualify for reimbursement under this policy.
- In accordance to Board policy 4156.3, form D-8 “Registration for Personal Property Used for Instructional Purposes”. A police report #030905443 was filed. On or about November 10-11, 2009, the classroom was broken into through a previously broken window covered by plywood. Thieves stole: one Brother Laser Printer HL-2140 along with a six foot printer cable.
- BUDGET IMPLICATIONS:** \$83.58 from site discretionary budget
- RECOMMENDATION:** That the Board approve the reimbursement for loss of personal property used for instructional purposes (*BHS-C. Sterne*).
- ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board approved the reimbursement for loss of personal property used for instructional purposes (*BHS-C. Sterne*).

2. Claims: Claims must be filed with the Superintendent within thirty days of the date of loss. Claims for eyeglasses, dentures, or similar devices will normally be processed upon the basis of the employee's claim together with appropriate statements and/or receipts.
3. Loss Limits: There will be a \$5 minimum claim limit and a maximum limit of \$100 for any one item.
4. Repair or Replacement: If approved, reimbursement will be made on the basis of repair cost if it is economical and feasible and not greater than the actual cash value.

Reimbursement for damage of personal property is not in effect for a site which is closed for an extended vacation or recess period.

**Reimbursement For Loss, Destruction, Or Damage Of Personal Property Used For Instructional Purposes** - (Education Code 35213)

The Board may reimburse certificated employees or students for the loss, destruction, or damage of personal property (excluding money) used for instructional purposes in the classroom or other instructional areas within a school site, subject to the following conditions:

1. Reimbursement shall, upon Board approval, be made to any certificated employee or student for the loss, destruction of or damage by arson, burglary, or vandalism of personal property (excluding money) used for instructional purposes in the schools of the District. Clear evidence of arson, burglary, or vandalism must be apparent to qualify for reimbursement under this policy.
2. Reimbursement shall be made only when prior written approval (Form-D-8) for the use of the personal property was given by the site administrator, and when the value of the property was agreed upon by the person or persons owning the property and the site administrator at the time the approval for its use was given.
3. Approvals shall stipulate a beginning and ending time and in no event run longer than the end of the specific school year in which the approval was given. Separate arrangements must be made with the summer school administrator for items used during summer school.
4. The certificated employee or student shall fill out the appropriate District form (D-8) and have the item or items approved by the administrator or his designee before taking the personal property into his or her classroom or appropriate secure storage area. The teacher or student must substantiate the value of the property in the form of reasonable documentation for reimbursement purposes.
5. Maximum reimbursement shall not exceed \$100 per incident.
6. In a case in which the property of the employee or student is covered by insurance, such insurance shall be prime coverage and any eligible reimbursement by the District would cover only that part of the loss (up to a limit of \$100) not covered by insurance policies of the employee or student (student's parents).
7. In the event of a loss and subsequent approval for reimbursement by the Board, the reimbursement shall be made by warrant through the Accounts Payable Department after submission and Board approval of the required form (D-8).
8. Funds for reimbursement of a loss shall be charged to the school's instructional supply budget, or to the replacement budget account.

EMPLOYEE PROPERTY REIMBURSEMENT - Continued

BP 4156.3

BP 4256.3

BP 4356.3

7. In the event of a loss and subsequent approval for reimbursement by the Board, the reimbursement shall be made by warrant through the Accounts Payable Department after submission and Board approval of the required form (D-8).
8. Funds for reimbursement of a loss shall be charged to the school's instructional supply budget, or to the replacement budget account.
9. To be considered for reimbursement in accordance with this policy, all claims for loss, destruction, or damage of personal property used for instructional purposes must be filed with the school principal or site supervisor within thirty days following the date of loss, destruction, or damage. The school principal or site supervisor will notify the Business Office concerning the claim and forward all documents directly relating to said claim to the Business Office.
10. The Business Office will hold the claim documents until police reports and other related reports have been received and final settlements made regarding applicable insurance recovery.
11. When all required actions have been completed, the Business Office will submit the claim for reimbursement to the Board.

Reimbursement For Damage To Employee VehiclesGeneral

1. The Board may reimburse an employee for vehicle damage subject to provisions of this policy.
2. Reimbursement for vehicle damage shall be limited to payment of the deductible amount of the employee's insurance policy, not to exceed one hundred dollars (\$100), for damages resulting from malicious acts while the vehicle is parked or driven on District premises. Collision, theft of an entire vehicle or any optional equipment attached thereto such as a radio or tape deck, including tapes, cassettes and hub caps, and damage to vehicle resulting from actual theft of the vehicle are specifically excluded from this coverage.
3. Such loss, destruction or damage must have been beyond the control of the employee.
4. The policy will apply during normal duty hours including hours of assigned duties. Vehicles left on District premises overnight, on weekends, on holidays or during vacation periods will not be covered.
5. A report shall be made to the police/sheriff and the police/sheriff report number must be included in the claim for reimbursement.

Other Insurance

1. Relief under this policy is available from the District only after resources listed below have been exhausted:
  - a. Other Parties - If the person causing the loss is known, every reasonable effort must be made by the employee to obtain reimbursement from the person(s) before the District will consider the claim.

15-10603-401 Revised 6/92 (CR1)		1. CODE SECTION <input checked="" type="checkbox"/> F <b>PC 664/459</b> <input type="checkbox"/> M <input type="checkbox"/> OTHER		2. CRIME DEFINITION <b>Attempted Commerical Burglary</b>		3. CASE NUMBER <b>030905443</b>		CRIME CODE <b>F</b>	
SHERIFF'S DEPARTMENT COUNTY OF SAN BERNARDINO, CA UNIFORM CRIME REPORT  03600		4. ASSIGNED MONTH-DAY-YEAR-TIME <b>11/11/2009 2337</b>		5. ARRIVED MONTH-DAY-YEAR-TIME <b>11/11/2009 2342</b>		6. BEAT <b>FN4</b>		7. REPORTING DISTRICT <b>FN501</b>	
8. OCCURRED DAY OF WEEK-MONTH-DAY-YEAR-TIME <b>Wed 11/11/2009 2335</b>			9. REPORTED MONTH-DAY-YEAR-TIME <b>11/11/2009 2337</b>		10. LOCATION OF OCCURRENCE <b>10750 Laurel Ave, Bloomington</b> CITY				

CODES FOR BOXES 12 & 22 ARE: V = VICTIM W = WITNESS RP = REPORTING PARTY DC = DISCOVERED CRIME IP = INVOLVED PARTY O=OTHER

VICTIM WITNESSES

11. NAME: LAST, FIRST MIDDLE (FIRM IF A BUSINESS) <b>Bloomington High School</b>			12. CODE <b>V</b>	13. RESIDENCE ADDRESS-STREET-CITY-ZIP					14. RESIDENCE PHONE	
15. OCCUPATION		16. RACE/SEX	17. AGE	18. DOB	19. BUSINESS ADDRESS-STREET-CITY-ZIP <b>10750 Laurel Ave, Bloomington CA 92316</b>					20. BUSINESS PHONE <b>(909) 580-5004</b>
21. NAME: LAST, FIRST, MIDDLE (FIRM IF A BUSINESS) <b>Fisher, John R.</b>			22. CODE <b>RP</b>	23. RESIDENCE ADDRESS-STREET-CITY-ZIP					24. RESIDENCE PHONE	
25. OCCUPATION		26. RACE/SEX	27. AGE	28. DOB	29. BUSINESS ADDRESS-STREET-CITY-ZIP					30. BUSINESS PHONE

SUSPECTS

31. SUSPECT #1 NAME: LAST, FIRST, MIDDLE <b>Unknown</b>			32. RACE/SEX	33. AGE	34. HT.	35. WT.	36. HAIR	37. EYES	38. DOB	39. ARRESTED <input type="checkbox"/> YES <input type="checkbox"/> NO	40. INTERVIEWED <input type="checkbox"/> YES <input type="checkbox"/> NO
41. RESIDENCE ADDRESS-STREET-CITY-ZIP					42. CLOTHING AND OTHER IDENTIFYING MARKS/CHARACTERISTICS <b>Light colored sweat shirt</b>						
43. SUSPECT #2 NAME: LAST, FIRST, MIDDLE			44. RACE/SEX	45. AGE	46. HT.	47. WT.	48. HAIR	49. EYES	50. DOB	51. ARRESTED <input type="checkbox"/> YES <input type="checkbox"/> NO	52. INTERVIEWED <input type="checkbox"/> YES <input type="checkbox"/> NO
53. RESIDENCE ADDRESS-STREET-CITY-ZIP					54. CLOTHING AND OTHER IDENTIFYING MARKS/CHARACTERISTICS						

INVENTORY

55. ADDITIONAL NAMES IN CONTINUATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				56. ADDITIONAL INFORMATION FROM: <input type="checkbox"/> VICTIM <input type="checkbox"/> WITNESS <input checked="" type="checkbox"/> OFFICER <input checked="" type="checkbox"/> OTHER							
57. PHYSICAL EVIDENCE RECOVERED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				58. PHOTOGRAPHS TAKEN? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				59. LATENT PRINTS LIFTED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
60. VEHICLE <input type="checkbox"/> VICTIM <input type="checkbox"/> SUSPECT	61. COLOR	62. YEAR	63. MAKE	64. MODEL	65. BODY	66. LICENSE NUMBER	67. STATE	68. DAMAGE/ODDITY/ACCESSORIES			

CRIME STATISTICS

69. ROBBERY WEAPON: <input type="checkbox"/> FIREARM <input type="checkbox"/> CUTTING INSTRUMENT		<input type="checkbox"/> OTHER DANGEROUS <input type="checkbox"/> STRONG ARM		LOCATION: <input type="checkbox"/> HIGHWAY <input type="checkbox"/> CONVENIENCE STORE		<input type="checkbox"/> OTHER BUSINESS <input type="checkbox"/> SERVICE STATION		<input type="checkbox"/> RESIDENCE <input type="checkbox"/> BANK <input type="checkbox"/> MISC.			
70. ASSAULTS WEAPON: <input type="checkbox"/> FIREARM <input type="checkbox"/> KNIFE / CUTTING INSTRUMENT		<input type="checkbox"/> OTHER DANGEROUS WEAPON		<input type="checkbox"/> HANDS/FEET		<input type="checkbox"/> SIMPLE/NO INJURY					
71. BURGLARY <input checked="" type="checkbox"/> NIGHT <input type="checkbox"/> UNKNOWN		<input type="checkbox"/> DAY		<input checked="" type="checkbox"/> FORCIBLE ENTRY <input type="checkbox"/> NO FORCIBLE ENTRY		<input type="checkbox"/> ATTEMPTED FORCIBLE ENTRY		<input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> VEHICLE		<input checked="" type="checkbox"/> NON-RESIDENTIAL (BUILDING)	
72. LARCENY <input type="checkbox"/> PICKPOCKET <input type="checkbox"/> PURSE-SNATCH		<input type="checkbox"/> SHOPLIFT <input type="checkbox"/> FROM MOTOR VEHICLE		<input type="checkbox"/> MOTOR VEHICLE PARTS <input type="checkbox"/> BICYCLES		<input type="checkbox"/> FROM BUILDING - NOT SHOPLIFT OR MACHINES <input type="checkbox"/> FROM COIN-OPERATED MACHINES		<input type="checkbox"/> ALL OTHERS			
73. PROPERTY STOLEN		CURRENCY, NOTES \$		TV, STEREO, ETC. \$		CONSUMABLE GOODS \$		STOLEN			
TYPES & VALUES		JEWELRY \$		FIREARMS \$		LIVESTOCK \$					
		CLOTHING, FURS \$		HOUSEHOLD GOODS \$		OTHER MISC. \$		TOTAL \$ 0.00			
		OFFICE EQUIPMENT \$									
				<input type="checkbox"/> IDENTIFIABLE PROPERTY TAKEN		<input type="checkbox"/> ENTERED INTO NCIC					
74. DOMESTIC VIOLENCE: INJURIES? <input type="checkbox"/> NONE <input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR		WEAPONS? <input type="checkbox"/> YES <input type="checkbox"/> NO									
75. PEACE OFFICER ASSAULTED OR ARSON? <input type="checkbox"/> YES		(IF YES, COMPLETE BOXES 1,2,3,4 AND 34 OR 35 ON CR-4 FORM)									

SYNOPSIS

76. SYNOPSIS

On the above date & time, unknown suspect(s) removed a sheet of plywood that covered a window of classroom #708. The sheet of plywood covered the window due to classroom being earlier burglarized. Upon arriving at the classroom with deputies, the RP observed a suspect running south through the school, from the classroom. Although a perimeter was established by deputies, a search of the located was negative in locating any suspects. At the time of this report, the RP could not confirm if any property had been taken due to the classroom being burglarized earlier.

