



CHINO VALLEY
UNIFIED SCHOOL DISTRICT

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

BOARD OF EDUCATION

AGENDA

April 20, 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

4:10 p.m. – Closed Session • 7:00 p.m. – Regular Meeting

April 20, 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.
- Order of business is approximate and subject to change.

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:10 P.M.

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

Discussion and possible action (times are approximate):

- a. Conference with Legal Counsel - Existing Litigation (Government Code 54954.4(c) and 54956.9)(d)(1): Federal District Court, Case No. EDCV 14-2336-JGB (DTBx) Freedom from Religion Foundation vs. Chino Valley Unified School District Board of Education. (Tyler & Bursch, LLP) (15 minutes)
- b. Student Admission Matter (Education Code 35146, 48916 (c)): Case 16/17-07A. (5 minutes)
- c. 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. (60 minutes)
- d. Public Employee Discipline/Dismissal/Release (Government Code 54957): (45 minutes)
- e. Public Employee Appointment (Government Code 54957): Elementary assistant principal. (15 minutes)
- f. 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. PRESENTATIONS

1. Student Showcase: Woodcrest JHS
2. Don Lugo HS Quest News
3. Student Support Services Recognition
4. Local Control and Accountability Plan*

**indicates addition*

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

II. CONSENT

Motion ____ Second ____
Preferential Vote: ____
Vote: Yes ____ No ____

II.A. ADMINISTRATION

II.A.1. Minutes of the Regular Meeting of April 6, 2017

Page 6 Recommend the Board of Education approve the minutes of the regular meeting of April 6, 2017.

II.B. BUSINESS SERVICES

II.B.1. Warrant Register

Page 13 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

II.B.2. Fundraising Activities

Page 14 Recommend the Board of Education approve/ratify the fundraising activities.

II.B.3. Donations

Page 16 Recommend the Board of Education accept the donations.

II.B.4. Legal Services

Page 18 Recommend the Board of Education approve payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud & Romo; Chidester, Margaret A. & Associates; and McCune & Harber, LLP.

II.B.5. Resolution 2016/2017-34 Temporary Borrowing Between Funds of the School District

Page 19 Recommend the Board of Education adopt Resolution 2016/2017-34 Temporary Borrowing Between Funds of the School District.

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

II.C.1. Student Admission Case 16/17-07A

Page 21 Recommend the Board of Education approve the student admission case 16/17-07A.

II.C.2. School-Sponsored Trip

Page 22 Recommend the Board of Education approve/ratify the school-sponsored trip for Hidden Trails ES.

II.C.3. Proclamation for National School Nurse Day on May 10, 2017

Page 23 Recommend the Board of Education adopt the proclamation for National School Nurse Day on May 10, 2017.

II.C.4. Resolution 2016/2017-35 Assembly Bill 312: Special Education Preschool and Funding Equity

Page 25 Recommend the Board of Education adopt Resolution 2016/2017-35 Assembly Bill 312: Special Education Preschool and Funding Equity.

II.D. FACILITIES, PLANNING, AND OPERATIONS

II.D.1. Purchase Order Register

Page 28 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 29 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

II.D.3. Surplus/Obsolete Property

Page 32 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

II.D.4. Notice of Completion for CUPCCAA Projects

Page 34 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Projects.

II.D.5. Resolution 2016/2017-31 for Authorization to Utilize a Piggyback Contract

Page 36 Recommend the Board of Education adopt Resolution 2016/2017-31 for authorization to utilize a piggyback contract.

II.D.6. Approval of the Continued Use of Building Fund 21 for Funds Received from Measure G Proceeds

Page 40 Recommend the Board of Education approve the continued use of Building Fund 21 for funds received from Measure G Proceeds.

II.E. HUMAN RESOURCES

II.E.1. Certificated/Classified Personnel Items

Page 41 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

II.E.2. New Job Description for Printer/Publisher Operator

Page 46

Recommend the Board of Education:

- a) Approve the job description for Printer/Publisher Operator, and
- b) Authorize the creation of a Printer/Publisher Operator position.

II.E.3. Resolution 2016/2017-32 Day of the Teacher/Día Del Maestro

Page 50

Recommend the Board of Education adopt Resolution 2016/2017-32 Day of the Teacher/Día del Maestro.

II.E.4. Resolution 2016/2017-33 Classified Employees Week/Semana De Empleados Clasificados

Page 52

Recommend the Board of Education adopt Resolution 2016/2017-33 Classified Employees Week/Semana de Empleados Clasificados.

III. INFORMATION

III.A. ADMINISTRATION

III.A.1. Revision of Bylaws of the Board 9323—Meeting Procedures

Page 54

Recommend the Board of Education receive for information the revision of Bylaws of the Board 9323—Meeting Procedures.

III.B. FACILITIES, PLANNING, AND OPERATIONS

III.B.1. Report on the Cash Management Program

Page 60

Recommend the Board of Education receive for information the report on the cash management program.

IV. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

V. ADJOURNMENT

CHINO VALLEY UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
April 6, 2017

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 5:00 P.M.

1. Roll Call

President Orozco called to order the regular meeting of the Board of Education, Thursday, April 6, 2017, at 5:00 p.m. with Cruz, Feix, and Orozco present. Mr. Na arrived at 5:03 p.m. Mrs. Blair was absent during closed session.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Assistant Superintendent, Human Resources

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

Gregory J. Stachura, Asst. Supt., Facilities, Planning, & Operations

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Orozco adjourned to closed session at 5:00 p.m. regarding conference with legal counsel existing litigation; student discipline; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; public employee appointment: elementary assistant principal; and public employee performance evaluation: Superintendent.

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 7:00 p.m. The Board met in closed session from 5:00 p.m. to 6:45 p.m. regarding conference with legal counsel existing litigation; student discipline; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; public employee appointment:

elementary assistant principal; and public employee performance evaluation: Superintendent. No action was taken that required public disclosure.

2. Pledge of Allegiance

Mia Saenz, 6th grade student at Eagle Canyon ES, led the Pledge of Allegiance.

I.C. PRESENTATIONS

1. Student Showcase: Canyon Hills JHS

Teacher Jami Cabase accompanied Robotics Club students, who demonstrated their robotic projects.

2. 8th Annual Hit the Greens for Scholarships Donation

Tim Adams of School Portraits by Adams Photography presented a check to the District in the amount of \$32,133.86 representing the scholarship proceeds from the 8th Annual Golf Tournament.

3. Local Control and Accountability Plan

Grace Park, Assistant Superintendent of CIIS; Mary Salcido, Director of Access and Equity; and Ofelia Verdugo, Coordinator of Child Welfare, presented the Annual LCAP Update - Part II.

I.D. COMMENTS FROM STUDENT REPRESENTATIVE

None.

I.E. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Denise Arroyo said she was impressed with the robotics demonstration; spoke about recent CSEA layoffs; and announced that Patrick Gonzales, Rolling Ridge ES custodian, was selected as the San Bernardino County Classified Employee of the Year in Facilities, Maintenance, and Operations.

Todd Hancock, A.C.T., recognized students attending the meeting to fulfill class assignments; commended the Canyon Hills JHS robotics club's students; congratulated the CSEA unit member for being recognized as county employee of the year; acknowledged parent Sharon Duran as a recipient of the Community Outreach Action Team Award; congratulated the efforts of the golf tournament coordinators for raising scholarship funds; asked that information items IV.A.1 and IV.A.2. be pulled and explained his reason for the request; and requested per Article 3.4 of the Collective Bargaining Agreement that the Association place a consent item on the agenda in the event that the items are not pulled and move forward.

Tom Mackessy, CHAMP, said that he and Renae Ramsey, Butterfield Ranch ES assistant principal, attended the ACSA Advocates Legislative Action Day for ACSA and recapped ACSA's position on various educational issues; said that two District administrators, Mary Salcido and Karen Morales, will be recognized by the County on April 20; and said CHAMP high school scholarship applications are available from CHAMP members.

I.F. COMMENTS FROM COMMUNITY LIAISONS

None.

