



CHINO VALLEY
UNIFIED SCHOOL DISTRICT

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

BOARD OF EDUCATION AGENDA

December 15, 2016

BOARD OF EDUCATION

Andrew Cruz, President
Sylvia Orozco, Vice President
Pamela Feix, Clerk
James Na, Member
Irene Hernandez-Blair, Member

Carlos Ruelas, Student Representative

—◆◆—
SUPERINTENDENT
Wayne M. Joseph

5130 Riverside Drive. Chino. California 91710
www.chino.k12.ca.us

CHINO VALLEY UNIFIED SCHOOL DISTRICT
ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
5130 Riverside Drive, Chino, CA 91710
4:00 p.m. – Closed Session • 7:00 p.m. – Organizational Meeting
December 15, 2016

AGENDA

- The public is invited to address the Board of Education regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Persons wishing to address the Board are requested to complete and submit to the Administrative Secretary, Board of Education, a "Request to Speak" form available at the entrance to the Board room.
- In compliance with the Americans with Disabilities Act, please contact the Administrative Secretary, Board of Education, if you require modification or accommodation due to a disability.
- Agenda documents that have been distributed to members of the Board of Education less than 72 hours prior to the meeting are available for inspection at the Chino Valley Unified School District Administration Center, 5130 Riverside Drive, Chino, California, during the regular business hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:00 P.M.

1. Roll Call
2. Public Comment on Closed Session Items
3. Closed Session

Discussion and possible action (times are approximate):

- a. Conference with Legal Counsel–Existing Litigation (Government Code 54954.4(c) and 54956.9)(d)(1): Federal District Court, Case No. EDCV 14-2336-JGB (DTBx) Freedom from Religion Foundation vs. Chino Valley Unified School District Board of Education. (Tyler & Bursch, LLP) (15 minutes)
- b. Student Admission Matter (Education Code 35146, 48916 (c)): Admission Case 16/17-06A. (5 minutes)
- c. Student Readmission Matters (Education Code 35146, 48916 (c)): Readmission cases: 15/16-34; 15/16-42; 15/16-47; 15/16-50; and 15/16-52. (25 minutes)
- d. Student Discipline Matters (Education Code 35146, 48918 (c) & (j)): Expulsion cases 16/17-15; 16/17-17; 16/17-19; and 16/17-25. (85 minutes)
- e. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Dr. Norm Enfield, Sandra Chen, Dr. Grace Park, Lea Fellows, and Richard Rideout. (15 minutes)
- f. Public Employee Discipline/Dismissal/Release (Government Code 54957): (15 minutes)
- g. Public Employee Appointment (Government Code 54957): Elementary assistant principals; junior high assistant principal; assistant director of nutrition services; and director of human resources. (20 minutes)

I.B. RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.

1. Report Closed Session Action
2. Pledge of Allegiance

I.C. OATH OF OFFICE FOR BOARD MEMBERS

The proceedings of this meeting are being recorded.

I.D. PRESENTATIONS

1. Student Showcase: Ayala HS Marching Band
2. Boys Republic: Della Robbia Wreath Presentation
3. ShoesThat Fit

I.E. ORGANIZATION OF BOARD

Election of Officers/Representatives

1. Election of President
2. Election of Vice President
3. Election of Clerk
4. Election of Board Liaison – City of Chino
5. Election of Board Liaison – City of Chino Hills
6. Election of Board Liaison – City of Ontario
7. Election of Board Liaison – Chino Valley Independent Fire District
8. Election of Representative – County Committee on School District Organization
9. Election of Representative – Chino Hills Parks and Recreation Commission
10. Election of Two Representatives – Joint Meeting with the City of Chino
11. Election of Two Representatives – Joint Meeting with the City of Chino Hills
12. Election of Representative – Chamber of the Chino Valley

I.F. BOARD PRESIDENT'S PRESENTATION

I.G. BREAK FOR RECEPTION

I.H. COMMENTS FROM STUDENT REPRESENTATIVE

I.I. COMMENTS FROM EMPLOYEE REPRESENTATIVES

I.J. COMMENTS FROM COMMUNITY LIAISONS

I.K. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA

I.L. CHANGES AND DELETIONS

II. ACTION

II.A. ADMINISTRATION

II.A.1. 2017/2018 Board Meeting Calendar

Page 9

Recommend the Board of Education approve the 2017/2018 Board meeting calendar.

Motion____Second____
Preferential Vote: ____
Vote: Yes ____No ____

II.B. BUSINESS SERVICES**II.B.1. 2016/2017 First Interim Financial Report**

Page 12

Recommend the Board of Education approve the 2016/2017 First Interim Financial Report, and authorize the President of the Board of Education and the Superintendent to sign the positive certification of Financial Condition for the current and two subsequent fiscal years.

Motion ____ Second ____

Preferential Vote: ____

Vote: Yes ____ No ____

II.C. FACILITIES, PLANNING, AND OPERATIONS**II.C.1. Resolution 2016/2017-15 Emergency Request to San Bernardino County Superintendent of Schools for Authorization to Award a Contract Without Bidding and Advertising for Replacement of the Districtwide Two-way Radio System**

Page 13

Recommend the Board of Education adopt Resolution 2016/2017-15 Emergency Request to San Bernardino County Superintendent of Schools for Authorization to Award a Contract Without Bidding and Advertising for Replacement of the Districtwide Two-way Radio System.

Motion ____ Second ____

Preferential Vote: ____

Vote: Yes ____ No ____

III. CONSENT

Motion ____ Second ____

Preferential Vote: ____

Vote: Yes ____ No ____

III.A. ADMINISTRATION**III.A.1. Minutes of the Regular Meeting of November 17, 2016; and Special Meetings of November 28, 2016, and December 5, 2016.**

Page 19

Recommend the Board of Education approve the minutes of the regular meeting of November 17, 2016; and special meetings of November 28, 2016, and December 5, 2016.

III.A.2. Revision of Board Bylaw Exhibit 9323.2 Bylaws of the Board—Actions by the Board

Page 29

Recommend the Board of Education approve the revision of Board Bylaw Exhibit 9323.2 Bylaws of the Board—Actions by the Board.

III.B. BUSINESS SERVICES**III.B.1. Warrant Register**

Page 34

Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

III.B.2. Fundraising Activities

Page 35 Recommend the Board of Education approve/ratify the fundraising activities.

III.B.3. Donations

Page 38 Recommend the Board of Education accept the donations.

III.B.4. Legal Services

Page 42 Recommend the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud & Romo.

III.B.5. Signature Authorizations for Chino Valley Unified School District

Page 43 Recommend the Board of Education approve the signature authorizations for Chino Valley Unified School District.

III.B.6. Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students

Page 48 Recommend the Board of Education approve/ratify the applications to operate fundraising activities and other activities for the benefit of students.

III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**III.C.1. Student Admission Case 16/17-06A**

Page 50 Recommend the Board of Education approve student admission case 16/17-06A.

III.C.2. Student Readmission Cases 15/16-34, 15/16-42, 15/16-47, 15/16-50, and 15/16-52

Page 51 Recommend the Board of Education approve student readmission cases 15/16-34, 15/16-42, 15/16-47, 15/16-50, and 15/16-52.

III.C.3. Student Expulsion Cases 16/17-15, 16/17-17, 16/17-19, and 16/17-25

Page 52 Recommend the Board of Education approve the student expulsion cases 16/17-15, 16/17-17, 16/17-19, and 16/17-25.

III.C.4. School-Sponsored Trips

Page 53 Recommend the Board of Education approve/ratify the school-sponsored trips for Cattle ES; Ayala HS; Chino HS; Chino Hills HS; Don Lugo HS; and Alternative Education.

III.C.5. Multi Track Year Round Student Attendance Calendar 2017/2018 for Cal Aero Preserve Academy

Page 55 Recommend the Board of Education approve the Multi Track Year Round Student Attendance Calendar 2017/2018 for Cal Aero Preserve Academy.

III.D. FACILITIES, PLANNING, AND OPERATIONS

III.D.1. Purchase Order Register

Page 57

Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

III.D.2. Agreements for Contractor/Consultant Services

Page 58

Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

Page 61

Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

III.D.4. Change Order and Notice of Completion for Bid 14-15-10, Renovation of Professional Development Center II

Page 66

Recommend the Board of Education approve the change order and Notice of Completion for Bid 14-15-10, Renovation of Professional Development Center II.

III.D.5. Notice of Completion for CUPCCAA Project

Page 70

Recommend the Board of Education approve the Notice of Completion for CUPCCAA Project.

III.D.6. Certification of Measure G General Obligation Bond Election Results

Page 71

Recommend the Board of Education Certify Measure G General Obligation Bond Election Results.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Page 75

Recommend the Board of Education approve/ratify the certificated/classified personnel items.

III.E.2. Rejection of Claims

Page 83

Recommend the Board of Education reject the claims and refer them to the District's insurance adjuster.

III.E.3. Affiliation Agreement with Azusa Pacific University School of Nursing

Page 85

Recommend the Board of Education approve the Affiliation Agreement with Azusa Pacific University School of Nursing.

III.E.4. Job Description Revisions for Construction Coordinator

Page 95

Recommend the Board of Education approve the revision to the job description for Construction Coordinator.

IV. INFORMATION**IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT****IV.A.1. Revision of Board Policy and Administrative Regulation 0520.2 Philosophy-Goals-Objectives and Comprehensive Plans—Title 1 Program Improvement Schools**

Page 100

Recommend the Board of Education receive for information the revision of Board Policy and Administrative Regulation 0520.2 Philosophy-Goals-Objectives and Comprehensive Plans—Title 1 Program Improvement Schools.

IV.A.2. Revision of Board Policy 6142.94 Instruction—History/Social Science Instruction

Page 116

Recommend the Board of Education receive for information the revision of Board Policy 6142.94 Instruction—History/Social Science Instruction.

IV.A.3. Revision of Administrative Regulation 6171 Instruction—Title 1 Programs

Page 121

Recommend the Board of Education receive for information the revision of Administrative Regulation 6171 Instruction—Title 1 Programs.

IV.A.4. 2017/2018 Student Attendance Calendar for Boys Republic High School, Chino Valley Learning Academy, and Chino Valley Adult School

Page 127

Recommend the Board of Education receive for information the 2017/2018 Student Attendance Calendar for Boys Republic High School, Chino Valley Learning Academy, and Chino Valley Adult School.

IV.A.5. San Bernardino County Superintendent of Schools Williams Report of Findings Decile 1-3 Schools for Borba ES, Dickson ES, Marshall ES, Walnut ES, Ramona JHS, and Chino HS

Page 131

Recommend the Board of Education receive for information the San Bernardino County Superintendent of Schools Williams Report of findings decile 1-3 schools for Borba ES, Dickson ES, Marshall ES, Walnut ES, Ramona JHS, and Chino HS.

IV.A.6. San Bernardino County Superintendent of Schools Williams Settlement 2015/2016 Annual Report

Page 169

Recommend the Board of Education receive for information the San Bernardino County Superintendent of Schools Williams Settlement 2015/2016 Annual Report.

IV.B. FACILITIES, PLANNING, AND OPERATIONS

IV.B.1. Revision of Board Policy and Administrative Regulation 3311 Business and Noninstructional Operations—Bids

Page 178

Recommend the Board of Education receive for information the revision of Board Policy and Administrative Regulation 3311 Business and Noninstructional Operations—Bids.

IV.C. HUMAN RESOURCES

IV.C.1. Revision of Administrative Regulation 4115 Personnel—Evaluation/Supervision

Page 198

Recommend the Board of Education receive for information the revision of Administrative Regulation 4115 Personnel—Evaluation/Supervision.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

VI. ADJOURNMENT

Date posted: December 9, 2016

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: December 15, 2016
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
SUBJECT: 2017/2018 BOARD MEETING CALENDAR

=====

BACKGROUND

At the organizational meeting in December each year, the Board of Education adopts the Board meeting calendar. Attached is the proposed calendar for 2017/2018. Regular meetings are held on the first and third Thursdays of the month, unless otherwise posted (indicated by asterisk *).

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the 2017/2018 Board meeting calendar.

FISCAL IMPACT

None.

WJM:pk

Chino Valley Unified School District



2017/2018 Board Meeting Calendar

January 19, 2017	Regular
February 2, 2017	Regular
February 16, 2017	Regular
March 2, 2017	Regular
March 16, 2017	Regular
April 6, 2017	Regular
April 20, 2017	Regular
May 4, 2017	Regular
May 18, 2017	Regular
June 15, 2017*	Regular
June 29, 2017*	Regular
July 20, 2017	Regular
August 17, 2017	Regular
September 7, 2017	Regular
September 21, 2017	Regular
October 5, 2017	Regular
October 19, 2017	Regular
November 2, 2017	Regular
November 16, 2017	Regular
December 14, 2017*	Organizational

2017/2018 Board Meeting Calendar (cont.)

January 18, 2018	Regular
February 1, 2018	Regular
February 15, 2018	Regular
March 1, 2018	Regular
March 15, 2018	Regular
April 19, 2018	Regular
May 3, 2018	Regular
May 17, 2018	Regular
June 14, 2018*	Regular
June 28, 2018*	Regular

Board of Education meetings are held the first and third Thursdays of the month (except where indicated by asterisk). The meetings will begin at 7:00 p.m. in the Board room at the District Service Center, Chino Valley Unified School District, 5130 Riverside Drive, Chino, unless otherwise posted. Additional meetings will be announced by the Board President on an as-needed basis.

Board approved: December 15, 2016

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: December 15, 2016
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Liz Pensick, Director, Business Services
SUBJECT: 2016/2017 FIRST INTERIM FINANCIAL REPORT

BACKGROUND

Pursuant to Education Code 42131, twice each year, the Board of Education must certify to the County Office of Education and the California Department of Education that the District can meet its financial obligations for the current and two subsequent fiscal years.

The First Interim Financial Report (submitted under separate cover) presents actual data as of October 31, 2016. This report must be approved and certified as positive, qualified, or negative by the Board of Education and submitted to the County Superintendent of Schools by December 15, 2016. The three certifications are defined as follows:

1. **A Positive Certification** means that a Local Education Agency (LEA) will meet its financial obligations for the current **and** two subsequent fiscal years.
2. **A Qualified Certification** means that an LEA may not meet its financial obligations for the current **or** two subsequent fiscal years.
3. **A Negative Certification** means that an LEA will not meet its financial obligations for the remainder of the fiscal year **or** for the subsequent fiscal year.

The First Interim Report is being presented to the Board of Education for approval with a positive certification.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the 2016/2017 First Interim Financial Report, and authorize the President of the Board of Education and the Superintendent to sign the positive Certification of Financial Condition for the current and two subsequent fiscal years.

FISCAL IMPACT

Financial information presented for this First Interim Report reflects a balanced budget for fiscal years 2016/2017, 2017/2018, and 2018/2019.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations
Beverly Beemer, Director of Technology

**SUBJECT: RESOLUTION 2016/2017-15 EMERGENCY REQUEST TO SAN
BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS FOR
AUTHORIZATION TO AWARD A CONTRACT WITHOUT BIDDING
AND ADVERTISING FOR REPLACEMENT OF THE DISTRICTWIDE
TWO-WAY RADIO SYSTEM**

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BACKGROUND

On November 30, 2016, the District's two-way radio repeater failed which in turn has affected communications between the Transportation Department and school buses; the Maintenance Department and maintenance technicians; and more importantly, emergency communications between the District office and all school sites within the District. District staff and the District's radio repair contractor have attempted to repair the repeater and have determined that it is not repairable under current F.C.C. rules and regulations.

Due to the urgent need for timely repairs, normal bidding procedures cannot be followed and the contractor does not have a GSA, CMAS, or piggy-back bid available. County Counsel was advised of the circumstances and agreed with the emergency request option.

Public Contract Code 20113 relieves the Board of Education from bidding requirements when, in an emergency, any repair, alteration, work or improvement is necessary to permit the continuance of existing school classes or to avoid danger to life or property. The Board must vote unanimously to request approval of the San Bernardino County Superintendent of Schools. Once the Board and County approve this item, District staff will proceed in contracting with a vendor for the necessary work.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-15 Emergency Request to San Bernardino County Superintendent of Schools for Authorization to Award a Contract without Bidding and Advertising for Replacement of the Districtwide Two-Way Radio System.

FISCAL IMPACT

Estimated at \$600,000.00 to Capital Facilities Fund 25.

WMJ:GJS:BB:pw

**Chino Valley Unified School District
Resolution 2016/2017-15
Emergency Request to San Bernardino County Superintendent of Schools for
Authorization to Award a Contract without Bidding and Advertising for
Replacement of the Districtwide Two-Way Radio System**

WHEREAS, the California Education Code Section 20113 relieves the governing boards of school districts from bidding requirements when, in an emergency, repairs, alterations, work or improvement are necessary to permit the continuance of existing classes or to avoid danger to life and property;

WHEREAS, on November 30, 2016, the District's two-way radio repeater failed which in turn affected communications between the Transportation Department and school buses, the Maintenance Department and maintenance technicians and more importantly, emergency communications between the District office and all school sites within the District;

WHEREAS, District staff and the District's radio repair contractor have attempted to repair the repeater and have determined that it is not repairable under current F.C.C rules and regulations;

WHEREAS, the normal bidding process will delay and affect the timely replacement of the radio system;

WHEREAS, radio system replacement is necessary to avoid danger to life or property;

WHEREAS, the cost to replace the system will exceed the statutory limit for bidding requirements; and

WHEREAS, the District has insufficient time to advertise for bids.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Chino Valley Unified School District declares that emergency conditions exist throughout the Chino Valley Unified School District;

IT IS RESOLVED FURTHER that the Administration of the Chino Valley Unified School District is authorized to request relief from the bidding requirements from the San Bernardino County Superintendent of Schools, and that the Superintendent or his designee is authorized to sign all related documents.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of December 2016 by the following vote:

AYES:

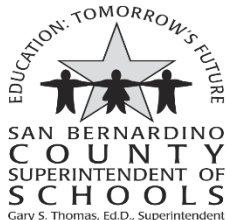
NOES:

ABSENT:

ABSTAINED:

I, Wayne M. Joseph, Secretary of the Chino Valley Unified School District Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in the office of said Board.

Wayne M. Joseph, Superintendent
Secretary, Board of Education



San Bernardino County Superintendent of Schools

EMERGENCIES – AWARD OF CONTRACTS WITHOUT BIDS

Public Contract Codes 20113 (K-12) and 20654 (CC)

Name of School District Chino Valley Unified School District

Contact Person Gregory Stachura

Telephone (909) 628-1201, Ext. 1200 Date December 1, 2016

In accordance with Public Contract Code 20113 (K-12) or 20654 (CC), an emergency at
Chino Valley Unified ☒ School District ☐ Community College has
arisen.

On November 30, 2016, the District's two-way radio repeater failed which in turn affected communications between the Transportation Department and school buses, the Maintenance Department and maintenance technicians and more importantly, emergency communications between the District office and all school sites within the District. District staff and the District's radio repair contractor have attempted to repair the repeater and have determined that it is not repairable under current F.C.C rules and regulations.

The following repairs, alterations, work or improvement is necessary to:

- Check one
- ☐ A. Permit the continuance of existing school classes.
- or
- ☒ B. Avoid danger to life or property.

This approval is for awarding a contract without a bid only. It does not authorize a district to begin a project without obtaining any necessary local or state permits nor does it preclude any local or state building codes or ordinances.

The type of work to be performed includes: Replacement of the two-way radio system, repeaters, vehicle mounted, hand held and base station radios throughout the District.

The Governing Board, at a regular meeting on December 15, 2016 approved an emergency request with a vote of to and is asking the approval of the County Superintendent of Schools to make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for this purpose without advertising for or inviting bids.

I certify that the above information is true and correct and in accordance with Public Contract Code 20113 or 20654.

Wayne M. Joseph Superintendent 12/15/2016
Governing Board Designee Title Date

<p>Required attachment for Superintendent's approval:</p> <p><input type="checkbox"/> Board Minutes/Resolution (unanimous vote)</p> <p>Required attachments for DFS processing of payment:</p> <p><input type="checkbox"/> Contract documentation (where applicable)</p> <p><input type="checkbox"/> Bonds</p>
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<input type="checkbox"/> Approved on:	<input type="checkbox"/> Disapproved on:
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Ted Alejandre

San Bernardino County Superintendent of Schools

CO.SC.Form No. 50 (Rev 8/07)

Distribution: 1 – District Financial Services 2 – Business Services 3 – Originator

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
November 17, 2016

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:15 P.M.

1. Roll Call

President Cruz called to order the regular meeting of the Board of Education, Thursday, November 17, 2016, at 5:15 p.m. with Blair, Cruz, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Director, Human Resources

Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

Gregory J. Stachura, Assistant Supt., Facilities, Planning, and Operations

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Cruz adjourned to closed session at 5:15 p.m. regarding conference with legal counsel existing litigation; student discipline matters; conference with labor negotiators A.C.T. and CSEA; public employee discipline/dismissal/release; and public employee appointment: coordinator of secondary curriculum.

I.B. RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.

1. Report Closed Session Action

President Cruz reconvened the regular meeting of the Board of Education at 7:09 p.m. The Board met in closed session from 5:15 p.m. to 7:01 p.m. regarding conference with legal counsel existing litigation; student discipline matters; conference with labor negotiators A.C.T. and CSEA; public employee discipline/dismissal/release; and public employee appointment: coordinator of secondary curriculum.

By a unanimous vote of 5-0, with Feix, Blair, Na, Orozco, and Cruz voting yes, the Board appointed Michele Eckersall as Coordinator of Secondary Curriculum with an effective date to be determined. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Student Jordin Bishop led the Pledge of Allegiance.

I.C. PRESENTATIONS

1. Student Showcase: Chino Hills HS Chamber Singers

Chino Hills HS's Chamber Singers performed two songs under the direction of music teacher Laura Rutherford.

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

Carlos Ruelas extended Thanksgiving Day greetings.

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Todd Hancock, A.C.T. President, congratulated the Chino Hills HS choir; wished everyone a safe Thanksgiving; congratulated Lea Fellows on her new position; congratulated Andrew Cruz, James Na, and Irene Hernandez-Blair on their reelection; said he is still frustrated on how negative campaigns were; said he was saddened by President Cruz's comments at the last meeting; and closed with an election quote from Facebook.

Denise Arroyo said chamber singers are the best of the best at the high schools; congratulated incumbents for being reelected, and extended best wishes to those who ran; spoke about Proposition 55 passing and about restoration of CSEA positions and adequate staffing; said 17 unit members attended the para-educator conference and hopes that next year the opportunity to attend can be extended to transportation; extended condolences to the family of Alma Segura; and encouraged everyone to spend time with family and friends this Thanksgiving.

Yvette Farley, CHAMP President, said ACSA nominations are around the corner; announced a toy drive for the HOPE center; and spoke about blessings and thankfulness on Thanksgiving Day.

I.F. COMMENTS FROM COMMUNITY LIAISONS

Melissa Compana, 4th District Supervisor Curt Hagman's Field Representative, announced a Veterans Appreciation Day event scheduled for November 18 at the Westwind Community Center in Ontario; and announced a save the date for the December 8 open house at the City of Chino Hills.

I.G. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA

Jordin Bishop, Breanna Carasik, Nicole Clavel, Erin Montgomery, Candace Nash, Lori Nash, Pamela Rocovits, Jacqui Wendling, Vahn B. Bozoian, Tami Bishop, Alyssa Swatek, Andee Carasik, Greg Carasik, John Clark, LaCretia Gatewood, and Gabby Clavel addressed the Board in support of Ayala HS volleyball coach; Mary Helen Martinez addressed the Board regarding Don Lugo HS's We Remember Club; Vincent Gutierrez addressed the Board regarding the AEC; Joe Schaffer addressed the Board regarding elections and student programs; Don Bridge addressed the Board regarding the elections and comments; Sharon Duran addressed the Board regarding an alleged incident at the Walnut ES campus; Rachelle DuBose Caruthers addressed the Board regarding bullying in schools; Naomi Minogue addressed the Board regarding the elections and prior Board resolutions; Cathy Osman, Trent Thacker, Cherry Thacker, Manpreet Kaur, Lillian Zhang, and Hana Chen addressed the Board regarding the GATE program; Aya Angeles, Pamela Santos, Naveen Adly, Valerie Evans, Andrew Vestey, Candy Reyes, Amanda Welsh, Deanna Campagna, and Anne Jones addressed the Board in support of the OPA renewal petition.

President Cruz called a recess from 9:08 p.m. to 9:22 p.m.

I.H. CHANGES AND DELETIONS

The following changes were read into the record: Business Services: item III.B.2., Fundraising Activities was yellow-sheeted; and item III.B.4., Legal Services, under Chidester, Margaret A. & Associates, corrected the September invoice to read \$111,435.66 for a new total of \$111,945.66.

II. ACTION

II.A. HUMAN RESOURCES**II.A.1. Employment Contract for Lea Fellows, Assistant Superintendent, Human Resources of the Chino Valley Unified School District**

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve the employment contract for Lea Fellows, Assistant Superintendent, Human Resources of the Chino Valley Unified School District. Student representative voted yes.

III. CONSENT

Sylvia Orozco pulled for separate action item III.C.1. related to case 16/17-20 only. Pamela Feix pulled for separate action items III.C.2., III.C.3., III.D.2., and III.E.1. Moved (Na) seconded (Orozco) carried unanimously (5-0) to approve the consent items, as amended. Student representative voted yes.

III.A. ADMINISTRATION**III.A.1. Minutes of the Regular Meeting of November 3, 2016**

Approved the minutes of the regular meeting of November 3, 2016.

III.A.2. Establishment of Date and Time for Annual Organizational Meeting

Established December 15, 2016, at 7:00 p.m. as the annual organizational meeting of the Chino Valley Unified School District Board of Education.

III.B. BUSINESS SERVICES**III.B.1. Warrant Register**

Approved/ratified the warrant register.

III.B.2. Fundraising Activities

Approved/ratified the fundraising activities, as amended.

III.B.3. Donations

Accepted the donations.

III.B.4. Legal Services

Approved payment for legal services to the law offices of Chidester, Margaret A & Associates; and Parker & Covert LLP, as amended.

III.B.5. Signature Authorizations for Chino Valley Unified School District

Approved the signature authorizations for Chino Valley Unified School District.

III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**III.C.1. Student Expulsion Cases 16/17-10, 16/17-14, and 16/17-20.**

Approved the student expulsion cases 16/17-10, and 16/17-14. Moved (Na) seconded (Blair) motion carried (4-1, Feix voted no) to approve case 16/17-20. Student representative voted yes.

III.C.2. 2017 Supplemental Summer Instruction Program and Special Education Extended School Year

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve the 2017 Supplemental Summer Instruction Program and Special Education Extended School Year. Student representative voted yes.

III.C.3. Student Attendance Calendar for the 2017/2018 School Year

Moved (Na) seconded (Blair) motion carried (4-1, Feix voted no) to approve the Student Attendance Calendar for the 2017/2018 school year.

III.C.4. School-Sponsored Trips

Approved/ratified the school-sponsored trips for Ayala HS; Chino Hills HS; and Don Lugo HS.

III.D. FACILITIES, PLANNING, AND OPERATIONS

III.D.1. Purchase Order Register

Approved/ratified the purchase order register.

III.D.2. Agreements for Contractor/Consultant Services

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve/ratify the Agreements for Contractor/Consultant Services. Student representative voted yes.

III.D.3. Surplus/Obsolete Property

Declared the District property surplus/obsolete and authorized staff to sell/dispose of said property.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve/ratify the certificated/classified personnel items. Student representative voted yes.

III.E.2. Rejection of Claims

Rejected the claims and referred them to the District's insurance adjuster.

III.E.3. Job Description Revisions for Child Development Teacher, Children's Center Teacher, Head Teacher—Children's Center, and Infant/Toddler Center Teacher

Approved the job description revisions for Child Development Teacher, Children's Center Teacher, Head Teacher—Children's Center, and Infant/Toddler Center Teacher.

III.E.4. Revision of Job Description for District Postal Specialist

Approved the revision of the job description for District Postal Specialist.

III.E.5. Revision of Board Policy 4112.21 Personnel—Interns

Approved the revision of Board Policy 4112.21 Personnel—Interns.

IV. INFORMATION

IV.A. ADMINISTRATION

IV.A.1. Revision of Board Bylaw Exhibit 9323.3 Bylaws of the Board—Actions by the Board

Received for information the revision of Board Bylaw Exhibit 9323.3 Bylaws of the Board—Actions by the Board.

IV.B. BUSINESS SERVICES

IV.B.1. Adopted 2016/2017 Organized Unorganized Student Body Budgets

Received for information the adopted 2016/2017 organized and unorganized student body budgets.

IV.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT

IV.C.1. Multi Track Year Round Student Attendance Calendar 2017/2018 for Cal Aero Preserve Academy

Received for information the Multi Track Year Round Student Attendance Calendar 2017/2018 for Cal Aero Preserve Academy.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

Irene Hernandez-Blair thanked Dr. Enfield and Julian Rodriguez for providing updated SMARTER BALANCE test scores; shared information regarding Ayala HS's Madrigal Feaste event; said Don Lugo HS band is invited to participate in the 2017 Pearl Harbor Memorial Parade in Hawaii; said Cattle ES raised money to feed neighbors in the community; and congratulated the new OPA board of directors, which includes a police union president.

James Na addressed GATE concerns and asked Superintendent Joseph to look at other districts' programs to make ours better and meet the needs of parents; acknowledged the parents who came and spoke on behalf of the Ayala HS volleyball coach; agreed that CSEA restoration proposal should be looked at; thanked Don Lugo HS, Chino Hills HS, and Ayala HS for band performances; and extended Thanksgiving Day wishes.

Pamela Feix said she loves Thanksgiving because it is a time to come together with family and friends; congratulated the three incumbents; opined that this election/national election was hateful and divisive; said she would like to see a system for continuous feedback relative to the District; and wished everyone a happy Thanksgiving.

Sylvia Orozco acknowledged the retirees on the agenda; commended the Chino Hills HS chamber singers and director Laura Rutherford; spoke about Don Lugo HS's We Remember Club; spoke about teams who participated in CIF first rounds; attended the Veterans Dedication at the community building; said she attended the Chino City Council meeting and extended congratulations to Mayor Yates on his retirement; distributed a flyer for the City of Chino Community Services Department Gobbler Gloves Boxing Showcase taking place on November 20; congratulated incumbents on their re-election; said GATE and IB programs are costly, and that needs to be considered if we commit to them; and shared an email that she received entitled *The Deeper You Go*.

Superintendent Joseph said Shelly Vander Veen, a Chino HS graduate, will be Claremont Police Department's new Police Chief; said the 15th annual Make a Child Smile event takes place on December 7 at Wal-Mart; congratulated the incumbents; thanked the community for taking part in the elections; and extended Thanksgiving wishes.

President Cruz spoke about the excitement of the high school football season; acknowledged Ayala HS football and cheer for making it to CIF for the first time in 20 years; and extended Thanksgiving holiday wishes.

VI. ADJOURNMENT

President Cruz adjourned the regular meeting of the Board of Education at 9:48 p.m.

Andrew Cruz, President

Pamela Feix, Clerk

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION
November 28, 2016

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:00 P.M.

1. Roll Call

President Cruz called to order the special meeting of the Board of Education, Monday, November 28, 2016, at 5:07 p.m. with Blair, Cruz, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Assistant Superintendent, Human Resources

Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

Gregory J. Stachura, Assistant Supt., Facilities, Planning, and Operations

2. Pledge of Allegiance

Jenny Blattner led the Pledge of Allegiance.

I.B. COMMENTS FROM THE AUDIENCE ON ITEMS ON THE AGENDA

Comments were heard during consideration of the item.

II. ACTION

II.A. ADMINISTRATION

II.A.1. Oxford Preparatory Academy Charter School Petition

Denise Arroyo, CSEA President, addressed the Board in support of the recommendation. Moved (Blair) seconded (Feix) carried unanimously (5-0) to adopt Resolution No. 2016/2017-13 Adopting the Findings, regarding the Oxford Preparatory Academy Charter School Petition pursuant to Education Code section 47605(b): Denying the September 23, 2016 – Los Serranos Charter Petition.

II.A.2. Oxford Preparatory Academy Renewal Charter School Petition

Troy Stevens, Rachel Tamura, Kyle Williams, Marlene Lyall, Jennifer Duarte, Andrew Crowe, Deanna Campagna, Fatima Cristerna-Adame, Andrew Vestey, Albert Diaz, and Vanessa Okamoto addressed the Board in support of the renewal petition. President Cruz called a recess from 5:38 p.m. to 5:45 p.m. Moved (Blair) seconded (Feix) carried unanimously (5-0) to adopt Resolution No. 2016/2017-14 Adopting the Findings regarding the Oxford Preparatory Academy Renewal Charter School Petition pursuant to Education Code section 47605(b): Denying the September 30, 2016 OPA-Chino Charter Renewal Petition.

