



CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION AGENDA

February 2, 2017

BOARD OF EDUCATION

Sylvia Orozco, President

Pamela Feix, Vice President

James Na, Clerk

Irene Hernandez-Blair, Member

Andrew Cruz, 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
REGULAR MEETING OF THE BOARD OF EDUCATION
District Office Board Room
5130 Riverside Drive, Chino, CA 91710
3:15 p.m. – Closed Session • 7:00 p.m. – Regular Meeting
February 2, 2017

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 – 3:15 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 - Anticipated Litigation significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9: One potential case (Atkinson, Andelson, Loya, Ruud & Romo) (15 minutes)
- b. Conference with Legal Counsel - Anticipated Litigation significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 and Section 54954.5(c): One potential case. (Chidester, Margaret A. & Associates) (75 minutes)
- c. 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)
- d. Student Expulsion Matter (Education Code 35146, 48918 (c) & (i)): Case 16/17-29. (10 minutes)
- e. Student Readmission Matter (Education Code 35146, 48916 (c)): Readmission case 16/17-06A (5 minutes)
- f. 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)
- g. Public Employee Discipline/Dismissal/Release (Government Code 54957): (60 minutes)
- h. Public Employee Appointment (Government Code 54957): K-8 assistant principal. (15 minutes)
- i. Public Employee Performance Evaluation Government Code 54957): Superintendent (15 minutes)

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

1. Report Closed Session Action
2. Pledge of Allegiance

I.C. PRESENTATION

1. Glenmeade ES

The proceedings of this meeting are being recorded.

- I.D. COMMENTS FROM STUDENT REPRESENTATIVE
- I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES
- I.F. COMMENTS FROM COMMUNITY LIAISONS
- I.G. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA
- I.H. CHANGES AND DELETIONS

II. ACTION

II.A. ADMINISTRATION

- II.A.1. California School Boards Association Delegate Assembly Appointment**
Page 7 Recommend the Board of Education select one member from its Board to serve as the delegate from the Chino Valley Unified School District to the California School Boards Association Delegate Assembly for a term beginning April 1, 2017, through March 31, 2019.

III. CONSENT

Motion ___ Second ___
Preferential Vote: ___
Vote: Yes ___ No ___

II.A. ADMINISTRATION

- III.A.1. Minutes of the Special Meetings of January 12, 2017, and Regular Meeting of January 19, 2017**
Page 8 Recommend the Board of Education approve the minutes of the special meetings of January 12, 2017, and regular meeting of January 19, 2017.

III.B. BUSINESS SERVICES

- III.B.1. Warrant Register**
Page 18 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.
- III.B.2. Fundraising Activities**
Page 19 Recommend the Board of Education approve/ratify the fundraising activities.
- III.B.3. Donations**
Page 23 Recommend the Board of Education accept the donations.

III.B.4. Legal Services

Page 25 Recommend the Board of Education approve payment for legal services to the law office of Chidester, Margaret A. & Associates.

III.B.5. Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students

Page 26 Recommend the Board of Education approve/ratify the applications to operate fundraising activities and other activities for the benefit of students.

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

III.C.1. Student Expulsion Case 16/17-29

Page 28 Recommend the Board of Education approve the student expulsion case 16/17-29.

III.C.2. Student Readmission Case 16/17-06A

Page 29 Recommend the Board of Education approve student readmission case 16/17-06A.

III.C.3. School-Sponsored Trip

Page 30 Recommend the Board of Education approve/ratify the school-sponsored trip for: Chino Hills HS.

III.C.4. 2016/2017 Single Plan for Student Achievement

Page 31 Recommend the Board of Education approve the 2016/2017 Single Plan for Student Achievement.

III.C.5. Proclamation for National School Counseling Week, February 6-10, 2017

Page 32 Recommend the Board of Education adopt the proclamation for National School Counseling Week, February 6-10, 2017.

III.D. FACILITIES, PLANNING, AND OPERATIONS

III.D.1. Purchase Order Register

Page 34 Recommend the Board of Education approve approve/ratify the purchase order register, provided under separate cover.

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

Page 35 Recommend the Board of Education approve/ratify the Agreement for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

Page 37 Recommend the Board of Education declare property surplus/obsolete and authorize staff to sell/dispose of said property.

III.D.4. Approval of Members for the Measure G Bond Citizens' Oversight Committee

Page 39

Recommend the Board of Education approve the following members to serve on the Measure G Bond Citizens' Oversight Committee:

Member Active in a Business Organization Representing the Business Community Located Within the School District's Geographic Boundary.

- Robert Basile

Member Active in a Senior Citizens' Organization.

- Brett Benson

Member Active in a Bona Fide Taxpayers' Organization.

- Mark Hargrove

Member Parent/Guardian of an Enrolled CVUSD Student Residing in the Community of Chino, Chino Hills, or South Ontario.

- Kevin Cisneroz
- Connie Harr
- William Kolbow

Member Parent/Guardian of an Enrolled CVUSD Student and Active in a Parent-Teacher Organization, Such as a Parent Teacher Association or School Site Council Residing in the Community of Chino, Chino Hills, or South Ontario.

- Mariaelena Gomez-Lecaro
- Bonnie Tran

At-Large Member Residents of the Community of Chino, Chino Hills, or South Ontario.

- Carol Cole
- Don Bridge
- Mike Rohrer

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

Page 41

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

III.D.6. Revision of Board Policy 3311 Business and Noninstructional Operations—Bids

Page 42

Recommend the Board of Education approve the revision of Board Policy 3311 Business and Noninstructional Operations—Bids.

III.D.7. New Board Policy 3470 Business and Noninstructional Operations—Debt Issuance and Management

Page 46

Recommend the Board of Education approve new Board Policy 3470 Business and Noninstructional Operations—Debt Issuance and Management.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Page 59 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

III.E.2. Internship Agreement with Biola University

Page 65 Recommend the Board of Education approve the internship agreement with Biola University.

IV. INFORMATION

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

IV.A.1. 2016/2017 First Semester Student Expulsion Report

Page 71 Recommend the Board of Education receive for information the 2016/2017 First Semester Student Expulsion Report.

IV.B. HUMAN RESOURCES

IV.B.1. Revision of Board Policy 4117.2 Personnel—Resignation

Page 75 Recommend the Board of Education receive for information the revision of Board Policy 4117.2 Personnel—Resignation.

IV.B.2. New Administration Regulation 4222 Personnel—Teacher Aides/Paraprofessionals

Page 77 Recommend the Board of Education receive for information the new Administrative Regulation 4222 Personnel—Teacher Aides/Paraprofessionals.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

VI. ADJOURNMENT

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: February 2, 2017
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
SUBJECT: CALIFORNIA SCHOOL BOARDS ASSOCIATION DELEGATE ASSEMBLY APPOINTMENT

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BACKGROUND

The Delegate Assembly is the primary policy-making body of the California School Boards Association (CSBA). Delegates adopt the association’s platform, take positions on other critical issues that come before it, elect officers and directors, and adopt bylaw changes. Delegates serve as a two-way communications link between the Board members in the region and the regional director and play an important role in fostering collegiality within their region.

Because of its enrollment, the Chino Valley Unified School District is entitled to appoint one delegate to serve a two-year term to the CSBA Delegate Assembly beginning April 1, 2017, through March 31, 2019. The appointment and biographical sketch form must be received by CSBA by March 15, 2017.

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

RECOMMENDATION

It is recommended the Board of Education select one member from its Board to serve as the delegate from the Chino Valley Unified School District to the California School Boards Association Delegate Assembly for a term beginning April 1, 2017, through March 31, 2019.

FISCAL IMPACT

None.

WMJ:pk

CHINO VALLEY UNIFIED SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION
January 12, 2017

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:00 p.m.

1. Roll Call

President Orozco called to order the special meeting of the Board of Education, Thursday, January 12, 2017, at 5:00 p.m. with Blair, Feix, Na, and Orozco present. Mr. Cruz 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

Grace Park, Ed.D., Asst. Supt., Curriculum, Instruction, Innovation, and Support

Lea Fellows, Assistant Superintendent, Human Resources

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

2. Pledge of Allegiance

The Pledge of Allegiance was led by President Orozco.

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

None.

II. ACTION

II.A. FACILITIES, PLANNING, AND OPERATIONS

II.A.1. Resolution 2016/2017-16 Establishing the Measure G Bond Independent Citizens' Oversight Committee and Approving the Bylaws of the Committee

Moved (Na) seconded (Blair) to recommend the Board of Education adopt Resolution 2016/2017-16 Establishing the Measure G Bond Independent Citizens' Oversight Committee and approve the Bylaws of the Committee. Discussion followed.

Moved (Blair) seconded (Feix) carried unanimously (5-0) to amend the resolution page one, third whereas, by striking the word “of” before \$750,000.000.00 and inserting the words “up to.” Discussion continued. President Orozco asked for and received consensus to direct the Superintendent to extend an opportunity to a city representative from Chino, Chino Hills, and South Ontario to serve on the committee. Moved (Na) seconded (Blair) carried unanimously (5-0) to adopt Resolution 2016/2017-16 Establishing the Measure G Bond Independent Citizens' Oversight Committee and approve the Bylaws of the Committee, as amended.

III. ADJOURNMENT

President Orozco adjourned the study session of the Board of Education at 5:17 p.m.

Sylvia Orozco, President

James Na, Clerk

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION
January 12, 2017

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER: 5:30 P.M.

1. Roll Call

President Orozco called to order the special meeting of the Board of Education, Thursday, January 12, 2017, at 5:30 p.m. with Blair, Feix, Na, Orozco, and Cruz present.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Grace Park, Ed.D., Asst. Supt., Curriculum, Instruction, Innovation, and Support

Lea Fellows, Assistant Superintendent, Human Resources

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

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

None.

I.C. LOCAL CONTROL AND ACCOUNTABILITY PLAN

Grace Park, Assistant Superintendent of Curriculum, Instruction, Innovation, and Support reviewed LCAP changes; communicated expectations of data collection; and reviewed development timelines.

II. ADJOURNMENT

President Orozco adjourned the study session of the Board of Education at 6:25 p.m.

Sylvia Orozco, President

James Na, Clerk

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
January 19, 2017

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:00 P.M.

1. Roll Call

President Orozco called to order the regular meeting of the Board of Education, Thursday, January 19, 2017, at 4:00 p.m. with Blair, Feix, Cruz, and Orozco present. Mr. Na arrived at 4:03 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, Curriculum, Instruction, Innovation, and Support

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

2. Public Comment on Closed Session Items

Patricia Cisneros addressed the Board regarding bullying; and, Melissa Boehmer addressed the Board regarding schools' performance.

3. Closed Session

President Orozco adjourned to closed session at 4:08 p.m. regarding conference with legal counsel anticipated and existing litigation; a student discipline matter; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; public employee appointment: elementary principal and coordinator, special education; and public employee performance evaluation.

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

1. Report Closed Session Action

President Orozco reconvened the regular meeting of the Board of Education at 7:02 p.m. The Board met in closed session from 4:08 p.m. to 7:01 p.m. regarding conference with legal counsel anticipated and existing litigation; a student discipline matter; conference with labor negotiators, A.C.T. and

CSEA; public employee discipline/dismissal/release; public employee appointment: elementary principal and coordinator, special education; and public employee performance evaluation. The Board appointed Willa McReynolds as coordinator of Special Education effective January 20, 2017; and appointed Patricia Custodio as principal of Dickey ES with an effective date to be determined by a unanimous vote of 5-0, with Blair, Cruz, Feix, Na, and Orozco voting yes.

2. Pledge of Allegiance

Patti Jewel, Butterfield Ranch ES principal, led the Pledge of Allegiance.

I.C. PRESENTATIONS

1. Butterfield Ranch ES

Third and fourth grade students from Butterfield Ranch ES under the direction of music teacher Mike Noffsinger gave a musical performance.