77. REPORTING OFFICER <b>D. Armenta</b>		78. EMPLOYEE # <b>A1435</b>	79. DATE <b>111109</b>	80. REVIEWED BY <b>TFJ</b>	DATE <b>11-19-09</b>	81. ROUTING INFORMATION <input type="checkbox"/> SUBMIT TO D/A <input type="checkbox"/> IMMEDIATE FOLLOW UP		OTHER: <b>DET/SA</b>	
82. IS REPORTING OFFICER PC 115 QUALIFIED? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					83. GANG RELATED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

SHERIFF'S DEPARTMENT - COUNTY OF SAN BERNARDINO, CALIFORNIA  
**COMPLAINT DISPOSITION REPORT - PROPERTY RELEASE**

1. CASE NUMBER  
**030905443**

2. CODE SECTION  
**PC 664/459**

3. CRIME DEFINITION  
**Attempted Commerical Burglary**

4. CLASSIFICATION  
**Felony**

<b>VICTIM</b>	5. VICTIM OR OTHER I/P NAME: LAST, FIRST, MIDDLE <b>Bloomington High School</b>		6. STREET ADDRESS, CITY, ZIP <input type="checkbox"/> RESIDENCE <input checked="" type="checkbox"/> BUSINESS <b>10750 Laurel Ave, Bloomington CA 92316</b>				7. PHONE NUMBER <b>(909) 580-5004</b>			
	8. SUSPECT #1 NAME: LAST, FIRST, MIDDLE <b>Unknown</b>		9. RACE/SEX	10. AGE	11. HEIGHT	12. WEIGHT	13. HAIR	14. EYES	15. DOB	
	16. RESIDENCE ADDRESS: STREET, CITY, ZIP		17. CLOTHING & OTHER IDENTIFYING MARKS/CHARACTERISTICS <b>Light colored sweat shirt</b>							
	18. SUSPECT #2 NAME: LAST, FIRST, MIDDLE		19. RACE/SEX	20. AGE	21. HEIGHT	22. WEIGHT	23. HAIR	24. EYES	25. DOB	
<b>SUSPECTS</b>	26. RESIDENCE ADDRESS: STREET, CITY, ZIP		27. CLOTHING & OTHER IDENTIFYING MARKS/CHARACTERISTICS				28. ADDITIONAL NAMES IN CONTINUATION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			

<b>CRIME STATISTICS</b>	29. ROBBERY WEAPON: <input type="checkbox"/> FIREARM <input type="checkbox"/> CUTTING INSTRUMENT <input type="checkbox"/> STRONG ARM <input type="checkbox"/> OTHER DANGEROUS		LOCATION: <input type="checkbox"/> RESIDENCE <input type="checkbox"/> SERVICE STATION <input type="checkbox"/> OTHER BUSINESS <input type="checkbox"/> HIGHWAY <input type="checkbox"/> CONVENIENCE STORE <input type="checkbox"/> BANK <input type="checkbox"/> MISC.			
	30. ASSAULTS WEAPON: <input type="checkbox"/> FIREARM <input type="checkbox"/> KNIFE/CUTTING INSTRUMENT <input type="checkbox"/> OTHER DANGEROUS WEAPON		<input type="checkbox"/> HANDS/FEET <input type="checkbox"/> SIMPLE/NO INJURY			
	31. BURGLARY <input checked="" type="checkbox"/> NIGHT <input type="checkbox"/> DAY <input type="checkbox"/> UNKNOWN		<input checked="" type="checkbox"/> FORCIBLE ENTRY <input type="checkbox"/> NO FORCIBLE ENTRY		<input type="checkbox"/> RESIDENCE <input type="checkbox"/> VEHICLE <input checked="" type="checkbox"/> NON RESIDENTIAL (BUILDING)	
	32. LARCENY <input type="checkbox"/> PICKPOCKET <input type="checkbox"/> SHOPLIFT <input type="checkbox"/> PURSE SNATCH <input type="checkbox"/> FROM MOTOR VEHICLE		<input type="checkbox"/> MOTOR VEHICLE PARTS <input type="checkbox"/> FROM BUILDING - NOT SHOPLIFT OR MACHINES <input type="checkbox"/> BICYCLES <input type="checkbox"/> FROM COIN-OPERATED MACHINES <input type="checkbox"/> ALL OTHERS			
<b>ARSON</b>	33. PROPERTY CURRENCY, NOTES \$		RECOVERED TV, STEREO, ETC. \$		RECOVERED CONSUMABLE GOODS \$	
	TYPES AND VALUE JEWELRY \$		FIREARMS \$		LIVESTOCK \$	
CLOTHING, FURS \$		HOUSEHOLD GOODS \$		OTHER MISC. \$		
OFFICE EQUIPMENT \$		NCIC ENTRY COMPLETED <input type="checkbox"/>		TOTAL PROPERTY RECOVERED \$ 0.00		

<b>OFFICER ASST</b>	34. ARSON SINGLE RESIDENCE \$		INDUSTRIAL \$		OTHER STRUCTURES \$	
	TYPES AND VALUE OTHER RESIDENCE \$		OTHER COMMERCIAL \$		MOTOR VEHICLE \$	
	STORAGE UNIT \$		PUBLIC BUILDINGS \$		OTHER MOBILE \$	
	INHABITED BUILDING <input type="checkbox"/>		UNINHABITED/ABANDONED BUILDING <input type="checkbox"/>		TOTAL VALUE LOST \$ 0.00	
35. PEACE OFFICER: <input type="checkbox"/> ASSAULTED <input type="checkbox"/> KILLED BY FELONIOUS ACT <input type="checkbox"/> KILLED BY ACCIDENT/NEGLIGENCE		INJURIES? <input type="checkbox"/> YES <input type="checkbox"/> NO				
WEAPONS: <input type="checkbox"/> FIREARM <input type="checkbox"/> KNIFE/CUTTING INSTRUMENT <input type="checkbox"/> OTHER DANGEROUS WEAPON		<input type="checkbox"/> HANDS/FEET				
ASSIGNMENT: <input type="checkbox"/> 1-MAN VEHICLE <input type="checkbox"/> 2-MAN VEHICLE <input type="checkbox"/> DETECTIVE/SPECIALIZED		<input type="checkbox"/> OTHER				
TYPE OF ACTIVITY: <input type="checkbox"/> ALONE <input type="checkbox"/> ASSISTED		<input type="checkbox"/> DISTURBANCE <input type="checkbox"/> BURGLARY <input type="checkbox"/> ROBBERY <input type="checkbox"/> OTHER ARRESTS		<input type="checkbox"/> CIVIL DISORDERS <input type="checkbox"/> HANDLING PRISONERS		
<input type="checkbox"/> SUSPICIOUS PERSONS/CIRCUMSTANCES <input type="checkbox"/> AMBUSH <input type="checkbox"/> MENTALLY DISTURBED		<input type="checkbox"/> TRAFFIC STOP <input type="checkbox"/> ALL OTHERS				

<b>COMPLAINT</b>	36. COMPLAINT INFORMATION		37. DATE	38. DEPUTY DISTRICT ATTORNEY	39. CHARGES FILED	
	<input type="checkbox"/> CASE REVIEWED AND COMPLAINT FILED					
	<input type="checkbox"/> COMPLAINT REJECTED - SEE REJECTION SLIP					
	40. VICTIMS/WITNESSES RE-CONTACTED		41. DATE			
<input type="checkbox"/> VICTIM (S)		<input type="checkbox"/> CASE REVIEWED AND FOUND TO BE COMPLETE, LETTER SENT				
<input type="checkbox"/> WITNESS (ES)		<input type="checkbox"/> NO NEW LEADS, INFORMATION, OR SUBJECTS IDENTIFIED				
<input type="checkbox"/> NEIGHBORHOOD/AREA CHECKED		<input type="checkbox"/> VICTIM ADVISED THAT PROSECUTION IS NO LONGER DESIRED				
42. COMMENTS / SYNOPSIS <b>Case to date, case suspended until further leads are developed.</b>						

<b>PROPERTY RELEASE</b>	PROPERTY RELEASE COMMENTS	
	CERTIFICATION: I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT I AM THE LEGAL OWNER AND ENTITLED TO TAKE POSSESSION OF SAID PROPERTY.	
	SIGNATURE	DATE
DRIVER'S LICENSE NUMBER	MISCELLANEOUS	

<b>DISPO</b>	43. DISPOSITION: <input checked="" type="checkbox"/> NO ADDITIONAL LEADS <input type="checkbox"/> CASE UNFOUNDED <input type="checkbox"/> CASE CLEARED BY EXCEPTIONAL MEANS <input type="checkbox"/> CASE CLEARED BY ARREST <input type="checkbox"/> PROPERTY RELEASED			
	44. REPORTING OFFICER <b>D. Armenta</b>	45. EMPLOYEE NUMBER <b>A1435</b>	46. DATE <b>111109</b>	47. REVIEWED BY <i>JPS</i>

<b>SHERIFF'S DEPARTMENT</b> County of San Bernardino California CA 03600		CASE NUMBER <b>030905443</b>
		REPORTING AREA <b>FN501</b>
CODE SECTION <b>PC 664/459</b>	CRIME <b>Attempted Commercial Burglary</b>	CLASSIFICATION <b>Felony</b>
VICTIM'S NAME - LAST NAME, FIRST NAME, MIDDLE NAME OR FIRM NAME IF BUSINESS <b>Bloomington High School</b>		
ADDRESS		PHONE NUMBER

**Additional Information: (Deputy D. Armenta)**

**Assignment/Arrival:**


On 11/11/2009, at about 2350 hours, I was assigned to work uniformed patrol, in a marked Sheriff's unit in the unincorporated county area of West Foothill station. I was dispatched to a burglary alarm at Bloomington High School. Per the call, the alarm covered classroom seven hundred eight at the school. The alarm company advised dispatch that they had received twenty two separate alarm activations from the room. I arrived on scene at about 2358 hours.

**Location Searched:**

Prior to my arrival, Deputy C. Nichols, who was assigned as 3P12, arrived at the location. Upon my arrival, Nichols advised dispatch that a subject was seen running south from room seven hundred eight, through the school grounds. Nichols instructed arriving deputies to start establishing a perimeter to the southern portion of the location. Once the southern perimeter was established, I directed additional responding deputies to the east, west and north portions of the location to complete the perimeter around the location. Once the perimeter was established and with the assistance from 40-King and the Fontana Police Department's canine, a search was conducted of the location. On 11/12/2009, at about 0051 hours, the search of the location was called off after no one was located on the school grounds.