III. ADJOURNMENT

President Cruz adjourned the special meeting of the Board of Education at 6:14 p.m.

Andrew Cruz, President

Pamela Feix, Clerk

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT
SPECIAL CLOSED SESSION MEETING OF THE BOARD OF EDUCATION
December 5, 2016

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:00 P.M.

1. Roll Call

President Cruz called to order the special meeting of the Board of Education, Monday, December 5, 2016, at 5:00 p.m. with Blair, Cruz, Feix, and Orozco present. Mr. Na arrived at 5:01 p.m.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Assistant Superintendent, Human Resources

Grace Park, Ed.D., Assistant Superintendent, CIIS

Gregory J. Stachura, Assistant Supt., Facilities, Planning, and Operations

2. Pledge of Allegiance

Superintendent Wayne Joseph led the Pledge of Allegiance.

3. Public Comment on Closed Session Items

Barbara Hale, Jenny Blattner, and Melissa Boehmer addressed the Board regarding Oxford Preparatory Academy charter school.

I.B. CLOSED SESSION

President Cruz adjourned to closed session at 5:14 p.m. regarding conference with legal counsel anticipated litigation: two potential cases.

I.C. RECONVENE TO OPEN MEETING

1. Report Closed Session Action

President Cruz reconvened the special meeting of the Board of Education at 7:31 p.m. The Board met in closed session from 5:14 p.m. to 7:31 p.m. regarding conference with legal counsel existing litigation: two cases. No action was taken that required public disclosure.

III. ADJOURNMENT

President Cruz adjourned the regular meeting of the Board of Education at 7:31 p.m.

Andrew Cruz, President

Pamela Feix, Clerk

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
SUBJECT: REVISION OF BOARD BYLAW EXHIBIT 9323.2 BYLAWS OF THE BOARD—ACTIONS BY THE BOARD

=====

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Bylaw Exhibit 9323.2 Bylaws of the Board—Actions by the Board is being revised to add requirement for two-thirds vote of the board when a K-8 district chooses to establish a community day school. Item 7 under ‘Actions Requiring a two-thirds vote of the Board’ is being added. This item was presented to the Board of Education on November 17, 2016, as information.

New language is in caps.

Approval of this item supports the goals identified within the District’s Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the revision of Board Bylaw Exhibit 9323.2 Bylaws of the Board—Actions by the Board.

FISCAL IMPACT

None.

WMJ:pk

ACTIONS BY THE BOARD

Actions Requiring a Super Majority Vote

Actions requiring a two-thirds vote of the Board:

1. Resolution declaring intention to sell or lease real property (Education Code 17466)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

2. Resolution declaring intent of Board of Education to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease for up to three months of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)
5. Request for temporary borrowing pursuant to Government Code 53820-53833, to pay District obligations incurred before the receipt of District income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the District (Government Code 53094)

(cf. 7131 - Relations with Local Agencies)

(cf. 7150 - Site Selection and Development)

(cf. 7160 - Charter School Facilities)

7. WHEN THE DISTRICT IS ORGANIZED TO SERVE ONLY GRADES K-8 AND SEEKS TO ESTABLISH A COMMUNITY DAY SCHOOL FOR ANY OF GRADES K-8 (Education Code 48660)

(cf. 6185 - Community Day School)

8. When the District has an average daily attendance (ADA) of 2,500 or less seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

ACTIONS BY THE BOARD (cont.)

9. When the District is organized to serve only grades K-8 and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)
10. When the District desires to operate a community day school to serve grades K-6 (and no higher grades) on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

(cf. 6185 - Community Day School)

11. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the District (Education Code 15266)

(cf. 7214 - General Obligation Bonds)

12. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf. 7213 - School Facilities Improvement Districts)

13. Resolution to place a parcel tax on the ballot (government Code 53724)
14. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action came to the District's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)

ACTIONS BY THE BOARD (cont.)

2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

Actions Requiring a Four-Fifths Vote of the Board:

1. Expenditure and transfer of necessary funds and use of District property or personnel to meet a national or local emergency created by war, military, naval or air attack or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)

(cf. 3110 - Transfer of Funds)

2. Resolution for District borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the District's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing. (Government Code 53822, 53824)
3. Resolution for District borrowing, between July 15 and August 30, of up to 25 percent of the estimated income and revenue to be received by the District during that fiscal year from apportionments based on ADA for the preceding year. (Government Code 53823-53824)
4. Declaration of an emergency in order to authorize the District to include a particular brand name or product in a bid specification. (Public Contract Code 3400)

(cf. 3311 - Bids)

5. Resolution to award a contract for a public works project at \$187,500 or less to the lowest responsible bidder, when the District is using the informal process authorized under the Uniform Public Construction Cost Accounting Act for projects of \$175,000 or less, all bids received are in excess of \$175,000 and the Board determines that the District's costs estimate was reasonable. (Public Contract Code 22034)

ACTIONS BY THE BOARD (cont.)

Actions Requiring a Unanimous Vote of the Board:

1. Resolution authorizing and prescribing the terms of a community lease for extraction of gas. (Education Code 17510-17511)
2. Waiver of the competitive bid process pursuant to Public Contract Code 20111 when the Board determines that an emergency exists and upon approval of the County Superintendent of Schools. (Public Contract Code 20113)

Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property in the local dump or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Chino Valley Unified School District

Revised: August 17, 1995

Revised: July 17, 2003

Revised: September 8, 2011

Revised: March 21, 2013

Revised: September 1, 2016

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Liz Pensick, Director, Business Services
SUBJECT: WARRANT REGISTER

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BACKGROUND

Education Code 42650 requires the Board to approve and/or ratify all warrants. These payments are made in the form of warrants, and the warrant (check) form is approved by the County Superintendent.

All items listed are within previously budgeted amounts. There is no fiscal impact beyond currently available appropriations.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the warrant register, provided under separate cover.

FISCAL IMPACT

\$ 2,313,417.83 to all District funding sources.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Liz Pensick, Director, Business Services

SUBJECT: FUNDRAISING ACTIVITIES

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BACKGROUND

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds and Board Policy 1230 Community Relations – School Connected Organizations require that fundraising activities be submitted to the Board of Education for approval.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the fundraising activities.

FISCAL IMPACT

None.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT
December 15, 2016

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Elementary Curriculum</u>		
AdvoGATE	L.A. County Museum of Art Ticket Sale	1/16/17
AdvoGATE	Odyssey Showcase	3/9/17
AdvoGATE	Ranch Santa Ana Botanic Garden Ticket Sale	4/29/17
AdvoGATE	Chino Community Theater Ticket Sale	5/6/17
<u>Cattle ES</u>		
PFA	Chick-fil-A Family Nights Out	1/9/17 - 1/13/17
PFA	Chipotle Family Nights Out	2/6/17 - 2/10/17
PFA	Papachino's Family Nights Out	3/6/17 - 3/10/17
PFA	Chili's Family Nights Out	4/9/17 - 4/13/17
PFA	Teriyaki Madness Family Night Out	5/8/17 - 5/12/17
PFA	Subway Family Night Out	5/8/17 - 5/12/17
PFA	Juice-It-Up Family Nights Out	5/8/17 - 5/12/17
PFA	It's Yogurt Family Night Out	6/1/17
<u>Cortez ES</u>		
PFA	Santa Shop	12/16/16
ASB-6th Grade	Off Campus Spirit Tag Sale	12/16/16 - 12/28/16
ASB-6th Grade	Spirit Sock Sale	12/16/16 - 2/28/17
<u>Glenmeade ES</u>		
PTA	Panera Bread Family Night Out	1/26/17
PTA	McTeacher's Night	2/22/17
<u>Hidden Trails ES</u>		
PTA	Corner Bakery Family Night Out	1/11/17
PTA	Someone Special Dance Ticket Sale	1/11/17 - 2/10/17
PTA	Project Pie Family Night Out	2/8/17
<u>Oak Ridge ES</u>		
ASB-General	Movie Nights Refreshment Sale	12/16/16 & 2/24/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT
December 15, 2016

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Magnolia JHS</u>		
PFA	Juice-It-Up Family Nights Out	2/6/17 - 2/17/17
PFA	Teriyaki Madness Family Nights Out	2/6/17 - 2/17/17
PFA	Carl's Jr. Family Nights Out	2/6/17 - 2/17/17
PFA	Mountain Mike's Family Nights Out	2/6/17 - 2/17/17
ASB-General	Dance Concessions	2/24/17
<u>Townsend JHS</u>		
Music Boosters	Winter Concert Snack Sale	12/16/16
Music Boosters	Silent Auction	12/16/16
Music Boosters	GoFundMe Fundraising/Donation Drive	12/16/16 - 5/31/17
Music Boosters	Valentine Gram Sale	2/1/17 - 2/14/17
Music Boosters	Juice-It-Up Coupon Booklet Sale	2/14/17 - 4/28/17
<u>Ayala HS</u>		
BSU	Pieology Family Night Out	12/16/16
Girls Waterpolo Boosters	Chipotle Family Night Out	1/3/17
Badminton Club	Coupon Card Sale	1/3/17 - 6/3/17
Girls Waterpolo Boosters	Michael Angelo's Pizza Nights Out	1/9/17 - 1/10/17
Drama Club	Bruxie Family Night Out	1/11/17
Girls Waterpolo Boosters	Roscoe's Family Nights Out	1/18/17 - 1/19/17
SADD Club	Chipotle Day	1/24/17
Grad Night 2017	California Pizza Kitchen Nights Out	2/1/17 - 2/28/17
COAL Club	Tastea Day	2/3/17
Drama Club	Smashburger Family Night Out	2/7/17
Badminton Club	Chili's Family Night Out	3/6/17
<u>Chino Hills HS</u>		
Choir	Yard Sale	12/17/16
Track & Field	Snap Donation Drive	1/5/17 - 5/15/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Liz Pensick, Director, Business Services
SUBJECT: DONATIONS

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BACKGROUND

Board Policy 3290 Business and Noninstructional Operations - Gifts, Grants, and Bequests states the Board of Education may accept any bequest or gift of money or property on behalf of the District. All gifts, grants, and bequests shall become property of the District. Use of the gift shall not be impaired by restrictions or conditions imposed by the donor.

Approximate values are determined by the donor.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education accept the donations.

FISCAL IMPACT

Any cost for repairs of donated equipment will be a site expense.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT
December 15, 2016

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Assessment & Instructional Technology</u>		
Such-a-Deal	Sports Balls	\$20.00
Stater Bros. Market	Gift Card	\$25.00
Lowe's	Logo Items	\$30.00
Costco	Gift Cards	\$50.00
Safari Montage	Gift Cards	\$75.00
Corner Bakery	Trays of Muffins	\$90.00
Starbucks	Coffee	\$95.00
<u>Elementary Curriculum</u>		
Ronnie & Beverly Widner	Cash	\$25.00
<u>Cattle ES</u>		
Cattle PFA	Cash	\$4,300.00
<u>Cortez ES</u>		
Edison International	Cash	\$60.00
<u>Hidden Trails ES</u>		
Jasmine Baylus	Cash	\$25.00
Jinsung Cho	Cash	\$25.00
Ann Chung	Cash	\$25.00
Rutherford DeArmas	Cash	\$25.00
Chris Doan	Cash	\$25.00
Meichen Dong	Cash	\$25.00
Co Chie Duong	Cash	\$25.00
Samantha Hu	Cash	\$25.00
Pablo Iniguez	Cash	\$25.00
Sophie J.H. Kam	Cash	\$25.00
Christen Kim	Cash	\$25.00
Eddy M. Kim	Cash	\$25.00
Anna Lee	Cash	\$25.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
December 15, 2016

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Hidden Trails HS</u> (cont.)		
James Lee	Cash	\$25.00
Steven McManus	Cash	\$25.00
Tammy Mendoza	Cash	\$25.00
Keyur Mistry	Cash	\$25.00
Darian Long Mao Mu	Cash	\$25.00
Steve S. Oh	Cash	\$25.00
Ruben J. Praniuk	Cash	\$25.00
Maria Cecilia Santiago	Cash	\$25.00
Ti Nie Sim	Cash	\$25.00
Christina Takislinian	Cash	\$25.00
Liyu Yang	Cash	\$25.00
Wei Xu	Cash	\$25.00
Linh T. Hoang	Cash	\$50.00
Isabel Mendez	Cash	\$50.00
Fuyang Wang	Cash	\$50.00
<u>Oak Ridge ES</u>		
Oak Ridge PTA	Cash	\$2,333.00
<u>Rolling Ridge ES</u>		
Edison International	Cash	\$60.00
<u>Wickman ES</u>		
Wickman PTO	Cash	\$200.00
Anonymous	Cash	\$300.00
Wickman PTO	Cash	\$3,000.00
<u>Canyon Hills JHS</u>		
Canyon Hills PTSA	Cash	\$3,300.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
December 15, 2016

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Magnolia JHS</u>		
Keri & Kelly Larned	Gift Cards	\$400.00
Edison International	Cash	\$1,000.00
<u>Ramona JHS</u>		
Anonymous	Cash	\$300.00
<u>Townsend JHS</u>		
Pepsi Bottling Group LLC-FSV	Cash	\$306.00
<u>Ayala HS</u>		
Edison International	Cash	\$150.00
<u>Chino HS</u>		
Joseph Silva	Golf Clubs and Accessories	\$355.00
<u>Chino Hills HS</u>		
YourCause.com	Cash	\$5.00
Edison International	Cash	\$360.00
<u>Don Lugo HS</u>		
Gerald & Jane Stowell	Cash	\$40.00
Michele Houska	Cash	\$100.00
Superior Duct Fabrication, Inc.	Cash	\$275.00
Robert J. Rohrer Family Trust	Cash	\$300.00
Clothes for the Cause	Cash	\$385.00
Headway Marketing, LLC	Cash	\$500.00
New York Pizzeria	Cash	\$500.00
Jack C. Hinchman	Cash	\$1,000.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
Our Motto:
Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Liz Pensick, Director, Business Services

SUBJECT: LEGAL SERVICES

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BACKGROUND

The following law firms provide services to the Chino Valley Unified School District and have submitted their invoices. The current invoice amounts, along with the fiscal year-to-date totals for each individual law firm, are listed below.

FIRM	MONTH	INVOICE AMOUNTS	2016/2017 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	October 2016	\$ 11,297.85	\$ 52,236.78
Chidester, Margaret A. & Associates	-	-	\$ 269,424.42
Parker & Covert LLP	-	-	\$ 1,224.00
	Total	\$ 11,297.85	\$ 322,885.20

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud & Romo.

FISCAL IMPACT

\$11,297.85 to the General Fund.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2017
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
SUBJECT: SIGNATURE AUTHORIZATIONS FOR CHINO VALLEY UNIFIED SCHOOL DISTRICT

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BACKGROUND

Signature authorization items are routinely brought to the Board for approval based on changes in the organization. Signature authorization allows employees and Board members to perform designated functions in the course of their assigned duties. Approval of the list authorizes designated employees and Board members specific signature authority.

This updated signature list removes signature authorization for Andrew Cruz, President of the Board of Education; Pamela Feix, Clerk of the Board of Education; adds Sylvia Orozco, President of the Board of Education; and James Na, Clerk of the Board of Education.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the signature authorizations for Chino Valley Unified School District.

FISCAL IMPACT

None.

WMJ:SHC:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT
AUTHORIZED SIGNATURE LIST
December 15, 2016

In accordance with provisions of legal codes for the State of California, the Board of Education of the Chino Valley Unified School District hereby delegates authority to sign documents on their behalf, subject to the conditions noted below.

No contract signed pursuant to this delegation shall be valid until such approval has been granted by the governing body of this school district. The duration of this delegation shall extend until revoked or amended.

DOCUMENTS	NAMES
Certificated Notice of Employment**	Wayne M. Joseph Norm Enfield Lea Fellows Richard Rideout
Classified Notice of Employment**	Wayne M. Joseph Norm Enfield Lea Fellows Richard Rideout
Notice of Intent Not to Re-Employ	Wayne M. Joseph Norm Enfield Lea Fellows Richard Rideout
Notice of Employment – Youth Work Experience**	Wayne M. Joseph Norm Enfield Grace Park Don Jones Daniel Sosa
Temporary Teaching Credentials and Credential Applications	Wayne M. Joseph Norm Enfield Lea Fellows Richard Rideout
Statements of Need	Wayne M. Joseph Norm Enfield Lea Fellows Richard Rideout
Inter District and Intra District Attendance Agreements	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Grace Park Stephanie Johnson
Claim of Plaintiff Statements	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Greg Stachura Dan Mellon
Small Claims Court Representatives**	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Dan Mellon Richard Rideout

DOCUMENTS	NAMES
Forms/Report/Claims for Workers' Compensation Risk Management	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Dan Mellon Richard Rideout
Payroll Orders	Wayne M. Joseph Sandra H. Chen Norm Enfield Liz Pensick Patti Newton
Payroll Connected District Orders	Wayne M. Joseph Sandra H. Chen Norm Enfield Liz Pensick Patti Newton
Custodian of Revolving Cash Fund for the General Fund*	Wayne M. Joseph Sandra H. Chen (custodian) Norm Enfield Liz Pensick Patti Newton
District Orders for Employee Mileage Reimbursement and Transportation Reports	Wayne M. Joseph Sandra H. Chen Norm Enfield Liz Pensick
Purchase Orders**	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Grace Park Greg Stachura Liz Pensick Patti Newton
All Other Special Projects Applications and Report Documents	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Grace Park Greg Stachura Liz Pensick
Special Projects Funding Applications, Funding Certifications	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Greg Stachura
Miscellaneous Receipts Checking Account*	Wayne M. Joseph Sandra H. Chen Norm Enfield Liz Pensick Patti Newton
Forms, Reports, Checks for Nutrition Service Cafeteria Account*	Sandra H. Chen Liz Pensick Patti Newton Javier Quirarte
Buena Vista HS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton

DOCUMENTS	NAMES
Buena Vista HS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Cal Aero Preserve Academy Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Canyon Hills JHS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Magnolia JHS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Ramona JHS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Townsend JHS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Woodcrest JHS Associated Student Body*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Elementary Student Bodies*	Wayne M. Joseph Sandra H. Chen Norm Enfield Grace Park Liz Pensick Patti Newton
Travel Advances	Wayne M. Joseph Sandra H. Chen Norm Enfield
Housing Construction Impact Reports	Wayne M. Joseph Sandra H. Chen Norm Enfield Greg Stachura

DOCUMENTS	NAMES
District Orders, Contracts and in Lieu of Transportation Payments**	Wayne M. Joseph Sandra H. Chen Norm Enfield Lea Fellows Grace Park Greg Stachura Liz Pensick
Approval of the Release of Commercial Warrants as Payments to Vendors**	Wayne M. Joseph Sandra H. Chen Norm Enfield Greg Stachura Liz Pensick Patti Newton
Bank Documents	Sandra H. Chen Liz Pensick
Electronic Signature Key Authorization	Sandra H. Chen Liz Pensick Patti Newton
Budget and Expenditure Transfers or Adjustments**	Wayne M. Joseph Sandra H. Chen Norm Enfield Greg Stachura Liz Pensick
Necessary School Facilities Program Documents (State Allocation Board)	Wayne M. Joseph Sandra H. Chen Norm Enfield Greg Stachura
Certification of Board of Education Minutes	Wayne M. Joseph Norm Enfield Andrew Cruz — (President) Pamela Feix — (Clerk) Sylvia Orozco - (President)*** James Na – (Clerk)***

* Requires more than one signature

** Requires separate Board action

*** Name added

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Liz Pensick, Director, Business Services

**SUBJECT: APPLICATIONS TO OPERATE FUNDRAISING ACTIVITIES AND
OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

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BACKGROUND

Administrative Regulation 1230 Community Relations – School Connected Organizations requires that any person or group of people desiring to raise money to benefit a student or students at one or more schools within the District shall request authorization to operate by applying to the Chino Valley Unified School District Board of Education.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the applications to operate fundraising activities and other activities for the benefit of students.

FISCAL IMPACT

None.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT
December 15, 2016

**AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES
AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

Elementary Schools

Chaparral
Cortez
Dickson
Hidden Trails
Marshall
Oak Ridge
Rhodes
Walnut
Wickman
GATE

Organization

PTA
PFA
PTA
PTA
PTO
PTA
PFA
PFA
PTO
AdvoGATE

Jr. High Schools

Briggs K-8
Magnolia
Magnolia

Organization

PFA
PFA
Music Boosters

High Schools

Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
Ayala
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Ayala
Ayala

Organization

Band & Colorguard Boosters
Baseball Boosters
Boys Golf Club Boosters
Boys Water Polo Boosters
Choral & Handbell Choir Boosters
Cross Country Boosters
Football Boosters
Girls Basketball Boosters
Girls Golf Club Boosters
Girls Soccer Boosters
Girls Water Polo Boosters
Grad Night 2017 Boosters
Grad Night 2018 Boosters
Grad Night 2020 Boosters
PTSA
Spirit Team Boosters
Summer Camp Boosters
Swim Team Boosters
Theatre Arts Boosters
Track & Field Boosters
Wrestling Boosters

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent
Stephanie Johnson, Director, Student Support Services

SUBJECT: STUDENT ADMISSION CASE 16/17-06A

=====

BACKGROUND

The Board of Education may admit students expelled from other districts in accordance with law when consistent with the Board's goal to provide a safe and secure school environment for students and staff.

The District shall not enroll a student expelled by another district for any of the offenses listed in Education Code 48915(a) or (c) (mandatory expulsion offenses) during the term of the student's expulsion, unless the enrollment is at a community day school. A student expelled for an act specified in Education Code 48915(a) or (c) may enroll in the District after the term of his/her expulsion if the Board finds, at a hearing, that the student does not pose a continuing danger to students or staff.

The Board, when making its determination whether to enroll an individual who has been expelled from another school district for any of the acts mentioned above, may consider the following options: deny enrolment, permit enrollment, or permit conditional enrollment in a regular school program or another education program.

Approval of these item support the goals identified within the District's Strategic Plan.

RECOMMENDATION

Based upon the evidence presented to the Expulsion Hearing Administrative Panel, it is recommended the request regarding student admission to the Chino Valley Unified School District be approved for case 16/17-06A.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent
Stephanie Johnson, Director, Student Support Services

**SUBJECT: STUDENT READMISSION CASES 15/16-34, 15/16-42, 15/16-47,
15/16-50, AND 15/16-52**

=====

BACKGROUND

Administrative Regulation 5144.1 Students – Suspension and Expulsion/Due Process
Readmission after Expulsion state:

- The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference, the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provision of this plan have been met.
- School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
- The Superintendent or designee shall transmit his/her recommendation regarding readmission to the Board. The Board shall consider this recommendation, in closed session, if information disclosed would be in violation of Education Code 49073-49079. If a written request for open session is received from the parent/guardian or adult student, it shall be honored.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve student readmission cases 15/16-34, 15/16-42, 15/16-47, 15/16-50, and 15/16-52.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent
Stephanie Johnson, Director, Student Support Services

**SUBJECT: STUDENT EXPLUSION CASES 16/17-15, 16/17-17, 16/17-19,
AND 16/17-25**

=====

BACKGROUND

The Board of Education has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to him/herself or others.

A student may be expelled only by the Board of Education. The Board shall expel, as required by law, any student found to have committed certain offenses listed in Education Code 48915.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

Based upon the recommendation of the Expulsion Hearing Administrative Panels, it is recommended the Board of Education approve student expulsion cases 16/17-15, 16/17-17, 16/17-19, and 16/17-25.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

Chino Valley Unified School District
Our Motto:
Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support

SUBJECT: SCHOOL-SPONSORED TRIPS

=====

BACKGROUND

The Board of Education recognizes that school-sponsored trips are an important component of a student's development and supplement and enrich the classroom learning experience. School-sponsored trips may be conducted in connection with the District's course of study or school related social, educational, cultural, athletic, school band activities, or other extracurricular or cocurricular activities. Resources will be identified and established at the school site to assist economically disadvantaged students in obtaining funding for field trips and, in some cases, student travel. School sponsored trips that require overnight stay or are in excess of 250 miles (one way) require board approval.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the following school-sponsored trips:

School-Sponsored Trips	Date	Fiscal Impact
Site: Cattle ES Event: Sacramento Day Trip Place: Sacramento, CA Chaperone Ratio: 24 students/20 chaperones	March 23, 2017	Cost: \$369.00 per student Funding Source: Parents
Site: Ayala HS Event: Cross Country State Meet Place: Clovis, CA Chaperone Ratio: 18 students/3 chaperones	November 25-26, 2016	Cost: No cost to student Funding Source: USB (Athletics) and Boosters
Site: Ayala HS Event: Wrestling Tournament Place: Camarillo, CA Chaperone Ratio: 14 students/2 chaperones	December 9-10, 2016	Cost: \$100.00 per student Funding Source: Boosters

School-Sponsored Trips	Date	Fiscal Impact
Site: Ayala HS Event: Nike Cross Country Nationals Place: Tigard, OR Chaperone Ratio: 18 students/2 chaperones	December 1-4, 2016	Cost: No cost to student Funding Source: Nike Sponsored
Site: Ayala HS Event: CIF Girls State Wrestling Tournament Place: Visalia, CA Chaperone Ratio: 5 students/2 chaperones	February 24-25, 2017	Cost: \$100.00 per student Funding Source: USB (Athletics)
Site: Ayala HS Event: CIF Masters Wrestling Tournament Place: Ontario, CA Chaperone Ratio: 14 students/2 chaperones	February 24-25, 2017	Cost: \$100.00 per student Funding Source: USB (Athletics)
Site: Chino HS Event: AVID College Tour (northern California) Place: Santa Barbara, CA Chaperone Ratio: 40 students/4 chaperones	March 5-8, 2017	Cost: \$600.00 per student Funding Source: Parents
Site: Chino HS Event: Tournament of Champions (softball) Place: Bullhead City, AZ Chaperone Ratio: 15 students/15 chaperones	March 9-11, 2017	Cost: \$175.00 per student Funding Source: Parents
Site: Chino Hills HS Event: AVID University Tour (northern California) Place: Santa Barbara, CA Chaperone Ratio: 63 students/5 chaperones	February 16-18, 2017	Cost: \$150.00 per student Funding Source: Parents
Site: Chino Hills HS Event: Arizona University Jazz Festival Place: Flagstaff, AZ Chaperone Ratio: 21 students/3 chaperones	February 23-26, 2017	Cost: \$350.00 per student Funding Source: Boosters
Site: Don Lugo HS Event: Senior Retreat Place: Idyllwild, CA Chaperone Ratio: 130 students/20 chaperones	February 10-12, 2017	Cost: \$170.00 per student Funding Source: Parents
Site: Don Lugo HS Event: USA Dance Nationals Place: Long Beach, CA Chaperone Ratio: 18 students/2 chaperones	March 31-April 1, 2017	Cost: \$150.00 per student Funding Source: Parents
Site: Don Lugo HS Event: Journalism Convention Place: Seattle, WA Chaperone Ratio: 12 students/2 chaperones	April 6-9, 2017	Cost: \$558.00 per student Funding Source: Parents/ASB
Site: Alternative Education Event: CWA Annual Youth Conference Place: Long Beach, CA Chaperone Ratio: 1 student/1 chaperone	January 17-19, 2017	Cost: \$900.00 per student Funding Source: WIA

FISCAL IMPACT

None.

WMJ:GP:lmc

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support

**SUBJECT: MULTI TRACK YEAR ROUND STUDENT ATTENDANCE
CALENDAR 2017/2018 FOR CAL AERO PRESERVE ACADEMY**

=====

BACKGROUND

Each year, the Board adopts a Student Attendance Calendar applicable for the succeeding school year. The Student Attendance Calendar is adopted sufficiently in advance of the new school year in order to provide community stakeholders with ample time to provide input and conduct advance planning for the coming year. Additionally, adoption of the Student Attendance Calendar at this time permits the District to meet with exclusive representatives of the District's certificated and classified employees regarding applicable work year calendars. The Student Attendance Calendar is not intended to constitute the employee work year calendar, which will be negotiated to the extent required by law. This agenda item was presented to the Board of Education on November 17, 2016, for information.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the Multi Track Year Round Student Attendance Calendar 2017/2018 for Cal Aero Preserve Academy.

FISCAL IMPACT

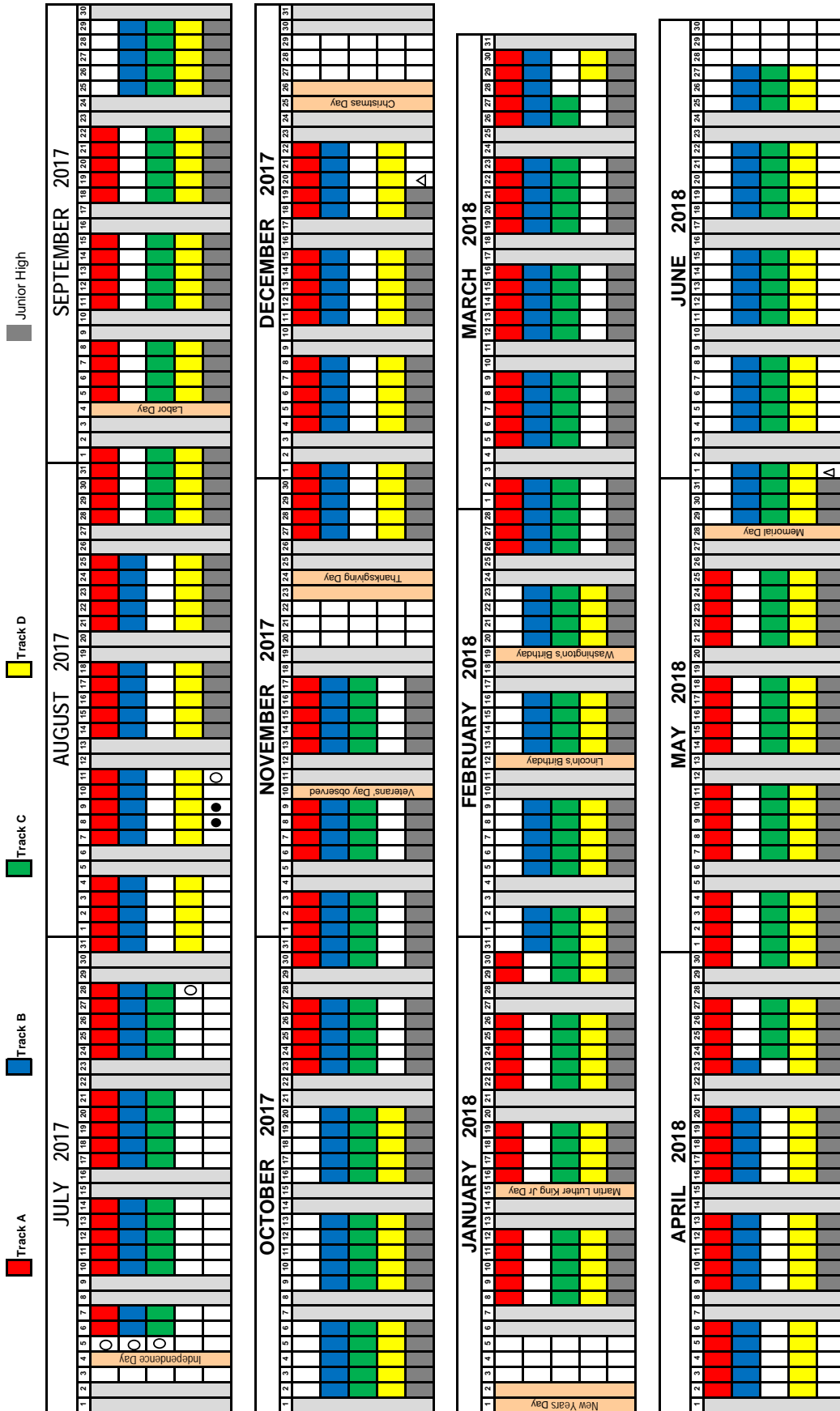
None.

WMJ:GP:Imc

Chino Valley Unified School District

2017-2018 MULTITRACK YEAR-ROUND STUDENT ATTENDANCE CALENDAR

Cal Aero Preserve Academy



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
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DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

SUBJECT: PURCHASE ORDER REGISTER

=====

BACKGROUND

Board Policy 3310 Business and Noninstructional Operations – Purchasing requires approval/ratification of purchase orders by the Board of Education. A purchase order is a legal contract between a district and vendor, containing a description of each item listed and/or a statement to the effect that supplies, equipment or services furnished herewith shall be in accordance with specifications and conditions.

Purchase orders represent a commitment of funds. No item on this register will be processed unless within budgeted funds. The actual payment for the services or materials is made with a warrant (check) and reported on the warrant register report.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the purchase order register, provided under separate cover.

FISCAL IMPACT

\$1,168,841.44 to all District funding sources.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES

=====

BACKGROUND

All contracts between the District and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. To be valid or to constitute an enforceable obligation against the District, all contracts must be approved and/or ratified by the Board of Education.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

FISCAL IMPACT

As indicated.