2. Chino Valley Fire Foundation Donation

The Board of Education accepted a check donation to the CARE/HOPE programs from the Chino Valley Fire Foundation representative Mark Bozek.

3. English Language Arts/English Language Development Textbooks for Grades K Through 6

Dan Sosa, Director, Elementary Curriculum, provided a presentation regarding the background associated with the review of California State Board of Education adopted instructional materials; the decision-making process for selecting instructional material to pilot; the piloting period; and shared committee's recommendation and next steps.

4. Measure G Bond

Robert Barna, STIFEL Managing Director, and Ann Rohlin, Norton Rose Fulbright, provided an overview regarding the Measure G Bond process.

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

Carlos Ruelas raised a concern regarding Don Lugo HS's funding for the Every 15 Minutes educational program regarding driving under the influence.

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Denise Arroyo, CSEA President, said that Canyon Hills JHS Instructional Aide Tracy Kelly passed away; said security person Leonard Washington lost his brother in a hit and run accident; reported on the Governor's Budget Workshop; and hopes that the District will look at the glass as half full instead of half empty.

Ryan Candelaria spoke on behalf of CHAMP regarding empathy; and thanked everyone who fosters our students' moral development and addressing their needs.

I.F. COMMENTS FROM COMMUNITY LIAISONS

None.

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

Sandra Garner, Alberto Diaz, Troy Stevens, Andrew Crowe, Jenny Blattner, and Rebeca Garcia addressed the Board regarding Oxford Preparatory Academy's renewal; and Barbara Hale submitted a petition for the Sycamore Academy Charter School.

I.H. CHANGES AND DELETIONS

None.

II. INFORMATION

II.A. BUSINESS SERVICES

II.A.1. 2015/2016 Independent Auditor's Annual Financial Audit Report

Shilo Gorospe, Vavrinek, Trine, Day, and Co., reported on the audit. The Board of Education received for information the 2015/2016 Independent Auditor's Annual Financial Audit Report.

II.B. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT

II.B.1. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October Through December 2016

Received for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for October through December 2016.

II.C. FACILITIES, PLANNING, AND OPERATIONS

II.C.1. Measure M Final Financial/Performance Audit Report

Shilo Gorospe, Vavrinek, Trine, Day, and Co., reported on the audit. The Board of Education received for information the Measure M Final Financial/Performance Audit Report.

II.C.2. New Board Policy and Administrative Regulation 3470 Business and Noninstructional Operations—Debt Issuance and Management

Received for information new Board Policy and Administrative Regulation 3470 Business and Noninstructional Operations—Debt Issuance and Management.

II.C.3. New Administrative Regulation 3470.1 Business and Noninstructional Operations—Tax Compliance

Received for information new Administrative Regulation 3470.1 Business and Noninstructional Operations—Tax Compliance.

III. CONSENT

Moved (Blair) seconded (Na) carried unanimously (5-0) to approve the consent items. Student representative voted yes.

III.A. ADMINISTRATION

III.A.1. Minutes of the Organizational Meeting of December 15, 2016

Approved the minutes of the organizational meeting of December 15, 2016.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Approved/ratified the warrant register.

III.B.2. Fundraising Activities

Approved/ratified the fundraising activities.

III.B.3. Donations

Accepted the donations.

III.B.4. Legal Services

Approved payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; and Chidester, Margaret A. & Associates.

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 Case 16/17-28

Approved the student expulsion case 16/17-28.

III.C.2. School-Sponsored Trips

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

III.C.3. 2017/2018 Student Attendance Calendar for Boys Republic HS, Chino Valley Learning Academy, and Chino Valley Adult School

Approved the 2017/2018 Student Attendance Calendar for Boys Republic HS, Chino Valley Learning Academy, and Chino Valley Adult School.

III.C.4. Adoption of English Language Arts/English Language Development Textbooks for Grades K Through 6

Adopted the following English Language Arts/English Language Development textbooks for grades K through 6: a) Grade K – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volumes 1-11, © 2017; b) Grade 1 – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volumes 1-4, © 2017; c) Grade 1 – CA Wonders ELA/ELD, Student “Literature Anthology” Volumes 1-4, © 2017; d) Grade 2 – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volume 1, © 2017; e) Grade 2 – CA Wonders ELA/ELD, Student “Literature Anthology” Volume 1, © 2017; f) Grade 3 – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volume 1, © 2017; g) Grade 3 – CA Wonders ELA/ELD, Student “Literature Anthology” Volume 1, © 2017; h) Grade 4 – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volume 1, © 2017; i) Grade 4 – CA Wonders ELA/ELD, Student “Literature Anthology” Volume 1, © 2017; j) Grade 5 – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volume 1, © 2017; k) Grade 5 – CA Wonders ELA/ELD, Student “Literature Anthology” Volume 1, © 2017; l) Grade 6 – CA Wonders ELA/ELD, Student “Reading and Writing Workshop” Volume 1, © 2017; and m) Grade 6 – CA Wonders ELA/ELD, Student “Literature Anthology” Volume 1, © 2017.

III.C.5. Revision of Board Policy 0520.2 Philosophy-Goals-Objections and Comprehensive Plans—Title 1 Program Improvement Schools

Approved the revision of Board Policy 0520.2 Philosophy-Goals-Objections and Comprehensive Plans—Title 1 Program Improvement Schools.

III.C.6. School Accountability Report Card 2016/2017

Approved the School Accountability Report Card 2016/2017 for each school in the Chino Valley Unified School District.

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

Approved/ratified the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

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

III.D.4. Notice of Completion for CUPCCAA Project

Approved the Notice of Completion for CUPCCAA Project.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Approved/ratified the certificated/classified personnel items.

III.E.2. Revision to the Job Description for Director of Purchasing

Approved the revision to the job description for Director of Purchasing.

IV. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

Andrew Cruz said that the Adult School is having a community event next week; invited people to participate in the Run for Russ 5K event on February 4; and closed by speaking about the inauguration of the 45th President of the United States and the District's Student Government Day scheduled for February 9.

Irene Hernandez-Blair thanked Superintendent Joseph for his tenacity regarding Measure G, for remaining true and bringing to light the financial concerns of a school in our District, and said he has her support; commented on the LCAP study session, and advocated for items that will provide safe environments for students such as peer counseling courses, and would like to see items regarding the arts; spoke about some of our schools not qualifying for city after school tutoring, and said we need to figure out how to accomplish that service through the LCAP or other means; addressed the needs of new parents to special education such as having a special education forum to explain the process of services and support; and closed by saying she hopes everyone is safe with the upcoming rain.

James Na attended the Chino Valley Focus on Youth meeting; spoke about children with unaccompanied adults (homeless children) and said that it is time to come together and find solutions in that regard; thanked Superintendent Joseph for the HOPE Program, and said he would like to see more funding in that area; thanked local businesses in Chino Valley who hire our students; spoke about OPA students (parents and teachers included) being harassed or picked on; and said he spoke to a Chino Hills HS math teacher who shared the same thoughts as he about being one body with different parts, but serving one body.

Pamela Feix said she met with six or seven of her former students over the holidays who reflected about the excellent education they received at CVUSD, and gave credit to staff who made that happen; spoke about the audit report containing a list of all the District's accomplishments, and extended thanks to the Facilities, Operations, and Construction staff; and offered her help with a special education forum; and commended the Special Education department for the care and support they provide.

Superintendent Joseph spoke about the *School Quality Survey*; said that anyone interested in serving on the citizens oversight committee for the District's recently approved \$750 million Measure G bond can apply on the District's website; congratulated Teresa Moore, teacher at the Alternative Education Center, who is one of five teachers named a Region 10 Educator of the Year by the California League of High Schools; and thanked Mrs. Blair for her comments.

President Orozco acknowledged retirees on the agenda; spoke about budget matters; and shared a save the date from Senator Connie Leyva for the Annual Young Women's Leadership Conference scheduled for March 24 at Cal State San Bernardino.

<p>V. ADJOURNMENT</p>

President Orozco adjourned the regular meeting of the Board of Education at 9:02 p.m.

Sylvia Orozco, President

James Na, Clerk

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: February 2, 2017
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

\$1,743,213.98 to all District funding sources.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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
February 2, 2017

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Borba ES</u>		
PFA	Chuck E. Cheese Family Night Out	2/3/17
PFA	Straw Hat Pizza Family Night Out	3/3/17
<u>Butterfield ES</u>		
PTA	Valentine Gram Sale	2/3/17 - 2/10/17
PTA	Book Fair	2/6/17 - 2/10/17
PTA	Chili's Family Night Out	2/15/17
PTA	Mother/Son Dance	2/23/17
PTA	Father/Daughter Dance	2/24/17
PTA	Off Campus See's Candy Sale	3/1/17 - 3/17/17
PTA	California Pizza Kitchen Family Night Out	3/15/17
PTA	Panera Bread Family Night Out	4/19/17
PTA	Angels Game Night	4/21/17
PTA	Art Auction	5/11/17
PTA	Wild West Family Fun Night	5/19/17
<u>Cattle ES</u>		
PFA	Color Run/Jog-A-Thon Sponsor Drive	2/3/17 - 2/31/17
ASB - Leadership	Valentine Gram Sale	2/6/17 - 2/10/17
<u>Cortez ES</u>		
PFA	Super Chili Burger Family Night Out	2/7/17
<u>Dickson ES</u>		
PTA	Valentine Gram Sale	2/6/17 - 2/14/17
PTA	Valentine Buddy Picture Sale	2/6/17 - 2/14/17
<u>Hidden Trails ES</u>		
PTA	Redhawk Color Run	2/15/17 - 3/1/17
PTA	Read-A-Thon	3/6/17 - 3/10/17
PTA	Bruxie Family Night Out	3/8/17
PTA	Book Fair	5/15/17 - 5/19/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT
February 2, 2017

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Liberty ES</u>		
ASB - 5th Grade	Fitness Challenge	3/7/17
<u>Walnut ES</u>		
PFA	Valentine Gram Sale	2/6/17 - 2/10/17
<u>Wickman ES</u>		
PTO	Family Fun Night	3/22/17
PTO	Ontario Reign Wickman Family Night	4/14/17
PTO	Family Paint Night	5/19/17
<u>Briggs K-8</u>		
PFA	Islands Restaurant Family Night Out	3/15/17
PFA	Chick-fil-A Family Night Out	4/5/17
<u>Townsend JHS</u>		
Music Boosters	Applebee's Pancake Breakfast	2/25/17
<u>Woodcrest JHS</u>		
ASB - Yearbook	Off Campus Chocolate Sale	2/3/17 - 5/30/17
<u>Ayala HS</u>		
Drama Club	After School Pizza Sale	2/3/17 - 2/11/17
Girls Soccer	Applebee's Breakfast	2/4/17
FBLA	Wetzel's Pretzels Family Night Out	2/10/17
Dance Production	Jr. Dance Day	3/11/17
Make-A-Wish Club	Pie In the Face Ticket Sale	3/14/17
Dance Production	Off Campus See's Candy Sale	3/20/17 - 4/14/17
Astronomy Club	After School Sorbet Cream Sale	3/22/17 - 3/24/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT
February 2, 2017

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Chino HS</u>		
Latino Club	After School Fridays Pizza Sale	2/3/17 - 6/2/17
Link Crew	Valentine Gram Sale	2/7/17 - 2/14/17
Renaissance	Powder Buff Volleyball Game	2/24/17
AVID	Boston Market Teacher Luncheon	3/8/17
National Honor Society	Applebee's Breakfast	3/11/17
<u>Chino Hills HS</u>		
Football Boosters	Strength Academy	2/6/17 - 2/23/17
Girls Soccer	After School Taco Sale	2/7/17
Club Ed	Chipotle Family Night Out	2/22/17
AVID	SNAP! Raise Donation Drive	2/23/17 - 3/23/17
Make-A-Wish Club	Off Campus Donation Drive	2/25/17
<u>Don Lugo HS</u>		
Band Boosters	Off Campus Catalog Sale	2/6/17 - 2/20/17
Girls Swim Team	Spiritwear Sale	2/27/17 - 3/17/17
Girls Softball	Dickey's BBQ Family Night Out	3/17/17
Girls Swim Team	Swim-A-Thon Ticket Sale	3/19/17 - 3/30/17
Sports Boosters	Golf Tournament	6/9/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: February 2, 2017
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

=====

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
February 2, 2017

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Chino HS</u>		
Edison International	Cash	\$300.00
<u>Don Lugo HS</u>		
The Kula Foundation	Cash	\$45.00
Keith Eitzen	Cash	\$50.00
Southern California Journalism Education Association	Cash	\$70.00
Marta Brown	Cash	\$100.00
Nancy Veliz	Cash	\$100.00
Yes Auto Credit & Sales, Inc.	Cash	\$150.00
Arlene Veliz	Cash	\$200.00
Connie Weeks	Cash	\$200.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT
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DATE: February 2, 2017
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

=====

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	-	-	\$ 68,770.16
Chidester, Margaret A. & Associates	November 2016	\$ 149,047.05	\$ 563,420.70
Parker & Covert LLP	-	-	\$ 1,224.00
	Total	\$ 149,047.05	\$ 633,414.86

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 Chidester, Margaret A. & Associates.