**RP Contact/Statement: (John Fisher)**

At about 0055 hours, I made contact with Fisher at the location. The following is a summary of Fisher's summary. At about 2340 hours, Fisher stated that he received a telephone call from the alarm company that monitors Bloomington High School. Fisher stated that after being advised by the alarm company that room seven hundred eight had received twenty two alarm activations, he left his residence to go to the school. At about 2352 hours, Fisher stated that he arrived at Bloomington High School. Upon his arrival, Fisher stated that he meet with Nichols outside of the school. Fisher stated that he and Nichols proceeded to room seven hundred eight. Upon their arrival at the room, Fisher stated that the sheet of plywood, that had been used to cover the window opening of the room, had

REPORTING OFFICER <b>D. Armenta</b>	EMPLOYEE # <b>A1435</b>	DATE <b>11/11/2009</b>	REVIEWED BY 	TYPED BY <b>DMA</b>	ROUTED BY	DATE
FURTHER ACTION: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	COPIES TO:	<input type="checkbox"/> SD/PD	<input type="checkbox"/> Other	REMARKS:		
15-15184-401 Revised 1/83 (CR2)	<input type="checkbox"/> Detectives	<input type="checkbox"/> CII	<input type="checkbox"/> District Attorney	<input type="checkbox"/> Patrol		



<b>SHERIFF'S DEPARTMENT</b> County of San Bernardino California CA 03600		CASE NUMBER <b>030905443</b>
		REPORTING AREA <b>FN501</b>
CODE SECTION <b>PC 664/459</b>	CRIME <b>Attempted Commercial Burglary</b>	CLASSIFICATION <b>Felony</b>
VICTIM'S NAME - LAST NAME, FIRST NAME, MIDDLE NAME OR FIRM NAME IF BUSINESS <b>Bloomington High School</b>		
ADDRESS		PHONE NUMBER

been removed. Fisher stated that he waited outside while Nichols checked the interior of the room. As he stood outside of the room, Fisher stated that he observed a subject running southbound through the school grounds from the building where room seven hundred eight was located. Fisher stated at that time, he advised Nichols of the running subject.

Fisher stated that he was only used a reporting party in the event of alarm activation at the school and could not verify if any property had been taken. I provided Fisher with my business card and the report number and asked him to recontact me as soon as he knew if any property had been taken.

**Suspect Description:**


Prior to concluding my interview with Fisher, I asked if he could provide me with a description of the subject he observed running. Fisher stated that he due the light at the school and how fast the event occurred, he did not get a good look at the subject running. Fisher stated that he could not accurately provide any indentifying information on the subject (height, weight, sex, age, etc). Fisher stated that the only information that he could provide was the subject was wearing a light colored sweater shirt.

**Point of Entry:**

The P.O.E. to room seven hundred eight was found to be the front window, located to the east side of the building. The same room had been recently burglarized and the window had not been replaced. The suspect(s) removed a large sheet of plywood that covered the window opening to enter the room.

**Investigation:**

The interior of each room was checked but no leads or evidence was located. The exterior and surrounding grounding of the buildings were checked but no leads or evidence was located. The P.O.E. and room was checked and no latent prints were located.

REPORTING OFFICER <b>D. Armenta</b>	EMPLOYEE # <b>A1435</b>	DATE <b>11/11/2009</b>	REVIEWED BY 	TYPED BY <b>DMA</b>	ROUTED BY	DATE
FURTHER ACTION: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	COPIES TO:	<input type="checkbox"/> SD/PD <input type="checkbox"/> Other <input type="checkbox"/> Detectives <input type="checkbox"/> CII <input type="checkbox"/> District Attorney <input type="checkbox"/> Patrol	REMARKS:			

<b>SHERIFF'S DEPARTMENT</b> <b>County of San Bernardino</b> <b>California</b>  <b>CA 03600</b>		CASE NUMBER <b>030905443</b>
		REPORTING AREA <b>FN501</b>
CODE SECTION <b>PC 664/459</b>	CRIME <b>Attempted Commercial Burglary</b>	CLASSIFICATION <b>Felony</b>
VICTIM'S NAME - LAST NAME, FIRST NAME, MIDDLE NAME OR FIRM NAME IF BUSINESS <b>Bloomington High School</b>		
ADDRESS		PHONE NUMBER

**Photographs:**

Digital photographs were taken of the point of entry and room. The digital photographs were later downloaded directly to the DIMS system from the flash card at West Foothill station.

**Area Check:**

An area check was conducted and contact was made with several neighbors that reside near the victim's residence. No additional information or suspect leads was obtained.

**Disposition:**

Case to date, no additional leads. Case suspended until further leads are developed.

REPORTING OFFICER <b>D. Armenta</b>	EMPLOYEE # <b>A1435</b>	DATE <b>11/11/2009</b>	REVIEWED BY <i>AS</i>	TYPED BY <b>DMA</b>	ROUTED BY	DATE
FURTHER ACTION: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	COPIES TO:	<input type="checkbox"/> SD/PD <input type="checkbox"/> Other	REMARKS:			
15-15184-401 Revised 1/83 (CR2)	<input type="checkbox"/> Detectives <input type="checkbox"/> District Attorney	<input type="checkbox"/> CII <input type="checkbox"/> Patrol				

# COLTON JOINT UNIFIED SCHOOL DISTRICT

## REGISTRATION FOR PERSONAL PROPERTY USED FOR INSTRUCTIONAL PURPOSES

1. Description of Property (include quantity, brand name, serial number, model number and complete nomenclature . . . use a separate form for each piece of property):

1 Brother Laser printer HL-2140  
1 printer cable, 6ft long

2009 DEC 18 PM 3:22

2. Value of property as agreed by school principal and certificated employee or student/parent:

\$ 83.58

Sept. 28, 2009  
Date of Property Registration

[Signature]  
Principal

-  
Date to Remove Property from School Site

[Signature] (BHS)  
Certificated Employee or Student/Parent  
Catherine Sterne

In the event of loss, destruction, or damage of the above described personal property, the following items must be completed and forwarded to the Business Office:

1. Date of Loss: Nov. 11, 2009
2. Describe circumstances of loss: Classroom ~~base~~ window had been broken 2 weeks before; plywood had not yet been replaced with new glass. Thief (or thieves) removed plywood, entered classroom & stole personal printer, along with other equipment belonging to the school.
3. Does the employee have insurance to cover all or part of loss? If yes, how much?  
\$ -
4. Amount of claim: \$ 83.58 (Maximum reimbursement shall not exceed \$100 for each incident of loss.)

Dec. 17, 2009  
Date

[Signature] (BHS)  
Signature of Claimant

Approved: [Signature]  
Principal

Distribution: Original - Business Office

Duplicate - Employee/Student

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074711791908	\$8.99
ReadyGrip Stapler	
012502619444	\$119.99
Bthr Lsr HL-2140	
Promo Discount	(\$50.00)
\$15 off \$50 purchase	(\$15.00)
15385021084987	

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SubTotal	\$63.98
Tax 8.75%	\$5.60
TOTAL	\$69.58

VISA \$69.58 - 8.99 = \$60.59  
Card number: XXXXXXXXXXXX8493  
Authorization 04528B

*↑  
Final price of printer  
post discounts*

For MaxAssurance Questions or  
Concerns Call 1-866-805-9095

---

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#### ITEMS IN YOUR SHOPPING CART

#### CHECKOUT



**BELKIN PRO SERIES HI-SPEED USB  
2.0 CABLE, 6 FEET**  
Item #: 02221269  
Unit: EA  
Ships in: 1 to 3 days  
Price: \$ 22.99 EA

Quantity

Item Total

Remove



1

\$22.99



#### PROMOTIONAL CODE

Enter Promotional Code and Save!

[How do I get these? >](#)

*↑  
printer cable comparable  
to the one that was  
stolen  
(no receipt available)*

#### HAVE A GIFT CARD?

See how much you have to spend!

Item Total: \$22.99

**Sub Total: \$22.99**

Only \$27.01 until free shipping!

Shipping: \$7.95

Surcharges: \$0.00

**Total (Est): \$30.94**





## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

### ACTION ITEM

- TO:** Board of Education
- PRESENTED BY:** Jaime R. Ayala, Assistant Superintendent, Business Services Division
- SUBJECT:** Approval of Contract Addendum No. 1 with School Facility Consultants (January 22, 2010 through October 31, 2010)
- GOAL:** Facilities / Support Services
- STRATEGIC PLAN:** Strategy #4 – Facilities
- BACKGROUND:** The original contract for services with School Facility Consultants was approved by the Board on November 5, 2009.
- Addendum No. 1 increases the contract for an additional \$25,000 for additional services to include the following:
- Assist with cash flow analysis and financing plan for anticipated school construction projects
  - Assist with land lease negotiations
  - Assist with the preparation of an asset management plan
- BUDGET IMPLICATIONS:** \$25,000 – Bond Fund 21 Measure G
- RECOMMENDATION:** That the Board approve contract Addendum No. 1 with School Facility Consultants (January 22, 2010 through October 31, 2010).
- ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, approved the contract Addendum No. 1 with School Facility Consultants (January 22, 2010 through October 31, 2010), as presented.

**SCHOOL  
FACILITY  
CONSULTANTS**

1303 J STREET, SUITE 500  
SACRAMENTO, CA 95814  
PHONE: (916) 441-5063  
FACSIMILE: (916) 441-2848  
WWW.S-F-C.ORG

December 23, 2009

Jaime Ayala  
Assistant Superintendent, Business Services  
Colton Joint Unified School District  
1212 Valencia Dr.  
Colton, CA 92324

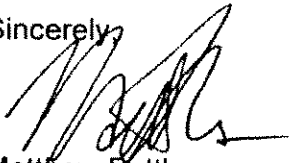
**Subject: Proposed Contract Addendum #1**

Dear Jim:

As discussed in our meeting on December 10, 2009, attached please find a proposed addendum to our contract for assistance with project cash flow/financing, land lease negotiations with Arrowhead Regional Medical Center and Asset Management planning.

Please contact me with any comments or concerns regarding this proposed contract addendum.

Sincerely,



Matthew Pettler  
Principal/Director of Planning Services



**Addendum #1  
School Facility Consultants  
Contract for Services  
with Colton Joint Unified School District**

This document represents an addendum (Addendum #1) to the November 2009 agreement (Agreement) between **Colton Joint Unified School District** herein referred to as the Client, and **School Facility Consultants (SFC)**, herein referred to as the Contractor.

The Contractor shall provide the services described below per this Addendum #1 through its affiliated company ALMA Strategies. The Client shall increase the do not exceed amount in the Agreement by \$25,000 to \$120,000. All other terms of the Agreement shall remain in effect.

- Assist Client with a cash flow analysis and financing plan for anticipated school construction projects.
- Assist Client with land lease negotiations with the Arrowhead Regional Medical Center.
- Assist Client with the preparation of an asset management plan.

**SCHOOL FACILITY CONSULTANTS**

**COLTON JOINT UNIFIED SCHOOL DISTRICT**

\_\_\_\_\_  
Matthew Pettler  
Principal/Director of Planning Services

\_\_\_\_\_  
Authorized Signature

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

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



**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** Board of Education

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

**SUBJECT:** Approval of Amendment No. 2 to the Agreement with Seville Construction Services, Inc.

**GOAL:** Facilities / Support Services

**STRATEGIC PLAN:** Strategy #1 – Communication  
Strategy #3 – Decision Making  
Strategy #4 – Facilities

**BACKGROUND:** On September 2, 2009, the Facilities Subcommittee authorized Seville Constructions Services, Inc. to proceed with providing program management services to the district. On October 15, 2009, the board approved the agreement for program *and* construction services with Seville Construction Services, Inc. This amendment is necessary to correct the effective date of services provided, which began on September 8, 2009.

Amendment No. 2 to the agreement with Seville Construction Services, Inc. will be amended as follows:

*This Agreement for Program and Construction Management Services is entered into this 8th day of September in the year 2009 ~~15<sup>th</sup> day of October in the year 2009~~, (“Effective Date”) between the COLTON JOINT UNIFIED SCHOOL DISTRICT (“DISTRICT”), a California public school district, and SEVILLE CONSTRUCTION SERVICES, INC. (“PROGRAM MANAGER”)*

**BUDGET IMPLICATIONS:** None

**RECOMMENDATION:** That the Board approve Amendment No. 2 to the agreement with Seville Construction Services, Inc.

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board approved the amendment as presented.