WMJ:GJS:pw

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-1617-041 CA Association for Supervision of Curriculum and Development. To provide professional development. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: December 16, 2016 – June 30, 2017	Contract Amount: Not to Exceed \$6,000.00 Funding Source: Title II
CIIS-1617-042 Eileen Kostyk. To provide on campus Project Self Esteem Program. Submitted by: Butterfield Ranch ES Duration of Agreement: December 16, 2016 – June 30, 2017	Contract Amount: \$2,000.00 Funding Source: Butterfield Ranch ES PTA
CIIS-1617-043 Trang Doan. To provide on campus Science Academy. Submitted by: Butterfield Ranch ES Duration of Agreement: December 16, 2016 – June 30, 2017	Contract Amount: \$2,000.00 Funding Source: Butterfield Ranch ES PTA
CIIS-1617-044 Eileen Kostyk. To provide on campus Art Academy. Submitted by: Butterfield Ranch ES Duration of Agreement: December 16, 2016 – June 30, 2017	Contract Amount: \$2,000.00 Funding Source: Butterfield Ranch ES PTA
CIIS-1617-045 Baldy View ROP. To jointly provide career technical education programs and services. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2016 – June 30, 2017	Contract Amount: Participation incentive income of \$43,800.08 Funding Source: Baldy View ROP
CIIS-1617-046 Baldy View ROP. To provide Embedded Classes to CVUSD high school students. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2016 – June 30, 2017	Contract Amount: None Funding Source: None

HUMAN RESOURCES	FISCAL IMPACT
HR-1617-003 Keenan & Associates. To provide worker's compensation claims services. Submitted by: Risk Management Duration of Agreement: July 1, 2016 – June 30, 2017	Contract Amount: Per rate sheet, not to exceed \$6,000.00 Funding Source: Risk Management

MASTER CONTRACTS	FISCAL IMPACT
MC-1617-027 Scott Backovich. To provide motivational speaking. Submitted by: Purchasing Department Duration of Agreement: December 16, 2016 – June 30, 2019	Contract Amount: per rate sheet Funding Source: PFA/PTA/ASB/USB/Boosters
MC-1617-028 Imagination Machine. To provide school assemblies. Submitted by: Purchasing Department Duration of Agreement: December 16, 2016 – June 30, 2019	Contract Amount: per rate sheet Funding Source: PFA/PTA/ASB/USB/Boosters
MC-1617-029 New Management Inc. To provide school site in-services on student management, motivation, and engagement. Submitted by: Purchasing Department Duration of Agreement: December 16, 2016 – June 30, 2019	Contract Amount: per rate sheet Funding Source: School site general funds

MASTER CONTRACTS	FISCAL IMPACT
MC-1617-030 Let's Party Entertainment. To provide school event rentals, entertainment, balloons, etc. Submitted by: Purchasing Department Duration of Agreement: December 16, 2016 – June 30, 2019	Contract Amount: per rate sheet Funding Source: PFA/PTA/ASB/USB/Boosters
MC-1617-031 Party Extreme. To provide mobile laser tag at school events. Submitted by: Purchasing Department Duration of Agreement: December 16, 2016 – June 30, 2019	Contract Amount: per rate sheet Funding Source: PFA/PTA/ASB/USB/Boosters
MC-1617-032 Cold Star Ice. To provide snow scene and play area. Submitted by: Purchasing Department Duration of Agreement: December 16, 2016 – June 30, 2019	Contract Amount: per rate sheet Funding Source: PFA/PTA/ASB/USB/Boosters

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
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DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

SUBJECT: SURPLUS/OBSOLETE PROPERTY

=====

BACKGROUND

The Board of Education recognizes that the District may own personal property which is unusable, obsolete, or no longer needed by the District. The Superintendent or designee shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of Education Code 17545.

Lists of surplus items are emailed to the Facilities/Planning Department to be placed on an upcoming Board agenda. After Board approval, items may be picked up by District warehouse or a liquidation company for public auction. Proceeds of the sale are deposited into the General Fund.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

FISCAL IMPACT

Increase to the General Fund from proceeds of sale.

WMJ:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT
SURPLUS/OBSOLETE PROPERTY**
December 15, 2016

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell OptiPlex 760	CVAS-AEC-01	Adult School
Computer	Dell OptiPlex 745	CVAS-AEC-02	Adult School
Computer	Dell OptiPlex GX520	CVAS-AEC-03	Adult School
Computer	Dell OptiPlex 745	CVLA Rm. 16	Adult School
Computer	Dell OptiPlex GX520		Adult School
Scanner	Epson 1650	EBVW003800	Adult School
Copier/Printer	Xerox 4118	YHR689486	Adult School
Printer	H.P.	My2631b1dx	Alternative Ed.
Laptop	Dell	37775862037	Alternative Ed.
Monitor	Viewsonic	pt3055022754	Alternative Ed.
Monitor	Dell	1FPS	Alternative Ed.
Monitor	Dell	511L	Alternative Ed.
Computer	CBS	21121	Alternative Ed.
Computer	Dell	40829	Alternative Ed.
Computer	Dell	22654	Alternative Ed.
Computer	Dell	22656	Alternative Ed.
Computer	Dell	23903	Alternative Ed.
Computer	Dell	ERK2Q91	Alternative Ed.
Computer	CBS	22181	Alternative Ed.
Computer	Dell	27101	Alternative Ed.
Computer	Dell	29288	Alternative Ed.
Computer	Dell	22630	Alternative Ed.
Computer	Dell	31092	Alternative Ed.
Computer	Dell	27295	Alternative Ed.
Computer	Dell	26600	Alternative Ed.
Printer	Xerox	22719	Alternative Ed.
Computer	Apple	xb9434v6h1k	Alternative Ed.
Laptop	Apple	25707	Alternative Ed.
Computer	Dell	45641755069	Alternative Ed.
Computer	Dell	45638840886	Alternative Ed.
Computer	Dell	27086	Alternative Ed.
Computer	Dell	22632	Alternative Ed.
Computer	Dell	29595	Alternative Ed.
Computer	Dell	27712769005	Alternative Ed.
Computer	Dell	5r3dy01	Alternative Ed.
Computer	Dell	fj7npd10	Alternative Ed.
Computer	Dell	16903782757	Alternative Ed.
Computer	Dell	19000926001	Alternative Ed.

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Computer	Dell	2311380145	Alternative Ed.
VCR	Magnavox	v23469581a	Alternative Ed.
T.V.	Daewoo	gtzxc1733	Alternative Ed.
Computer	Dell	28428	Alternative Ed.
Computer Tower	Dell OptiPlex 980	33942	Assessment
Computer Tower	Dell OptiPlex 790	39655	Assessment
Computer Tower	Dell OptiPlex 780	34753	Assessment
Printer	HP Laser Jet	CNB2R02024	Business Services
Office Chair			Business Services
Monitor	Dell		Elem. Curriculum
Monitor	Dell		Elem. Curriculum
Monitor	Dell		Elem. Curriculum
Laptop	Dell	8ZYJXG1/29922	Technology
Laptop	Dell	6M9SPD1/25661	Technology
Laptop	Dell	8V07MQ1/39193	Technology
Laptop	Dell	8Z85XL1/32108	Technology
Document Camera	Avervision	29704	Technology
Laptop	Dell	5PYYW1/40924	Technology
Laptop	Dell	HSR7PJ1 / 29581	Technology
Dell 755 desktop	Dell	29094/7cojphi	Technology
MAC	Apple	41767	Technology
Laptop 5400	Dell	81Y3x1l/32079	Technology
Document Camera	Elmo	29260	Technology
Latitude E5420	Dell	8tx4mq1/39060	Technology
Desktop	Dell	3z7j7m1/32473	Technology
Desktop	Dell	9fgpbm1/32376/C-1234	Technology
Desktop	Dell	B0lr1sr1/39420	Technology
Desktop	Dell	B15vsr1/39414	Technology
Desktop	Dell	G1ZPZF1/27343	Technology
E5420	Dell	8TZFMQ1/39145	Technology
E5420	Dell	8TWQLQ1/39144	Technology
E5420	Dell	8TWZLQ1/39195	Technology
E5420	Dell	8TVZLQ1/39047	Technology
E5420	Dell	8V09MQ1/39154	Technology
E5420	Dell	8TY6MQ1/39136	Technology
E5420	Dell	8TY4MQ1/39157	Technology
E5420	Dell	8TWSLQ1/39200	Technology
E5420	Dell	8TX9MQ1/39150	Technology
E5420	Dell	8TXVLQ1/39138	Technology
E5420	Dell	8TXMLQ1/39181	Technology
E5420	Dell	8TXCMQ1/39071	Technology
E5420	Dell	HVQF4S1/39748	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
E5420	Dell	8TW8MQ1/39180	Technology
E5420	Dell	8V02MQ1/39163	Technology
E5420	Dell	508PWL1	Technology
E5420	Dell	8TZ0MQ1/39155	Technology
E5420	Dell	6RNJ4S1/39605	Technology
E5420	Dell	DP0B6S1/39876	Technology
E5420	Dell	8TW0MQ1/39070	Technology
E5420	Dell	8V0CMQ1/39149	Technology
E5420	Dell	6RNG45S1/39604	Technology
E5420	Dell	8TZZLQ1/39137	Technology
E5420	Dell	8TVHLQ1/39141	Technology
E5420	Dell	8V0PLQ1/39156	Technology
E5420	Dell	8TW5MQ1/39139	Technology
E5420	Dell	8TW3MQ1/39151	Technology
E5420	Dell	6RND4S1/39600	Technology
E5420	Dell	J310MQ1/39532	Technology
E5420	Dell	6RNG4S1/39596	Technology
E5420	Dell	J30ZLQ1/39534	Technology
E5420	Dell	2BCXKQ1/35765	Technology
E5420	Dell	2C0LKQ1/35799	Technology
E5420	Dell	C9BNXG1/29892	Technology
E5420	Dell	8TW7MQ1/39176	Technology
E5420	Dell	8TZ5MQ1/39183	Technology
E5420	Dell	8TVZLQ1/39202	Technology
E5420	Dell	8V00MQ1/39098	Technology
E5420	Dell	8V05MQ1/39168	Technology
E5420	Dell	8TXBMQ1/39172	Technology
E5420	Dell	DNRB6S1/39910	Technology
E5420	Dell	8TYPLQ1/39171	Technology
E5420	Dell	39196	Technology
E5420	Dell	8TX3MQ1/39182	Technology
E5420	Dell	8TYRLQ1/39162	Technology
E5420	Dell	8TVWLQ1/39166	Technology
E5420	Dell	8V03MQ1/39143	Technology
E5420	Dell	8TXZLQ1/39185	Technology
E5420	Dell	8TZWLQ1/39190	Technology
E5420	Dell	8TY3MQ1/39175	Technology
E5420	Dell	8TWVLQ1/39199	Technology
E5420	Dell	8TVNLQ1/39164	Technology
E5420	Dell	8TX9MQ1/39179	Technology
E5420	Dell	8T35MQ1/39080	Technology
E5420	Dell	8TW6MQ1/39142	Technology
E5420	Dell	8TZ4MQ1/39169	Technology

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
E5420	Dell	8TWYLQ1/39099	Technology
E5420	Dell	8TYZLQ1/39174	Technology
E5420	Dell	8TZNLQ1/39184	Technology
E5420	Dell	8TY2MQ1/39177	Technology
E5420	Dell	8TVSLQ1/39170	Technology
E5420	Dell	8TXFMQ1/39165	Technology
E5420	Dell	8T2FMQ1/39084	Technology
OptiPlex 790	Dell	39262	Technology
OptiPlex 780	Dell	C-1235/5FGPBM1	Technology
OptiPlex 780	Dell	C-1232/CFGPBM1	Technology
OptiPlex 780	Dell	C-1233/BFGPBM1	Technology
Latitude E5420 Laptop	Dell	39118/8TWBMQ1	Technology
3Com Switch 4400	3Com	L3av3na7171eo	Technology
Switch 4400	3Com	L3av4mbd26000	Technology
Switch 4200	3Com	Lgzv9dlde5040	Technology
Switch 4200	3Com	Lgzv6zh801bco	Technology
Switch 4400	3Com	030172av2t92c6c80	Technology
Latitude 2100	Dell	32285/FG74YL1	Technology
Latitude E5420 Laptop	Dell	35754/2BCTKQ1	Technology
Switch 4200	3Com	LGZV9DLDE4180	Technology
Switch 4200	3Com	LGZV9DLDE4B40	Technology
Switch 4400	3Com	L3AV3MA658CE0	Technology
Switch 4400 (2)	3Com	20864/20868	Technology
Latitude 5400	Dell	33874/7S48WN1	Technology
OptiPlex 3020	Dell	43238	Technology
OptiPlex 760	Dell	CPY2011	Technology
OptiPlex 760	Dell	31513	Technology
OptiPlex 760	Dell	DPY20L1	Technology
OptiPlex 760	Dell	FPY20L1	Technology
OptiPlex 760	Dell	31515	Technology
OptiPlex 780	Dell	36186	Technology
Monitor	Dell	CN-OC730C-71623-188-96982	Technology
Monitor	Dell	CN-OWH319-72872-6BM4135	Technology
Monitor	Dell	CN-OC730C-71623-06I-3961	Technology
Laptop	Dell	FSJYPD1	Tykes
Laptop	Dell	FTJYPD1	Tykes
Laptop	Dell	HBH08M1	Tykes
Laptop	Dell	7TJYPD1	Tykes
Printer	Xerox Phaser 6130	HAT032167	Tykes

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations
Martin Silveira, Director, Maintenance, Operations, and Construction

**SUBJECT: CHANGE ORDER AND NOTICE OF COMPLETION FOR BID 14-15-10,
RENOVATION OF PROFESSIONAL DEVELOPMENT CENTER II**

=====

BACKGROUND

On June 11, 2015, the Board of Education awarded Bid No. 14-15-10, Renovation of Professional Development Center II to WCCR Construction Inc. During the course of construction, modifications to the original approved plans are made due to unforeseen conditions, revisions, or amended project scope. The following change order has been reviewed and recommended for approval by District staff.

Change Order	Contractor	Amount
3	WCCR Construction Inc.	(\$9,000.00)
	Bid Amount:	\$1,909,476.00
	Previous Change Orders:	\$170,788.25
	Revised Total Project Amount:	\$2,071,264.25
	Retention Amount:	\$103,563.21

The change order results in a net decrease of \$9,000.00 to the construction cost and no change in contract time. The revised total project cost, including all change orders, is \$2,071,264.25. Approval of the change order allows for compensation to the contractor to perform the additional work as described. All contracted work was completed on November 2, 2016.

Documentation indicating satisfactory completion and compliance with specification and project requirements has been obtained from the following individuals: site administrator; Peter Fox, Architect; Bill Childress, Construction Coordinator; and Martin Silveira, Director, Maintenance, Operations, and Construction.

Staff recommends the approval of the Notice of Completion for this bid. The final retention payment of 5% of the value of work done under this contract shall be made 35 days after the Notice of Completion is recorded with the County Recorder.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the change order and Notice of Completion for Bid 14-15-10, Renovation of Professional Development Center II.

FISCAL IMPACT

(\$9,000.00) to Capital Facilities Fund 25.

WMJ:GJS:MS:pw

W L C ARCHITECTS
8163 Rochester Avenue, Suite 100
Rancho Cucamonga, CA 91730

DSA Application # N/A
DSA File # N/A
OPSC Application # N/A

STRUCTURAL Non-Structural X

PROJECT:	PDC2 Tenant Improvements	PROJECT #:	1418300.54
OWNER:	Chino Valley Unified School District	CHANGE ORDER #:	3
CONTRACTOR:	WCCR Construction	DATE:	11/7/2016

CHANGE ORDER # 3

STARTING CONTRACT AMOUNT \$ 1,909,476.00

THE CONTRACTOR IS HEREBY AUTHORIZED TO DO THE FOLLOWING:

ITEM:	1.1	DAYS	EXTRA	CREDIT
Description:	Credit for closed circuit television system.		\$0.00	(\$9,000.00)
Total		0	\$0.00	(\$9,000.00)

W L C ARCHITECTS
8163 Rochester Avenue, Suite 100
Rancho Cucamonga, CA 91730

DSA Application # N/A
DSA File # N/A
OPSC Application # N/A
Non-Structural X

STRUCTURAL

PROJECT: PDC2 Tenant Improvements
OWNER: Chino Valley Unified School District
CONTRACTOR: WCCR Construction

PROJECT #: 1418300.54
CHANGE ORDER #: 3
DATE: 11/7/2016

CHANGE ORDER # 3

STARTING CONTRACT AMOUNT \$ 1,909,476.00

The Original Contract Sum was	\$ 1,909,476.00
Net Change by Previously Authorized Change Orders	\$170,788.25
The Contract Sum Prior to this Change Order was	\$ 2,080,264.25
The Contract Sum will be decreased by this Change Order in the Amount of	(\$9,000.00)
The New Contract Sum including this Change Order will be	\$ 2,071,264.25
The Contract time will be unchanged	0
Project Change Order to Date	\$161,788.25
The date of Substantial Completion as of the date of this Change Order therefore is April 15, 2016.	
Change Order Percentage	8.47%

APPROVED

GREG STACHURA, Assistant Superintendent of Facilities Planning and Operations
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4310

11/9/16
DATE

WILLIAM CHILDRESS, Maintenance Supervisor
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4310

11/8/16
DATE

JOHN BUCK, General Contractor
WCCR Construction
2910 South Archibald Avenue
Ontario, CA 91761

11/8/16
DATE

JAMES P. DICAMILLO
WLC ARCHITECTS, INC.
8163 Rochester Avenue, Suite 100
Rancho Cucamonga, CA 91730

11/7/2016
DATE

PF:hb/P51418300X3-co



CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

SUBJECT: NOTICE OF COMPLETION FOR CUPCCAA PROJECT

=====

BACKGROUND

On May 9, 2013, the Board of Education adopted Resolution 2012/2013-71, Adoption of California Uniform Public Construction Cost Accounting Act (CUPCCAA). Per Public Contract Code 22030, the adoption of CUPCCAA allows the use of alternate bidding procedures for projects under \$175,000.00, while still ensuring the District receives the lowest pricing possible from responsible vendors and contractors. Utilizing CUPCCAA, the District has completed the project listed below.

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source
CC2016-45	Portable Classroom Installation at Chino Hills HS	WCCR Construction Inc.	\$169,900.00	N/A	\$169,900.00	25

Documentation indicating satisfactory completion and compliance with specifications has been obtained from school site administrators; Jason James, DSA Inspector; Peter Fox, Architect; Bill Childress, Construction Coordinator; and Martin Silveira, Director, Maintenance, Operations, and Construction.

Staff recommends approval of the Notice of Completion for this project.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the Notice of Completion for CUPCCAA Project.

FISCAL IMPACT

\$169,900.00 to Tax A Fund 25.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

**SUBJECT: CERTIFICATION OF MEASURE G GENERAL OBLIGATION BOND
ELECTION RESULTS**

=====

BACKGROUND

On November 8, 2016, voters within the Chino Valley Unified School District approved the Measure G general obligation bond, the proceeds of which are to be used for school construction and improvements. With this approval, the Board of Education is required to certify the election results as one step towards authorizing the release of bond funds.

On December 6, 2016, Michael J. Scarpello, Registrar of Voters for the County of San Bernardino, provided certification that the totals shown in the Statement of Votes Cast (attached) are full, true and correct.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended that the Board of Education Certify Measure G General Obligation Bond Election Results.

FISCAL IMPACT

None.

WMJ:GJS:pw

**CERTIFICATE OF THE CLERK OF THE
BOARD OF EDUCATION AS TO RESULTS OF THE
CANVASS OF ELECTION RETURNS**

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN BERNARDINO)

I, James Na, Clerk of the Board of Education (the "Board") of the Chino Valley Unified School District, do hereby certify that I have examined the results of the Election conducted within the District on November 8, 2016, reported to me by the San Bernardino County Elections Office of the Registrar of Voters. At the Board's request, the election was conducted at the regular polling places of the County of San Bernardino on November 8, 2016, between the hours of 7:00 a.m. and 8:00 p.m., prior to which time, the San Bernardino County Elections Office of the Registrar of Voters delivered ballot pamphlets and absentee ballots to qualified voters.

The results of the election, as provided to the Board by the San Bernardino County Elections Office of the Registrar of Voters are attached to this Certificate and incorporated herein by this reference. I hereby certify that the results of said election and the number of votes cast for and against Measure G are as follows:

BONDS YES:	34,168 votes (55.99%)
BONDS NO:	26,861 votes (44.01%)

These results are officially entered into the minutes of the meeting of the Board of Education of the Chino Valley Unified School District held on December 15, 2016.

Clerk of the Board of Education of the
Chino Valley Unified School District

Attachment



Elections Office of the Registrar of Voters

Michael J. Scarpello
Registrar of Voters

STATEMENT OF CERTIFICATION OF ELECTION RESULTS
2016 PRESIDENTIAL GENERAL ELECTION

STATE OF CALIFORNIA)
) SS.
COUNTY OF SAN BERNARDINO)

I, Michael J. Scarpello, San Bernardino County Registrar of Voters, do hereby certify that, pursuant to the provisions of the California Elections Code §15300, et seq., I did canvass the returns of the votes cast in the 2016 Presidential General Election, held on November 8, 2016, in San Bernardino County, and that the *Certified Election Results* to which this statement is attached shows the total number of votes cast in San Bernardino County and that the totals as shown are full, true and correct.

Witness my hand and official seal this 6th day of December, 2016.

Michael Aspinall

Michael J. Scarpello
Registrar of Voters

BOARD OF SUPERVISORS

ROBERT A. LOVINGOOD
Vice Chairman, First District

JANICE RUTHERFORD
Second District

JAMES RAMOS
Chairman, Third District

CURT HAGMAN
 December 15, 2016
 Fourth District
 Page 73

JOSIE GONZALES
Fifth District

**Presidential General Election
November 8, 2016
Summary Report
San Bernardino County
Summary # 20**

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
State Proposition 64				
YES	336,736	0	336,736	52.54%
NO	304,223	0	304,223	47.46%
Total	640,959	0	640,959	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
State Proposition 65				
YES	257,999	0	257,999	41.40%
NO	365,208	0	365,208	58.60%
Total	623,207	0	623,207	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
State Proposition 66				
YES	351,127	0	351,127	57.65%
NO	257,972	0	257,972	42.35%
Total	609,099	0	609,099	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
State Proposition 67				
YES	244,938	0	244,938	39.05%
NO	382,306	0	382,306	60.95%
Total	627,244	0	627,244	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
Kern Community College District, Measure J				
BONDS YES	386	0	386	64.77%
BONDS NO	210	0	210	35.23%
Total	596	0	596	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
Barstow Unified School District, Measure F				
BONDS YES	5,776	0	5,776	67.54%
BONDS NO	2,776	0	2,776	32.46%
Total	8,552	0	8,552	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
Chino Valley Unified School District, Measure G				
BONDS YES	34,168	0	34,168	55.99%
BONDS NO	26,861	0	26,861	44.01%
Total	61,029	0	61,029	100.00%

	Votes Cast	Write-in Votes	Total Votes	Percent of Total
Muroc Joint Unified School District, Measure M				
BONDS YES	6	0	6	60.00%
BONDS NO	4	0	4	40.00%
Total	10	0	10	100.00%

Alta Loma School District, Measure H

The Certified Election Results for Measure H are published separately from the Final Certified Results for the 2016 Presidential General Election.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Richard Rideout, Director, Human Resources

SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS

=====

BACKGROUND

Board approval of personnel transactions is required by Board Bylaw 9324 Bylaws of the Board - Minutes and Recordings and Education Code 35163. Included are new hires based on need, which includes replacements, growth, and/or class size reduction.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve/ratify the certificated/classified personnel items.

FISCAL IMPACT

All personnel assignments are within the approved staffing ratio for the appropriate school year budget.

WMJ:LF:RR:mcm

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>HIRED AT THE APPROPRIATE PLACEMENT ON THE CERTIFICATED MANAGEMENT SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2016/2017 SCHOOL YEAR</u>			

CARR, Emily	Speech/Language Pathologist	Special Education	12/16/2016
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**HIRED AT APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE
AND APPROPRIATE CREDENTIAL FOR THE 2016/2017 SCHOOL YEAR****RESIGNATION**

OLSEN-SIEGFRIED, Robin	Agriculture Teacher	Don Lugo HS	12/16/2016
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LEAVE OF ABSENCE

RIDEOUT, Katasha	School Psychologist 40%	Special Education	01/03/2017 through 06/30/2017
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APPOINTMENT – EXTRA DUTY

CEO, Christopher (NBM)	Band (B)	Canyon Hills JHS	12/16/2016
SANDVIK, Jillian (NBM)	Drill Team (B)	Canyon Hills JHS	12/16/2016
MALDONADO, Andrew (NBM)	Boys Soccer (GF)	Ayala HS	12/16/2016
ARCE, Christopher (NBM)	Boys Basketball (GF)	Chino HS	12/16/2016
ARCIAGA, Armina (NBM)	Girls Basketball (GF)	Chino HS	12/16/2016
AYALA, Perla (NBM)	Band (B)	Chino HS	12/16/2016
BLANK, Charles (NBM)	Girls Soccer (GF)	Chino HS	12/16/2016
CASTANEDA, Saray	Girls Soccer (GF)	Chino HS	12/16/2016
COBARRUBIAS, Gerardo (NBM)	Boys Soccer (GF)	Chino HS	12/16/2016
CORELLA, Roberto (NBM)	Boys Basketball (GF)	Chino HS	12/16/2016
CROCKEM, Ronald (NBM)	Girls Basketball (B)	Chino HS	12/16/2016
DAVIS, Jonathon	Girls Basketball (GF)	Chino HS	12/16/2016
DIAZ, Jorge III (NBM)	Girls Soccer (B)	Chino HS	12/16/2016
GARDEA, Carlos (NBM)	Boys Soccer (B)	Chino HS	12/16/2016
LEANO, Victor (NBM)	Boys Basketball (GF)	Chino HS	12/16/2016
MURILLO, Joe (NBM)	Boys Basketball (GF)	Chino HS	12/16/2016
PAVON VALLADARES, Manuel (NBM)	Boys Soccer (GF)	Chino HS	12/16/2016
WUERTZ, Sarah (NBM)	Girls Water Polo (B)	Chino HS	12/16/2016
CARDENAS CASILLAS, Luis (NBM)	Band (B)	Chino Hills HS	12/16/2016
COTE, Brett (NBM)	Wrestling (B)	Chino Hills HS	12/16/2016

CERTIFICATED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>APPOINTMENT – EXTRA DUTY</u>			
GOMEZ III, Juve (NBM)	Wrestling (B)	Chino Hills HS	12/16/2016
METOYER, James (NBM)	Boys Soccer (B)	Chino Hills HS	12/16/2016
GUTIERREZ, Mark (NBM)	Wrestling (GF)	Don Lugo HS	12/16/2016
ROMAN, Alexis (NBM)	Softball (GF)	Don Lugo HS	12/16/2016
TOTAL:			\$49,084.00

**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2016, THROUGH
JUNE 30, 2017**

ABDELHADI, Siham	CHANG, Jin (Peter)	CHAVEZ, Agustin Jr.
ESTRADA, Alejandra	HAMBRICK, Danielle	HOFMANN, Timothy
MALDONADO, Mariana	ROMERO, Briana	SOSA, Frankie

CLASSIFIED PERSONNEL

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED CONFIDENTIAL/MANAGEMENT SALARY SCHEDULE</u>			

APPOINTMENT

HEO, Tammy	Behavior Intervention Specialist (SELPA/GF)	Special Education	12/16/2016
JANSE, Matthew	Behavior Intervention Counselor (SELPA/GF)	Special Education	12/16/2016

PROMOTION

TRIMBACH, Regan	FROM: Administrative Secretary I – CSEA (GF) 8 hrs./261 contract days TO: Administrative Secretary IIB (Conf.) (GF) 8 hrs./261 contract days	Health Services Curriculum, Instruction, Innovation, and Support	01/03/2017
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RESIGNATION

HUYNH, Jenny	Operations Manager (NS)	Nutrition Services	11/30/2016
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HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE**APPOINTMENT**

EVERETT, Jessica	IA/SPED/SH (SELPA/GF)	Chaparral ES	12/16/2016
OROSCO, Melody	Nutrition Svcs. Asst. I (NS)	Glenmeade ES	12/16/2016
DE LOS RIOS, Irene	IA/SPED/SH (SELPA/GF)	Oak Ridge ES	12/16/2016
GARCIA, Jessica	IA/Childhood Ed. (CDF)	Oak Ridge FC	01/03/2017
SPAGNOLO, Rebecca	Health Technician (GF)	Rolling Ridge ES	12/16/2016
SAWYER, Danielle	IA/Childhood Ed. (CDF)	Rolling Ridge FC	01/03/2017
CEPEDA MORAN, Mary	Custodian I (GF)	Wickman ES	12/16/2016
BAEZA, Marilyn	IA/SPED/SH (SELPA/GF)	Ayala HS	01/03/2017
HOLZMEISTER, Esther	IA/Biling.-Bilit.-Spanish (ABG)	Adult School	01/03/2017
JIANG, Rong	IA/Biling.-Bilit.-Mandarin (ABG)	Adult School	01/03/2017
MENDOZA, Maria	Bilingual Typist Clerk I (C)	Adult School	01/03/2017
ESPADAS, Jennifer	IA/SPED/SH (SELPA/GF)	Special Education	12/16/2016

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>CHANGE IN ASSIGNMENT</u>			
DE LA CRUZ, Johnathan	FROM: IA/Childhood Ed. (CDF) 3.2 hrs./180 work days TO: IA/Childhood Ed. (CDF) 3.9 hrs./180 work days	Dickey ES SOAR Dickey ES SOAR	12/16/2016
ROSALES, Perla	FROM: Typist Clerk II (GF) 8 hrs./201 work days TO: Typist Clerk II (GF) 8 hrs./261 contract days	Glenmeade ES Special Education	12/16/2016
ELLSWORTH, Judy	FROM: Health Tech. (GF) 5.5 hrs./261 contract days TO: Health Tech. (GF) 7 hrs./185 work days	Cal Aero K-8 Chino HS	01/03/2017
FEKETE, Susan	FROM: IA/SPED (SELPA/GF) 3.5 hrs./181 work days TO: IA/ SPED (SELPA/GF) 5 hrs./181 work days	Chino HS Chino HS	01/03/2017

ADDITIONAL ASSIGNMENT

FROYA, Brenda	School Community Liaison/ Bilingual-Spanish (NS)	Access & Equity	01/03/2017
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CLOSING OF OFFICIAL RECORDS

GRAGSON, Kimberly	Central Kitchen Asst. I (NS)	Ramona JHS	11/20/2016
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RESIGNATION

DAMICO, Jonathan	IA/SPED/SH (SELPA/GF)	Ayala HS	01/06/2017
HAMMOND, Brian	Behav. Interv. Aide (SELPA/GF)	Special Education	01/03/2017

RETIREMENT

CHRISTOS, Florence (21 years of service)	Custodian II	Dickson ES	12/31/2016
MONROE, Barbara (24 years of service)	IA/Elementary (C)	Newman ES	01/01/2017

CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>RETIREMENT</u> (cont.)			
RAMIREZ, Patricia (19 years of service)	IA/Bilingual-Biliterate (C)	Newman ES	01/01/2017
OLVERA, Cynthia (30 years of service)	IA/SPED (SELPA/GF)	Alternative Education	11/24/2016

APPOINTMENT OF SHORT TERM EMPLOYEES EFFECTIVE OCTOBER 1, 2016, THROUGH DECEMBER 31, 2016

CUMMINS, Elidia	IA/SPED/SH (SELPA/GF)	Chaparral ES
TOWNSELL, Brandy	IA/SPED/SH (SELPA/GF)	Chaparral ES
LORUSSO, Elizabeth	IA/SPED/SH (SELPA/GF)	Cortez ES
TORRES, Tina	IA/SPED/SH (SELPA/GF)	Dickson ES
DENVER, Donna	IA/SPED/SH (SELPA/GF)	Eagle Canyon ES
RODGERS, Pamela	IA/SPED/SH (SELPA/GF)	Oak Ridge ES
HERRERA, Susana	IA/SPED/SH (SELPA/GF)	Chino Hills HS
FERREIRA, Elena	Typist Clerk II	Student Support

APPOINTMENT OF SHORT TERM EMPLOYEES EFFECTIVE JANUARY 1, 2017, THROUGH MARCH 31, 2017

ROMERO, Celina	IA/SPED/SH (SELPA/GF)	Borba ES
NEAL, Nicole	IA/SPED/SH (SELPA/GF)	Butterfield Ranch ES
KUHNS, Richelle	IA/SPED/SH (SELPA/GF)	Cattle ES
TOWNSELL, Brandy	IA/SPED/SH (SELPA/GF)	Chaparral ES
BARTON, Nicole	IA/SPED/SH (SELPA/GF)	Cortez ES
LORUSSO, Elizabeth	IA/SPED/SH (SELPA/GF)	Cortez ES
MURRIETA, Pamela	IA/SPED/SH (SELPA/GF)	Country Springs ES
SABUHA, Syeda	IA/SPED/SH (SELPA/GF)	Country Springs ES
TORRES, Tina	IA/SPED/SH (SELPA/GF)	Dickson ES
FIGUEROA, Virginia	IA/SPED-Collab. (SELPA/GF)	Eagle Canyon ES
KUNZ, Chelsea	IA/SPED/SH (SELPA/GF)	Eagle Canyon ES
PLUMA, Valerie	IA/SPED/SH (SELPA/GF)	Hidden Trails ES
ARRISON, Shannon	IA/SPED/SH (SELPA/GF)	Liberty ES
GOOD, Stephanie	IA/SPED/SH (SELPA/GF)	Litel ES
SACCONI, Dana	IA/SPED/SH (SELPA/GF)	Litel ES
CONRARDY, Victoria	IA/SPED/SH (SELPA/GF)	Marshall ES
MEZA, Mary	IA/SPED/SH (SELPA/GF)	Marshall ES
ANGIANO, Gabriella	IA/SPED/SH (SELPA/GF)	Oak Ridge ES
RODGERS, Pamela	IA/SPED/SH (SELPA/GF)	Oak Ridge ES
CUPP, Victoria	IA/SPED/SH (SELPA/GF)	Rhodes ES
JEPEWAY, Gwen	IA/SPED/SH (SELPA/GF)	Rhodes ES
CASILLAS, Sylvia	IA/SPED/SH (SELPA/GF)	Rolling Ridge ES
HAMILTON, Bernice	IA/SPED-Collab. (SELPA/GF)	Rolling Ridge ES

CLASSIFIED PERSONNEL (cont.)**NAME****POSITION****LOCATION****APPOINTMENT OF SHORT TERM EMPLOYEES EFFECTIVE JANUARY 1, 2017, THROUGH MARCH 31, 2017** (cont.)