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

Mariza Verdugo addressed the Board regarding an RSP student; Scott Rossen, Karen Lane, and Mike Wendling addressed the Board regarding computers at Rhodes ES.

I.H. CHANGES AND DELETIONS

None.

II. ACTION**II.A. HUMAN RESOURCES****II.A.1. Resolution 2016/2017-28 Notice of Layoff of Certain Classified Staff Pursuant to Education Code 45117 and 45298**

Moved (Blair) seconded (Feix) carried unanimously (5-0, student representative voted yes) to adopt Resolution 2016/2017-28 Notice of Layoff of Certain Classified Staff pursuant to Education Code 45117 and 45298.

III. CONSENT

Andrew Cruz pulled for separate action item III.D.3.; Irene Hernandez-Blair pulled for separate action item III.C.5.; and Pamela Feix pulled for separate action item III.C.2. Moved (Na) seconded (Cruz) carried unanimously (5-0, student representative voted yes) to approve the remainder of the consent items.

III.A. ADMINISTRATION**III.A.1. Minutes of the Regular Meeting of March 16, 2017**

Approved the minutes of the regular meeting of March 16, 2017.

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 Chidester, Margaret A. & Associates; and McCune & Harber, LLP.

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

III.C.1. Student Expulsion Case 16/17-35

Approved the student expulsion case 16/17-35.

III.C.2. West End Special Education Local Plan Area Local Plan

Moved (Na) seconded (Cruz) carried unanimously (5-0, student representative voted yes) to approve the West End Special Education Local Plan Area Local Plan.

III.C.3. School Probation Officer Program for 2017/2018

Approved the School Probation Officer Program for 2017/2018.

III.C.4. School-Sponsored Trips

Approved/ratified the school-sponsored trips for Ayala HS.

III.C.5. Proclamation for Alcohol Awareness Month, April 2017

Moved (Blair) seconded (Feix) carried unanimously (5-0, student representative voted yes) to adopt the proclamation for Alcohol Awareness Month, April 2017

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

Moved (Na) seconded (Blair) carried unanimously (5-0, student representative voted yes) to declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

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

Approved the Notice of Completion for CUPCCAA Projects.

III.D.5. Resolutions 2016/2017-29, and 2016/2017-30 for Authorization to Utilize Piggyback Contracts

Adopted Resolutions 2016/2017-29, and 2016/2017-30 for authorization to utilize piggyback contracts.

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

Approved the revision of Board Policy 3311 Business and Noninstructional Operations—Bids.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Approved/ratified the certificated/classified personnel items.

III.E.2. Revision of the Job Description for Director of Communications

Approved the revision of the job description for Director of Communications.

III.E.3. Revision of Board Policy 4113 Certificated Personnel—Assignment

Approved the revision of Board Policy 4113 Certificated Personnel—Assignment.

IV. INFORMATION

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

IV.A.1. Revision of Board Policy 1160 Community Relations—Political Processes

Received for information the revision of Board Policy 1160 Community Relations—Political Processes.

IV.A.2. Revision of Board Policy and Administrative Regulation 4119.25, 4219.25, and 4319.25 All Personnel—Political Activities of Employees

Jennifer McDermott address the Board on this item. Received for information the revision of Board Policy and Administrative Regulation 4119.25, 4219.25, and 4319.25 All Personnel—Political Activities of Employees.

IV.A.3. Review of Administrative Regulation 5141.4 Students—Child Abuse Prevention and Reporting

Reviewed Administrative Regulation—5141.4 Students—Child Abuse Prevention and Reporting.

IV.A.4. Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for January through March 2017

Received for information the Williams Settlement Legislation Quarterly Uniform Complaint Report Summary for January through March 2017.

IV.B. FACILITIES, PLANNING, AND OPERATIONS

IV.B.1. Revision of Administrative Regulation 3543 Business and Noninstructional Operations—Transportation Safety and Emergencies

Received for information the revision of Administrative Regulation 3543 Business and Noninstructional Operations—Transportation Safety and Emergencies.

IV.C. HUMAN RESOURCES

IV.C.1. Request from a Member of the Public to Place a Statement on School Websites

Received for information the request from a member of the public to place a statement on school websites.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

Andrew Cruz spoke about the results of a survey regarding the overall quality of schools.

Irene Hernandez-Blair said April is Autism Awareness Month; spoke about the new report card system, and asked that academic recognition for deserving students be restored at elementary sites; reiterated her opposition to alcohol consumption or the perception of alcohol consumption during any school sponsored event; and said she visited Boys Republic HS and the Chino Valley Learning Academy.

James Na said that the Canyon Hills JHS robotics club teacher, Jami Cabase, donates equipment for students to use; spoke about people wanting to move into the area to attend District schools; and shared the words of a parent who said that all children are blessings and all lives are precious.

Pamela Feix announced the retirements of three of her former colleagues; spoke about a program at Boca Raton HS called "We Dine Together" aimed at students who feel segregated and socially isolated; and expressed her opinion regarding the proposed changes to Board Policy regarding political practices.

Superintendent Joseph made no comments.

President Orozco commended the Canyon Hills JHS robotics' team; announced the remaining retirees on the agenda; announced that the retirement recognition dinner location has been changed to the Chaffey College Chino Community Center; said that Mrs. Blair was not able to attend closed session because she attended son's freshman orientation; requested that Mr. Joseph speak to principals about not scheduling events on Board meeting nights, which are the first and third Thursdays of the month; restated her comments made at the December 2016 meeting of the Board regarding proposed changes to policy regarding political activities; attended the golf tournament; spoke about the Hall of Fame event; attended the Chino HS WASC event; attended the Chino HS bond community meeting; attended the Key Communicators meeting; attended the Ladies in Leadership meeting held at Boys Republic; and said that ROP is hosting its "Celebrating Student Success" awards ceremony on April 10 at 7:00 p.m. at Upland HS.

VI. ADJOURNMENT

President Orozco adjourned the regular meeting of the Board of Education at 9:05 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: April 20, 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

\$2,066,956.59 to all District funding sources.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: April 20, 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
April 20, 2017

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<u>Borba ES</u>		
PFA	Movie Night	4/21/17
PFA	After School Kona Ice Sale	5/11/17
PFA	Yogurtland Family Night Out	5/26/17
<u>Glenmeade ES</u>		
PTA	Hot Dog-On-A-Stick Sale at Open House	4/27/17
PTA	Tropical Kona Ice Sale at Open House	4/27/17
PTA	My Delight Cupcakery Sale at Open House	4/27/17
<u>Ayala HS</u>		
Drama Club	After School Willy Wonka Pizza Sale	4/21/17 - 4/29/17
Polynesian Club	Luau Ticket Sale	4/21/17 - 5/10/17
<u>Chino HS</u>		
Law/Justice Public Service Club	Frostbites Family Night Out	4/22/17
<u>Chino Hills HS</u>		
Aquatics Boosters	2017 CHHS Swim Invitational	4/21/17 - 4/22/17
Halo Club	Halo Dance for Autism Awareness	5/13/17
Girls Volleyball	Summer Camp Clinics	6/1/17 - 7/31/17
Girls Volleyball	After School Snack Sale	6/1/17 - 11/30/17
Girls Soccer	Summer Soccer Camp	6/6/17 - 6/8/17
<u>Don Lugo HS</u>		
#icanhelp	Mondays After School Pretzel Sale	4/21/17 - 5/15/17
Football	Powder Puff Football Ticket Sale	5/19/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: April 20, 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

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BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education accept the donations.

FISCAL IMPACT

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

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT
April 20, 2017

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<u>Supt. Office/Board of Education</u>		
Chino Association of Management Personnel	Cash	\$250.00
<u>Rhodes ES</u>		
Edison International	Cash	\$60.00

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: April 20, 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

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BACKGROUND

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

FIRM	MONTH	INVOICE AMOUNTS	2016/2017 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	February 2017	\$ 17,455.21	\$ 130,884.78
Chidester, Margaret A. & Associates	February 2017	\$111,191.04	\$ 824,194.70
McCune & Harber, LLP	March 2017	\$ 2,207.91	\$ 6,912.91
Parker & Covert LLP	-	-	\$ 1,224.00
	Total	\$130,854.16	\$ 963,216.39

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 offices of Atkinson, Andelson, Loya, Ruud & Romo; Chidester, Margaret A. & Associates; and McCune & Harber, LLP.