**AMENDMENT NO. 2**

**Agreement for Program and Construction Management Services Related to  
Colton Joint Unified School District’s Capital Improvement Program**

This Amendment dated January 22, 2010 shall be considered attached to and incorporated in that certain document dated October 15, 2009, entitled “Agreement for Program and Construction Management Services Related to Colton Joint Unified School District’s Capital Improvement Program” (“Agreement”) entered into by and between the Colton Joint Unified School District and Seville Construction Services, Inc. (collectively “Parties”) as the Parties desire to amend said document in accordance with Article 16 of the Agreement.

Where any Article, Section or Paragraph or portion thereof is amended or superseded, the balance of that Article, Section or Paragraph not specifically amended or superseded shall remain in effect as originally written. Where any Article, Section or Paragraph or portion thereof is supplemented, that supplement shall be considered added thereto, and the original provisions of the Article, Section or Paragraph shall remain in effect as originally written. Where any Article, Section or Paragraph is referenced, such Article, Section or Paragraph is superseded and replaced by the language herein. This Amendment, taken together with the Agreement dated October 15, 2009 and all previous Letters of Authorization executed by the Parties, represent the new Agreement. In the event of any conflict or discrepancies between the Agreement and this Amendment, this Amendment shall supersede and control. The terms and provisions of the Agreement are hereby amended and supplemented as follows:

**Replace the First Paragraph of the Agreement with the Following:**

This Agreement for Program and Construction Management Services is entered into this 8th day of September in the year 2009, (“Effective Date”) between the COLTON JOINT UNIFIED SCHOOL DISTRICT (“DISTRICT”), a California public school district, and SEVILLE CONSTRUCTION SERVICES, INC. (“PROGRAM MANAGER”)

The Parties, through their authorized representatives, have executed this Amendment as of the day and year first written above.

**Seville Construction Services, Inc.**

**Colton Joint Unified School District**

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

# BOARD AGENDA

REGULAR MEETING  
January 21, 2010

ACTION ITEM

Second Reading

- TO:** Board of Education
- PRESENTED BY:** Mollie Gainey-Stanley, Assistant Superintendent  
Educational Services Division
- SUBJECT:** **Approval of Amendment and Adoption of New Board Policies and Administrative Regulations:**  
*BP 6116 Classroom Interruptions*  
*AR 6116 Classroom Interruptions*  
*BP 6146.3 Reciprocity of Academic Credit*  
*AR 6146.3 Reciprocity of Academic Credit*  
*BP 6155 Challenging Courses by Examination (New Board Policy)*  
*AR 6155 Challenging Courses by Examination (New Administrative Reg.)*  
*BP 6172.1 Concurrent Enrollment in College Classes (Replaces BP#4030)*  
*AR 6172.1 Concurrent Enrollment in College Classes (Replaces AR#4030)*
- GOAL:** Improved Student Performance
- STRATEGIC PLAN:** Strategy #2 – Curriculum
- BACKGROUND:** The Educational Services Division began reviewing existing board policies and current practices to determine if there were barriers to graduation that were not supported by education code, federal law, California content standards, or other logical/legal rationale, and to ensure that consistent practices are used in our district programs.
- Over the past 3 months, the drafts were shared with stakeholders and feedback was collected and used to develop the proposed policies and administrative regulations.
- RECOMMENDATION:** That the Board approve the amendment and adoption of new board policies and administrative regulations.  
*BP 6116 Classroom Interruptions*  
*AR 6116 Classroom Interruptions*  
*BP 6146.3 Reciprocity of Academic Credit*  
*AR 6146.3 Reciprocity of Academic Credit*  
*BP 6155 Challenging Courses by Examination (New Board Policy)*  
*AR 6155 Challenging Courses by Examination (New Administrative Reg.)*  
*BP 6172.1 Concurrent Enrollment in College Classes (Replaces BP#4030)*  
*AR 6172.1 Concurrent Enrollment in College Classes (Replaces AR#4030)*
- ACTION:** On motion of Board member \_\_\_\_\_ and \_\_\_\_\_, the Board approved the amendment and adoption of new board policies and administrative regulations as presented.

CLASSROOM INTERRUPTIONS

BP 6116

The Governing Board recognizes the importance of providing students with sustained, uninterrupted instruction. Allowing interruptions during class time implies to the students that what is occurring in the classroom lacks value. Therefore, interruptions and distractions must be controlled and avoided to ensure that teachers can dedicate classroom time to the instruction of students.

The Superintendent shall require the school principal to restrict the use of intercoms and limit office summons and the use of student messengers to a brief, specified period of time during the school day. Messages should be briefly and clearly stated in order to reduce the amount of time devoted to non-instructional activities. Announcements that are only pertinent to teachers should be put in writing. Teachers should be notified in advance of all programming that takes students away from regular classroom instruction.

The Governing Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program, however to ensure minimum interruption of the instructional program, the Superintendent or designee shall establish procedures which facilitate visits during regular school days. Whenever possible, school maintenance and housekeeping activities should be scheduled before or after school hours.

*References:**EDUCATION CODE**32211 Restricting access to school grounds based on threatened disruption or interference**32212 Classroom interruptions**44810-44811 Disruptions; misdemeanor**48901.5 Authority to regulate use of electronic devices**51512 Prohibited use of electronic listening or recording device**Management Resources:**CSBA PUBLICATIONS**Instructional Time Task Force Report, 2007*

(03/24/2005)  
Proposed: 1/21/2010

**CLASSROOM INTERRUPTIONS**

AR 6116

In order to allow students to take full advantage of learning opportunities while in the classroom, school staff shall ensure that interruptions are kept to a minimum. Strategies to reduce classroom interruptions include, but are not limited to, the following:

1. Keep announcements made through the intercom or public address systems to a minimum by limiting announcements to specific times during the day, and only use the intercom or public address systems for announcements that apply to all students or groups of students. Announcements that apply to individual students or staff members should be distributed in writing.
2. Establish a fixed time for the delivery of written messages to students and staff, except in cases of emergencies.
3. Schedule school maintenance operations involving noise or classroom disruption, as well as deliveries of equipment and supplies, to classrooms before or after school hours whenever possible.
4. Notify **parents/guardians** that whenever possible, they should make appointments in advance, in accordance with district policy.
5. Notify parents/guardians that they should go to the school office rather than the classroom when they are dropping off their child late, picking him/her up early, or bringing by any forgotten items from home.
6. Notify school staff that they should refrain from conducting personal business during instructional time.
7. Provide professional development in classroom management as needed to enable staff to more effectively reduce interruptions caused by inappropriate student conduct in the classroom.

RECIPROCITY OF ACADEMIC CREDIT

BP 6146.3

To determine whether students transferring into the district have met district course requirements, the Superintendent or designee shall establish procedures to evaluate the comparability of courses and/or students' understanding of course content. Such procedures shall include methods for determining the number of years of school attendance, the specific courses completed by the student and the value of credits earned.

The district shall accept for credit full or partial coursework satisfactorily completed by students while attending a public school, a juvenile court school or nonpublic nonsectarian school or agency.

Pending evaluation of the transferring student's academic performance, the student shall be placed at the grade level reached prior to enrollment in the district. Within 10 working days of enrollment, the principal or designee shall complete the evaluation and determine the student's appropriate grade placement.

*References**EDUCATION CODE**35160 Authority of governing boards**35160.1 Broad authority of school districts**47612.5 Charter schools operations, general requirements**48011 Admission from kindergarten or other school**48645.5 Coursework completed in public school, juvenile court school or nonpublic nonsectarian school**51225.3 Requirements for graduation**51228 Minimum curriculum standards**60605 Academic content and performance standards; assessments**60641-60649 Standardized Testing and Reporting Program**64001 Single plan for student achievement*

(08/17/2006)

Proposed: 1/21/2010



**RECIPROCITY OF ACADEMIC CREDIT**

AR 6146.3

Definitions

An "accredited" school is one that has received accreditation by the Western Association of Schools and Colleges (WASC) or other statewide or regional commissions or, in the case of a school outside California, by the equivalent governmental or other regional accrediting agency in that jurisdiction.

Transfers from Accredited Schools

Students transferring into the district from an accredited school shall receive full academic credit for previously completed courses when the sending district verifies that the student has satisfactorily completed those courses.

Transfers from Non-Accredited Schools

When a student transfers from any non-accredited private, public, alternative, home or charter school, academic credit shall be subject to approval by the director of secondary education. Credits transferred from these schools shall be fully accepted when there is evidence that the course work is aligned to the California content standards and that work completed is sufficient to master those requirements and comparable to course work required within current district courses.

The district shall accept for credit full or partial coursework satisfactorily completed by students while attending a public school, a juvenile court school or nonpublic nonsectarian school or agency.

Matching Coursework

The principal or designee at the enrolling school shall be responsible for determining which of the student's credits are equivalent to district requirements. Guidelines for determining equivalency shall be developed by representative certificated staff familiar with the district's academic standards and graduation requirements.

In determining equivalency, the principal or certificated staff representative may consider one or more of the following:

1. A review of the description of academic content and time requirements of the course work completed by the student compared to academic content and time requirements at the enrolling school
2. An examination of the student's portfolio of work, papers, completed projects, graded tests or other documents demonstrating the student's level of skill and knowledge
3. An opportunity for the student to demonstrate skill by his/her performance on appropriate course-challenging examinations, comprehensive final examinations and/or other culminating exercises used at the enrolling school
4. Verification by teacher observation, once the student has been placed in a course, that the student has reached a level of preparation consistent with his/her placement in that course

RECIPROCITY OF ACADEMIC CREDIT (continued)

AR 6146.3

Appeals/Due Process

If a student's parent/guardian disagrees with the school site staff's judgment on grade-level placement, course placement and/or equivalency of academic credit, the parent/guardian may appeal to the Superintendent or designee.

Within 10 working days of notification of placement or credit determination, the parent/guardian may request, in writing, a conference with the Superintendent or designee to review the school site staff's decision.

The Superintendent or designee shall schedule a conference within 10 working days of the parent/guardian's request. This meeting may include the principal or designee, representatives of the school's certificated staff, and the student's parents/guardian. It shall be the parent/guardian's responsibility to present evidence that the facts do not support the school staff's decision on the student's placement and/or transferability of prior credits.

The Superintendent or designee's decision shall be final.

**CHALLENGING COURSES BY EXAMINATION****BP 6155**

The Governing Board recognizes that there is a need to allow high school students to challenge a given course by examination for grade and credit in order to accelerate progress towards graduation and to achieve more flexibility in the selection of electives. This opportunity will permit a student to enroll in courses best suited to his/her educational objectives and needs.

The examination shall be comprehensive and cover all course objectives. Successful completion of the examination shall be at a level which indicates mastery of the content and/or reasonable chance for success in the next higher course.

*Legal Reference:*

*EDUCATION CODE*

*51225.3 Requirements for graduation*

*64001 Single Plan for Student Achievement*

Proposed: 1/21/2010

**ADMINISTRATIVE REGULATION**

AR 6155

Challenging Courses By ExaminationPetition to Challenge Course

One month prior to the end of the current semester, currently enrolled students interested in challenging a course shall file a petition form with their counselor. Entering ninth-grade students and new enrollees shall file a petition and take the examination within two weeks of the time of initial entry to high school classes.

The student shall be allowed to challenge the course by examination if his/her petition is signed by the site principal, department chair, counselor, student and parent/guardian. The student's petition shall include:

1. Grades in courses of the subject area of the challenge
2. Recommendation from the student's last teacher in that subject (waived for new students)
3. Substitute courses to be taken by the student
4. Student's rationale or reasons for challenging a specific course

The challenge examination may be offered when the course is part of a sequence of courses normally taken in specific order or when the course is normally required for entry into another course.

1. During their enrollment in high school, students may challenge no more than four semester courses which meet graduation requirements.
2. A student may challenge a particular semester course only once.
3. A student may challenge only one course per semester.

Test Content and Administration

The director of secondary curriculum and department chairpersons shall collaborate with teachers in the development of appropriate district-wide testing procedures and materials for the classes that may be challenged within each department. The director will maintain a list of current courses that may be challenged. The examination will be comparable in standards-based content to the regular end of semester exams for the specified course.