FISCAL IMPACT

\$149,047.05 to the General Fund.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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**

=====

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
February 2, 2017

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

<u>School</u>	<u>Organization</u>
Anna Borba ES	PFA
Butterfield ES	PTA
Cattle ES	PFA
Country Springs ES	PFA
Woodcrest JHS	Music Boosters
Ayala HS	Grad Night 2019 Boosters

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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 CASE 16/17-29

=====

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 Panel, it is recommended the Board of Education approve student expulsion case 16/17-29.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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 CASE 16/17-06A

=====

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 case 16/17-06A.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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 TRIP

=====

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 trip:

School-Sponsored Trip	Date	Fiscal Impact
Site: Chino Hills HS Event: Tournament of Champions Place: Laughlin, NV Chaperone Ratio: 20 students/4 chaperones	March 8-11, 2017	Cost: \$200.00 per student Funding Source: Parents

FISCAL IMPACT

None.

WMJ:GP:rtt

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park, Ed.D., Assistant Superintendent, Curriculum,
Instruction, Innovation, and Support
Mary M. Salcido, Director, Access and Equity

SUBJECT: 2016/2017 SINGLE PLAN FOR STUDENT ACHIEVEMENT

=====

BACKGROUND

The California Department of Education requires every public school receiving federal funds to annually develop a Single Plan for Student Achievement (SPSA). The plan describes goals and objectives based on each school site's assessment data and describes how funds will be spent to support the goals identified.

The School Site Council and the Board of Education must approve the SPSA annually. A SPSA for each school is submitted at this time based on the federal funds program budgets for fiscal year 2016/2017. The SPSA for each school site is provided under separate cover.

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 Single Plan for Student Achievement.

FISCAL IMPACT

None.

WMJ:GP:MMS:smr

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: February 2, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

SUBJECT: PROCLAMATION FOR NATIONAL SCHOOL COUNSELING WEEK, FEBRUARY 6-10, 2017

=====

BACKGROUND

National School Counseling Week, sponsored by the American School Counselor Association (ASCA), will be celebrated from February 6-10, 2017, to focus public attention on the unique contribution of professional school counselors within U.S. school systems and how students are different as a result of what school counselors do. National School Counseling Week highlights the tremendous impact school counselors can have in helping students achieve school success and plan for a career.

The special week honoring school counselors provides recognition for school counselors who implement comprehensive school counseling programs, a vital part of the educational process for all students as they meet the challenges of the 21st Century.

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

RECOMMENDATION

It is recommended the Board of Education adopt the proclamation for National School Counseling Week, February 6-10, 2017.

FISCAL IMPACT

None.

WMJ:GP:rtt

**Chino Valley Unified School District
Proclamation
National School Counseling Week
February 6-10, 2017**

WHEREAS, school counselors are employed in public and private schools to help students reach their full potential;

WHEREAS, school counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development;

WHEREAS, school counselors help parents focus on ways to further the educational, personal, and social growth of their children;

WHEREAS, school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves;

WHEREAS, school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

WHEREAS, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school.

NOW, THEREFORE, BE IT RESOLVED, the Board of Education of the Chino Valley Unified School District does hereby proclaim February 6-10, 2017, as National School Counseling Week.

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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

\$4,137,885.47 all District funding sources.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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-1617-047 Scientific Learning. To provide web based reading intervention program. Submitted by: Anna Borba ES Duration of Agreement: February 3, 2017 – June 30, 2017	Contract Amount: \$6,500.00 Funding Source: Title I
CIIS-1617-049 MIND Research Institute. To provide web based math program. Submitted by: Anna Borba ES Duration of Agreement: February 3, 2017 – June 30, 2017	Contract Amount: \$3,750.00 Funding Source: Title I

MASTER CONTRACTS	FISCAL IMPACT
MC-1617-034 Robert Redman dba Rockets and Robots. To provide rocket assemblies. Submitted by: Dickson ES/Purchasing Department Duration of Agreement: February 3, 2017 – June 30, 2019	Contract Amount: per rate sheet Funding Source: ABS/PFA/PTA/Boosters
MC-1617-035 Stat CPR Solutions. To provide CPR training. Submitted by: Hidden Trails ES/Purchasing Department Duration of Agreement: February 3, 2017 – June 30, 2019	Contract Amount: per rate sheet Funding Source: ABS/PFA/PTA/Boosters

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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**
February 2, 2017

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Printer Lunch Tables (14)	HP	P2055dn	Payroll Country Springs ES

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations
**SUBJECT: APPROVAL OF MEMBERS FOR THE MEASURE G BOND
CITIZENS' OVERSIGHT COMMITTEE**

=====

BACKGROUND

On November 8, 2016, voters within the Chino Valley Unified School District (CVUSD) approved bond Measure G for the issuance and sale of general obligation bonds, the proceeds of which are to be used for school construction and improvements. Under the requirements of Proposition 39, on January 12, 2017, the Board of Education approved the District to establish, populate and empower an independent Measure G Bond, Citizens' Oversight Committee.

The committee shall consist of a minimum of seven (7) members representing the following categories.

- One (1) member active in a business organization representing the business community located within the school district's geographic boundary;
- One (1) member active in a senior citizens' organization;
- One (1) member active in a bona fide taxpayers' organization;
- One (1) member who is a parent/guardian of a child enrolled in CVUSD residing in the community of Chino, Chino Hills, or South Ontario;
- One (1) member who is both a parent/guardian of a child enrolled in CVUSD and is active in a parent-teacher organization, such as a Parent Teacher Association or school site council residing in the Chino community, Chino Hills community, or South Ontario community;
- Two (2) at-large member residents of the Chino community, Chino Hills community, or South Ontario community.

During the committee establishment process, the Board amended the committee membership to include a representative from the cities of Chino, Chino Hills, and South Ontario.

The applications and qualifications of each applicant were reviewed and confirmed by District staff and P.C. Butler & Associates.

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

RECOMMENDATION

It is recommended that the Board of Education approve the following members to serve on the Measure G Bond Citizens' Oversight Committee.

Member Active in a Business Organization Representing the Business Community Located Within the School District's Geographic Boundary.

- Robert Basile

Member Active in a Senior Citizens' Organization.

- Brett Benson

Member Active in a Bona Fide Taxpayers' Organization.

- Mark Hargrove

Member Parent/Guardian of an Enrolled CVUSD Student Residing in the Community of Chino, Chino Hills, or South Ontario.

- Kevin Cisneroz
- Connie Harr
- William Kolbow

Member Parent/Guardian of an Enrolled CVUSD Student and Active in a Parent-Teacher Organization, Such as a Parent Teacher Association or School Site Council Residing in the Community of Chino, Chino Hills, or South Ontario.

- Mariaelena Gomez-Lecaro
- Bonnie Tran

At-Large Member Residents of the Community of Chino, Chino Hills, or South Ontario.

- Carol Cole
- Don Bridge
- Mike Rohrer

FISCAL IMPACT

None.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017

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
CC2016-41	Bleacher and Backstop Inspection/Service at Various Sites	BSN Sports	\$20,530.00	N/A	\$20,530.00	01

Documentation indicating satisfactory completion and compliance with specifications has been obtained from school site administrators; James Costa, Project Manager; 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

\$20,530.00 to RMA Fund 01.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017
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 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 3311 Business and Noninstructional Operations – Bids is 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. This agenda item was presented to the Board of Education on December 15, 2016, for information.

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

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 Policy 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:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: February 2, 2017
TO: Members, Board of Education
FROM: Wayne M. Joseph, Superintendent
PREPARED BY: Sandra H. Chen, Assistant Superintendent, Business Services
Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations
**SUBJECT: NEW BOARD POLICY 3470 BUSINESS AND
NONINSTRUCTIONAL OPERATIONS - DEBT ISSUANCE AND
MANAGEMENT**

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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 3470 Business and Noninstructional Operations - Debt Issuance and Management has been created to reflect new and updated laws and current District practice.

Under new law (SB 1029, Ch. 307, 2016), any district/COE that proposes to issue debt (bonds, notes, certificates of participation or other debt) will be required to certify that it has adopted a policy with specified components and that the proposed debt issuance is consistent with that policy. The certification must be filed with the California Debt and Investment Advisory Commission (CDIAC) as part of the Report of Proposed Debt Issuance, at least 30 days prior to the sale of any debt issue. The new law applies to any debt issue sold after the effective date of the bill (January 1, 2017), including general obligation bonds authorized in the November 2016 elections. This item was presented to the Board of Education on January 19, 2017, for information.

New language is provided in UPPER CASE.

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

RECOMMENDATION

It is recommended the Board of Education approve new Board Policy 3470 Business and Noninstructional Operations - Debt Issuance and Management.

FISCAL IMPACT

None.

WMJ:SHC:GJS:pw

DEBT ISSUANCE AND MANAGEMENT

THE BOARD OF EDUCATION IS COMMITTED TO LONG-TERM CAPITAL AND FINANCIAL PLANNING AND RECOGNIZES THAT THE ISSUANCE OF DEBT IS A KEY SOURCE FOR FUNDING THE IMPROVEMENT AND MAINTENANCE OF SCHOOL FACILITIES AND MANAGING CASH FLOW. ANY DEBT ISSUED BY THE DISTRICT SHALL BE CONSISTENT WITH LAW AND THIS POLICY.

(cf. 3000 - Concepts and Roles)
(cf. 3460 - Financial Reports and Accountability)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

THE DISTRICT SHALL NOT ENTER INTO INDEBTEDNESS OR LIABILITY THAT IN ANY YEAR EXCEEDS THE INCOME AND REVENUE PROVIDED FOR SUCH YEAR, UNLESS TWO-THIRDS OF THE VOTERS APPROVE THE OBLIGATION OR ONE OF THE EXCEPTIONS SPECIFIED IN LAW APPLIES. (California Constitution, Article 16, Section 18)

WHEN THE BOARD DETERMINES THAT IT IS IN THE BEST INTEREST OF THE DISTRICT, THE BOARD MAY ISSUE DEBT OR ORDER AN ELECTION TO ISSUE DEBT. THE SUPERINTENDENT OR DESIGNEE SHALL MAKE RECOMMENDATIONS TO THE BOARD REGARDING APPROPRIATE FINANCING METHODS FOR CAPITAL PROJECTS OR OTHER PROJECTS THAT ARE AUTHORIZED PURPOSES FOR DEBT ISSUANCE. WHEN APPROVED BY THE BOARD AND/OR THE VOTERS AS APPLICABLE, THE SUPERINTENDENT OR DESIGNEE SHALL ADMINISTER AND COORDINATE THE DISTRICT'S DEBT ISSUANCE PROGRAM AND ACTIVITIES, INCLUDING THE TIMING OF ISSUANCE, SIZING OF ISSUANCE, METHOD OF SALE, STRUCTURING OF THE ISSUE, AND MARKETING STRATEGIES.