ROJAS, Michelle	IA/SPED/SH (SELPA/GF)	Rolling Ridge ES
FERREIRA, Elena	Typist Clerk II	Student Support
HOLIDAY, Joy	IA/SPED/SH (SELPA/GF)	Wickman ES
MACANAS, Maileen	IA/SPED/SH (SELPA/GF)	Cal Aero K-8
OLLMAN, Misty	IA/SPED/SH (SELPA/GF)	Cal Aero K-8
ZALKE, Patricia	IA/SPED/SH (SELPA/GF)	Cal Aero K-8
TRIVEDI, Namrata	IA/SPED/SH (SELPA/GF)	Canyon Hills JHS
LOERA, Bertha	IA/SPED/SH (SELPA/GF)	Magnolia JHS
NEAL, Gloria	IA/SPED/SH (SELPA/GF)	Magnolia JHS
GONZALEZ, Martin	IA/SPED/SH (SELPA/GF)	Townsend JHS
MACANAS, Maileen	IA/SPED/SH (SELPA/GF)	Woodcrest JHS
SOLORIO, Stacy	IA/SPED/SH (SELPA/GF)	Woodcrest JHS
YAMAS-ALONZO, Andrea	IA/SPED/SH (SELPA/GF)	Woodcrest JHS
BALLESTEROS, Venus	IA/SPED/SH (SELPA/GF)	Ayala HS
DONIAK, Kylie	IA/SPED/SH (SELPA/GF)	Ayala HS
ROCHA, Iris	IA/SPED/SH (SELPA/GF)	Ayala HS
SANCHEZ, Mark	IA/SPED/SH (SELPA/GF)	Ayala HS
SANCHEZ, Virnie	IA/SPED/SH (SELPA/GF)	Ayala HS
SCHWARTZMEYER, Nanette	IA/SPED/SH (SELPA/GF)	Ayala HS
CRUMP, Laura	IA/SPED/SH (SELPA/GF)	Chino HS
ALAMILLO, Marisol	IA/SPED/SH (SELPA/GF)	Chino Hills HS
BAYONA, Karen	IA/SPED/SH (SELPA/GF)	Chino Hills HS
DELGADO, Linda	IA/SPED/SH (SELPA/GF)	Chino Hills HS
PALMER, Anne	IA/SPED/SH (SELPA/GF)	Chino Hills HS
VAKA, Nancy	IA/SPED/SH (SELPA/GF)	Chino Hills HS
JONES, Marsha	IA/SPED/SH (SELPA/GF)	Don Lugo HS
ROJAS, Michelle	IA/SPED/SH (SELPA/GF)	Don Lugo HS
SERRATO, Myra	IA/SPED/SH (SELPA/GF)	Special Education
WILLIAMS, Janelle	IA/SPED/SH (SELPA/GF)	Special Education
ZELAYA-AGUILAR, Amalia	IA/SPED/SH (SELPA/GF)	Special Education

APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2016, THROUGH JUNE 30, 2017

FAGUNDES, Helena

GILLING, Stephan

QUEVEDO, Linda

(504) = Federal Law for Individuals with Handicaps
 (ACE) = Ace Driving School
 (ASB) = Associated Student Body
 (ASF) = Adult School Funded
 (ATE) = Alternative to Expulsion
 (B) = Booster Club
 (BTSA) = Beginning Teacher Support & Assessment
 (C) = Categorically Funded
 (CAHSEE)= California High School Exit Exam
 (CC) = Children's Center (Marshall)
 (CDF) = Child Development Fund
 (CSR) = Class Size Reduction
 (CVLA) = Chino Valley Learning Academy
 (CWY) = Cal Works Youth
 (E-rate) = Discount Reimbursements for Telecom.
 (G) = Grant Funded
 (GF) = General Fund
 (HBE) = Home Base Education
 (MM) = Measure M – Fund 21
 (MAA) = Medi-Cal Administrative Activities
 (MH) = Mental Health – Special Ed.
 (NBM) = Non-Bargaining Member
 (ND) = Neglected and Delinquent
 (NS) = Nutrition Services Budget
 (OPPR) = Opportunity Program
 (PFA) = Parent Faculty Association
 (R) = Restricted
 (ROP) = Regional Occupation Program
 (SAT) = Saturday School
 (SB813) = Medi-Cal Admin. Activities Entity Fund
 (SELPA) = Special Education Local Plan Area
 (SOAR) = Students on a Rise
 (SPEC) = Spectrum Schools
 (SS) = Summer School
 (SWAS) = School within a School
 (VA) = Virtual Academy
 (WIA) = Workforce Investment Act

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Daniel P. Mellon, ARM-P, Director, Risk Management and Human Resources

SUBJECT: REJECTION OF CLAIMS

=====

BACKGROUND

Claim 16-11-12 was submitted on November 7, 2016, by David S. Perlmutter on behalf of his son, a student at Townsend JHS. Claimant alleges severe injury after tripping while running during band practice. Claimant seeks reimbursement for medical expenses in the amount of \$10,000.00.

Claim 16-11-13 was submitted on November 8, 2016, by Robert Robinson a community member visiting the Alternative Education Center. Claimant alleges vehicle damage after a District employee ran into his personal vehicle while parked in the school parking lot. Claimant seeks reimbursement for vehicle damage in the amount of \$727.10.

Claim 16-11-14 was submitted on November 17, 2016, by Recovery Services International on behalf of Reliance Steel & Aluminum Company. Claimant is a subrogation company seeking workers' compensation costs for a vehicle accident occurring on May 26, 2016, between our District employee and Mr. Francisco Espinoza, an employee of Reliance Steel & Aluminum Company. Claimant seeks reimbursement for anticipated workers' compensation costs in the amount of \$35,000.00.

The Board is requested to reject the claims against the District to allow the insurance carriers to investigate the merits of the claims and make a recommendation regarding the dispositions.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education reject the claims and refer them to the District's insurance adjuster.

FISCAL IMPACT

Unknown at present.

WMJ:LF:DPM:lag

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Richard Rideout, Director, Human Resources

**SUBJECT: AFFILIATION AGREEMENT WITH AZUSA PACIFIC UNIVERSITY
SCHOOL OF NURSING**

=====

BACKGROUND

Student teachers provide a high quality of learning, support, and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish an affiliation agreement with Azusa Pacific University School of Nursing.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the Affiliation Agreement with Azusa Pacific University School of Nursing.

FISCAL IMPACT

None.

WMJ:LF:RR:mcm

CLINICAL AFFILIATION AGREEMENT BETWEEN
AZUSA PACIFIC UNIVERSITY
SCHOOL OF NURSING
and

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Azusa Pacific University, domiciled in the City of Azusa, State of California (hereinafter called "UNIVERSITY") and Chino Valley Unified School District, domiciled in the City of Chino, State of California (hereinafter called "FACILITY"), hereby agree:

RECITALS

UNIVERSITY is an institution of higher learning, which presently offers Bachelor's, Master's and Doctorate Degrees in various disciplines, fully accredited by the Western Association of School and Colleges, and the Commission on Collegiate Nursing Education (CCNE). FACILITY is an institution, which offers health services and facilities, and maintains appropriate state licensure.

UNIVERSITY and FACILITY desire to assist and cooperate with each other in providing instruction and clinical experience to students of nursing, which leads to the awarding of elective credit toward a Bachelor's, Master's or Doctorate degree, and/or continuing education units, from Azusa Pacific University.

UNIVERSITY has determined that its utilization of FACILITY comports with the requirements of section 1427 of title 16 of the California Code of Regulations.

TERMS OF AGREEMENT

1. ACCREDITATION:

FACILITY shall undertake to maintain standards of care and all other requirements necessary to insure continued Medi-Cal and/or Medicare certification and appropriate state licensure. It is recognized that UNIVERSITY is under the jurisdiction of various accrediting agencies with whose standards it must comply if UNIVERSITY is to maintain accreditation, and it is therefore agreed that UNIVERSITY will administer the Degree Program, and that

UNIVERSITY will prescribe curriculum and courses of study. It is agreed that the Program is the responsibility of UNIVERSITY, and that UNIVERSITY is in authority of the administration of the same. UNIVERSITY personnel recognize the responsibility to plan and work collaboratively and cooperatively with FACILITY, in providing student learning and patient care. Appropriate representatives of UNIVERSITY and FACILITY will meet as needed for the purpose of interpreting, discussing and evaluating students' clinical experience at the FACILITY.

Upon failure of either party to this AGREEMENT to obtain or maintain its certification or accreditation, the party hereto which has certification or accreditation, at its election, may terminate this AGREEMENT at the end of the academic year of the UNIVERSITY by giving at least one semester's written notice thereof to the party that does not have its said certification or accreditation and thereupon, this AGREEMENT shall terminate without further liability hereunder by either party to the other, except as provided for in Section 7 of this AGREEMENT. The term semester as used herein, means one half of a regular school year as now conducted by UNIVERSITY or its then equivalent.

2. TRANSPORTATION OF NURSING STUDENTS BETWEEN UNIVERSITY AND FACILITY:

Neither UNIVERSITY nor FACILITY will provide transportation for nursing students between campus of UNIVERSITY and FACILITY. Each nursing student shall be responsible for his or her transportation between UNIVERSITY campus and FACILITY.

3. INSURANCE:

- (a) Worker's Compensation Insurance and Employer's Liability Insurance: FACILITY shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees. UNIVERSITY shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees and students.
- (b) Professional Liability Insurance: FACILITY shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees and agents. UNIVERSITY shall carry professional

liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees, agents, and students.

- (c) General Liability Insurance: FACILITY shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees and agents. UNIVERSITY shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees, agents, and students.
- (d) UNIVERSITY maintains proof of all insurance coverage and will provide said proof to FACILITY upon request. Further, in the event of any modification, termination, expiration, non-renewal or cancellation of any insurance coverage required by this Agreement, UNIVERSITY shall give written notice thereof to FACILITY not more than ten (10) days following the date of UNIVERSITY'S receipt of such notification.
- (e) FACILITY maintains proof of all insurance coverage and will provide said proof to UNIVERSITY upon request.

4. CONFIDENTIALITY:

All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the FACILITY or the project shall remain strictly confidential and shall not be disclosed without consent of the FACILITY.

The University shall notify students that they are responsible for respecting and maintaining the confidentiality of all Health Information with respect to all patients of the FACILITY, including without limitation, all Health Information regarding a patient's: 1) Medical treatment and condition; 2) Psychiatric and Mental Health; and 3) Substance abuse and Chemical dependency, which the student may receive pursuant to this Agreement. The student agrees to comply with the terms and conditions of the: (i) Confidentiality of Medical Information Act of 1981, California Civil Code Section 56 et seq. (General Patient Medical Records); (ii) California Welfare & Institutions Code §5328.6 and §5328.7 (Mental Health Records); and (iii) 42 U.S.C. §§290dd-2; (iv) Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Regulations promulgated thereunder (42 U.S.C. Sections 1320d-2 and 1320d-4; 45 C.F.R. Subtitle A, Subchapter C, Parts 160 – 164), as amended from time to time.

5. STUDENT AGENCY ASSIGNMENT:

The assignment of nursing students within the FACILITY shall be made by the UNIVERSITY, or UNIVERSITY faculty assigned to the facility (if any), in accordance with students' educational needs as determined by the curriculum of the UNIVERSITY'S program. Physical facilities of FACILITY for such assignments will be made available therefore by FACILITY, and FACILITY will adhere to the placement objectives set forth by the UNIVERSITY.

- The student will be officially enrolled in a nursing course of study at Azusa Pacific University.
- The student will work with a FACILITY preceptor(s) agreed upon by FACILITY, UNIVERSITY and student.
- The UNIVERSITY and/or student will prepare objectives for the clinical experience with the approval of UNIVERSITY faculty and FACILITY preceptor(s), and FACILITY'S preceptor(s) shall instruct students in their clinical training at FACILITY in accordance with those objectives.
- The clinical hours to meet the student's learning needs will be jointly arranged by the UNIVERSITY, FACILITY, and student.
- Student evaluations will be the responsibility of the UNIVERSITY faculty with input from the FACILITY preceptor(s).
- The student will meet all time obligations or otherwise notify the FACILITY preceptor(s) of alterations in advance.
- The UNIVERSITY shall notify students that they are responsible for following the internal protocols, policies, procedures, rules and regulations established by FACILITY; and all requirements of the Joint Commission on Accreditation of Healthcare Organizations ("Joint Commission" or "JCAHO"), as may be revised from time to time.

6. RESERVATION OF RIGHTS:

FACILITY reserves the right for its Administrator to exercise exclusive control over the administration, operation, maintenance and management of FACILITY, and faculty and students

while students are in residence at the FACILITY and subject thereto. UNIVERSITY reserves the right to exercise control and supervision over the operation, curriculum, faculty and students of the School of Nursing within the prescribed framework.

7. TERMINATION AND TERM LENGTH OF THIS AGREEMENT:

The AGREEMENT may be terminated by either party thereto by delivery of thirty (30) days prior written notice of termination to the other party hereof, and delivery of a copy of said notice to the Board of Directors or Trustees, or the organization having jurisdiction over either of the parties hereto, or of which either party hereto is a member, and whose laws, rules or regulations require that such notice be given to such Board or organization. In the event such notice of termination is given for any reason including for loss of certification or accreditation as provided for in Section 1 hereof, the UNIVERSITY and FACILITY will continue to discharge their obligations as expressed herein to each other as to the nursing students then enrolled. This AGREEMENT is for the term of three (3) years, unless earlier terminated pursuant to the terms of this Agreement.

8. MISCELLANEOUS:

- (a) Patient Care: The FACILITY shall remain in charge of and provide appropriate supervisory personnel for patient care. FACILITY is at all times responsible for care and supervision of its patients, and FACILITY warrants that FACILITY has adequate staffing to ensure safe and continuous health care services to FACILITY'S patients, and that students shall not be substituted for FACILITY staff necessary for reasonable coverage.
- (b) Orientation: The FACILITY will provide for the UNIVERSITY and its nursing students and faculty appropriate orientation prior to and, if required, during each semester. Orientation shall include familiarization with relevant FACILITY purpose, policies, procedures and facilities.
- (c) Hepatitis B: UNIVERSITY requires the hepatitis B vaccine and vaccination series for all of its health care students who have occupational exposure. UNIVERSITY also follows up with all students who have had an exposure incident at no cost to them, once the student has received the required training and within ten working days of

initial assignment. All students are assured that if the hepatitis B vaccination has previously been declined (for which a signed declaration has been obtained) that the vaccination series is still available to such student.

- (d) Universal Precautions: The UNIVERSITY nursing curriculum contains Universal Precautionary Practices, which include a general explanation of the epidemiology and systems of blood borne disease, modes of transmission, and information on the hepatitis B vaccination, as well as other pertinent information.
- (e) Health Clearance: The UNIVERSITY assumes responsibility for maintaining a current (within a year) certification of health clearance, including verification of a titer test proving immunity to rubella and measles or proof of two (2) immunizations, Quantiferon Gold or two-step PPD Test followed by annual renewals or chest x-ray and tuberculosis questionnaire showing no active tuberculosis, two (2) immunizations or positive titer for Varicella-zoster virus (chicken pox), proof of immunization, three (3)-series, against hepatitis B (heptavac) or positive titer, and evidence of a Tetanus, Diphtheria, Pertussis, (Tdap) vaccination. UNIVERSITY shall ensure compliance with this Paragraph and shall maintain files of all health examinations of students assigned to FACILITY.
- (f) Background Check: The UNIVERSITY shall require each assigned student to submit to a complete background check as a condition of participation in the Program. The background check will be considered "completed" if it includes all of the following elements: (1) 7 year criminal background check in current and previous counties of residence and employment; (2) confirmation that the assigned student is not listed as sexual offender and, if requested by the FACILITY, in any child abuse registry; (3) evidence that the assigned student is eligible to participate in all federal and state health programs and verification that the student is not on the OIG or GSA exclusion list.

9. MUTUAL INDEMNIFICATION:

- (a) UNIVERSITY shall indemnify, save and hold harmless FACILITY, its officers, directors, agents and employees from and against all obligations, claims and liabilities

of any kind under state or federal law (including costs and attorneys fees) that may arise out of negligent acts or omissions of UNIVERSITY officers, directors, agents, and employees during the course and scope of a UNIVERSITY's student's clinical training.

- (b) FACILITY shall indemnify, save and hold harmless UNIVERSITY, its officers, directors, agents and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorneys fees) that may arise out of negligent acts or omissions of FACILITY officers, directors, agents or employees during the course and scope of a UNIVERSITY's student's clinical training.

10. AMENDMENTS:

This AGREEMENT and each of their terms and provision hereof may be amended from time to time by the parties hereto by written amendment only and executed by the parties hereto.

11. STATUS OF STUDENTS: The employment status of students and the responsibility for insurance coverage for student activities depends upon the status of the students as set forth below:

- (a) Students Participating in Unpaid Internship not at Student's Place of Employment: It is understood by the parties that the UNIVERSITY's students are fulfilling specific requirements for clinical experiences as part of a degree requirement, and therefore, the UNIVERSITY's students do not thereby become employees or agents of UNIVERSITY by virtue of their clinical training. The UNIVERSITY shall be responsible for providing general liability, professional liability, and workers' compensation coverage for such students, pursuant to Section 3 (Insurance) of this Agreement.
- (b) Students Participating in Unpaid Internship at Student's Place of Employment: It is understood by the parties that the UNIVERSITY and FACILITY shall keep the clinical training and work duties of the UNIVERSITY's students strictly separate. The UNIVERSITY shall be responsible for providing general liability, professional liability, and workers' compensation coverage for such students' clinical

training, pursuant to Section 3 (Insurance) of this Agreement, and the FACILITY shall be responsible for providing insurance coverage for such students' activities as an employee.

- (c) **Students Participating in Paid Internship:** If the UNIVERSITY's students are provided with a nominal stipend from the FACILITY intended to reimburse them for estimated expenses related to their clinical training, the UNIVERSITY's students do not thereby become employees or agents of FACILITY, and UNIVERSITY shall be responsible for providing general liability, professional liability, and workers' compensation coverage for such students pursuant to Section 3 (Insurance) of this Agreement; however, FACILITY shall be responsible for issuing a Form 1099 reporting the stipend to the Internal Revenue Service. If, however, the UNIVERSITY's students are paid by the FACILITY for their services, then they become employees of the FACILITY, and FACILITY is responsible for all employee obligations and for insuring the activities of such students, notwithstanding Section 3 (Insurance) of this Agreement; in addition, Section 9 (Mutual Indemnification) shall not apply to either party.

IN WITNESS WHEREOF, the Parties to this AGREEMENT have hereunto set their hands in duplicate, this _____ day of _____, 2016.

CHINO VALLEY UNIFIED
SCHOOL DISTRICT
5130 Riverside Drive
Chino, CA 91710
909-628-1201 Phone

AZUSA PACIFIC UNIVERSITY
701 E. Foothill Blvd./ PO Box 7000
Azusa, CA 91702-7000
626-815-5386 Phone
626-470-9644 Fax

By _____
Asst. Superintendent, Human Resources

By Renee Pozza
Renee Pozza, PhD, CNS, FNP, RN
Associate Dean of Academic Affairs

By _____
Asst. Superintendent, Education Services

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Richard Rideout, Director, Human Resources

**SUBJECT: REVISION OF JOB DESCRIPTION FOR CONSTRUCTION
COORDINATOR**

=====

BACKGROUND

Job descriptions are a statement of duties, qualifications, and responsibilities associated with a particular job. It is a matter of standard practice to modify and/or create job descriptions as new positions become necessary, jobs evolve, and responsibilities and duties change. Additionally, changes in organizational structure, student needs, and other factors require the revision of existing positions to support the District's mission of increased student achievement. In this case, the format of the job description is being changed and additional experience is being added to the job description.

Approval of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the revision to the job description for Construction Coordinator.

FISCAL IMPACT

None.

WMJ:LF:RR:mcm

CHINO VALLEY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Construction Coordinator	REPORTS:	Director of Maintenance, Operations and Construction
DEPARTMENT:	Maintenance, Operations and Construction	CLASSIFICATION:	Management
FLSA:	EXEMPT	WORK YEAR:	226
ISSUED:	05/18/06	SALARY:	Range 31

BASIC FUNCTION:

Under direction of the Director of ~~Facilities~~ MAINTENANCE, OPERATIONS and Construction, supervises and coordinates construction activities of capital facilities projects, implements policies and procedures relating to construction, modernization and renovation of facilities within the District.

REPRESENTATIVE DUTIES:

This position will coordinate the implementation of construction contract policies and procedures to successfully manage the new construction and modernization programs of the District. This position is responsible for project cost estimates, schedules and administration of assigned construction projects.

(E) = ESSENTIAL FUNCTIONS

Duties may include, but are not limited to, the following:

Coordinates, manages, and oversees construction activities of new construction, modernization, and/or renovation of facilities within the District. **(E)**

Serves as the District representative during the construction phase of projects; inspects work at project sites to ensure compliance with contract requirements, plans/specifications, building codes, project budgets and schedules. **(E)**

Prepares planning documents, construction budgets/cost estimates, bid documents, and contract specifications as necessary. **(E)**

Participates in the evaluation and selection process of project consultants. **(E)**

Prepares preliminary and detailed information as required for District consultants to execute their services and work. (E)

Coordinates construction activities and meets with state and local agencies as necessary; prepares and processes public agency permit applications and reports. (E)

Serves as liaison to school sites, other District departments, consultants, and state and local agencies as they relate to construction activities. (E)

Prepares reports and presentations to the Board of Trustees and District Management Team regarding District project plans, budgets, schedules and progress. (E)

Maintains District construction files and archives, project documentation, as built/record drawings, specifications, contracts and documents. (E)

Conducts construction meetings and documents meeting notes. (E)

Coordinates verification and approval of requests for payment; follows up on reported deficiencies and complications arising during construction, contract closeout, and warranty/guarantee period. (E)

Other duties as assigned.

MINIMUM REQUIREMENTS:

Education, Experience, LICENSES, AND OTHER REQUIREMENTS:

- Minimum of five (5) years of progressively responsible construction management, design or maintenance experience, including minimum of two (2) years of supervisory experience.
- Graduation from a recognized college or university with a major in Construction Management, Architecture, Engineering, or a related field. SPECIALIZED TRAINING IN A CONSTRUCTION RELATED FIELD, WHICH PROVIDES KNOWLEDGE, SKILLS, AND ABILITIES ADEQUATE FOR THE PERFORMANCE OF ASSIGNED DUTIES MAY BE SUBSTITUTED FOR THE EDUCATION REQUIREMENT. SPECIALIZED TRAINING INCLUDES, BUT IS NOT LIMITED TO CONTINUING EDUCATION UNITS, CERTIFICATIONS, AND/OR LICENSES PERTAINING TO THE CONSTRUCTION FIELD.
- Must possess, or obtain prior to appointment, a valid California Driver's License. Must have the ability to obtain and maintain insurability status under the District's vehicle insurance policy.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Principles of construction management, cost estimating, budget development and scheduling of school/institutional facilities;
- Principles of organization, supervision, training, and team building;
- State school building construction policies;
- Applicable city, county, state and federal laws, rules and regulations as they relate to school construction;
- Project management and computer-aided design application software;
- Methods, materials, and equipment used in the various crafts, including carpentry, plumbing, painting, electrical, air conditioning and roofing work;
- Terminology, methods and practices used in architectural and engineering design;
- California Building Codes/T-24 CAC and Division of the State Architect requirements and specifications;
- Current theory of energy efficient and safe architectural design and effective educational program utilization;
- Procedures in submission and acceptance of public contract bids and works;
- CAL/OSHA regulations;
- Asbestos and lead abatement requirements;
- Contract preparation and negotiation;
- Project APPROVAL AND close-out procedures with the Division of the State Architect (DSA) and the Office of Public School Construction (OPSC).

Ability to:

- Work effectively with limited supervision;
- Work under pressure of strict deadlines;
- Handle and retain confidential information;
- Communicate effectively, both orally and in writing;
- Understand and carry out oral and written directions;
- Establish and maintain cooperative working relationships with those contacted in the course of work;
- Operate a computer terminal using various software programs;
- Estimate accurately the cost of repair and construction work;
- Read blueprints, sketches and construction documents, and interpret these to others;
- Evaluate construction schedules to assure that construction is accomplished efficiently in relation to instructional needs;
- Demonstrate problem-solving skills in situations involving multiple trades or disciplines.

WORKING CONDITIONS:

ENVIRONMENT:

- Indoor and outdoor, District-wide environment;
- School construction sites and office environment;
- Driving to various District locations to conduct work during the day;
- Frequent interruptions;

- Demanding timelines;
- Subject to various emergency situations;
- Extensive contact with internal staff, community and agencies;
- Working around and with office, construction, and other equipment having moving parts.

PHYSICAL ~~ABILITY~~ DEMANDS:

- Dexterity of hands and fingers to operate a computer keyboard;
- Sitting or standing for extended period of time;
- Seeing, hearing and speaking to exchange information in person or electronically;
- Kneeling, crouching, reaching overhead, above the shoulders and horizontally;
- Walking over rough or uneven surfaces;
- Climbing, occasional use of step ladders.

HAZARDS:

- Exposure to flying debris or nails;
- Extended viewing of computer monitor;
- Noise;
- Working around and with machinery having moving parts.

I HAVE READ THE ABOVE POSITION DESCRIPTION AND FULLY UNDERSTAND THE REQUIREMENTS SET FORTH THEREIN. I HEREBY ACCEPT THE POSITION OF CONSTRUCTION COORDINATOR AND AGREE TO ABIDE BY THE REQUIREMENTS AND DUTIES SET FORTH. I WILL PERFORM ALL DUTIES AND RESPONSIBILITIES TO THE BEST OF MY ABILITY.

(Signature of Employee)

(Date)

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE CHINO VALLEY UNIFIED SCHOOL DISTRICT WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES, AND ENCOURAGES BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH THE DIVISION OF HUMAN RESOURCES.

Board Approved: 05/18/06
REVISED:

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent
Mary M. Salcido, Director, Access and Equity

**SUBJECT: REVISION OF BOARD POLICY AND ADMINISTRATIVE
REGULATION 0520.2 PHILOSOPHY-GOALS-OBJECTIVES AND
COMPREHENSIVE PLANS – TITLE I PROGRAM IMPROVEMENT
SCHOOLS**

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BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy and Administrative Regulation 0520.2 Philosophy-Goals-Objectives and Comprehensive Plans – Title I Program Improvement Schools are being revised to reflect the Every Student Succeeds Act (ESSA) (Public Law 114-95), U.S. Department of Education guidance, and the California Department of Education (CDE) transition plan, which requires schools identified for program improvement to continue to implement their school improvement plans during the 2016/2017 school year while a new system of school support and improvement activities for Title I schools is developed. The policy also deletes references to the federal measure of “adequate yearly progress” and the requirements to offer intradistrict transfers and supplemental educational services to eligible students, as these have been eliminated under ESSA. The regulation adds section on “Alternative Supports” to reflect CDE’s transition plan which requires that District-defined supports be provided to eligible students.

New language is provided in UPPER CASE, while old language to be deleted is ~~lined through~~.

Consideration of this item supports the goals identified within the District’s Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Board Policy and Administrative Regulation 0520.2 Philosophy-Goals-Objectives and Comprehensive Plans – Title I Program Improvement Schools.

FISCAL IMPACT

None.

WMJ:NE:MMS:smr

TITLE I PROGRAM IMPROVEMENT SCHOOLS

The Board of Education is committed to enabling all District students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the Board DISTRICT shall assist all District schools, including those receiving federal Title I funds, to achieve adequate yearly progress as defined by the State Board of Education. PROVIDE SUPPORT AND ASSISTANCE TO INCREASE STUDENT ACHIEVEMENT IN ANY SCHOOL THAT RECEIVES FEDERAL TITLE I FUNDING AND HAS BEEN IDENTIFIED BY THE CALIFORNIA DEPARTMENT OF EDUCATION AS A PROGRAM IMPROVEMENT (PI) SCHOOL.

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6171 - Title I Programs)

~~Whenever a District school is identified by the California Department of Education as in need of program improvement (PI),~~ The Superintendent or designee shall ensure that school improvement efforts STRATEGIES DEVELOPED FOR ANY PI SCHOOL are coordinated, and aligned, AND EFFECTIVELY IMPLEMENTED IN ACCORDANCE WITH ADMINISTRATIVE REGULATION AND THE BOARD-APPROVED SCHOOL IMPROVEMENT PLAN. ~~He/she shall also revise the school's Single Plan for Student Achievement in accordance with law and as specified in administrative regulation.~~

(cf. 0420 - School Plans/Site Councils)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 6179 - Supplemental Instruction)

AS NECESSARY, THE SUPERINTENDENT OR DESIGNEE SHALL DETERMINE CORRECTIVE ACTIONS FOR SCHOOLS IN YEAR 3 OF PI AND/OR RESTRUCTURING OPTIONS FOR SCHOOLS IN YEAR 4 OF PI OR BEYOND.

~~Depending on the length of time a District school has been identified for PI, the District shall provide opportunities for student transfers, supplemental educational services, other corrective actions and/or restructuring in accordance with law.~~

~~(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 6179 - Supplemental Instruction)~~

WHENEVER A SCHOOL IS IDENTIFIED FOR YEAR 4 PI BUT IS NOT IDENTIFIED AS A "PERSISTENTLY LOWEST ACHIEVING SCHOOL" PURSUANT TO EDUCATION CODE 53201, THE PARENTS/GUARDIANS OF STUDENTS ATTENDING THAT SCHOOL MAY PETITION THE BOARD TO IMPLEMENT AN INTERVENTION FOR THE PURPOSE OF IMPROVING ACADEMIC ACHIEVEMENT OR STUDENT SAFETY, PROVIDED THAT THE STATE LIMIT ON THE NUMBER OF SUCH SCHOOLS HAS NOT YET BEEN REACHED. TO BE CONSIDERED BY THE BOARD, THE PETITION SHALL CONTAIN ALL REQUIRED CONTENT AND SIGNATURES AND SPECIFY ONE

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

OF FOUR INTERVENTION MODELS (I.E., TURNAROUND MODEL, RESTART MODEL, SCHOOL CLOSURE, OR TRANSFORMATION MODEL) OR AN ALTERNATIVE GOVERNANCE ARRANGEMENT, AS DESCRIBED IN 5 CCR 4803-4807. THE DISTRICT SHALL IMPLEMENT THE OPTION REQUESTED BY THE PARENTS/GUARDIANS UNLESS, AT A REGULARLY SCHEDULED PUBLIC HEARING, THE BOARD MAKES A FINDING IN WRITING STATING THE REASON IT CANNOT IMPLEMENT THE RECOMMENDED OPTION AND INSTEAD DESIGNATES ONE OF THE OTHER OPTIONS TO BE IMPLEMENTED. (EDUCATION CODE 53300-53303; 5 CCR 4800-4808)

PROGRAM EVALUATION

~~The Board shall annually review the adequate yearly progress of each District school based on state academic assessments and other indicators specified in the state plan for the No Child Left Behind Act. The Superintendent or designee shall publicize and disseminate the results of this review to parents/guardians, principals, schools, and the community so that the instructional program can be continually refined to help all students meet state academic standards. (20 USC 6316)~~

THE SUPERINTENDENT OR DESIGNEE SHALL DEVELOP AN ANNUAL REPORT CARD THAT INCLUDES THE INFORMATION SPECIFIED IN 20 USC 6311 FOR EACH DISTRICT SCHOOL AND FOR THE DISTRICT AS A WHOLE. THE REQUIRED INFORMATION MAY BE INCORPORATED INTO EACH SCHOOL'S SCHOOL ACCOUNTABILITY REPORT CARD. (20 USC 6311)

(cf. 0510 - School Accountability Report Card)
(cf. 6190 - Evaluation of the Instructional Program)

~~The Board and Superintendent or designee also shall review the effectiveness of the actions and activities carried out by PI schools with respect to parental involvement, professional development, and other PI activities. (20 USC 6316)~~

~~(cf. 4131 - Staff Development)
(cf. 6020 - Parent Involvement)~~

THE REPORT CARD SHALL BE CONCISE, PRESENTED IN AN UNDERSTANDABLE AND UNIFORM FORMAT, AND, TO THE EXTENT PRACTICABLE, IN A LANGUAGE THAT PARENTS/GUARDIANS CAN UNDERSTAND. IT SHALL BE MADE ACCESSIBLE TO THE PUBLIC ON THE DISTRICT'S WEB SITE. (20 USC 6311)

(cf. 1113 - District and School Websites)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

As necessary based on the results of these THIS evaluations, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student STUDENT achievement.

Legal Reference:

EDUCATION CODE

35256 School accountability report card

53200-53203 Persistently lowest achieving schools

53300-53303 Parent Empowerment Act

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

11992-11994 Persistently dangerous schools, definition

4800-4808 Parent Empowerment petitions

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

6301 Title I program purpose

6311 State plan; state and local educational agency report cards

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

7912 Persistently dangerous schools

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

200.49-200.51 State responsibilities

200.52-200.53 District improvement

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

FEDERAL REGISTER

Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages 64436-64513

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

WEBSITES

California School Boards Association: www.csba.org

California Department of Education, Program Improvement: www.cde.ca.gov/ta/ac/ti/programimprov.asp

United States Department of Education: www.ed.gov

Chino Valley Unified School District

Policy Adopted: September 4, 2003

Revised: August 18, 2011

REVISED:

TITLE I PROGRAM IMPROVEMENT SCHOOLS**Definitions**

~~A Program Improvement School is a school receiving federal Title I funds that has failed to make adequate yearly progress for two or more consecutive school years.~~

~~Adequate Yearly Progress (AYP) is a series of annual academic performance goals, as defined by the State Board of Education, that incorporate student participation levels on state assessments, minimum required percentages of students scoring at the proficient level or above on English language arts and mathematics state assessments, high school graduation rates, and growth on the state's Academic Performance Index (API).~~

~~(cf. 6162.51 - Standardized Testing and Reporting Program)~~

~~(cf. 6162.52 - High School Exit Examination)~~

~~Numerically significant subgroups include economically disadvantaged students, students from major racial and ethnic groups, students with disabilities and students with limited English proficiency when the number of students in the subgroup is sufficient to yield statistically reliable results. (20 USC 6311)~~

~~Program Improvement (PI) school is a school receiving federal Title I funds that has failed to make AYP for each of two consecutive school years in the same content area (i.e., English language arts or mathematics) schoolwide or for any numerically significant subgroup, or has failed to make AYP on the same additional indicator (i.e., API for all schools, or, for high schools, graduation rate) schoolwide.~~

Year 1 Program Improvement

FOR ANY DISTRICT SCHOOL IN ITS FIRST YEAR OF PROGRAM IMPROVEMENT (PI), THE SUPERINTENDENT OR DESIGNEE SHALL IMPLEMENT A SCHOOL IMPROVEMENT PLAN THAT WAS APPROVED BY THE BOARD OF EDUCATION.

(cf. 6171 - Title I Programs)

THE SUPERINTENDENT OR DESIGNEE SHALL ENSURE THAT THE SCHOOL RECEIVES TECHNICAL ASSISTANCE FROM THE DISTRICT, CALIFORNIA DEPARTMENT OF EDUCATION (CDE), AN INSTITUTION OF HIGHER EDUCATION, A PRIVATE ORGANIZATION, AN EDUCATIONAL SERVICE AGENCY, OR ANOTHER ENTITY WITH EXPERIENCE IN HELPING SCHOOLS IMPROVE ACADEMIC ACHIEVEMENT, INCLUDING ASSISTANCE IN:

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

~~When any Title I school is identified for Year 1 PI: (20 USC 6316)~~

- ~~1. The Superintendent or designee shall provide students enrolled in the school the option of transferring to another district school or charter school that has not been identified for PI as described below under "Student Transfers."~~

~~(cf. 0420.4 - Charter Schools)~~

- ~~2. The principal and school community shall revise the school's Single Plan for Student Achievement in accordance with 20 USC 6316, and present it for approval by the Board of Education.~~

~~(cf. 0420 - School Plans/Site Councils)~~

~~(cf. 6171 - Title I Programs)~~

- ~~3. Within 45 days of receiving the plan, the Board shall establish a peer review process to assist with the review of the plan, work with the school as necessary, and approve the plan if it meets the requirements of law. (20 USC 6316)~~

- ~~4. The school shall implement the plan no later than the beginning of the next full school year following the school's identification for PI or, if the plan has not been approved prior to beginning the school year, immediately upon approval of the plan. (20 USC 6316)~~

- ~~5. As the school develops and implements the school plan, the Superintendent or designee shall ensure that the school receives technical assistance either from the District, the California Department of Education (CDE), an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in: (20 USC 6316)~~

- a.1. Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and District responsibilities identified in the school plan.

- b.2 Identifying and implementing professional development, instructional strategies, and methods of instruction that are based DERIVED on FROM scientifically based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI.

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

- €.3. Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and to remove the school from PI status.

(cf. 3100 - Budget)

Year 2 Program Improvement

~~For any Title I school that fails to make AYP by the end of the first full school year after being identified for PI, the Superintendent or designee shall: (20 USC 6316)~~

- ~~1. Continue to provide all students enrolled in the school with the option of transferring to another district school or charter school that has not been identified for PI, as described below under "Student Transfers"~~
- ~~2. Arrange for the provision of supplemental educational services to eligible students from low-income families by a provider with a demonstrated record of effectiveness, as described below under "Supplemental Educational Services"~~
- ~~3. Continue to provide for technical assistance~~

FOR ANY DISTRICT SCHOOL IN ITS SECOND YEAR OF PI, THE SUPERINTENDENT OR DESIGNEE SHALL CONTINUE TO IMPLEMENT THE SCHOOL IMPROVEMENT PLAN AND TO PROVIDE FOR TECHNICAL ASSISTANCE IN ACCORDANCE WITH THE SECTION "YEAR 1 PROGRAM IMPROVEMENT" ABOVE.

IN ADDITION, THE SUPERINTENDENT OR DESIGNEE SHALL ARRANGE FOR THE PROVISION OF ALTERNATIVE SUPPORTS TO ELIGIBLE STUDENTS FROM LOW-INCOME FAMILIES, AS DESCRIBED BELOW IN THE SECTION "ALTERNATIVE SUPPORTS."

Year 3 Program Improvement: Corrective Action

~~When a school continues to fail to make AYP by the end of the second full school year after identification for PI (four consecutive years of failure to make AYP), the Superintendent or designee shall continue to provide all elements of Year 1 and Year 2 PI. In addition, the Board shall take at least one of the following corrective actions: (20 USC 6316)~~

AFTER THE SECOND FULL SCHOOL YEAR AFTER IDENTIFICATION FOR PI, THE SUPERINTENDENT OR DESIGNEE SHALL CONTINUE TO IMPLEMENT ALL ELEMENTS OF YEAR 1 AND YEAR 2 PI SPECIFIED ABOVE, AS WELL AS THE CORRECTIVE ACTION(S) DETERMINED BY THE BOARD, WHICH MAY INCLUDE:

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

1. ReplaceING school staff relevant to the failure

(cf. 4113 - Assignment)
(cf. 4114 - Transfers)
(cf. 4314 - Transfers)

2. ImplementING a new curriculum and related professional development

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 6141 - Curriculum Development and Evaluation)

3. Significantly decrease management authority at the school

4. AppointING an outside expert to advise the school

5. Extending the school year or school day for the school

(cf. 6111 - School Calendar)
(cf. 6112 - School Day)

6. RestructureING the internal organization of the school

Year 4 Program Improvement and Beyond: Restructuring

~~For any school IN YEAR 4 OF PI OR BEYOND, that continues to fail to make AYP after one full year of corrective action, the Superintendent or designee shall continue to provide all students enrolled in the school with the option to transfer to another District school or charter school and continue to make supplemental educational services available to eligible students who remain in the school. In addition, the Board shall develop a plan and make necessary arrangements to implement ALL ELEMENTS OF YEAR 1 AND YEAR 2 PI SPECIFIED ABOVE, AS WELL AS one of the following options for alternative governance and restructuring, consistent with state law: (20 USC 6316) AS DETERMINED BY THE BOARD:~~

1. ReopenING the school as a charter school
2. ReplaceING all or most of the school staff relevant to the failure
3. EnterING into a contract with an entity with a demonstrated record of effectiveness to operate the school
4. TurnING the operation of the school over to the CDE

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

5. Instituting any other major restructuring of the school's governance arrangements that makes fundamental reforms

ALTERNATIVE SUPPORTS

IN ANY SCHOOL IDENTIFIED FOR YEAR 2 PI OR BEYOND, ELIGIBLE STUDENTS FROM LOW-INCOME FAMILIES SHALL BE OFFERED DISTRICT-SELECTED ALTERNATIVE SUPPORTS DESIGNED TO IMPROVE THEIR ACADEMIC ACHIEVEMENT. ALTERNATIVE SUPPORTS MAY INCLUDE, BUT ARE NOT LIMITED TO, ANY OF THE FOLLOWING:

1. ACADEMIC SUPPORT OFFERED DURING SCHOOL HOURS, BEFORE SCHOOL, AFTER SCHOOL, DURING INTERCESSION, AND/OR DURING SUMMER LEARNING PROGRAMS

(cf. 5148.2 - Before/After School Programs)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

2. SMALL GROUP INSTRUCTION AND/OR PULL-OUT INTERVENTIONS OFFERED DURING THE REGULAR SCHOOL DAY
3. INTERVENTIONS OFFERED DURING AFTER SCHOOL EDUCATION AND SAFETY OR 21ST CENTURY COMMUNITY LEARNING CENTER PROGRAMS
4. HIGH QUALITY ACADEMIC TUTORING
5. PROVISION OF SUPPLEMENTAL MATERIALS THAT SUPPORT ALTERNATIVE SUPPORT SERVICES
6. PROVISION OF A CRISIS, INTERVENTION, AND/OR ACADEMIC COUNSELOR TO MEET WITH ELIGIBLE STUDENTS
7. SERVICES AND PROGRAMS THAT REMOVE BARRIERS TO PROMOTE ACADEMIC ACHIEVEMENT OF ELIGIBLE STUDENTS

THE TYPES OF ALTERNATIVE SUPPORTS AND THE CRITERIA USED TO IDENTIFY ELIGIBLE STUDENTS MAY BE INCLUDED IN THE DISTRICT'S LOCAL CONTROL AND ACCOUNTABILITY PLAN AND SHALL BE CONSISTENT AND ALIGNED WITH LOCAL PRIORITIES.

(cf. 0460 - Local Control and Accountability Plan)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

IF THE DISTRICT CONTRACTS WITH OUTSIDE ENTITIES OR COMMUNITY PARTNERS TO PROVIDE ALTERNATIVE SUPPORTS TO ELIGIBLE STUDENTS, THE SUPERINTENDENT OR DESIGNEE SHALL ENSURE THAT NO ELECTRONIC DEVICE OR OTHER ITEMS OF VALUE ARE GIVEN, RETAINED, OR USED AS AN INCENTIVE OR ACHIEVEMENT AWARD AND THAT FUNDS ARE EXPENDED ONLY ON DIRECT SERVICES TO ELIGIBLE STUDENTS.

THE DISTRICT SHALL SET ASIDE A REASONABLE AMOUNT OF TITLE I, PART A FUNDS FOR ALTERNATIVE SUPPORTS. WHENEVER THE DISTRICT DOES NOT HAVE SUFFICIENT FUNDS TO SERVE ALL ELIGIBLE STUDENTS, IT MAY GIVE PRIORITY TO THE LOWEST ACHIEVING PI SCHOOLS OR THE LOWEST ACHIEVING ELIGIBLE STUDENTS ATTENDING A PI SCHOOL. THE SUPERINTENDENT OR DESIGNEE MAY IDENTIFY THE LOWEST ACHIEVING ELIGIBLE STUDENTS BASED ON ASSESSMENT SCORES, GRADES, TEACHER EVALUATIONS, OR ANOTHER LOCALLY DEFINED MEASURE.

Notifications

~~Whenever a school is identified for PI, corrective action or restructuring the Superintendent or designee shall promptly notify parents/guardians of students enrolled in that school. The notification shall include: (20 USC 6316; 34 CFR 200.37)~~

- ~~1. An explanation of what the identification means, and how the school compares in terms of academic achievement to other elementary or secondary schools in the District and state~~
- ~~2. The reasons for the identification~~
- ~~3. An explanation of what the school is doing to address the problem of low achievement~~
- ~~4. An explanation of what the District or state is doing to help the school address the achievement problem~~
- ~~5. An explanation of how parents/guardians can become involved in addressing the academic issues that caused the school to be identified for PI~~
- ~~6. An explanation of the option to transfer to another District school or charter school as described below under "Student Transfers"~~

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

- ~~7. If the school is in Year 2 of PI or beyond, an explanation of how parents/guardians can obtain supplemental educational services for their child as described below under "Supplemental Educational Services"~~

~~(cf. 5145.6 – Parental Notifications)~~

~~The Superintendent or designee shall disseminate information about corrective actions taken at any District school to the parents/guardians of each student in that school and to the public through such means as the Internet, the media, and public agencies. (20 USC 6316)~~

~~The Superintendent or designee shall promptly notify teachers and parents/guardians whenever a school is identified for restructuring and shall provide them adequate opportunities to comment before taking action and to participate in developing any plan for restructuring school governance. (20 USC 6316)~~

~~All notifications pertaining to PI shall be written in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand. (20 USC 6316)~~

~~To the extent practicable, the District shall partner with outside groups, such as faith-based organizations, other community-based organizations, and business groups, to help inform eligible students and their families of the opportunities to transfer or to receive supplemental educational services. (34 CFR 200.48)~~

Student Transfers

~~All students enrolled in Year 1 of PI or beyond shall be provided an option to transfer to another District school or charter school that: (20 USC 6316; 34 CFR 200.44)~~

- ~~1. Has not been identified for PI, corrective action, or restructuring~~
- ~~2. Has not been identified by the CDE as a "persistently dangerous" school pursuant to 20 USC 7912 and 5 CCR 11992-11994~~

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

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

~~Among these students, priority shall be given to the lowest achieving students from low-income families, as defined by the District for purposes of allocating Title I funds. (20 USC 6316; 34 CFR 200.44)~~

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

~~If two or more District schools are eligible to accept transfers based on criteria listed in items #1-2 above, the District shall provide a choice of more than one such school and shall take into account parent/guardian preferences among the choices offered. (34 CFR 200.44)~~

~~School capacity shall not be used to deny transfer opportunities to students. However, the Superintendent or designee may consider capacity in selecting schools that will be offered as alternatives for school choice. The Board may increase capacity in eligible District schools to accommodate all students who wish to transfer.~~

~~The transfer option shall be offered so that students may transfer in the school year following the school year in which the District administered the assessments that resulted in the identification of the school for PI, corrective action or restructuring. In order to provide adequate time for parents/guardians to exercise their transfer option before the school year begins, the Superintendent or designee shall notify parents/guardians of the available school choices sufficiently in advance of, but not later than 14 calendar days before, the start of the school year (34 CFR 200.37, 200.44)~~

Notice of the Transfer Option shall:

- ~~1. Inform parents/guardians that their child is eligible to attend another public school due to the identification of the current school as in need of~~
- ~~2. Identify each public school or public charter school that the parent/guardian can select~~
- ~~3. Explain why the choices made available to the parents/guardians may have been limited~~
- ~~4. Provide information on the academic achievement of the school(s) to which the student may transfer (34 CFR 200.37)~~
- ~~5. Explain the provision of transportation to the new school (34 CFR 200.37)~~

~~The notice may include other information about the school(s) to which the student may transfer, such as a description of any special academic programs or facilities, the availability of before and after school programs, the professional qualifications of teachers in the core academic subjects, and a description of parent involvement opportunities. (34 CFR 200.37)~~

~~(cf. 5148.2 - Before/After School Programs)~~

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

~~In addition to mailing notices directly to parents/guardians, the Superintendent or designee shall provide information about transfer options through broader means, such as the Internet, the media, and public agencies serving students and their families. (34 CFR 200.36)~~

~~To ensure that parents/guardians have current information, the District shall prominently display on its web site, in a timely manner each school year, the number of students who were eligible for and who participated in the student transfer option, beginning with data from the 2007-08 school year and each subsequent year thereafter, and a list of available schools to which eligible students may transfer in the current school year. (34 CFR 200.39)~~

~~The Superintendent or designee may establish reasonable timelines for parents/guardians to indicate their intent to transfer their child and for the District to notify parents/guardians of the school assignment.~~

~~The Superintendent or designee may require parents/guardians to rank-order their preferences from among schools that are eligible to receive transfer students. Parents/guardians may decline their assigned school and remain in their school of origin.~~

~~The District shall provide, or shall pay for the provision of, transportation for the student to the public school that student chooses to attend. (20 USC 6316; 34 CFE 200.44)~~

~~(cf. 3540—Transportation)~~

~~To ensure that transportation may be reasonably provided, the Superintendent or designee may establish transportation zones based on geographic location. Transportation to schools within that zone shall be fully provided, while transportation outside that zone may be partially provided.~~

~~Any student who transfers to another school may remain in that school until he/she has completed the highest grade in that school. However, the District shall not be obligated to provide, or pay for the provision of, transportation for the student after the end of the school year that the school of origin is no longer identified for PI, corrective action or restructuring. (20 USC 6316; 34 CFE 200.44)~~

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

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

~~Supplemental Educational Services~~

~~When required by law, supplemental educational services shall be provided outside the regular school day and shall be specifically designed to increase achievement of eligible students' from low-income families on state academic assessments and to assist them in attaining state academic standards. (USC 6316)~~

~~(cf. 6011 – Academic Standards)~~

~~(cf. 6179 – Supplemental Instruction)~~

~~When a school is required to provide supplemental educational services, the Superintendent or designee shall annually notify parents/guardians of: (20 USC 6316; 34 CFR 200.37)~~

- ~~1. The availability of supplemental educational services~~
- ~~2. The identity of approved providers that are within the District or are reasonably available in neighboring local educational agencies~~
- ~~3. The identity of approved providers of technology-based or distance learning supplemental educational services.~~
- ~~4. The services, qualifications and demonstrated effectiveness of each provider, including an indication of those providers who are able to serve students with disabilities or limited English proficiency~~
- ~~5. The benefits of receiving supplemental education services~~

~~In addition, the notification shall describe procedures and timelines that parents/guardians must follow to select a provider.~~

~~The notification shall be clearly distinguishable from other information sent to parents/guardians regarding identification of the school for PI, corrective action or restructuring. (34 CFR 200.37)~~

~~To ensure that parents/guardians have current information, the District shall prominently display on its web site, in a timely manner each school year, the number of students who were eligible for and who participated in supplemental educational services, beginning with data from the 2007-08 school year and each subsequent year thereafter, a list of state-approved providers serving the District in the current year, and the location where services are provided. (34 CFR 200.39)~~

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

~~The Superintendent or designee shall distribute sign-up forms for supplemental educational services directly to all eligible students and their parents/guardians and make them available and accessible through broad means of dissemination such as the Internet, other media, and communications through public agencies serving eligible students and their families (34 DFR 200.48)~~

~~The District shall provide a minimum of two enrollment windows, at separate points in the school year, that are of sufficient length to enable parents/guardians of eligible students to make informed decisions about requesting supplemental educational services and selecting a provider. (34 CFR 200.48)~~

~~Eligible supplemental services providers shall be given access to school facilities, using a fair, open, and objective process, on the same basis as other groups that seek access to school facilities. (34 CFR 200.48)~~

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

~~Within a reasonable period of time established by the Superintendent or designee, parents/guardians shall select a service provider from among those approved by the State Board of Education. Upon request, the Superintendent or designee shall assist parents/guardians in choosing a provider. (20 USC 6316; 34 CFR 200.46)~~

~~When the District is an approved service provider, the Superintendent or designee shall be careful to provide parents/guardians with a balanced presentation of the options available to them and shall ensure that they understand their right to select the District or any other service provider.~~

~~The Superintendent or designee shall ensure that eligible students with disabilities, students covered under Section 504 of the federal Rehabilitation ACT, and students with Limited English proficiency receive appropriate supplemental educational services with any necessary accommodations or language assistance. (34 CFR 200.46)~~

~~(cf. 6159 - Individualized Education Program)~~

~~(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)~~

~~(cf. 6164.6 - Identification and Education Under Section 504)~~

~~(cf. 6174 - Education for English Language Learners)~~

~~If no provider is able to make the services available to such students, the District shall provide these services with necessary accommodations or language assistance, either directly or through a contract. Supplemental educational services shall be consistent with a student's individualized education program (IEP) or Section 504 services plan.~~

TITLE I PROGRAM IMPROVEMENT SCHOOLS (cont.)

~~If available funds are insufficient to provide supplemental educational services to each eligible student whose parents/guardians request those services, priority shall be given to the lowest achieving eligible students. (20 USC 6316)~~

~~If the number of parents/guardians selecting a particular provider exceeds the capacity of that provider, priority Superintendent or designee shall enter into an agreement with the provider. The agreement shall: (20 USC 6316)~~

- ~~1. Require the District to develop, in consultation with the parents/guardians and the provider, a statement of specific achievement goals for the student, how the student's progress will be measured, and a timetable for improving achievement.~~

~~In the case of a student with disabilities, the statement shall be consistent with the student's IEP.~~

- ~~2. Describe how the student's parents/guardians and teacher(s) will be regularly informed of the student's progress.~~
- ~~3. Provide for the termination of the agreement if the provider is unable to meet such goals and timetables.~~
- ~~4. Contain provisions with respect to the District making payments to the provider.~~
- ~~5. Prohibit the provider, without written parent/guardian permission, from disclosing to the public the identity of any student eligible for or receiving supplemental educational services.~~

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

Chino Valley Unified School District

Regulation approved: September 4, 2003

Revised: July 14, 2011

REVISED:

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent
Don Jones, Director, Secondary Curriculum and Instruction

**SUBJECT: REVISION OF BOARD POLICY 6142.94 INSTRUCTION –
HISTORY/SOCIAL SCIENCE INSTRUCTION**

=====

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy 6142.94 Instruction – History/Social Science Instruction revisions reflect key concepts in the History/Social Science Framework for California Public Schools adopted by the State Board of Education in July 2016, including, but not limited to, a new emphasis on developing student's literacy skills within the context of history-social science instruction. Policy also reflects law that encourages the use of personal testimony through oral history, videos, or other multimedia formats and establishes requirements for personal testimony provided through oral histories.

New language is provided in UPPER CASE while old language to be deleted is ~~lined through~~.

Consideration of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Board Policy 6142.94 Instruction – History/Social Science Instruction.

FISCAL IMPACT

None.

WMJ:NE:DJ:smr

HISTORY/SOCIAL SCIENCE INSTRUCTION

The Board of Education believes that the study of history and other sciences is essential to prepare students to engage in responsible citizenship, comprehend complex global interrelationships, and understand the vital connections among the past, present, and future. The District's history/social science education program shall ~~be designed to develop students' knowledge of historical events within a chronological and geographic context and~~ shall include, at appropriate grade levels, instruction in American and world history, geography, economics, political science, anthropology, psychology, and sociology.

(cf. 6115 - Ceremonies and Observances)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6142.3 - Civic Education)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)

The Board of Education shall adopt academic standards for history-social science which meet or exceed state content standards and describe the knowledge and skills ~~that~~ students ~~shall be~~ ARE expected to achieve POSSESS at each grade level.

(cf. 6011 - Academic Standards)

The Superintendent or designee shall develop a comprehensive, sequential curriculum that is aligned with the District standards and is consistent with the state's curriculum framework FOR HISTORY/SOCIAL SCIENCE. ~~At each grade level, Tthe curriculum shall integrate age-appropriate instruction BE designed to develop students' achievement CORE KNOWLEDGE in the following areas: HISTORY AND SOCIAL SCIENCE AND THEIR SKILLS IN CHRONOLOGICAL AND SPATIAL THINKING, RESEARCH, AND HISTORICAL INTERPRETATION. HISTORY/SOCIAL SCIENCE INSTRUCTION SHALL ALSO INCLUDE AN EXPLICIT FOCUS ON DEVELOPING STUDENTS' LITERACY IN READING, WRITING, SPEAKING, LISTENING, AND OTHER LANGUAGE SKILLS.~~

- ~~1. Knowledge and cultural understanding, including historical, ethical, cultural, geographic, economic, and sociopolitical literacy~~
- ~~2. Democratic understanding and civic values, including an understanding of national identity; constitutional heritage; and an individual's civic values, rights, and responsibilities~~
- ~~3. Skills attainment and social participation, including basic study skills, critical thinking skills, and participation skills that are essential for effective citizenship~~

HISTORY/SOCIAL SCIENCE INSTRUCTION (cont.)

(cf. 6142.91 - Reading/Language Arts Instruction)

~~The District's history-social science curriculum shall include a multicultural education component which is designed to teach students to respect and appreciate cultural diversity and different points of view while also developing their understanding of commonalities and collective experiences. the curriculum shall reflect the experiences of men and women and of various cultural, ethnic, racial, religious, and social groups and their contributions to the history, life, and culture of the local community, California, the United States, and other nations.~~

The Board of Education shall adopt standards-aligned instructional materials for history-social science in accordance with applicable law, board policy, and administrative regulation. In addition, teachers are encouraged to supplement the curriculum ~~through the use of~~ BY USING biographies, original documents, diaries, letters, legends, speeches, other narrative artifacts, and literature from and about the period being studied.

(cf. 0400 - District Technology Plan)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 6161 - Equipment, Books and Materials)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6162.6 - Use of Copyrighted Materials)
(cf. 6163.1 - Library Media Centers)

PERSONAL TESTIMONY FROM PERSONS WHO CAN PROVIDE FIRST-HAND ACCOUNTS OF SIGNIFICANT HISTORICAL EVENTS IS ENCOURAGED AND MAY BE PROVIDED THROUGH ORAL HISTORIES, VIDEOS, OR OTHER MULTIMEDIA FORMATS. IF ORAL HISTORY IS USED FOR INSTRUCTION RELATED TO THE ROLE OF AMERICANS IN WORLD WAR II OR THE VIETNAM WAR, SUCH TESTIMONY SHALL EXEMPLIFY THE PERSONAL SACRIFICE AND COURAGE OF THE WIDE RANGE OF ORDINARY CITIZENS WHO WERE CALLED UPON TO PARTICIPATE IN THE WAR, PROVIDE VIEWS AND COMMENTS CONCERNING REASONS FOR PARTICIPATING IN THE WAR, AND PROVIDE COMMENTARY ON THE AFTERMATH OF THE WAR IN EASTERN EUROPE AND THE FORMER SOVIET UNION. (Education Code 51221.3, 51221.4)

The Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of adopted instructional materials and instructional strategies for teaching history-social science.

(cf. 4131 - Staff Development)

HISTORY/SOCIAL SCIENCE INSTRUCTION (cont.)

The Superintendent or designee shall regularly evaluate and report to the Board regarding the implementation and effectiveness of the history-social science curriculum at each grade level, including, but not limited to, the extent to which the program is aligned with state standards, ~~ANY APPLICABLE STUDENT ACCESSMENT RESULTS, test results from the standardized testing and reporting program at applicable grade levels~~ AND FEEDBACK FROM STUDENTS, PARENTS/GUARDIANS, AND STAFF REGARDING THE PROGRAM.

(cf. 0500 - Accountability)

(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

33540 History-social science curriculum framework

51008-51009 Instruction on farm labor movement

51204 Course of study designed for student's needs

51204.5 History of California; contributions of men, women, and ethnic groups

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51220.2 Instruction in legal system; teen or peer court programs

51221 Social science course of study, inclusion of instruction in use of natural resources

51221.3-51221.4 Instruction on World War II and Vietnam War; use of oral histories

51225.3 High school graduation requirements

51226.3 Instruction on civil rights, genocide, slavery, Holocaust, and deportation to Mexico

51226.7 Ethnic studies

60040-60051 Criteria for instructional materials

60119 Public hearing on the sufficiency of instructional materials

60200-60206 Instructional materials, grades K-8

60400-60411 Instructional materials, grades 9-12

60640-60649 California Assessment of Student Performance and Progress

99200-99206 Subject matter projects

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

History-Social Science Framework for California Public Schools, Kindergarten Through Grade Twelve, 2016

Common Core State Standards for English Language Arts and Literacy in History-Social Studies, Science, and Technical Subjects, 2013

California English Language Development Standards, 2012

Model Curriculum for Human Rights and Genocide, 2000

History-Social Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

NATIONAL COUNCIL FOR THE SOCIAL STUDIES PUBLICATIONS

College, Career, and Civic Life (C3) Framework for Social Studies State Standards: Guidance for Enhancing the Rigor of K-12 Civics, Economics, Geography, and History, 2013

WEBSITES

California School Boards Association: www.csba.org

California Council for History Education: www.csus.edu/al/cche

California Humanities: www.calhum.org

HISTORY/SOCIAL SCIENCE INSTRUCTION (cont.)

California Council for the Social Studies: www.ccss.org

California Department of Education: www.cde.ca.gov

California History-Social Science Course Models: www.history.ctaponline.org

California Subject Matter Project: www.csmf.ucop.edu/chssp

National Association for Multicultural Education: www.nameorg.org

National Council for History Education: www.nche.net

National Council for the Social Studies: www.socialstudies.org

Chino Valley Unified School District

Policy adopted: September 17, 2009

REVISED:

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent
Mary M. Salcido, Director, Access and Equity

**SUBJECT: REVISION OF ADMINISTRATIVE REGULATION 6171
INSTRUCTION – TITLE I PROGRAMS**

=====

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. A minor revision is being made to Administrative Regulation 6171 Instruction – Title I Programs in section “Schoolwide Programs” to reflect repeal of 20 USC 6319 pursuant to the Every Student Succeeds Act (Public Law 114-95).

Language to be deleted is ~~lined through~~.

Consideration of this item supports the goals identified within the District’s Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Administrative Regulation 6171 Instruction – Title I Programs.

FISCAL IMPACT

None.

WMJ:NE:MMS:smr

TITLE I PROGRAMS**Schoolwide Programs**

A school may operate a Title 1 school-wide program in order to upgrade the entire educational program of the school when at least 40 percent of the students in the school attendance area, or at least 40 percent of the students enrolled in the school, are from low-income families. The Superintendent or designee shall inform any such eligible school and the school's parents/guardians of the school's eligibility and its ability to consolidate funds from federal, state, and local sources for program purposes. (20 USC 6312, 6314)

Any participating school shall develop, annually review, and update a single plan for student achievement which incorporates the plan required by 20 USC 6314 for reforming the school's total instructional program and plans required by other categorical programs included in the state's consolidated application. (Education Code 64001; 20 USC 6314)

(cf. 0420 - School Plans/Site Councils)

A school-wide program shall include: (20 USC 6314)

1. A comprehensive needs assessment of the entire school, including the needs of migrant students, which includes the achievement of students in relation to state academic content and achievement standards.

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6175 - Migrant Educational Program)

2. School-wide reform strategies that:

- a. Provide opportunities for all students to meet the state's proficient and advanced levels of achievement.
- b. Use effective methods and instructional strategies, based on scientifically based research, that strengthen the school's core academic program, increase the amount and quality of learning time, help provide an enriched and accelerated curriculum, and include strategies for meeting the educational needs of historically underserved populations.

(cf. 5148.2 - Before/After School Programs)

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

(cf. 6177 - Summer School)

TITLE I PROGRAMS (cont.)

- c. Include strategies to address the needs of all students in the school, but particularly the needs of low-achieving students and those at risk of not meeting state achievement standards who are members of the target population of any program that is part of the school-wide program.

Such strategies may include counseling, student services, mentoring services, college and career awareness and preparation, and the integration of vocational and technical education programs.

(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)

- d. Address how the school will determine if student needs have been met.
- e. Are consistent with and designed to implement state and local improvement plans, if any.

(cf. 0520.2 - Title I Program Improvement Schools)

~~3. Instruction by highly qualified teachers.~~

~~(cf. 4112.24 - Teacher Qualifications under the No Child Left behind Act)~~

- 3. High-quality and ongoing professional development for teachers, principals, paraprofessionals, and, if appropriate, student services personnel, other staff, and parents/guardians to enable all students in the school to meet state academic achievement standards.

(cf. 4131 - Staff Development)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

- 4. Strategies to attract high-quality, highly qualified teachers to high-need schools.

(cf. 4111 - Recruitment and Selection)

- 5. Strategies to increase parent involvement.

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

- 6. Plans for assisting preschool children in the transition from early childhood programs to elementary school programs.

(cf. 5148.3 - Preschool/Early Childhood Education)

TITLE I PROGRAMS (cont.)

7. Measures to include teachers in decisions regarding the use of academic assessments to provide information on and to improve the achievement of individual students and the overall instructional program.
8. Activities to ensure that students who experience difficulty mastering the proficient and advanced levels of academic standards shall be provided with effective, timely additional assistance, which shall include measures for timely identification of students' difficulties and provision of sufficient information on which to base effective assistance.

(cf. 6179 - Supplemental Instruction)

9. Coordination and integration of federal, state and local services and programs.

Targeted Assistance Programs

Any school that receives Title I funds but does not operate school-wide program shall use Title I funds to provide services to: (20 USC 6315)

1. Students in grades 3-12 identified by the school as failing, or most at-risk of failing, to meet the state's academic achievement standards on the basis of criteria established by the District and supplemented by the school.
2. Students in preschool through grade 2 selected solely on the basis of such criteria as teacher judgment, interviews with parents/guardians, and developmentally appropriate measures.

A targeted assistance program shall: (20 USC 6315)

1. Use program resources to help participating students meet state academic achievement standards expected for all students.
2. Ensure that program planning is incorporated into existing school planning.
3. Use effective methods and instructional strategies, based on scientifically based research that strengthens the core academic program, give primary consideration to providing extended learning time, help provide an accelerated, high-quality curriculum, and minimize removing students from the regular classroom during regular school hours for instruction provided by Title I.
4. Coordinate with and support the regular education program, which may include services to assist preschool students in the transition to elementary school programs.
5. Provide instruction by highly qualified teachers.

TITLE I PROGRAMS (cont.)

6. Provide opportunities for professional development for teachers, principals, paraprofessionals, and, if appropriate, student services personnel, other staff, and parents/guardians who work with participating students.
7. Provide strategies to increase parent involvement.
8. Coordinate and integrate federal, state and local services and programs.

Participation of Private School Students

The Superintendent or designee shall provide or contract to provide special educational services or other Title I benefits to eligible private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis with participating public school students. (20 USC 6320, 7881)

Teachers, other educational personnel, and families of participating private school students shall have an opportunity to participate, on an equitable basis, in parent involvement activities and professional development pursuant to 20 USC 6318 and 6319. (20 USC 6320, 7881)

Each year the Superintendent or designee shall contact officials of private schools with students who reside within district boundaries, regardless of whether the private school they attend is located within the District or whether or not those officials have previously indicated any interest in program participation.

The Superintendent or designee shall consult, in a meaningful and timely manner, with appropriate private school officials during the design and development of the District's Title I programs. Such consultation shall occur before the District makes any decision that affects the opportunities of eligible private school students to participate in Title I programs and shall include a discussion of: (20 USC 6320, 7881; 34 CFR 200.63)

1. How the needs of private school students will be identified.
2. What services will be offered.
3. How, where and by whom the services will be provided.
4. How the services will be academically assessed and how assessment results will be used to improve those services.
5. The size and scope of the equitable services to be provided to private school students and the proportion of funds that is allocated for such services.
6. The method or sources of data that are used to determine the number of students from low-income families in participating school attendance areas who attend private schools.

TITLE I PROGRAMS (cont.)

7. How and when the District will make decisions about the delivery of service to such students, including a thorough consideration and analysis of the views of private school officials on the provision of services through a third-party provider.
8. How, if the District disagrees with the views of private school officials on the provision of services through a third-party provider, the District will provide to private school officials a written analysis of the reasons that the district has chosen not to use a contractor.

Meetings between district and private school officials shall continue throughout implementation and assessment of services. (20 USC 6320)

The Superintendent or designee shall maintain, and shall provide to the California Department of Education upon request, a written affirmation signed by officials of each participating private school that consultation has occurred. (20 USC 6320)

If the private school officials do not provide such affirmation within a reasonable period of time, the Superintendent or designee shall maintain records of the consultation or the offer of consultation.

(cf. 3580 - District Records)

The Superintendent or designee also shall maintain records documenting that:

1. The needs of private school teachers and/or private school students were identified.
2. The funds made available were equitable to those allocated for public school students and teachers.
3. The District's program met the needs of the private school teachers and/or private school students.
4. The District made efforts to resolve any complaints made by private representatives.

Chino Valley Unified School District

Regulation approved: September 4, 2003

Revised: May 7, 2009

REVISED:

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support

SUBJECT: **2017/2018 STUDENT ATTENDANCE CALENDAR FOR BOYS
REPUBLIC HIGH SCHOOL, CHINO VALLEY LEARNING
ACADEMY, AND CHINO VALLEY ADULT SCHOOL**

=====

BACKGROUND

The Board will consider the Student Attendance Calendar for the 2017/2018 school year. The Student Attendance Calendar is adopted sufficiently in advance of the school year in order to provide community stakeholders with ample time to provide input and conduct advance planning for the coming year. Additionally, adoption of the Student Attendance Calendar at this time permits the District to meet with exclusive representatives of the District's certificated and classified employees regarding applicable work year calendars. The Student Attendance Calendar is not intended to constitute the employee work year calendar, which will be negotiated to the extent required by law.

Consideration of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the 2017/2018 Student Attendance Calendar for Boys Republic High School, Chino Valley Learning Academy, and Chino Valley Adult School.

FISCAL IMPACT

None.

WMJ:GP:lmc

Chino Valley Unified School District
2017-2018 STUDENT ATTENDANCE CALENDAR

Boys Republic High School
(217 School Days)

JULY 2017

S	M	T	W	Th	F	S
						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 2017

S	M	T	W	Th	F	S
		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 2017

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	X	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2017

S	M	T	W	Th	F	S
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				

NOVEMBER 2017

S	M	T	W	Th	F	S
			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 2017

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	X	23
24	25	26	27	28	29	30
31						

JANUARY 2018

S	M	T	W	Th	F	S
	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 2018

S	M	T	W	Th	F	S
				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			

MARCH 2018

S	M	T	W	Th	F	S
				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

APRIL 2018

S	M	T	W	Th	F	S
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					





MAY 2018

S	M	T	W	Th	F	S
		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 2018

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	X	23
24	25	26	27	28	29	30

IMPORTANT DATES

<p>July 3-7 School Closed</p> <p>July 4 Independence Day</p> <p>July 10 First Day of School</p> <p>Sept 4 Labor Day</p> <p>Sept 4-8 School Closed</p> <p>Sept 18 X Teacher Workday (student free)</p> <p>Nov 10 Veteran's Day observed</p> <p>Nov 20-24 Thanksgiving Break</p> <p>Dec 22 X Teacher Workday (student free)</p> <p>Dec 21-Jan 5 Winter Break</p>	<p>Jan 15 Martin Luther King Day</p> <p>Feb 12 Lincoln's Birthday</p> <p>Feb 19 Washington's Birthday</p> <p>April 2-6 Spring Break</p> <p>May 28 Memorial Day</p> <p>June 21 Last Day of School</p> <p>June 22 X Teacher Workday (student free)</p>	<p> First day of School</p> <p> Last Day of School</p> <p> Legal Holiday</p> <p> School Closed</p>
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Chino Valley Unified School District
2017-2018 STUDENT ATTENDANCE CALENDAR
 Chino Valley Learning Academy
 (204 Student Days)

JULY 2017

S	M	T	W	Th	F	S
						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 2017

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	X	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2017

S	M	T	W	Th	F	S
					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 2017

S	M	T	W	Th	F	S
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				

NOVEMBER 2017

S	M	T	W	Th	F	S
			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 2017

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	X	21	22	23
24	25	26	27	28	29	30
31						

JANUARY 2018

S	M	T	W	Th	F	S
	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 2018

S	M	T	W	Th	F	S
				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			

MARCH 2018

S	M	T	W	Th	F	S
				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

APRIL 2018

S	M	T	W	Th	F	S
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					





MAY 2018

S	M	T	W	Th	F	S
		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 2018

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	X	19	20	21	22	23
24	25	26	27	28	29	30

IMPORTANT DATES

July 4 July 5 July 24-Aug 11 Aug 11 Sept 4 Nov 10 Nov 20-24 Dec 20 Dec 20-Jan 5	Independence Day First Day of School School Closed X Teacher Workday (student free) Labor Day Veteran's Day observed Thanksgiving Break X Teacher Workday (student free) Winter Break	Jan 15 Feb 12 Feb 19 April 2-6 May 28 June 15 June 18	Martin Luther King Day Lincoln's Birthday Washington's Birthday Spring Break Memorial Day Last Day of School X Teacher Workday (student free)	<div>  First day of School  Last Day of School </div> <div>  Legal Holiday </div> <div>  School Closed </div>
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Chino Valley Unified School District
2017-2018 STUDENT ATTENDANCE CALENDAR

Chino Valley Adult School
207 Student Days

JULY 2017

S	M	T	W	Th	F	S
						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 2017

S	M	T	W	Th	F	S
		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 2017

S	M	T	W	Th	F	S
					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 2017

S	M	T	W	Th	F	S
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				

NOVEMBER 2017

S	M	T	W	Th	F	S
			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 2017

S	M	T	W	Th	F	S
					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						

JANUARY 2018

S	M	T	W	Th	F	S
	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 2018

S	M	T	W	Th	F	S
				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			

MARCH 2018

S	M	T	W	Th	F	S
				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

APRIL 2018

S	M	T	W	Th	F	S
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					


MAY 2018

S	M	T	W	Th	F	S
		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 2018

S	M	T	W	Th	F	S
					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

IMPORTANT DATES

July 3-7	School Closed	Jan 15	Martin Luther King Day	 First day of School Last Day of School  Legal Holiday  School Closed
July 4	Independence Day	Feb 12	Lincoln's Birthday	
July 10	First Day of School	Feb 19	Washington's Birthday	
Sept 4	Labor Day	April 2-6	Spring Break	
Nov 10	Veteran's Day observed	May 28	Memorial Day	
Nov 20-24	Thanksgiving Break	June 1	Last Day of School	
Dec 21-Jan 5	Winter Break			

Board approved: _____

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

SUBJECT: **SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
WILLIAMS REPORT OF FINDINGS DECILE 1-3 SCHOOLS FOR
BORBA ES, DICKSON ES, MARSHALL ES, WALNUT ES,
RAMONA JHS, AND CHINO HS**

=====

BACKGROUND

California Education Code 1240 requires the San Bernardino County Superintendent of Schools visit all deciles 1-3 schools (Williams monitored schools currently based on the 2012 Academic Performance Index) to ensure compliance with the Williams Legislation. The results of the visit to Borba ES, Dickson ES, Marshall ES, Walnut ES, Ramona JHS, and Chino HS are attached as the final report including the Facility Inspection Tool.

Consideration of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the San Bernardino County Superintendent of Schools Williams Report of findings decile 1-3 schools for Borba ES, Dickson ES, Marshall ES, Walnut ES, Ramona JHS, and Chino HS.

FISCAL IMPACT

None.

WMJ:GP:Imc

October 31, 2016

Mr. Wayne M. Joseph, Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4130

Dear Mr. Joseph:

California Education Code section 1240 requires that I visit all deciles 1-3 schools (*Williams* monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis. This report concerns the visit on **September 2, 2016** to **Borba (Anna A.) Elementary School**. Let me state at the outset that the visit was a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student at Borba (Anna A.) Elementary School.

The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires that the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
3. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms. The standards set forth in the law define "sufficient textbooks or instructional materials" as each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. A school facility "emergency or urgent threat" means that a condition poses a threat to the health or safety of pupils or staff. "Good repair" means the school facility is clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction (the Facility Inspection Tool [FIT]) or a local evaluation instrument that meets the same criteria.

In summary, my findings in the four required areas were as follows:

Instructional Materials

No insufficiencies were observed.

School Facilities

The following **extreme deficiencies** were observed:

None observed.

The following **good repair deficiencies** were observed:

None observed.

Deficiencies that were observed and remediated prior to the end of the visit are reflected in this report and the enclosed Facility Inspection Tool. **Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned.** Inclusion of this information will be verified during next fiscal year's SARC review process.

SARC

No findings to report. The SARC review for the 2016/17 fiscal year began October 10, 2016 and will conclude by December 30, 2016. Findings will be included in the second quarterly report.

Teacher Assignment Monitoring

No findings to report. The annual assignment monitor and review process for 2016/2017 begins November 7, 2016 and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. The final teacher assignment information will be provided in the fourth quarterly report.

In conclusion, let me assure you that the San Bernardino County Superintendent of Schools is available to support the actions required to address the needs identified during the *Williams* Settlement site visits.

Sincerely,



Ted Alejandre
County Superintendent

Attachment: Facility Inspection Tool

cc: Mr. Andrew Cruz, Board President
Mr. Gerson Renderos, Principal
Mrs. Jeanette Chien, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent
Mrs. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Mrs. Supriya Barrows, SBCSS Legislative Services Manager

School District/County Office of Education Chino Valley Unified School District		County San Bernardino	
School Site Borba (Anna A.) Elementary School		Grade Levels K-6	Nbr of Classrooms 37
Address 12970 Third St., Chino, CA 91710		Type of Inspection Announced	Decile 3
Inspector's Name and Title Andy Nelson, Facility Standards Specialist		Representative of District Who Accompanied the Evaluator Martin Silveria	
Date of Inspection 9/2/2016	Time of Inspection 8:00 am	Weather Condition at Time of Inspection Sunny	

PART II: EVALUATION DETAIL

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Win/Doors/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermif Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
28	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
33	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
26	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
18	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
20	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
16	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/2/2016

School Name: Borba (Anna A.) Elementary School

Page 2 of 3

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 8	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Win/Doors/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermis Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
10	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
13	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Main Office	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lunch Table Area	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Multi-Purpose Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Computer Lab	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Lounge	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Teacher Workroom	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restrooms by SDC 4-6	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restrooms by County Preschool	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Playground	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Quonset Hut	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restrooms by Rooms 21 & 24	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/2/2016

School Name: Borba (Anna A.) Elementary School

Page 3 of 3

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Win/Doors Getters/ Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/ Vermin Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/ School Grounds	Overall Cleanli- ness
Conference Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Music Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
SOAR Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
K - Play Area	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Parking Lot	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Marks: ✓ = Good Repair, D = Deficiency, X = Extreme Deficiency, NA = Not Applicable

Rpt 6.2 Part II

October 31, 2016

Mr. Wayne M. Joseph, Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4130

Dear Mr. Joseph:

California Education Code section 1240 requires that I visit all deciles 1-3 schools (*Williams* monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis. This report concerns the visit on **September 1, 2016 to Dickson (Doris) Elementary School**. Let me state at the outset that the visit was a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student at Dickson (Doris) Elementary School.

The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires that the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
3. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms. The standards set forth in the law define "sufficient textbooks or instructional materials" as each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. A school facility "emergency or urgent threat" means that a condition poses a threat to the health or safety of pupils or staff. "Good repair" means the school facility is clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction (the Facility Inspection Tool [FIT]) or a local evaluation instrument that meets the same criteria.

In summary, my findings in the four required areas were as follows:

Instructional Materials

No insufficiencies were observed.

School Facilities

The following **extreme deficiencies** were observed:

None observed.

The following **good repair deficiencies** were observed:

Section 7. Fire Safety

- 21: Fire extinguisher out of date or missing monthly inspection sign-off
- 22: Fire extinguisher out of date or missing monthly inspection sign-off
- 24: Fire extinguisher out of date or missing monthly inspection sign-off
- 27: Fire extinguisher out of date or missing monthly inspection sign-off
- 4: Fire extinguisher out of date or missing monthly inspection sign-off
- 5: Fire extinguisher out of date or missing monthly inspection sign-off
- 8: Fire extinguisher out of date or missing monthly inspection sign-off
- Common Media Elem.: Elevator/Wheel Chair Lift is not functioning (work order #: 171037)
(remedied)

Deficiencies that were observed and remediated prior to the end of the visit are reflected in this report and the enclosed Facility Inspection Tool. **Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned.** Inclusion of this information will be verified during next fiscal year's SARC review process.

SARC

No findings to report. The SARC review for the 2016/17 fiscal year began October 10, 2016 and will conclude by December 30, 2016. Findings will be included in the second quarterly report.

Teacher Assignment Monitoring

No findings to report. The annual assignment monitor and review process for 2016/2017 begins November 7, 2016 and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. The final teacher assignment information will be provided in the fourth quarterly report.

In conclusion, let me assure you that the San Bernardino County Superintendent of Schools is available to support the actions required to address the needs identified during the *Williams* Settlement site visits.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ted Alejandre", with a long horizontal flourish extending to the right.

Ted Alejandre
County Superintendent

Attachment: Facility Inspection Tool

cc: Mr. Andrew Cruz, Board President
Mr. Anna Seftel, Principal
Mrs. Jeanette Chien, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent
Mrs. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Mrs. Supriya Barrows, SBCSS Legislative Services Manager

School District/County Office of Education Chino Valley Unified School District		County San Bernardino	
School Site Dickson (Doris) Elementary School		Grade Levels K-6	Nbr of Classrooms 22
Address 3930 Pamela Drive, Chino, CA 91710		Type of Inspection Announced	Decile 3
Inspector's Name and Title Zoltan Bircsak, Senior Software Systems Developer		Representative of District Who Accompanied the Evaluator	
Date of Inspection 9/1/2016	Time of Inspection 8:30 am	Weather Condition at Time of Inspection Sunny	

PART II: EVALUATION DETAIL

AREA	Section 1 Gas Leaks	Section 2 Mech/ HVAC	Section 3 Wtr/Doors Gates/ Fences	Section 4 Interior Surfaces	Section 5 Hazardous Materials	Section 6 Structural Damage	Section 7 Fire Safety	Section 8 Electrical	Section 9 Pest/ Vermin Infestation	Section 10 Drinking Fountains	Section 11 Restrooms	Section 12 Sewer	Section 13 Roofs	Section 14 Playground /School Grounds	Section 15 Overall Cleanli- ness
27	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
	Fire extinguisher out of date or missing monthly inspection sign-off														
24	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
	Fire extinguisher out of date or missing monthly inspection sign-off														
22	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
	Fire extinguisher out of date or missing monthly inspection sign-off														
21	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
	Fire extinguisher out of date or missing monthly inspection sign-off														
8	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
	Fire extinguisher out of date or missing monthly inspection sign-off														
4	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
	Fire extinguisher out of date or missing monthly inspection sign-off														
5	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection: 9/1/2016 School Name: Dickson (Doris) Elementary School

AREA	Section 1 Gas Leaks	Section 2 Mech/ HVAC	Section 3 Win/Doors Garage/ Fences	Section 4 Interior Surfaces	Section 5 Hazardous Materials	Section 6 Structural Damage	Section 7 Fire Safety	Section 8 Electrical	Section 9 Pest/ Vermin Infestation	Section 10 Drinking Fountains	Section 11 Restrooms	Section 12 Sewer	Section 13 Roofs	Section 14 Playground/ School Grounds	Section 15 Overall Cleanli- ness
Exterior Areas	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cafeteria	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Common Media Elem.	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓
Section 7:	Elevator/Wheel Chair Lift is not functioning (remedied) (work order #: 171037)														
Common Media Primary	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Office/Staff Area	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Student Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Kitchen	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Marks: ✓ = Good Repair, D = Deficiency, X = Extreme Deficiency, NA = Not Applicable
Rpt 6.2 Part II

October 31, 2016

Mr. Wayne M. Joseph, Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4130

Dear Mr. Joseph:

California Education Code section 1240 requires that I visit all deciles 1-3 schools (*Williams* monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis. This report concerns the visit on **September 6, 2016 to Marshall (E.J.) Elementary School**. Let me state at the outset that the visit was a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student at Marshall (E.J.) Elementary School.

The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires that the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
3. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms. The standards set forth in the law define "sufficient textbooks or instructional materials" as each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. A school facility "emergency or urgent threat" means that a condition poses a threat to the health or safety of pupils or staff. "Good repair" means the school facility is clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction (the Facility Inspection Tool [FIT]) or a local evaluation instrument that meets the same criteria.

In summary, my findings in the four required areas were as follows:

Instructional Materials

No insufficiencies were observed.

School Facilities

The following **extreme deficiencies** were observed:

None observed.

The following **good repair deficiencies** were observed:

Section 4. Interior Surfaces

- Administration Bldg: Cabinets are damaged or broken (work order #: 77931)

Section 10. Drinking fountains

- Administration Bldg: Sink/fountain is not working properly (work order #: 77927)

Section 14. Playgrounds/School Grounds

- Grounds: Seating and/or tables are broken, damaged or deteriorating (work order #: 77922)
- Parking Lot: Significant holes and deterioration - trip hazard (work order #: 77933)

Section 15. Overall Cleanliness

- Administration Bldg: Graffiti etched in windows/tiles (work order #: 77919)

Deficiencies that were observed and remediated prior to the end of the visit are reflected in this report and the enclosed Facility Inspection Tool. **Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned.** Inclusion of this information will be verified during next fiscal year's SARC review process.

SARC

No findings to report. The SARC review for the 2016/17 fiscal year began October 10, 2016 and will conclude by December 30, 2016. Findings will be included in the second quarterly report.

Teacher Assignment Monitoring

No findings to report. The annual assignment monitor and review process for 2016/2017 begins November 7, 2016 and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. The final teacher assignment information will be provided in the fourth quarterly report.

In conclusion, let me assure you that the San Bernardino County Superintendent of Schools is available to support the actions required to address the needs identified during the *Williams* Settlement site visits.

Sincerely,



Ted Alejandre
County Superintendent

Attachment: Facility Inspection Tool

cc: Mr. Andrew Cruz, Board President
Mrs. Stacey Heston, Principal
Mrs. Jeanette Chien, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent
Mrs. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Mrs. Supriya Barrows, SBCSS Legislative Services Manager

School District/County Office of Education Chino Valley Unified School District		County San Bernardino	
School Site Marshall (E.J.) Elementary School		Grade Levels K-6	Nbr of Classrooms 20
Address 12045 Telephone Ave., Chino, CA 91710		Type of Inspection Unannounced	Decile 3
Inspector's Name and Title John Duran, After School Program Specialist		Representative of District Who Accompanied the Evaluator	
Date of Inspection 9/6/2016	Time of Inspection 8:30 am	Weather Condition at Time of Inspection Sunny	

PART II: EVALUATION DETAIL

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Windows/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermin Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
20	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
22	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
24	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
42	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
40	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/6/2016

School Name:

Marshall (E.J.) Elementary School

Page 2 of 3

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Win/Doors	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Verm Infection	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
10	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Multi-Purpose Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Administration Bldg	✓	✓	✓	D	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	D
	Section 4: Cabinets are damaged or broken (work order #: 77931)														
	Section 10: Sink/fountain is not working properly (work order #: 77927)														
	Section 15: Graffiti etched in windows/tiles (work order #: 77919)														
Boys' Restroom Bldg A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Girls' Restroom Bldg A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Boys' Restroom Bldg C	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Girls' Restroom Bldg C	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Computer Lab Rm 38	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Music Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Band Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Intervention Room 1 & 2	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
SOAR Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Grounds	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓
	Section 14: Sealing and/or tables are broken, damaged or deteriorating (work order #: 77922)														
Parking Lot	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓

PART II: EVALUATION DETAIL

Date of Inspection: 9/6/2016 School Name: Marshall (E.J.) Elementary School

Page 3 of 3

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/ HVAC	Wn/Down Getw/ Fence	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/ Vermin Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground /School Grounds	Overall Clean- ness
	Section 14: Significant holes and deterioration - trip hazard (work order #: 77933)														

Marks: ✓ = Good Repair, D = Deficiency, X = Extreme Deficiency, NA = Not Applicable

Rpt 6.2 Part II



October 31, 2016

Mr. Wayne M. Joseph, Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4130

Dear Mr. Joseph:

California Education Code section 1240 requires that I visit all deciles 1-3 schools (*Williams* monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis. This report concerns the visit on **September 8, 2016** to **Walnut Avenue Elementary School**. Let me state at the outset that the visit was a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student at Walnut Avenue Elementary School.

The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires that the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
3. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms. The standards set forth in the law define "sufficient textbooks or instructional materials" as each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. A school facility "emergency or urgent threat" means that a condition poses a threat to the health or safety of pupils or staff. "Good repair" means the school facility is clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction (the Facility Inspection Tool [FIT]) or a local evaluation instrument that meets the same criteria.

In summary, my findings in the four required areas were as follows:

Instructional Materials

No insufficiencies were observed.

School Facilities

The following **extreme deficiencies** were observed:

None observed.

The following **good repair deficiencies** were observed:

Section 14. Playgrounds/School Grounds

- Exterior Grounds: Significant holes and deterioration - trip hazard (work order #: 78076)
- Exterior Grounds: Sprinklers/covers are missing, broken, and/or damaged (work order #: 78074)

Deficiencies that were observed and remediated prior to the end of the visit are reflected in this report and the enclosed Facility Inspection Tool. **Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned.** Inclusion of this information will be verified during next fiscal year's SARC review process.

SARC

No findings to report. The SARC review for the 2016/17 fiscal year began October 10, 2016 and will conclude by December 30, 2016. Findings will be included in the second quarterly report.

Teacher Assignment Monitoring

No findings to report. The annual assignment monitor and review process for 2016/2017 begins November 7, 2016 and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. The final teacher assignment information will be provided in the fourth quarterly report.

In conclusion, let me assure you that the San Bernardino County Superintendent of Schools is available to support the actions required to address the needs identified during the *Williams* Settlement site visits.

Sincerely,



Ted Alejandre
County Superintendent

Attachment: Facility Inspection Tool

cc: Mr. Andrew Cruz, Board President
Mrs. Karen Morales, Principal
Mrs. Jeanette Chien, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent
Mrs. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Mrs. Supriya Barrows, SBCSS Legislative Services Manager

School District/County Office of Education Chino Valley Unified School District		County San Bernardino	
School Site Walnut Avenue Elementary School	Grade Levels K-6		Nbr of Classrooms 30
Address 5550 Walnut Ave, Chino, CA 91709	Type of Inspection Unannounced		Decile 2
Inspector's Name and Title Andrea Tennyson, Manager, Fiscal Services		Representative of District Who Accompanied the Evaluator	
Date of Inspection 9/8/2016	Time of Inspection 8:00 am	Weather Condition at Time of Inspection Sunny	

PART II: EVALUATION DETAIL

AREA	Section 1 Gas Leaks	Section 2 Mech/HVAC	Section 3 Win/Doors/Gates/Fence	Section 4 Interior Surfaces	Section 5 Hazardous Materials	Section 6 Structural Damage	Section 7 Fire Safety	Section 8 Electrical	Section 9 Pest/Verm In/Infestation	Section 10 Drinking Fountains	Section 11 Restrooms	Section 12 Sewer	Section 13 Roofs	Section 14 Playground /School Grounds	Section 15 Overall Clean-ness
2	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
1	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
39	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
36	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
25	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
18	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
11	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection: 9/8/2016 School Name: Walnut Avenue Elementary School

Page 2 of 2

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/ HVAC	Windows/ Gates/ Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/ Vermin Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground /School Grounds	Overall Cleanliness
14	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
17	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Exterior Grounds	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓
Section 14: Significant holes and deterioration - trip hazard (work order #: 78076)															
Sprinklers/covers are missing, broken, and/or damaged (work order #: 78074)															
Administration Office	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
MPR	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Parking Lot	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Girls' Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Boys' Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Marks: ✓ = Good Repair, D = Deficiency, X = Extreme Deficiency, NA = Not Applicable
Rpt 6.2 Part II



October 31, 2016

Mr. Wayne M. Joseph, Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4130

Dear Mr. Joseph:

California Education Code section 1240 requires that I visit all deciles 1-3 schools (*Williams* monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis. This report concerns the visit on **September 7, 2016** to **Ramona Junior High School**. Let me state at the outset that the visit was a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student at Ramona Junior High School.

The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires that the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
3. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms. The standards set forth in the law define "sufficient textbooks or instructional materials" as each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. A school facility "emergency or urgent threat" means that a condition poses a threat to the health or safety of pupils or staff. "Good repair" means the school facility is clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction (the Facility Inspection Tool [FIT]) or a local evaluation instrument that meets the same criteria.

In summary, my findings in the four required areas were as follows:

Instructional Materials

No insufficiencies were observed.

School Facilities

The following **extreme deficiencies** were observed:

None observed.

The following **good repair deficiencies** were observed:

Section 14. Playgrounds/School Grounds

- Playground: Significant holes and deterioration - trip hazard (work order #: 78005)
- Walkway near Lunch Area: Significant cracks, trip hazards, holes or deterioration (work order #: 78006)

Section 15. Overall Cleanliness

- Bldg - Rooms 36-43: Graffiti etched in windows/tiles (work order #: 77999)
- Bldg - Rooms 44-48: Graffiti etched in windows/tiles (work order #: 77999)

Deficiencies that were observed and remediated prior to the end of the visit are reflected in this report and the enclosed Facility Inspection Tool. **Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned.** Inclusion of this information will be verified during next fiscal year's SARC review process.

SARC

No findings to report. The SARC review for the 2016/17 fiscal year began October 10, 2016 and will conclude by December 30, 2016. Findings will be included in the second quarterly report.

Teacher Assignment Monitoring

No findings to report. The annual assignment monitor and review process for 2016/2017 begins November 7, 2016 and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. The final teacher assignment information will be provided in the fourth quarterly report.

In conclusion, let me assure you that the San Bernardino County Superintendent of Schools is available to support the actions required to address the needs identified during the *Williams* Settlement site visits.

Sincerely,



Ted Alejandre
County Superintendent

Attachment: Facility Inspection Tool

cc: Mr. Andrew Cruz, Board President
Mrs. Anne Boden, Principal
Mrs. Jeanette Chien, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent
Mrs. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Mrs. Supriya Barrows, SBCSS Legislative Services Manager

School District/County Office of Education Chino Valley Unified School District		County San Bernardino	
School Site Ramona Junior High School		Grade Levels 7-8	Nbr of Classrooms 49
Address 4575 Walnut Ave, Chino, CA 91710		Type of Inspection Announced	Decile 3
Inspector's Name and Title Andrea Tennyson, Manager, Fiscal Services		Representative of District Who Accompanied the Evaluator	
Date of Inspection 9/7/2016	Time of Inspection 8:00 am	Weather Condition at Time of Inspection Sunny	

PART II: EVALUATION DETAIL

AREA	Section 1 Gas Leaks	Section 2 Mech/HVAC	Section 3 Windoors/Gates/Fences	Section 4 Interior Surfaces	Section 5 Hazardous Materials	Section 6 Structural Damage	Section 7 Fire Safety	Section 8 Electrical	Section 9 Pest/Vermin Infestation	Section 10 Drinking Fountains	Section 11 Restrooms	Section 12 Sewer	Section 13 Roofs	Section 14 Playground/School Grounds	Section 15 Overall Cleanliness
11	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
16	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
8	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
41	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
20	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
36	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
39	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/7/2016

School Name:

Ramona Junior High School

Page 2 of 3

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/ HVAC	Win/Door/ Gates/ Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/ Vermitt Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground /School Grounds	Overall Cleanli- ness
26	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
43	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
13	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
34	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
17	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Administration Office	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Girls' Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Boys' Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Multi-Purpose Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Girls' Locker Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Boys' Locker Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Restrooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Bldg - Rooms 36-43	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D

PART II: EVALUATION DETAIL

Date of Inspection:

9/7/2016

School Name:

Ramona Junior High School

Page 3 of 3

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/ HVAC	Wtr/Doors/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Verm Inhabitation	Braking Fountains	Restrooms	Sewer	Rog/la	Playground /School Grounds	Overall Cleanliness
	Section 15: Graffiti etched in windows/tiles (work order # 77999)														
Bldg - Rooms 44-48	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D
	Section 15: Graffiti etched in windows/tiles (work order # 77999)														
Playground	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓
	Section 14: Significant holes and deterioration - trip hazard (work order # 78005)														
Walkway near Lunch Area	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓
	Section 14: Significant cracks, trip hazards, holes or deterioration (work order # 78006)														

Marks: ✓ = Good Repair, D = Deficiency, X = Extremes Deficiency, NA = Not Applicable

Rpt 6.2 Part II

October 31, 2016

Mr. Wayne M. Joseph, Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710-4130

Dear Mr. Joseph:

California Education Code section 1240 requires that I visit all deciles 1-3 schools (*Williams* monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis. This report concerns the visit on **September 7, 2016 to Chino High School**. Let me state at the outset that the visit was a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student at Chino High School.

The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" instructional materials in four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires that the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
3. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms. The standards set forth in the law define "sufficient textbooks or instructional materials" as each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. A school facility "emergency or urgent threat" means that a condition poses a threat to the health or safety of pupils or staff. "Good repair" means the school facility is clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction (the Facility Inspection Tool [FIT]) or a local evaluation instrument that meets the same criteria.

In summary, my findings in the four required areas were as follows:

Instructional Materials

No insufficiencies were observed.

School Facilities

The following **extreme deficiencies** were observed:

None observed.

The following **good repair deficiencies** were observed:

Section 4. Interior Surfaces

- Boys PE: Plaster or paint is damaged (work order #: 78027)

Section 8. Electrical

- Boys PE: Electrical outlet/junction box covers or light switch covers are damaged or missing (work order #: 1473270495)
- Counseling Room: Exposed wires (no voltage or low voltage; i.e. data/comm/phone lines) (work order #: 147320407)
- Library: Electrical outlet/junction box covers or light switch covers are damaged or missing (work order #: 78030)
- Music: Ballasts are not working (work order #: 77424)

Section 10. Drinking fountains

- Football Stadium: Sink/fountain is damaged (work order #: 78040)
- Lab1: Sink/fountain is not working properly (work order #: 77489)
- Restrooms By Staff Parking: Sink/fountain is clogged (work order #: 77399)

Section 11. Restrooms

- Library: Urinal is damaged, broken, or clogged (work order #: 78015)
- Restroom by Room 79: Urinal is damaged, broken, or clogged (work order #: 78042)
- Restroom by Room 79: Graffiti etched in to restroom fixtures and/or partitions (work order #: 78020)
- Student Store: Fixture/apparatus damaged, broken, missing or unsecured (work order #: 78015)

Section 14. Playgrounds/School Grounds

- Baseball Field: Open "S" hooks, protruding bolt ends, sharp points or edges in play/sports equipment (work order #: 78023)

Deficiencies that were observed and remediated prior to the end of the visit are reflected in this report and the enclosed Facility Inspection Tool. **Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned.** Inclusion of this information will be verified during next fiscal year's SARC review process.

SARC

No findings to report. The SARC review for the 2016/17 fiscal year began October 10, 2016 and will conclude by December 30, 2016. Findings will be included in the second quarterly report.

Teacher Assignment Monitoring

No findings to report. The annual assignment monitor and review process for 2016/2017 begins November 7, 2016 and concludes by report to the California Commission on Teacher Credentialing on July 1, 2017. The final teacher assignment information will be provided in the fourth quarterly report.

In conclusion, let me assure you that the San Bernardino County Superintendent of Schools is available to support the actions required to address the needs identified during the *Williams* Settlement site visits.

Sincerely,



Ted Alejandre
County Superintendent

Attachment: Facility Inspection Tool

cc: Mr. Andrew Cruz, Board President
Mr. Felix Melendez, Principal
Mrs. Jeanette Chien, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent
Mrs. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Mrs. Supriya Barrows, SBCSS Legislative Services Manager

School District/County Office of Education Chino Valley Unified School District		County San Bernardino	
School Site Chino High School		Grade Levels 9-12	Nbr of Classrooms 122
Address 5472 Park Pl., Chino, CA 91710		Type of Inspection Announced	Decile 3
Inspector's Name and Title Fermin Jaramillo, Coordinator, EL Support Programs		Representative of District Who Accompanied the Evaluator	
Date of Inspection 9/7/2016	Time of Inspection 7:45 am	Weather Condition at Time of Inspection Sunny	

PART II: EVALUATION DETAIL

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/ HVAC	Windows/ Gates/ Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/ Vermin Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground /School Grounds	Overall Cleanliness
M11	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M9	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
72	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
53	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
14	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
02	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
13	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/7/2016

School Name:

Chino High School

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AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Win/Doors/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermitt/Infestation	Drinking Fountains	Restrooms	Sewer	Rodents	Playground/School Grounds	Overall Cleanliness
34	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
46	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
38	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M6	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M21	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M12	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
04	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
31	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
22	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
26	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
29	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
48	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M18	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M22	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
11	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/7/2016

School Name:

Chino High School

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AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Wind/Doors/Gates/Fenest	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Verm Infection	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
23	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
59	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
76	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
77	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M20	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
M16	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Administration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Lounge	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Lounge Restroom	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓
Section 8:	Electrical outlet/junction box covers or light switch covers are damaged or missing (work order #: 78030)														
Section 11:	Unlabeled, broken, or clogged (work order #: 78015)														
Staff Parking East of Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Staff Parking West of Library	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restrooms By Staff Parking	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓
Section 10:	Sink/fountain is clogged (work order #: 77399)														

PART II: EVALUATION DETAIL

Date of Inspection:

9/7/2016

School Name:

Chino High School

Page 4 of 6

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Wtr/Doors/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermin Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Pleasantness
Mall/Copy Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Career Center	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Activities	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Counseling Room	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓
Section 8:	Exposed wires (no voltage or low voltage, i.e. data/comm/phone lines) (work order #: 147320407)														
Restroom by Room 19	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restroom by Room 15	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restroom by Room 29A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Security	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restroom behind Security	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lab 1	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓
Section 10:	Sink/fountain is not working properly (work order #: 77489)														
Lab 2	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Restroom by Room 79	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓
Section 11:	Urinal is damaged, broken, or clogged (work order #: 78042)														
Lab 3	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Weight Room	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection:

9/7/2016

School Name:

Chino High School

Page 5 of 6

AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Wires/Doors/Gates/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermif Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
Athletic Fields	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Baseball Field	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓
Section 14:	Open "S" hooks, protruding bolt ends, sharp points or edges in play/sports equipment (work order #: 78023)														
Pool	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Boys PE	✓	✓	✓	D	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓
Section 4:	Plaster or paint is damaged (work order #: 78027)														
Section 8:	Electrical outlet/junction box covers or light switch covers are damaged or missing (work order #: 1473270495)														
Gym	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Girls PE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Football Stadium	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓
Section 10:	Sink/fountain is damaged (work order #: 78040)														
Tennis Courts	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Student Parking Lot	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Music	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓
Section 8:	Ballasts are not working (work order #: 77424)														
Kitchen	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
MPR	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Covered Patio	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Student Store	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓

PART II: EVALUATION DETAIL

Date of Inspection: 9/7/2016 School Name: Chino High School

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AREA	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9	Section 10	Section 11	Section 12	Section 13	Section 14	Section 15
	Gas Leaks	Mech/HVAC	Windows/Glass/Fences	Interior Surfaces	Hazardous Materials	Structural Damage	Fire Safety	Electrical	Pest/Vermis Infestation	Drinking Fountains	Restrooms	Sewer	Roofs	Playground/School Grounds	Overall Cleanliness
	Fixture/apparatus damaged, broken, missing or unsecured (work order #: 78015)														
Restroom by Student Store	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Custodian	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Quad	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Marks: ✓ = Good Repair, D = Deficiency, X = Extreme Deficiency, NA = Not Applicable

Rpt 6.2 Part II

Chino Valley Unified School District

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT: SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS
WILLIAMS SETTLEMENT 2015/2016 ANNUAL REPORT**

=====

BACKGROUND

California Education Code 1240 requires that the San Bernardino County Superintendent of Schools staff to regularly monitor and report on the status of all Williams monitored schools in the county (currently decile 1-3 schools based on the 2012 Academic Performance Index) to ensure compliance with the Williams Legislation. The Williams Annual Report for Chino Valley Unified School District as well as countywide findings by supervisorial district based on the 2015/2016 school year visitation findings are being presented for information.

Per Section 1240(c)(2)(B), the annual report shall be submitted to the governing board of each school district, the county board of education, as well as the county board of supervisors at a regularly scheduled meeting held in accordance with public notification requirements.

Consideration of this item supports the goals identified within the District's Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the San Bernardino County Superintendent of Schools Williams Settlement 2015/2016 Annual Report.

FISCAL IMPACT

None.

WMJ:GP:Imc

Williams Settlement
Fiscal Year 2015/16
Annual Report
for
Chino Valley Unified
School District

November 2016

San Bernardino County Superintendent of Schools
***Williams* Settlement Monitoring**
Fiscal Year 2015/16 Annual Report

Preface

The *Williams* Lawsuit Settlement, reached and enacted into law* in August 2004, has set the standard for providing equitable educational opportunities and closing the achievement gap in San Bernardino County and throughout California. *Williams* legislation has provided an opportunity for county and district superintendents to work collaboratively to support and assist underperforming schools to improve student achievement.

The American Civil Liberties Union filed *Williams v. California* in 2000 on behalf of the plaintiffs—nearly 100 students from San Francisco County—as a class action lawsuit against the State of California and its educational agencies. The basis of the lawsuit was that public school agencies failed to provide public school students with equal access to instructional materials, safe and clean school facilities, and qualified teachers. The issue of equity for disadvantaged and minority students, particularly in large and urban school districts, was the crux of the case.

The settlement covered four key areas:

- **Instructional Materials**—All students, including English Learners, must have sufficient access to standards-aligned instructional materials or textbooks in all core subject areas for use in class and at home.
- **Facilities**—All schools must be safe, clean, and in good repair.
- **Teacher Credentialing and Assignment**—All schools must have teachers that are appropriately certificated for their specific teaching assignment, including English Learner Authorization.
- **Public Reporting**—All schools must include information on the sufficiency of instructional materials, repair of school facilities, and teacher misassignments and vacancies in their School Accountability Report Card (SARC). Additionally, all schools must post a notice in each classroom informing parents and guardians of their right to file a Uniform Complaint regarding instructional materials sufficiency, facilities repair, and teacher vacancy or misassignments.

In Fiscal Year 2013/14, the Local Control Funding Formula (LCFF) was implemented and made significant changes to education statutes. *Williams* Settlement requirements for all schools remained in effect and were further distinguished as the first of eight state priorities that must be addressed in mandated Local Control Accountability Plans (LCAPs). This means all schools (monitored and those that are not) must continue adhering to *Williams* requirements and all districts must identify and address actions that will be taken each year to achieve and/or correct any deficiencies related to *Williams* compliance in their LCAPs.

The *Williams*’ legislation also requires county offices to monitor schools ranked in Deciles 1-3 determined by rankings on the state’s API reports. Fiscal Year 2015/16 was the third year of the fourth cohort (three-year monitoring cycle) based on the 2012 API. One hundred and fifty (150) schools in San Bernardino County were subject to review and received at least one site visit. (Please note that the API has been repealed and the State is currently in the process of developing a new accountability system. County offices have been directed by the State to continue monitoring sites based on the 2012 Base API until further notice.)

SBCSS reviewers conducted the instructional materials and facilities reviews in the first four weeks of the 2015/16 school year based on each district's board adopted school year calendar. At the conclusion of the instructional materials monitoring process, there were no insufficiencies, meaning that any shortage identified at the time of visitation was resolved by the eighth week of school as required in statute. Overall, the County review teams found facilities conditions in good repair. Sixteen (16) emergency or extreme conditions were observed (two (2) of which were remedied prior to the end of the site visit); six (6) of the conditions were instances of non-functional air conditioning systems; four (4) were cases where posts, beams and supports for portable classrooms and ramps were damaged; three (3) instances where hazardous chemicals or flammable materials were not stored properly; two (2) situations where exposed broken glass or glass-like material was accessible to pupils and staff; and one (1) occurrence of ceilings sloping or sagging.

The teacher assignment monitoring review identified a total of five (5) classes with a teacher without a proper English Learner authorization compared to thirty-three (33) reported for Fiscal Year 2014/15. The five (5) classes are based on two teachers as the monitoring process includes secondary classroom periods where the same teacher has the potential of being accounted for multiple times. The drastic reduction in the number of classes taught by a teacher without proper authorization since inception of the *Williams* Settlement is testament to the steps districts have taken to ensure that all teachers are authorized in subject matter and authorized to serve students identified as English Learners. Districts have modified their teacher hiring practices and layoff criteria to ensure compliance with the *Williams* requirements.

A separate in-office review was conducted to evaluate each monitored school's School Accountability Report Card (SARC) for accuracy of information reported to the public pertaining to sufficiency of instructional materials and the condition of school facilities. The review concluded with eight (8) of the one hundred and fifty (150) school SARCs having inaccuracies in the areas of instructional materials and/or facilities that were not resolved by the end of the review period.

* SB 6 (Alpert), SB 550 (Vasconcellos), AB 1550 (Daucher), AB 2727 (Daucher), AB 3001 (Goldberg), AB 831 (Committee on Education)

**Chino Valley Unified School District
Fiscal Year 2015/16 Williams Annual Report**

School	Total Enrollment	Decile 1-3 Rank	Total "Good Repair" Facility Deficiencies	Remedied "Good Repair" Facility Deficiencies	Outstanding "Good Repair" Facility Deficiencies	Total "Emergency Repair" Facility Deficiencies	Remedied "Emergency Repair" Facility Deficiencies	Outstanding "Emergency Repair" Facility Deficiencies	Instructional Materials Insufficiencies	Teacher Misassignments	Inaccurate School Accountability Report Cards
Borba (Anna A.) Elementary	565	3	0	0	0	0	0	0	0	0	0
Chino High	2,229	3	27	0	27	0	0	0	0	0	0
Dickson (Doris) Elementary	634	3	1	1	0	0	0	0	0	0	0
Marshall (E.J.) Elementary	460	3	0	0	0	0	0	0	0	0	0
Ramona Junior High	558	3	0	0	0	0	0	0	0	0	0
Walnut Avenue Elementary	680	2	0	0	0	0	0	0	0	0	0
Subtotals	5,126		28	1	27	0	0	0	0	0	0

San Bernardino County Superintendent of Schools
Williams Settlement Annual Report by Supervisorial District
Fiscal Year 2015/16

School District	Total Enrollment	Total Schools	Deciles 1-3	Total "Good Repair" Facility Deficiencies	Remedied "Good Repair" Facility Deficiencies	Outstanding "Good Repair" Facility Deficiencies	Total "Emergency Repair" Facility Deficiencies	Remedied "Emergency Repair" Facility Deficiencies	Outstanding "Emergency Repair" Facility Deficiencies	Instructional Materials Insufficiencies	Teacher Misassignments	Inaccurate School Accountability Report Cards
1st Supervisorial District												
Adelanto Elementary	10,970	18	7	67	24	43	4	0	4	0	0	2
Apple Valley Unified	14,238	15	2	32	29	3	0	0	0	0	0	0
Hesperia Unified	23,988	31	7	37	35	2	0	0	0	0	0	0
Needles Unified	937	6	3	9	0	9	1	0	1	0	0	3
Snowline Joint Unified	7,798	13	2	4	0	4	0	0	0	0	0	0
Victor Elementary	12,306	18	7	12	5	7	0	0	0	0	0	0
Victor Valley Union High	13,812	10	5	107	77	30	1	0	1	0	5	0
2nd Supervisorial District												
Cucamonga	2,563	5	1	1	0	1	0	0	0	0	0	0
Fontana Unified	38,742	44	17	123	36	87	1	0	1	0	0	0
3rd Supervisorial District												
Barstow Unified	6,024	13	3	25	15	10	0	0	0	0	0	0
Colton Joint Unified	23,288	29	11	118	64	54	1	0	1	0	0	0
Lucerne Valley Unified	2,346	6	3	13	9	4	0	0	0	0	0	3
Morongo Unified	10,265	18	3	4	2	2	0	0	0	0	0	0
Redlands Unified	21,264	28	1	1	1	0	0	0	0	0	0	0
San Bernardino City Unified	53,303	89	43	377	259	118	7	2	5	0	0	0
Yucaipa-Calimesa Joint Unified	9,889	16	2	11	6	5	0	0	0	0	0	0
4th Supervisorial District												
Chino Valley Unified	29,314	36	6	28	1	27	0	0	0	0	0	0
Ontario-Montclair	21,952	33	16	38	12	26	1	0	1	0	0	0
5th Supervisorial District												
Colton Joint Unified*	23,288	29	11	118	64	54	1	0	1	0	0	0
Fontana Unified*	38,742	44	17	123	36	87	1	0	1	0	0	0
Rialto Unified	25,994	30	11	51	26	25	0	0	0	0	0	0
San Bernardino City Unified*	53,303	89	43	377	259	118	7	2	5	0	0	0
County Totals*	328,993	458	150	1,058	601	457	16	2	14	0	5	8

*Table data for school districts that represent more than one Supervisorial District are unduplicated

Refer to Williams Glossary of Terms

Williams Glossary of Terms

Academic Performance Index (API) – The API summarizes a school's or a local educational agency's (LEA) academic performance and progress on statewide assessments. Simply put, the API is calculated by converting a student's performance on a statewide assessment into points on the API scale. These points are then averaged across all students and all tests and the result is a school's API.

Deciles – Statewide ranking of schools (determined by a school's Academic Performance Index [API]) rated one through ten (lowest to highest) when compared to schools of the same type. Education Code requiring the API ranking of schools was repealed in 2013. As of 2014, ranks are no longer being produced. The State Board of Education and the California Department of Education are in the process of developing a new accountability system to replace the API.

Deciles 1-3 Schools – Schools ranked in Deciles 1-3 have the lowest statewide ranking (on a scale of one (1) to ten (10)) based on their APIs when compared to other schools of the same type across the state. The current determinant of statewide rankings is the 2012 Base Academic Performance Index Report. Deciles 1-3 schools are subject to county monitoring for compliance with the *Williams* Settlement requirements.

Emergency Repair – Structures or systems of a facility are in a condition that poses an emergency or urgent threat to the health and safety of pupils or staff.

Good Repair – Good repair is defined to mean that the facility is maintained in a manner that ensures that it is clean, safe, and functional. Good repair status is determined by a school facility inspection and evaluation instrument (known as the *Facilities Inspection Tool* [FIT]) developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

Inaccurate School Accountability Report Card (SARC) – SARCs with outstanding inaccuracies or missing information pertaining to the quality, currency and availability of sufficient textbooks and/or instructional materials and the safety, cleanliness and adequacy of school facilities. These areas are reviewed in accordance with the state's data definitions and the previous year's *Williams* visit findings. *All California public schools must annually provide SARCs-specific information about themselves to the community allowing the public to evaluate and compare schools for student achievement, environment, resources, and demographics.*

Instructional Materials Insufficiencies – The number of insufficiencies identified in the four core subject areas (English language arts, mathematics, science, and history-social science) at each school during the *Williams* site visits that were not corrected by the eighth week of school. Sufficient textbooks or instructional materials means, "each pupil, including English Learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home."

Local Control Funding Formula (LCFF) – The new K-12 funding system that is meant to simplify how state funding is provided to local educational agencies (LEAs). LEAs are to receive funding based on the demographic profile of the students they serve and gain greater flexibility to use these funds to improve outcomes of students. Implementation of the formula began in Fiscal Year 2013/14.

Local Control Accountability Plan (LCAP) – Required under the LCFF, the LCAP is a locally developed three-year plan that describes how a local educational agency (LEA) intends to meet annual goals for all pupils, including specific activities to address state and local priorities identified in Education Code. The governing board of each LEA was required to adopt an LCAP on or before July 1, 2014.

Outstanding “Emergency Repair” Facility Deficiencies – The number of facility deficiencies identified as emergency repair issues that were not corrected at the time of completion of the *Williams* site visit.

Outstanding “Good Repair” Facility Deficiencies – The number of facility deficiencies identified as good repair issues that were not corrected at the time of completion of the *Williams* site visit.

Remedied “Emergency Repair” Facility Deficiencies – The number of facility deficiencies identified as emergency repair issues that were corrected prior to the completion of the *Williams* site visit.

Remedied “Good Repair” Facility Deficiencies – The number of facility deficiencies identified as good repair issues that were corrected prior to the completion of the *Williams* site visit.

Teacher Misassignments – The number of classes (with 20 percent or more English Learners) with a teacher identified during the review without a proper English Learners Authorization. *Please note secondary level teachers who are teaching more than one period with 20 percent English Learners may be counted multiple times.*

Total “Emergency Repair” Facility Deficiencies – The total number of facility deficiencies identified as emergency repair issues at the time of the site visit.

Total Enrollment – Total enrollment figures for districts overall and individual schools based on the California Department of Education’s Fiscal Year 2015/16 DataQuest District and School Enrollment Reports.

Total “Good Repair” Facility Deficiencies – The total number of facility deficiencies identified as good repair issues at the time of the site visit.

Total Schools – Total number of schools in each district based on the California Department of Education’s Fiscal Year 2015/16 DataQuest District and School Enrollment Reports.

Williams Settlement – The American Civil Liberties Union filed *Williams v. California* on behalf of the plaintiffs (nearly 100 students from San Francisco County) as a class action lawsuit against the State of California and its educational agencies. The basis of the lawsuit was that public school agencies failed to provide public school students with equal access to instructional materials, safe and clean school facilities, and qualified teachers. The issues of equity for disadvantaged and minority students, particularly in large and urban school districts, were the crux of the case.

The *Williams* Lawsuit Settlement was reached and enacted into law in August 2004. County superintendents must annually review and report on Deciles 1-3 schools (currently based on statewide rankings from the 2012 Base Academic Performance Index) for the following:

- **Instructional Materials**—All students, including English Learners, must have sufficient access to standards-aligned instructional materials or textbooks in all core subject areas for use in class and at home.
- **Facilities**—All schools must be safe, clean, and in good repair.
- **Teacher Credentialing and Assignment**—All schools must have teachers that are appropriately certificated for their specific teaching assignment, including English Learner Authorization.
- **Public Reporting**—All schools must include information on the sufficiency of instructional materials, repair of school facilities, and teacher misassignments and vacancies in their School Accountability Report Card (SARC). Additionally, all schools must post a notice in each classroom informing parents and guardians of their right to file a Uniform Complaint regarding instructional materials sufficiency, facilities repair, and teacher vacancy or misassignments.

Note: All schools, regardless of decile ranking, must adhere to Williams requirements.

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

**SUBJECT: REVISION OF BOARD POLICY AND ADMINISTRATIVE
REGULATION 3311 BUSINESS AND NONINSTRUCTIONAL
OPERATIONS – BIDS**

=====

BACKGROUND

Board policies, administrative regulations, and bylaws are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy and Administrative Regulation 3311 Business and Noninstructional Operations – Bids are being updated to include requirements for districts that choose to use the alternative Uniform Public Construction Cost Accounting Act (UPCCAA) for contracting for public works projects and to reflect New Law (AB 1358, 2015) which authorizes a District to award a design-build contract for a public works project in excess of \$1,000,000.00 on the basis of either low bid or “best value,” as defined. Administrative Regulation 3311 also reflects new 2016 bid limit established by the Superintendent of Public Instruction for specified projects, and adds new section on “Lease-Leaseback Contract” reflecting legal requirements and new court decision (McGee v. Balfour Beatty Construction LLC).

New language is provided in UPPER CASE while old language to be deleted is ~~lined through~~.

Consideration of this item supports the goals identified within the District’s Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Board Policy and Administrative Regulation 3311 Business and Noninstructional Operations – Bids.

FISCAL IMPACT

None.

WMJ:GJS:pw

BIDS

The Board of Education is committed to promoting public accountability and ensuring the prudent use of public funds. ~~IN WHEN LEASING, or purchasing, OR CONTRACTING FOR~~ equipment, materials, supplies, or services for the District, ~~and INCLUDING~~ when contracting for public projects involving District facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the District, such ~~leases and purchases~~ CONTRACTS shall be made using competitive bidding.

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

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements REGARDING CONTRACTING AFTER COMPETITIVE BIDDING. ~~of Public Contract Code 20114-20118.4.~~ (Public Contract Code 20116, 22033)

The Superintendent or designee shall establish comprehensive bidding procedures for the District in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

(cf. 9270 - Conflict of Interest)

When calling for bids, the Superintendent or designee shall ensure that the bid specification clearly describes in appropriate detail the quality, delivery, and service required, and includes all information which the District knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

~~The Superintendent or designee shall develop the procedures to be used for rating bidders for award of contracts which, by law or board policy, require prequalification. The procedures shall identify a uniform system for rating bidders and shall address the issues covered by the standardized questionnaire and model guidelines developed by the Department of Industrial Relations pursuant to Public Contract Code 20101.~~

Except as authorized by law and specified in the administrative regulation, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

When the Board has determined that it is in the best interest of the District, the District may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

BIDS (cont.)

FOR USE IN CONTRACTING FOR PUBLIC WORKS PROJECTS, THE BOARD HAS, BY RESOLUTION, ADOPTED THE PROCEDURES SET FORTH IN THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT PURSUANT TO PUBLIC CONTRACT CODE 22030-22045, INCLUDING THE REQUIRED COST ACCOUNTING PROCEDURES AND THE INFORMAL BIDDING PROCEDURES WHEN ALLOWED BY LAW. THE BOARD DELEGATES TO THE SUPERINTENDENT OR DESIGNEE THE RESPONSIBILITIES TO AWARD ANY CONTRACT ELIGIBLE FOR INFORMAL BIDDING PROCEDURES AND TO DEVELOP PLANS, SPECIFICATIONS, AND WORKING DETAILS FOR ALL PUBLIC PROJECTS REQUIRING FORMAL BIDDING PROCEDURES.

Legal Reference:**EDUCATION CODE**

17070.10-17079.30 Leroy F. Greene School Facilities Act

17250.10-17250.55 Design-build contracts

17406 Lease-leaseback contract

17595 Purchase of supplies through Department of General Services

17602 Purchase of surplus property from federal agencies

38083 Purchase of perishable foodstuffs and seasonable commodities

38110-38120 Apparatus and supplies

39802 Transportation services

CODE OF CIVIL PROCEDURE

446 Verification of pleadings

GOVERNMENT CODE

4217.10-4217.18 Energy conservation contracts

4330-4334 Preference for California-made materials

6252 Definition of public record

53060 Special services and advice

54201-54205 Purchase of supplies and equipment by local agencies

PUBLIC CONTRACT CODE

1102 Emergencies

2000-2002 Responsive bidders

3000-3010 Roofing projects

3400 Bids, specifications by brand or trade name not permitted

3410 United States produce and processed foods

6610 Bid visits

12200 Definitions, recycled goods, materials and supplies

20101-20103.7 Public construction projects, requirements for bidding

20103.8 Award of contracts

20107 Bidder's security

20110-20118.4 Contracting by school districts

20189 Bidder's security, earthquake relief

22002 Definition of public project

22030-22045 Alternative procedures for public projects (UPCCAA)

22050 Alternative emergency procedures

22152 Recycled product procurement

COURT DECISIONS

McGee v. Balfour Beatty Construction, LLC, et al. (4/12/16, No. B262850)

Davis v. Fresno Unified School District, (2015) 237 Cal.App.4th 261

Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739

Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425

Marshall v. Pasadena Unified School District, (2004) 119 Cal.App.4th 1241

Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449

City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

BIDS (cont.)

ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 1 (2006)

Management Resources:

CALIFORNIA UNIFORM CONSTRUCTION COST ACCOUNTING COMMISSION PUBLICATIONS

Cost Accounting Policies and Procedures Manual

Frequently Asked Questions

WEBSITES

California School Boards Association: www.csba.org

California Association of School Business Officials: www.casbo.org

California Uniform Construction Cost Accounting Commission: www.sco.ca.gov/ard_cuccac.html

Chino Valley Unified School District

Policy adopted: November 16, 1995

Revised: April 19, 2001

Revised: November 16, 2006

Revised: September 18, 2008

Revised: January 16, 2014

REVISED:

BIDS**Advertised/Competitive Bids**

The District shall advertise for competitive bids when any public project contract involves an expenditure of \$15,000.00 or more. Public project means construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a District owned, leased, or operated facility. (Public Contract Code 20111, 22002)

The District shall also advertise for competitive bids when a contract exceeds the amount specified in law, as annually adjusted by the Superintendent of Public Instruction, for any of the following: (Public Contract Code 20111)

1. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the District.
2. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters.
3. Repairs that are not a public project, including maintenance.

Maintenance means routine, recurring, and usual work for preserving, protecting, and keeping a District facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. Maintenance includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility, as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. Maintenance does not include painting, repainting, or decorating other than touchup, or among other types of work, janitorial or custodial services and protection provided by security forces. (Public Contract Code 20115)

Instructions and Procedures for Advertised Bids

The Superintendent or designee shall call for bids by placing a notice at least once a week for two weeks in a local newspaper of general circulation published in the District, or if no such newspaper exists, then in some newspaper of general circulation THAT IS circulated in the county. The Superintendent or designee also may post the notice on the District's website or through an electronic portal. The notice shall state the work to be done or materials or supplies to be furnished and the time and place and website where bids will be opened. The District may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20112)

(cf. 1113 - District and School Websites)

BIDS (cont.)

The notice shall contain the time, date, and location of any mandatory prebid conference, site visit, or meeting and details regarding when and where project documents, including the final plan and specifications, are available. Any such mandatory visit or meeting shall occur not less than five calendar days after the publication of the initial notice. (Public Contract Code 6610)

Bid instructions and specifications shall include the following requirements and information:

1. All bidders shall certify the minimum, if not exact, percentage of post-consumer materials in products, materials, goods, or supplies offered or sold. (Public Contract Code 22152)

(cf. 3510 - Green School Operations)

2. All bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security: (Public Contract Code 20107, 20111)
 - a. Cash.
 - b. A cashier's check made payable to the District.
 - c. A certified check made payable to the District.
 - d. A bidder's bond executed by an admitted surety insurer and made payable to the District.

The security of unsuccessful bidders shall be returned in a reasonable period of time, but in no event later than 60 days after the bid is awarded. (Public Contract Code 20111)

3. When a standardized proposal form is provided by the District, bids not presented on the standard form shall be disregarded. (Public Contract Code 20111.5)
4. Bids shall not be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (Public Contract Code 20112)
5. When two or more identical lowest or highest bids are received, the Board may determine by lot which bid shall be accepted. (Public Contract Code 20117)

BIDS (cont.)

6. If the District requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item "a"-below shall be used. (Public Contract Code 20103.8)
 - a. The lowest bid shall be the lowest total of the bid prices on the base contract without consideration of the prices on the additive or deductive items.
 - b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.
 - c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that, when taken in order from a specifically identified list of those items in the solicitation, and added to or subtracted from the base contract, are less than or equal to a funding amount publicly disclosed by the District before the first bid is opened.

The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed subcontractors or suppliers from being revealed to the District before the ranking of all bidders from lowest to highest has been determined. (Public Contract Code 20103.8)

7. The District shall consider only responsive bids from responsible bidders in determining the lowest bid.
8. Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.
9. After being opened, all submitted bids become public records pursuant to Government Code 6252 and shall be made available for public review pursuant to law, Board policy, and administrative regulation.

(cf. 1340 - Access to District Records)

10. When a bid is disqualified as nonresponsive based on District investigation or other information not obtained from the submitted bid, the Superintendent or designee shall notify the bidder and give him/her an opportunity to respond to the information.

BIDS (cont.)**Prequalification Procedure**

When required by law or the Board, the Superintendent or designee shall establish A UNIFORM SYSTEM FOR RATING BIDDERS ON THE BASIS OF completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. For this purpose, the Superintendent or designee shall furnish prospective bidders a standardized proposal form which, when completed, shall indicate a bidder's STATEMENT OF financial ability and experience in performing public works. The bidder's information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Code of Civil Procedure 446; Public Contract Code 20111.5, 20111.6)

When any public project involves an expenditure of \$1,000,000.00 or more and is funded or reimbursed wholly or partly by the School Facilities Program funds or other future state school bond, the District shall prequalify prospective bidders either quarterly or annually. The prequalification shall be valid for one year and the following requirements shall apply: (Education Code 17406, 17407; Public Contract Code 20111.6)

1. Prospective bidders, including, but not limited to, prime, general engineering, and general building contractors and electrical, mechanical, and plumbing subcontractors, as defined in the Business and Professions Code 4113, 7056, or 7057, as applicable, shall submit a standardized questionnaire and financial statement 10 or more business days, as determined by the District, before the date fixed for the public opening of sealed bids.
2. Prospective bidders shall be prequalified by the District five or more business days, as determined by the District, before the date fixed for the public opening of sealed bids.

If the project includes electrical, mechanical, or plumbing components that will be performed by electrical, mechanical, or plumbing contractors, the Superintendent or designee shall make available to all bidders a list of prequalified general contractors, and electrical, mechanical, and plumbing subcontractors five or more business days, as determined by the District, before the date fixed for the public opening of sealed bids.

For all other contracts requiring competitive bidding, the District may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. Prospective bidders for such contracts shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids and shall be prequalified by the District at least one day before the fixed bid-opening date. (Public Contract Code 20111.5)

BIDS (cont.)**Award of Contract**

The District shall award each contract to the lowest responsible bidder except in the following circumstances:

1. When the contract is for the procurement and/or maintenance of electronic data processing systems and supporting software, in which case the Board may contract with any one of the three lowest responsible bidders. (Public Contract Code 20118.1)
2. When the contract is for any transportation service which involves an expenditure of more than \$10,000.00, and which will be made with any person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported, in which case the Board may contract with other than the lowest bidder. (Education Code 39802)
3. When the contract is one for which the Board has established goals and requirements relating to participation of disabled veteran or small business enterprises in accordance with Public Contract Code 2000-2002, in which case the Board may contract with the lowest responsible bidder who submits a responsive bid and complies or makes a good faith effort to comply with the goals and requirements. (Public Contract Code 2000-2002)
4. WHEN PROCURING A DESIGN-BUILD CONTRACT FOR A PUBLIC WORKS PROJECT IN EXCESS OF \$1,000,000.00 IN ACCORDANCE WITH THE SECTION "DESIGN-BUILD CONTRACTS" BELOW, IN WHICH CASE THE BOARD MAY AWARD THE CONTRACT TO EITHER THE LOW BID OR THE BEST VALUE TO THE DISTRICT, TAKING INTO CONSIDERATION, AT A MINIMUM, PRICE, TECHNICAL DESIGN AND CONSTRUCTION EXPERTISE, AND LIFE-CYCLE COSTS (Education Code 17250.20, 17250.25)

(cf. 9270 - Conflict of Interest)

Protests by Bidders

A bidder may protest a bid award if he/she believes that the award is not in compliance with law, Board policy, or the bid specification. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award and shall include all documents supporting or justifying the protest. A bidder's failure to file the protest documents in a timely manner shall constitute a waiver of his/her right to protest the award of the contract.

BIDS (cont.)

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide notice to the bidder of the date and time for Board consideration of the protest at least three business days before the Board meeting. The Board's decision shall be final.

Alternative Bid Procedures for Technological Supplies and Equipment

Rather than seek competitive bids, the Board may use competitive negotiation when it makes a finding that a District procurement is for computers, software, telecommunications equipment, microwave equipment, or other related electronic equipment and apparatus. Competitive negotiation shall not be used to contract for construction or for the procurement of any product that is available in substantial quantities to the general public. (Public Contract Code 20118.2)

The competitive negotiation process shall include, but not be limited to, the following requirements: (Public Contract Code 20118.2)

1. The Superintendent or designee shall prepare a Request for Proposals (RFP) that shall be submitted to an adequate number of qualified sources, as determined by the District, to permit reasonable competition consistent with the nature and requirement of the procurement.
2. Notice of the RFP shall be published at least twice in a newspaper of general circulation, at least 10 days before the date for receipt of the proposals.
3. The Superintendent or designee shall make every effort to generate the maximum feasible number of proposals from qualified sources and shall make a finding to that effect before proceeding to negotiate if only a single response to the RFP is received.
4. The RFP shall identify all significant evaluation factors, including price, and their relative importance.
5. The Superintendent or designee shall provide reasonable procedures for the technical evaluation of the RFP's received, the identification of qualified sources, and the selection for the award of the contract.

BIDS (cont.)

6. The Board shall award the contract to the qualified bidder whose proposal meets the evaluation standards and will be most advantageous to the District with price and all other factors considered.
7. If the Board does not award the contract to the bidder whose proposal contains the lowest price, then the Board shall make a finding setting forth the basis for the award to another bidder.
8. The Board, at its discretion, may reject all proposals and request new RFP's.
9. Provisions in any contract concerning utilization of small business enterprises that are in accordance with the RFP shall not be subject to negotiation with the successful proposer.

Design-Build Contracts

WHEN IT IS IN THE BEST INTEREST OF THE DISTRICT, THE BOARD MAY APPROVE A CONTRACT WITH A SINGLE ENTITY FOR BOTH DESIGN AND CONSTRUCTION OF ANY SCHOOL FACILITY IN EXCESS OF \$1,000,000.00, AWARDING THE CONTRACT TO EITHER THE LOW BID OR THE BEST VALUE AS DETERMINED BY EVALUATION OF OBJECTIVE CRITERIA. (Education Code 17250.20)

THE PROCUREMENT PROCESS FOR DESIGN-BUILD PROJECTS SHALL BE AS FOLLOWS: (Education Code 17250.25)

1. THE DISTRICT SHALL PREPARE A SET OF DOCUMENTS SETTING FORTH THE SCOPE AND ESTIMATED PRICE OF THE PROJECT. THE DOCUMENTS MAY INCLUDE, BUT ARE NOT LIMITED TO, THE SIZE, TYPE, AND DESIRED DESIGN CHARACTER OF THE PROJECT; PERFORMANCE SPECIFICATIONS COVERING THE QUALITY OF MATERIALS, EQUIPMENT, WORKMANSHIP, PRELIMINARY PLANS, OR BUILDING LAYOUTS; OR ANY OTHER INFORMATION DEEMED NECESSARY TO DESCRIBE ADEQUATELY THE DISTRICT'S NEEDS. THE DOCUMENTS MAY INCLUDE OPERATIONS DURING A TRAINING OR TRANSITION PERIOD, BUT SHALL NOT INCLUDE LONG-TERM OPERATIONS FOR A PROJECT. THE PERFORMANCE SPECIFICATIONS AND ANY PLANS SHALL BE PREPARED BY A DESIGN PROFESSIONAL WHO IS DULY LICENSED AND REGISTERED IN CALIFORNIA.

BIDS (cont.)

2. THE DISTRICT SHALL PREPARE AND ISSUE A REQUEST FOR QUALIFICATIONS IN ORDER TO PREQUALIFY OR DEVELOP A SHORT LIST OF THE DESIGN-BUILD ENTITIES WHOSE PROPOSALS SHALL BE EVALUATED FOR FINAL SELECTION. THE REQUEST FOR QUALIFICATIONS SHALL INCLUDE, BUT IS NOT LIMITED TO, ALL OF THE FOLLOWING ELEMENTS:
 - A. IDENTIFICATION OF THE BASIC SCOPE AND NEEDS OF THE PROJECT OR CONTRACTS, THE EXPECTED COST RANGE, THE METHODOLOGY THAT WILL BE USED BY THE DISTRICT TO EVALUATE PROPOSALS, THE PROCEDURE FOR FINAL SELECTION OF THE DESIGN-BUILD ENTITY, AND ANY OTHER INFORMATION DEEMED NECESSARY BY THE DISTRICT TO INFORM INTERESTED PARTIES OF THE CONTRACTING OPPORTUNITY
 - B. SIGNIFICANT FACTORS THAT THE DISTRICT REASONABLY EXPECTS TO CONSIDER IN EVALUATING QUALIFICATIONS, INCLUDING TECHNICAL DESIGN AND CONSTRUCTION EXPERIENCE, ACCEPTABLE SAFETY RECORD, AND ALL OTHER NON-PRICE-RELATED FACTORS
 - C. A STANDARD TEMPLATE REQUEST FOR STATEMENTS OF QUALIFICATIONS PREPARED BY THE DISTRICT, WHICH SHALL CONTAIN ALL OF THE INFORMATION REQUIRED PURSUANT TO EDUCATION CODE 17250.25

THE DISTRICT ALSO MAY IDENTIFY SPECIFIC TYPES OF SUBCONTRACTORS THAT MUST BE INCLUDED IN THE STATEMENT OF QUALIFICATION AND PROPOSAL.

A DESIGN-BUILD ENTITY SHALL NOT BE PREQUALIFIED OR SHORT-LISTED UNLESS THE ENTITY PROVIDES AN ENFORCEABLE COMMITMENT TO THE DISTRICT THAT THE ENTITY AND ITS SUBCONTRACTORS AT EVERY TIER WILL USE A SKILLED AND TRAINED WORKFORCE, AS DEFINED IN Education Code 17250.25, TO PERFORM ALL WORK ON THE PROJECT OR CONTRACT THAT FALLS WITHIN AN APPRENTICEABLE OCCUPATION IN THE BUILDING AND CONSTRUCTION TRADES. THE ENTITY MAY DEMONSTRATE SUCH COMMITMENT THROUGH A PROJECT LABOR AGREEMENT, BY BECOMING A PARTY TO THE DISTRICT'S PROJECT LABOR AGREEMENT, OR THROUGH AN AGREEMENT WITH THE DISTRICT TO PROVIDE EVIDENCE OF COMPLIANCE ON A MONTHLY BASIS DURING THE PERFORMANCE OF THE PROJECT OR CONTRACT. (EDUCATION CODE 17250.25)

BIDS (cont.)

3. THE DISTRICT SHALL PREPARE A REQUEST FOR PROPOSALS THAT INVITES PREQUALIFIED OR SHORT-LISTED ENTITIES TO SUBMIT COMPETITIVE SEALED PROPOSALS IN A MANNER PRESCRIBED BY THE DISTRICT. THE REQUEST FOR PROPOSALS SHALL INCLUDE THE INFORMATION IDENTIFIED IN ITEMS #2a AND 2b ABOVE AND THE RELATIVE IMPORTANCE OR WEIGHT ASSIGNED TO EACH OF THE FACTORS. IF THE DISTRICT USES A BEST VALUE SELECTION METHOD, THE DISTRICT MAY RESERVE THE RIGHT TO REQUEST PROPOSAL REVISIONS AND HOLD DISCUSSIONS AND NEGOTIATIONS WITH RESPONSIVE PROPOSERS, IN WHICH CASE THE DISTRICT SHALL SO SPECIFY IN THE REQUEST FOR PROPOSALS AND SHALL PUBLISH SEPARATELY OR INCORPORATE INTO THE REQUEST FOR PROPOSALS APPLICABLE PROCEDURES TO BE OBSERVED BY THE DISTRICT TO ENSURE THAT ANY DISCUSSIONS OR NEGOTIATIONS ARE CONDUCTED IN GOOD FAITH.
4. FOR THOSE PROJECTS UTILIZING LOW BID AS THE FINAL SELECTION METHOD, THE BIDDING PROCESS SHALL RESULT IN LUMP-SUM BIDS BY THE PREQUALIFIED OR SHORT-LISTED DESIGN-BUILD ENTITIES, AND THE CONTRACT SHALL BE AWARDED TO THE LOWEST RESPONSIBLE BIDDER.
5. FOR THOSE PROJECTS UTILIZING BEST VALUE AS A SELECTION METHOD, THE FOLLOWING PROCEDURES SHALL BE USED:
 - A. COMPETITIVE PROPOSALS SHALL BE EVALUATED USING ONLY THE CRITERIA AND SELECTION PROCEDURES SPECIFICALLY IDENTIFIED IN THE REQUEST FOR PROPOSALS. CRITERIA SHALL BE WEIGHTED AS DEEMED APPROPRIATE BY THE DISTRICT AND SHALL, AT A MINIMUM, INCLUDE PRICE, UNLESS A STIPULATED SUM IS SPECIFIED; TECHNICAL DESIGN AND CONSTRUCTION EXPERIENCE; AND LIFE-CYCLE COSTS OVER 15 OR MORE YEARS.
 - B. FOLLOWING ANY DISCUSSIONS OR NEGOTIATIONS WITH RESPONSIVE PROPOSERS AND COMPLETION OF THE EVALUATION PROCESS, THE RESPONSIVE PROPOSERS SHALL BE RANKED ON A DETERMINATION OF VALUE PROVIDED, PROVIDED THAT NO MORE THAN THREE PROPOSERS ARE REQUIRED TO BE RANKED.
 - C. THE CONTRACT SHALL BE AWARDED TO THE RESPONSIBLE ENTITY WHOSE PROPOSAL IS DETERMINED BY THE DISTRICT TO HAVE OFFERED THE BEST VALUE TO THE PUBLIC.

BIDS (cont.)

- D. THE DISTRICT SHALL PUBLICLY ANNOUNCE THE CONTRACT AWARD, IDENTIFYING THE ENTITY TO WHICH THE AWARD IS MADE AND THE BASIS OF THE AWARD. THIS STATEMENT AND THE CONTRACT FILE SHALL PROVIDE SUFFICIENT INFORMATION TO SATISFY AN EXTERNAL AUDIT.

Sole Sourcing

In any contract for the construction, alteration, or repair of school facilities, the Superintendent or designee shall ensure that the bid specification: (Public Contract Code 3400)

1. Does not directly or indirectly limit bidding to any one specific concern.
2. Does not call for a designated material, product, thing, or service by a specific brand or trade name, unless the specification is followed by the words "or equal," so that bidders may furnish any equal material, product, thing, or service.

In any such case, the bid specification shall provide a time period, before and/or after the award of the contract, for the contractor to submit data substantiating the request for substituting the designated material, product, thing, or service. If no such time period is specified, the contractor may submit the data within 35 days after the award of the contract.

When the bid is for a roof project, a material, product, thing, or service is considered "equal" to that designated if it is equal in quality, durability, design, and appearance; will perform the intended function equally well; and conforms substantially to the detailed requirements in the bid specification. (Public Contract Code 3002)

However, the Superintendent or designee may designate a specific material, product, thing, or service by brand or trade name (sole sourcing) if the Board has made a finding, described in the invitation for bids or RFP, that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

1. To conduct a field test or experiment to determine its suitability for future use.
2. To match others in use on a particular public improvement that has been completed or is in the course of completion.
3. To obtain a necessary item that is only available from one source.

BIDS (cont.)

4. To respond to the Board's declaration of an emergency, as long as the declaration has been approved by four-fifths of the Board when issuing the invitation for bid or RFP.

(cf. 9323.2 - Actions by the Board)

Bids Not Required

Without advertising for bids and upon a determination that it is in the best interest of the District, the Board may authorize another public corporation or agency, by contract, lease, requisition, or purchase order, to lease data-processing equipment or to purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the District in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor ("piggyback"). Alternatively, if the public corporation or agency has an existing contract with a vendor for the lease or purchase of personal property, the District may authorize the lease or purchase of personal property directly from the vendor and make payments under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

(cf. 3300 - Expenditures and Purchases)

(cf. 3512 - Equipment)

~~In addition, upon a determination that it is in the best interest of the District and without advertising for bids, the Board may lease currently owned District property to any person, firm, or corporation for a minimum of \$1 per year, as long the lease requires the person, firm, or corporation to construct a building or buildings on the property for the District's use during the lease and the property and building(s) will vest in the District at the expiration of the lease ("lease-leaseback"). Prior to entering into a lease-leaseback agreement, the Superintendent or designee shall have on file the contractor's enforceable commitment that the contractor and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprentice able occupation in the building and construction trades. (Education Code 17406, 17407.5)~~

~~(cf. 3280 - Sale or Lease of District-Owned Real Property)~~

~~Any lease-leaseback agreement shall include a lease term that specifies the District's occupancy of the building or improved property and a financing component as may be determined on a case-by-case basis.~~

BIDS (cont.)

~~Regardless of the funding source, when any lease-leaseback agreement is for a public project, involves an expenditure of \$1,000,000.00 or more, and meets other criteria in Public Contract Code 20111.6, the prequalification requirements specified in the "Prequalification Procedure" section above shall be followed. (Education Code 17406)~~

Without advertising for bids, the Board may enter into an energy service contract and any related facility ground lease, when it determines that the terms of the contract and lease are in the best interest of the District. The Board's determination shall be made at a regularly scheduled public hearing of which notice is given to the public at least two weeks in advance and shall be based on cost comparison findings specified in Government Code 4217.12. (Government Code 4217.12)

(cf. 3511 - Energy and Water Management)
(cf. 9320 - Meetings and Notices)

Supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals may be purchased in any amount without taking estimates or advertising for bids. (Public Contract Code 20118.3)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6163.1 - Library Media Centers)

Perishable foodstuffs and seasonal commodities needed in the operations of cafeterias may be purchased through bid or on the open market. (Education Code 38083)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

Bids shall not be required for day labor under circumstances specified in Public Contract Code 20114. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (Public Contract Code 20114)

In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose. (Public Contract Code 1102, 20113)

(cf. 3517 - Facilities Inspection)

The District may purchase any surplus property from the federal government or any of its agencies in any quantity needed for the operation of its schools without taking estimates or advertising for bids. (Education Code 17602)

BIDS (cont.)**LEASE-LEASEBACK CONTRACT**

~~In addition, u~~Upon a determination that it is in the best interest of the District and without advertising for bids, the Board may lease currently owned District property to any person, firm, or corporation for a minimum of \$1 per year, as long the lease requires the person, firm, or corporation to construct a building or buildings on the property for the District's use during the lease and the property and building(s) will vest in the District at the expiration of the lease ("lease-leaseback"). Prior to entering into a lease-leaseback agreement, the Superintendent or designee shall have on file the contractor's enforceable commitment that the contractor and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprentice able occupation in the building and construction trades. (Education Code 17406, 17407.5)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

Any lease-leaseback agreement shall BE REVIEWED BY THE DISTRICT'S LEGAL COUNSEL TO ENSURE THAT ALL REQUIRED TERMS, including a lease term that PROVIDES FOR the District's occupancy of the building or improved property DURING THE LEASE and an APPROPRIATE financing component, ~~as may be determined on a case-by-case basis~~ ARE INCLUDED IN THE AGREEMENT.

(cf. 9124 - Attorney)

Regardless of the funding source, when any lease-leaseback agreement is for a public project, involves an expenditure of \$1,000,000.00 or more, and meets other criteria in Public Contract Code 20111.6, the prequalification requirements specified in the "Prequalification Procedure" section above shall be followed. (Education Code 17406)

UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

PROCEDURES FOR AWARDING CONTRACTS FOR PUBLIC WORKS PROJECTS SHALL BE DETERMINED ON THE BASIS OF THE AMOUNT OF THE PROJECT, AS FOLLOWS:

1. PUBLIC PROJECTS OF \$45,000.00 OR LESS MAY BE PERFORMED BY DISTRICT EMPLOYEES BY FORCE ACCOUNT, NEGOTIATED CONTRACT, OR PURCHASE ORDER. (Public Contract Code 22032)
2. CONTRACTS FOR PUBLIC PROJECTS OF \$175,000.00 OR LESS MAY BE AWARDED THROUGH THE FOLLOWING INFORMAL PROCEDURES: (Public Contract Code 22032, 22034, 22038)

BIDS (cont.)

- A. THE SUPERINTENDENT OR DESIGNEE SHALL MAINTAIN A LIST OF QUALIFIED CONTRACTORS, IDENTIFIED ACCORDING TO CATEGORIES OF WORK.
- B. THE SUPERINTENDENT OR DESIGNEE SHALL PREPARE A NOTICE INVITING INFORMAL BIDS WHICH DESCRIBES THE PROJECT IN GENERAL TERMS, EXPLAINS HOW TO OBTAIN MORE INFORMATION ABOUT THE PROJECT, AND STATES THE TIME AND PLACE FOR SUBMISSION OF BIDS. THE NOTICE SHALL BE DISSEMINATED BY MAIL, FAX, OR EMAIL TO ONE OR BOTH OF THE FOLLOWING:
 - (1) TO ALL CONTRACTORS ON THE DISTRICT'S LIST FOR THE CATEGORY OF WORK BEING BID, UNLESS THE PRODUCT OR SERVICE IS PROPRIETARY, AT LEAST 10 CALENDAR DAYS BEFORE BIDS ARE DUE.
 - (2) TO ALL CONSTRUCTION TRADE JOURNALS IDENTIFIED PURSUANT TO PUBLIC CONTRACT CODE 22036
- C. THE DISTRICT SHALL REVIEW THE INFORMAL BIDS AND AWARD THE CONTRACT, EXCEPT THAT:
 - (1) IF ALL BIDS RECEIVED THROUGH THE INFORMAL PROCESS ARE IN EXCESS OF \$175,000.00, THE CONTRACT MAY BE AWARDED TO THE LOWEST RESPONSIBLE BIDDER, PROVIDED THAT THE BOARD ADOPTS A RESOLUTION WITH A FOUR-FIFTHS VOTE TO AWARD THE CONTRACT AT \$187,500.00 OR LESS AND THE BOARD DETERMINES THE DISTRICT'S COST ESTIMATE WAS REASONABLE.
 - (2) IF NO BIDS ARE RECEIVED THROUGH THE INFORMAL BID PROCEDURE, THE PROJECT MAY BE PERFORMED BY DISTRICT EMPLOYEES BY FORCE ACCOUNT OR NEGOTIATED CONTRACT.
- 3. PUBLIC PROJECTS OF MORE THAN \$175,000.00 SHALL, EXCEPT AS OTHERWISE PROVIDED BY LAW, BE SUBJECT TO FORMAL BIDDING PROCEDURES, AS FOLLOWS:

BIDS (cont.)

A. NOTICE INVITING FORMAL BIDS SHALL STATE THE TIME AND PLACE FOR RECEIVING AND OPENING SEALED BIDS AND DISTINCTLY DESCRIBE THE PROJECT. THE NOTICE SHALL BE DISSEMINATED IN BOTH OF THE FOLLOWING WAYS:

- (1) THROUGH PUBLICATION IN A NEWSPAPER OF GENERAL CIRCULATION IN THE DISTRICT'S JURISDICTION OR, IF THERE IS NO SUCH NEWSPAPER, THEN BY POSTING THE NOTICE IN AT LEAST THREE PLACES DESIGNATED BY THE DISTRICT AS PLACES FOR POSTING ITS NOTICES. SUCH NOTICE SHALL BE PUBLISHED AT LEAST 14 CALENDAR DAYS BEFORE THE DATE THAT BIDS WILL BE OPENED.
- (2) BY MAIL AND ELECTRONICALLY, IF AVAILABLE, BY EITHER FAX OR EMAIL, TO ALL CONSTRUCTION TRADE JOURNALS IDENTIFIED PURSUANT TO PUBLIC CONTRACT CODE 22036. SUCH NOTICE SHALL BE SENT AT LEAST 15 CALENDAR DAYS BEFORE THE DATE THAT BIDS WILL BE OPENED.

IN ADDITION TO NOTICE REQUIRED ABOVE, THE DISTRICT MAY GIVE SUCH OTHER NOTICE AS IT DEEMS PROPER.

B. THE DISTRICT SHALL AWARD THE CONTRACT AS FOLLOWS:

- (1) THE CONTRACT SHALL BE AWARDED TO THE LOWEST RESPONSIBLE BIDDER. IF TWO OR MORE BIDS ARE THE SAME AND THE LOWEST, THE DISTRICT MAY ACCEPT THE ONE IT CHOOSES.
- (2) AT ITS DISCRETION, THE DISTRICT MAY REJECT ALL BIDS PRESENTED AND DECLARE THAT THE PROJECT CAN BE MORE ECONOMICALLY PERFORMED BY DISTRICT EMPLOYEES, PROVIDED THAT THE DISTRICT NOTIFIES AN APPARENT LOW BIDDER, IN WRITING, OF THE DISTRICT'S INTENTION TO REJECT THE BID. SUCH NOTICE SHALL BE MAILED AT LEAST TWO BUSINESS DAYS PRIOR TO THE HEARING AT WHICH THE DISTRICT INTENDS TO REJECT THE BID.

BIDS (cont.)

- (3) IF NO BIDS ARE RECEIVED THROUGH THE FORMAL BID PROCEDURE, THE PROJECT MAY BE PERFORMED BY DISTRICT EMPLOYEES BY FORCE ACCOUNT OR NEGOTIATED CONTRACT.

IN CASES OF EMERGENCY WHEN REPAIR OR REPLACEMENTS ARE NECESSARY, THE BOARD MAY PROCEED AT ONCE TO REPLACE OR REPAIR A FACILITY WITHOUT ADOPTING PLANS, SPECIFICATIONS, STRAIN SHEETS, OR WORKING DETAILS, OR GIVING NOTICE FOR BIDS TO LET CONTRACTS, IN ACCORDANCE WITH THE CONTRACTING PROCEDURES IN PUBLIC CONTRACT CODE 22050. THE WORK MAY BE DONE BY DAY LABOR UNDER THE DIRECTION OF THE BOARD AND/OR CONTRACTOR. (PUBLIC CONTRACT CODE 22035)

Chino Valley Unified School District

Regulation approved: November 16, 1995

Revised: April 19, 2001

Revised: July 1, 2004

Revised: November 2, 2006

Revised: September 4, 2008

Revised: January 20, 2011

Revised: December 12, 2013

Revised: November 19, 2015

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: December 15, 2016

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Richard Rideout, Director, Human Resources

**SUBJECT: REVISION OF ADMINISTRATIVE REGULATION 4115
PERSONNEL – EVALUATION/SUPERVISION**

=====

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Administrative Regulation 4115 Personnel – Evaluation/Supervision is being revised to delete requirement that a teacher, in order to be evaluated on a five-year schedule, must meet the qualifications of a “highly qualified” teacher if applicable for the position, as the highly qualified teacher requirements were repealed by the Every Student Succeeds Act (PL-114-95).

New language is provided in UPPER CASE while old language to be deleted is ~~lined through~~.

Consideration of this item supports the goals identified within the District’s Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Administrative Regulation 4115 Personnel – Evaluation/Supervision.

FISCAL IMPACT

None.

WMJ:LF:RR:mcm

EVALUATION/SUPERVISION

Evaluation of certificated employees shall be conducted in accordance with the procedures established in this administrative regulation and applicable collective bargaining agreements. To the extent that any of those provisions conflict, the procedures in the collective bargaining agreement shall be implemented.

The Superintendent or designee shall print and make available to certificated employees written regulations related to the evaluation of their performance in their assigned duties. (Education Code 35171)

(cf. 4112.9 - Employee Notifications)

Frequency of Evaluations

Each probationary certificated employee shall be evaluated at least once each school year. (Education Code 44664)

(cf. 4116 - Probationary/Permanent Status)

(cf. 4117.6 - Decision Not to Rehire)

Each certificated employee with permanent status shall be evaluated and assessed at least every other year. If the employee receives an unsatisfactory evaluation, he/she shall be annually evaluated until he/she achieves a positive evaluation or is separated from the District. (Education Code 44664)

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

Alternatively, if the evaluator and employee agree, a permanent employee shall be evaluated at least every five years provided he/she has been employed by the District at least 10 years, was rated in his/her previous evaluation as meeting or exceeding standards, ~~and meets the qualifications of a highly qualified teacher as defined in 20 USC 7801, if his/her position requires such qualifications.~~ Either the evaluator or the employee may withdraw consent for the alternative schedule at any time. (Education Code 44664)

Evaluation Results

Certificated instructional employees shall receive a written copy of their evaluation no later than 30 days before the last scheduled school day of the school year in which the evaluation takes place. Before the last scheduled school day of the school year, the employee and the evaluator shall meet to discuss the evaluation. (Education Code 44663)

Noninstructional certificated staff members employed on a 12-month basis shall receive a copy of their evaluation no later than June 30 of the year in which the evaluation takes place. Before July 30, the employee and the evaluator shall meet to discuss the evaluation. (Education Code 44663)

EVALUATION/SUPERVISION (cont.)

Instructional and noninstructional certificated employees shall have the right to respond in writing to their evaluation. This response shall become a permanent attachment to the employee's personnel file. (Education Code 44663)

(cf. 4112.6/4212.6/4312.6 - Personnel Records)

Evaluations shall include recommendations, if necessary, as to areas in need of improvement in the employee's performance. If an employee is not performing satisfactorily according to teaching standards approved by the Board of Education pursuant to Education Code 44662, the Superintendent or designee shall so notify the employee in writing and shall describe the unsatisfactory performance. The Superintendent or designee shall confer with the employee, make specific recommendations as to areas needing improvement, and endeavor to provide assistance to the employee in his/her performance. (Education Code 44664)

The Superintendent or designee may require any certificated employee who receives an unsatisfactory rating in the area of teaching methods or instruction to participate in a program designed to improve appropriate areas of performance and to further student achievement and the District's instructional objectives. (Education Code 44664)

(cf. 4131 - Staff Development)

Qualifications of Evaluators

The Superintendent or designee shall assign the principal or other appropriate supervisory personnel to evaluate certificated staff. He/she shall ensure that the evaluator:

1. Possesses a valid administrative credential
2. Is competent in the instructional methodologies used by the teachers being evaluated
3. Is skilled in the supervision of instruction and in technique and procedures related to the evaluation of instruction
4. Is familiar with District curriculum priorities and practices, District standards for student progress, and District policies and procedures related to personnel supervision, performance evaluation, and staff development.

EVALUATION/SUPERVISION (cont.)

Chino Valley Unified School District

Regulation approved: November 16, 1995

Revised: March 23, 2000

Revised: August 18, 2011

Revised: June 25, 2015

REVISED:

Chino Unified School District

**CAPITAL FACILITIES
CORPORATION**

December 15, 2016

CAPITAL FACILITIES CORPORATION
BOARD OF TRUSTEES ORGANIZATIONAL MEETING
5130 Riverside Drive, Chino, CA 91710
Immediately Following the Organizational Meeting of the
Chino Valley Unified School District Board of Education
December 15, 2016
AGENDA

- The public is invited to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item.
- In compliance with the Americans with Disabilities Act, please contact the Administrative Secretary, Board of Education, if you require modification or accommodation due to a disability.
- Agenda documents that have been distributed to members of the Board of Education less than 72 hours prior to the meeting are available for inspection at the Chino Valley Unified School District Administration Center, 5130 Riverside Drive, Chino, California, during the regular business hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.

I. OPENING BUSINESS

I.A. CALL TO ORDER

1. Roll Call

I.B. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA

In accordance with Board Policy 9323 Bylaws of the Board – Meeting Conduct, please: a) limit remarks to three minutes (total for all remarks); b) if a topic has been covered, limit remarks to new points; and c) please contact the Superintendent's Office for procedures regarding complaints against employees, or see the Administrative Secretary, Board of Education, for the form.

II. ACTION

II.A. Appointment of Treasurer to Serve on the Board of Trustees of the Capital Facilities Corporation

Page 1 Recommend the Board of Trustees appoint _____ as treasurer to serve on the Board of Trustees of the Capital Facilities Corporation.

III. CONSENT

III.A. December 10, 2015, Capital Facilities Corporation Organizational Meeting Minutes

Page 2 Recommend the Board of Trustees approve the December 10, 2015 Capital Facilities Corporation Organizational meeting minutes.

IV. ADJOURNMENT

**CHINO UNIFIED SCHOOL DISTRICT
CAPITAL FACILITIES CORPORATION**

DATE: December 15, 2016

TO: Members, Board of Trustees

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

**SUBJECT: APPOINTMENT OF TREASURER TO SERVE ON THE BOARD OF
TRUSTEES OF THE CAPITAL FACILITIES CORPORATION**

=====

BACKGROUND

The bylaws of the Capital Facilities Corporation, Article V, Officers, states in part, "The offices of secretary, and treasurer may be held by the same person, provided that the chairman shall not be that person...." The officers shall be elected by a majority of the trustees present and voting. Each officer shall hold office for three years or until his or her successor has been elected or appointed. Current officers are: Andrew Cruz, chairperson; Pam Feix; secretary; and Sylvia Orozco; treasurer, who served only for the unexpired term for 2016 of the previous treasurer.

RECOMMENDATION

It is recommended the Board of Trustees appoint _____ as treasurer to serve on the Board of Trustees of the Capital Facilities Corporation.

WMJ:GJS:pw

CAPITAL FACILITIES CORPORATION
BOARD OF TRUSTEES ORGANIZATIONAL MEETING
December 10, 2015
Minutes

I. OPENING BUSINESS

I.A. CALL TO ORDER

1. Roll Call

Chairperson Andrew Cruz called to order the organizational meeting of the Capital Facilities Corporation at 9:19 p.m. with Blair, Cruz, Feix, Na, and Orozco present.

I.B. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA

None.

II. ACTION

II.A. Appointment of Treasurer to Serve on the Board of Trustees of the Capital Facilities Corporation

Moved (Na) to nominate Sylvia Orozco as treasurer. There were no further nominations. Sylvia Orozco was selected by a unanimous vote (5-0) to serve as treasurer on the Board of Trustees of the Capital Facilities Corporation until December 2016.

III. CONSENT

III.A. December 11, 2014, Capital Facilities Corporation Organizational Meeting Minutes

Moved (Na) seconded (Orozco) carried unanimously (5-0) to approve the December 11, 2014, Capital Facilities Corporation Organizational meeting minutes.

IV. ADJOURNMENT

Chairperson Cruz adjourned the organizational meeting at 9:21 p.m.

Andrew Cruz, Chairperson, Capital Facilities Corporation

Recorded by: Patricia Kaylor, Administrative Secretary, Board of Education