The department chairperson or principal's designee shall supervise the administration and evaluation of tests pertaining to the department.

The student must earn a 70% or higher on the examination to receive credit for a challenged course. The transcript will read "By Exam\_*Course Name*" with a grade of A, B, or C. A score of 69.99% or lower will result in a transcript entry of "By Exam\_*Course Name*" and "NM." This will maintain a record of challenge attempts and allow credits to still meet UC A-G areas.

"NM" grades are not computed into student grade point average (GPA). Grades for examination credits are as follows:

Exam Total Score	Transcript Grade	Grade Points
90 - 100%	A	4.0
80 - 89.99%	B	3.0
70 - 79.99%	C	2.0
0 - 69.99%	NM	N/A

Challenging Courses By Examination

E 6155

**PETITION TO CHALLENGE COURSE BY EXAMINATION**

This form is to be completed by students wishing to challenge a course by examination. If successful, the student transcript will read "By Exam\_Course Name" and a grade of A, B or C will be recorded, as well as the 5 semester credits for the course in the appropriate graduation requirement area. Students who do not attain a passing score will have the attempt recorded on their transcript as "By Exam\_Course Name" with a grade of "NM" and zero credits attempted/earned. "NM" are not used to compute student GPA.

This form is required prior to the student's examination, and must be turned in, to the counseling office, the month prior to semester end or within 2 weeks of newly enrolling at the CJUSD high school site.

STUDENT NAME: \_\_\_\_\_ ID #: \_\_\_\_\_

Course to be Challenged:

<u>Course #</u>	<u>Course Title</u>	<u>Teacher (Recommendation)</u>	<u>Prior subject grade(s)</u>
_____	_____	_____	S1: ____ S2: ____

Student reason for challenging the course: \_\_\_\_\_

If successful, what course will substitute in next semester's schedule? \_\_\_\_\_

_____ Student Signature	_____ Date	_____ Dept. Chair Signature	_____ Date
----------------------------	---------------	--------------------------------	---------------

_____ Counselor Signature	_____ Date	_____ Principal Signature	_____ Date
------------------------------	---------------	------------------------------	---------------

_____ Parent/Guardian Name (please print)	_____ Parent/Guardian Signature	_____ Date
--	------------------------------------	---------------

Date of Examination: \_\_\_\_\_

Result of Examination:  
**Oral** \_\_\_%      **Essay/Lab** \_\_\_%      **M/C** \_\_\_% =      **Total** \_\_\_%

Department Chair/Principal Designee Signature: \_\_\_\_\_

\_\_\_\_\_ Records Clerk (initial upon entry into transcript and file form in CUM

CONCURRENT ENROLLMENT IN COLLEGE CLASSES

6172.1

The Governing Board desires to provide opportunities for eligible district students to enroll concurrently in courses offered at postsecondary institutions in order to foster individual student achievement, increase opportunities for students to complete college preparatory course requirements or career technical education preparation, and prepare students for a smooth transition into college by providing exposure to the collegiate environment.

When it is determined that the postsecondary course in which the student intends to enroll is substantially equivalent to a course provided by the district, the student may receive credit toward high school graduation requirements in addition to credit received from the college.

Approval of Concurrent Enrollment

The site principal/ designee may approve students for concurrent enrollment in a community college or university program when it is determined to be in the student's best interest and the student is adequately prepared for such coursework.

Upon recommendation of the counselor and with parent/guardian consent, the principal/designee may authorize a student to apply for attendance at a postsecondary institution during any session or term as a special part-time or full-time student and to undertake one or more courses of instruction offered at the college level.

Within the enrollment limits and exceptions allowed by law, the principal may recommend a student for college summer session if that student demonstrates adequate preparation in the discipline to be studied and exhausts all opportunities to enroll in an equivalent course, if any, at his/her school of attendance.

Any student's parent/guardian may petition the Board to authorize full-time attendance at a community college or university if he/she believes the student would benefit from advanced scholastic or career technical work that would be available.

If the Board denies a request for special full-time enrollment at a community college or university for a student who is identified as highly gifted and talented as defined in Education Code 52201, the Board shall issue its written recommendation and the reasons for the denial within 60 days. The written recommendation and denial shall be issued at the next regularly scheduled Board meeting that falls at least 30 days after the request has been submitted. The student's parent/ guardian has the right to appeal such a denial with the County Board.

The Superintendent or designee shall regularly report to the Board regarding the number of district students participating in the concurrent enrollment option, their success in completing in postsecondary courses, and any impact on their achievement in district courses.

*Legal Reference:**EDUCATION CODE**46145-46147 Minimum day, high school**48800-48802 Enrollment of gifted students in community college**51225.3 Alternative means of satisfying graduation requirements**52200-52212 Gifted and talented education program**76000-76002 Enrollment in community college**Management Resources:**WEB SITES**California Community Colleges System: <http://www.cccco.edu>**California Department of Education: <http://www.cde.ca.gov>**California Postsecondary Education Commission: <http://www.cpec.ca.gov>**California State University: <http://www.calstate.edu>**University of California: <http://www.universityofcalifornia.edu>*

Proposed: 1/21/2010

ADMINISTRATIVE REGULATION

AR 6172.1

CONCURRENT ENROLLMENT IN COLLEGE CLASSESCredit

Special part-time students may enroll in up to 11 units per semester, or the equivalent, in a community college or university. Such students shall receive credit for college courses that they complete in an amount jointly determined appropriate by the district and the college governing board. High school units shall be awarded as follows:

<u>College Semester Course</u>		<u>College Quarter/Trimester Course</u>	
College Units	High School Units	College Units	High School Units
1	3.34	1	2
2	6.67	2	4
3	10.00	3	6
4	13.34	4	8
5	16.67	5	10

A written agreement regarding the student's enrollment in postsecondary courses and the credits to be awarded for successful completion shall be signed by the student, parent/guardian, and counselor. The student shall be informed whether the credits to be earned are considered academic credits or elective credits.

To receive district credit for coursework completed at a community college or university, the student or parent/guardian shall submit a transcript showing completion of the course with a passing grade to the records office of the high school.

Minimum School Day

9-11<sup>th</sup> grade students shall be enrolled in at least six courses each semester, or the equivalent number of courses per quarter. 12<sup>th</sup> grade students shall be enrolled in at least five courses each semester.

The minimum day of attendance in district schools shall be four class periods for students concurrently enrolled in regional occupational programs, regional occupation centers, community college courses, university courses, independent study, specialized IEP program, continuation education classes, Work experience education, and/or adult education when the student is enrolled in classes for which academic credit will be provided upon satisfactory completion of enrolled courses.

A student enrolled full-time at a postsecondary institute shall be exempted from full-time attendance in the district's regular education program.

However, both part-time and full-time postsecondary institution students shall be required to undertake courses of instruction of a scope and duration sufficient to satisfy the requirements of law.





## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

### ACTION ITEM

**TO:** Board of Education

**PRESENTED BY:** James A. Downs, Superintendent

**SUBJECT:** Adoption of Resolution, *Recognition of African-American History Month (February 2010)*

**GOAL:** Community Relations/Parent Involvement/Student Achievement

**STRATEGY:** Strategy #6 – Character

**BACKGROUND:** African-American citizens have participated in every American effort to secure, protect and maintain the essence and substance of American democracy, as reflected by California Education Code Section 37221 (d), which established March 5<sup>th</sup> as Black American Day to commemorate the anniversary of the death of Crispus Attucks, the first African-American martyr of the Boston Massacre. The California State Board of Education recognized in its Multicultural Education Policy that each student needs an opportunity to understand the common humanity underlying all people and proclaims the month of February as *African-American History Month* encouraging students, staff and parents to commemorate this occasion with appropriate and meaningful activities.

**BUDGET IMPLICATIONS:** None

**RECOMMENDATION:** That the Board of Education adopt the Resolution, *Recognition of African-American History Month (February 2010)* as presented.

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board adopted the resolution, as presented.

# Resolution

## *Recognition of African-American History Month* February 2010

WHEREAS, Americans of African descent helped develop our nation in countless ways, those recognized, unrecognized, and unrecorded; and

WHEREAS, African-American history reflects a determined spirit of perseverance and cultural pride in its struggle to share equally in the opportunities of a nation founded upon the principles of freedom and liberty for all people; and

WHEREAS, African-American citizens have participated in every American effort to secure, protect, and maintain the essence and substance of American democracy, as reflected by California Education Code Section 37221 (d) which established March 5<sup>th</sup> as Black American Day to commemorate the anniversary of the death of Crispus Attucks, the first African-American martyr of the Boston Massacre; and

WHEREAS, The California State Board of Education recognized in its Multicultural Education Policy that each student needs an opportunity to understand the common humanity underlying all people; and

WHEREAS, *The History-Social Science Framework for California Public Schools, Kindergarten through Grade Twelve* states that the history curriculum of the community, state, region, nation, and world must reflect the experiences of men and women of different racial, religious, and ethnic groups, which is integrated at every level; now,

THEREFORE, BE IT RESOLVED, That the Colton Joint Unified School District Board of Education proclaims the month of February as *African-American History Month* and encourages students, staff, and parents to commemorate this occasion with appropriate and meaningful activities.



DULY ADOPTED by the Board of Education of the Colton Joint Unified School District of San Bernardino County, State of California, with a vote of \_\_\_\_ ayes, \_\_\_\_ nays, \_\_\_\_ absent, \_\_\_\_ abstentions and signed by the President and attested by the Secretary this 21<sup>st</sup> day of January, 2010.

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Mel Albiso  
President, Board of Education

Attest:

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James A. Downs  
Secretary, Board of Education

**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** Board of Education

**PRESENTED BY:** James A. Downs, Superintendent

**SUBJECT:** Adoption of Resolution, *Career and Technical Education Month (February 2010)*

**GOAL:** Student Performance and Community Relations

**STRATEGY:** Strategy #5 – Career/College  
Strategy #6 – Character

**BACKGROUND:** The Colton Joint Unified School District currently employs 15 staff members to support the following career pathway programs:

- Child Development
- Education
- Protective Services
- Information & Support Services
- Professional Sales & Marketing
- Accounting Services
- Food Services & Hospitality

In addition, our district partnership with CRY-ROP expands our offerings and opens avenues, allowing students to prepare for professional futures in various fields of interest.

**BUDGET IMPLICATIONS:** None

**RECOMMENDATION:** That the Board adopt the Resolution, *Career and Technical Education Month (February 2010)* as presented.

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the Board adopted the resolution as presented.

Colton Joint Unified School District

# Resolution

## *Career and Technical Education Month* February 2010

WHEREAS, The month of February 2010 has been designated Career and Technical Education Month by the Association for Career and Technical Education; and

WHEREAS, A challenging academic component that prepares students for success in California's postsecondary education institutions, as well as in apprenticeships and other postsecondary programs; and

WHEREAS, A demanding technical component that delivers concrete knowledge and skills through a cluster of three or more technical courses; and

WHEREAS, Career and technical education gives high school students experience in practical, meaningful applications of basic skills such as reading, writing and mathematics, thus improving the quality of their education, motivating potential dropouts and giving all students leadership opportunities in their fields and in their communities; and

WHEREAS, A work-based learning component that offers students the opportunity to learn through real-world experiences; and

WHEREAS, The increasing efforts of career and technical educators, business and industry stimulate the growth and vitality of our local economy and the entire nation by preparing graduates for career fields; now, therefore be it

RESOLVED, That the Colton Joint Unified School District Board of Education hereby recognizes the month of February as Career and Technical Education Month and encourages students, staff and parents to commemorate this occasion with appropriate and meaningful activities.



DULY ADOPTED by the Board of Education of the Colton Joint Unified School District of San Bernardino County, State of California, with a vote of \_\_\_ ayes, \_\_\_ nays, \_\_\_ absent, \_\_\_ abstentions, and signed by the President and attested by the Secretary this 21<sup>st</sup> day of January, 2010.