THE SUPERINTENDENT OR DESIGNEE SHALL RETAIN A FINANCIAL ADVISOR, MUNICIPAL ADVISOR, INVESTMENT ADVISOR, AND OTHER FINANCIAL SERVICES PROFESSIONALS AS NEEDED TO ASSIST WITH THE STRUCTURING OF THE DEBT ISSUANCE AND TO PROVIDE GENERAL ADVICE ON THE DISTRICT'S DEBT MANAGEMENT PROGRAM, FINANCING OPTIONS, INVESTMENTS, AND COMPLIANCE WITH LEGAL REQUIREMENTS. CONTRACTS FOR SERVICES PROVIDED BY SUCH ADVISORS MAY BE FOR A SINGLE TRANSACTION OR FOR MULTIPLE TRANSACTIONS, CONSISTENT WITH THE CONTRACTING REQUIREMENTS IN EDUCATION CODE 17596. IN THE EVENT THAT THE DISTRICT ISSUES DEBT THROUGH A NEGOTIATED SALE, UNDERWRITERS MAY BE SELECTED FOR MULTIPLE TRANSACTIONS IF MULTIPLE ISSUANCES ARE PLANNED FOR THE SAME PROJECT. IN ADDITION, THE DISTRICT SHALL SELECT A LEGAL TEAM ON AN AS-NEEDED BASIS

DEBT ISSUANCE AND MANAGEMENT (cont.)

TO ASSIST WITH DEBT ISSUANCES OR SPECIAL PROJECTS.

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

(cf. 9270 - Conflict of Interest)

GOALS

THE DISTRICT'S DEBT ISSUANCE ACTIVITIES AND PROCEDURES SHALL BE ALIGNED WITH THE DISTRICT'S VISION AND GOALS FOR PROVIDING ADEQUATE FACILITIES AND PROGRAMS THAT SUPPORT STUDENT LEARNING AND WELL-BEING. WHEN ISSUING DEBT, THE DISTRICT SHALL ENSURE THAT IT:

1. MAINTAINS ACCOUNTABILITY FOR THE FISCAL HEALTH OF THE DISTRICT, INCLUDING PRUDENT MANAGEMENT AND TRANSPARENCY OF THE DISTRICT'S FINANCING PROGRAMS
2. ATTAINS THE BEST POSSIBLE CREDIT RATING FOR EACH DEBT ISSUE IN ORDER TO REDUCE INTEREST COSTS, WITHIN THE CONTEXT OF PRESERVING FINANCIAL FLEXIBILITY AND MEETING CAPITAL FUNDING REQUIREMENTS
3. TAKES ALL PRACTICAL PRECAUTIONS AND PROACTIVE MEASURES TO AVOID ANY FINANCIAL DECISION THAT WILL NEGATIVELY IMPACT CURRENT CREDIT RATINGS ON EXISTING OR FUTURE DEBT ISSUES
4. MAINTAINS EFFECTIVE COMMUNICATION WITH RATING AGENCIES AND, AS APPROPRIATE, CREDIT ENHANCERS SUCH AS BOND INSURERS OR OTHER PROVIDERS OF CREDIT OR LIQUIDITY INSTRUMENTS IN ORDER TO ENHANCE THE CREDITWORTHINESS, LIQUIDITY, OR MARKETABILITY OF THE DEBT
5. MONITORS THE DISTRICT'S STATUTORY DEBT LIMIT IN RELATION TO ASSESSED VALUATION WITHIN THE DISTRICT AND THE TAX BURDEN NEEDED TO MEET LONG-TERM DEBT SERVICE REQUIREMENTS
6. WHEN DETERMINING THE TIMING OF DEBT ISSUANCE, CONSIDERS MARKET CONDITIONS, CASH FLOWS ASSOCIATED WITH REPAYMENT, AND THE DISTRICT'S ABILITY TO EXPEND THE OBTAINED FUNDS IN A TIMELY, EFFICIENT, AND ECONOMICAL MANNER CONSISTENT WITH FEDERAL TAX LAWS

DEBT ISSUANCE AND MANAGEMENT (cont.)

7. DETERMINES THE AMORTIZATION (MATURITY) SCHEDULE WHICH WILL FIT BEST WITHIN THE OVERALL DEBT STRUCTURE OF THE DISTRICT AT THE TIME THE NEW DEBT IS ISSUED
8. CONSIDERS THE USEFUL LIVES OF ASSETS FUNDED BY THE DEBT ISSUE, AS WELL AS REPAIR AND REPLACEMENT COSTS OF THOSE ASSETS TO BE INCURRED IN THE FUTURE
9. PRESERVES THE AVAILABILITY OF THE DISTRICT'S GENERAL FUND FOR OPERATING PURPOSES AND OTHER PURPOSES THAT CANNOT BE FUNDED BY THE ISSUANCE OF VOTER-APPROVED DEBT
10. MEETS THE ONGOING OBLIGATIONS AND ACCOUNTABILITY REQUIREMENTS ASSOCIATED WITH THE ISSUANCE AND MANAGEMENT OF DEBT UNDER STATE AND FEDERAL TAX AND SECURITIES LAWS

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 7000 - Concepts and Roles)

AUTHORIZED PURPOSES FOR THE ISSUANCE OF DEBT

THE DISTRICT MAY ISSUE DEBT FOR ANY OF THE FOLLOWING PURPOSES:

1. TO PAY FOR THE COST OF CAPITAL IMPROVEMENTS, INCLUDING ACQUIRING, CONSTRUCTING, RECONSTRUCTING, REHABILITATING, REPLACING, IMPROVING, EXTENDING, ENLARGING, AND/OR EQUIPPING DISTRICT FACILITIES
2. TO REFUND EXISTING DEBT
3. TO PROVIDE FOR CASH FLOW NEEDS

(cf. 3100 - Budget)
(cf. 3110 - Transfer of Funds)

PURSUANT TO GOVERNMENT CODE 53854, GENERAL OPERATING COSTS, INCLUDING, BUT NOT LIMITED TO, ITEMS NORMALLY FUNDED IN THE DISTRICT'S ANNUAL OPERATING BUDGET, SHALL NOT BE FINANCED FROM DEBT PAYABLE LATER THAN 15 MONTHS FROM THE DATE OF ISSUANCE. THE DISTRICT MAY DEEM IT DESIRABLE TO FINANCE CASH FLOW REQUIREMENTS

DEBT ISSUANCE AND MANAGEMENT (cont.)

UNDER CERTAIN CONDITIONS SO THAT AVAILABLE RESOURCES BETTER MATCH EXPENDITURES WITHIN A GIVEN FISCAL YEAR. TO SATISFY BOTH STATE CONSTITUTIONAL AND STATUTORY CONSTRAINTS, SUCH CASH FLOW BORROWING SHALL BE PAYABLE FROM TAXES, INCOME, REVENUE, CASH RECEIPTS, AND OTHER MONEYS ATTRIBUTABLE TO THE FISCAL YEAR IN WHICH THE DEBT IS ISSUED.

AUTHORIZED TYPES OF DEBT

THE SUPERINTENDENT OR DESIGNEE SHALL RECOMMEND TO THE BOARD POTENTIAL FINANCING METHOD(S) THAT RESULT IN THE HIGHEST BENEFIT TO THE DISTRICT, WITH THE COST OF STAFF AND CONSULTANTS CONSIDERED. POTENTIAL FINANCING SOURCES MAY INCLUDE:

1. SHORT-TERM DEBT

- A. SHORT-TERM DEBT, SUCH AS TAX AND REVENUE ANTICIPATION NOTES (TRANS), WHEN NECESSARY TO ALLOW THE DISTRICT TO MEET ITS CASH FLOW REQUIREMENTS (Government Code 53850-53858)
- B. BOND ANTICIPATION NOTES (BANS) TO PROVIDE INTERIM FINANCING FOR CAPITAL BOND PROJECTS THAT WILL ULTIMATELY BE PAID FROM GENERAL OBLIGATION BONDS (Education Code 15150)
- C. GRANT ANTICIPATION NOTES (GANS) TO PROVIDE INTERIM FINANCING PENDING THE RECEIPT OF GRANTS AND/OR LOANS FROM THE STATE OR FEDERAL GOVERNMENT THAT HAVE BEEN APPROPRIATED AND COMMITTED TO THE DISTRICT (Government Code 53859-53859.08)

2. LONG-TERM DEBT

- A. GENERAL OBLIGATION BONDS FOR PROJECTS APPROVED BY VOTERS (California Constitution, Article 13A, Section 1; Education Code 15100-15262, 15264-15276; Government Code 53506-53509.5)

(cf. 7214 - General Obligation Bonds)

- B. SPECIAL TAX BONDS ISSUED PURSUANT TO THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982 (Government Code 53311-53368.3)

(cf. 7212 - Mello-Roos Districts)

DEBT ISSUANCE AND MANAGEMENT (cont.)

3. LEASE FINANCING, INCLUDING CERTIFICATES OF PARTICIPATION (COPS)
 - A. LEASE FINANCING TO FUND THE HIGHEST PRIORITY CAPITAL EQUIPMENT PURCHASES WHEN PAY-AS-YOU-GO FINANCING IS NOT FEASIBLE (Education Code 17450-17453.1)
 - B. LEASE FINANCING TO FUND FACILITIES PROJECTS WHEN THERE IS INSUFFICIENT TIME TO OBTAIN VOTER APPROVAL OR IN INSTANCES WHERE OBTAINING VOTER APPROVAL IS EITHER NOT FEASIBLE OR UNAVAILABLE (Education Code 17400-17429)
4. SPECIAL FINANCING PROGRAMS OR STRUCTURES OFFERED BY THE FEDERAL OR STATE GOVERNMENT, SUCH AS QUALIFIED ZONE ACADEMY BONDS OR OTHER TAX CREDIT OBLIGATIONS OR OBLIGATIONS THAT PROVIDE SUBSIDIZED INTEREST PAYMENTS, WHEN THE USE OF SUCH PROGRAMS OR STRUCTURES IS DETERMINED TO RESULT IN SUFFICIENTLY LOWER FINANCING COSTS COMPARED TO TRADITIONAL TAX-EXEMPT BONDS AND/OR COPS
5. TEMPORARY BORROWING FROM OTHER SOURCES SUCH AS THE COUNTY TREASURER COPS, TRANS, REVENUE BONDS, OR ANY OTHER NON-VOTER APPROVED DEBT INSTRUMENT SHALL NOT BE ISSUED BY THE DISTRICT IN ANY FISCAL YEAR IN WHICH THE DISTRICT HAS A QUALIFIED OR NEGATIVE CERTIFICATION, UNLESS THE COUNTY SUPERINTENDENT OF SCHOOLS DETERMINES, PURSUANT TO CRITERIA ESTABLISHED BY THE SUPERINTENDENT OF PUBLIC INSTRUCTION, THAT THE DISTRICT'S REPAYMENT OF THAT INDEBTEDNESS IS PROBABLE. (Education Code 42133)

RELATIONSHIP OF DEBT TO DISTRICT FACILITIES PROGRAM AND BUDGET

DECISIONS REGARDING THE ISSUANCE OF DEBT FOR THE PURPOSE OF FINANCING CAPITAL IMPROVEMENT SHALL BE ALIGNED WITH CURRENT NEEDS FOR ACQUISITION, DEVELOPMENT, AND/OR IMPROVEMENT OF DISTRICT PROPERTY AND FACILITIES AS IDENTIFIED IN THE DISTRICT'S FACILITIES MASTER PLAN OR OTHER APPLICABLE NEEDS ASSESSMENT, THE PROJECTED COSTS OF THOSE NEEDS, SCHEDULES FOR THE PROJECTS, AND THE EXPECTED RESOURCES.