FISCAL IMPACT

\$130,854.16 to the General Fund.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: April 20, 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: RESOLUTION 2016/2017-34 TEMPORARY BORROWING
BETWEEN FUNDS OF THE SCHOOL DISTRICT**

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BACKGROUND

The cash flow of revenues for certain funds in the District does not always match the cash flow of expenditures during that year. When a mismatch between receipt of projected revenues and ongoing expenditures occur, it could cause a shortage of cash.

Interfund borrowing is a form of borrowing on a temporary basis between other available funds of the District. Education Code 42603 specifies that the governing board of any school district may direct funds to be temporarily transferred to another fund or account of the District. Interfund borrowing must be repaid in the same fiscal year, or the following year, if borrowing takes place within 120 days of fiscal year end.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-34 Temporary Borrowing Between Funds of the School District.

FISCAL IMPACT

None.

WMJ:SHC:LP:wc

**Chino Valley Unified School District
Resolution 2016/2017-34,
Resolution to Authorize Temporary Borrowing
Between Funds of the School District**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Education of the Chino Valley Unified School District hereby authorizes, for fiscal year 2017/2018, temporary transfers between the following funds and authorizes the San Bernardino County Treasurer to honor warrants drawn on those funds, regardless of their cash balances, provided the aggregate cash balance of all those funds is positive: All funds.
2. The Board of Education of the Chino Valley Unified School District hereby authorizes the Superintendent or his designee to approve any actual interfund transfers processed between the above-mentioned funds and requires that any actual transfer of funds pursuant to this resolution be ratified by the Board as soon as practicable.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 20th day of April 2017.

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: April 20, 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 ADMISSION CASE 16-17/07A

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BACKGROUND

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

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

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

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

RECOMMENDATION

Based upon the evidence presented to the Expulsion Hearing Administrative Panel, it is recommended the request regarding admission to the Chino Valley Unified School District be approved for case 16-17/07A.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

CHINO VALLEY UNIFIED SCHOOL DISTRICT

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DATE: April 20, 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

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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: Hidden Trails ES Event: Sacramento Field Trip Place: Sacramento, CA Chaperone: 12 students/7 chaperones	May 30, 2017	Cost: \$459.00 per student Funding Source: Parents

FISCAL IMPACT

None.

WMJ:GP:rtt

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Grace Park Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support
Laurel Mullally, Ed.D., Director, Health Services/Child Development

SUBJECT: PROCLAMATION FOR NATIONAL SCHOOL NURSE DAY ON MAY 10, 2017

=====

BACKGROUND

National School Nurse Day was created in 1972 to recognize school nurses and acknowledge their role in the educational setting. We celebrate on the Wednesday within National Nurse Week, which is May 8 through May 12.

In the United States more than 76,000 school nurses are stepping up to meet the new challenges facing today's students and improving the health and academic success of all students. National School Nurse Day accentuates the school nurse's vital role in promoting wellness to ensure healthy futures. It is essential that the entire school community work with the school nurse to stay informed on public health issues, the latest research, and policy that affects the health, well-being and safety of our students.

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 Nurse Day on May 10, 2017.

FISCAL IMPACT

None.

WMJ:GP:LM:rtt

**Chino Valley Unified School District
Proclamation
National School Nurse Day
May 10, 2017**

WHEREAS, children are the future and, by investing in them today, we are ensuring our world for tomorrow;

WHEREAS, all students have a right to have their health needs safely met while in the school setting;

WHEREAS, children today face more complex and life-threatening health problems requiring care in school;

WHEREAS, school nurses are professional nurses that advance the well-being, academic success, and life-long achievements of all students by providing a critical safety net for our nation's most fragile children;

WHEREAS, school nurses act as a liaison to the school community, parents, and health care providers on behalf of children's health;

WHEREAS, school nurses support the health and educational success of children and youth by developing and providing programs and leadership; and

WHEREAS, school nurses understand the link between health and learning and are in a position to make a positive difference for children every day.

NOW, THEREFORE, BE IT RESOLVED, the Board of Education of the Chino Valley Unified School District celebrates and acknowledges the accomplishments of school nurses everywhere and their efforts of meeting the needs of today's student by improving the effective delivery of health care in our schools and shows gratitude for the nation's school nurses, not just on this National School Nurse Day, but at every opportunity throughout the year.

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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: RESOLUTION 2016/2017-35 ASSEMBLY BILL 312: SPECIAL EDUCATION PRESCHOOL AND FUNDING EQUITY

=====

BACKGROUND

For decades, California's K-12 special education funding formula has provided different amounts of funding to Special Education Local Plan Areas – ranging from \$480 to \$930 per pupil. This inequity at the heart of our special education system disadvantages students and school districts.

Assembly Bill 312 will address these problems by requiring that funding be provided in future budget acts to support special education preschool and to equalize special education funding rates.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-35 Assembly Bill 312: Special Education Preschool and Funding Equity.

FISCAL IMPACT

None.

WMJ:GP:rtt

**Chino Valley Unified School District
Resolution 2016/2017-35
Funding for Children with Disabilities**

WHEREAS, special education is a federal and state mandated education program that entitles children with disabilities to receive a free appropriate public education; and

WHEREAS, California provides educational services to more than 713,000 children with identified disabilities; and

WHEREAS, California's neutral funding formula (Assembly Bill [AB] 602) does not adequately or equitably provide the necessary funding to pay for the increasing costs of providing educational services to students with disabilities; and

WHEREAS, special education AB 602 funding rates among Special Education Local Plan Areas (SELPA's) vary considerably without justification; and

WHEREAS, the Legislative Analyst's Office has consistently recommended that the Legislature equalize special education AB 602 funding rates; and

WHEREAS, there has been a significant increase in the population of preschool-age children with autism, many of whom require intensive services; and

WHEREAS, California does not fund average daily attendance (ADA) for preschool-aged children with disabilities; and

WHEREAS, preschool-age children with disabilities who receive high-quality care and education before kindergarten are 40% to 60% less likely to need special education interventions when they reach school age; and

WHEREAS, funding preschool programs for children with disabilities provides educational and social benefits that results in significant future cost savings to state and local educational agencies (LEA's); and

WHEREAS, in March 2015, the California Statewide Special Education Task Force issued a report recommending the state establish a new preschool funding mechanism and equalize AB 602 base funding rates; and

WHEREAS, the Governor's 2017-18 Budget proposal does not propose any additional funding to address these critical special education funding issues; and

WHEREAS, AB 312 (O'Donnell, D-Long Beach) would equalize AB 602 base funding rates and establish a funding mechanism for preschool programs for children with disabilities; and

WHEREAS, the Public Policy Institute of California (PPIC) suggests rolling \$3 billion of special education funding into each LEA's Local Control Funding Formula (LCFF) and is critical of the current SELPA governance structure

WHEREAS, our LEA opposes the PPIC recommendations to roll \$3 billion of special education funding into LCFF and supports maintaining the critical support provided by our SELPA to ensure all children receive the services to which they are entitled to under state and federal law; and

WHEREAS, the Chino Valley Unified School District supports increased funding for special education equalization and supports the creation of a preschool funding mechanism for children with disabilities as proposed in AB 312 (O'Donnell); and

THEREFORE, BE IT RESOLVED, that the Governing Board of the Chino Valley Unified School District urges Governor Jerry Brown and the California State Legislature to support and fund AB 312 (O'Donnell) and to reject the PPIC recommendations that would be harmful to our students with disabilities.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 20th day of April 2017.