\_\_\_\_\_  
Mel Albiso  
President, Board of Education

Attest:

\_\_\_\_\_  
James A. Downs  
Secretary, Board of Education

**BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010**

**ACTION ITEM**

**TO:** **Board of Education**

**PRESENTED BY:** James A. Downs, Superintendent

**SUBJECT:** **Adoption of Resolution, *Recognition of National School Counseling Week* (February 1 – 5, 2010)**

**GOAL:** Community Relations/Parent Involvement

**STRATEGIC PLAN:** Strategy #5 – Career/College  
Strategy #6 – Character

**BACKGROUND:** School counselors have a tremendous impact on our students. They teach students to examine their abilities, strengths, interests and talents towards a positive educational, personal, social and career development.

Colton Joint Unified School District school counselors should therefore be recognized for their contribution to the educational program and personal and academic success of our students.

**BUDGET IMPLICATIONS:** None

**RECOMMENDATION:** That the Board of Education adopt Resolution *Recognition of National School Counseling Week* (February 1 – 5, 2010).

**ACTION:** On motion of Board Member \_\_\_\_\_ and \_\_\_\_\_, the board adopted the resolution as presented.

Colton Joint Unified School District

# Resolution

## *Recognition of National School Counseling Week*

**February 1 – 5, 2010**

WHEREAS, the 2010 theme for National School Counseling Week is “Celebrate School Counseling,” which focuses on the contribution school counselors provide for students; and

WHEREAS, there are currently 44 school counselors in our District and more than 26,000 counselors nationwide that are certified, experienced educators and are an integral part of the total educational program to help students reach their full potential; and

WHEREAS, school counselors are specially trained to prepare students and help them examine their abilities, strengths, interests and talents towards a positive educational, personal, social, and career development; and

WHEREAS, school counselors facilitate collaboration to help parents and educators identify and reduce risk factors, promote protective factors, create safe, caring schools and access community resources; and

WHEREAS, students, parents and the community within the Colton Joint Unified School District should recognize the vital role that school counselors play in the academic and personal development of our District’s children; now,

THEREFORE, BE IT RESOLVED, that the Board of Education of the Colton Joint Unified School District, declares February 1 – 5, 2010 as National School Counseling Week and commends our school counselors for the tremendous work they do for students and families.



DULY ADOPTED by the Board of Education of the Colton Joint Unified School District of San Bernardino County, State of California, with a vote of \_\_\_ ayes, \_\_\_ nays, \_\_\_ absent, \_\_\_ abstentions this 21<sup>st</sup> day of January, 2010.

\_\_\_\_\_  
Mel Albiso  
President, Board of Education

Attest:

\_\_\_\_\_  
James A. Downs  
Secretary, Board of Education

## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

### STUDY, INFORMATION AND REVIEW

**TO:** Board of Education

**PRESENTED BY:** Jerry Almendarez, Assistant Superintendent, Human Resources Division

**SUBJECT:** Resignations

**STRATEGIC PLAN:** Strategy #1 – Communication

#### I. Certificated

1. Allen, Rachelle  
Elementary Teacher - Zimmerman  
Employed January 26, 2000; resignation effective December 31, 2009. Re-locating out of state.
2. DeVeaux, Margene  
Elementary Counselor – ESC/PPS  
Employed September 6, 1990; resignation effective June 17, 2010. For retirement.
3. LeDuc, Karen  
Elementary Teacher – Grand Terrace  
Employed September 6, 1989; resignation effective June 17, 2010. For retirement.

#### II. Classified

1. Aburto, Mary  
Special Ed. Instructional Asst. – Zimmerman  
Employed August 31, 2005; resignation effective December 3, 2009. Personal reasons.
2. Mower, Jonathan  
Accounting Technician – D.O./Fiscal Services  
Employed August 17, 2009; resignation effective December 19, 2009. Personal reasons.
3. Reese, James  
Custodian – SSC  
Employed March 15, 2006; resignation effective January 1, 2010. For retirement.

SIR-1





## **BOARD AGENDA**

**REGULAR MEETING  
January 21, 2010  
STUDY, INFORMATION & REVIEW**

**TO:** **Board of Education**

**PRESENTED BY:** Mike Snellings, Assistant Superintendent, Student Services Division

**SUBJECT:** **Presentation of Student Selected Mascot Nominations and School Color Choices for Grand Terrace High School**

**GOAL:** Student Performance

**STRATEGIC PLAN:** Shared Community Belief #10 – Team Work

**BACKGROUND:** During the months of October and November, the Associated Student Body at Terrace Hills Middle School conducted a vote for the selection of a mascot and school colors for Grand Terrace High School.

Based on the student vote, nominations for mascots were narrowed down to the top six; school colors combinations to the top four. At the January 21<sup>st</sup> board meeting, the Student Services Division will present the board with a ballot and ask them to rank their top three choices on a scale of one to three, one being the highest. The scores will be tabulated and the final three choices will be submitted to the student body at Terrace Hills Middle School for the final selection.



## BOARD AGENDA

**REGULAR MEETING**  
**January 21, 2010**

### STUDY, INFORMATION AND REVIEW

**TO:** **Board of Education**

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

**SUBJECT:** **Acceptance of Annual Audit Report (2008-2009)**

**GOAL:** Budget Planning

**STRATEGIC PLAN:** Strategy #1 – Communication

**BACKGROUND:** Pursuant to Education Code Section 41020, the governing board of each school district must provide for an annual audit of all funds under the jurisdiction and control of the district.

Education Code Section 41020 further requires that no later than December 15 of each year, a copy of the audit report is filed with the County Superintendent of Schools, Department of Education, and the State Controller's Office. By January 31, the District Governing Board must review the annual audit of the prior year at a public meeting. The annual audit is provided under different cover.

Vavrinek, Trine, Day & Co., LLP, have prepared this report for the fiscal year 2008-2009. Page 84 of the audit report is the Summary of Auditor's Results (no findings reported). Page 90 is the auditor's Management Letter to the Board where internal control weaknesses are listed with regards to Associated Student Body accounts.

A representative from VTD will be present to answer the Board's questions.

The Annual Audit Report (2008-2009) is available at the Board of Education meeting for review.



## BOARD AGENDA

**REGULAR MEETING**  
**January 21, 2010**

### STUDY, INFORMATION AND REVIEW

**TO:** Board of Education

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

**SUBJECT PLAN:** Associated Student Body (ASB) Financial Reports for the Period of October 1, 2009 through December 31, 2009

**GOAL:** Budget Planning

**STRATEGIC PLAN:** Strategy #1 – Communication

**BACKGROUND:** Attached are summaries of financial reports for the second quarter of 2009-10. These reports are presented to the Board of Education to keep the Board apprised of the District's ASB activities and fiscal status.

Elementary and middle school financial activities are handled centrally at the District Office. High schools are each allocated a full-time ASB Account Technician to maintain ASB fiscal activities at the site and report to the District Office.

## Central Elementary Schools

Date Range: 10/01/2009 through 12/31/2009

	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
BIRNEY	1,574.33	2,626.31	2,697.12		1,503.52
COOLEY	2,027.13	489.00	86.18		2,429.95
CRESTMORE	1,092.62				1,092.62
D'ARCY	2,661.03				2,661.03
GRAND TERRACE	7,380.05		2,160.00		5,220.05
GRANT	0.00				0.00
GRIMES	1,358.21	1,530.00			2,888.21
JURUPA	22,264.26	3,904.86	15,782.00	3,016.00	13,403.12
LEWIS	2,579.04				2,579.04
LINCOLN	1,926.99	3,451.45	2,040.00		3,338.44
MCKINLEY	33,032.24	1,605.28	15,452.77		19,184.75
RECHE CANYON	7,342.25		891.00		6,451.25
ROGERS	93.20	122.25	46.64		168.81
SAN SALVADOR	87.39				87.39
SLOVER	19,676.84	41.75	7,276.14		12,442.45
SMITH	3,967.95				3,967.95
SYCAMORE	23,920.98	5,377.31	11,014.63		18,283.66
TERRACE VIEW	58.67	9,263.03	0.06	(3,016.00)	6,305.64
WASHINGTON	1,736.79		520.46		1,216.33
WILSON	5,428.71	1,077.19	2,000.00		4,505.90
ZIMMERMAN	2,353.88				2,353.88
<b>TOTAL</b>	<b>140,562.56</b>	<b>29,488.43</b>	<b>59,967.00</b>	<b>0.00</b>	<b>110,083.99</b>

## Bloomington Middle School

Date Range: 10/01/09 Through 12/31/09

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
100-100 INVENTORY	(7,518.29)			1,749.61	(5,768.68)
100-110 INVENTORY - LOCKS	(630.45)			(4,571.93)	(5,202.38)
100-115 INVENTORY - STUNDENT STORE	(52.78)				(52.78)
300-000 GENERAL ASB	20,203.39	18,406.18	15,876.11	2,822.32	25,555.78
310-000 ANNUAL/YEARBOOK	3,419.61				3,419.61
311-000 AVID	40.46	575.00			615.46
313-000 BUILDERS CLUB	40.73	56.00	8.79		87.94
313-010 CHEER	226.05				226.05
315-050 CRAFTS CLUB	6.25				6.25
315-060 GATE CLUB	517.01	1,038.00	700.00		853.01
315-070 GERMAN CLUB	0.77				0.77
330-000 SCHOLARSHIP SOCIETY/NJHS	95.71				95.71
<b>TOTAL</b>	<b>16,348.46</b>	<b>20,073.18</b>	<b>16,584.90</b>	<b>0.00</b>	<b>19,836.74</b>

## Colton Middle School

Date Range: 10/01/09 through 12/31/09

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE TRANSFERS	BALANCE	
120-300 INVENTORY-PE CLOTHES	(2,321.01)		385.79	(1,935.22)	
125-300 EQUIPMENT	(6,315.13)			(6,315.13)	
125-305 ACCUM. DEPREC.-EQUIPMENT	748.44			748.44	
126-300 MARQUEE	(11,808.63)			(11,808.63)	
128-300 ACCUM DEPREC.-MARQUEE	5,248.28			5,248.28	
203-300 DJ	50.00			50.00	
206-300 AVID	2,758.18	1,161.98	236.81	3,683.35	
207-300 FALCON ATHLETICS	907.76		90.59	817.17	
208-300 KNOWLEDGE BOWL CLUB	1.16			1.16	
210-300 SOLID ROCK	499.13		147.75	351.38	
235-300 NATIONAL JR. HONOR SOCIETY	150.29			150.29	
238-300 NEWSPAPER	830.02			830.02	
240-300 PEP SQUAD	1,995.63	2,034.00	2,385.36	1,644.27	
245-300 SCIENCE CLUB	1,705.74	140.00		1,845.74	
260-300 YEARBOOK	7,468.03	652.00		8,120.03	
265-300 CHILSON AWARD	3,611.73			3,611.73	
270-300 THRASHER SCHOLARSHIP	1,740.31			1,740.31	
275-300 FALCONS PERFORMING ARTS TE/	243.50			243.50	
300-300 GENERAL ASB	28,795.21	5,747.00	6,014.95	(385.79)	28,141.47
<b>TOTAL</b>	<b>36,308.64</b>	<b>9,734.98</b>	<b>8,875.46</b>	<b>0.00</b>	<b>37,168.16</b>