DEBT ISSUANCE AND MANAGEMENT (cont.)

THE COST OF DEBT ISSUED FOR MAJOR CAPITAL REPAIRS OR REPLACEMENTS SHALL BE EVALUATED AGAINST THE POTENTIAL COST OF DELAYING SUCH REPAIRS AND/OR REPLACING SUCH FACILITIES.

WHEN CONSIDERING A DEBT ISSUANCE, THE BOARD AND THE SUPERINTENDENT OR DESIGNEE SHALL EVALUATE BOTH THE SHORT-TERM AND LONG-TERM IMPLICATIONS OF THE DEBT ISSUANCE AND ADDITIONAL OPERATING COSTS ASSOCIATED WITH THE NEW PROJECTS INVOLVED. SUCH EVALUATION MAY INCLUDE, BUT IS NOT LIMITED TO, THE PROJECTED RATIO OF ANNUAL DEBT SERVICE TO THE TAX BURDEN ON THE DISTRICT'S TAXPAYERS AND THE RATIO OF ANNUAL DEBT SERVICE SECURED BY THE GENERAL FUND TO GENERAL FUND EXPENDITURES.

THE DISTRICT MAY ENTER INTO CREDIT ENHANCEMENT AGREEMENTS SUCH AS MUNICIPAL BOND INSURANCE, SURETY BONDS, LETTERS OF CREDIT, AND LINES OF CREDIT WITH COMMERCIAL BANKS, MUNICIPAL BOND INSURANCE COMPANIES, OR OTHER FINANCIAL ENTITIES WHEN THEIR USE IS JUDGED TO LOWER BORROWING COSTS, ELIMINATE RESTRICTIVE COVENANTS, OR HAVE A NET ECONOMIC BENEFIT TO THE FINANCING.

STRUCTURE OF DEBT ISSUES

THE DISTRICT SHALL CONSIDER THE OVERALL IMPACT OF THE CURRENT AND FUTURE DEBT BURDEN OF THE FINANCING WHEN DETERMINING THE DURATION OF THE DEBT ISSUE.

THE DISTRICT SHALL DESIGN THE FINANCING SCHEDULE AND REPAYMENT OF DEBT SO AS TO TAKE BEST ADVANTAGE OF MARKET CONDITIONS, ENSURE COST EFFECTIVENESS, PROVIDE FLEXIBILITY, AND, AS PRACTICAL, RECAPTURE OR MAXIMIZE ITS DEBT CAPACITY FOR FUTURE USE. PRINCIPAL AMORTIZATION WILL BE STRUCTURED TO MEET DEBT REPAYMENT, TAX RATE, AND FLEXIBILITY GOALS.

FOR NEW MONEY DEBT ISSUANCES FOR CAPITAL IMPROVEMENTS, THE DISTRICT SHALL SIZE THE DEBT ISSUANCE WITH THE AIM OF FUNDING CAPITAL PROJECTS AS DEEMED APPROPRIATE BY THE BOARD, AS LONG AS THE ISSUANCE IS CONSISTENT WITH THE OVERALL FINANCING PLAN, DOES NOT EXCEED THE AMOUNT AUTHORIZED BY VOTERS, AND, UNLESS A WAIVER IS SOUGHT AND RECEIVED FROM THE STATE, WILL NOT CAUSE THE DISTRICT TO EXCEED THE LIMITATION ON DEBT ISSUANCES SPECIFIED IN THE CALIFORNIA CONSTITUTION OR EDUCATION CODE 15106.

DEBT ISSUANCE AND MANAGEMENT (cont.)

TO THE EXTENT PRACTICABLE, THE DISTRICT SHALL ALSO CONSIDER CREDIT ISSUES, MARKET FACTORS, AND TAX LAW WHEN SIZING THE DISTRICT'S BOND ISSUANCE. THE SIZING OF REFUNDING BONDS SHALL BE DETERMINED BY THE AMOUNT OF MONEY THAT WILL BE REQUIRED TO COVER THE PRINCIPAL OF, ANY ACCRUED INTEREST ON, AND ANY REDEMPTION PREMIUM FOR THE DEBT TO BE PAID ON THE CALL DATE AND TO COVER APPROPRIATE FINANCING COSTS.

ANY GENERAL OBLIGATION BOND ISSUED BY THE DISTRICT SHALL MATURE WITHIN 40 YEARS OF THE ISSUANCE DATE OR AS OTHERWISE REQUIRED BY LAW. (California Constitution, Article 16, Section 18; Government Code 53508.6)

THE FINAL MATURITY OF EQUIPMENT OR REAL PROPERTY LEASE OBLIGATIONS WILL BE LIMITED TO THE USEFUL LIFE OF THE ASSETS TO BE FINANCED BUT, WITH RESPECT TO A LEASE PURCHASE OF EQUIPMENT, NO LONGER THAN A PERIOD OF 10 YEARS. (Education Code 17452)

METHOD OF SALE

FOR THE SALE OF ANY DISTRICT-ISSUED DEBT, THE SUPERINTENDENT OR DESIGNEE SHALL RECOMMEND THE METHOD OF SALE WITH THE POTENTIAL TO ACHIEVE THE LOWEST FINANCING COST AND/OR TO GENERATE OTHER BENEFITS TO THE DISTRICT. POTENTIAL METHODS OF SALE INCLUDE:

1. A COMPETITIVE BIDDING PROCESS THROUGH WHICH THE AWARD IS BASED ON, AMONG OTHER FACTORS, THE LOWEST OFFERED TRUE INTEREST COST
2. NEGOTIATED SALE, SUBJECT TO APPROVAL BY THE DISTRICT TO ENSURE THAT INTEREST COSTS ARE IN ACCORDANCE WITH COMPARABLE MARKET INTEREST RATES
3. PRIVATE PLACEMENT SALE, WHEN THE FINANCING CAN OR MUST BE STRUCTURED FOR A SINGLE OR LIMITED NUMBER OF PURCHASERS OR WHERE THE TERMS OF THE PRIVATE PLACEMENT ARE MORE BENEFICIAL TO THE DISTRICT THAN EITHER A NEGOTIATED OR COMPETITIVE SALE

DEBT ISSUANCE AND MANAGEMENT (cont.)

INVESTMENT OF PROCEED

THE DISTRICT SHALL ACTIVELY MANAGE THE PROCEEDS OF DEBT ISSUED FOR PUBLIC PURPOSES IN A MANNER THAT IS CONSISTENT WITH STATE LAW GOVERNING THE INVESTMENT OF PUBLIC FUNDS AND WITH THE PERMITTED SECURITIES COVENANTS OF RELATED FINANCING DOCUMENTS EXECUTED BY THE DISTRICT. WHERE APPLICABLE, THE DISTRICT'S OFFICIAL INVESTMENT POLICY AND LEGAL DOCUMENTS FOR A PARTICULAR DEBT ISSUANCE SHALL GOVERN SPECIFIC METHODS OF INVESTMENT OF BOND-RELATED PROCEEDS. PRESERVATION OF PRINCIPAL SHALL BE THE PRIMARY GOAL OF ANY INVESTMENT STRATEGY, FOLLOWED BY THE AVAILABILITY OF FUNDS AND THEN BY RETURN ON INVESTMENT.

(cf. 3430 - Investing)

WITH REGARD TO GENERAL OBLIGATION BONDS, THE DISTRICT SHALL INVEST NEW MONEY BOND PROCEEDS IN THE COUNTY TREASURY POOL AS REQUIRED BY LAW. (Education Code 15146)

THE MANAGEMENT OF PUBLIC FUNDS SHALL ENABLE THE DISTRICT TO RESPOND TO CHANGES IN MARKETS OR CHANGES IN PAYMENT OR CONSTRUCTION SCHEDULES SO AS TO ENSURE LIQUIDITY AND MINIMIZE RISK.

REFUNDING/RESTRUCTURING

THE DISTRICT MAY CONSIDER REFUNDING OR RESTRUCTURING OUTSTANDING DEBT IF IT WILL BE FINANCIALLY ADVANTAGEOUS OR BENEFICIAL FOR DEBT REPAYMENT AND/OR STRUCTURING FLEXIBILITY. WHEN DOING SO, THE DISTRICT SHALL CONSIDER THE MAXIMIZATION OF THE DISTRICT'S EXPECTED NET SAVINGS OVER THE LIFE OF THE DEBT ISSUANCE AND, WHEN USING A GENERAL OBLIGATION BOND TO REFUND AN EXISTING BOND, SHALL ENSURE THAT THE FINAL MATURITY OF THE REFUNDING BOND IS NO LONGER THAN THE FINAL MATURITY OF THE EXISTING BOND.

INTERNAL CONTROLS

THE SUPERINTENDENT OR DESIGNEE SHALL ESTABLISH INTERNAL CONTROL PROCEDURES TO ENSURE THAT THE PROCEEDS OF ANY DEBT ISSUANCE ARE DIRECTED TO THE INTENDED USE.

DEBT ISSUANCE AND MANAGEMENT (cont.)

SUCH PROCEDURES SHALL ASSIST THE DISTRICT IN MAINTAINING THE EFFECTIVENESS AND EFFICIENCY OF OPERATIONS, PROPERLY EXPENDING FUNDS, RELIABLY REPORTING DEBT INCURRED BY THE DISTRICT AND THE USE OF THE PROCEEDS, COMPLYING WITH ALL LAWS AND REGULATIONS, PREVENTING FRAUD, AND AVOIDING CONFLICT OF INTEREST.

(cf. 3314 - Payments for Goods and Services)
(cf. 3400 - Management of District Assets/Accounts)

THE DISTRICT SHALL BE VIGILANT IN USING BOND PROCEEDS IN ACCORDANCE WITH THE STATED PURPOSES AT THE TIME SUCH DEBT WAS INCURRED AS DEFINED IN THE TEXT OF THE VOTER-APPROVED BOND MEASURE. (Government Code 53410)

WHEN FEASIBLE, THE DISTRICT SHALL ISSUE DEBT WITH A DEFINED REVENUE SOURCE IN ORDER TO PRESERVE THE USE OF THE GENERAL FUND FOR GENERAL OPERATING PURPOSES.

THE DISTRICT SHALL ANNUALLY CONDUCT A DUE DILIGENCE REVIEW TO ENSURE ITS COMPLIANCE WITH ALL ONGOING OBLIGATIONS APPLICABLE TO ISSUERS OF DEBT. SUCH A REVIEW MAY BE CONDUCTED BY GENERAL LEGAL COUNSEL OR BOND COUNSEL. ANY DISTRICT PERSONNEL INVOLVED IN CONDUCTING SUCH REVIEWS SHALL RECEIVE PERIODIC TRAINING REGARDING THEIR RESPONSIBILITIES.

IN ADDITION, THE SUPERINTENDENT OR DESIGNEE SHALL ENSURE THAT THE DISTRICT COMPLETES, AS APPLICABLE, ALL PERFORMANCE AND FINANCIAL AUDITS THAT MAY BE REQUIRED FOR ANY DEBT ISSUED BY THE DISTRICT, INCLUDING DISCLOSURE REQUIREMENTS APPLICABLE TO A PARTICULAR TRANSACTION.

RECORDS/REPORTS

AT LEAST 30 DAYS PRIOR TO THE SALE OF ANY DEBT ISSUE, THE SUPERINTENDENT OR DESIGNEE SHALL SUBMIT A REPORT OF THE PROPOSED ISSUANCE TO THE CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION (CDIAC). SUCH REPORT SHALL INCLUDE A SELF-CERTIFICATION THAT THE DISTRICT HAS ADOPTED A POLICY CONCERNING THE USE OF DEBT THAT COMPLIES WITH LAW AND THAT THE CONTEMPLATED DEBT ISSUANCE IS CONSISTENT WITH THAT POLICY. (Government Code 8855)

DEBT ISSUANCE AND MANAGEMENT (cont.)