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

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

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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

\$2,416,952.21 to all District funding sources.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: April 20, 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

FACILITIES, PLANNING, AND OPERATIONS	FISCAL IMPACT
F-1617-004 Flewelling & Moody. To provide architectural design services on various projects. Submitted by: Facilities, Planning, and Operations Duration of Agreement: April 21, 2017 – June 30, 2021	Contract amount: Per rate sheet Funding Source: Capital Facilities
F-1617-005 HMC Group. To provide architectural design services on various projects. Submitted by: Facilities, Planning, and Operations Duration of Agreement: April 21, 2017 – June 30, 2021	Contract amount: Per rate sheet Funding Source: Capital Facilities
F-1617-006 PJHM Architects. To provide architectural design services on various projects. Submitted by: Facilities, Planning, and Operations Duration of Agreement: April 21, 2017 – June 30, 2021	Contract amount: Per rate sheet Funding Source: Capital Facilities
F-1617-007 WLC Architects. To provide architectural design services on various projects. Submitted by: Facilities, Planning, and Operations Duration of Agreement: April 21, 2017 – June 30, 2021	Contract amount: Per rate sheet Funding Source: Capital Facilities
F-1617-008 J2 Builders. To provide constructability review services for various construction projects. Submitted by: Facilities, Planning, and Operations Duration of Agreement: April 21, 2017 – June 30, 2021	Contract amount: \$90.00 per hour Funding Source: Capital Facilities
F-1617-009 Marx Solutions. To provide access control project consulting services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: April 21, 2017 – June 30, 2021	Contract amount: \$100.00 per hour Funding Source: Capital Facilities

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
ES-1617-043 M1 Judith Aguilera, M.A., CCC-SP. To provide speech language pathology services. Submitted by: Special Education Duration of Agreement: September 16, 2016 – June 30, 2017 Original Agreement Board Approved: September 15, 2016	Name change to: Beyond Words Speech-Language Pathology Service, Inc. No change to contract amount.
F-1112-016 M1 Koppel & Gruber Public Finance. To provide CFD3 and CFD4 administration services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2014 – June 30, 2017 Original Agreement Board Approved: August 7, 2014	Extend contract term to June 30, 2020. No change to contract amount.
F-1112-017 M5 Koppel & Gruber Public Finance. To provide arbitrage calculations and compliance services, continuing disclosure, and developer fee justification services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: August 8, 2014 – June 30, 2017 Original Agreement Board Approved: August 7, 2014	Extend contract term to June 30, 2020. No change to contract amount.
F-1415-003 M1 The Liquidation Company. To provide auction services for surplus items. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2014 – June 30, 2017 Original Agreement Board Approved: June 26, 2014	Extend contract term to June 30, 2020. No change to contract amount.
F-1415-005 M1 PC Butler & Associates. To provide contractor pre-qualification services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2014 – June 30, 2017 Original Agreement Board Approved: June 26, 2014	Extend contract term to June 30, 2020. No change to contract amount.

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
F-1415-007 M1 John R. Byerly, Inc. To provide DSA required geo-technical testing, special inspection and laboratory services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2014 – June 30, 2017 Original Agreement Board Approved: August 7, 2014	Extend contract term to June 30, 2020. No change to contract amount.
F-1415-012 M1 Davis Demographics & Planning. To provide GIS data updates and demographics services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: August 8, 2014 – June 30, 2017 Original Agreement Board Approved: August 7, 2014	Extend contract term to June 30, 2020. No change to contract amount.
F-1516-002 M1 TYR Inspection Services. To provide DSA inspection services. Submitted by: Facilities, Planning, and Operations Duration of Agreement: July 1, 2015 – June 30, 2017 Original Agreement Board Approved: June 25, 2015	Extend contract term to June 30, 2020. No change to contract amount.
ES-1617-011 Pristine Rehab Care. To provide speech and occupational therapist services. Submitted by: Special Education Duration of Agreement: July 1, 2016 – June 30, 2017 Original Agreement Board Approved: May 19, 2016	Increase contract amount from \$195,000.00 to \$235,000.00 Funding Source: Special Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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**

April 20, 2017

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Teacher Desk (tan)			Eagle Canyon ES
Teacher Desk (black)			Eagle Canyon ES
Projector	Epson	29634/km3F920239L	Newman ES
Projector	Epson	29642/km3F921716L	Newman ES
Projector	Epson	29630/km3F921756L	Newman ES
Projector	Epson	29641/km3F920233L	Newman ES
Projector	Epson	29653/km3F8Y3936L	Newman ES
Projector	Epson	29629/km3F921572L	Newman ES
Projector	Epson	29638/km3F89B100L	Newman ES
Projector	Epson	29652/km3F920220L	Newman ES
Projector	Epson	38997/km3F170821L	Newman ES
Projector	Epson	29648/km3F921563L	Newman ES
Projector	Epson	29624/km3F921760L	Newman ES
Projector	Epson	29625/km3F921780L	Newman ES
Projector	Epson	29643/km3F920218L	Newman ES
Projector	Epson	29645/km3F920243L	Newman ES

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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Humility • Civility • Service

DATE: April 20, 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 PROJECTS

=====

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 projects listed below.

CUPCCAA Project	Project Description	Contractor	Original Quotation	Change Order	Total	Funding Source
CC2016-30	Swimming Pool Building Door Replacement at Ayala HS	WCCR Construction	\$28,700.00	N/A	\$28,700.00	25
CC2017-16	Fence Installation and Landscaping at Chino Hills HS	WCCR Construction	\$34,925.00	N/A	\$34,925.00	25
CC2017-22	Structural Coatings at Various Sites	Omega Painting	\$67,590.00	NA	\$67,590.00	25
CC2017-31	Asphalt Crack Repair at Various Sites	J2 Builders	\$87,273.00	N/A	\$87,273.00	01

Documentation indicating satisfactory completion and compliance with specifications has been obtained from school site administrators; James Costa, Construction Coordinator; and Martin Silveira, Director, Maintenance, Operations, and Construction.

Staff recommends approval of the Notice of Completion for these projects.

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 Projects.

FISCAL IMPACT

\$87,273.00 to RMA Fund 01.
\$99,045.00 to Tax A Fund 25.
\$32,170.00 to RDA Fund 25.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: April 20, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

SUBJECT: RESOLUTION 2016/2017-31 FOR AUTHORIZATION TO UTILIZE A PIGGYBACK CONTRACT

=====

BACKGROUND

Public Contract Code (PCC) 20111 requires school district governing boards to competitively bid and award any contracts involving an expenditure of more than \$86,000.00 to the lowest responsible bidder.

Notwithstanding PCC 20111, PCC 20118 and Administrative Regulation 3311(g) state that without advertising for bids and upon a determination that it is in the best interest of the District, the Board may authorize District staff by contract, lease, requisition, or purchase order of another public corporation or agency, to lease data-processing equipment, or to purchase materials, supplies, equipment, automotive vehicles, tractors and other personal property for the District in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor (piggyback).

Alternatively, if there is an existing contract between a public corporation or agency and a vendor for the lease or purchase of personal property, the District may authorize the lease or purchase of personal property directly to the vendor under the same terms that are available to the public corporation or agency under the contract.

Staff requests approval of the following resolution to provide authorization for the District to participate by piggyback in the contract as itemized:

Resolution	Contract	Contractor	Description	Term
2016/2017-31	Los Angeles County Office of Education Bid No. 14/15-1543	Office Depot	Office and School Supplies	4/13/2017-4/12/2018

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-31 for authorization to utilize a piggyback contract.

FISCAL IMPACT

Unknown.

WMJ:GJS:pw

**Chino Valley Unified School District
Resolution 2016/2017-31
Authorization to Utilize the Los Angeles County Office of Education
Bid No. 14/15-1543 With Office Depot
to Purchase Office and School Supplies
Through the Piggyback Contract**

WHEREAS, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure office and school supplies for the District;

WHEREAS, Los Angeles County Office of Education currently has a piggyback contract, Bid No. 14/15-1543, in accordance with Public Contract Code 20118 with Office Depot that contains the materials, supplies, equipment and/or other personal property the District currently requires;

WHEREAS, the board of education of a school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order of any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases from a vendor;

WHEREAS, the board of education of a school district is required to make a determination that a purchase and/or lease through a public corporation or agency is in the best interests of the district to take advantage of this exception; and

WHEREAS, the Board has determined that it is in the best interest of the District to authorize the purchase of office and school supplies through the piggyback contract procured by the Los Angeles County Office of Education Bid No. 14/15-1543.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby finds, determines, and declares as follows:

Section 1. Determination re: Recitals. All of the recitals set forth above are true and correct.