## Ruth O Harris Middle School

Date Range: 10/01/2009 Through 12/31/2009

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
200-1100 INVENTORY - PE CLOTHES	(7,142.43)			1,084.56	(6,057.87)
200-1125 INVENTORY - STUDENT STORE	(869.00)			41.58	(827.42)
200-1150 INVENTORY - LOCKS	(7,059.36)				(7,059.36)
200-1175 INVENTORY - STAFF SHIRTS	(135.39)				(135.39)
200-1180 INVENTORY - AGENDA'S	0.00			(341.00)	(341.00)
200-1201 NEW EQUIPMENT	(7,554.77)				(7,554.77)
200-1401 ACCUM DEPREC. - EQUIPMENT	6,475.50				6,475.50
200-2000 GENERAL ASB	26,097.83	12,997.47	13,859.33	4,847.01	30,082.98
200-3000 ART CLUB	296.78				296.78
200-3010 AVID	3,157.82	6,771.50			9,929.32
200-3015 ATHLETICS CLUB	92.58	142.80			235.38
200-3020 BAND CLUB	114.75				114.75
200-3025 BOOK CLUB	0.00	53.80			53.80
200-3041 CHEER CLUB	0.00	1,828.80	1,273.37		555.43
200-3042 CHOICE	285.44	87.20	150.00		222.64
200-3045 CHORUS	76.00				76.00
200-3055 COMPUTER CLUB	306.10				306.10
200-3060 FHA - HEROS	75.00	198.00	75.00		198.00
200-3070 CRAFTS CLUB	540.92	231.80	173.67		599.05
200-3080 ENRICHMENT CLUB	304.25	175.40			479.65
200-3090 KATRINA RELIEF	300.78				300.78
200-3110 NATIONAL JR HONOR SOCIETY	358.86	1,000.00			1,358.86
200-3120 PEP SQUAD	0.17				0.17
200-3125 RUNNING CLUB	0.00	118.35	227.51	367.85	258.69
200-3130 SCHOLARSHIP	139.31				139.31
200-3042 SCREAM 4 GREEN	0.00	223.60			223.60
200-3145 SOCCER CLUB	26.00				26.00
200-3150 WEIGHT TRAINING	33.97				33.97
200-3160 YEARBOOK	6,699.48	92.00		(6,000.00)	791.48
<b>TOTAL</b>	<b>22,620.59</b>	<b>23,920.72</b>	<b>15,758.88</b>	<b>0.00</b>	<b>30,782.43</b>

## Terrace Hills Middle School

Date Range: 10/01/2009 through 12/31/2009

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE TRANSFERS	BALANCE	
100-1200 ELECTRIC SIGN	(13888.31)			(13,888.31)	
100-1800 INVENTORY - PE CLOTHES	(1,538.35)		281.34	(1,257.01)	
100-1805 INVENTORY-SPIRIT SHIRTS	0.00			0.00	
100-1820 EQUIPMENT COPY MACHINE	(5,108.90)			(5,108.90)	
100-1850 EQUIPMENT	(1,016.54)			(1,016.54)	
100-1855 ACCUM. DEPR.-EQUIPMENT	406.62			406.62	
100-1860 ACCUM. DEPR.-SIGN	1,543.15			1,543.15	
100-1865 ACCUM. DEPR.-COPIER	729.84			729.84	
100-1900 TEMP CLEARING ACCOUNT	70.00			70.00	
100-2000 GENERAL ASB	28,309.81	15,010.30	15,664.20	(281.34)	27,374.57
100-3025 AVID	2,555.76	7,488.00	3,540.81		6,502.95
100-3027 BAND	1,081.52	64.00	569.85		575.67
100-3036 CIA	602.69				602.69
100-3045 COREVETTE	643.12				643.12
100-3048 DRAMA CLUB	866.97				866.97
100-3050 FUTURE CORE	93.38				93.38
100-3058 MULTICULTURAL CLUB	176.33				176.33
100-3060 NAT'L JR. HONOR SOCIETY	109.00				109.00
100-3067 PHD	37.60				37.60
100-3078 STAR CORE	509.64				509.64
100-3079 TIGER CORE	325.98				325.98
100-3300 YEARBOOK	9,638.35	393.15	5,948.35		4,083.15
<b>TOTAL</b>	<b>26,147.66</b>	<b>22,955.45</b>	<b>25,723.21</b>	<b>0.00</b>	<b>23,379.90</b>

## Bloomington High School

Date Range: 10/01/2009 through 12/31/2009

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
9608 ALVAREZ MEMORIAL SCHOLARHSIP	14,777.67				14,777.67
9609 BISH EDWARDS SCHOLARSHIP	979.06				979.06
9610 GENERAL ASB	24,723.57	26,397.33	22,378.05	530.76	29,273.61
9611 ALVAREZ, K & S SCHOLARSHIP	0.00				0.00
9612 JACKSON SCHOLARSHIP	13,460.57	20.52			13,481.09
9613 IDDINGS, GEO SCHOLARSHIP	3,830.46	13.51			3,843.97
9614 SCHOLARSHIP FUND	921.56				921.56
9615 AGAPE	162.20				162.20
9616 AVID	1,793.69	3,304.00	2,990.00	451.75	2,559.44
9618 WALKER, REED SCHOLARSHIP	4,355.27	16.58			4,371.85
9619 ANIMATION	414.82				414.82
9620 BAND	4,712.04	2,055.00	1,725.00		5,042.04
9621 ADVANCED PLACEMENT ENGLISH	806.82	237.00	150.27		893.55
9622 BRUIN BEAT	0.00	190.00	81.56		108.44
9623 ACADEMIC COMPETITION	23.06				23.06
9631 BEST BUDDY	477.01	652.51	389.79		739.73
9632 BRUIN PRO BUTTONS	249.08	56.00	145.50		159.58
9635 BLACK STUDENT UNION	755.16	30.00			785.16
9636 BASEBALL	0.28	570.00		(570.00)	0.28
9637 BOY SOCCER	304.07	628.00	660.00	185.00	457.07
9638 BOY BASKETBALL	413.77	95.03	175.00		333.80
9640 BOY CROSS COUNTRY	842.15	3,676.75	175.00	(150.00)	4,193.90
9643 COMPUTER CLUB	0.10				0.10
9644 CALIF SCHOLARSHIP FEDERATION	205.93	50.00			255.93
9645 CHOIR	4,577.25	3,989.40	1,699.98		6,866.67
9646 CHESS CLUB	0.00	28.00			28.00
9647 COLTON JOINT UNIFIED SCH DIST	4,859.36	3,250.56	7,592.31		517.61
9648 VANGELDER, GEO SCHOLARSHIP	20.00				20.00
9649 CLASS OF 2012	0.00				0.00
9650 CLASS OF 2011	150.10	136.50	175.70		110.90
9651 CLASS OF 2010	1,997.69	848.00	1,335.73	100.00	1,609.96
9652 CLASS OF 2009	120.00			(100.00)	20.00
9653 CLASS OF 2008	0.00				0.00
9654 LORAX CLUB, THE	0.00				0.00
9655 DECA	816.45		192.00		624.45
9656 DRAMA VIDEO	1,660.19		1,254.29		405.90
9657 FASHION CLUB	1,520.20	165.50	155.64		1,530.06
9658 FRENCH	216.89	52.00			268.89
9659 FUTURE FARMERS OF AMERICA	2,667.91	2,096.23	2,196.94		2,567.20
9660 STUDENTS IN ACTION (SIA)	93.86				93.86
9661 GAY STRAIGHT ALLIANCE	285.00	139.80			424.80
9662 KAYOS KIDZ	297.96	70.00			367.96
9663 JV GIRL SOCCER CLUB	48.63				48.63
9664 POLYNESIAN CLUB	1,226.27	3,317.10	3,701.69	(120.48)	721.20
9665 LATIN CLUB	983.73	561.00	416.46		1,128.27
9666 ASIAN CLUB	145.00				145.00

9667	FOOTBALL	355.99	10.00	266.38		99.61
9668	CLASS OF 2013	303.50				303.50
9669	GERMAN CLUB	2,297.32	764.00	1,911.29		1,150.03
9670	SKILLS	5,573.05	153.00	160.00		5,566.05
9671	GIRL CROSS COUNTRY	44.02	22.00			66.02
9672	GIRL BASKETBALL	5,463.33	450.55	317.11		5,596.77
9673	GIRL SOCCER	349.29	2,375.72	350.00	(200.00)	2,175.01
9674	SOFTBALL FROSH	0.00				0.00
9675	VOLLEYBALL	776.17	1,080.90	1,577.29	75.48	355.26
9677	GOLF	866.33				866.33
9678	SCIENCE CLUB	1,370.76	25.00			1,395.76
9679	HOME EC	1,517.10		207.21	300.00	1,609.89
9680	KEY CLUB	2,133.35	3,595.02	1,703.00		4,025.37
9681	JOURNALISM	1,605.23	1,106.00	0.00	(400.00)	2,311.23
9682	KILN CLUB	592.01				592.01
9683	NATIONAL HONOR SOCIETY	1,161.11	628.26	432.00	48.25	1,405.62
9684	STEP 2 IT	20.00				20.00
9685	NAVY CLUB	4,680.13	4,038.00	2,686.00	(729.00)	5,303.13
9686	BTC(BLOOMINTON THEATER CLUB)	9,287.94	259.60	1,489.24		8,058.30
9687	NAVY MAINTENANCE	3,552.98	1,380.00	3,790.31	429.00	1,571.67
9688	SPANISH CLUB	3,914.47	1,793.41	621.84		5,086.04
9689	PEPSTERS	3,649.60	649.00	3,390.89		907.71
9690	RENAISSANCE	883.83	124.50	80.08		928.25
9691	SENIOR GIFT	0.00				0.00
9692	JV SOFTBALL	0.00				0.00
9693	SWIM CLUB	1,550.96	128.35			1,679.31
9694	PEER COUNSELING	2.75				2.75
9695	YEARBOOK	1,441.55	4,481.00		(0.76)	5,921.79
9696	TRACK	467.46				467.46
9697	CLOSE OUT CLUB	0.00	33.75			33.75
9698	WRESTLING	1,225.54	888.00	643.07	150.00	1,620.47
9699	SPECIAL NEEDS FUND	941.00				941.00
9701	TREE HUGGER SOCIETY (THS)	15.00				15.00
9702	POLITICAL AWARENESS	9.00				9.00
9703	SOFTBALL	323.18		322.09		1.09
9705	WORLD EXPLORER'S CLUB	189.15	26.00	76.32		138.83
9706	MARINE BIOLOGY CLUB	118.81				118.81
9707	PASS THE TORCH	110.42	131.33			241.75
9708	MOTOR SPORTS CLUB	20.00	91.60			111.60
9709	PREMEDICAL STUDENT ASSOC	0.00	10.00			10.00
9710	POETRY CLUB	0.00				0.00
9711	FUTURE TEACHER'S OF CALIF	0.00	100.00			100.00
9900	ROGER KOWALSKI SCHOLARSHIP	0.00				0.00
9901	BLOOMINTON COMM BOOSTERS	0.00				0.00
9902	A/P ENGLISH SCHOLARSHIP FUND	0.00				0.00
9903	POLAR BEAR SCHOLARSHIP FUND	205.00				205.00
9904	GERMAN CLUB SCHOLARSHIP	700.00				700.00
9905	AVID SCHOLARSHIP FUND	1,600.00		400.00		1,200.00
9906	AGUA MANSO PTA SCHOLARSHIP	250.00				250.00
9907	AMERICAN LEGION AUX #1497 SCHL	0.00				0.00
9908	VIRGILIA BERNIER SCHOLARSHIP	500.00		500.00		0.00
9909	NORM SHARP SCHOLARSHIP	3,099.27				3,099.27

9910	KIWANIS CLUB OF COOLEY RANCH	0.00			0.00
9911	M/M ZIMMERMAN SCHOL FUND	400.00			400.00
9912	CT LOPEZ MEMORIAL SCHOLARSHIP	0.00			0.00
9913	BLOOMINGTON LIONS CLUB SCH FD	500.00			500.00
Total		159,961.43	76,991.31	68,515.03	(0.00) 168,437.71