ON OR BEFORE JANUARY 31 OF EACH YEAR, THE SUPERINTENDENT OR DESIGNEE SHALL SUBMIT A REPORT TO THE CDIAC REGARDING THE DEBT AUTHORIZED, THE DEBT OUTSTANDING, AND THE USE OF PROCEEDS OF THE ISSUED DEBT FOR THE PERIOD FROM JULY 1 TO JUNE 30. (Government Code 8855)

THE SUPERINTENDENT OR DESIGNEE SHALL PROVIDE INITIAL AND ANY ANNUAL OR ONGOING DISCLOSURES REQUIRED BY 17 CFR 240.10b-5 AND 240.15c2-12 TO THE MUNICIPAL SECURITIES RULEMAKING BOARD, INVESTORS, AND OTHER PERSONS OR ENTITIES ENTITLED TO DISCLOSURE, AND SHALL ENSURE THAT THE DISTRICT'S DISCLOSURE FILINGS ARE UPDATED AS NEEDED.

THE SUPERINTENDENT OR DESIGNEE SHALL MAINTAIN TRANSACTION RECORDS OF DECISIONS MADE IN CONNECTION WITH EACH DEBT ISSUANCE, INCLUDING THE SELECTION OF MEMBERS OF THE FINANCING TEAM, THE STRUCTURING OF THE FINANCING, SELECTION OF CREDIT ENHANCEMENT PRODUCTS AND PROVIDERS, AND SELECTION OF INVESTMENT PRODUCTS. EACH TRANSACTION FILE SHALL INCLUDE THE OFFICIAL TRANSCRIPT FOR THE FINANCING, INTEREST RATES AND COST OF ISSUANCE ON THE DAY WHEN THE DEBT WAS SOLD ("FINAL NUMBER RUNS"), AND A POST-PRICING SUMMARY OF THE DEBT ISSUE. IN ADDITION, DOCUMENTATION EVIDENCING THE EXPENDITURE OF PROCEEDS, THE USE OF DEBT-FINANCED PROPERTY BY PUBLIC AND PRIVATE ENTITIES, ALL SOURCES OF PAYMENT OR SECURITY FOR THE DEBT, AND INVESTMENT OF PROCEEDS SHALL BE KEPT FOR AS LONG AS THE DEBT IS OUTSTANDING, PLUS THE PERIOD ENDING THREE YEARS AFTER THE FINANCIAL PAYMENT DATE OF THE DEBT OR THE FINAL PAYMENT DATE OF ANY OBLIGATIONS OR SERIES OF BONDS ISSUED TO REFUND DIRECTLY OR INDIRECTLY ALL OF ANY PORTION OF THE DEBT, WHICHEVER IS LATER.

THE SUPERINTENDENT OR DESIGNEE SHALL ANNUALLY REPORT TO THE BOARD REGARDING DEBTS ISSUED BY THE DISTRICT, INCLUDING INFORMATION ON ACTUAL AND PROJECTED TAX RATES, AN ANALYSIS OF BONDING CAPACITY, RATINGS ON THE DISTRICT'S BONDS, MARKET UPDATE AND REFUNDING OPPORTUNITIES, NEW DEVELOPMENT FOR CALIFORNIA BOND FINANCINGS, AND THE DISTRICT'S COMPLIANCE WITH POST-ISSUANCE REQUIREMENTS.

DEBT ISSUANCE AND MANAGEMENT (cont.)

Legal Reference:

EDUCATION CODE

5300-5441 Conduct of elections
15100-15262 Bonds for school districts and community college districts
15264-15276 Strict accountability in local school construction bonds
15278-15288 Citizen's oversight committees
15300-15425 School Facilities Improvement Districts
17150 Public disclosure of non-voter-approved debt
17400-17429 Leasing of district property
17450-17453.1 Leasing of equipment
17456 Sale or lease of district property
17596 Duration of contracts
42130-42134 Financial reports and certifications

ELECTIONS CODE

1000 Established election dates

GOVERNMENT CODE

8855 California Debt and Investment Advisory Commission
53311-53368.3 Mello-Roos Community Facilities Act
53410-53411 Bond reporting
53506-53509.5 General obligation bonds
53550-53569 Refunding bonds of local agencies
53580-53595.55 Bonds
53850-53858 Tax and revenue anticipation notes
53859-53859.08 Grant anticipation notes

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax limitation
Article 16, Section 18 Debt limit

UNITED STATES CODE, TITLE 15

780-4 Registration of municipal securities dealers

UNITED STATES CODE, TITLE 26

54E Qualified Zone Academy Bonds

CODE OF FEDERAL REGULATIONS, TITLE 17

240.10b-5 Prohibition against fraud or deceit

240.15c2-12 Municipal securities disclosure

CODE OF FEDERAL REGULATIONS, TITLE 26

1.103 Interest on state and local bonds

1.141 Private activity bonds

1.148 Arbitrage and rebate

1.149 Hedge bonds

1.6001-1 Records

Management Resources:

CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION PUBLICATIONS

California Debt Issuance Primer

GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS

An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016

Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015

Investment of Bond Proceeds, Best Practice, September 2014

Selecting and Managing Municipal Advisors, Best Practice, February 2014

Debt Management Policy, Best Practice, October 2012

DEBT ISSUANCE AND MANAGEMENT (cont.)

Analyzing and Issuing Refunding Bonds, Best Practice, February 2011

INTERNAL REVENUE SERVICE PUBLICATIONS

Tax Exempt Bond FAQs Regarding Record Retention Requirements

Tax-Exempt Governmental Bonds, Publication 4079, rev. 2016

U.S. GOVERNMENT ACCOUNTABILITY OFFICE PUBLICATIONS

Internal Control System Checklist

WEBSITES

California Debt and Investment Advisory Commission: www.treasurer.ca.gov/cdiac

Government Finance Officers Association: www.gfoa.org

Internal Revenue Service: www.irs.gov

Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA):
www.emma.msrb.org

U.S. Government Accountability Office: www.gao.gov

U.S. Securities and Exchange Commission: www.sec.gov

Chino Valley Unified School District

POLICY ADOPTED:

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

DATE: February 2, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Suzanne Hernandez, Ed.D., Director, 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:SH:RR:mcm

CERTIFICATED PERSONNEL

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

CANDELARIA, Ryan	FROM: Assistant Principal - ES TO: Assistant Principal- JHS	Glenmeade ES Ramona JHS	02/03/2017
BROWN, Melissa	FROM: Assistant Principal - JHS TO: Assistant Principal - HS	Ramona JHS Chino HS	02/03/2017

HIRED AT APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2016/2017 SCHOOL YEAR

REYES, Brianda	Special Education Teacher	Cattle ES	02/03/2017
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RETIREMENTS

MUNOZ-RODRIGUEZ, Martha (21 years of service)	Elementary Teacher	Walnut ES	06/03/2017
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APPOINTMENT – EXTRA DUTY – GRADE LEVEL CHAIR

STAUNTON, Marcia	4-6 Grade Level Chair	Cortez ES	12/12/2016
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APPOINTMENT – EXTRA DUTY – DEPARTMENT CHAIR

FRANCIS, Carolyn	Dept. Chair Special Education	Ayala HS	02/02/2017
UY, Erika	Dept. Chair Special Education	Ayala HS	02/02/2017

APPOINTMENT – EXTRA DUTY

ALLEN, Jeffrey	Track & Field (GF)	Ayala HS	02/03/2017
AMELUXEN, John	Softball (GF)	Ayala HS	02/03/2017
AMMENTORP, Richard	Baseball (GF)	Ayala HS	02/03/2017
BARD, Gregory (NBM)	Softball (GF)	Ayala HS	02/03/2017
CAMPBELL, Amy	Softball (B)	Ayala HS	02/03/2017
DUNHAM, Emily (NBM)	Track & Field (GF)	Ayala HS	02/03/2017
KING, Derek	Baseball (GF)	Ayala HS	02/03/2017
KLEIBACKER, Christian	Track & Field (GF)	Ayala HS	02/03/2017
KUHN, Dylan	Baseball (B)	Ayala HS	02/03/2017

CERTIFICATED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
LUNCZ, Pamela (NBM)	Swim (B)	Ayala HS	02/03/2017
MACRORIE, Neil (NBM)	Track & Field (GF)	Ayala HS	02/03/2017
MARCEAU, Paul	Swim (GF)	Ayala HS	02/03/2017
MOUNT, Robert	Swim (B)	Ayala HS	02/03/2017
ROWLAND, Michael Jr. (NBM)	Baseball (B)	Ayala HS	02/03/2017
TOGNETTI, Carolyn (NBM)	Swim (B)	Ayala HS	02/03/2017
VOGT, Christopher	Baseball (B)	Ayala HS	02/03/2017
YOUNG, Wayne (NBM)	Softball (GF)	Ayala HS	02/03/2017
ARREOLA, Eder (NBM)	Boys Soccer (B)	Chino HS	02/03/2017
AVALOS, Richard (NBM)	Tennis (B)	Chino HS	02/03/2017
BRANSKE, Garrett (NBM)	Baseball (B)	Chino HS	02/03/2017
COLINCO, Clyde	Golf (GF)	Chino HS	02/03/2017
CROCKEM, Ronald	Track & Field (GF)	Chino HS	02/03/2017
HARREN, Ashley (NBM)	Swim (GF)	Chino HS	02/03/2017
HINKLE, Michael	Tennis (GF)	Chino HS	02/03/2017
HOWER, Joshua (NBM)	Swim (GF)	Chino HS	02/03/2017
HOWER, Teresa (NBM)	Swim (GF)	Chino HS	02/03/2017
PARRELL, Jessica (NBM)	Track & Field (B)	Chino HS	02/03/2017
PRATT, Joshua (NBM)	Tennis (B)	Chino HS	02/03/2017
RUIZ RIOS, Leonel (NBM)	Tennis (B)	Chino HS	02/03/2017
VALENZUELA, Benito	Golf (B)	Chino HS	02/03/2017
RANGEL, Meilessah (NBM)	Girls Soccer (B)	Chino Hills HS	02/03/2017
ABEL, Jeffrey	Baseball (GF)	Don Lugo HS	02/03/2017
CARLSON, Kenneth (NBM)	Softball (B)	Don Lugo HS	02/03/2017
CELESTINO, Raquel (NBM)	Swim (GF)	Don Lugo HS	02/03/2017
CHEEVER, Gary (NBM)	Swim (GF)	Don Lugo HS	02/03/2017
CLARK, Richard (NBM)	Golf (B)	Don Lugo HS	02/03/2017
GONZALEZ, Chelsey (NBM)	Band (B)	Don Lugo HS	02/03/2017
HORSLEY, Christopher	Golf (GF)	Don Lugo HS	02/03/2017
KNOWLES, Eve (NBM)	Volleyball (GF)	Don Lugo HS	02/03/2017
LANGWASSER, Charles (NBM)	Track & Field (GF)	Don Lugo HS	02/03/2017
LIZER, Toby	Swim (GF)	Don Lugo HS	02/03/2017
MAKOROW, Scott (NBM)	Baseball (B)	Don Lugo HS	02/03/2017
MCKEE, Herbert (NBM)	Baseball (GF)	Don Lugo HS	02/03/2017
MILLER, Jeffrey (NBM)	Baseball (B)	Don Lugo HS	02/03/2017
SINCLAIR, Timothy (NBM)	Baseball (GF)	Don Lugo HS	02/03/2017
VALENZUELA, Joseph (NBM)	Band (B)	Don Lugo HS	02/03/2017
		TOTAL:	\$70,755.00