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of office and school supplies through the piggyback contract originally procured by the Los Angeles County Office of Education Bid No. 14/15-1543 is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of office and school supplies in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the Los Angeles County Office of Education Bid No. 14/15-1543.

Section 4. Other Actions. The Superintendent or his designee are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, and lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.

Section 5. Effective Date. This resolution shall be effective as of April 13, 2017, for the term ending April 12, 2018.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 20th day of April 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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 THE CONTINUED USE OF BUILDING FUND 21
FOR FUNDS RECEIVED FROM MEASURE G PROCEEDS**

=====

BACKGROUND

At the July 18, 2002, Board meeting, Building Fund 21, was established and approved for the proceeds and expenditures of Measure M bond money. All Measure M proceeds have been received and all expenditures have been completed. With the passage of Measure G, funds received from the sale of bonds for new school construction, renovation and modernization must also be placed in a Board approved building fund.

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 continued use of Building Fund 21 for funds received from Measure G proceeds.

FISCAL IMPACT

None.

WMJ:GJS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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DATE: April 20, 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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CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2016/2017 SCHOOL YEAR**RETIREMENTS**

PEDERSON, Susan (28 years of service)	Principal - JHS	Woodcrest JHS	06/24/2017
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RESIGNATIONS

BODEN, Andrea	Principal - JHS	Ramona JHS	06/30/2017
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CERTIFICATED PERSONNEL FOR THE 2016/2017 SCHOOL YEAR**RETIREMENTS**

KRALL, Jane (26 years of service)	Elementary Teacher	Cattle ES	07/01/2017
GASS, Susan (29 years of service)	Elementary Teacher	Cortez ES	06/03/2017
MORENO, Maria (22 years of service)	Elementary Teacher	Cortez ES	06/03/2017
CAREY, Debra (37 years of service)	Elementary Teacher	Eagle Canyon ES	06/03/2017
HAGELBERG, Tamera (17 years of service)	Elementary Teacher	Glenmeade ES	06/03/2017
KING, Jeanne (30 years of service)	Art Teacher	Canyon Hills JHS	06/06/2017
WOOD, Terri (30 years of service)	English Teacher	Canyon Hills JHS	06/06/2017
POLLACK, Barbara (12 years of service)	Special Education Teacher	Chino Hills HS	06/06/2017
THOMPSON, Julie (14 years of service)	Instructional Coach	Special Education	06/06/2017

RESIGNATIONS

FERNANDEZ, Tiffany	Music Teacher	Ayala HS	06/05/2017
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CERTIFICATED PERSONNEL (cont.)

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<u>APPOINTMENT – EXTRA DUTY</u>			
ACU, Johan (NBM)	Softball (B)	Chino Hills HS	04/21/2017
GRANT, Donald	Badminton (B)	Chino Hills HS	04/21/2017
GONZALEZ, Oswaldo (NBM)	Softball (GF)	Chino Hills HS	04/21/2017
GARNICA, Alfred (NBM)	Boys Tennis (B)	Chino Hills HS	04/21/2017
PARRY, Zachary (NBM)	Swim (B)	Chino Hills HS	04/21/2017
SOUTHWORTH, Michael (NBM)	Softball (GF)	Chino Hills HS	04/21/2017
TOTAL:			\$6,548.00

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

CASTRO, Rodrigo	CSABANE, Maria	HICKS, Sharon
HOLDER, Beverly	POBANZ, Terri	WERNER, Heather

CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2017/2018 SCHOOL YEAR**CHANGE OF ASSIGNMENT – 2017/2018**

RODRIGUEZ, Julian	FROM: Director, Assessment & Instructional Technology TO: Director, Secondary Curriculum	Assessment & Instructional Technology Curriculum	07/01/2017
JONES, Donald	FROM: Director, Secondary Curriculum TO: Principal – JHS	Curriculum Woodcrest JHS	07/01/2017

CERTIFICATED PERSONNEL FOR THE 2017/2018 SCHOOL YEAR**LEAVE OF ABSENCE – 2017/2018**

LARIOS-CONTRERAS, Zorayda	Spanish Teacher 20%	Chino HS	2017/2018
SOMERS, Dorothy	Speech and Language Pathologist 55%	Special Education	2017/2018

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**

CALLES, Scott	IA/Special Ed./SH (SELPA/GF)	Chino Hills HS	04/21/2017
HERNANDEZ, Peter	Bus Driver (GF)	Transportation	04/21/2017

ADDITIONAL ASSIGNMENT

DE LA TORRE, Maria	Child Care Specialist (CDF)	Country Springs FC	04/21/2017
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CHANGE IN ASSIGNMENT

MYERS, Jamie	FROM: ASB Student Store Clerk (GF) 4 hrs./181 work days	Chino Hills HS	04/21/2017
	TO: ASB Student Store Clerk (GF) 3.75 hrs./183 work days	Don Lugo HS	

RESIGNATION

PRAK, Jenny	Nutrition Services Asst. I (NS)	Litel ES	04/04/2017
SNEATH, Kimberly	Central Kitchen Asst. I (NS)	Ramona JHS	04/10/2017

**APPOINTMENT OF SHORT TERM EMPLOYEES EFFECTIVE APRIL 1, 2017, THROUGH
JUNE 30, 2017**

BARTON, Nicole	IA/504	Cortez ES
----------------	--------	-----------

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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 JOB DESCRIPTION FOR PRINTER/PUBLISHER
OPERATOR**

=====

BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education:

- a) Approve the job description for Printer/Publisher Operator, and
- b) Authorize the creation of a Printer/Publisher Operator position.

FISCAL IMPACT

This position is within the approved budget.

WMJ:LF:SH:RR:mcm

CHINO VALLEY UNIFIED SCHOOL DISTRICT
PRINTER/PUBLISHER OPERATOR

RANGE 35

DEFINITION

UNDER GENERAL SUPERVISION, SETS UP AND OPERATES ELECTRONIC DIGITIZED PRINTER/PUBLISHERS, OFFSET PRESSES, AND OTHER RELATED REPRODUCTION EQUIPMENT; PERFORMS PREVENTIVE MAINTENANCE TASKS; DOES OTHER RELATED WORK AS REQUIRED.

DISTINGUISHING CHARACTERISTICS

POSITIONS IN THIS CLASS ARE CHARACTERIZED BY THE RESPONSIBILITY TO INDEPENDENTLY SET UP AND OPERATE HIGH-SPEED ELECTRONIC DIGITIZED PRINTER/PUBLISHER EQUIPMENT, OFFSET PRESSES, COLLATING, STITCHING, POWER PAPER CUTTING, INSERTING, FOLDING, PAPER DRILLING MACHINERY; HAVE A WORKING KNOWLEDGE OF INKS, PAPERS AND CHEMICALS USED IN THE PRINTING INDUSTRY AND OTHER RELATED EQUIPMENT IN THE PRODUCTION OF VARIOUS PRINTED MATERIALS. THIS CLASSIFICATION WILL WORK UNDER THE SUPERVISION OF THE INNOVATION AND CREATIVE SERVICES COORDINATOR.

THIS CLASSIFICATION IS DISTINGUISHED FROM THE FOUR-COLOR SPECIALIST, WHICH IS REQUIRED TO PERFORM HIGHER LEVELS OF PRESS OPERATOR SKILLS, FOUR-COLOR LAYOUT WORK, STRIPPING AND PLATE MAKING.