## Colton High School

Date Range: 10/01/2009 through 12/31/2009

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
9510-000 ACCOUNTS PAYABLE	440.00	165.81		(197.00)	408.81
9511-000 ACCOUNTS PAYABLE -CJUSD	0.00	46,426.01	46,426.01		0.00
9511-100 A/P LOST TEXT BKS.	4.99	154.90	141.89	(18.00)	0.00
9511-110 A/P LOST LIBRARY BKS.	0.00				0.00
9511-200 A/P TRANSCRITS, DIPLOMAS	0.00	10.00	10.00		0.00
9511-440 A/P CERAMICS	10.00	15.00	25.00		0.00
9511-450 A/P METAL SHOP	0.00				0.00
9511-460 PSAT	247.00	2,678.00	2,925.00		0.00
9511-470 A/P WOOD SHOP	0.00				0.00
9511-880 A/P TEST FEES	0.00		0.00		0.00
9530-000 SALES TAX PAYABLE	0.00			155.75	155.75
9550-000 PRIOR YEAR FUND BALANCE	0.00				0.00
9610-000 ASB GENERAL RESERVES	112,778.59	43,939.38	38,145.10	(355.02)	118,217.85
9610-341 ASB YEARBOOK RESERVE	0.00				0.00
9611-000 AP CLUB	13.35	1,569.00			1,582.35
9611-101 AP CHEMISTRY CLUB	1,297.49	985.00			2,282.49
9612-000 ANIMAL RIGHTS & ENVIRONMENT	249.91				249.91
9613-000 BELIEVERS	578.41				578.41
9614-000 ASIAN CLUB	744.08				744.08
9615-000 CSF	765.00				765.00
9616-000 A.V.I.D.	9,840.84	5,359.58	8,535.16	52.00	6,717.26
9617-000 BAND	2,859.89	315.00	3,264.16	89.27	0.00
9618-000 YOUNG DEMOCRATS	234.27	55.50			289.77
9619-000 BASEBALL CLUB	4,392.74	7,190.75	5,753.35	(161.66)	5,668.48
9620-000 BIOLOGICAL SCIENCE CLUB	201.15	77.46			278.61
9622-000 BLACK STUDENT UNION	275.78				275.78
9623-000 BOYS SOCCER CLUB	1,522.44	4,430.00	2,341.33		3,611.11
9624-000 BOWLING CLUB	0.00				0.00
9626-000 CHS PossAbilities	1,380.46	7.73	300.00		1,088.19
9627-000 ENVIRONMENTAL STUDIES CLUB	10.00				10.00
9631-000 GSA THE OTHER CHOICE	1,715.25	92.60			1,807.85
9632-000 DRUG FREE ZONE PROJECT	0.00				0.00
9633-000 CHEERLEADERS	0.57				0.57
9633-600 CHEERLEADERS VARSITY	25.00				25.00
9634-000 ASSOCIATED SCIENCE STUDENTS	9.65				9.65
9635-000 FEVER	168.94	28.25	100.00		97.19
9635-207 CLASS OF 2007	0.00				0.00
9635-208 CLASS OF 2008	0.00				0.00
9635-209 CLASS OF 2009	6,950.34	10,224.00			17,174.34
9635-210 CLASS OF 2010	14,470.55	963.00		(655.00)	14,778.55
9635-211 CLASS OF 2011	237.98	986.75	329.94		894.79
9635-212 CLASS OF 2012	724.44	267.00	854.36	475.00	612.08
9635-213 FRESHMAN CLASS	15.00	512.00	253.90	180.00	453.10
9636-000 FISHING CLUB	0.00				0.00
9637-000 COLTON HARRIERS	2,503.65	2,758.59	2,245.70		3,016.54
9637-101 COLTON HIGH EURO CLUB	56.00				56.00
9638-000 CLAY CLUB	244.10	43.90			288.00

9639-000	COLTON HIGH INFANT CENTER	47.07	223.12	270.00		0.19
9641-000	COLTON ROP DECA	0.00				0.00
9641-101	CHS BUSINESS LEADERS	2,292.63	796.17	746.72		2,342.08
9642-000	THE CHESS CLUB	1,062.12				1,062.12
9643-000	COLTON SWIM CLUB	495.54	1,952.25			2,447.79
9643-100	CUTT	310.81	29.00			339.81
9643-101	THE FASHION CLUB	13.83				13.83
9644-000	GRIDIRON CLUB	4,713.70	150.00	3,003.69		1,860.01
9645-000	FRENCH CLUB	560.81	122.00			682.81
9648-000	FHA - HERO	4,135.72	365.50	2,343.68	10.00	2,167.54
9649-100	FUEL FOR SUCCESS	296.18				296.18
9649-101	GAA - BADMINTON	822.78				822.78
9649-103	GAA - TENNIS	1,478.74	711.70	2,021.74	202.70	371.40
9649-104	GAA - VOLLEYBALL	2,008.26	360.00	238.89		2,129.37
9649-105	GAA-SOFTBALL	103.55				103.55
9649-106	GAA - SOCCER	2,051.03	875.00	300.00		2,626.03
9650-000	E-SMART	194.28				194.28
9651-000	BOYS GOLF CLUB	3,589.88		380.00		3,209.88
9651-100	CHS GIRL'S GOLF CLUB	92.43	14.00	164.84	61.66	3.25
9652-100	F.I.R.S.T ROBOTICS TECH CHALLE	0.00	220.00	100.00		120.00
9654-000	GIFTED AND TALENTED EDUCATION	0.00	41.75			41.75
9655-000	COLTON HIGH CHOIR	1,332.73	404.35	819.67		917.41
9656-000	INTERACT CLUB	504.94	872.00	350.00		1,026.94
9657-000	KEY CLUB	1,061.39				1,061.39
9659-000	LADY JACKETS	159.05	750.00	460.00		449.05
9661-000	LEADERSHIP FUND	1,000.81	2,044.00	2,072.64	135.00	1,107.17
9661-401	ACADEMIC COMPETITION	33.40	166.24			199.64
9661-402	STUDENT RECOGNITION FUND	1,733.39				1,733.39
9661-403	RECOGNITION FUND STAFF	509.21				509.21
9661-404	FOOD BASKETS	1,410.63				1,410.63
9661-405	BEAUTIFICATION	4,761.88				4,761.88
9661-406	FUNDS FOR HOMELESS STUDENTS	270.00	(80.00)			190.00
9661-409	STUDENT RECOGNITION FUND AAA	1.84				1.84
9662-000	MATH CLUB COLTON HIGH SCHOOL	108.72	381.25			489.97
9663-000	MECHA	860.72				860.72
9664-000	MOVIE CLUB	171.10				171.10
9665-000	NHS	5,183.56	876.75		105.00	6,165.31
9666-000	PEER ASSISTANCE	1.41				1.41
9666-101	SECULAR STUDENT ALLIANCE	29.50				29.50
9667-000	POTTERWATCH	0.00				0.00
9672-000	SPANISH CLUB	313.08	287.00	300.00		300.08
9672-100	SPOTS	104.25				104.25
9673-000	STANDARD INTERACT CLUB	155.00				155.00
9675-000	TRACK CLUB	67.13				67.13
9677-000	THE SPAIN SOCIETY	2,045.14	4,659.84	1,162.80	50.00	5,592.18
9677-100	TENNIS	1,490.00	641.00		(147.70)	1,983.30
9679-000	VARSITY CLUB	1,041.70				1,041.70
9681-000	VICA	0.17	126.00	117.00		9.17
9683-000	WRESTLING CLUB	8,591.01	2,920.50	3,609.22		7,902.29
9685-000	YELLOW JACKET REBOUNDERS	429.78	2,204.00	1,089.48		1,544.30
9686-000	YOUNG REPUBLICANS	819.37				819.37
9688-000	RENAISSANCE	453.24	1,518.95	1,187.06		785.13

9692-000	THE OTHER CHOICE	86.52				86.52
9694-000	NATE HELMAN	5.00				5.00
9695-000	NJROTC	2,382.84	4,774.50	2,764.80	18.00	4,410.54
9698-000	CUHS 1965 REUNION COMMITTEE	316.00				316.00
9699-000	PUBLICATIONS	4,554.55	34.07	3,791.57		797.05
9704-000	SCHOLARSHIP FUND - RESERVE	30,022.61				30,022.61
9729-000	SCHOLARSHIP FUND	47,595.96	1,028.25	15,496.31		33,127.90
TOTAL		308,844.85	158,724.40	154,441.01	0.00	313,128.24



## BOARD AGENDA

REGULAR MEETING  
January 21, 2010

### STUDY, INFORMATION AND REVIEW

- TO:** Board of Education
- PRESENTED BY:** Jaime R. Ayala, Assistant Superintendent, Business Services Division
- SUBJECT:** Data Communications Upgrade of the Cisco Telephone System
- GOAL:** Facilities / Support Services
- STRATEGIC PLAN:** Strategy #4 – Facilities  
Strategy #1 – Communication
- BACKGROUND:** The IT Department recommends the District purchase updated Cisco equipment to provide backup/failover protection in the event of a system failure or emergency. Currently, the District has no failover or live backup, which makes the telephone system vulnerable to prolonged outages.
- On August 22 and 23, 2009, the IT Department performed annual maintenance on servers that support the Cisco telephone system. A server crashed resulting in a 17 hour outage of telephone service to main numbers throughout the District.
- As originally designed, there is no failover or live backup for Unity and as such, the IT Department cannot guarantee uninterrupted two-way phone service for the District. This lack of failover exposes the District to outages and jeopardizes student and staff safety.
- The Purchasing Department advertised for bids to upgrade the Cisco phone system. The District received bids from the following companies:
- AT&T Data Communications \$138,000
  - Thompson Engineering \$180,000
- This price includes the purchase, installation, and configuration of two call managers, two Unity servers, and one E911 server. All work is to be completed prior to April 2, 2010.
- BUDGET**
- IMPLICATIONS:** \$138,000 – E Rate Funds

SIR-6

## Cisco Phone System Concerns

The weekend of August 22<sup>nd</sup> and 23<sup>rd</sup>, the IT department performed annual maintenance on the servers that support the Cisco phone system. During the course of the maintenance, the Cisco Unity server crashed. Unity is device/software that provides for district voicemail, e-mail integration of voicemail and most importantly, provides our point of presence for the Cisco phone system. The point of presence service Unity provides allows the public to dial into our district and reach any of the Cisco phone users. Without Unity, the public cannot reach any of our 909-580-xxxx numbers. The crash resulted in a 17 hour Unity outage, during which time no calls could come into our district. The IT department was able to recover the Unity server before the school week started using one of our weekly snap-shots, but it is very slow process and illustrates how vulnerable we are to prolonged outages.

As originally designed, there is no failover or live backup for Unity and as such the IT department cannot guarantee un-interrupted 2-way phone service for the district. This lack of failover makes the district very exposed to outages and jeopardizes student and staff safety.

It should be noted that the entire Cisco server infrastructure is over six years old and in need of a core upgrade. The Information Technology department is recommending that the school district purchase updated Cisco VIOP equipment to provide for backup/failover protection in the event of a system failure or emergency.

The following schools and district offices use the Cisco phone system:

- Bloomington High School
- Colton High School
- Colton Middle School
- Jurupa Vista
- Sycamore Hills
- Crestmore Elementary
- Washington High School (C-Street)
- District Offices at Valencia
- District Offices at Mnt. Vernon
- Transportation
- Maintenance and Operations

Reche Canyon also just received approval to install the Cisco phone system.

With the assistance of the Purchasing department, the district advertised for formal bids to upgrade the Cisco phone system with failover/backup capabilities. The district received two responses from (a) Thompson Engineering and (b) AT&T Data Communications. The lowest bidder was AT&T with a price of approximately \$138,000. This price includes the purchase, installation and configuration of two new Call Managers, two Unity servers and one E911

server. The specifications of the bid require all work to be completed prior to April 2<sup>nd</sup> 2010. Additionally, any work that would result in a temporary loss of phone communications is required to be done during non-business hours, either at night or on the weekends.

The IT department will present the costs and timelines to cabinet in January. If directed by cabinet, the IT department will seek board approval for the project in late January or early February. If approved, funds for this project can be taken out of the E-Rate 12 matching funds account (approximately \$400,000 currently available). Any money used from this account will be replaced using E-Rate 12 and E-Rate 13 telecommunication reimbursements which will eliminate any negative impact on the fund.