CERTIFICATED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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DELETE – EXTRA DUTY – GRADE LEVEL CHAIR

PARGA, Marcia	4-6 Grade Level Chair	Cortez ES	12/09/2016
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DELETE – EXTRA DUTY – DEPARTMENT CHAIR

REAMS, Robert	Dept. Chair Special Education	Ayala HS	02/01/2017
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**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2016,
THROUGH JUNE 30, 2017**

DE GRAAF, Anna

CLASSIFIED PERSONNEL

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

APPOINTMENT

EWELL, Karina	IA/Childhood Ed. (CDF)	Rolling Ridge FC	02/03/2017
NOLTE, Mary	Secondary Library Media Center Asst. (GF)	Ramona JHS	02/03/2017
STICKLES, Valerie	IA/Special Ed. (SELPA/GF)	Don Lugo HS	02/03/2017
WIEBELT, Heidi	IA/Computer Asst. Instr. (GF)	Alternative Ed.	02/03/2017
HERNANDEZ OLVERA, Oscar	Groundswoker I (GF)	Maintenance	02/03/2017
MONTOYA, Eric	Warehouse Delivery Worker (GF)	Maintenance/ Warehouse	02/03/2017

PROMOTION

GOMEZ, Jimmy	FROM: Personnel Clerk III 8 hrs./261 contract days TO: Admin. Secretary I (GF) 8 hrs./261 contract days	Human Resources Health Services	02/17/2017
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CHANGE IN ASSIGNMENT

BILLINGS, Lisa	FROM: IA/Special Ed. (SELPA/GF) 3.5 hrs./181 work days TO: IA/Special Ed. (SELPA/GF) 5 hrs./181 work days	Ayala HS Ayala HS	02/03/2017
FARIAS, Ruth	FROM: Counseling Assistant (GF) 3 hrs./215 work days and School Secretary I (GF) 4 hrs./215 work days TO: Account Clerk III (GF) 8 hrs./261 contract days	CVLA Business Services	02/03/2017

ADDITIONAL ASSIGNMENT

JARVIS, Shelly	Child Care Specialist (CDF)	Butterfield Ranch FC	02/03/2017
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CLASSIFIED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
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RESIGNATION

NIGRO, Danny	Nutrition Services Asst. I (NS)	Cal Aero K-8	01/27/2017
HARBIN, Theresa	IA/Special Ed. (SELPA/GF)	Don Lugo HS	01/27/2017

RETIREMENT

MOORE, Lynece (12 years of service)	Health Technician (GF)	Cortez ES	03/01/2017
LANDRY, Alicia (30 years of service)	Bus Driver (GF)	Transportation	07/01/2017

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

VALDEZ, Denise	IA/SPED/SH	Magnolia JHS
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APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2016, THROUGH JUNE 30, 2017

DARROW, Cody

- | | |
|--|--|
| (504) = Federal Law for Individuals with Handicaps | (G) = Grant Funded |
| (ACE) = Ace Driving School | (GF) = General Fund |
| (ASB) = Associated Student Body | (HBE) = Home Base Education |
| (ASF) = Adult School Funded | (MM) = Measure M – Fund 21 |
| (ATE) = Alternative to Expulsion | (MAA) = Medi-Cal Administrative Activities |
| (B) = Booster Club | (MH) = Mental Health – Special Ed. |
| (BTSA) = Beginning Teacher Support & Assessment | (NBM) = Non-Bargaining Member |
| (C) = Categorically Funded | (ND) = Neglected and Delinquent |
| (CAHSEE) = California High School Exit Exam | (NS) = Nutrition Services Budget |
| (CC) = Children’s Center (Marshall) | (OPPR) = Opportunity Program |
| (CDF) = Child Development Fund | (PFA) = Parent Faculty Association |
| (CSR) = Class Size Reduction | (R) = Restricted |
| (CVLA) = Chino Valley Learning Academy | (ROP) = Regional Occupation Program |
| (CWY) = Cal Works Youth | (SAT) = Saturday School |
| (E-rate) = Discount Reimbursements for Telecom. | (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: February 2, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Suzanne Hernandez, Ed.D., Director, Human Resources
Richard Rideout, Director, Human Resources

SUBJECT: INTERNSHIP AGREEMENT WITH BIOLA UNIVERSITY

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BACKGROUND

Internship agreements 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 internship agreement with Biola University.

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

RECOMMENDATION

It is recommended the Board of Education approve the internship agreement with Biola University.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

BIOLA UNIVERSITY, SCHOOL OF EDUCATION

Teaching Internship Agreement

THIS AGREEMENT is entered into by and between Biola University, Inc. hereinafter called “University,” and **CHINO VALLEY UNIFIED SCHOOL DISTRICT**, hereinafter called “Affiliate.”

In consideration of the mutual promises and conditions set forth below, University and Affiliate (collectively referred to as “Party” or “Parties”) hereby agree as follows:

1. TERM OF AGREEMENT AND EARLY TERMINATION CLAUSE. This Agreement shall be in effect from ____ through ____ (“Term”). Either Party may terminate this Agreement during the Term by notifying the other Party with at least thirty (30) days’ advance written notice of the intention to terminate; however, any such termination by the Affiliate will not be effective against any Intern who at the date of mailing of said notice by the Affiliate was participating in said program until such Intern has completed the program as initially agreed upon.

2. UNIVERSITY INTERN PROGRAM(S) INCLUDED

Education Specialist Intern Program in areas of Mild/Moderate

3. INTERN QUALIFICATION. University shall verify each of the following, as applicable, for all candidates admitted to this internship program (hereinafter referred to as an “Intern”):

- A. Intern holds a baccalaureate or higher degree from a regionally accredited institution of postsecondary education (Education Code Section 44453).
- B. Intern has completed all pre-service preparation according to the requirements of the credential program (special education), as applicable (Education Code Section 44320(d), CCTC Common Standards 4, 5, 7, 8, 11, 12, and 13).
- C. Each Intern has met the subject matter requirement for the subject area(s) in which the Intern is authorized to teach (Education Code Section 44325(c)(3)).
- D. Each Intern has satisfied Educational Basic Skills Proficiency by passing **one (1)** of the following (Education Code Sections 44252 and 44830):
 - (1) CBEST;
 - (2) SAT;
 - (3) ACT; or
 - (4) AP exam.

4. INTERN SUPERVISION. University shall provide for the supervision of each Intern (“Supervisor”); however, Affiliate shall provide an Affiliate support person or personnel for each Intern (“Support”) (Education Code Section 44462) at the time of hire. Every Supervisor shall possess:

- A. Current knowledge in the subject matter taught;
- B. An understanding of the context of public schooling;
- C. The ability to model best professional practices in teaching and learning, scholarship, and service;
- D. Knowledge of diverse abilities including cultural, language, ethnic, and gender diversity;
- E. A thorough grasp of the academic standards, frameworks, and accountability systems that drive public school curricula; and
- F. A commitment to provide support and supervision related to needs of English learners.

5. **INTERN ASSIGNMENT.** Affiliate shall assign each Intern to assume the functions, which are authorized by said Intern's teaching credential (Education code Section 44454). University stipulates that Intern's services meet the instructional or service needs of the participating Affiliate(s) (Education Code Section 44458). Public school districts, county offices, and non-public schools are eligible for the Special Education program (Education Code Section 44321 and 44452)
6. **TENURE.** Affiliate understands that no Intern shall acquire tenure while serving with an internship credential. A person who, after completing an authorized teaching internship program, is employed for at least one complete school year in a position requiring certification qualifications by the Affiliate that employed the person as an intern during the immediately preceding school year and who is reelected for the subsequent school year to a position requiring certification qualifications shall, at the commencement of the subsequent school year, be eligible for tenure (Education Code Section 44466).
7. **AGREEMENT GENERAL TERMS**
 - A. Affiliate shall hire each Intern on a part-time or full-time probationary or temporary contract with full pay and benefits.
 - B. Affiliate shall permit each Intern to use accrued leave or unpaid time, if necessary, to attend class at University during the University semester, allowing sufficient travel time, when each Intern has notified the Affiliate of needed release time prior to assignment and with the acknowledgement that said class may begin as early as 4:00 p.m.
 - C. Affiliate shall make every attempt, within the constraints of openings available, to place each Intern in a teaching situation which will maximize first year success (supportive principal, available peer support, class selection, etc.).
 - D. Affiliate and University will cooperate with the oversight, operation, and evaluation of the program (CCTC Common Standards 3, 4, 7, 8, & 9).
 - E. Affiliate shall appoint, maintain, evaluate, and compensate trained Support at each Intern's work site. In addition, Affiliate shall define and document the type and frequency of support services to be provided including identification of protected time for Support to work with each Intern within the school day.
 - F. Affiliate shall document that Support personnel hold 1) a valid corresponding Clear or Life Credential, and 2) a minimum of three (3) years of successful teaching experience. In addition, if specified English Learner support is to be provided, Affiliate shall document that Support personnel (e.g. mentor, principal, or other) also hold an English Learner Authorization in addition to the other requirements stated herein (CCTC Common Standard 8).
 - G. Affiliate shall provide each Intern with a full range of teaching responsibilities indicative of a full-time teacher.
 - H. Affiliate and University will cooperate regarding the provision and documentation of the minimum 144 hours of support and supervision, inclusive of 45 hours English Learner support per school year, adjusted as needed, for each Intern who does not have a current English Learner Authorization or passing score on CTEL. University will provide support/mentoring documentation and monitor the process.
 - I. Affiliate shall work with University to provide evaluations of each Intern as required for credential decisions (CCTC Common Standard 9).

- J. Affiliate has the option to designate an administrator and/or teacher representative to serve on the Internship Advisory Board which meets once each semester as needed.
- K. University internship program coordinators shall coordinate meeting of the Internship Advisory Boards(s) (Intern Precondition 8).
- L. University shall guide the development of the individual plan for mentoring support and professional development of each Intern in consultation with the Intern and the Affiliate (CCTC Common Standard 6).
- M. This Agreement certifies that Interns will not displace certificated employees in the participating school districts (CCTC Precondition). It further certifies that when an Intern is hired, there are no available qualified, certificated persons holding the credential.
- N. Affiliate agrees to promptly and thoroughly investigate any complaint by any Intern of unlawful discrimination or harassment at Affiliate's schools or classrooms or involving employees or agents of Affiliate, to take prompt and effective remedial action when unlawful discrimination or harassment is found to have occurred, and to promptly notify University of the existence and outcome of any complaint of unlawful discrimination or harassment by, against, or involving any Intern.

8. AGREEMENT PROVISIONS

A. INDEMNIFICATION

- I. Affiliate agrees to indemnify, defend and hold University, its trustees, officers, employees, agents and representatives, free and harmless from all claims, demands, losses, costs, expenses, liabilities and damages, including attorneys' fees and costs, arising from any negligent act or omission or intentional conduct of Affiliate, its trustees, officers, employees, agents and representatives, regarding the subject matter of this Agreement.
- II. University agrees to indemnify, defend and hold Affiliate, its trustees, officers, employees, agents and representatives, free and harmless from all claims, demands, losses, costs, expenses, liabilities and damages, including attorneys' fees and costs, arising from any negligent act or omission or intentional conduct of University, its trustees, officers, employees, agents and representatives, regarding the subject matter of this Agreement.

B. INSURANCE

- I. Each Party, at their own expense, shall carry the following insurance coverage in connection with and during the term of this Agreement and will furnish copies of insurance certificates upon request:
 - i. Commercial General Liability Insurance in the amount of \$1,000,000 per occurrence and \$3,000,000 aggregate, including an additional insured endorsement naming the other Party as an additional insured.
 - ii. Professional Liability Insurance in the amount of \$1,000,000 per occurrence and \$3,000,000 aggregate.
 - iii. Workers' Compensation Insurance as required by law.
 - iv. Business Auto Liability Insurance in the amount of \$1,000,000.