OCCUPATIONAL GROUP

CLASSIFIED (CRAFTS, LABOR AND TRADES)

EXAMPLES OF DUTIES

DUTIES MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

1. OPERATE, ADJUST AND MAINTAIN OFFSET PRESSES AND HIGH-SPEED ELECTRONIC DIGITIZED PRINTER/PUBLISHER EQUIPMENT WITH INLINE FINISHING TO REPRODUCE BULLETINS, BOOKS, CURRICULAR GUIDES, FORMS, INSTRUCTIONAL MATERIALS, CONFIDENTIAL MATERIALS, AND OTHER WORK. **(E)**
2. OPERATE A POWER PAPER CUTTER. **(E)**
3. OPERATE AND ADJUST COLLATORS AND STITCHERS. **(E)**
4. PERFORM DIGITAL IMAGING OF LINE OR GRAY SCALE IMAGES. **(E)**
5. CLEAN AND LUBRICATE PRESSES AND RELATED EQUIPMENT. **(E)**
6. CONVERT HARDCOPY DOCUMENTS INTO DIGITAL FILE FORMATS FOR

DISTRIBUTION AND/OR STORAGE. (E)

7. MAINTAINS RECORDS AND LOGS PERTAINING TO PRODUCTION AND WORK ORDERS TO ESTABLISH PRIORITIES AND EFFICIENTLY ALLOCATE REQUIRED RESOURCES. **(E)**
8. CREATE, APPLY ADVANCE PROGRAMMING SPECIFICATIONS, AND MAINTAIN CATALOGED DIGITIZED AND ELECTRONIC MASTER FILES IN THE DISTRICT'S PRINT SHOP JOB MANAGEMENT ONLINE ORDERING SYSTEM AND SHARED NETWORK DRIVE. **(E)**
9. CUT, STAPLE OR PAD FINISHED JOBS. **(E)**
10. CLEAN, ADJUST AND PERFORM MANUFACTURER INDICATED USER MAINTENANCE ON PRODUCTION EQUIPMENT AND MAINTAIN IN GOOD WORKING CONDITION. **(E)**
11. COLLABORATES WITH DEPARTMENT STAFF IN THE PRINTING OF VARIABLE DATA MAILINGS AND STAFF DISTRIBUTION PRINTED MATTER. **(E)**
12. PERFORMS OTHER RELATED DUTIES AS ASSIGNED.

MINIMUM REQUIREMENTS

KNOWLEDGE OF:

- OPERATION AND CARE OF ELECTRONIC DIGITIZED PRINTER/PUBLISHER EQUIPMENT;
- METHODS AND TECHNIQUES, VARIOUS PRINT SHOP FUNCTIONS;
- PRINT SHOP TERMINOLOGY;
- SAFE WORKING CONDITIONS, METHODS AND PROCEDURES;
- RATIONAL SCALE OF MEASUREMENT AND CONVERSION;
- INKS, PAPERS AND CHEMICALS USED IN PRINTING INDUSTRY;
- IMAGE EDITING AND PAGE LAYOUT SOFTWARE;
- VARIOUS FILE FORMATS SUCH AS TIFF, JPEGs, PDF, PS, PNG;
- INTERMEDIATE COMPUTER SKILLS

ABILITY TO:

- OPERATE HIGH-SPEED ELECTRONIC DIGITIZED PRINTER/PUBLISHER EQUIPMENT;
- ACQUIRE NEW SKILLS QUICKLY IN WORK-RELATED AREAS;
- UNDERSTAND AND CARRY OUT ORAL OR WRITTEN INSTRUCTIONS;
- ESTABLISH AND MAINTAIN EFFECTIVE WORKING RELATIONSHIPS;
- ASSUME RESPONSIBILITY FOR ASSIGNED TASKS AND COMPLETE WORK IN A TIMELY AND EFFICIENT MANNER;
- WORK WELL UNDER PRESSURE;
- MAKE PRINTING PLATES;

- LIFT MODERATE TO HEAVY OBJECTS; INCLUDING FREQUENT BENDING AND STOOPING;
- ACCURATELY SOLVE MATHEMATICAL PROBLEMS AND READ VARIOUS TYPES OF RULER MEASUREMENTS;
- PERFORM TASKS OF A REPETITIVE NATURE;
- OPERATE RELATED PRINT SHOP PRODUCTION EQUIPMENT;
- OPERATE A COMPUTER AT AN INTERMEDIATE LEVEL.

EXPERIENCE

- THREE YEARS OF EXPERIENCE IN THE OPERATION OF HIGH-SPEED ELECTRONIC DIGITIZED PRINTER/PUBLISHER OR OFFSET PRINTING AND OTHER RELATED EQUIPMENT
- PRINT SHOP EXPERIENCE

EDUCATION

EQUIVALENT TO THE COMPLETION OF THE TWELFTH GRADE, SUPPLEMENTED BY TRAINING OR COURSEWORK IN THE PRINTING FIELD.

WORKING CONDITIONS

- PRINT SHOP ENVIRONMENT
- HIGH NOISE LEVELS
- SUBJECT TO FREQUENT INTERRUPTIONS AND CONTINUAL DEADLINES

PHYSICAL ABILITIES

- VISUAL ABILITY TO READ AND TO PREPARE/PROCESS DOCUMENTS AND TO VERIFY ACCURACY OF COMPLETED PROJECTS
- DEXTERITY OF HANDS AND FINGERS TO OPERATE PRINT SHOP EQUIPMENT AND OTHER JOB RELATED EQUIPMENT
- LIFTING OF BOXES AND MATERIALS WEIGHING UP TO 50 POUNDS
- STANDING FOR EXTENDED PERIODS OF TIME
- BENDING AT THE WAIST AND REACHING TO RETRIEVE PAPER AND FINISHED JOBS
- PUSHING AND PULLING

HAZARDS

- EXHAUST/CHEMICAL FUMES
- CONTACT WITH CHEMICALS
- EXTENDED VIEWING OF COMPUTER MONITOR
- NOISE
- WORKING AROUND AND WITH EQUIPMENT HAVING MOVING PARTS

BOARD ADOPTED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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: RESOLUTION 2016/2017-32 DAY OF THE TEACHER/DÍA DEL MAESTRO

=====

BACKGROUND

The Legislature of the State of California has declared Tuesday, May 9, 2017, as Day of the Teacher/Día del Maestro. Resolution 2016/2017-32 supports this statewide effort to recognize the significant contributions of teachers to our society.

The Day of the Teacher/Día del Maestro is also sponsored by the Association of Mexican-American Educators (AMAE). During the early 1970s, AMAE adopted the Mexican tradition of annually recognizing members of the teaching profession and began organizing appropriate events throughout the state. In 1982, a bill sponsored by AMAE became California law; it called for a Day of the Teacher/Día del Maestro to be observed.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-32 Day of the Teacher/Día del Maestro.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

**Chino Valley Unified School District
Resolution 2016/2017-32
Day of the Teacher/Día del Maestro**

WHEREAS, the instructional philosophy of the Chino Valley Unified School District holds that education is an essential factor in the achievement of a happy, purposeful, and healthy life;

WHEREAS, the teacher provides the student with knowledge and learning skills essential for one to achieve his or her human potential as a member of society;

WHEREAS, the teacher's caring, positive and supportive relationship with the student is essential to the learning and growing process;

WHEREAS, the teaching profession is the noblest of human endeavors deserving of deep respect and appreciation; and

WHEREAS, May 9, 2017, has been designated by the State Legislature as the "Day of the Teacher/Día del Maestro" in California.

NOW, THEREFORE, BE IT RESOLVED, the Chino Valley Unified School District hereby recognizes May 9, 2017, as the "Day of the Teacher/Día del Maestro".

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 20th day of April 2017.

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

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

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 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: RESOLUTION 2016/2017-33 CLASSIFIED EMPLOYEES
WEEK/SEMANA DE EMPLEADOS CLASIFICADOS**

=====

BACKGROUND

Classified School Employee Week began as a resolution at the California Schools Employees Association's Annual Conference in 1984. Two years later, it was adopted as California Senate Bill 1552 and decreed to be an official recognition of classified school employees.

When the legislature passed the law, making the third full week of every May Classified School Employees Week/Semana de Empleados Clasificados, it brought to light classified workers' many contributions to education in California. The signing of the law was also a testament to the importance of the work being performed by classified employees who help to shape the future for California's children.

The week of May 15-19, 2017, is recognized throughout the State as Classified Employees Week/Semana de Empleados Clasificados. Resolution 2016/2017-33 supports this statewide effort to recognize the contributions of more than 1,000 classified employees in the Chino Valley Unified School District.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-33 Classified Employees Week/Semana de Empleados Clasificados.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

**Chino Valley Unified School District
Resolution 2016/2017-33
Classified Employees Week/Semana de Empleados Clasificados**

WHEREAS, the services provided by classified school employees are an essential and integral part of an effective and efficient public school system;

WHEREAS, the services provided by classified school employees meet the needs of children and teachers by maintaining a safe, clean, healthy, and positive environment for all students and employees;

WHEREAS, the services provided by classified school employees strive to fulfill the District's motto of "Student Achievement, Safe Schools, and Positive School Climate, Humility, Civility, and Service;"

WHEREAS, all classified employees regardless of their specific duties and responsibilities are partners in providing the community with educational opportunities for all students.

NOW, THEREFORE, BE IT RESOLVED, the Chino Valley Unified School District hereby acknowledges and honors the contributions of all classified employees regarding their contributions toward achieving excellence in education in California and in the District, and designates the week of May 15-19, 2017, as Classified School Employees Week/Semana de Empleados Clasificados in the Chino Valley Unified School District".

BE IT FURTHER RESOLVED the Board of Education calls on the community to join with it in expressing sincere appreciation to our classified employees for a job well done.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 20th day of April 2017.

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

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

Wayne M. Joseph, Superintendent
Secretary, Board of Education

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

SUBJECT: REVISION OF BYLAWS OF THE BOARD 9323—MEETING PROCEDURES

=====

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. Bylaws of the Board 9323—Meeting Procedures is being revised to reflect new law, which requires providing a member of the public who uses a translator at least twice the allotted time to address the board, unless simultaneous translation equipment is used. Bylaw also clarifies that the board may refer a member of the public to an appropriate complaint procedure, but cannot prohibit criticism of district employees, programs, or policies during a meeting.

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

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

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Bylaws of the Board 9323—Meeting Procedures.

FISCAL IMPACT

None.

WMJ:pk

MEETING CONDUCT

Meeting Procedures

All Board of Education meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (Open Meeting Requirements) and other applicable laws.

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 - President)

THE BOARD BELIEVES THAT LATE NIGHT MEETINGS DETER PUBLIC PARTICIPATION, CAN AFFECT THE BOARD'S DECISION-MAKING ABILITY, AND CAN BE A BURDEN TO STAFF. REGULAR BOARD MEETINGS SHALL BE ADJOURNED AT 10:00 P.M. UNLESS EXTENDED BY A MAJORITY OF THE BOARD.

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

(cf. 9323.2 - Actions by the Board)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

(cf. 9270 - Conflict of Interest)

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. Persons addressing the Board are encouraged to complete an information card. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct District business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

MEETING PROCEDURES CONDUCT (cont.)

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or District staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers will be allowed three minutes to address the Board regarding non-agenda items, as well as three additional minutes regarding items that are on the agenda. A speaker may not use the podium for purposes other than addressing the Board directly. If there are no further comments, a speaker will be considered to have relinquished his or her allotted three minutes. The Board may limit the total time for public input on each agenda item to 30 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and ask that additional persons speak only if they have something new to add.

MEETING PROCEDURES CONDUCT (cont.)

At any time a member of the public attempts to use their three minutes to disrupt the Board meeting or act out of compliance with this policy they will be asked to return to their seat or leave the meeting room.

IN ORDER TO ENSURE THAT NON-ENGLISH SPEAKERS RECEIVE THE SAME OPPORTUNITY TO DIRECTLY ADDRESS THE BOARD, ANY MEMBER OF THE PUBLIC WHO UTILIZES A TRANSLATOR SHALL BE PROVIDED AT LEAST TWICE THE ALLOTTED TIME TO ADDRESS THE BOARD, UNLESS SIMULTANEOUS TRANSLATION EQUIPMENT IS USED TO ALLOW THE BOARD TO HEAR THE TRANSLATED PUBLIC TESTIMONY SIMULTANEOUSLY. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of District employees.

~~HOWEVER, whenever a member of the public initiates specific complaints or charges against an INDIVIDUAL employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a complaint using the appropriate District complaint procedures.~~

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group OR ANY CONDUCT OR STATEMENTS THAT THREATEN THE SAFETY OF ANY PERSONS(S) AT THE MEETING shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

MEETING PROCEDURES CONDUCT (cont.)

When such disruptive conduct occurs, the Superintendent or designee shall Contact local law enforcement AS NECESSARY.

Recording by the Public

MEMBERS OF THE PUBLIC MAY RECORD AN OPEN BOARD MEETING USING AN AUDIO OR VIDEO RECORDER, STILL OR MOTION PICTURE CAMERA, CELL PHONE, OR OTHER DEVICE, PROVIDED THAT THE NOISE, ILLUMINATION, OR OBSTRUCTION OF VIEW DOES NOT PERSISTENTLY DISRUPT THE MEETING. The Superintendent or designee ~~shall~~ MAY designate locations from which members of the public may MAKE SUCH RECORDINGS ~~broadcast, photograph, or tape record open meetings~~ without causing a distraction.

(cf. 9324 - Board Minutes and Recordings)

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings; these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:EDUCATION CODE

5095 Powers of remaining board members and new appointees

32210 Willful disturbance of public school or meeting a misdemeanor

35010 Prescription and enforcement of rules

35145.5 Agenda; public participation; regulations

35163 Official actions, minutes and journal

35164 Vote requirements

35165 Effect of vacancies upon majority and unanimous votes by seven member board

CODE OF CIVIL PROCEDURE

527.8 Workplace Violence Safety Act

GOVERNMENT CODE

54953.3 Prohibition against conditions for attending a board meeting

54953.5 Audio or video recording of proceedings

54953.6 Broadcasting of proceedings

54954.2 Agenda; posting; action on other matters

54954.3 Opportunity for public to address legislative body; regulations

54957 Closed sessions

54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

403 Disruption of assembly or meeting

COURT DECISIONS

City of San Jose v. Garbett, (2010) 190 Cal.App.4th 526

Norse v. City of Santa Cruz, (9th Cir. 2010) 629 F3d 966

McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275

Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194

Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

MEETING PROCEDURES CONDUCT (cont.)

ATTORNEY GENERAL OPINIONS

90 Ops.Cal.Atty.Gen. 47 (2007)
76 Ops.Cal.Atty.Gen. 281 (1993)
66 Ops.Cal.Atty.Gen. 336 (1983)
63 Ops.Cal.Atty.Gen. 215 (1980)
61 Ops.Cal.Atty.Gen. 243, 253 (1978)
59 Ops.Cal.Atty.Gen. 532 (1976)
55 Ops.Cal.Atty.Gen. 26 (1972)

Management Resources:

CALIFORNIA SCHOOL BOARD ASSOCIATION PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015
The Brown Act: School Boards and Open Meeting Laws, rev. 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

WEBSITES

California School Boards Association: www.csba.org
California Attorney General's Office: www.oag.ca.gov

Chino Valley Unified School District

Bylaw adopted: February 1, 1996

Revised: January 20, 2000

Revised: April 17, 2003

Revised: March 1, 2012

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

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

DATE: April 20, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations
Sandra H. Chen, Assistant Superintendent, Business Services

SUBJECT: REPORT ON THE CASH MANAGEMENT PROGRAM

=====

BACKGROUND

The investment objective of the cash management program is to earn a higher rate of return on its assets than alternative short-term investment. Additionally, the program is customized directly to the District's needs and provides the District with better control of its funds than a pooled investment program.

As of June 30, 2016, the District's cash management accounts were in compliance with the District's written and approved investment policies.

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

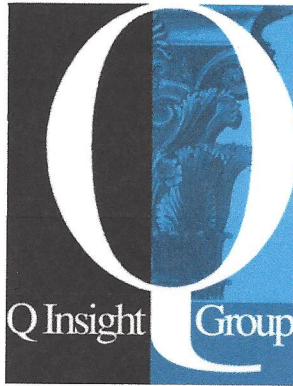
RECOMMENDATION

It is recommended the Board of Education receive for information the report on the cash management program.

FISCAL IMPACT

None.

WMJ:GJS:SHC:pw



5624 Amaya Drive #59
La Mesa, CA 91942
(760)-765-0599
www.qinsight.com

July 12, 2016

Wayne Joseph
Superintendent
Chino Valley Unified School District
5130 Riverside Drive
Chino, CA 91710

Dear Superintendent Joseph:

The District emphasizes the preservation of its capital and requires that the cash management program exceed the State of California statutes regarding credit quality and allowed investments. As of June 30, 2016, the District's accounts were invested as follows on a combined basis:

Money Market Equivalents	13.73%
Commercial Paper	0.00%
Bank CD's	1.21%
U.S. Treasury Bonds & Bills	18.34%
AAA-rated Mortgage and Asset-Backed Bonds	0.05%
A- to AAA rated Corporate Bonds	66.67%
AAA-rated Agency Bonds	0.00%
Total	100.00%

The District's funds in the cash management program are not required for immediate operations, and the District requires the flow of funds from the cash management accounts to match its unique cash requirements. As of June 30, 2016, the maturity schedule for the combined funds in the District's accounts was as follows:

Due on or before 6/30/2016	\$ 16,426,397.10
Due between 6/30/2016 and 6/30/2017	\$ 1,312,909.58
Due after 6/30/2017	\$ 3,023,550.83
Total	\$ 20,762,857.51

As of June 30, 2016, the District's cash management accounts are in compliance with the District's written and approved investment policies.

Sincerely,

A handwritten signature in black ink, appearing to read "William Carter". The signature is fluid and cursive, with a long horizontal stroke extending from the end.

William Carter
Vice-President
The QInsight Group

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Cash Management Program -- July 1, 2015 to June 30, 2016

	Fund 25-9813 Capital Facilities	Fund 25-9815 Capital Facilities	Fund 01/93 General / Cafeteria	Total
Beginning Cash & Securities w/Accrued Interest @ Market 7/01/2015	\$8,555,826.57	\$4,470,181.35	\$7,403,356.28	\$20,429,364.20
Less: Accrued Interest & Unrealized Gains	(\$4,719.86)	\$4,531.51	(\$45,114.60)	(\$45,302.95)
Beginning At Cost Balance	\$8,560,546.43	\$4,465,649.84	\$7,448,470.88	\$20,474,667.15
Plus: Interest / Dividend Earnings	\$119,659.34	\$57,097.49	\$118,538.62	\$295,295.45
Plus: Increase (Decrease) in Principal Value	(\$17,327.92)	(\$7,036.14)	(\$61,018.72)	(\$85,382.78)
Subtotal	\$102,331.42	\$50,061.35	\$57,519.90	\$209,912.67
Less: Management Fees	\$36,686.94	\$19,182.97	\$31,618.89	\$87,488.80
Less: Miscellaneous Fees	\$49.00	\$42.00	\$29.31	\$120.31
Subtotal	\$36,735.94	\$19,224.97	\$31,648.20	\$87,609.11
Ending At Cost Balance	\$8,626,141.91	\$4,496,486.22	\$7,474,342.58	\$20,596,970.71
Plus: Accrued Interest & Unrealized Gains	\$63,513.07	\$45,057.02	\$57,316.71	\$165,886.80
Ending Cash & Securities w/Accrued Interest @ Market 6/30/15	\$8,689,654.98	\$4,541,543.24	\$7,531,659.29	\$20,762,857.51

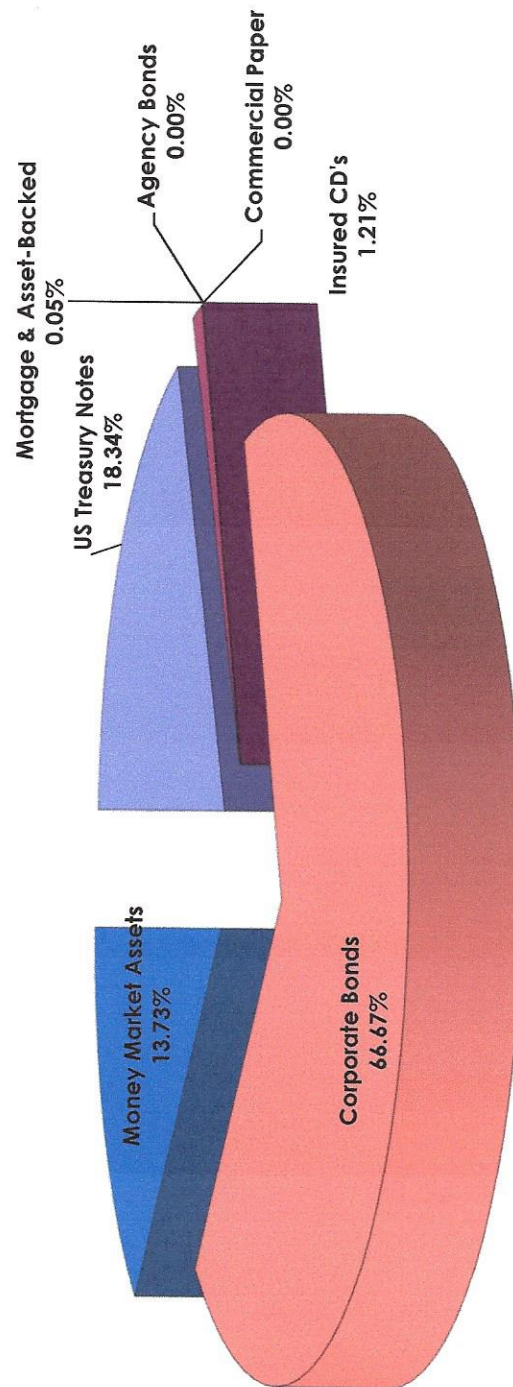
Total Rate of Return at Market	1.63%
County Investment Pool	0.62%
Portfolio Yield at Cost	1.44%
1-3 Yr. USTreasury Index	1.30%

* Net yield includes all costs and management fees.

**Gross yield on county investment pool does not include admin. costs

06/30/2016

Market Sectors



US Treasury Notes	\$3,808,133.85	18.34%
Insured CD's	\$250,416.39	1.21%
Commercial Paper	\$0.00	0.00%
Agency Bonds	\$0.00	0.00%
Mortgage & Asset-Backed	\$10,975.24	0.05%
Corporate Bonds	\$13,843,053.22	66.67%
Money Market Assets	\$2,850,278.81	13.73%
	\$20,762,857.51	100.00%

Chino Valley Unified School District
Comparison of Annual Returns
San Bernardino Co. vs. Cash Management

Fiscal Years	County Investment Pool Returns	CVUSD Cash Management	Difference \$
1989-1990	8.66%	9.58%	\$196,650
1990-1991	8.05%	11.00%	\$652,774
<u>1991-1992</u>	6.87%	11.53%	\$677,588
1992-1993	6.07%	9.56%	\$506,751
1993-1994	4.86%	6.87%	\$223,981
1994-1995	5.43%	8.65%	\$297,214
1995-1996	5.01%	7.01%	\$186,920
1996-1997	5.01%	7.31%	\$164,219
1997-1998	5.10%	7.22%	\$160,083
1998-1999	5.10%	5.80%	\$92,636
1999-2000	5.48%	5.80%	\$60,976
2000-2001	5.98%	6.53%	\$78,974
2001-2002	4.13%	5.62%	\$222,903
2002-2003	2.85%	4.86%	\$307,440
2003-2004	1.61%	1.25%	-\$57,188
2004-2005	1.95%	1.97%	\$0
2005-2006	3.41%	3.52%	\$17,937
2006-2007	4.64%	5.45%	\$134,088
2007-2008	4.50%	5.27%	\$135,253
2008-2009	2.46%	2.48%	\$0
2009-2010	1.35%	3.83%	\$280,219
2010-2011	0.99%	2.81%	\$348,641
2011-2012	0.51%	0.39%	-\$23,687
2012-2013	0.61%	1.78%	\$233,027
2013-2014	0.40%	2.02%	\$326,424
2014-2015	0.42%	-0.46%	-\$179,500
2015-2016	0.62%	1.63%	\$208,021
Cumulative Difference			\$5,252,343