9. **FINGERPRINT CLEARANCE.** In accordance with California Penal Code section 11105.3, Interns will not be placed at Affiliate with unsupervised access to children until a background check by the Department of Justice, including fingerprint clearance, is completed and received by Affiliate. Subsequent arrest records received by Affiliate will be cause for Affiliate review of continued student suitability. Affiliate will be the sole determiner if it is deemed that a student will be removed from the assignment.
10. **ATTORNEY'S FEES.** If any legal action is necessary to enforce the terms of this Agreement or to settle a dispute concerning this Agreement, the prevailing Party shall be entitled to reasonable attorneys' fees and court costs in addition to any other relief to which that Party may be entitled.
11. **GOVERNING LAW.** This Agreement will be governed by and construed in accordance with the laws of the State of California. The language of this Agreement shall be construed as a whole according to its fair meaning, and not strictly for or against any of the Parties hereto.
12. **WAIVER/SEVERABILITY.** The Parties agree that no waiver by either Party of any particular provision or right under this Agreement shall be deemed to be a waiver of any other provision or right herein. The Parties further agree that each provision or term of this Agreement is intended to be severable from the others so that if any particular provision or term hereof is or determined to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remaining provisions and terms hereof.
13. **INTEGRATION.** This Agreement contains the entire agreement among the Parties hereto with respect to the subject matter hereof, and supersedes any prior agreement between the Parties. No provision may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by both Parties. No agreements or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made or relied upon by either Party which are not expressly set forth in this Agreement.
14. **EXECUTION.** This Agreement may be executed in counterparts, and a facsimile or duly authorized electronic signature shall have the same force and effect as an original signature penned in ink.
15. **NOTICES.** Any and all notices required or permitted by this Agreement shall be deemed to have been duly given if written and delivered using an independently traceable means of delivery to the following address, as applicable:

UNIVERSITY:

AFFILIATE:

Biola University

Chino Valley Unified School District

Attn: Corporate Legal Dept.

Attn: Lea Fellows, Human Resources

13800 Biola Avenue

5130 Riverside Drive

La Mirada, CA 90639

Chino, CA 91710

WITNESS WHEREOF, this Agreement has been executed by the authorized Parties as of the dates written below.

BIOLA UNIVERSITY, INC.:

AFFILIATE:

Signed: _____

Signed: _____

Print: _____

Print: _____

Title: _____

Title: _____

Date: _____

Date: _____

**Union Bargaining Unit Representative
(if required):**

Signed: _____

Print: _____

Title: _____

Date: _____

Bargaining Unit (if applicable): _____

If Board Approval is Required:

BOARD APPROVAL DATE: _____

Chino Valley Unified School District

Our Motto:

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

DATE: February 2, 2017
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: 2016/2017 FIRST SEMESTER STUDENT EXPULSION REPORT

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BACKGROUND

In order to provide the Board of Education with regular and summative expulsion information, an expulsion report will be presented on a semester basis. This report will indicate the number of students recommended for expulsion, the offense, and the disposition of each case. The first semester of 2016/2017 there were 30 students recommended for expulsion, 16 students were expelled. At the time of this report, two cases are in pending status.

In accordance with Board Policy 5144.1, policies and standards of behavior consistent with the Education Code are established 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 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 or serious nature, expulsion is used only when there is a history of misconduct, when other means of correction, including other forms of discipline such as suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to him/herself or others.

The zero-tolerance approach makes the removal of potentially dangerous students from the classroom a top priority, ensures fair and equal treatment of all students, and requires that all offenders be punished to the fullest extent allowed by law. The Education Code mandates recommendations for expulsion in a number of instances, with discretion to actually impose expulsion vested in the final decision of the District's Board of Education after an evidentiary hearing has been held before a District expulsion hearing panel.

Before the expulsion process starts, site administration shall immediately report to the Superintendent or designee any incidence of offenses specified in law, board policy and administrative regulation as cause for suspension or expulsion.

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 2016/2017 First Semester Student Expulsion Report.

FISCAL IMPACT

None.

WMJ:NE:SJ:jg:ss

Expulsion Hearing Administrative Panel/Board Recommendation Each expelled pupil is ordered to complete a plan of rehabilitation prior to application for readmission.		Full Expulsion	Suspended Enforcement	Program Referral		Time Frame			Revocation of Recommendation	
				District	County	1 semester	2 semesters	1 year	School Site Principal	Expulsion Hearing Panel or Board Decision
48900(a)(1)	Caused, attempted to cause, or threatened to cause physical injury.	3		3			3		3	1
48900(a)(2)	Willfully used force or violence upon another person, except in self-defense.	1		1			1			
48900(b)	Possessed, sold, or furnished a firearm, knife, explosive, or other dangerous object.	1		1			1			
48900(c)	Possessed, used, sold, or furnished, or been under the influence of a controlled substance, an alcoholic beverage, or an intoxicant of any kind.								1	
48900(d)	Offered, arranged, or negotiated to sell a controlled substance, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.									
48900(e)	Committed or attempted to commit robbery or extortion.	1		1			1			
48900(f)	Caused or attempted to cause damage to school property or private property.	2		2			2			1
48900(g)	Stole, or attempted to steal, school property or private property.									
48900(h)	Possessed or used tobacco, or products containing tobacco or nicotine products.									
48900(i)	Committed an obscene act or engaged in profanity or vulgarity.									
48900(j)	Possessed or offered, arranged, or negotiated to sell drug paraphernalia.									
48900(k)(1)	Disrupted school activities or willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel.									
48900(l)	Knowingly received stolen school property or private property.									
48900(m)	Possessed an imitation firearm.									
48900(n)	Committed or attempted to commit a sexual assault or committed a sexual battery.									
48900(o)	Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.									
48900(p)	Offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.									
48900(q)	Engaged in, or attempted to engage in, hazing.									
48900(r)	Engaged in an act of bullying.									
48900(t)	A pupil who aids or abets, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion.									
48900.2	Committed sexual harassment. (Applicable to grades 4-12, only.)	1		1			1			
48900.3	Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. (Applicable to grades 4-12, only.)									
48900.4	Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils by creating an intimidating or hostile educational environment. (Applicable to grades 4-12, only.)									

Expulsion Hearing Administrative Panel/Board Recommendation		Full Expulsion	Suspended Enforcement	Program Referral		Time Frame			Revocation of Recommendation	
				District	County	1 semester	2 semesters	1 year	School Site Principal	Expulsion Hearing Panel or Board Decision
Each expelled pupil is ordered to complete a plan of rehabilitation prior to application for readmission.										
48900.7	Made terroristic threats against school officials and/or school property.									
48915(a)(1)(A)	Causing serious physical injury to another person, except in self-defense.	2		2			2		1	1
48915a(1)(B)	Possession of any knife or other dangerous object-of no reasonable use to the pupil.									
48915(a)(1)(C)	Unlawful possession of any controlled substance except for one of the following: (i) The first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis. (ii) The possession of over the counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.	3		3			3			1
48915(a)(1)(D)	Robbery or extortion.									
48915(a)(1)(E)	Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee. An assault is an unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another. A battery is any willful and unlawful use of force or violence upon the person of another.								2	
48915(c)(1)	The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds: (1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory, but it is an offense for which suspension, or expulsion may be imposed.									
48915(c)(2)	Brandishing a knife at another person.	1			1			1	1	
48915(c)(3)	Selling a controlled substance.	1		1				1		
48915(c)(4)	Committing or attempting to commit a sexual assault or committing sexual battery as defined in subdivision (n) of Section 48900.									
48915(c)(5)	Possession of an explosive.									
TOTALS		16		15	1		14	2	8	4

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: February 2, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Suzanne Hernandez, Ed.D., Director, Human Resources
Richard Rideout, Director, Human Resources

SUBJECT: REVISION OF BOARD POLICY 4117.2 ALL PERSONNEL – RESIGNATION

=====

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 4117.2 All Personnel – Resignation is being revised to include the classified and management number sequence to the policy as GAMUT recommended.

New numbers are provided in **bold** 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 4117.2 All Personnel – Resignation.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

RESIGNATION

Any District employee who desires to resign his/her position shall submit, in writing, using the notice of resignation/retirement form or a formal letter, which indicates the date which the employee intends as his/her last day at work. A written notice of resignation shall be filed with the Superintendent or designee. The Board of Education encourages employees to provide advance notice that is appropriate for the position they hold.

The effective date of the resignation shall be a date not later than the close of the school year during which the resignation is received.

Except as otherwise provided for in the specific Collective Bargaining Agreement, the Superintendent or designee is authorized to accept the written resignation of any employee on behalf of the Board of Education, and the resignation shall be effective immediately on acceptance of the Superintendent or designee. A resignation presented to and accepted by the Superintendent or designee may not be withdrawn by the employee. The Board shall ratify the Superintendent's or designee's action at a regularly scheduled meeting.

If a certificated employee leaves District service during the school year without obtaining acceptance of his/her resignation, or if he/she leaves before the effective date of the resignation, the Superintendent or designee shall report this fact, with supporting evidence, to the California Commission on Teacher Credentialing.

Legal Reference:

EDUCATION CODE

35161 Board delegation of any powers or duties

44420 Failure to fulfill contract as ground for suspension of diplomas and certificates

44433 Unauthorized departure from service as unprofessional conduct

44930 Acceptance and date of resignation

45201 Power to accept resignation

CODE OF REGULATIONS, TITLE 5

80303 Reports of change in employment status

80304 Notice of sexual misconduct

COURT DECISIONS

American Federation of Teachers, Local #1050 v. Board of Education of Pasadena Unified School District, (1980) 107 Cal.App.3d 829

Chino Valley Unified School District

Policy adopted: November 16, 1995

Revised: March 23, 2000

Revised: June 13, 2013

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: February 2, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources
Suzanne Hernandez, Ed.D., Director, Human Resources
Richard Rideout, Director, Human Resources

**SUBJECT: NEW ADMINISTRATIVE REGULATION 4222 PERSONNEL –
TEACHER AIDES/PARAPROFESSIONALS**

=====

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 4222 Personnel – Teacher Aides/ Paraprofessionals is being developed to stay in compliance with the Every Student Succeeds Act (P.L. 114-95). The regulation also consolidates options for the requirement that paraprofessionals demonstrate proficiency in reading, writing, and mathematics equivalent to or exceeding the proficiency required for high school seniors.

New language is provided in UPPER CASE.

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 new Administrative Regulation 4222 Personnel – Teacher Aides/ Paraprofessionals.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

TEACHER AIDES/PARAPROFESSIONALS

QUALIFICATIONS

NO PERSON SHALL BE INITIALLY ASSIGNED TO ASSIST IN INSTRUCTION AS A PARAPROFESSIONAL UNLESS HE/SHE HAS DEMONSTRATED PROFICIENCY IN READING, WRITING, AND MATHEMATICS SKILLS UP TO OR EXCEEDING THAT REQUIRED FOR LOCAL HIGH SCHOOL SENIORS PURSUANT TO EDUCATION CODE 51220(A) AND (F). (Education Code 45330, 45344.5, 45361.5)

DUTIES

A PARAPROFESSIONAL SHALL PERFORM ONLY SUCH DUTIES PERFORMED BY A PERSON NOT LICENSED AS A CLASSROOM TEACHER. THESE DUTIES SHALL NOT INCLUDE ASSIGNMENT OF GRADES TO STUDENTS. (Education Code 45330)

THE TEACHER SHALL RETAIN RESPONSIBILITY FOR THE INSTRUCTION AND SUPERVISION OF THE STUDENTS IN HIS/HER CHARGE. (Education Code 45344)

(cf. 4112.2 - Certification)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6171 - Title I Programs)

Chino Valley Unified School District
REGULATION APPROVED: