

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

BOARD OF EDUCATION AGENDA

June 15, 2017

BOARD OF EDUCATION

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

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 Board Room
5130 Riverside Drive, Chino, CA 91710
4:30 p.m. – Closed Session • 7:00 p.m. – Regular Meeting
June 15, 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 – 4:30 P.M.

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

Discussion and possible action (times are approximate):

- a. <u>Conference with Legal Counsel Existing Litigation (Government Code 54954.4(c) and 54956.9 (d)(1):</u> 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. <u>Student Expulsion Matters (Education Code 35146, 48918 (c) & (j):</u> Cases 16/17-37, 16/17-46, 16/17-49, and 16/17-51. (20 minutes)
- c. <u>Student Readmission Matters (Education Code 35146, 48916 (c)):</u> Cases 15/16-27, 15/16-44, 16/17-04A, and 16/17-17. (20 minutes)
- d. 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. (30 minutes)
- e. Public Employee Discipline/Dismissal/Release (Government Code 54957): (25 minutes)
- f. <u>Public Employee Appointment (Government Code 54957)</u>: Director of Assessment and Instructional Technology, Director of Communications, Director of Risk Management and Human Resources, ES Principal, and JHS Principal. (25 minutes)

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

- Report Closed Session Action
- 2. Pledge of Allegiance

I.C. PRESENTATIONS

- 1. Edison Scholar: Bethy Qin
- 2. FairKids/Big Yellow Bus Programs

Sections 4217.10—4217.8.

I.D. **EMPLOYEE REPRESENTATIVES' COMMUNICATIONS** I.E. **COMMUNITY LIAISONS' COMMUNICATIONS** I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA I.G. CHANGES AND DELETIONS **ACTION** II. II.A. **BUSINESS SERVICES** II.A.1. Open Hearing _____ Public Hearing Regarding the 2017/2018 Budget Recommend the Board of Education conduct a Page 11 public hearing regarding the 2017/2018 budget. Close Hearing II.B. **CURRICULUM, INNOVATION, INSTRUCTION, AND SUPPORT** II.B.1. **Public Hearing Regarding the Local Control and** Open Hearing Page 13 **Accountability Plan** Recommend the Board of Education conduct a Close Hearing public hearing regarding the Local Control and Accountability Plan. II.C. **FACILITIES, PLANNING, AND OPERATIONS** II.C.1. Public Hearing Regarding Adoption of Certain Open Hearing Page 14 Findings Prerequisite to Award of Energy Service Contracts Per RFP 14-15-11 Solar Close Hearing Photovoltaic Systems at Various Sites Under Government Code Sections 4217.10—4217.8 Recommend the Board of Education conduct a public hearing regarding adoption of certain findings prerequisite to award of energy service contracts per RFP 14-15-11 Solar Photovoltaic Systems at Various Sites Under Government Code

II.C.2.	Resolution 2016/2017-43, Adopting Notice of
Page 16	California Environmental Quality Act (CEQA)
	Exemption for Energy Conservation Facilities
	<u>Projects</u>

Vote: Yes ____No ____

Motion____Second ___

Recommend the Board of Education adopt Resolution 2016/2017-43, Adopting Notice of California Environmental Quality Act (CEQA) Exemption for Energy Conservation Facilities Projects.

Page 21

Authorization to Enter into Agreements for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10
18, Making Certain Findings Required for, and Approval of Energy Conservation Services

Agreements; and Adoption of:

Resolution 2016/2017-44 Borba ES,

Resolution 2016/2017-45 Butterfield Ranch ES.

Resolution 2016/2017-46 Cattle ES,

Resolution 2016/2017-47 Cortez ES,

Resolution 2016/2017-48 Country Springs ES.

Resolution 2016/2017-49 Dickey ES,

Resolution 2016/2017-50 Dickson ES,

Resolution 2016/2017-51 Eagle Canyon ES,

Resolution 2016/2017-52 Glenmeade ES,

Resolution 2016/2017-53 Hidden Trails ES,

Resolution 2016/2017-54 Liberty ES,

Resolution 2016/2017-55 Litel ES,

Resolution 2016/2017-56 Marshall ES,

Resolution 2016/2017-57 Newman ES,

Resolution 2016/2017-58 Oak Ridge ES,

Resolution 2016/2017-59 Rolling Ridge ES,

Resolution 2016/2017-60 Briggs K-8,

Resolution 2016/2017-61 Canyon Hills JHS,

Resolution 2016/2017-62 Townsend JHS,

Resolution 2016/2017-63 Woodcrest JHS, and

Resolution 2016/2017-64 Alternative Education Center

Recommend the Board of Education adopt the following resolutions providing Authorization to Enter into Agreements for Energy Conservation Services with Tesla Energy, pursuant to Government Code Section 4217.10-18, making certain findings required for, and approval of energy conservation services agreement, provided under separate cover:

2016/2017-44 Borba ES,

2016/2017-45 Butterfield Ranch ES,

2016/2017-46 Cattle ES,

Vote: Yes ____No ____

2016/2017-47 Cortez ES.

2016/2017-48 Country Springs ES,

2016/2017-49 Dickey ES,

2016/2017-50 Dickson ES,

2016/2017-51 Eagle Canyon ES,

2016/2017-52 Glenmeade ES,

2016/2017-53 Hidden Trails ES,

2016/2017-54 Liberty ES.

2016/2017-55 Litel ES,

2016/2017-56 Marshall ES.

2016/2017-57 Newman ES.

2016/2017-58 Oak Ridge ES,

2016/2017-59 Rolling Ridge ES,

2016/2017-60 Briggs K-8,

2016/2017-61 Canyon Hills JHS,

2016/2017-62 Townsend JHS,

2016/2017-63 Woodcrest JHS,

2016/2017-64 Alternative Education Center.

II.D. HUMAN RESOURCES

II.D.1. Page 66 Page 66 District's Initial Bargaining Proposal to the California School Employees Association, Chino Chapter 102, for a Reopener Collective Bargaining Agreement Effective July 1, 2018

Recommend the Board of Education give public notice, and conduct a public hearing regarding the District's initial bargaining proposal to the California School Employees Association, Chino Chapter 102, for a Reopener Collective Bargaining Agreement effective July 1, 2018.

Open Hearing
Close Hearing

Motion	Second	

Vote: Yes ___No ___

III.A. ADMINISTRATION

CONSENT

III.

III.A.1. Minutes of the Regular Meeting of May 18, 2017, and Special Meeting of May 18, 2017

Recommend the Board of Education approve the minutes of the regular meeting of May 18, 2017, and special meeting of May 18, 2017.

III.B. BUSINESS SERVICES

III.B.1. Warrant Register

Page 78 Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

III.B.2. Fundraising Activities

Page 79 Recommend the Board of Education approve/ratify the fundraising activities.

III.B.3. Donations

Page 84 Recommend the Board of Education accept the donations.

III.B.4. <u>Legal Services</u>

Page 87 Recommend the Board of Education approve payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud, & Romo; and Chidester, Margaret A. & Associates.

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

Page 88 Recommend the Board of Education approve the signature authorizations for Chino Valley Unified School District.

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

Page 93 Benefit of Students

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

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

III.C.1. Student Expulsion Cases 16/17-37, 16/17-46, 16/17-49, and 16/17-51

Page 95 Recommend the Board of Education approve the student expulsion cases 16/17-37, 16/17-46, 16/17-49, and 16/17-51. .

III.C.2. Student Readmission Cases 15/16-27, 15/16-44, 16/17-04A, and 16/17-17

Page 96 Recommend the Board of Education approve the student readmission cases 15/16-27, 15/16-44, 16/17-04A, and 16/17-17.

III.C.3. 2017/2018 Expulsion Hearing Administrative Panel

Page 97 Recommend the Board of Education approve the 2017/2018 Expulsion Hearing Administrative Panel.

III.C.4. Non-Colocated Phase II Memorandum of Understanding Between San Page 99 Bernarding County Workforce Development Board and Workforce

Bernardino County Workforce Development Board and Workforce Innovation and Opportunity Act One-Stop Partners for San Bernardino County America's Job Center of California System

Recommend the Board of Education approve the Non-Colocated Phase II Memorandum of Understanding between San Bernardino County Workforce

Development Board and Workforce Innovation and Opportunity Act One-Stop Partners for San Bernardino County America's Job Center of California System.

III.C.5. School Sponsored Trips

Page 120 Recommend the Board of Education approve/ratify the following school-sponsored trips for: Ayala HS, Chino HS, and Chino Hills HS.

III.C.6. New Course Financial Literacy

Page 122 Recommend the Board of Education approve the new course Financial Literacy.

III.C.7. Adoption of Financial Literacy Course Textbook for Grades 11 and 12

Page 130 Recommend the Board of Education approve the adoption of Financial Literacy course textbook for grades 11 and 12, as follows: Gerver, Robert, and Sgroi Richard. 2014. Financial Algebra: Advanced Algebra with Financial Applications. 2nd Edition. South-Western Cengage Learning.

III.C.8. <u>Designation of California Interscholastic Federation Representatives to</u> League for 2017/2018

Recommend the Board of Education approve the Designation of California Interscholastic Federation Representative to League for 2017/2018.

III.C.9. Local Agreement for Child Development Services CSPP-7420 and the Adoption of Resolution 2017/2018-42

Recommend the Board of Education approve the Local Agreement for Child Development Services CSPP-7420 and the adoption of Resolution 2017/2018-42.

III.C.10. Local Agreement for Child Development Services CCTR-7195 and the Adoption of Resolution 2017/2018-65

Recommend the Board of Education approve the Local Agreement for Child Development Services CCTR-7195 and the adoption of Resolution 2017/2018-65.

III.D. FACILITIES, PLANNING, AND OPERATIONS

III.D.1. Purchase Order Register

Page 141 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.

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

Page 142 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

III.D.3. Surplus/Obsolete Property

Page 147 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

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

Page 157 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Projects.

III.D.5. Resolutions 2016/2017-39, 2016/2017-40, and 2016/2017-41 for Page 158 Authorization to Utilize Piggyback Contracts

Recommend the Board of Education adopt Resolutions 2016/2017-39, 2016/2017-40, and 2016/2017-41 for authorization to utilize piggyback contracts.

III.E. HUMAN RESOURCES

III.E.1. <u>Certificated/Classified Personnel Items</u>

Page 168 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

III.E.2. Rejection of Claims

Page 179 Recommend the Board of Education reject the claims and refer them to the District's insurer adjuster.

III.E.3. Fieldwork Agreements with California Baptist University and California State University, Los Angeles

Recommend the Board of Education approve the fieldwork agreements with California Baptist University and California State University, Los Angeles.

III.E.4. Student Teaching Agreement with Western Governors University

Page 199 Recommend the Board of Education approve the student teaching agreement with Western Governors University.

III.E.5. New Job Description for Licensed Vocational Nurse, and the Revisions of Behavior Intervention Records Assistant; Director, Communications; and Director, Health/Child Development

Recommend the Board of Education:

- a) Approve the new job description of Licensed Vocational Nurse;
- b) Authorize the creation of Licensed Vocational Nurse:
- c) Approve the job description revision of Behavior Intervention Records Assistant;
- d) Approve the job description revision of Director, Communications; and
- e) Approve the job description revision of Director, Health/Child Development.

IV. INFORMATION

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

IV.A.1. Revision of Board Policy 5131.2 Students—Bullying

Page 223 Recommend the Board of Education receive for information the revision of Board Policy 5131.2 Students—Bullying.

IV.A.2. Student Attendance Calendars for the 2018/2019 and 2019/2020 School Years

Recommend the Board of Education receive for information the Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

IV.A.3. Cal Aero Preserve Academy Multi Track Year Round Student Attendance Page 233 Calendars for the 2018/2019 and 2019/2020 School Years

Recommend the Board of Education receive for information the Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

IV.A.4. New Course Management of Hospitality and Tourism

Page 236 Recommend the Board of Education receive for information the new course Management of Hospitality and Tourism.

IV.B. HUMAN RESOURCES

IV.B.1. Revision of Board Policy 4216 Classified Personnel—

Page 245 Probationary/Permanent Status

Recommend the Board of Education receive for information the revision of Board Policy 4216 Classified Personnel—Probationary/Permanent Status.

IV.B.2. New Administrative Regulation 4157.1/4257.1/4357.1 Personnel—Work Related Injuries

Recommend the Board of Education receive for information the new Administrative Regulation 4157.1/4257.1/4357.1 Personnel—Work Related Injuries.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

VI. **ADJOURNMENT**

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education Date posted: June 9, 2017

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

Student Achievement • School Safety • Positive School Climate Humility • Civility • Service

DATE: June 15, 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: PUBLIC HEARING REGARDING THE 2017/2018 BUDGET

BACKGROUND

In July 2013, Governor Jerry Brown enacted a budget that included a brand new education funding system called the Local Control Funding Formula (LCFF). The LCFF distributed combined resources to school districts through a base grant per unit of average daily attendance with additional supplemental funding allocated to districts based on their proportion of English learners, foster youth, and free and reduced-price meal eligible students. The State's estimated timeframe to fully transition to the new funding formula is 2020/2021.

On May 11, 2017, Governor Brown released the May Revision to his January budget proposal for the 2017/2018 fiscal year. Throughout the current year, state revenues have been soft, falling below projections through April. The May Revision remains silent on the effect of the significant increases in employer costs for the California State Teachers' Retirement System and the California Public Employees' Retirement System.

In his press conference, Governor Brown returned to his theme of fiscal prudence. The May Revision reflects his belief in fiscal restraint and his fear that an economic downturn is inevitable, by proposing to hold the line on new spending. Governor Brown noted that it is the role of government to manage and keep an even keel on spending between good times and bad. Districts are advised to remain focused on stabilizing expenditures, maintaining adequate reserves, and planning to sustain current programs.

The District's proposed budget for 2017/2018 reflects the Governor's proposed LCFF funding and structures included in his May Revision, using the LCFF calculators provided by School Services of California and the San Bernardino County Superintendent of Schools. The proposed budget for 2017/2018 also reflects the actions and services included in the proposed Local Control and Accountability Plan.

Based on the current revenue assumptions and current expenditure plan, the proposed general fund budget for 2017/2018 and two subsequent years will meet the minimum statutory reserve requirement. All other funds are also in balance.

Education Code 52062 requires the Board of Education to conduct a public hearing prior to approving the 2017/2018 budget at its June 29, 2017 meeting. The 2017/2018 Budget is being presented under separate cover. A hard copy is available for public inspection in the School District Lobby of the Chino Valley Unified School District.

RECOMMENDATION

It is recommended the Board of Education conduct a public hearing regarding the 2017/2018 budget.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

SUBJECT: PUBLIC HEARING REGARDING THE LOCAL CONTROL AND

ACCOUNTABILITY PLAN

BACKGROUND

The Local Control Funding Formula (LCFF) system requires that each Local Educational Agency (LEA) develop, adopt and annually update a three-year Local Control and Accountability Plan (LCAP) to be implemented commencing July 1, 2014. The LCAP is required to identify goals and measure progress for student subgroups (English language learners, socioeconomically disadvantaged students, and foster youths) across multiple performance indicators.

Pursuant to Education Codes 52060 and 52066, the LCAP describes the District's overall vision for students, annual goals, and specific actions the District will take to achieve its identified vision and goals. Additionally, the LCAP must focus on eight areas identified as state priorities. The plan also demonstrates how the District's budget will help achieve the goals, and assess each year how well the strategies in the plan were able to improve outcomes. As such, the District is required to annually update its three-year LCAP, as necessary.

The Board of Education is required to conduct a public hearing prior to approving the LCAP at its June 29, 2017 meeting. Subsequently, the District is required to submit its LCAP to the San Bernardino County Superintendent of Schools. The approved LCAP becomes effective July 1, 2017. The draft 2017/2018 LCAP is provided under separate cover.

RECOMMENDATION

It is recommended the Board of Education conduct a public hearing regarding the Local Control and Accountability Plan.

FISCAL IMPACT

\$30,090,598.00 from General and Restricted Funds.

WMJ:rtt

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Martin Silveira, Director, Maintenance, Operations, and Construction

SUBJECT: PUBLIC HEARING REGARDING ADOPTION OF CERTAIN

FINDINGS PREREQUISITE TO AWARD OF ENERGY SERVICE CONTRACTS PER RFP 14-15-11 SOLAR PHOTOVOLTAIC SYSTEMS AT VARIOUS SITES UNDER GOVERNMENT CODE

SECTIONS 4217.10 - 4217.18

BACKGROUND

At the August 13, 2015, Board of Education meeting, the Board conducted a public hearing and adopted certain findings prerequisite to the award of energy service contracts per RFP 14-15-11 Solar Photovoltaic Systems at Various Sites under Government Code Sections 4217.10 – 4217.18. At this same meeting, the Board approved contracts with SolarCity, Inc. under RFP 14-15-11, Solar Photovoltaic Systems at Various Sites, to provide electricity generating solar arrays at the Adult School, Ayala HS, Buena Vista HS, Chino HS, Chino Hills HS, Don Lugo HS, District Offices, Cal Aero Preserve K-8, Magnolia JHS, Ramona JHS, Chaparral ES, Rhodes ES, Walnut ES, and Wickman ES.

Construction of the solar arrays is now 100% complete and the arrays are being brought on-line as Southern California Edison is issuing Permission to Operate Certificates. The District is now ready to implement a second phase of the project and enter into an agreement with Tesla Energy (previously known as SolarCity, Inc.) to provide electricity generating solar arrays at Borba ES, Butterfield Ranch ES, Cattle ES, Cortez ES, Country Springs ES, Dickey ES, Dickson ES, Eagle Canyon ES, Glenmeade ES, Hidden Trails ES, Liberty ES, Litel ES, Marshall ES, Newman ES, Oak Ridge ES, Rolling Ridge ES, Briggs K-8, Canyon Hills JHS, Townsend JHS, Woodcrest JHS and the Alternative Education Center.

Per Government Code Sections 4217.10-4217.18, the Chino Valley Unified School District Board of Education shall hold a public hearing, for the purpose of taking public comment on and considering adopting a resolution making certain findings required for approval of: a contract for the implementation of an energy conservation services agreement for the development of energy conservation facilities in accordance with California Government Code Sections 4217.10 through 4217.18, including findings that the cost to District of the contract will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the contract, and to consider approval of the proposed in accordance with the Board's findings.

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

RECOMMENDATION

It is recommended the Board of Education conduct a public hearing regarding adoption of certain findings prerequisite to award of energy service contracts per RFP 14-15-11 Solar Photovoltaic Systems at Various Sites under Government Code Sections 4217.10 – 4217.18.

FISCAL IMPACT

None.

WMJ:GJS:MS:pw

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Martin Silveira, Director, Maintenance, Operations, and Construction

SUBJECT: RESOLUTION 2016/2017-43, ADOPTING NOTICE OF CALIFORNIA

ENVIRONMENTAL QUALITY ACT (CEQA) EXEMPTION FOR

ENERGY CONSERVATION FACILITIES PROJECTS

BACKGROUND

Upon the Board of Education's approval of:

Resolution 2016/2017-44 Borba ES,

Resolution 2016/2017-45 Butterfield Ranch ES.

Resolution 2016/2017-46 Cattle ES,

Resolution 2016/2017-47 Cortez ES.

Resolution 2016/2017-48 Country Springs ES.

Resolution 2016/2017-49 Dickey ES,

Resolution 2016/2017-50 Dickson ES.

Resolution 2016/2017-51 Eagle Canyon ES,

Resolution 2016/2017-52 Glenmeade ES.

Resolution 2016/2017-53 Hidden Trails ES,

Resolution 2016/2017-54 Liberty ES,

Resolution 2016/2017-55 Litel ES.

Resolution 2016/2017-56 Marshall ES,

Resolution 2016/2017-57 Newman ES,

Resolution 2016/2017-58 Oak Ridge ES,

Resolution 2016/2017-59 Rolling Ridge ES,

Resolution 2016/2017-60 Briggs K-8.

Resolution 2016/2017-61 Canyon Hills JHS,

Resolution 2016/2017-62 Townsend JHS.

Resolution 2016/2017-63 Woodcrest JHS, and

Resolution 2016/2017-64 Alternative Education Center,

the District will enter into an agreement with Tesla Energy (previously known as SolarCity, Inc.) which will provide electricity generating solar arrays at the following District sites;

Borba ES	Eagle Canyon ES	Oak Ridge ES
Butterfield Ranch ES	Glenmeade ES	Rolling Ridge ES
Cattle ES	Hidden Trails ES	Briggs K-8
Cortez ES	Liberty ES	Canyon Hills JHS
Country Spring ES	Litel ES	Townsend JHS
Dickey ES	Marshall ES	Woodcrest JHS
Dickson ES	Newman ES	Alternative Education Center

District legal counsel has provided an opinion and upon adoption of the subject resolution, the Board has determined that the projects are categorically exempt from the provisions of the California Environmental Quality Act (CEQA) of 1974, as amended, pursuant to Title 14, § 15303, § 15311 and § 15314 of the California Code of Regulations.

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolution 2016/2017-43, Adopting Notice of California Environmental Quality Act (CEQA) Exemption for Energy Conservation Facilities Projects.

FISCAL IMPACT

None.

WMJ:GJS:MS:pw

Chino Valley Unified School District Resolution 2016/2017-43

California Environmental Quality Act (CEQA) Exemption for Energy Conservation Facilities Project

WHEREAS, the Chino Valley Unified school district ("District") desires to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions at Borba ES, Butterfield Ranch ES, Cattle ES, Cortez ES, Country Springs ES, Dickey ES, Dickson ES, Eagle Canyon ES, Glenmeade ES, Hidden Trails ES, Liberty ES, Litel ES, Marshall ES, Newman ES, Oak Ridge ES, Rolling Ridge ES, Briggs K-8, Canyon Hills JHS, Townsend JHS, Woodcrest JHS and the Alternative Education Center:

WHEREAS, an agreement for design and construction of certain Energy Conservation Facilities is pending approval between the District and Tesla Energy (previously known as SolarCity, Inc.) ("Agreement");

WHEREAS, the purpose and intent of the Agreement comprise a Project ("Project") for purposes of the California Environmental Quality Act ("CEQA");

WHEREAS, CEQA requires a lead agency to consider the potentially environmental effects of any project; and

WHEREAS, the Projects do not require any of the following;

- 1. An individual federal permit pursuant to section 401 or 404 of the federal Clean Water Act (33 U.S.C. 1341 or 1344);
- 2. An individual take permit for species under protection of the federal Endanger Species Act of 1973 (16 U.S.C. 1531 et seq.) or the California Endangered Species Act (Chapter 1.5, commencing with section 2050 of Division 3, of the Fish and Game Code);
- 3. A streambed alteration permit pursuant to Chapter 6, commencing with section 1600 of Division 2, of the Fish and Game Code;
- 4. The removal of a tree required to be planted, maintained, or protected pursuant to local, state or federal requirements, unless the tree dies and there is no requirement to replace the tree;

WHEREAS, Public Resources Code Section 21080.35 exempts certain projects from further CEQA evaluation, including projects consisting of solar photovoltaic installations on existing roofs and parking lots, and the Guidelines for CEQA, California Code of Regulations Title 14, Chapter 13 ("State CEQA Guidelines"), exempt certain projects from further CEQA evaluation, including projects consisting of: the new construction or conversion of small structures ("Class 3 Exemption" - 14 California Code of Regulations § 15303); the construction or placement of minor structures accessory to

- existing facilities ("Class 11 Exemption" 14 California Code of Regulations § 15311); and projects consisting of minor additions to existing schools ("Class 14 Exemption" 14 California Code of Regulations § 15314), and the Project is categorically exempt under one or more of such exemptions;
- **WHEREAS**, the District has considered whether the Project is subject to any of the exceptions to exemption set forth in 14 California Code of Regulation. § 15300.2;
- **WHEREAS**, the District has determined that the Project is not subject to any of the exceptions to exemption set forth in 14 California Code of Regulations § 15300.2;
- **WHEREAS**, the District has considered whether the Project may have a significant effect on the environment; and
- **WHEREAS**, the District has concluded, through its own independent review and analysis of the Project, that the Project will not have a significant effect on the environment:
- **NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds, determines and declares as follows;
- Section 1. Determination of Recitals. That all of the recitals set forth above are true and correct, and the Board so finds and determines.
- Section 2. Finding of No Significant Environmental Impact. That the District has considered whether the Project may have a significant effect on the environment and has concluded, after reviewing the Project through its own independent review and analysis, that the Project will not have a significant effect on the environment.
- Section 3. Finding of Categorical Exemption. That the Project is categorically exempt from further CEQA review pursuant to Public Resources Code Section 21080.35, 14 California Code of Regulations § 15303, 14 California Code of Regulations § 15311 and/or 14 California Code of Regulations § 15314.
- Section 4. Finding of No Exception to Categorical Exemption. That the Project is not subject to any of the exceptions to categorical exemption set forth in 14 California Code of Regulations § 15300.2.
- Section 5. Notice of Exemption. That the District's Superintendent, or the Superintendent's designee, is instructed to file and/or record a Notice of Exemption from CEQA, consistent with this Resolution, with any and all appropriate public agencies or entities.
- Section 6. Authority to Take All Actions Necessary. The Superintendent is hereby authorized to do all things that are necessary to give effect to and comply with the terms and intent of this Resolution.

Section 7. Effect. This Resolution shall take effect immediately upon its passage.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Martin Silveira, Director, Maintenance, Operations, and Construction

SUBJECT: AUTHORIZATION TO ENTER INTO AGREEMENTS FOR ENERGY

CONSERVATION SERVICES WITH TESLA ENERGY, PURSUANT TO GOVERNMENT CODE SECTION 4217.10-18, MAKING CERTAIN FINDINGS REQUIRED FOR, AND APPROVAL OF ENERGY

CONSERVATION SERVICES AGREEMENTS: AND ADOPTION OF:

RESOLUTION 2016/2017-44 BORBA ES,

RESOLUTION 2016/2017-45 BUTTERFIELD RANCH ES.

RESOLUTION 2016/2017-46 CATTLE ES,

RESOLUTION 2016/2017-47 CORTEZ ES,

RESOLUTION 2016/2017-48 COUNTRY SPRINGS ES.

RESOLUTION 2016/2017-49 DICKEY ES,

RESOLUTION 2016/2017-50 DICKSON ES,

RESOLUTION 2016/2017-51 EAGLE CANYON ES.

RESOLUTION 2016/2017-52 GLENMEADE ES,

RESOLUTION 2016/2017-53 HIDDEN TRAILS ES.

RESOLUTION 2016/2017-54 LIBERTY ES,

RESOLUTION 2016/2017-55 LITEL ES.

RESOLUTION 2016/2017-56 MARSHALL ES.

RESOLUTION 2016/2017-57 NEWMAN ES.

RESOLUTION 2016/2017-58 OAK RIDGE ES.

RESOLUTION 2016/2017-59 ROLLING RIDGE ES.

RESOLUTION 2016/2017-60 BRIGGS K-8,

RESOLUTION 2016/2017-61 CANYON HILLS JHS,

RESOLUTION 2016/2017-62 TOWNSEND JHS.

RESOLUTION 2016/2017-63 WOODCREST JHS, AND

RESOLUTION 2016/2017-64 ALTERNATIVE EDUCATION CENTER

BACKGROUND

The provisions of Government Code Sections 4217.10-18 authorize a public agency to enter into an energy contract for energy conservation measures or equipment upon terms in the best interest of the District, provided that certain findings are made by the District's Board of Education in connection with such an energy service contract.

Per Government Code Sections 4217.10-18, the Chino Valley Unified School District Board of Education shall hold a public hearing, for the purpose of taking public comment on, and considering and adopting a resolution making certain findings required for approval of: a contract for the implementation of an energy conservation services agreement for the development of energy conservation facilities in accordance with California Government Code Sections 4217.10 through 4217.18, including findings that the cost to District of the contract will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the contract and, to consider approval of the proposed in accordance with the Board's findings.

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

RECOMMENDATION

It is recommended the Board of Education adopt the following resolutions providing Authorization to Enter into Agreements for Energy Conservation Services with Tesla Energy, pursuant to Government Code Section 4217.10-18, making certain findings required for, and approval of energy conservation services agreement, provided under separate cover:

Resolution 2016/2017-44 Borba ES, Resolution 2016/2017-55 Litel ES. Resolution 2016/2017-45 Butterfield Ranch ES, Resolution 2016/2017-56 Marshall ES, Resolution 2016/2017-46 Cattle ES. Resolution 2016/2017-57 Newman ES, Resolution 2016/2017-47 Cortez ES. Resolution 2016/2017-58 Oak Ridge ES. Resolution 2016/2017-48 Country Springs ES, Resolution 2016/2017-59 Rolling Ridge ES, Resolution 2016/2017-49 Dickey ES, Resolution 2016/2017-60 Briggs K-8, Resolution 2016/2017-50 Dickson ES. Resolution 2016/2017-61 Canvon Hills JHS. Resolution 2016/2017-51 Eagle Canyon ES, Resolution 2016/2017-62 Townsend JHS, Resolution 2016/2017-52 Glenmeade ES, Resolution 2016/2017-63 Woodcrest JHS. Resolution 2016/2017-53 Hidden Trails ES. Resolution 2016/2017-64 Alternative Education Center Resolution 2016/2017-54 Liberty ES.

FISCAL IMPACT

Annual Flectricity Cost Reduction Per Site:

School	Minimum Estimated Cost Reduction	Expected Cost Reduction
Borba ES	\$9,024	\$10,712
Butterfield Ranch ES	\$12,851	\$14,725
Cattle ES	(\$727)	\$634
Cortez ES	(\$3,263)	(\$1,364)
Country Spring ES	\$5,279	\$5,558

Dickey ES	(\$759)	(\$2,152)
Dickson ES	\$722	\$3,918
Eagle Canyon ES	\$9,886	\$9,573
Glenmeade ES	\$3,983	\$4,371
Hidden Trails ES	\$4,273	\$3,670
Liberty ES	\$4,662	\$9,746
Litel ES	(\$3,805)	(\$3,497)
Marshall ES	\$2,256	\$3,154
Newman ES	\$11,856	\$13,752
Oak Ridge ES	\$9,369	\$9,506
Rolling Ridge ES	\$5,992	\$8,526
Briggs K-8	\$7,263	\$9,536
Canyon Hills JHS	\$5,743	\$6,100
Townsend JHS	(\$2,935)	(\$1,381)
Woodcrest JHS	\$4,576	\$12,353
Alternative Education Center	\$3,292	\$3,012
Total Annual Electricity		
Cost Reduction	\$89,538	\$120,452
Total Cost Reduction Over		
20 Years	\$3,352,533	\$4,129,224

Minimum Estimated Total Annual Electricity Cost Reduction of \$89,538.00 (\$3,352,533.00 over 20 Years)

Expected Total Annual Electricity Cost Reduction of \$120,452.00 (\$4,129,224.00) over 20 Years) to the General Fund.

WMJ:GJS:MS:pw

Chino Valley Unified School District Resolution 2016/2017-44 Borba ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. <u>Recitals</u>. All of the recitals herein contained are true and correct.

Section 2. <u>Energy Savings Findings</u>. The Governing Board of the Chino Valley Unified School District finds that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract and that it is in the best interest of the District to approve and enter into the Contract.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-45 Butterfield Ranch ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. <u>Recitals</u>. All of the recitals herein contained are true and correct.

Section 2. <u>Energy Savings Findings</u>. The Governing Board of the Chino Valley Unified School District finds that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract and that it is in the best interest of the District to approve and enter into the Contract.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-46 Cattle ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. <u>Recitals</u>. All of the recitals herein contained are true and correct.

Section 2. <u>Energy Savings Findings</u>. The Governing Board of the Chino Valley Unified School District finds that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract and that it is in the best interest of the District to approve and enter into the Contract.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-47 Cortez ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. Recitals. All of the recitals herein contained are true and correct.

Section 2. <u>Energy Savings Findings</u>. The Governing Board of the Chino Valley Unified School District finds that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract and that it is in the best interest of the District to approve and enter into the Contract.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-48 Country Springs ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts;

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. Recitals. All of the recitals herein contained are true and correct.

Section 2. <u>Energy Savings Findings</u>. The Governing Board of the Chino Valley Unified School District finds that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract and that it is in the best interest of the District to approve and enter into the Contract.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-49 Dickey ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. <u>Recitals</u>. All of the recitals herein contained are true and correct.

Section 2. <u>Energy Savings Findings</u>. The Governing Board of the Chino Valley Unified School District finds that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract and that it is in the best interest of the District to approve and enter into the Contract.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-50 Dickson ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 1. <u>Recitals</u>. All of the recitals herein contained are true and correct.

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-51 Eagle Canyon ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-52 Glenmeade ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-53 Hidden Trails ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-54 Liberty ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-55 Litel ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts;

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-56 Marshall ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-57 Newman ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-58 Oak Ridge ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-59 Rolling Ridge ES

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein;

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-60 Briggs K-8

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts;

WHEREAS, District staff reviewed the qualifications presented by Tesla Energy, ("Tesla") to conduct and provide assessment of school district energy usage, energy needs and opportunities to reduce energy expenses, found Tesla's qualifications to appear bona fide and adequate;

WHEREAS, Tesla assessed the feasibility of displacing purchases of electricity from Southern California Edison with electrical energy generated by a solar photovoltaic system to be designed, built, operated and maintained by Tesla to reduce the District's energy consumption and expense and recommended specific energy conservation measures based thereon ("Analysis"), upon which the Board and District administration and staff have relied;

WHEREAS, Tesla has offered to enter into the attached Power Purchase Agreements and related agreements ("Contract," Exhibit A) to provide energy conservation services to implement the recommended energy conservation measures for the price stated therein:

WHEREAS, the Analysis demonstrates that the cost of the Contract to the District for the thermal or electrical energy or conservation services provided thereunder is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the Contract ("Savings")

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

Section 3. <u>Energy Conservation Services Contract Approval</u>. The form of the Contract by and between the District and SolarCity, presented herewith is hereby approved. The Superintendent or Superintendent's designee is hereby authorized and directed, for and in the name of and on behalf of the District, to execute and deliver to SolarCity the Contract and related documents as necessary to carry out the Contract, subject to such minor changes thereto as such officer or person may require and approve, with the approval of District counsel.

Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Chino Valley Unified School District this 15th day of June 2017 by the following vote:

AYES: NOES: ABSENT: ABSTAINED:

The President of the Chino Valley Unified School District Governing Board does hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by the Board at a regularly scheduled and conducted meeting held on this date, which Resolution shall be kept on file in the office of the Board.

Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

IN WITNESS WHEREOF, 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.

Chino Valley Unified School District Resolution 2016/2017-61 Canyon Hills JHS

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize the District's Governing Board, without advertising for bids, to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide electrical or thermal energy or conservation services to the District, which may comprise or include an energy conservation facility, if the anticipated cost to the District for thermal or electrical energy or conservation services provided under the contract(s) is less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts:

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Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

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Chino Valley Unified School District Resolution 2016/2017-62 Townsend JHS

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

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Section 4. <u>Effective Date</u>. This Resolution shall take effect upon adoption.

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Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

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Chino Valley Unified School District Resolution 2016/2017-63 Woodcrest JHS

Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

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Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

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Chino Valley Unified School District Resolution 2016/2017-64 Alternative Education Center Authorization to Enter Into an Agreement for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreement.

WHEREAS, the Chino Valley Unified School District ("District") finds it to be in the best interests of the District to implement projects to promote energy efficiency and renewable energy production to achieve energy cost reductions;

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Sylvia Orozco
President of the Board of Education
Chino Valley Unified School District

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CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 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: PUBLIC NOTICE AND HEARING REGARDING THE DISTRICT'S

INITIAL BARGAINING PROPOSAL TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHINO CHAPTER 102, FOR A REOPENER COLLECTIVE BARGAINING AGREEMENT

EFFECTIVE JULY 1, 2018

BACKGROUND

The present Collective Bargaining Agreement between the Chino Valley Unified School District and the California School Employees Association (CSEA), Chino Chapter 102, expires on June 30, 2018. Pursuant to Article 21.1 of the Agreement, CSEA, Chino Chapter 102 gave notice to the District regarding its initial proposal for a Reopener Collective Bargaining Agreement and a public hearing was conducted on May 18, 2017.

Based on Administrative Regulation 4243.1, Public Notice – Personnel Negotiations, CSEA, Chino Chapter 102, the District is hereby announcing to the public its initial proposal for a reopener Collective Bargaining Agreement, to be effective July 1, 2018.

The District has given notice to CSEA regarding its initial bargaining proposal for the Reopener Collective Bargaining Agreement and submits the following:

Article 14: Leave Provisions

The District proposes to incorporate leave language consistent with practice and law.

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

RECOMMENDATION

It is recommended the Board of Education give public notice, and conduct a public hearing regarding the District's initial bargaining proposal to the California School Employees Association, Chino Chapter 102, for a Reopener Collective Bargaining Agreement effective July 1, 2018.

FISCAL IMPACT

The fiscal impact of a Reopener Collective Bargaining Agreement has not yet been evaluated, however Board Policy 4243.1 and Government Code 3547 will accomplish this prior to a Reopener Collective Bargaining Agreement being approved by the Board as required.

WMJ:LF:SH:RR:mcm

CHINO VALLEY UNIFIED SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF EDUCATION
May 18, 2017

MINUTES

I. OPENING BUSINESS

I.A. CALL TO ORDER – 4:00 P.M.

1. Roll Call

President Orozco called to order the regular meeting of the Board of Education, Thursday, May 18, 2017, at 4:00 p.m. with Cruz, Blair, Na, and Orozco present. Mrs. Feix arrived at 4:06 p.m.

Administrative Personnel

Wayne M. Joseph, Superintendent
Norm Enfield, Ed.D., Deputy Superintendent
Sandra H. Chen, Assistant Superintendent, Business Services
Lea Fellows, Assistant Superintendent, Human Resources
Grace Park, Ed.D., Assistant Superintendent, CIIS
Gregory J. Stachura, Asst. Supt., Facilities, Planning, & Operations

2. Public Comment on Closed Session Items

Shannon Hoover, Troy Stevens, Cynthia Brito, Vanessa Okamoto, Reyna Coronado, Kristin Kaiser, Laura Vestey, Tracy Melchior, and Franklin Peck addressed the Board on Item F, Superintendent's Evaluation.

3. Closed Session

President Orozco adjourned to closed session at 4:26 p.m. regarding conference with legal counsel existing litigation; student discipline matters; student readmissions; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent. President Orozco stated that expulsion case 16/17-42 was deleted from the agenda.

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 7:03 p.m. The Board met in closed session from 4:26 p.m. to 6:47 p.m. regarding conference with legal counsel existing litigation; student discipline matters; student readmissions; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; and public employee performance evaluation: Superintendent. No action was taken that required public disclosure.

I.C. PRESENTATIONS

1. Presentation of Colors

Chino Valley Young Marines presented the Colors.

2. Pledge of Allegiance

Debi Weiss, Ayala HS Activities Director, led the Pledge of Allegiance.

3. Military Salute

The Board acknowledged students who enlisted in the armed forces.

4. CADA/CASL Awards

Debi Weiss, President-elect for the California Association of Directors of Activities, acknowledged CADA/CASL award recipients.

5. A.C.T. Class of 2017 Scholarship Awards

Steve Ball presented the A.C.T. Class of 2017 Scholarship Award recipients.

6. Employee Recognitions:

a) Association of California School Administrators

Mary Salcido, Director of Access and Equity, and Karen Morales, Walnut ES Principal, were recognized as ASCA Region 12 award recipients.

Steve Ball acknowledged the Associations COAT and WHO award recipients.

b) School Nurse of the Year

Chona Wroth was recognized as School Nurse of the Year.

c) A.C.T. Elementary and Secondary Teachers of the Year

Susan Ramsey 5th grade teacher at Hidden Trails ES was recognized as Elementary Teacher of the Year; and Townsend JHS music teacher Anne Robb was recognized as Secondary Teacher of the Year.

d) A.C.T. Counselor of the Year

Dorie Prieto, Alternative Education Center, was recognized as A.C.T. Counselor of the Year.

e) A.C.T. Special Recognition

Joann Bartel, Child Development Teacher, Adult School, was recognized as recipient of the A.C.T. Special Recognition Award.

f) <u>County Classified School Employee of the Year for Maintenance,</u> <u>Operations and Facilities/CSEA "Unsung Hero"</u>

Patrick Gonzales was recognized as recipient of the County Classified School Employee of the Year/CSEA Unsung Hero award.

g) San Bernardino County Education Medal of Honor Nominee

Gina Solis, Eagle Canyon ES teacher, was recognized as Medal of Honor nominee.

h) <u>San Bernardino County Multilingual Recognition for Service to English Language Students</u>

Eagle Canyon ES Assistant Principal Josh Reger, Don Lugo HS teacher Christine Dominguez, Don Lugo HS Community Liaison Laura Valdivieso, and Parent Volunteer Maria Gonzalez were recognized as recipients.

i) West End SELPA Awards

Anna Valdez, RSP aide, Ayala HS; Randi McKee, RSP math teacher, Ayala HS; Diane May, SDC teacher grades 4-6, Liberty ES; Dana Morales, SDC teacher grades 1-3, Cattle ES; Cori Cuadras, Special Education teacher, Transition Program, Don Lugo HS; Heather Post, assistant principal, Canyon Hills JHS; and Josh Reger, assistant principal, Eagle Canyon ES were recognized as recipients.

I.D. STUDENT REPRESENTATIVE COMMUNICATIONS

Carlos Ruelas extended thanks to those who have supported him during his year as student representative and throughout his education; said he will be attending college in Chicago; and knows that his siblings are in good hands with the District.

I.E. EMPLOYEE REPRESENTATIVES' COMMUNICATIONS

Denise Arroyo, CSEA President, said she enjoyed being part of this Board meeting; acknowledged students who have enlisted in the armed forces; spoke about CSEA becoming the largest classified union in the nation and the difference they make.

Todd Hancock, A.C.T., absent.

Yvette Farley, CHAMP President, acknowledged Karen Morales as recipient of ASCA's Wilson Grace Award; and said that A.C.T. scholarships will be given out at the next Board meeting.

I.F. COMMUNITY LIAISONS' COMMUNICATIONS

Melissa Campani, Field Representative, Supervisor Curt Hagman's office, extended Supervisor Hagman's best wishes to students who enlisted in the armed services; and announced that Chino PD and AAA are cohosting a teen safe driving event, Dare to Prepare, scheduled for June 14 at the Chino PD Community Room.

Ontario Police Department officers addressed the Board regarding ongoing trespassing and break-ins at Woodcrest JHS.

President Orozco called a recess from 8:19 p.m. to 8:27 p.m. Student representative left the meeting at 8:21 p.m.

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

Nicholas Gamm, Ntheye Kabandama, Kamoza Kabandama, Melissa Boehmer, Alicia Hedrick, Caitlyn Welsh, Heather Peery, Laura Vestey, Vanessa Okamoto, Troy Stevens, Imelda Ramirez, and Tina Kaiser addressed the Board regarding Oxford Preparatory Academy, and Frankie and Sal Verduzco addressed the Board regarding Mrs. Morales.

I.H. CHANGES AND DELETIONS

The following changes/deletions were read into the record: Item III.C.1., deleted student expulsion case 16/17-42; and Item III.C.4., School-sponsored Trips was yellow-sheeted.

II. ACTION

II.A. ADMINISTRATION

II.A.1. <u>Appointment of District Representatives to the City of Chino Community</u> Services Commission

Sylvia Orozco nominated Kevin Cisneros and James Na nominated Bob Basile. There were no other nominations and Kevin Cisneros and Bob Basile were unanimously selected (5-0) as District representatives to the City of Chino Community Services Commission.

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

II.B.1. 2017/2018 Student Member on the Board of Education

Moved (Na) seconded (Blair) carried unanimously (5-0) to approve Jonah Botello from Chino Hills HS for the 2017/2018 Student Member on the Board of Education. President Orozco administered the oath of office.

II.C. HUMAN RESOURCES

II.C.1. Public Notice and Hearing Regarding the California School Employees Association, Chapter 102, Initial Bargaining Proposal to the Chino Valley Unified School District for a Reopener Collective Bargaining Agreement Effective July 1, 2018

President Orozco opened the public hearing at 9:09 p.m. regarding the California School Employees Association, Chapter 102, Initial Bargaining Proposal to the Chino Valley Unified School District for a Reopener Collective Bargaining Agreement effective July 1, 2018. There were no speakers and President Orozco closed the public hearing at 9:09 p.m.

III. CONSENT

President Orozco pulled for separate action Item III.C.1., expulsion cases 16/17-39 and 16/17-41. Moved (Na) seconded (Cruz) carried unanimously (5-0) to approve the remainder of the consent items, as amended.

III.A. ADMINISTRATION

III.A.1. Minutes of the Regular Meeting of May 4, 2017

Approved the minutes of the regular meeting of May 4, 2017.

III.A.2. 2017 Senior Scholarship Recipients

Approved the 2017 senior scholarship recipients.

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. <u>Donations</u>

Accepted the donations.

III.B.4. Legal Services

Approved payment for legal services to the law office of McCune & Harber, LLP.

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

III.C.1. <u>Student Expulsion Cases 16/17-39, 16/17-41, 16/17-42 (deleted), and 16/17-45</u>

Approved student expulsion case 16/17-45. Moved (Na) seconded (Cruz) motion carried (4-1, Blair voted no) to approve student expulsion case 16/17-39; and moved (Blair) seconded (Na) motion carried (4-1, Feix voted no) to approve student expulsion case 16/17-41.

III.C.2. <u>Student Readmission Cases 15/16-20, 15/16-26, 15/16-46, 16/17-10, and 16/17-25</u>

Approved student readmission cases 15/16-20, 15/16-26, 15/16-46, 16/17-10, and 16/17-25.

III.C.3. Parent Representatives on the Community Advisory Committee for the West End Special Education Local Plan Area

Approved Rosaline Layaye and Debra Rosenzweig (alternate) as parent representatives on the Community Advisory Committee for the West End Special Education Local Plan Area.

III.C.4. School-Sponsored Trips

Approved/ratified the school-sponsored trips for: Briggs K-8, Ayala HS, Chino HS, Chino Hills HS, and Don Lugo HS, as amended.

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. Notice of Completion for CUPCCA Project

Approved the Notice of Completion for CUPCCAA Project.

III.D.4. Resolution 2016/2017-37 for Authorization to Utilize a Piggyback Contract

Adopted Resolution 2016/2017-37 for authorization to utilize a piggyback contract.

III.D.5. <u>City of Chino Hills Trust Deposit Account for Radio System Antenna Installation on the Butterfield Water Tank</u>

Approved the City of Chino Hills Trust Deposit Account for Radio System Antenna Installation on the Butterfield Water Tank.

III.D.6. Bid No. 16-17-03, Installation of New Single Ply Roofing at Don Lugo HS Awarded Bid No. 16-17-03, Installation of New Single Ply Roofing at Don Lugo HS to Bligh Pacific.

III.E. HUMAN RESOURCES

III.E.1. Certificated/Classified Personnel Items

Approved/ratified the certificated/classified personnel items.

III.E.2. Rejection of Claims

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

III.E.3. Fieldwork Agreement with the University of Redlands

Approved the fieldwork agreement with the University of Redlands.

III.E.4. <u>Internship Agreements with California State University, Fullerton, and University of Redlands</u>

Approved the internship agreements with California State University, Fullerton, and University of Redlands.

III.E.5. <u>Student Teaching Agreement with California State Polytechnic</u> University, Pomona

Approved the student teaching agreement with California State Polytechnic University, Pomona.

IV. INFORMATION

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

IV.A.1. New Course Financial Literacy

Received for information the new course Financial Literacy.

IV.A.2. <u>San Bernardino County Superintendent of Schools Williams Findings</u> <u>Decile 1-3 Schools Third Quarterly Report 2016/2017</u>

Received for information the San Bernardino County Superintendent of Schools Williams Findings Decile 1-3 Schools Third Quarterly Report 2016/2017.

V. COMMUNICATIONS

BOARD MEMBERS AND SUPERINTENDENT

Andrew Cruz congratulated Dan Sosa on the band showcase and congratulated all the participating schools; said Ayala HS student Sara Bengali was named student representative to the Chino Hills Parks and Recreation Commission; acknowledged Don Lugo HS student Lizette De Paz for receiving a Chino Boxing Club scholarship; attended a career fair at Eagle Canyon ES; spoke about Magnolia JHS's family bonding portfolio activity; spoke about the importance of Memorial Day; and spoke about children striving.

Irene Hernandez-Blair clarified her stance regarding Oxford Preparatory Academy that she was never silent when it came to vote, was honest about it, explained her no vote, and reminded the OPA community that it was a unanimous vote of the Board's decision and not Mr. Joseph's decision; announced a free Zendejas Football Camp on June 10 at Don Lugo HS; said that ROP is offering free summer courses for all high school students; spoke about public schools; commented on a recent nutrition services email/phone blast regarding debt owed for lunch; and spoke about her son's education at CVUSD.

James Na asked Superintendent Joseph to explore scenarios where the District can help OPA students and parents to meet their expectations.

Pamela Feix spoke about Rolling Ridge ES custodian Patrick Gonzales; spoke about teacher appreciation; attended career day at Eagle Canyon ES with Mr. Cruz; attended Townsend JHS's garden dedication in memory of staff member Angela Knapp who passed away last year; said the last elementary school debate at Country Springs ES is scheduled for tomorrow; thanked the Associations for the scholarships that they have awarded to seniors; and asked about the status of the RSVP's for next week's employee retirement and service recognition.

Superintendent Joseph extended well wishes to 2017 graduates.

President Orozco congratulated individuals who were recognized; and announced retirees on the agenda.

VI.	ADJOURNMENT
V I.	

President Orozco adjourned the regular	r meeting of the Board of Education at 9:33 p.r		
Sylvia Orozco, President	James Na, Clerk		

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

CHINO VALLEY UNIFIED SCHOOL DISTRICT

SPECIAL MEETING OF THE BOARD OF EDUCATION
May 18, 2017

MINUTES

I.A. CALL TO ORDER

1. Roll Call

President Orozco called to order the special meeting of the Board of Education, Thursday, May 18, 2017, at 9:33 p.m. with Cruz, Blair, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent Norm Enfield, Ed.D., Deputy Superintendent Sandra H. Chen, Assistant Superintendent, Business Services Lea Fellows, Assistant Superintendent, Human Resources Grace Park, Ed.D., Assistant Superintendent, CIIS Gregory J. Stachura, Asst. Supt., Facilities, Planning, & Operations

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

None.

II. ACTION

- II.A. FACILITIES, PLANNING, AND OPERATIONS
- II.A.1. Resolution 2016/2017-38 for Authorization to Utilize a Piggyback Contract Moved (Na) seconded (Blair) carried unanimously (5-0) to adopt Resolution 2016/2017-38 for authorization to utilize a piggyback contract.

III.	ADJOURNMENT	
------	-------------	--

President Orozco adjourned the special	meeting of the Board of Education at 9:35 p.m.
Sylvia Orozco, President	James Na, Clerk

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

DATE: June 15, 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

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

\$7,589,040.85 to all District funding sources.

WMJ:SHC:LP:wc

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

DATE: June 15, 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

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 June 15, 2017

SITE/DEPARTMENT	ACTIVITY/DESCRIPTION	DATE		
Eagle Canyon ES				
ASB - 6th Grade ASB - 6th Grade	Off Campus Caramel Candy Apple Sale Off Campus See's Candy Sale	9/11/17 - 9/22/17 10/2/17 - 10/18/17		
Marshall ES				
ASB - 5th Grade	Smencil Sale	8/17/17 - 8/23/17		
Oak Ridge ES				
ASB ASB ASB ASB ASB ASB	Penny Collection Holiday Gram Sale Movie Night Spirit Stick Sale Movie Nights Thursday After School Slushy Sale Marquee Birthday Spirit Stick Sale Ontario Reign Ticket Sale	7/1/17 - 6/30/18 7/1/17 - 6/30/18 7/1/17 - 6/30/18 7/1/17 - 6/30/18 7/1/17 - 6/30/18 7/1/17 - 6/30/18 1/5/18 - 1/25/18		
Rhodes ES				
PEP Club PEP Club	Carl's Jr. Coupon Booklet Sale Juice-It-Up Coupon Booklet sale	6/16/17 - 10/1/17 6/16/17 - 10/1/17		
Cal Aero K-8				
ASB ASB ASB ASB	After School Concessions Thursdays After School Juice-It-Up Sale Agenda Sale P.E. Clothes/Lock Sale	8/14/17 - 5/31/18 8/14/17 - 5/31/18 8/14/17 - 5/31/18 8/14/17 - 5/31/18		
Magnolia JHS				
ASB Athletics ASB Club Creative ASB ASB ASB	Agenda Sale P.E. Clothes/Lock Sale Movie Night Cookbook Sale After School Juice-It-Up Sale Dance Concessions Halloween Holiday	8/1/17 - 6/1/18 8/1/17 - 6/30/18 9/1/17 11/27/17 - 12/4/17 9/14/17 - 5/30/18 9/22/17 & 3/9/18 10/31/17		

CHINO VALLEY UNIFIED SCHOOL DISTRICT June 15, 2017

SITE/DEPARTMENT	ACTIVITY/DESCRIPTION	<u>DATE</u>
Magnolia JHS (cont.)		
ASB ASB ASB	Winter Gram Sale Valentine Gram Sale Color Run Registration	12/18/17 2/14/18 3/16/18 - 3/23/18
Ayala HS		
Boys Water Polo Boosters	On-Line Sponsorship Drive Business Sponsorship Banner Sale After School Snack Bar Sale	6/16/17 - 6/30/17 6/16/17 - 6/30/17 6/16/17 - 10/31/17 6/16/17 - 11/30/17 6/16/17 - 11/30/17 8/5/17 - 8/6/17 8/9/17 - 8/10/17 8/18/17 - 11/3/17 8/26/17 9/7/17 - 9/9/17 9/12/17 - 4/20/18 9/15/17 - 9/30/17 9/18/17 - 10/6/17 9/22/17 - 9/23/17 9/29/17 9/29/17 - 9/30/17 10/3/17 - 10/17/17 10/14/17 10/17/17 - 11/17/17 11/27/17 - 12/2/17 11/27/17 - 12/2/17 12/27/17 - 12/30/17 12/27/17 - 12/30/17 12/27/17 - 12/30/17 1/15/18 - 2/15/18 2/2/18 - 3/3/18 3/2/18 3/10/18 - 3/17/18
Girls Softball	JV Girls Softball Tournament	3/24/18

CHINO VALLEY UNIFIED SCHOOL DISTRICT June 15, 2017

SITE/DEPARTMENT	ACTIVITY/DESCRIPTION	DATE
Ayala HS (cont.)		
Girls Basketball	Power 106 Celebrity Basketball Game	4/19/18
Chino HS		
Football Band Boosters Baseball Boosters Girls Soccer Boosters Boys Soccer Boys Waterpolo Boosters Girls Waterpolo Boosters Girls Waterpolo Boosters Volleyball Boosters Volleyball Boosters Girls Basketball Boosters Wrestling Boosters Football Boosters Tennis Boosters Cross Country Boosters Girls Basketball Boosters Volleyball Boosters	Cookie Dough Sale Spirit Cup Sale Summer Camp	4/3/17 - 4/14/17 6/16/17 - 6/30/17 6/19/17 - 6/22/27 6/19/17 - 6/23/17 6/19/17 - 6/28/17 6/19/17 - 7/20/17 6/19/17 - 7/20/17 6/19/17 - 7/21/17 6/19/17 - 7/21/17 6/19/17 - 7/21/17 6/19/17 - 7/22/17 6/19/17 - 8/11/17 6/26/17 - 8/6/17 6/27/17 6/29/17 - 7/20/17
Chino Hills HS		
Wrestling Girls Basketball Baseball Boosters Boys Soccer Boys Soccer AP English Wrestling Girls Basketball Girls Basketball	Wrestling Camp Girls Basketball Summer Camp Incoming Freshman Baseball Camp Summer Program Spirit Wear Sale Off Campus See's Candy Sale Wrestling Under the Stars Varsity Basketball Tournament JV Basketball Tournament	6/16/17 - 7/27/17 6/16/17 - 7/28/17 6/19/17 - 6/21/17 7/10/17 - 7/14/17 10/1/17 - 1/1/18 10/13/17 - 10/27/17 10/14/17 12/4/17 - 12/8/17 12/11/17 - 12/16/17
Don Lugo HS		
Grad Night 2018 Boosters Boys Basketball Grad Night 2018 Boosters Band Boosters	Sponsorship/Donation Drive Snack Bar Concerts on the Lawn Snack Bar Band Movement Camp	5/31/17 - 6/30/17 6/16/17 - 7/7/17 6/16/17 - 6/30/17 6/26/17 - 6/28/17

CHINO VALLEY UNIFIED SCHOOL DISTRICT June 15, 2017

SITE/DEPARTMENT ACTIVITY/DESCRIPTION		DATE
Don Lugo HS (cont.)		
General ASB Renaissance Floriculture Club Renaissance Leadership Renaissance Boys Basketball Boys Basketball AVID Club We Remember Boys/Girls Basketball Key Club Boys Basketball Floriculture Club	Donation Drive Carl's Jr. Coupon Booklet Sale Holiday Floral Sale Tuesday's After School Ice Cream Sale After School Juice-It-Up Sale Donation Drive Staff Lounge Coffee Bar Coin Collection After School Pizza Sale Off Campus Popcorn Sale Midnight Madness Tournament Off Campus See's Candy Sale Free Throw-A-Thon Holiday Floral Sale	7/1/17 - 5/1/18 8/14/17 - 8/25/17 8/14/17 - 12/15/17 8/14/17 - 5/3/18 8/14/17 - 5/25/18 8/14/17 - 5/31/18 8/15/17 - 5/31/18 8/15/17 - 5/31/18 8/21/17 - 5/21/18 11/6/17 - 11/16/17 11/9/17 11/13/17 - 11/26/17 12/9/17 1/6/18 - 5/30/18

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Liz Pensick, Director, Business Services

SUBJECT: DONATIONS

BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education accept the donations.

FISCAL IMPACT

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

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT June 15, 2017

DEPARTMENT/SITE DONOR	ITEM DONATED	APPROXIMATE VALUE
Elementary C & I **		
Alfred Cramer & Youyoung Kang	Cash	\$50.00
Nutrition Services		
Rosa Olguin	Cash	\$300.00
Borba ES		
Anna Borba PFA Edison International	Cash Cash	\$15.00 \$300.00
Dickson ES		
Get Air Pomona Box Tops for Education	Two Gift Baskets Cash	\$90.00 \$118.00
Oak Ridge ES		
Wells Fargo Jaime Marquez	Cash I Love Oak Ridge T-Shirts	\$60.00 \$2,000.00
Rhodes ES		
Wells Fargo	Cash	\$90.00
Rolling Ridge ES		
Vince Spurgeon Francine Chavez	Projector/Equipment Library Books/Art Supplies	\$300.00 \$410.00

^{**}Donations received for the Vicki Whale Elementary Strings Memorial Fund

CHINO VALLEY UNIFIED SCHOOL DISTRICT June 15, 2017

DEPARTMENT/SITE DONOR	ITEM DONATED	APPROXIMATE VALUE
Wickman ES		
Kula Foundation Wells Fargo Wickman PTO Wickman PTO	Cash Cash Cash Cash	\$26.00 \$50.00 \$150.00 \$2,740.00
Cal Aero K-8		
School Portraits	Cash	\$585.00
Canyon Hills JHS		
Skanska USA Civil West	Cash	\$500.00
Ayala HS		
Bottling Group Edison International Your Social Marketer, Inc.	Cash Cash Cash	\$84.00 \$150.00 \$500.00

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Liz Pensick, Director, Business Services

SUBJECT: LEGAL SERVICES

BACKGROUND

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

FIRM	MONTH	INVOICE AMOUNTS	2016/2017 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	April 2017	\$ 22,564.62	\$ 181,865.60
Chidester, Margaret A. & Associates	March 2017	\$182,162.13	\$1,006,356.83
McCune & Harber, LLP	-	-	\$ 7,574.41
Parker & Covert LLP	-	-	\$ 1,224.00
	Total	\$204,726.75	\$1,197,020.84

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

RECOMMENDATION

It is recommended the Board of Education approve payment for legal services to the law office of Atkinson, Andelson, Loya, Ruud & Romo; and Chidester, Margaret A. & Associates.

FISCAL IMPACT

\$204,726.75 to the General Fund.

WMJ:SHC:LP:wc

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

SUBJECT: SIGNATURE AUTHORIZATIONS FOR CHINO VALLEY UNIFIED

SCHOOL DISTRICT

BACKGROUND

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

This updated signature list removes signature authorization for Don Jones, Director, Secondary Curriculum and adds signature authorization for Julian Rodriguez, Director, Secondary Curriculum and Anna G. Hamilton, Director, Purchasing.

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

RECOMMENDATION

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

FISCAL IMPACT

None.

WMJ:SHC:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT AUTHORIZED SIGNATURE LIST June 15, 2017

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

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

DOCUMENTS	NAMES
	Wayne M. Joseph
Certificated Notice of Employment**	Norm Enfield
	Lea Fellows
	Suzanne Hernandez
	Richard Rideout
	Wayne M. Joseph
Classified Notice of Employment**	Norm Enfield
	Lea Fellows
	Suzanne Hernandez
	Richard Rideout
	Wayne M. Joseph
N. J. C.	Norm Enfield
Notice of Intent Not to Re-Employ	Lea Fellows
	Suzanne Hernandez
	Richard Rideout
	Wayne M. Joseph
	Norm Enfield
Notice of Employment – Youth Work Experience**	Grace Park
Trease of Employment Treas Treas Expensive	Don Jones
	Julian Rodriguez***
	Daniel Sosa
	Wayne M. Joseph Norm Enfield
Tomporary Topobing Cradentials and Cradential Applications	Lea Fellows
Temporary Teaching Credentials and Credential Applications	
	Suzanne Hernandez Richard Rideout
	Wayne M. Joseph
	Norm Enfield
Statements of Need	Lea Fellows
Statements of Need	Suzanne Hernandez
	Richard Rideout
	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
Inter District and Intra District Attendance Agreements	Lea Fellows
	Grace Park
	Stephanie Johnson
	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
Claim of Plaintiff Statements	Lea Fellows
	Greg Stachura
	Dan Mellon

DOCUMENTS	NAMES
	Wayne M. Joseph
	Sandra H. Chen
Small Claims Court Representatives**	Norm Enfield
•	Lea Fellows
	Suzanne Hernandez
	Dan Mellon
	Richard Rideout
Forms/Report/Claims for Workers' Compensation Risk Management	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
	Lea Fellows Suzanne Hernandez
	Dan Mellon
	Richard Rideout
	Wayne M. Joseph
	Sandra H. Chen
Payroll Orders	Norm Enfield
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Payroll Connected District Orders	Norm Enfield
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen (custodian)
Custodian of Revolving Cash Fund for the General Fund*	Norm Enfield
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
District Orders for Employee Mileage Reimbursement and	Sandra H. Chen
Transportation Reports	Norm Enfield
	Liz Pensick
	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
	Lea Fellows
	Grace Park
Purchase Orders**	Greg Stachura
	Anna G. Hamilton***
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
	Lea Fellows
All Other Special Projects Applications and Report Documents	Grace Park
	Greg Stachura
	Liz Pensick
	Wayne M. Joseph
Special Projects Funding Applications Funding Contifications	Sandra H. Chen
Special Projects Funding Applications, Funding Certifications	Norm Enfield
	Grace Park
	Greg Stachura
	Wayne M. Joseph
	Sandra H. Chen
Miscellaneous Receipts Checking Account*	Norm Enfield
	Liz Pensick
	Patti Newton

DOCUMENTS	NAMES
DOCOMENTO .	Sandra H. Chen
	Liz Pensick
Forms, Reports, Checks for Nutrition Service Cafeteria Account*	Patti Newton
	Javier Quirarte
	Wayne M. Joseph
Buena Vista HS Associated Student Body*	Sandra H. Chen
	Norm Enfield
	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
Cal Aero Preserve Academy Associated Student Body*	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Converse Lille III C Accessing of Obvident Deals.*	Norm Enfield
Canyon Hills JHS Associated Student Body*	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Magnatic IIIC Associated Chudant Dadux	Norm Enfield
Magnolia JHS Associated Student Body*	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Ramona JHS Associated Student Body*	Norm Enfield
	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Townsend JHS Associated Student Body*	Norm Enfield
Townsona one hosociated Stadent Body	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
 	Norm Enfield
Woodcrest JHS Associated Student Body*	Grace Park
	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Elementary Student Bodies*	Norm Enfield
	Grace Park
	Liz Pensick
	Patti Newton
To all Lances	Wayne M. Joseph
Travel Advances	Sandra H. Chen
	Norm Enfield

DOCUMENTS	NAMES
	Wayne M. Joseph
Lleveine Construction Impact Departs	Sandra H. Chen
Housing Construction Impact Reports	Norm Enfield
	Greg Stachura
	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
District Orders Contracts and in Liquief Transportation Payments**	Lea Fellows
District Orders, Contracts and in Lieu of Transportation Payments**	Grace Park
	Greg Stachura
	Anna G. Hamilton***
	Liz Pensick
Approval of the Release of Commercial Warrants as Payments to Vendors**	Wayne M. Joseph
	Sandra H. Chen
	Norm Enfield
	Greg Stachura
	Liz Pensick
	Patti Newton
Bank Documents	Sandra H. Chen
bank Documents	Liz Pensick
	Sandra H. Chen
Electronic Signature Key Authorization	Liz Pensick
	Patti Newton
	Wayne M. Joseph
	Sandra H. Chen
Budget and Expenditure Transfers or Adjustments**	Norm Enfield
Dudget and Experiatione Transfers of Adjustifients	Greg Stachura
	Liz Pensick
	Wayne M. Joseph
Necessary School Facilities Program Documents	Sandra H. Chen
(State Allocation Board)	Norm Enfield
	Greg Stachura
	Wayne M. Joseph
Certification of Board of Education Minutes	Norm Enfield
	Sylvia Orozco - (President)
	James Na – (Clerk)

Requires more than one signature Requires separate Board action Name added

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Liz Pensick, Director, Business Services

SUBJECT: APPLICATIONS TO OPERATE FUNDRAISING ACTIVITIES AND

OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS

BACKGROUND

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

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

RECOMMENDATION

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

FISCAL IMPACT

None.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT June 15, 2017

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

Elementary Schools C	Organization
----------------------	--------------

Borba PFA Cattle PFA

<u>Jr. High Schools</u> <u>Organization</u>

Briggs K-8 PFA

Magnolia Music Boosters
Townsend Music Boosters

<u>High Schools</u> <u>Organization</u>

Ayala Band & Colorguard Boosters

Ayala Baseball Boosters

Ayala Boys Golf Club Boosters
Ayala Boys Water Polo Boosters
Ayala Cross Country Boosters

Ayala Football Boosters

Ayala Girls Basketball Boosters
Ayala Girls Golf Club Boosters
Ayala Girls Soccer Boosters
Ayala Grad Night 2018 Boosters
Ayala Grad Night 2019 Boosters
Ayala Grad Night 2020 Boosters
Ayala Spirit Team Boosters

Ayala Spirit Team Boosters
Ayala Summer Camp Boosters
Ayala Track & Field Boosters
Ayala Wrestling Boosters
Chino Band Boosters
Chino Basketball Boosters

Chino Chino Cowboy Huddle Chino **Drama Boosters** Chino **Sports Boosters Aquatics Committee** Chino Hills **Dance Boosters** Chino Hills Football Boosters Chino Hills Chino Hills **General Boosters** Chino Hills Grad Night 2018 Chino Hills Music Boosters

Chino Hills Spirit Leader Boosters

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent

Stephanie Johnson, Director, Student Support Services

SUBJECT: STUDENT EXPLUSION CASES 16/17-37, 16/17-46,

16/17-49, AND 16/17-51

BACKGROUND

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

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

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

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

RECOMMENDATION

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 16/17-37, 16/17-46, 16/17-49, and 16/17-51.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent

Stephanie Johnson, Director, Student Support Services

SUBJECT: STUDENT READMISSION CASES 15/16-27, 15/16-44, 16/17-04A,

AND 16/17-17

BACKGROUND

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

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

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

RECOMMENDATION

It is recommended the Board of Education approve student readmission cases 15/16-27, 15/16-44, 16/17-04A, and 16/17-17.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

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

DATE: June 15, 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: 2017/2018 EXPULSION HEARING ADMINISTRATIVE PANEL

BACKGROUND

Administrative Regulation 5144.1 authorizes the formation and use of administrative panels to conduct expulsion hearings on behalf of the Board of Education (California Education Code 48918). The administrative panel shall be selected from a Board-approved pool. Panel members should be available to serve a minimum of two times per semester. A Board-approved list of administrators is attached. The attached list represents positions rather than names in order to alleviate the need to revise the list throughout the year as administrative assignments change.

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

RECOMMENDATION

It is recommended the Board of Education approve the 2017/2018 Expulsion Hearing Administrative Panel.

FISCAL IMPACT

None.

WMJ:NE:SJ:ss

POOL OF EXPULSION HEARING ADMINISTRATIVE PANEL MEMBERS

DISTRICT OFFICE PERSONNEL

Director, Access and Equity

Director, Alternative Education

Director, Assessment and Technical Instr.

Director, Elementary Curriculum and Instr.

Director(s), Human Resources

Director, Professional Development

Director, Secondary Curriculum and Instr.

Director, Special Education

Director, Student Support Services

Director, Technology

Coordinator, Access and Equity

Coordinator, Assessment and Instr. Tech.

Coordinator, Behavior Intervention

Coordinator, Child Welfare and Attendance

Coordinator, Elementary Curriculum and Instr.

Coordinator, Secondary Curriculum and Instr.

Coordinators, Special Education

ELEMENTARY SCHOOLS (K-6)

- 1. Principal, Borba ES
- 2. Assistant Principal, Borba ES
- 3. Principal, Butterfield Ranch ES
- 4. Assistant Principal, Butterfield Ranch ES
- 5. Principal, Cattle ES
- 6. Assistant Principal, Cattle ES
- 7. Principal, Chaparral ES
- 8. Assistant Principal Chaparral ES
- 9. Principal, Cortez ES
- 10. Assistant Principal, Cortez ES
- 11. Principal, Country Springs ES
- 12. Assistant Principal, Country Springs ES
- 13. Principal, Dickey ES
- 14. Assistant Principal, Dickey ES
- 15. Principal, Dickson ES
- 16. Assistant Principal, Dickson ES
- 17. Principal, Eagle Canyon ES
- 18. Assistant Principal, Eagle Canyon ES
- 19. Principal, Glenmeade ES
- 20. Assistant Principal, Glenmeade ES
- 21. Principal, Hidden Trails ES
- 22. Assistant Principal, Hidden Trails ES
- 23. Principal, Liberty ES
- 24. Assistant Principal, Liberty ES
- 25. Principal, Litel ES
- 26. Assistant Principal, Litel ES

- 27. Principal, Marshall ES
- 28. Assistant Principal, Marshall ES
- 29. Principal, Newman ES
- 30. Assistant Principal, Newman ES
- 31. Principal, Oak Ridge ES
- 32. Assistant Principal, Oak Ridge ES
- 33. Principal, Rhodes ES
- 34. Assistant Principal, Rhodes ES
- 35. Principal, Rolling Ridge ES
- 36. Assistant Principal, Rolling Ridge ES
- 37. Principal, Walnut ES
- 38. Assistant Principal, Walnut ES
- 39. Principal, Wickman ES
- 40. Assistant Principal, Wickman ES

K-8 SCHOOLS

- 1. Principal, Briggs K-8
- 2. Assistant Principal, Briggs K-8
- 3. Principal, Cal Aero K-8
- 4. Assistant Principal(s), Cal Aero K-8

SECONDARY SCHOOLS (7-12)

- 1. Principal, Canyon Hills JHS
- 2. Assistant Principal(s), Canyon Hills JHS
- 3. Principal, Magnolia JHS
- 4. Assistant Principal(s), Magnolia JHS
- 5. Principal, Ramona JHS
- 6. Assistant Principal(s), Ramona JHS
- 7. Principal, Townsend JHS
- 8. Assistant Principal(s), Townsend JHS
- 9. Principal, Woodcrest JHS
- 10. Assistant Principal, Woodcrest JHS
- 11. Principal, Ayala HS
- 12. Assistant Principal(s), Ayala HS
- 13. Principal, Boys Republic HS
- 14. Principal, Buena Vista HS
- 15. Principal, Chino HS
- 16. Assistant Principal(s), Chino HS
- 17. Principal, Chino Hills HS
- 18. Assistant Principal(s), Chino Hills HS
- 19. Principal, Don Lugo HS
- 20. Assistant Principal(s), Don Lugo HS
- 21. Assistant Principal, Chino Valley Learning Academy
- 22. Principal, Adult School

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Norm Enfield, Ed.D., Deputy Superintendent

Carl W. Hampton, Principal, Adult School

SUBJECT: NON-COLOCATED PHASE II MEMORANDUM OF

UNDERSTANDING BETWEEN SAN BERNARDINO COUNTY WORKFORCE DEVELOPMENT BOARD AND WORKFORCE INNOVATION AND OPPORTUNITY ACT ONE-STOP PARTNERS FOR SAN BERNARDINO COUNTY AMERICA'S JOB CENTER OF

CALIFORNIA SYSTEM

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) requires the San Bernardino County Workforce Development Board (WDB) to ensure the creation and maintenance of a one-stop delivery system that enhances the range and quality of education and workforce development services available to business and individual customers through Memorandums of Understanding (MOUs) with a network of partners. To meet the requirements of WIOA, the State of California Employment Development Department (EDD) requires agreements to be completed in two phases. Phase I MOUs addressed shared customers and services while Phase II MOUs addresses shared infrastructure and operating costs.

Phase II MOUs include all WIOA America's Job Center of California (AJCC) partners represented by local agencies. Chino Valley Unified School District is one of several WIOA AJCC partners not part of the Phase I MOU approval; however, provisions included in Phase II provide for its partnership with WDB.

In an effort to maximize efficiency, two templates were created for use with AJCC Partners. Partners that colocate within an AJCC will use the Colocated Partner Template, which includes the sharing of infrastructure costs for shared space. The partners who are not located within an AJCC will sign the Non-Colocated Partner Template MOU.

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

RECOMMENDATION

It is recommended the Board of Education approve the Non-Colocated Phase II Memorandum of Understanding between San Bernardino County Workforce Development Board and Workforce Innovation and Opportunity Act One-Stop Partners for San Bernardino County America's Job Center of California System.

FISCAL IMPACT

None.

WMJ:NE:CWH:smr

Non-colocated

Phase II Memorandum of Understanding Between

San Bernardino County Workforce Development Board

Workforce Innovation & Opportunity Act One-Stop Partners For

San Bernardino County America's Job Center of California System

January 01, 2018 – December 31, 2020

This Memorandum of Understanding (MOU) is entered into on January 1, 2018, (Execution Date) by and between **Chino Valley Unified School District** – **Chino Valley Adult School**, a Workforce Innovation & Opportunity Act One-Stop America's Job Centers of California Partner (AJCC Partner) and the **San Bernardino County Workforce Development Board (WDB)**, organized under the laws of the State of California, with its principal place of business at 290 North D Street, Suite 600, San Bernardino, CA 92415.

RECITALS

WHEREAS, the WDB administers employment and training programs in San Bernardino County (County) in accordance with Workforce Innovation and Opportunity Act of 2014, (Public Law 113-128) (WIOA); and

WHEREAS, WIOA requires the WDB to ensure the creation and maintenance of a One-Stop delivery system that enhances the range and quality of education and workforce development services that business and individual customers can access; and

WHEREAS, the One-Stop delivery system must include at least one comprehensive physical center in each local area and a network of partners to make programs, services, and activities available; and

WHEREAS, the design of the WDB's One-Stop delivery system must be developed and executed between Workforce Development Boards and required local One-Stop partners to establish an agreement relating to the operation of the One-Stop system; and

WHEREAS, WIOA mandates 13 One-Stop partner programs, to be provided by 28 entities in the County; and

WHEREAS, on June 30, 2016 the WDB entered into a Phase I MOU with these 26 entities under which the Parties agreed to share customers and services; and

WHEREAS, since the execution of the Phase I MOU, two additional entities have approached the WDB, seeking to enter into a Phase II MOU with WDB; and

WHEREAS, the Parties desire to enter into this Phase II MOU, in accordance with the Workforce Services Directive No. WSD16-09 issued by the State of California Employment Development Department, to establish a cooperative working relationship between the WDB and the AJCC Partner, in accordance with WIOA and to define their respective roles and responsibilities in achieving the policy objectives established by the State in the California Workforce Development Board Strategic Plan as well as the sharing of infrastructure and other system costs.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

AGREEMENT

I. Process and Development

A. Effective Date and Term of the MOU

This MOU is effective as of the Execution Date, defined above, and shall have a term of three (3) years. The budget set forth in this MOU will be reviewed not less than once every year to identify any substantial changes that have occurred and which could require amendment of the budget, such as, but not limited to, to ensure that the AJCC Partner's proportionate share remains current and consistent with the cost methodology set forth in this MOU.

B. Process Used to Reach Consensus

The WBD convened a series of participatory meetings with the Phase I AJCC partners listed in Exhibit "A," attached hereto (AJCC Partners), to collaboratively develop the WIOA Phase II MOU to reach consensus on how the San Bernardino County America's Job Center of California System (System) will be sustained through joint infrastructure cost funding and resource sharing. AJCC Partners participated in Phase II MOU training presented by the California Workforce Association. At the request of the Phase I AJCC partners, the WDB provided hands-on technical assistance workshops as a targeted, intentional effort to provide support in developing career services budgets. Throughout the process, the System mission and shared customers were at the forefront of discussions and consensus decisions.

C. Process Used to Resolve Issues During the MOU Term When Consensus Cannot Be Reached.

The AJCC Partner will participate in regular meetings with a consensus decision making process. When consensus cannot be reached, the AJCC Partner agrees to use a majority rule voting process with the other AJCC Partners to resolve issues of non-agreement for the duration of this MOU.

AJCC Partners will meet on a quarterly basis, at a minimum. Meetings may occur face-to-face, via video conference and/or conference call. The AJCC Partner agrees to participate in these meetings. Meeting agendas will include discussion of action items prior to voting. All

action items appearing on a meeting agenda shall be decided by a majority vote of those AJCC Partners present at the meeting when consensus cannot be reached.

The AJCC Partner shall have one vote; if the AJCC Partner is unable to participate in a meeting, it may designate a proxy via a completed proxy form signed by an authorized person and submitted to the WDB prior to or at the meeting. There must be a quorum of the AJCC Partners, including any proxies, which shall be a majority of the AJCC Partners, present at a meeting in order for a meeting to proceed and any vote to be taken. The AJCC Partner or WDB may call for a vote by email, with no less than 3 business days' notice. In the event of an email vote, balloting instructions will include: how to fill out the ballot, due date of the ballot, and ballot recipient. Video conference and/or conference call may be used to facilitate discussion of action items prior to email voting. A majority vote for the purpose of an email vote shall be a majority of AJCC Partners, regardless of how many email ballots are actually returned and received by the WDB.

D. Process for Periodic Modification and Review

The WDB is responsible for ensuring that all of the AJCC infrastructure costs are paid according to the provisions of this MOU and shall undertake the reconciliations contemplated herein. The One-Stop Operator may act as liaison between the WDB and the AJCC Partner to periodically review and evaluate the MOU budgets as to the need for modifications or amendments. Such review shall occur no less than annually, as required by WIOA and/or as requested by the AJCC Partner, whichever is earlier.

AJCC Partner contributions, regardless of the type, will be reconciled by the WDB at least semi-annually, comparing expenses incurred to relative benefits received. The reconciliation process is necessary in order to ensure that the proportionate share each partner program is contributing remains consistent with the cost methodology, up to date, and in compliance with the terms of the MOU.

The AJCC Partner shall take such action as is necessary to amend this MOU from time to time to comply with the requirements of WIOA to ensure that it continues to contribute its fair and equitable share of infrastructure and other System costs. Such amendments shall not be binding unless they are in writing and signed by MOU authorized signatories.

II. Sharing Infrastructure Costs

A. Partners Agree to Cost Allocation Methodology

By signing this MOU, the AJCC Partner agrees to the cost allocation methodology for infrastructure cost sharing as set forth in Exhibit "B" herein. While both colocated and non-colocated partners agree to the cost allocation methodology, the requirement to contribute to infrastructure costs at this time only applies to those partners who are physically colocated in the comprehensive AJCC and/or affiliate AJCCs.

B. Comprehensive AJCC and Affiliate AJCCs

i. There is one comprehensive AJCC for the System, therefore, the Parties have developed an infrastructure cost budget for the comprehensive center.

The West Valley AJCC is the comprehensive AJCC, as identified in Phase I MOU.

West Valley AJCC 9650 Ninth Street Rancho Cucamonga, CA 91730

ii. There are two affiliate AJCCs for the System, therefore, the Parties have developed infrastructure cost budgets for each affiliate center.

The East Valley AJCC and High Desert AJCC are the affiliate AJCCs, as identified in Phase I MOU.

East Valley AJCC 658 E. Brier Drive San Bernardino, CA 92408 High Desert AJCC 17310 Bear Valley Road Victorville, CA 92395

AJCC Partners colocated at the West Valley AJCC, East Valley AJCC and/or High Desert AJCC are identified in Exhibit A.

C. Infrastructure Cost Allocation Methodology

In compliance with Workforce Services Directive WSD16-09 and as set forth in more detail in Sections II. D below, by signing this MOU, the AJCC Partner hereby agrees to the cost allocation methodology for infrastructure cost sharing set forth in Exhibit "B" of this MOU. The purpose of this infrastructure cost sharing methodology is to summarize, in writing, the methods and procedures that the WDB will use to share costs with the colocated AJCC Partners. While both colocated and non-colocated partners agree to the cost allocation methodology, the requirement to contribute to infrastructure costs at this time only applies to those partners who are physically colocated in the comprehensive AJCC and/or affiliate AJCCs.

D. Partners Sharing Infrastructure Costs When Proportionate Share Data Are Available

In accordance with the Workforce Services Directive WSD16-09, the State is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-colocated partners who are receiving relative benefit from the West Valley AJCC, East Valley AJCC and/or High Desert AJCC will also be required to contribute their proportionate share towards infrastructure costs. The AJCC Partner agrees that when sufficient data is available to determine the AJCC relative benefit to all parties, this MOU and each agreement with the AJCC Partners, colocated and non-colocated, will be

renegotiated to ensure proportionate share of contributions from all parties. Following renegotiation, the AJCC Partner shall pay its proportionate share of infrastructure costs. The Parties shall not apply cost allocations for relative benefit infrastructure costs on a retroactive basis.

III. Sharing Other One-Stop System Costs

A. AJCC Partners Sharing Other One-Stop System Costs

In compliance with WIOA Joint Rule Section 678.760, the AJCC Partners will use a portion of funds made available under their authorizing federal statute (or fairly evaluated in-kind contributions) to share the additional costs relating to the operation of the One-Stop delivery system. These costs may be shared through cash, non-cash, or third-party in-kind contributions.

As required by WSD16-09, the amount of funds that the AJCC Partner has budgeted to expend on applicable career services and other shared services (which cumulatively with the other AJCC Partners budgeted amounts shall form the "San Bernardino County AJCC Other One-Stop System Costs Budget (Career Services Budget)"), set forth in Exhibit "D." The AJCC Partner's amount may be unilaterally revised by the AJCC Partner on an annual basis and, as such, the Career Services Budget may be revised, as needed, to reflect the real amount(s) actually budgeted by the AJCC Partner.

AJCC Partners understand that while only colocated partners share infrastructure costs, at this time, all AJCC Partners must share in other System costs through non-cash (in-kind) contributions as set forth herein.

B. Career Services Applicable to the AJCC Partner

The AJCC Partner shall provide a vast array of applicable career services to County residents as set forth in Exhibit "C".

C. Required Consolidated Budget for the Delivery of Applicable Career Services

The agreed upon consolidated budget, the Career Services Budget, for other System costs is set forth in Exhibit "D". This budget consists of the AJCC Partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to the AJCC Partner.

D. Local Agreement to Share Other System Costs

The AJCC Partner shall include cross training of partner staff, a workforce summit/conference and the One-Stop Operator in the other System costs budget as set forth herein.

Shared other System costs will be provided through non-cash (in-kind) contributions. The AJCC Partner, by its signature hereunder, agrees to the other system cost allocation methodology as set forth herein.

i. Local Agreement to Share AJCC Partner Staff Cross Training

Through non-cash (in-kind) contributions, the AJCC Partner will provide subject matter experts to conduct AJCC Partner Staff Cross Training on programs and services. Cross training costs will be based on the fair market value of professional training of \$1,500.00 per day, not to exceed \$50,000.

ii. Local Agreement to Share AJCC Partner Workforce Summit/Conference

The AJCC Partner agrees to share costs of workforce summit/conference for partner staff through registration fees. It is anticipated these costs shall not exceed \$100,000 and will be shared proportionate to the number of AJCC Partner staff who register to attend the workforce summit in relation to the overall number of attendees from the AJCC Partners and WDB staff.

iii. Local Agreement to Share AJCC Operator Costs

In accordance with Joint WIOA Final Rule 678.620(a), the duties of the One-Stop Operator must include the coordination of service delivery by required One-Stop partners. The AJCC Partner acknowledges the shared service provided by the One-Stop Operator as defined by the WDB in the procurement process. The AJCC Partner shall not be required to contribute to the cost of the AJCC Operator. The AJCC Partner shall not be required to contribute to the cost of the AJCC Operator. The AJCC Partner agrees the WDB shall fund the One-Stop Operator for no less than the initial three (3) year Term of this MOU.

IV. Confidentiality

The AJCC Partner shall comply with any and all applicable laws, including but not limited to the provisions of WIOA as well as the applicable sections of the California Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other applicable statute, regulation and requirement to assure the following:

- The AJCC Partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC Partners must adhere, and shall share information necessary for the administration of the program as allowed under law and regulation. The AJCC Partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.
- Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.

V. Non-Discrimination and Equal Opportunity

The AJCC Partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The AJCC Partner agrees to comply with the provisions of the Fair Employment and Housing Act (California Government Code Section 12990) and related, applicable regulations.

The AJCC Partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

VI. American's with Disabilities Act and Amendments Compliance

The AJCC Partner shall ensure that the policies and procedures as well as the programs and services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, the AJCC Partner agrees to fully comply with the provisions of WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CFR Part 37 and all other regulations implementing the aforementioned laws.

VII. Modifications and Revisions

This MOU constitutes the entire agreement between the Parties and no oral understanding not incorporated herein shall be binding on any of the Parties hereto. Except for those specific provisions which allow for the unilateral amendment of this MOU, the MOU may not be modified, altered, or revised, as necessary, without the mutual consent of the Parties, by the issuance of a written amendment, signed and dated by the Parties

VIII. Termination

In the event that it becomes necessary for the AJCC Partner to withdraw from this MOU, it shall provide the WDB with thirty (30) days advance written notice, addressed to the WDB to the address set forth in the introductory paragraph above.

IX. Signatures

The signatures of the Parties affixed to this MOU affirm that they are duly authorized to commit and bind their respective departments and organizations to the terms and conditions set forth in this MOU.

X. Assignment

Except as otherwise provided in this MOU, the rights and duties of the AJCC Partner may not be assigned or delegated without the advance written consent of the WDB, and any attempt to assign or delegate such rights or duties in contravention of this section shall be null and void. This MOU shall inure to the benefit of and be binding upon the successors and assigns of the Parties hereto.

XI. Execution in Parts or Counterparts

This MOU may be executed in parts or counterparts, each part or counterpart being an exact duplicate of all other parts or counterparts, and all parts or counterparts shall be considered as constituting one complete original and may be attached together when executed by the Party hereto. Facsimile or electronic signatures shall be binding.

XII. Notices

Notices authorized or required to be given pursuant to this MOU shall be in writing and shall be deemed to have been given when mailed, postage prepaid, or delivered during working hours to the following addresses set forth for each of the Parties, or to such other changed addresses communicated to the Parties in writing:

San Bernardino County Workforce Development Board ATTN: Deputy Director of Administration 290 North D Street, Suite 600 San Bernardino, CA 92415

Chino Valley Unified School District – Chino Valley Adult School 12970 Third Street Chino, CA 91710

XIII. Severability and Validity of MOU

Should the participation of any Party to this MOU, or any part, term or provision of this MOU be decided by the courts or the legislature to be illegal, in excess of that Party's authority, in conflict with any law of the State of California, or otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms or provisions of this MOU shall not be affected thereby and each Party hereby agrees it would have entered into this MOU upon the same remaining terms as provided herein.

XIV. Integration Clause

The foregoing constitutes the full and complete agreement of the Parties. This Phase II MOU supersedes all prior agreements and understandings, whether in writing or oral, related to the subject matter of this MOU that are not set forth in writing herein. Notwithstanding the preceding, the AJCC Partner, as signatory to this Phase II MOU agrees to be bound by all the terms and conditions set forth in the Phase I MOU, which by this reference is restated and incorporated by reference as if originally set forth herein, regardless of whether the AJCC Partner was an original signatory to the Phase I MOU. To the extent that the terms and conditions of the Phase I MOU conflict with this Phase II MOU, this Phase II MOU shall govern.

IN WITNESS WHEREOF, the Parties hereto, have caused their names to be affixed by their proper and respective officers as of the Execution Date.

[Signatures on Following Pages]

CHINO VALLEY UNIFIED SCHOOL DISTRICT – Chino Valley Adult School

SAN BERNARDINO COUNTY Workforce Development Board Workforce Development Department

Signature		Signature	
Name: Title: Address:	Norm Enfield Deputy Superintendent 12970 Third Street Chino, CA 91710	Name: Title: Address:	Reg Javier Deputy Executive Officer 290 N. D Street, Suite 600 San Bernardino, CA 92415
Date:		Date:	

EXHIBIT "A"

AJCC PARTNERS

The Parties hereby agree that the WDB may unilaterally modify the following list of AJCC Partners upon written notice to the AJCC Partners:

- WIOA Title I Adult, Dislocated Worker, and Youth**
 - o San Bernardino County Workforce Development Department
- WIOA Title II Adult Education and Literacy
 - Asian American Resource Center
 - o Chaffey Joint Union High School District Chaffey Adult School
 - o Chino Valley Adult School
 - o Copper Mountain College
 - o El Sol Neighborhood Education Center
 - o Fontana Unified School District Fontana Adult School
 - o Hesperia Unified School District Hesperia Adult School
 - o Redlands Unified School District Redlands Adult School
 - o San Bernardino City Unified School District Inland Career Education Center
 - o Jack L. Hill Lifelong Learning Center San Bernardino Public Library
 - Yucaipa Calimesa Joint Unified School District Yucaipa Adult School
- WIOA Title III Wagner-Peyser**
 - o State of California Employment Development Department
- WIOA Title IV Vocational Rehabilitation
 - o State of California Department of Rehabilitation
- Carl Perkins Career and Technical Education
 - o Chaffey College
 - San Bernardino Community College District (on behalf of Economic Development and Corporate Training, San Bernardino Valley College, and Crafton Hills College)
 - o San Bernardino County Superintendent of Schools
 - Victor Valley College
- Title V Older Americans Act
 - o San Bernardino County Department of Aging and Adult Services
- Job Corps
 - o Inland Empire Job Corps
- Native American Programs
 - o California Indian Manpower Consortium, Inc.
- Migrant Seasonal Farmworkers
 - o Center for Employment Training
- Veterans**
 - o State of California Employment Development Department
- Trade Adjustment Assistance Act**
 - o State of California Employment Development Department
- Community Services Block Grant
 - o Community Action Partnership of San Bernardino County

- Housing & Urban Development
 - o Housing Authority of the County of San Bernardino
- Unemployment Insurance
 - o State of California Employment Development Department
- Temporary Assistance for Needy Families/CalWORKs**
 - o San Bernardino County Transitional Assistance Department

** Indicates Co-location at the West Valley AJCC, East Valley AJCC and/or High Desert AJCC.

EXHIBIT "B"

INFRASTRUCTURE COST METHODOLOGY

The AJCC Partner agrees to the following cost sharing methodology:

Rent Costs: Rent costs, which shall be based on the total of base rent, security and access card charges. The base rent is derived from the total square footage used by the AJCC Partner multiplied by the cost per square foot. The cost per square foot is calculated from the total AJCC monthly rent divided by the total AJCC leased square footage. Space rental and security charges are calculated according to actual costs.

Utilities & Maintenance: This section includes only telephone services, which includes the costs of dial-up telephone service and voice mail. Such costs shall be based on the County Information Services Department's charges for the specific phone lines the AJCC Partner uses.

Equipment & Furniture: Equipment costs include the costs of purchasing and installing a telephone and a computer for each cubicle utilized by the AJCC Partner. The costs of those purchases are charged at actual retail purchase price. Other cost sharing items include multifunctional printers and fax machines. The equipment charges are based on actual lease costs divided by total number of staff in the center, then multiplied by the number of AJCC Partner staff. Monthly furniture charges are based on a cost estimation of the cubicle workstation and chair divided by the five-year useful life of the furniture.

Technology and Access Costs: Such costs shall be based upon the usage charges billed by the County Information Services Department and then divided by the total number of AJCC staff to derive the cost per person. The AJCC Partner shall be charged in proportion to the number of its staff in relation to the overall number of staff at the respective AJCC.

Notwithstanding the preceding, in the event that the AJCC Partner has specific utility, technology, equipment and/or furniture needs, the AJCC Partner shall be wholly responsible for the additional retail, actual cost of such items/services. In the event that more than one AJCC Partner has a specific request for additional items/services, the cost of the additional items/services shall be allocated between the requesting AJCC Partners in proportion to the number of each AJCC Partner's staff.

Based on the need of the AJCC Partner, cost options within the Utilities & Maintenance, Equipment & Furniture (with the exception of cubicle furniture and assistive technology for Individuals with Disabilities), and Technology and Access categories may be adjusted according to demonstrated need.

Infrastructure costs shall be invoiced on a quarterly basis based on actual costs and increases, so long as annual cost increases do not exceed ten percent (10%) of the preceding year.

If contributing to infrastructure costs, the AJCC Partner may provide cash, non-cash (in-kind), and third-party in-kind contributions to cover its share of infrastructure costs. In-kind contributions cannot be used to fund non-infrastructure costs (such as personnel), and must be valued consistent with Uniform Guidance Section 200.306 to ensure such contributions are fairly evaluated and qualify for the AJCC Partner's proportionate share.

If third-party in-kind contributions are made to support the AJCC as a whole (such as facility space), that contribution will not count toward the AJCC Partner's proportionate share of the infrastructure. Rather, the value of the contribution will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all AJCC Partners.

EXHIBIT "C"

AJCC PARTNERS SERVICES CHART

Career Services	Definitions	Partner
Basic Career Services		
Eligibility for Services	Determination of whether the individual is eligible to receive assistance from the any of the covered programs (Wagner-Peyser, WIOA Adult or Dislocated Worker)	T-I AD; T-I DW; T-III WP; TAA; VET; TANF; T-V OAA; MSFW; T-IV VR; NATIVE AM; UI
Outreach Intake Orientation	Outreach, intake (including worker profiling), and orientation to information and other services available through the one-stop delivery system	T-I AD; T-I DW; T-II AEL; TANF; TECH ED; T-V OAA; MSFW; COMM ACT; JOB CORPS; HOUSING; T-IV VR
Initial Assessment	Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skill gaps), and supportive service needs	T-I AD; T-I DW; T-II AEL; T-IV VR; TANF; T-V OAA; JOB CORPS; HOUSING; NATIVE AM
Labor Exchange	Job Search and Placement Services, including career counseling for providing demand industry sectors and occupations and nontraditional employment. Recruitment on behalf of employers, including referrals to specialized business services (other than those offered through traditional one-stop delivery system). Includes Out-of-Area Job Search Assistance	T-I AD; T-I DW; T-III WP; TAA; VET; T-IV VR; NATIVE AM
Referrals to programs	Providing information for programs and support services delivered outside the One-Stop	T-I AD; T-I DW; T-II AEL; T-IV VR; TANF; MSFW; NATIVE AM
Labor Market information	Workforce and labor market employment statistics information, including information related to local, regional, and national labor market areas like: job vacancy, information on job skills necessary to obtain the vacant jobs listed, information relating to local occupations in demand and the earnings/skill requirements/advancement opportunities	T-I AD; T-I DW; T-II AEL; T-III WP; TAA; VET; T-IV VR; TANF; JOB CORPS

Performance and Cost Information Supportive Services Information	Provision of performance information and program cost information on eligible providers of training services provided by Title I, Title II, Carl D. Perkins, and Vocational Rehabilitation Provision of information relating to the availability of supportive services or assistance including child care, transportation, health care, TANF, HUD, etc.	T-I AD; T-I DW; T-IV VR T-I AD; T-I DW; T-II AEL; T-IV VR; TANF; JOB CORPS; MSFW; COMM ACT; NATIVE AM
Information on UI	Information and assistance with filing UI claims. Delivered online or by staff well trained in UI claim filing and the rights and responsibilities of claimants.	T-I AD; T-I DW; UI
Financial Aid Information	Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA	T-I AD; T-I DW; T-IV VR; MSFW
Individualized Career Servi	ces	Partner
Comprehensive assessment	Comprehensive and specialized assessments of the skill levels and service needs which may include diagnostic testing, assessment tools, or in-depth interviewing and evaluation to identify employment barriers and appropriate employment goals	T-I AD; T-I DW; T-II AEL; TANF; JOB CORPS; MSFW; T- IV VR; NATIVE AM
· ·	assessments of the skill levels and service needs which may include diagnostic testing, assessment tools, or in-depth interviewing and evaluation to identify employment barriers and appropriate employment goals	TANF; JOB CORPS; MSFW; T-IV VR; NATIVE AM T-I AD; T-I DW; TANF; T-V OAA; JOB CORPS; MSFW; T-

Short-term prevocational services	Short-term prevocational services, including development of learning skills, communication skills, interviewing skills,, punctuality, personal maintenance skills, and professional conduct, to prepare individuals for unsubsidized employment or training	T-I AD; T-I DW; T-II AEL; TANF; MSFW; T-IV VR; NATIVE AM
Internships and work experience	Internships and work experiences that are linked to careers. Planned, structured learning experience takes place in a workplace for a limited duration. May be paid or unpaid	TANF; T-IV VR; NATIVE AM
Workforce preparation activities	Short term vocational education and certificate activities that may lead to or be required for employment such as basic academy skills, critical thinking skills, digital literacy skills, and self-management skills	T-I AD; T-I DW; T-II AEL; TANF; MSFW; HOUSING; T- IV VR; NATIVE AM
Financial Literacy	Supporting the ability of participants to create household budgets; initiate savings plans; manage spending, credit and debt; and make informed financial decisions	T-II AEL; T-IV VR; TANF; MSFW; COMM ACT
Out of area job search	Assistance with out of area job search and relocation.	T-I AD; T-I DW; TANF; JOB CORPS; HOUSING; T-IV VR
English language acquisition	English language proficiency and integrated instruction and training programs	T-II AEL
Follow-up Activities	Services for participants placed in unsubsidized employment including counseling regarding the workplace for not less than 12 months after the first day of employment	T-I AD; T-I DW; T-IV VR; TANF; HOUSING

Training Activities	Partner
Occupational skills / Vocational Training	T-I AD; T-I DW; T-II AEL;
	TANF; TECH ED; JOB CORPS;
	MSFW; T-IV VR; NATIVE AM
OJT/Subsidized Employment	T-I AD; T-I DW; TANF; T-IV
	VR; NATIVE AM
Transitional Jobs	TANF; T-V OAA
EBE or ESL in combination with Training	T-II AEL

Business Services	Definitions	Partner
Incumbent Worker Training	Training provided that meets the needs of employer(s) to retain a skilled workforce or avert the need to lay-off employees. Conducted with a commitment by the employer to retain or avert the layoff of trainees. Requires employer cost-sharing	T-I AD; T-I DW; TANF
Customized Training	Training provided to meet special requirements of an employer or group of employers that is defined by a contract, for which the employer(s) pays a significant portion of the cost as determined by local policy, and includes a commitment by the employer(s) to employ an individual upon successful completion of the training	T-I AD; T-I DW; TANF; T-IV VR

Key

T-I Adult - San Bernardino County Workforce Development Board

T-I DW - San Bernardino County Workforce Development Board

T-I Youth - San Bernardino County Workforce Development Board

T-II AEL - Title II Adult Education and Literacy

TECH ED - Carl Perkins Career and Technical Education

COMM ACT – Community Services Block Grant

T-IV VR – Department of Rehabilitation (Title IV Vocational Rehabilitation)

T-III WP – Employment Development Department (Title III Wagner-Peyser)

HOUSING – Housing & Urban Development

JOB CORPS – Job Corps

MSFW - Migrant Seasonal Farmworkers

NATIVE AM - Native Americans Programs

T-V OAA – Title V Older Americans Act

TAA – Trade Adjustment Assistance Act

TANF – Temporary Assistance for Needy Families/CalWORKs

UI – Unemployment Insurance

VET – Veterans

EXHIBIT "D" COMBINED CAREER SERVICES BUDGET

One-Stop Delivery System Budget Worksheet for Phase II Cost Sharing MOU

* Key of acronyms provided on Exhibit C

WIOA Service Tyrne		TIAdult	T.I.D.W	TIVenth	T.II ACI	T III M/D/TAA /VET	T.N.VD	TAME	TECHEN	4404	TOB COBBC	NATIVE AND	MASEN COMM ACT	DOLIGING TAKE	CINC	OTHER		TOTAL
		1-1 Addit	30	1110011-1	I-II ACL	I-III WI'J IAAJ VEI	NA AI-I	JAIN I	בנים	OAA	$\frac{1}{2}$	\exists	+	+	4	$\frac{1}{2}$		141
Basic Career Services			-	_									_		-	_		
Eligibility for Services		1,603,162	1,047,775			4,074,387		8,250		1,248			100		14,907	260	\$	6,750,389
Outreach, Intake, Orientation		601,186	392,915		30,557			17,250	249,077	1,248	250		100	24,327	17,889	1	120,000	1,454,799
Initial Assessment		445,323	291,048		96,348			2,250		1,248	21,320				4,969	1	140,000	1,002,506
Labor Exchange Services		1,246,904	814,936			331,059									19,877		75,000	2,487,776
Referral to Programs Outside the One Stop Center for Partners		267,193	174,629		20,396			15,000					100		1,987	1	115,250	594,555
Labor Market Information		356,258	232,838			91,079		750			200				2,981	1	139,500	823,606
Performance and Cost Information		44,532	29,104														35,000	108,636
Supportive Services Information		178,129	116,419		69,763			19,500			5,394		100	16,143		1	140,800	543,248
Unemployment Insurance (UI) Information		22,266	14,552												8	84,103	20,000	140,921
Financial Aid Information		44,532	29,104										100				000'09	133,736
	Sub-Total	4,809,485	3,143,320	•	214,064	4,496,525	•	63,000	249,077	3,744	27,164	•	200	40,470	62,610 8	84,663 8	845,550	14,040,172
Individual Career Services																		
Comprehensive Assessment		222,661	145,524		318,329			27,000			1,000		125				350,000	1,064,639
Individual Employment Plan		712,516	465,677					750		2,496	1,727		125		9,938			1,193,229
Career Planning, Counseling		356,258	232,838		126,024			3,000		1,248			125		956'9		587,500	1,313,949
Short-Term Pre-Vocational		267,193	174,629		5,293			750					125				25,000	472,990
Internships and Work Experience								3,000									50,000	53,000
Out of Area Job Search		86,798	43,657					750			2,000				993			114,198
Financial Literacy		22,266	14,552		5,293			750					125	7,852			30,000	80,838
English Language Acquisition					1,416,599											1,5	1,598,000	3,014,599
Workforce Preparation		133,596	87,314		1,037,470			1,500					125		3,975	2,1	2,120,000	3,383,980
Follow-up Activities		445,323	291,048					1,500							14,913		25,000	777,784
	Sub-Total	2,226,611	1,455,239	•	2,909,008	719,010	•	39,000	•	3,744	4,727	•	750	7,852	36,775	- 4,7	4,785,500	11,469,206
Training Activities																		
Occupational Skills/Vocational Training		1,157,839	698,516		3,580			750	1,173,518		97,490		11,250			1,0	1,010,000	4,152,943
OJT/Subsidized Employment		712,525	523,899					750										1,237,174
Transitional Job								750		12,012								12,762
ABE or ESL in Combination with Training					109,351													109,351
	Sub-Total	1,870,364	1,222,415	-	112,931		•	2,250	1,173,518	12,012	97,490	•	11,250		•	- 1,0	1,010,000	5,512,230
Business Services																		
Incumbent Worker Training		125,000	125,000					750										250,750
Customized Training		125,000	125,000					750										250,750
	Sub-Total	250,000	250,000	•	•	•	•	1,500	·	·	•	•	•	•	•		•	501,500
	Total	9,156,460	6,070,974	6,700,000	3,236,003	5,215,535	2,138,770	105,750	1,422,595	19,500	129,381	295,630	12,500 4	48,322	99,385 84	84,663 6,64	6,641,050 \$ 4?	41,376,518

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

DATE: June 15, 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 TRIPS

BACKGROUND

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

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

RECOMMENDATION

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

School-Sponsored Trips	Date	Fiscal Impact
Site: Ayala HS Event: Girls Basketball - University of Washington and Oregon State Team Camps Place: Seattle, WA Chaperone: 10 students/2 chaperones	June 9-July 1, 2017	Cost: \$463.81 per student Funding Source: USB and Boosters
Site: Ayala HS Event: Spirit Camp Junior Varsity - US Spiritleaders Place: Costa Mesa, CA Chaperone: 27 students/4 chaperones	July 27-30, 2017	Cost: \$410.00 per student Funding Source: Parents

Site: Ayala HS Event: Spirit Camp Varsity – National Cheerleaders Association/National Dance Alliance Place: Palm Springs, CA Chaperone: 35 students/4 chaperones	July 31-August 2, 2017	Cost: \$339.00 per student Funding Source: Parents
Site: Chino HS Event: California Association of Directors of Activities/California Association of Student Leaders Summer Leadership Camp Place: Santa Barbara, CA Chaperone: 10 students/1 chaperones	July 12-15, 2017	Cost: \$490.00 per student Funding Source: Parents and Fundraising
Site: Chino HS Event: Mens Basketball Varsity Tournament Place: Palm Springs, CA Chaperone: 12 students/4 chaperones	July 7-9, 2017	Cost: \$100.00 per student Funding Source: Boosters
Site: Chino Hills HS Event: USA Dance Camp Place: Thousand Oaks, CA Chaperone: 22 students/4 chaperones	July 20-23, 2017	Cost: \$450.00 per student Funding Source: Boosters

FISCAL IMPACT

None.

WMJ:GP:rtt

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Innovation, and Support

Don Jones, Director, Secondary Curriculum

SUBJECT: NEW COURSE FINANCIAL LITERACY

BACKGROUND

The Chino Valley Unified School District routinely revises curriculum guides and develops new courses in accordance with State Content Standards, State Frameworks, and student need. Accordingly, the revision and development of curriculum guides are the results of a collaborative effort of teachers in the related academic areas. This item was presented to the Board of Education on May 18, 2017, for information.

Financial Literacy is a mathematics course designed for students who have completed a minimum of Integrated Math III/Algebra 2 with a C or better and wish to continue their study of mathematics in a challenging, application-based course covering numerous financial topics. The course addresses college preparatory mathematics from Advanced Algebra, Statistics, Probability, Pre-Calculus, and Calculus through several financial topics: Banking, Investing, Credit, Employment and Income Taxes, Automobile Ownership, Independent Living, and Retirement Planning and Household Budgeting. Students will have multiple opportunities to use, construct, question, model, and interpret financial situations through symbolic algebraic representations, graphical representations, geometric representations, and verbal representations.

This course was presented to the Curriculum Council and A.C.T. has been consulted.

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

RECOMMENDATION

It is recommended the Board of Education approve the new course Financial Literacy.

FISCAL IMPACT

None.

WMJ:GP:DJ:lar

	A. CONTACTS
1. School/District Information:	School/District: Chino Valley Unified School District
	Street Address: 5130 Riverside Dr., Chino, CA 91710
	Phone: (909) 628-1201
	Web Site: chino.k12.ca.us
2. Course Contact:	Teacher Contact: Sandra Ross
	Position/Title: Teacher
	Phone: (909) 606-7540
	E-mail: Sandra_Ross@chino.k12.ca.us
В	COVER PAGE - COURSE ID
1. Course Title:	Financial Literacy
2. Transcript Title/Abbreviation:	Financial Lit
3. Transcript Course Code/Number:	
4. Seeking Honors Distinction:	No
5. Subject Area/Category:	Meets the UC/CSU "c" Mathematics requirement
6. Grade Level(s):	11-12
7. Unit Value:	10 credits/ 5 credits per semester
8. Course Previously Approved by UC:	Yes
9. Classified as a Career Technical	No
Education Course:	
10. Modeled after an UC-approved Course:	Yes
11. Repeatable for Credit:	No
12. Date of Board Approval:	

13. Brief Course Description:

Financial Literacy is an application-based mathematics course covering numerous financial topics. The course addresses college preparatory mathematics from Advanced Algebra, Statistics, Probability, Pre-Calculus, and Calculus through several financial topics: Banking, Investing, Credit, Employment and Income Taxes, Automobile Ownership, Independent Living, and Retirement Planning and Household Budgeting. Students will have multiple opportunities to use, construct, question, model, and interpret financial situations through symbolic algebraic representations, graphical representations, geometric representations, and verbal representations.

14. Prerequisites: Integrated Math 3/3H or Algebra 2 with a C or better

15. Context for Course:

This course is designed to develop and build skills related to personal and business finance. It develops awareness of business and interest in careers in business, and provides critically needed and relevant math skills for everyday living. Instructional methods and/or strategies are specifically geared to support the delivery of the curriculum and the course goals in a balanced fashion.

16. History of Course Development:

The current mathematics pathway is: Integrated Math 1 (CP), Integrated Math 2 (CP and Honors), Integrated Math 3 (CP and Honors), Calculus AB (CP and AP), Calculus BC (AP), and Statistics (CP and AP). The course was developed as a 4^{th} year math course option in lieu of Calculus or Statistics.

17. Textbooks:	Financial Algebra: Advanced Algebra with Financial Applications
	Robert Gerver and Richard Sgroi
	South-Western Cengage Learning
	2018 Second Edition
18. Supplemental Instructional Materials:	None

C. COURSE CONTENT

1. Course Purpose:

Financial Literacy is a mathematics course designed to show students practical applications of mathematics in challenging, real-life situations covering numerous financial topics.

2. Course Outline:

Unit 1: Linear and Quadratic Equations – The Stock Market

From the perspective of an individual investor in the market, students are introduced to basic business organization terminology in order to read, interpret, chart, and algebraically model stock ownership and transaction data. Students will be able to gather data from stock market charts and reports and determine measurement statistics such as percentage change in value, simple moving averages, capital gains, and dividends. Students will track portfolio performances by creating spreadsheets. Students will understand how stock transactions can take place and how transaction fees and/or broker fees may apply. Students will gain an understanding of why corporations choose to split or reverse split their stock and calculate portfolio values of stocks after splits or reverse splits. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Algebraic ratios and proportions
- Algebraic representations of percent increase and decrease
- Pictorial representations of data including scatterplot analysis
- Operations with functions, domains of functions, and evaluation of functions

Unit 2: Linear and quadratic Functions – Modeling a Business

Students will utilize mathematical modeling skills to analyze the mathematics of business organization. Using linear, quadratic, and exponential regression equations students will model supply, demand, expense, revenue, and profit as they model the production of a new product. Students will understand how businesses experience fixed and variable costs, how to graph both expense and revenue functions and locate break-even points by solving systems of equations algebraically and with graphing calculator technologies. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematical Topics students will utilize in Unit 2 include:

- Scatterplots
- Operations with functions
- Function domains
- Function evaluation
- Linear, quadratic, and exponential functions to model situations
- Rational functions
- Systems of equations (linear/linear and linear/quadratic)
- Systems of inequalities
- Finding linear, quadratic, and exponential regression equations using graphing calculator technologies
- Extrapolation and interpolation
- Correlation coefficient
- Axis of symmetry, roots, intercepts and concavity of parabolas
- Quadratic formula
- Explanatory, response, and lurking variables
- Causation vs. correlation for bivariate data

Unit 3: Exponential and Logarithmic Functions - Banking

Students will understand the various types of accounts that banks offer. Students will compare the effects of simple interest to compound interest to continuous compounding of interest. Using the compound interest formula, students will solve for future values of accounts and determine initial investment needs to have their investments grow to a specified amount in the future. Students will also be able to solve exponential equations to determine necessary interest rates for a current value to grow to a specified future value in a given amount of time. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematical skills students will need for unit 3 include:

- Derivation of the compound interest formula
- Solve algebraic equations using the simple interest and compound interest formula
- Limits of polynomial functions, rational functions, and sequences
- Exponential functions
- Exponential growth and decay
- Solve exponential equations
- Natural logarithm as the inverse of the exponential function
- Solve algebraic equations using the formula for continuous compounding interest
- Computations based on iterative processes
- Solve algebraic equations using the formulas for future and present value of investments
- Using inductive reasoning

Unit 4: Exponential and Logarithmic Functions – Consumer Credit

Becoming familiar with credit terminology and regulations is critical in making wise credit decisions. Students will become familiar with the vocabulary of credit terms, the types of lending institutions, and the various types of consumer credit available. Students will calculate finance charges for installation payments, compute monthly payments using a formula and compute finance charges on loans and credit card balances. When dealing with loans, students will calculate computations on the present value of single deposit investments and periodic deposit investments. With regard to credit cards, students will understand how to calculate average daily balances and understand the information provided in credit card statements. Credit comes at a price and in this unit students learn how to use mathematics to make wise credit choices that fit their needs, current financial situation, and future goals. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Algebraic proportions
- Linear, quadratic, cubic, and exponential equations
- Exponential growth and decay
- Regression equations
- Inverse function of an exponential equation
- Logarithms
- Summation notation

Unit 5: Functions, Their Graphs and Statistics – Automobile Ownership

Students will look at various mathematical concepts associated with automobile ownership. Students will begin by looking at the mathematics of classified ads using piecewise continuous functions and calculate the sales tax on transactions. Students will utilize summary statistics such as mean, median, range, interquartile range, and standard

deviation on data sets such as prices of multiple cars of the same make and model when developing buying/selling prices for a vehicle. This data will also be presented graphically in statistical graphs such as stem and leaf plots, histograms, and boxplots. Students will look at the mathematics of automobile insurance including the role of deductibles and expected values based on probabilities of accidents. Automobile depreciation rates will be modeled using both linear and exponential modeling techniques. Students will investigate the relationship between distance, rate, and time and use these algebraic formulas to determine fuel economies and gas usage. Students will work in both the English Standard and Metric Systems to calculate measurements related to automobile safety including reaction times, stopping distances, and skid mark formulas. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Exponential/linear systems of equations
- Irrational functions
- Quadratic functions
- Arc length
- Piecewise functions
- Graphs of piecewise functions
- Systems of linear equations
- Frequency distributions
- Stem-and leaf plots
- Modified box-and-whisker plots
- Measures of dispersion
- Quartiles
- Interquartile range
- Outliers of a frequency distribution

Unit 6: Systems of Equations – Employment and Taxes

Many Internal Revenue Service and Social Security Administration regulations can be modeled by using linear and polygonal functions that have different slopes over different domains. Line-by-line instructions for IRS forms can also be algebraically symbolized. Students will learn about payments for social security and Medicare and how they have changed over time. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Jump discontinuities
- Continuous functions with cusps
- Systems of equations
- Compound inequality notation
- Piecewise functions
- Interval notation
- Percent increase and decrease
- Data analysis
- Algebraic modeling

Unit 7: Radical, Rational Functions, and Geometry - Independent Living

In this unit, students work their way through the mathematics that models moving, renting, and purchasing a place to live. This will include determining the affordability of a monthly rent, moving expenses, and other household expenses. Students will mathematical modeling to look at the relationship between square footage and rental price. They also explore the geometric demands of floor plans and design, and discover the relationship between area and probability. When purchasing a home, students will understand the mortgage application process, various types of mortgages, how to calculate interest payments and monthly mortgage payments including balloon payments. When purchasing a home, students will understand the affordability of certain homes and create amortization tables for fixed rate and adjustable rate mortgages. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Dilations and scale
- Ratios and proportions
- Area of a regular polygon
- Areas of shaded regions
- Rational functions
- Exponential functions
- Linear and quadratic regression
- Solving systems of linear equations

Unit 8: Mathematical Modeling – Planning for Retirement

Students will learn about retirement savings options and how to calculate future values of investments that are both single deposit and periodic. Students will be able to compare the tax savings by making pre-tax contributions to retirement accounts such as IRAs. Students will determine the value of employer contributions to retirement accounts such as 401(k) plans. Other retirement benefit plans such as pension plans and deferred compensation programs will be understood. In addition to investment income, students will learn about the Social Security program, understand how the government determines social security payments and be able to determine the federal income tax on benefits. Students will learn about the different types of life insurance plans that are available and compute the costs of different types of plans. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Exponential modeling
- Exponential equations, including the compound interest function
- Calculate expected value of a discrete random variable

Unit 9: Mathematical Modeling – Preparing a Budget

When preparing a household budget, students will understand the different expenses experienced by households such as utilities. Students will set-up spreadsheets to track household budgets including factors of cash flow, monthly, quarterly, or yearly expenses (i.e., property taxes), and strategies for growing savings and/or reducing debt. Standards for Mathematical Practice (SMPs) are emphasized in each lesson and used heavily on the projects within each unit.

Mathematics Topics

- Create, graph and interpret the greatest integer function
- Create, graph and interpret linear and piecewise functions

Use multiple representations to chart data

3. Key Assignments:

Unit 1 Project – Stock Market Portfolio

Students, in small groups, will utilize a \$10,000 budget to pick a portfolio of various individual stocks. Students will be expected to research individual stocks and justify their selections. After the stocks are selected, students will track their portfolio performance in a spreadsheet. A class competition will search for the group that has the highest rate of return or capital gain during a 30-day investing window. During the 30-day time period, stocks can be sold and other stocks purchased. Students will have to take transactions fees into account on all transactions as if they were utilizing a common discount broker.

Unit 2 Project – Business Proposal for Summer Job

Students will be in small groups and will create a business proposal for a summer job, such as a painting business or a landscaping business. In their business proposal, students will determine fixed and variable costs, determine a pricing strategy, create expense and revenue functions, and make a prediction on business profits. The business model will be presented to the class.

Unit 3 Project – The Rule of 72

Students will research the Rule of 72. They will discuss the history and use of the rule. Students will also prepare examples to illustrate the rule. Students will present their research to the class using presentation software.

Unit 4 Project – Affordability of a Loan

Students will use three modalities to determine the affordability of a loan: exponential formula evaluation, logarithmic formula evaluation, and interpreting an exponential/linear system. Students will use technology (graphing utility and/or spreadsheet) to make the determinations required and justify their responses. Students are given a scenario in which a family must make a decision about the affordability of a loan based on the principle, the loan-length, the APR and the maximum affordable monthly payment the family is able to make towards loan debt reduction. Students determine the affordability of the loan in three different ways: using the monthly payment function, interpreting the graphs of the system of equations defined by the exponential monthly payment function and the linear maximum affordable monthly payment, and using the logarithmic loan length function. They are then asked to construct two spreadsheets: a monthly payment spreadsheet that charts the monthly payment as loan length time varies from 1to 20 years and a loan length spreadsheet that charts time as monthly payments vary from \$100 to\$1000. Finally, students must write up a summary analysis for this situation explaining how the algebraic modeling by the spreadsheet formulas supports their prior work.

Unit 5 Project – Buying and Selling Automobiles

Students will use measures of central tendency and measures of dispersion to mathematically negotiate the buying and/or selling of an automobile. Students will choose a make, model, and year for an automobile. They will use the Internet and newspaper classified ads to find 10-20 of those cars for sale. They will get the price of the car and the mileage it has. Students will construct modified box-and-whisker plots and describe the frequency distribution. They will pair each cars price with its mileage to create a scatterplot. They will classify the association as positive or negative. Students will find the regression line and correlation coefficient and interpret the relationship as strong, moderate, or weak, and discuss its linearity. Students will present their results to the class using presentation software.

Unit 6 Project – Taxes

Unit 6 Project: Students will derive the slope-intercept form used on the IRS tax worksheet by translating tax tables into piecewise functions. The tax tables give taxpayers a function in which the independent variable is the taxable income and the dependent variable is the tax. It is convoluted and has confused taxpayers for years. Within the last decade, the IRS created a worksheet that uses the slope-intercept form of the equations of a line to simplify calculations for the taxpayer. In this project, students interpret the IRS Schedule, express the domains using compound inequality notation, and create the piecewise function that models the IRS intentions. They then covert this function, which is a translated version of point-slope form, into the slope-intercept form to create the tax worksheet.

Unit 7 Project - Mortgages

Students will determine the reduction in interest that extra mortgage payments result in. Students will use the monthly payment formula to compute the monthly payment for a hypothetical mortgage amount over 15 and 30 years. They will compute the total payments, based on 12 monthly payments each year, and the total interest for the entire loan. They then use a mortgage calculator to assume an extra 13th payment made each year (i.e., payments are made once every 4 weeks instead of once each month). Students will compute the interest and new total repayment period and compare the total interest to the original conventional mortgage to see the savings in total years and interest.

Unit 8 Project - Retirement

Students will apply prior knowledge from the banking unit to make decisions about the feasibility of a retirement plan. Students are given financial information about a prospective retiree and asked to act as a financial retirement planner. The prospective retiree has also supplied the planner with desired monetary goals in retirement. Based upon information about savings plans, social security benefits, pensions, and life insurance policies, and using formulas learned in this unit, the planner is to write up a financial plan for the prospective retiree that includes at least two ways of meeting the goals and has mathematical justification for the recommendations made.

Unit 9 Project - Prepare a Budget/Independent Living

Students are given a budget spreadsheet that contains the headings of income, fixed expenses, variable expenses, and non-monthly expenses. There are subheadings under each of these listing specific categories relating to the heading. Students are given a full accounting of a person's financial status and asked to build a spreadsheet that calculates that person's cash flow. In addition, the students are given information about the person's assets and liabilities and are asked to add it to the spreadsheet and determine the net worth. Finally, based upon the calculation of the debt-to-income ratio, students are asked to develop a debt reduction plan for the individual if necessary.

4. Instructional Methods and/or Strategies:

Direct Instruction: Lectures will be utilized to introduce and teach the course concepts via PowerPoint slides presentations and online tutorials.

Hands-on Activities, Assignments and Projects: "Real-life" applications are the basis for solidifying comprehension of the topics. Students regularly make calculations on situations that mimic real-world problems, such buying stocks, doing accounting entries of a business, taking out a loan/mortgage, and designing a budget, to name a few.

Student Collaboration: Group work is also an essential aspect of this class, fostering teamwork and problem-solving skills.

5. Assessment Including Methods and/or Tools:

The evaluation of student progress and evaluation will be based on the following criteria outlined in Board Policy:

- Assessments: 60-75% of the final grade
- Assignments and class discussions: 25-40% of the final grade

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Innovation, and Support

Don Jones, Director, Secondary Curriculum

SUBJECT: ADOPTION OF FINANCIAL LITERACY COURSE TEXTBOOK FOR

GRADES 11 AND 12

BACKGROUND

To provide current standard-aligned instructional materials to the students in the Chino Valley Unified School District, as mandated by the state of California, the textbook specified below is proposed for adoption.

Financial Literacy is a 4th year mathematics class that provides a course option in lieu of Calculus or Statistics. The selection process for the textbook for this newly created course was evaluated using the following criteria: quality of match to California standards, quality of lesson design, quality of teacher materials, provision for universal access, and overall quality of the instructional material.

One textbook was identified for a 6-week pilot that best matched District goals and needs. The textbook contains financial topics such as banking, investing, credit, employment, and income taxes that provide students an opportunity to work with higher level math skills for everyday living.

The textbook was presented to the Curriculum Council and A.C.T. has been consulted.

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 adoption of Financial Literacy course textbook for grades 11 and 12, as follows:

Gerver, Robert, and Sgroi, Richard. 2014. *Financial Algebra: Advanced Algebra with Financial Applications*. 2nd Edition. South-Western Cengage Learning.

FISCAL IMPACT

Estimate of \$10,000.00 to the General Fund.

WMJ:GP:DJ:lar

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Innovation, and Support

Don Jones, Director, Secondary Curriculum

SUBJECT: DESIGNATION OF CALIFORNIA INTERSCHOLASTIC

FEDERATION REPRESENTATIVES TO LEAGUE FOR 2017/2018

BACKGROUND

Each year, the California Interscholastic Federation (CIF) requires the Designation of CIF Representatives to League. It is a legal requirement that league representatives be designated and approved by the Board of Education.

Education Code 33353 gives the governing board of school districts specific authority to select their athletic league representatives. These representatives are responsible for voting on issues, within the league that impact athletics.

Approval of this item supports the District's Strategic Plan by increasing student achievement each year.

RECOMMENDATION

It is recommended the Board of Education approve the Designation of California Interscholastic Federation Representatives to League for 2017/2018.

FISCAL IMPACT

None.

WMJ:GP:DJ:lar

2017-2018 Designation of CIF Representatives to League

Please complete the form below for each school under your juris	sdiction and <u>RETURN TO THE CIF SECTION</u>	,
OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 30	0, 2017.	
Chino Valley Unified School District/Governing Board a	at itsmeeting	
(Name of school district/governing board)	(Date)	
appointed the following individual(s) to serve for the 2017-20	18 school year as the school's league	
representative:		
PHOTOCOPY THIS FORM TO LIST ADDITIONAL	SCHOOL REPRESENTATIVES	
THOTOGOT THIS ON TO LIGHT BUTTON		
NAMEOFSCHOOL Ayala High School		
NAME OF REPRESENTATIVE Waren Reed	POSITION Athletic Director	
ADDRESS 14255 Peyton Dr.	CITY Chino Hills ZIP 91709	
PHONE 909-627-3584 FAX 909-464-9239	E-MAIL warren_reed@chino.k12.ca.us	
NAMEOFSCHOOL Avala High School		
NAME OF REPRESENTATIVE Diana Yarboi	POSITION Principal	
ADDRESS 14255 Peyton Dr.	CTY Chino Hills ZIP 91709	
PHONE 909-627-3584 FAX 909-548-6005	E-MAIL diana_yarboi@chino.k12.ca.us	
NAME OF SCHOOL Chino High School		
NAME OF REPRESENTATIVE Mike Hinkle	POSITION Athletic Director	
ADDRESS 5472 Park Place	CITY Chino ZIP 91710	
PHONE 909-627-7351 FAX 909-548-6002	E-MAIL mike_hinkle@chino.k12.ca.us	
NAME OF SCHOOL Chino High School		-
NAME OF REPRESENTATIVE Felix Melendez	POSITION Principal	,
ADDRESS 5472 Park Place	CITY Chino ZIP 91710	
PHONE 909-627-7351 FAX 909-548-6004	E-MAIL felix_melendez@chino.k12.ca.us	
If the designated representative is not available for a given le	ague meeting, an alternate designee of the	e
district governing board may be sent in his/her place. NOTE: Le	eague representatives from public schools	and
private schools must be designated representatives of the sch	nool'sgoverningboards in ordertobeeligit	olet
serve on the section and state governance bodies.		
Superintendent's or Principal's Name Wayne M. Joseph	Signature	—
Address 5130 Riverside Dr. City Chino	ZIP 91709	
Phone 909-628-1201	Fax 909-590-4911	_

PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.

2017-2018 Designation of CIF Representatives to League

Please complete the form below for each school under your juri OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 3	
Chino Valley Unified School District/Governing Board	at its June 15, 2017 meeting,
(Name of school district/governing board)	(Date)
appointed the following individual(s) to serve for the 2017-20	18 school year as the school's league
representative:	
PHOTOCOPY THIS FORM TO LIST ADDITIONAL	SCHOOL DEDDESENTATIVES
PHOTOGOPT THIS FORM TO LIST ADDITIONAL	SCHOOL REPRESENTATIVES
NAMEOFSCHOOL Chino Hills High School	
NAME OF REPRESENTATIVE TBA	POSITION Athletic Director
ADDRESS 16150 Pomona Rincon Road	CITY Chino Hills ZIP 91709
PHONE 909-606-7540 FAX	
NAMEOFSCHOOL Chino Hills High School	
NAME OF REPRESENTATIVE Isabel Brenes	POSITION Principal
ADDRESS 16150 Pomona Rincon Road	OTY Chino Hills ZIP 91709
PHONE 909-606-7540 FAX 909-548-6041	E-MAIL Isabel_brenes@chino.k12.ca.us
NAME OF SCHOOL Don Lugo High School	
NAME OF REPRESENTATIVE Derek Donoho	POSITION Athletic Director
ADDRESS 13400 Pipeline Avenue	CITY Chino ZIP 91710
PHONE 909-591-3902 FAX 909-548-6020	E-MAIL derek_donoho@chino.k12.ca.us
NAME OF SCHOOL Don Lugo High School	
NAME OF REPRESENTATIVE Kimberly Cabrera	POSITION Principal
ADDRESS 13400 Pipeline Avenue	CITY Chino ZIP 91710
PHONE 909-591-3902 FAX 909-548-6020	E-MAIL Kimberly_cabrera@chino.k12.ca.us
If the designated representative is not available for a given led district governing board may be sent in his/her place. NOTE: Le private schools must be designated representatives of the schools must be designated representatives of the schools must be designated representatives of the schools.	eague representatives from public schools and
Superintendent's or Principal's Name Wayne M. Joseph	Signature
Address 5130 Riverside Dr. City Chino	
Phone 909-628-1201	Fax909-590-4911

PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.

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

DATE: June 15, 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: LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CSPP-7420 AND THE ADOPTION OF RESOLUTION 2017/2018-42

BACKGROUND

The Local Agreement for Child Development Services represents the annual contract with the California Department of Education to provide state-subsidized general child care to low income families in the Chino Valley Unified School District. These services have been provided in the Chino Valley Unified School District since 1969.

The program award CSPP-7420 will provide the California state preschool program. This program is located at the Chino Children's Center.

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

RECOMMENDATION

It is recommended the Board of Education approve the Local Agreement for Child Development Services CSPP-7420 and the adoption of Resolution 2017/2018-42.

FISCAL IMPACT

\$251,053.00 for local agreement CSPP-7420.

WMJ:GP:LM:rtt

Chino Valley Unified School District RESOLUTION 2017/2018-42

This resolution must be adopted in order to certify the approval of the Board of Education of the Chino Valley Unified School District to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the personnel designated herein to sign contract documents for fiscal year 2017/2018.

RESOLUTION

BE IT RESOLVED that the Board of Education of Chino Valley Unified School District authorizes approval of the amendment for the local agreement number CSPP-7420 for fiscal year 2017/2018 and that the person(s) who are listed below are authorized to sign the transaction for the Board of Education.

NAME	TITLE	SIGNATURE
Wayne M. Joseph	Superintendent	
Grace Park, Ed.D.	Assistant Superintendent	
Chino Valley Unified School, James Na, Clerk of the	ol District of San Bernardino Co Board of Education of Chino	by the Board of Education of bunty, California. Valley Unified School District, of g is a full, true and correct copy of a
resolution adopted by the	,	g thereof held at a regular public
James Na, Clerk	Date	



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 17 - 18

DATE: July 01, 2017

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACT NUMBER: CSPP-7420
PROGRAM TYPE: CALIFORNIA STATE

PRESCHOOL PROGRAM

PROJECT NUMBER: <u>36-6767-00-7</u>

CONTRACTOR'S NAME: CHINO VALLEY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC 04/2017)*; the STATE PRESCHOOL PROGRAM REQUIREMENTS*; and the FUNDING TERMS AND CONDITIONS (FT&C)*, which are by this reference made a part of this Agreement. Where the GTC 04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2017 through June 30, 2018. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$40.45 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$251,053.00.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 6,207.0

Minimum Days of Operation (MDO) Requirement 250

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at http://www.cde.ca.gov/fg/aa/cd/ftc2017.asp.

STATE	OF CALIFORNIA			CONT	RACTOR
BY (AUTHORIZED SIGNATURE)			BY (AUTHORIZED S	SIGNATURE)	
PRINTED NAME OF PERSON SIGNING VALARIE BLISS,			PRINTED NAME AN	D TITLE OF PERSON SI	GNING
TITLE CONTRACT MANAGER			ADDRESS		
AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Program	,	FUND TITLE General		Department of General Services use only
\$ 251,053 PRIOR AMOUNT ENCUMBERED FOR	(OPTIONAL USE) 0656 23038-6767		•		
\$ 0	TTEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2017	FISCAL YEAR 2017-2018	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 251,053	OBJECT OF EXPENDITURE (CODE AND TITE TO SACS:	TLE) Res-6105	Rev-8590		
I hereby certify upon my own personal kno purpose of the expenditure stated above.	ledge that budgeted funds are available for the	June	T.B.A. NO. 15, 2017	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICE	3	Ра	ge 13 _{DATE}		

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

DATE: June 15, 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: LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CCTR-7195 AND THE ADOPTION OF RESOLUTION 2017/2018-65

BACKGROUND

The Local Agreement for Child Development Services represents the annual contract with the California Department of Education to provide state-subsidized general child care to low income families in the Chino Valley Unified School District. These services have been provided in the Chino Valley Unified School District since 1969.

The program award CCTR-7195 will provide general child care and development services. These programs are located at the Buena Vista Infant/Toddler Center, Liberty Fun Club, and Newman Fun Club.

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

RECOMMENDATION

It is recommended the Board of Education approve the Local Agreement for Child Development Services CCTR-7195 and the adoption of Resolution 2017/2018-65.

FISCAL IMPACT

\$476,294.00 for local agreement CCTR-7195.

WMJ:GP:LM:rtt

Chino Valley Unified School District RESOLUTION 2017/2018-65

This resolution must be adopted in order to certify the approval of the Board of Education of the Chino Valley Unified School District to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the personnel designated herein to sign contract documents for fiscal year 2017/2018.

RESOLUTION

BE IT RESOLVED that the Board of Education of Chino Valley Unified School District authorizes approval of the amendment for the local agreement number CCTR-7195 for fiscal year 2017/2018 and that the person(s) who are listed below are authorized to sign the transaction for the Board of Education.

NAME	TITLE	SIGNATURE
Wayne M. Joseph	Superintendent	
Grace Park, Ed.D.	Assistant Superintendent	
	this 15 th day of June 2017 I District of San Bernardino Co	7 by the Board of Education of ounty, California.
San Bernardino County, Ca resolution adopted by the	lifornia, certify that the foregoin	Valley Unified School District, of g is a full, true and correct copy of a ng thereof held at a regular public of said Board.
James Na, Clerk	Date	



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 17 - 18

DATE: July 01, 2017

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACT NUMBER: CCTR-7195

PROGRAM TYPE: GENERAL CHILD CARE &

DEV PROGRAMS

PROJECT NUMBER: <u>36-6767-00-7</u>

CONTRACTOR'S NAME: CHINO VALLEY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC 04/2017)*; the GENERAL CHILD CARE AND DEVELOPMENT PROGRAM REQUIREMENTS*; and the FUNDING TERMS AND CONDITIONS (FT&C)*, which are by this reference made a part of this Agreement. Where the GTC 04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2017 through June 30, 2018. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$40.20 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$476,294.00.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 11,848.0
Minimum Days of Operation (MDO) Requirement 250

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at http://www.cde.ca.gov/fg/aa/cd/ftc2017.asp

STATE (OF CALIFORNIA			CONT	RACTOR
BY (AUTHORIZED SIGNATURE)		B)	(AUTHORIZED SI	GNATURE)	
PRINTED NAME OF PERSON SIGNING VALARIE BLISS,		PF	RINTED NAME AND	TITLE OF PERSON SI	IGNING
TITLE CONTRACT MANAGER		A	DDRESS		
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 476,294 PRIOR AMOUNT ENCUMBERED FOR	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs (OPTIONAL USE) See Attached		FUND TITLE		Department of General Services use only
this contract \$ 0	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 476,294	OBJECT OF EXPENDITURE (CODE AND TITL 702	E)			
I hereby certify upon my own personal know purpose of the expenditure stated above.	viedge that budgeted funds are available for the pe	eriod and June 15	T.B.A. NO. 5, 2017	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER See Attached	?	Page	140 _{ATE}	-	

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

DATE: June 15, 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

\$1,682,427.30 to all District funding sources.

WMJ:GJS:pw

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

DATE: June 15, 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

SUPERINTENDENT	FISCAL IMPACT
S-1718-001 Parker & Covert, LLP.	Contract amount: Per rate sheet
To provide general legal advice and services.	
Submitted by: Superintendent	Funding Source: General Fund
Duration of Agreement: July 1, 2017 – June 30, 2019	
S-1718-002 Law Offices of Margaret A. Chidester &	Contract amount: Per rate sheet
Associates.	
To provide general legal advice and services.	Funding Source: General Fund
Submitted by: Superintendent	
Duration of Agreement: July 1, 2017 – June 30, 2018	

BUSINESS SERVICES	FISCAL IMPACT
B-1718-001 Food Safety Systems.	Contract amount: \$69,435.00
To provide sustainable food safety and sanitation system and	
trainings.	Funding Source: Cafeteria Funds
Submitted by: Nutrition Services	
Duration of Agreement: July 1, 2017 – June 30, 2018	

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
CIIS-1718-001 City of Chino.	Contract amount: \$430,000.00
To provide Hope Family Resource Center support services.	,
Submitted by: Health Services	Funding Source: LCAP
Duration of Agreement: July 1, 2017 – June 30, 2018	J J
CIIS-1718-002 City of Chino.	Contract amount: \$58,000.00
To provide Tobacco Use Prevention Education grant	
services.	Funding Source: TUPE Grant
Submitted by: Health Services	
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-003 City of Chino.	Contract amount: \$20,000.00
To provide CARE counseling services.	
Submitted by: Health Services	Funding Source: Title I
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-004 City of Chino.	Contract amount: \$438,697.00
To provide ASES after school programs.	
Submitted by: Health Services	Funding Source: ASES Grant
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-005 City of Chino.	Contract amount: \$108,819.00
To provide TYKES program.	
Submitted by: Health Services	Funding Source: First 5 San Bernardino
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-006 City of Chino.	Contract amount: \$50,274.00
To provide CVUSD Health Center outreach specialists	
Submitted by: Health Services	Funding Source: LCAP
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-007 Sandra So, M.D.	Contract amount: \$1,000.00
To provide consulting physician services for CHDP program,	
CVUSD Health Center, and LEA program consultation.	Funding Source: LCAP
Submitted by: Health Services	
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-008 Chino Valley YMCA.	Contract amount: \$14,700.00
To provide trained sports specialists in after-school	
programs.	Funding Source: ASES Grant
Submitted by: Health Services	
Duration of Agreement: July 1, 2017 – June 30, 2018	

CURRICULUM, INSTRUCTION, INNOVATION, AND	FISCAL IMPACT
SUPPORT	
CIIS-1718-009 CollegeBoard.	Contract amount: \$246,313.00
To provide PSAT/NMSQT and SAT exams for 8 th – 12 th	
grade students.	Funding Source: LCAP
Submitted by: Assessment and Instructional Technology	
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-010 ESGI.	Contract amount: \$10,625.00
To provide educational software for guiding instruction for	
transitional kindergarten and kindergarten students.	Funding Source: General Fund
Submitted by: Assessment and Instructional Technology	
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-011 University of California, Riverside.	Contract amount: \$16,500.00
To provide GATE certification courses for teachers.	
Submitted by: Elementary Curriculum and Instruction	Funding Source: GATE
Duration of Agreement: July 1, 2017 – June 30, 2018	
CIIS-1718-012 No Excuses University.	Contract amount: Per rate sheet
To provide a platform for participating schools to share ideas	
and collaborate.	Funding Source: School Site General
Submitted by: Elementary Curriculum and Instruction	Budgets
Duration of Agreement: July 1, 2017 – June 30, 2018	•
CIIS-1718-013 PowerSchool.	Contract amount: \$7,785.00
To provide teacher, student, and domain administrator	
account annual subscription.	Funding Source: General Fund
Submitted by: Assessment and Instructional Technology	
Duration of Agreement: July 1, 2017 – June 30, 2018	0 1 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
CIIS-1718-14 K12 Insight.	Contract amount: \$104,100.00
To provide Let's Talk platform, student focus groups, and	F
custom District surveys.	Funding Source: General Fund
Submitted by: Curriculum, Instruction, Innovation, and	
Support	
Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount (0.4.050.00.00
CIIS-1617-015 Pivot Learning Partners.	Contract amount: \$84,953.00.00
To provide continued professional development for District	Funding Courses Title II
administrators.	Funding Source: Title II
Submitted by: Curriculum, Instruction, Innovation, and	
Support Duration of Agreement: July 1, 2017 – June 30, 2018	
	Contract amount: \$224,800.00
SBCSS 17/18-0062 San Bernardino County	Contract amount. φ224,000.00
Superintendent of Schools. To provide MTSS-B/PBIS team and leadership training to	Funding Source: LCAP
build content expertise and professional development for all	I driding bodice. LOAF
school sites.	
Submitted by: Special Education	
Duration of Agreement: July 1, 2017 – June 30, 2020	
Duration of Agreement. July 1, 2017 - Julie 30, 2020	

FACILITIES, PLANNING, AND OPERATIONS	FISCAL IMPACT
F-1718-001 Stifel, Nicolaus & Company.	Contract amount: Per rate sheet
To provide underwriter engagement services relating to	
municipal securities transactions for general obligation bonds	Funding Source: Bond Proceeds
Election of 2016, Series B and refunding of general obligation	
bonds Election of 2016 Series 2017A.	
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: July 1, 2017 – June 30, 2021	

HUMAN RESOURCES	FISCAL IMPACT
HR-1718-001 Keenan & Associates.	Contract amount: Per rate sheet
To provide run-off claims administration services.	
Submitted by: Human Resources	Funding Source: General Fund
Duration of Agreement: July 1, 2017 – June 30, 2018	
HR-1617-006 Jane Lyon.	Contract amount: Per rate sheet
To provide Health Services Department consulting services.	
Submitted by: Human Resources	Funding Source: General Fund
Duration of Agreement: June 16, 2017 – December 30, 2017	

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
ES-1617-046 Staff Rehab.	Increase contract amount from
To provide board certified behavior analyst services.	\$75,000.00 to \$92,000.00.
Submitted by: Educational Services	
Duration of Agreement: October 7, 2016 – June 30, 2017	Funding Source: Special Education
Original Agreement Board Approved: October 6, 2016	
ES-1516-028 Orange County Department of Education.	Extend contract term to June 30, 2020
To provide student transfers to community school program	
and special schools program between Orange County	
Department of Education and CVUSD.	
Submitted by: Educational Services	
Duration of Agreement: July 1, 2015 – June 30, 2016	
Original Agreement Board Approved: July 16, 2015	
ES-1617-025 City of Chino Community Services.	Increase contract amount from
To provide CVUSD Health Center Outreach Specialist.	\$31,814.00 to \$38,814.00
Submitted by: Health Services.	
Duration of Agreement: July 1, 2016 – June 30, 2017	Funding Source: LCAP
Original Agreement Board Approved: June 16, 2016	
F-1617-004 Flewelling & Moody.	Change funding source from Capital
To provide architectural design services on various projects.	Facilities to Various
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: April 21, 2017 – June 30, 2021	
Original Agreement Board Approved: April 20, 2017	
F-1617-005 HMC Group.	Change funding source from Capital
To provide architectural design services on various projects.	Facilities to Various
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: April 21, 2017 – June 30, 2021	
Original Agreement Board Approved: April 20, 2017	
F-1617-006 PJHM Architects.	Change funding source from Capital
To provide architectural design services on various projects.	Facilities to Various
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: April 21, 2017 – June 30, 2021	
Original Agreement Board Approved: April 20, 2017	
F-1617-007 WLC Architects.	Change funding source from Capital
To provide architectural design services on various projects.	Facilities to Various
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: April 21, 2017 – June 30, 2021	
Original Agreement Board Approved: April 20, 2017	
F-1617-008 J2 Builders.	Change funding source from Capital
To provide constructability review services for various	Facilities to Various
construction projects.	
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: April 21, 2017 – June 30, 2021	
Original Agreement Board Approved: April 20, 2017	

APPROVED CONTRACTS TO BE AMENDED	AMENDMENT
F-1617-009 Marx Solutions.	Change funding source from Capital
To provide access control project consulting services.	Facilities to Various
Submitted by: Facilities, Planning, and Operations	
Duration of Agreement: April 21, 2017 – June 30, 2021	
Original Agreement Board Approved: April 20, 2017	

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

DATE: June 15, 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

June 15, 2017

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
OptiPlex 3010	Dell	CRHHQW1	Health Services
Monitor	Dell	CNOGFXN4&44452BLARGS	Health Services
Keyboard	Dell	KB212-B	Health Services
Laser Jet 1536	HP	CNF8F1X520	Health Services
Latitude	Dell	35777/C-1266	Technology
Latitude	Dell	35783/C-1272	Technology
Latitude	Dell	35785/C-1274	Technology
OptiPlex 780	Dell	13ZHLN1/35411/C-0385	Technology
OptiPlex 780	Dell	12LGLN1/35412/C-0386	Technology
OptiPlex 780	Dell	4JTJLN1/35132/C-0102	Technology
OptiPlex 780	Dell	35110/C-0117	Technology
OptiPlex 780	Dell	34794/6C20FP1/C-1013	Technology
OptiPlex 780	Dell	34342/C-0028	Technology
CPU tower	CBS	22164	Technology
Laptop D610	Dell	21963/GQC7T71	Technology
Latitude 2100	Dell	34175/DMBMRN1	Technology
Latitude 2120	Dell	39568/JSLW2S1	Technology
Latitude 2120	Dell	36434/JJMXQQ1	Technology
Latitude 2120	Dell	GLMXQQ1/36355	Technology
Latitude 5400	Dell	29580/JSR7PJ1	Technology
Latitude 5400	Dell	39725/GJBB5S1	Technology
Latitude 5400	Dell	39753/HVQC5S1	Technology
Latitude 5400	Dell	41706/BY0BTZ1	Technology
Latitude 5420	Dell	38781/3YJ2MQ1	Technology
Latitude 5420	Dell	39059/8TX2MQ1	Technology
Latitude 5430	Dell	41181/3DYCZW1	Technology
Latitude 5430	Dell	40671/216FXW1	Technology
Latitude 5430	Dell	41492/JNX7PX1	Technology
Latitude 5400	Dell	29887/GP2KXG1	Technology
Latitude E5400	Dell	32116/8095XL1	Technology
Latitude E5400	Dell	1VHF3M1	Technology
Latitude E5400	Dell	32110/5F95XL1	Technology
Latitude E5400	Dell	29582/1CJNMJ1	Technology
Latitude E5420	Dell	39608/6RNK5S1	Technology
Latitude E5420	Dell	41265/9TLW3X1	Technology
Latitude E5420	Dell	39062/8TX0MQ1	Technology
Latitude E5420	Dell	39191/8TY5MQ1	Technology
Latitude E5420	Dell	39530/J311MQ1	Technology

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
Latitude E5420	Dell	39201/8V01MQ1	Technology
Latitude E5420	Dell	39167/8TY8MQ1	Technology
Latitude E5420	Dell	39159/8TW4MQ1	Technology
Latitude E5430	Dell	40431/G42LLV1	Technology
Latitude E5430	Dell	40917/1NYYYW1	Technology
Latitude E5430	Dell	41205/HTYTZW1	Technology
Latitude E5430	Dell	40439/C32LLV1	Technology
Latitude E5430	Dell	40438/B22LLV1	Technology
Latitude E5430	Dell	40440/Unknown	Technology
Latitude E5430	Dell	41021/5XC9ZW1	Technology
Latitude E5430	Dell	41230/210VZW1	Technology
Latitude E5430	Dell	40437/832LLV1	Technology
Latitude E5430	Dell	40435/D32LLV1	Technology
Latitude E5430	Dell	40432/282LLV1	Technology
Latitude E5430	Dell	41191/G10VZW1	Technology
Latitude E5430	Dell	40433/H12LLV1	Technology
Latitude E5430	Dell	40434/762LLV1	Technology
Latitude E5430	Dell	41265/9TLW3X1	Technology
Latitude E5430	Dell	41402/gz49nx1	Technology
OptiPlex 745	Dell	24459/F5RZSC1	Technology
OptiPlex 755	Dell	DVMGHH1	Technology
OptiPlex 755	Dell	FVMGHH1	Technology
OptiPlex 780	Dell	35208/9YP0FP1	Technology
OptiPlex 780	Dell	35214/9YL0FP1	Technology
OptiPlex 780	Dell	35215/9YM2FP1	Technology
OptiPlex 780	Dell	35207/9YK4FP1	Technology
OptiPlex 780	Dell	35188/9YK0FP1	Technology
OptiPlex 780	Dell	35219/9YLYDP1	Technology
OptiPlex 780	Dell	35205/9YJ4FP1	Technology
OptiPlex 780	Dell	3GPVGM1	Technology
OptiPlex 780	Dell	34798/6BW0FP1	Technology
OptiPlex 780	Dell	35198/9YJ2FP1	Technology
OptiPlex 780	Dell	35186/9YJ1FP1	Technology
OptiPlex 780	Dell	35199/9YK3FP1	Technology
OptiPlex 780	Dell	35220/9YN2FP1	Technology
OptiPlex 780	Dell	33208/37zvgm1	Technology
OptiPlex 780	Dell	33210/j5zvgm1	Technology
OptiPlex 780	Dell	372VGM1/33208	Technology
OptiPlex 780	Dell	J5ZVGM1/33210	Technology
OptiPlex 780	Dell	36546/7479YQ1	Technology
OptiPlex 780	Dell	34734/96MBDQ1	Technology
OptiPlex 780	Dell	24459/EQREPO1	Technology

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
OptiPlex 780	Dell	35208	Technology
OptiPlex 780	Dell	35198/9YJ2FP1	Technology
OptiPlex 780	Dell	35199/6YK3FP1	Technology
OptiPlex 780	Dell	9YJ2FP1	Technology
OptiPlex 780	Dell	35220/6YN2FP1	Technology
OptiPlex 780	Dell	6BW0FP1	Technology
OptiPlex 780	Dell	35186/9YJ1FP1	Technology
OptiPlex 780	Dell	35205	Technology
OptiPlex 780	Dell	35207/9YKYFP1	Technology
OptiPlex 780	Dell	35219	Technology
OptiPlex 780	Dell	35188/9YK0FP1	Technology
OptiPlex 790	Dell	39773	Technology
OptiPlex 790	Dell	399775/D104MS1	Technology
Phaser 3500	Xerox-Printer	26776/WPH058041	Technology
Switch	3Com	29722	Technology
Laptop	Apple	25707	Alternative Ed.
Projector	Epson	17109	Borba ES
Projector	3M 1800		Borba ES
Monitor	Viewsonic	A IMG33331040	Borba ES
Computer	Dell	H3JS4G1	Borba ES
Computer	Dell	F3JS4G1	Borba ES
Computer	Dell	SP3V8K1	Borba ES
Computer	Dell	FN3V8K1	Borba ES
Computer	Dell	FGYC2C1	Borba ES
Computer	Dell	HK3R4C1	Borba ES
Monitor	Dell	CNOUH83748220838U3H2	Borba ES
Monitor	Dell	CNOUH8374822082R00C8	Borba ES
Monitor	Dell	CNOUH8374822083605IW	Borba ES
Monitor	Dell	CNOUH83748220818017Z	Borba ES
Monitor	Dell	CNOUH8374822082G040G	Borba ES
Monitor	Dell	CNOUH837482208370303	Borba ES
Keyboards (12)	Dell		Borba ES
Laptop	Dell	3011	Borba ES
Projector	Dukane EP 1800		Borba ES
Projector	3M 1800		Borba ES
Projector	3M 1800		Borba ES
Projector	3M 1800		Borba ES
Desk			Borba ES
Red Wheel Cart			Borba ES
chair			Borba ES
Monitors (2)	Dell		Borba ES
Keyboards (2)	Dell		Borba ES

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
Computer	Dell	9YRYYH1	Borba ES
Computer	Dell	6G0ZYH1	Borba ES
Computer	Dell	7XRYYH1	Borba ES
Computer	Dell	DK3Y8K1	Borba ES
Computer	Dell	27587	Borba ES
Student Desks			Litel ES
Speakers (2)	Harmon Kardon		Woodcrest JHS
Computer	Dell Optiplex GX520	23908	Woodcrest JHS
Computer	Custom Built Solutions	22122	Woodcrest JHS
Computer	Dell Optiplex 780	4K5KLN1/36182	Woodcrest JHS
Computer	Dell Optiplex 780	4KDHLN1/36181	Woodcrest JHS
Computer	Dell Optiplex 780	4K6JLN1/36183	Woodcrest JHS
Laptop	Dell Latitude D630	90QYPD1/25651	Woodcrest JHS
Telephones (10)	Vodavi		Woodcrest JHS
Keyboards (2)	Dell		Woodcrest JHS
Keyboard	Benq		Woodcrest JHS
Cassette Recorder	Califore		Woodcrest JHS
Film Projector	Eike	NT40719	Boys Republic HS
Printer	Xerox	GAL091713	Boys Republic HS
Printer	HP	C07699	Boys Republic HS
Computer	Dell	30328	Boys Republic HS
Computer	Apple		Boys Republic HS
Printer	Xerox	VDW811681	Boys Republic HS
Printer	HP	MY06R181VT	Boys Republic HS
Printer	HP	CNBJ70796	Boys Republic HS
Computer	Apple	21422	Boys Republic HS
Computer	Apple		Boys Republic HS
Computer	Dell	24322	Boys Republic HS
Computer	Dell	34722	Boys Republic HS
Computer	Dell	29093	Boys Republic HS
Computer	Apple	A25912	Boys Republic HS
Computer	Dell	34822	Boys Republic HS
Computer	Dell	34803	Boys Republic HS
Computer	Dell	34814	Boys Republic HS
Computer	Dell	34797	Boys Republic HS
Monitor	Viewsonic	36432	Boys Republic HS
Monitor	Viewsonic	234033850663	Boys Republic HS
Monitor	Apple	12424	Boys Republic HS
Monitor	Apple	21423	Boys Republic HS
Monitor	Apple		Boys Republic HS
Monitor	Apple	21425	Boys Republic HS
Monitor	Apple		Boys Republic HS

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
Monitor	Apple		Boys Republic HS
Monitor	Apple	18530	Boys Republic HS
Desk Writer	HP	B94C2165X	Don Lugo HS
iBook	Mac	12264	Don Lugo HS
iBook	Mac	12262	Don Lugo HS
Monitor	Apple	10711	Don Lugo HS
Computer			Don Lugo HS
Overhead Projector	3M	170087981	Don Lugo HS
Computer	Mac	18934	Don Lugo HS
Printer	HP	SGE07EG3CO	Don Lugo HS
Monitor	iMac	RN118090KWG	Don Lugo HS
Copy Machine	Dell	CN-CH05654873051	Don Lugo HS
Copy Machine	Phaser 3500	24644	Don Lugo HS
Printer	Brother	V6150GL65318859	Don Lugo HS
Printer	HP	14487	Don Lugo HS
Camcorder	Panasonic		Don Lugo HS
TV	Zenith	13980	Don Lugo HS
File Cabinets (2)			Don Lugo HS
VCR/DVD	Go Video	16127	Don Lugo HS
Computer	iMac	14851	Don Lugo HS
TV	Distur Electronics	52501216	Don Lugo HS
Printer	HP	SG3A92509P	Don Lugo HS
Projector	Highland 1610	1079967	Don Lugo HS
Monitor	Packard Bell	GVMN53000412	Don Lugo HS
Modem	Packard Bell	09551	Don Lugo HS
Monitor	View Sonic	37997	Don Lugo HS
Printer	HP	09022	Don Lugo HS
Printer	HP	3348	Don Lugo HS
Computer Tower	Dell	29433	Don Lugo HS
Computer Tower	Dell	29218	Don Lugo HS
Computer Tower	Dell	22620	Don Lugo HS
Bill Counter	Toyo	B10717	Don Lugo HS
Coin Counter	Klupp	DF172	Don Lugo HS
Monitor	Apple	10711	Don Lugo HS
Overhead Projector	3M	170087981	Don Lugo HS
Laser Jet Printer	HP	14487	Don Lugo HS
TV	Zenith	13980	Don Lugo HS
VCR/DVD	Go Video	16127	Don Lugo HS
Computer	iMac	14851	Don Lugo HS
Camcorder	Panasonic	E1WA11381	Don Lugo HS
Printer	HP	09022	Don Lugo HS
TV	Zenith	13921	Don Lugo HS

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
TV	Zenith	13957	Don Lugo HS
TV	Zenith	13928	Don Lugo HS
Copy Machine	Mita	199602	Don Lugo HS
DVD Player	Toshiba	AV24325357	Don Lugo HS
VCR/DVD	Go Video	16195	Don Lugo HS
Monitor	View Sonic	A31050352821	Don Lugo HS
Overhead Projector		36-67678	Don Lugo HS
Overhead Projector	3M	517009283	Don Lugo HS
Printer	HP	35336	Don Lugo HS
Overhead Projector	Burl Industries	3667678	Don Lugo HS
Overhead Projector	Burl Industries	A20673	Don Lugo HS
Computer Tower	Custom Built Solutions	21363	Don Lugo HS
Overhead Projector	3M	80012272	Don Lugo HS
Laser Jet Printer	HP	08160	Don Lugo HS
Printer	HP	CN9CHPF05S	Don Lugo HS
Printer	Xerox	WPH101932	Don Lugo HS
Printer	Xerox	CAT397783	Don Lugo HS
Monitor	Dell	CN-OUW042	Don Lugo HS
Overhead Projector	3M	170086918	Don Lugo HS
TV	Zenith	A20426	Don Lugo HS
Laser Jet Printer	HP	14038	Don Lugo HS
View Screen	Texas Instruments	X422466	Don Lugo HS
Laptop	Latitude	36395	Don Lugo HS
Overhead Projector	3M	1700 CJ1	Don Lugo HS
Computer	Gateway	L1C405U2238	Don Lugo HS
TV	Zenith	13899	Don Lugo HS
TV	Zenith	92266330060	Don Lugo HS
TV	Zenith	92166330195	Don Lugo HS
Computer	HP	LH00904739	Don Lugo HS
TV	Toshiba	14AF44	Don Lugo HS
TV	Apex	DF011342100	Don Lugo HS
Monitor	Komodo	909FBC02003329	Don Lugo HS
TV	Magnavox	DN1A0531349188	Don Lugo HS
TV	Zenith	A20426	Don Lugo HS
Monitor	eMac	21236	Don Lugo HS
Computer Tower	Tri Gem	09018	Don Lugo HS
Printer	Lex Mark	21245054989	Don Lugo HS
Monitor	MIGC	GREMGC107U16432	Don Lugo HS
TV	Toshiba	226117506A	Don Lugo HS
TV	Magnavox	30249511	Don Lugo HS
TV	Samsung	3CBEA02646	Don Lugo HS
Monitor	Proview Technology	FBIUGC1925	Don Lugo HS

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
Laser Jet Printer	HP	14488	Don Lugo HS
Overhead Projector	3M1610	17944	Don Lugo HS
DVD Drive	Creative	A047930h	Don Lugo HS
Monitor	View Sonic	9BW064820589	Don Lugo HS
Computer	iMac	18934	Don Lugo HS
Printer	HP	SGE07EG3CO	Don Lugo HS
Monitor	iMac	BN118090KWG	Don Lugo HS
Copy Machine	Dell		Don Lugo HS
Copy Machine	Phaser 3500	24644	Don Lugo HS
Printer	Brother	U61500L6J318859	Don Lugo HS
Desk Writer	HP	B94C2165X	Don Lugo HS
iBook	Mac	12264	Don Lugo HS
iBook	Mac	12262	Don Lugo HS
Computer	Apple	10699	Don Lugo HS
Computer	Apple C61104		Don Lugo HS
View Screen	Texas Instruments	46001394	Don Lugo HS
Overhead Projector	Apollo	6060906	Don Lugo HS
Overhead Projector	Buhl	783180	Don Lugo HS
Overhead Projector	3M	T41129	Don Lugo HS
Cassette Recorder	JVC	A27470	Don Lugo HS
VCR/DVD	Go Video	16116	Don Lugo HS
Overhead Projector	3M	T41126	Don Lugo HS
Copier	Xerox	GAL089648	Don Lugo HS
Computer	iMac	10713	Don Lugo HS
Computer	iMac	10716	Don Lugo HS
Cassette Recorder	JVC	A27469	Don Lugo HS
Computer	iMac	10610	Don Lugo HS
VCR	Panasonic	K7KD00271	Don Lugo HS
VCR	Panasonic	L7KD00956	Don Lugo HS
VCR	Panasonic	K7KD00459	Don Lugo HS
VCR	Panasonic	K7KD00090	Don Lugo HS
DVD/CD	Avia	1193894	Don Lugo HS
Monitor	Dell	27298	Don Lugo HS
Projector	Epson	31546	Don Lugo HS
Laser Jet Printer	HP	08864	Don Lugo HS
Computer Tower	Apple13331		Don Lugo HS
Laser Jet Printer	HP	12645	Don Lugo HS
Laser Jet Printer	HP	17713	Don Lugo HS
Air Port	Apple	35800	Don Lugo HS
Air Port	Apple	HS3231D9NVX	Don Lugo HS
Air Port	Apple	DW127ALTH93	Don Lugo HS
Air Port	Apple	DW127AY8H93	Don Lugo HS

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
Air Port	Apple	UV1482W0M2C	Don Lugo HS
Air Port	Apple	DW1270G4H93	Don Lugo HS
Air Port	Apple	DW1275C4H93	Don Lugo HS
Air Port	Apple	UV1482UKM2C	Don Lugo HS
Air Port	Apple	UV2210EVM2C	Don Lugo HS
Air Port	Apple	DW114APDH93	Don Lugo HS
Air Port	Apple	UV2210VAM2C	Don Lugo HS
Air Port	Apple	UV2210V4M2C	Don Lugo HS
Air Port	Apple	PW127ALEH93	Don Lugo HS
Overhead Projector		1700 OJ1	Don Lugo HS
Computer	Gateway	LIC40502238	Don Lugo HS
TV	Zenith	13899	Don Lugo HS
TV	Zenith	A20126	Don Lugo HS
Printer	HP	14038	Don Lugo HS
TV	Zenith	92260330060	Don Lugo HS
TV	Zenith	92166330195	Don Lugo HS
Computer	HP	LH00904759	Don Lugo HS
TV	Toshiba	14AF44	Don Lugo HS
TV	Apex	DF011342106	Don Lugo HS
Printer	Lexmark	21245054981	Don Lugo HS
Monitor	MIGC	GRFMGC10701642	Don Lugo HS
Monitor	Kumodo	909EKCO2003329	Don Lugo HS
TV	Magnavox	DN1A0537349158	Don Lugo HS
TV	Zenith	A20926	Don Lugo HS
Monitor	Emac	21236	Don Lugo HS
Computer Tower	Tri Gem	09018	Don Lugo HS
TV	Toshiba	226117506A	Don Lugo HS
TV	Magnavox	30249511	Don Lugo HS
TV	Samsung	3CBFA02646	Don Lugo HS
Monitor		FBIU6C1425	Don Lugo HS
Printer	HP	14488	Don Lugo HS
Overhead Projector	3M	17911	Don Lugo HS
DV Drive	Creative	A04749309	Don Lugo HS
Monitor	View Sonic	QBW064820589	Don Lugo HS
Air Port	Apple	UV1465SLM2C	Don Lugo HS
Air Port	Apple	PW1270FZH93	Don Lugo HS
Air Port	Apple	PW1275RFH93	Don Lugo HS
Computer	Apple	10699	Don Lugo HS
Computer	Apple	C61104	Don Lugo HS
TV	Zenith	13924	Don Lugo HS
TV	Zenith	13955	Don Lugo HS
TV	JVC	08930579	Don Lugo HS

DESCRIPTION	MAKE/MODEL	I.D./SERIAL	DEPT/SITE
TV	Zenith	13921	Don Lugo HS
TV	Zenith	13957	Don Lugo HS
TV	Zenith	13928	Don Lugo HS
Copier	Mita	08198	Don Lugo HS

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

DATE: June 15, 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
CC2017-09	Intercom Replacement at Boys Republic HS	Time & Alarm Systems, Inc.	\$79,043.00	N/A	\$79,043.00	25
CC2017-25	Protective Netting for Baseball Fields at Chino Hills HS, Ayala HS, and Don Lugo HS	BSN Sports	\$43,082.63	N/A	\$43,082.63	25

Documentation indicating satisfactory completion and compliance with specifications has been obtained from school site administrators; Beverly Beemer, Director, Technology; Jonathan Campbell, Supervisor, Maintenance, Operations, and Construction; 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

\$79,043.00 to Tax A Fund 25. \$43,082.63 to RDA Fund 25.

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Anna G. Hamilton, Director, Purchasing

SUBJECT: RESOLUTIONS 2016/2017-39, 2016/2017-40, AND 2016/2017-41 FOR

AUTHORIZATION TO UTILIZE PIGGYBACK CONTRACTS

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 contracts as itemized:

Resolution	Contract	Contractors	Description	Term
2016/2017-39	General Services	Electronics	Physical Access	4/18/2017-4/17/2022
2010/2011 00	Administration	Technologies	Control Systems	1,10,2011 1,1172022
	GS-07F-0326T	Corporation,	(PACS),	
	0000020.	USA Schlage	Miscellaneous Alarm	
		Lock, LLC	and Signal Systems,	
		, ,	Audible/Visual	
			Warning/Signaling	
			Devices,	
			Including Radio	
			Alarms, Equipment	
			and Exit Door Alarm	
			Systems for Security	
			and/or Fire Safety,	
			Locking Devices,	
			Facility Management	
			Systems, Security	
			Functions Including	
			Access Control, Fire	
			Detection, Intrusion,	
			Ancillary Services,	
			Planned Preventive	
			Maintenance of	
			Security Systems,	
			Management of Maintenance	
			Service, Repair of	
			Security Systems,	
			Assessment of	
			Existing Security	
			Systems,	
			Installation of	
			Security/Facility	
			Management Systems	
			Requiring	
			Construction,	
			Professional	
			Security/Facility	
			Management Services	
2016/2017-40	State of California	Shaw Industries,	Flooring	7/19/2013-6/30/2018
	Multiple Awards	Inc.		
	Schedule			
	(CMAS)			
2016/2017 11	4-13-72-0008C	Mohavele	Flooring.	10/4/2012 0/24/2012
2016/2017-41	State of California	Mohawk	Flooring	12/4/2013-8/31/2018
	Multiple Awards Schedule	Commercial, Inc.		
	(CMAS)			
	4-13-72-0039C			
	4-13-12-0038C	l		

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

RECOMMENDATION

It is recommended the Board of Education adopt Resolutions 2016/2017-39, 2016/2017-40, and 2016/2017-41 for authorization to utilize piggyback contracts.

FISCAL IMPACT

Unknown.

WMJ:GJS:AGH:pw

Chino Valley Unified School District Resolution 2016/2017-39

Authorization to Utilize the General Services Administration GS-07F-0326T
With Electronics Technologies Corporation and USA Schlage Lock, LLC
to Purchase Physical Access Control Systems (PACS), Miscellaneous Alarm and
Signal Systems, Audible/Visual Warning/Signaling Devices, Including Radio
Alarms, Equipment and Exit Door Alarm Systems for Security and/or Fire Safety,
Locking Devices, Facility Management Systems, Security Functions Including
Access Control, Fire Detection, Intrusion, Ancillary Services, Planned Preventive
Maintenance of Security Systems, Management of Maintenance Service, Repair of
Security Systems, Assessment of Existing Security Systems, Installation of
Security/Facility Management Systems Requiring Construction, Professional
Security/Facility Management Services
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 PACS, Miscellaneous alarm and signal systems, audible/visual warning/signaling devices, including radio alarms, equipment and exit door alarm systems for security and/or fire safety, locking devices, facility management systems, security functions including access control, fire detection, intrusion, ancillary services, planned preventive maintenance of security systems, management of maintenance service, repair of security systems, assessment of existing security systems, installation of security/facility management systems requiring construction, professional security/facility management services for the District;

WHEREAS, General Services Administration currently has a piggyback contract, GS-07F-0326T, in accordance with Public Contract Code 20118 with Electronics Technologies Corporation and USA Schlage Lock, LLC 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 PACS, Miscellaneous alarm and signal systems, audible/visual warning/signaling devices, including radio alarms, equipment and exit door alarm systems for security and/or fire safety, locking devices, facility management systems, security functions including access control, fire detection, intrusion, ancillary services, planned preventive maintenance of security systems, management of maintenance service, repair of security systems, assessment of existing security systems, installation of security/facility management systems requiring construction, professional security/facility management services through the piggyback contract procured by the General Services Administration GS-07F-1326T.

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 PACS, Miscellaneous alarm and signal systems, audible/visual warning/signaling devices, including radio alarms, equipment and exit door alarm systems for security and/or fire safety locking devices, facility management systems, security functions including access control, fire detection, intrusion, ancillary services, planned preventive maintenance of security systems, management of maintenance service, repair of security systems, assessment of existing security systems, installation of security/facility management systems requiring construction, professional security/facility management services through the piggyback contract originally procured by the General Services Administration GS-07F-0326T 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 PACS, Miscellaneous alarm and signal systems, audible/visual warning/signaling devices, including radio alarms, equipment and exit door alarm systems for security and/or fire safety locking devices, facility management systems, security functions including access control, fire detection, intrusion, ancillary services, planned preventive maintenance of security systems, management of maintenance service, repair of security systems, assessment of existing security systems, installation of security/facility management systems requiring construction, professional security/facility management services in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the General Services Administration GS-07F-1326T.

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 18, 2017, for the term ending April 17, 2022.

APPROVED, **PASSED**, **AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 15th day of June 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 Resolution 2016/2017-40

Authorization to Utilize the State of California Multiple Awards Schedule (CMAS) Contract 4-13-72-0008C With Shaw Industries, Inc. to Purchase Flooring 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 flooring for the District;

WHEREAS, CMAS currently has a piggyback contract, Contract 4-13-72-0008C, in accordance with Public Contract Code 20118 with Shaw Industries, Inc. 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 flooring through the piggyback contract procured by the CMAS Contract 4-13-72-0008C.

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 flooring through the piggyback contract originally procured by the CMAS Contract 4-13-72-0008C 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 flooring in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the CMAS Contract 4-13-72-0008C.

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 July 19, 2013, for the term ending June 30, 2018.

APPROVED, **PASSED**, **AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 15th day of June 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 Resolution 2016/2017-41

Authorization to Utilize the State of California Multiple Awards Schedule (CMAS) Contract 4-13-72-0039C With Mohawk Commercial, Inc. to Purchase Flooring Through the CMAS

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 flooring for the District;

WHEREAS, CMAS currently has a piggyback contract, Contract 4-13-72-0039C, in accordance with Public Contract Code 20118 with Mohawk Commercial, Inc. 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 flooring through the piggyback contract procured by the CMAS Contract 4-13-72-0039C.

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 flooring through the piggyback contract originally procured by the CMAS Contract 4-13-72-0039C 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 flooring in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the CMAS Contract 4-13-72-0039C.

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 December 4, 2013, for the term ending August 31, 2018.

APPROVED, **PASSED**, **AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 15th day of June 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

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

DATE: June 15, 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

NAME POSITION LOCATION EFFECTIVE DATE

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

RETIREMENT

BECKMAN, Thomas	School Psychologist	Special Education	07/02/2017
(30 years of service)	, ,	•	

RESIGNATION

HESTON, Stacey	Principal - ES	Marshall ES	06/30/2017
HUNTER, Vanessa	School Psychologist	Special Education	06/30/2017

CERTIFICATED PERSONNEL FOR THE 2016/2017 SCHOOL YEAR

RETIREMENTS

SKVARNA, Mary	Elementary Teacher	Chaparral ES	06/24/2017
(27 years of service) VELTMAN, Cynthia	Elementary Teacher	Dickey ES	06/03/2017
(38 years of service) RAMSEY, Susan	Elementary Teacher	Hidden Trails ES	06/03/2017
(22 years of service) PRICE, Laurel	Elementary Teacher	Marshall ES	08/02/2017
(26 years of service) CONNER, Luz	Elementary Teacher	Newman ES	04/19/2017
(18 years of service) JAMES, Barbara	Elementary Teacher	Rolling Ridge ES	07/01/2017
(21 years of service) TRAUTZ, Scott	Science Teacher	Canyon Hills JHS	06/06/2017
(28 years of service) HIRSCHFELD, Yanira	ELD Teacher	Ramona JHS	06/06/2017
(27 years of service) ALLEN, Barbara	Home Economics Tchr.	Ayala HS	06/06/2017
(24 years of service) AMMENTORP, Richard	Math Teacher	Ayala HS	06/06/2017
(19 years of service) FLORES, Kit	Special Ed. Teacher	Ayala HS	06/06/2017
(27 years of service) MOUNT, Robert	History Teacher	Ayala HS	06/06/2017
(20 years of service) ZUK, Karen (20 years of service)	Counselor	Chino HS	06/07/2017

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

RESIGNATIONS

NICASSIO, Melissa Elementary Teacher Butterfield Ranch ES 07/03/2017 MORALES, Alicia District Librarian Secondary Curriculum 06/05/2017

CERTIFICATED MANAGEMENT PERSONNEL FOR THE 2017/2018 SCHOOL YEAR

CHANGE IN ASSIGNMENT

RAMSEY, Renae FROM: Assistant Butterfield Ranch ES 07/03/2017

Principal - ES

TO: Assistant Principal - Ramona JHS

JHS

HIRED AT APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2017/2018 SCHOOL YEAR

OROSCO, Ashley	Elementary Teacher	Cattle ES	08/08/2017
CHO, Steven	Elementary Teacher	Cortez ES	08/08/2017
DOMER, Shay	Elementary Teacher	Cortez ES	08/08/2017
CHARLSON, Rhonda	Elementary Teacher	Eagle Canyon ES	08/08/2017
ENGEL-RODRIGUEZ, Leann	Elementary Teacher	Eagle Canyon ES	08/08/2017
LINES, David	Elementary Teacher	Litel ES	08/08/2017
RIST, Ashley	Elementary Teacher	Rolling Ridge ES	08/08/2017
DELACRUZ, Candice	Elementary Teacher	Walnut ES	08/08/2017
CHAPPAS, Danielle	Science Teacher	Briggs K-8	08/08/2017
HWANG, Kyu Ree	Special Ed. Teacher	Briggs K-8	08/08/2017
BOYLE, Kristina	Elementary Teacher	Cal Aero K-8	07/05/2017
PAEZ, Amanda	Elementary Teacher	Cal Aero K-8	07/05/2017
MILAN, Torey	Science Teacher	Canyon Hills JHS	08/08/2017
GONZALES, Rosa	Math Teacher	Townsend JHS	08/08/2017
DAVIS, Robert	Music Teacher	Ayala HS	08/08/2017
KAWAMURA, Angel	SAI Preschool Teacher	Special Education	08/08/2017

LEAVE OF ABSENCE-2017/2018

LOPEZ, Elizabeth School Nurse 80% Health Services 2017/2018

<u>APPOINTMENT- PEER ASSISTANCE AND REVIEW (PAR) SUPPORT PROVIDER</u> 2017/2018

MAY, Christine	PAR Provider	Borba ES	07/03/2017
DELORIA, Denise	PAR Provider	Cattle ES	07/03/2017
FINNERAN-HOFMANN, Susan	PAR Provider	Chaparral ES	07/03/2017

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

<u>APPOINTMENT- PEER ASSISTANCE AND REVIEW (PAR) SUPPORT PROVIDER 2017/2018 (cont.)</u>

AVILA, Lawrence	PAR Provider	Townsend JHS	07/03/2017
BARTMAN, Wendy	PAR Provider	Chino HS	07/03/2017
MISAWA, Keane	PAR Provider	Chino Hills HS	07/03/2017
STOW, Paula	PAR Provider	Chino Hills HS	07/03/2017
SWEAT, Carol	PAR Provider	Access & Equity	07/03/2017
WALKER, Brenda	PAR Provider	CVLA	07/03/2017

<u>APPOINTMENT – EXTRA DUTY</u>

HAMILTON, Julia (NBM)	Pep Squad (B)	Ayala HS	06/16/2017
ABILEZ, Peter (NBM)	Boys Basketball (B)	Chino HS	06/16/2017
GAMBOA, Alysia (NBM)	Girls Basketball (B)	Chino HS	06/16/2017
INGLIMA, Heather	Softball (B)	Chino HS	06/16/2017
MURILLO, Diane	Boys Basketball (B)	Chino HS	06/16/2017
AGUILAR, Jianna (NВМ)	Athletic Trainer (B)	Chino Hills HS	06/16/2017
ARREOLEA, Caleb (NBM)	Football (B)	Chino Hills HS	06/16/2017
KEUROGHELIAN, Shant (NBM)	Band (B)	Chino Hills HS	06/16/2017
KUHN, Brooke (NBM)	Band (B)	Chino Hills HS	06/16/2017
REHRER, Brett (NBM)	Water Polo (B)	Chino Hills HS	06/16/2017
SABBARA, Samer	Athletic Director (GF)	Chino Hills HS	07/03/2017
SAMUEL, Randy (NBM)	Track & Field (B)	Chino Hills HS	06/16/2017
SNOW, Craig (NBM)	Baseball (B)	Chino Hills HS	06/16/2017
TOBIN, Timothy (NBM)	Water Polo (B)	Chino Hills HS	06/16/2017
BALARA, Phillip	Football (B)	Don Lugo HS	06/16/2017
BOGAN, Jeff (NBM)	Football (B)	Don Lugo HS	06/16/2017
BOJARSKY, David (NBM)	Football (B)	Don Lugo HS	06/16/2017
HARRIS, Randy (NBM)	Athletic Trainer (B)	Don Lugo HS	06/16/2017
SINCLAIR, Spencer (NBM)	Football (B)	Don Lugo HS	06/16/2017

TOTAL: \$4,172.00

<u>APPOINTMENT - SUMMER SCHOOL TEACHERS - EXTENDED SCHOOL YEAR</u>

REYES, Traci School Psychologist Rhodes ES

Ayala HS Don Lugo HS

NAME POSITION LOCATION EFFECTIVE DATE

<u>APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH JUNE 30, 2018</u>

AGUILAR, Maria APPEL, Joseph ARGUELLO, Patricia BAIN, Samuel BALDON, Ashley BEYER, Cynthia BONDOC, Charlotte BRYAN, Kimberly CARLSON, Kathryn CASANAVE, Marcia CASTRO, Rodrigo CHANDLER, Amelia CHAVEZ Jr., Agustin COHEN, Lauren CSABANE, Maria CUNNINGHAM, Julie DELUNA, Leticia DUPREY, Joy DWYER, Lyana ENGLAND, Kristin FASSAS, Timothy FRANCO, Lilia GASIO, Kevin GOODMAN, Patrick GREENWOOD, Joyce HALL, Carol HAMILTON, Zelda HARDING, Karen HARTE-PARKER, Denise HERNANDEZ, Michelle HOLDER, Beverly HOSSEINZADEH, Mahshid IMLER, Michele JEWETT, Michelleann KAITZ, Jared KIM, Jae KOOISTRA, Shannon KREUTZER, Jenifer KWAN. Trishia LARIOS, Fabiola LONG, David

ANDERSON, Joanne ARCHIBALD, David BABUNDO, Christopher BAKER, Lisa BEADLESCOMB, Kendra BLANK, Charles BONILLA, Laura BUTLER, Carolina CARO, Anthony CASILLAS, Leslie CERVANTES, Aleissa CHANG. Elliott CHILSTROM, Louann CORBERA, Vanessa CUEVAS, Irene DAIN, Daniel DINSMOOR, Danielle DURAN, Juanita ELEYAE, Glory ERTURK, Aydin FELLOWS, Lindsey FRANKS, William GILMAN, Rhonda GRAHAM, Debra GROENER, Carole HAMBRICK, Danielle HANSON, Defarge HARGROVE, Jennifer HAYNES, Preciosa HICKS, Sharon HOLLINS, Michael HUANG, Allen IRONS, Elizabeth JOHANSSON, Stephanie KAMANSKY, Krista KINNICK, Joshua KOSTA, Joseph KUDLO, Alyssa LACHICA. Ezella LEMOINE, Luisa

ANDRADE, Darlene ARGUELLO, George BAHL, Sunita BALARA, Donna BELL, Jackie BLOCKER, Beverly BORGOGNO, Graciela CARKHUFF, Suzanne CARR, Tonya CASTILLO, Erica CERVANTES, Michael CHAVEZ. Christina CHOI, Kevin COX, Cheryl CUNNINGHAM, Carolyn DAVID, Breanna DUFFIELD, Jennifer DUTTON, William ELLIS, Lizbeth ESPINOZA, Eric FLINT, Andrew GARRETT, Sally GLEESON, Megan GREEN, Gregory HAAGSMA, Richard HAMILTON, Michelle HARBAUGH, John HARRISON, Valentino HENRY, Linda HOFMANN, Timothy HOPE, Susan IBARRA-LIMON, Susanna JARA, Priscilla JOHNSTON, Randy KERTESZ, Celeste KOBTI, Melissa KREUTZER, James KUHN, Candace LARA. Rafael LOMASNEY, Michelle LYCKLAMA, Tania

LOPEZ, Donna

NAME POSITION LOCATION EFFECTIVE DATE

APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH JUNE 30, 2018 (cont.)

MAKOROW, Scott MARTINEZ, Bryan MCCAULEY, Kathleen MCPHEETERS. Denise MENA, Claudia MIHALOW, Paula MINTON, Eileen MORAN, Cynthia NEHMENS, Amy OWENS, Jonathan PATTERSON, Marlene PIKE. William PONNALURI, Sirisha RAMIREZ, Christina REINSBERG, Laura RICO, Michelle RIGO, Starlyn ROJAS, Edaid ROXAS, Justine SANDOVAL, Ana SCHLEGEL, Kimberly SHEEHAN, Amanda SILVA, Maria SOSA, Gabrielle STOEHR, Conchita TALAMANTE, Jordan TORRES, Tammy TUMMINELLI, August VALERO, Jennifer VODOLA, Nikki WALTERS, Lacy WENGER, Steven WILLETT, Audra

YSAIS-PORTUGAL, Catherine

MAKOROW, Steven MARTINEZ. Roselle MCCREIGHT, Stephen MEDINA. Marisol MENDOZA, Brishette MIHELICH, Dennis MOET, Camille MORENO, Omar O'DELL, Marni PARKER, Grant PEARL, Vicki PIRES. Bettv PRENOVOST, Evan RAMIREZ, Yessenia REITER III, Francis RIGHETTI, Laurel ROBERTS, Melissa ROMAN, Alexis SALERNO, Julie SAUCEDO, Breanna SCHNEIDER, Gena SHELBY, Whitney SIMS, Melvin STEAR, Eileen STUART, Lisa THOMPSON, Peggy TROUT, Carol UKES, Kathleen VARGAS, Kelly WAHL, Lauren WEIK, Sarah WERNER, Heather WOODARD, Kristina ZENDEJAS-LUGO, Claudia MALDONADO, Mariana MARTINEZ, Stephanie MCCRURY, Shannon MEDINA. Sofia MERRILL, Steven MILLER, Jeffrey MORALES, Elisa MORENO SANDOVAL, Denise OLIVER, Veronica PATTERSON, Julie PERSON, Tricia POBANZ, Terri PROULX, Douglas RANGEL, Rudy RHONE, Elizabeth RIGO, Lisa RODRIGUEZ TORRES, Alicia ROMERO, Briana SANDERS, Branden SCANE, Marjorie SEWARD, Tomi SHIGENAGA, Dana SOSA, Frankie STEWART, Heather SUHENDRA, Elzagitha TOGNETTI, Carolynn TRUJILLO, Amber VALENZUELA, Nicole VASQUEZ, Patricia WALDHEIM, Jessica WEINSTEIN, Amelia WHITE, Lauren YARDLEY, Lorraine ZIMMERMAN, Janet

CLASSIFIED PERSONNEL

POSITION LOCATION **EFFECTIVE** NAME

DATE

HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED CONFIDENTIAL/ MANAGEMENT SALARY SCHEDULE

APPOINTMENT

VARCIAG, Darlene Behavior Intervention Special Education 08/07/2017

Specialist (SELPA/GF)

RESIGNATION

RANGEL, Mayra Behavioral Health Health Services 06/09/2017

Counselor

HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE

<u>APPOINTMENT</u>

CHUONG, Laureen IA/Special Ed./SH (SELPA/GF) Walnut ES 08/14/2017 SEIFERT, Danielle Central Kitchen Asst. I (NS) Magnolia JHS 08/11/2017 WILSON, Ray Electronics Technician II (GF) Technology 06/16/2017

PROMOTION

Glenmeade ES VARGAS, Erika FROM: Bilingual Typist 08/01/2017

Clerk I (c)

3.5 hrs./200 work days TO: Typist Clerk II (GF)

8 hrs./201 work days

Rhodes ES

CHANGE IN ASSIGNMENT

RAMIREZ, Evelia FROM: Nutrition Services Chaparral ES 08/11/2017

Assistant I (NS)

2 hrs./181 work days TO: Nutrition Services

Assistant I (NS)

3.5 hrs./181 work days

Walnut ES

CLASSIFIED PERSONNEL (cont.)

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

CHANGE IN ASSIGNMENT (cont.)

PALACIOS, Virginia FROM: Central Kitchen Woodcrest JHS 08/11/2017

Assistant I (NS)

2.5 hrs./181 work days

TO: Central Kitchen

Assistant I (NS)

3 hrs./181 work days

YZABAL, Nancy FROM: Nutrition Services Chino HS 08/11/2017

Assistant II (NS)

2 hrs./181 work days TO: Central Kitchen

Assistant I (NS)

3.5 hrs./181 work days

APPOINTMENT - SUPPLEMENTAL INSTRUCTION - SUMMER SCHOOL

BAEZA, Lourdes	IA/Special Ed./SH (SS)	Special Education	06/12/2017
CALLES, Scott	IA/Special Ed./SH (SS)	Special Education	06/12/2017
DOMINGUEZ, Irene	IA/Special Ed./SH (SS)	Special Education	06/12/2017
YANEZ, Claudia	IA/Special Ed./SH (ss)	Special Education	06/12/2017

RESIGNATION

CARROLL, Indara	Health Technician (GF)	Marshall ES	06/02/2017
BENSON, Lori	IA/Special Ed. (SELPA/GF)	Canyon Hills JHS	05/09/2017
MAXIE, Rose	Nutrition Services Asst. II (GF)	Ayala HS	05/19/2017
LEON, Daniel	Bilingual Testing Aide (GF)	Assessment &	07/07/2017
		Instructional	

Technology

Magnolia JHS

Townsend JHS

<u>RETIREMENT</u>

KELLY, Renee IA/Special Ed. (SELPA/GF) Cattle ES 06/10/2017 (27 years of service)

<u>APPOINTMENT OF SHORT TERM EMPLOYEES EFFECTIVE APRIL 1, 2017, THROUGH</u> <u>JUNE 30, 2017</u>

SANCHEZ, Maria IA/Special Ed./SH Glenmeade ES

CLASSIFIED PERSONNEL (cont.)

NAME POSITION LOCATION EFFECTIVE DATE

<u>APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2016, THROUGH JUNE 30, 2017</u>

SILVEIRA, Allisson

<u>APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH</u> JUNE 30, 2018

ANDERSON, Emily ARIAS, Priscilla BANUELOS, Doreen BAYONA, Karen BETANCOURT, Caroline BOTELLO, Jessica CABRERA, Dolores CARTER, Samantha CHAMOIS, Rochanda CHUONG, Laureen CRUMP, Laura DE LEON, Randy DONIAK, Kylie DUNCAN, Esther ESCALANTE, Fernando FIGUEROA, Virginia GARCIA, Lily Ana

GONZALEZ, Matthew GUTIERREZ, Ryan HENDERTILO, Rachel HERRERA. Maria HORN, Sheila JEPEWAY, Gwen KAO, Karen KIRBY, Giovanna LAGUS, David LEYVA, Zulema LOERA, Bertha LOURENCO, Johnny MAMOLA. Blaine MCCOLLUM, Amy MERCED, Audra MORENO, Lourdes MOYER, Aaron

GILBERT, Eboni

ANGIANO, Gabriella ARROYO, Samantha BANUELOS, Lesley BECERRIL, Yesenia BIROSAK, Tina BRIONES, Steven CAMPOS-JOHNSON, Tonya CASTRO, Cynthia CHAVEZ, Lorraine CORREA, Lucia CUMMINS, Elidia DELGADO, Regina DORSEY, Roy ECHEGARAY, Michelle ESPARZA BARROSO, Wendy FORTIE-NUDO, Marlina GARCIA, Mary GLASGOW-ADDIE, Romunda Moniquee GREEN, Michael HALL, Cindy HERNANDEZ, Crystal HERRERA, Susana HOUDETSANAKIS, Andrea JOHNSTON-AU, Theresa KATSUHIRO, Leticia KUHNS. Richelle LEE, Olivia LIVELY, Danielle LOPEZ, Victor MACANAS, Maileen MARTINEZ, Carmen MCNABB, Kyle MEZA, Claudia MORENO, Rosalie

ANGUIANO, Leticia AVILA, Socorro BARRAGAN, Gabriela BEGUE, Steven BOSSANO, Maria BURKEY, Lisa CARMONA, Sindia CASTRO, Mayra CHERNEY, Barbara COTA, Theresa DAMICO, Sandra DIAZ, Margie DROZD, Jennifer EMMONS, Jason FAVELA ALVARADO, Leticia GALLARDO DE AGUILERA, Maria GERDINE, Frank GONZALEZ, Martin GUARACHA, Erma HARGROVE, Stephanie HERRERA, Lucy HOLIDAY, Jov IASPARRO, Lesa JONES, Marsha KING, Rosemary KUNZ. Chelsea LEPPOLD, Vickie LIVINGSTON, Luci LORUSSO, Elizabeth MALTBY, Janet MARTINEZ, Dina MELENDEZ, Cynthia MEZA, Mary MORREIRA II, Richard MURRIETTA, Pamela

MURRAY, Marissa

CLASSIFIED PERSONNEL (cont.)

NAME POSITION LOCATION EFFECTIVE DATE

<u>APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH JUNE 30, 2018</u> (cont.)

NAKASAKI, Nadine OROSCO, Jessica PEREZ, Monica POINTER. Delphine PRESTSATER, Corey QUEVEDO, Lizette RAZZAK, Fatima ROBERSON, Corina RODRIGUEZ, Adrian ROJAS Jr., Rafael SACCONE, Dana SANCHEZ, Gardenia SCHWARTZMEYER, Nanette SEKI, Margaret SHAH, Honey SKRIPKO, Mary SMITH, Stacy SOLORIO, Stacy SOSA, Xochitl SUAZO Jr., Fernando TOWNSELL, Brandy VALDEZ, Gloria VILLALOBOS, Erin

VIS, Cathy

WARD, Claudia

WILCOX, Carolyn

YAMAS-ALONZO, Andrea

NUNEZ, Selena ORTIZ, Julie PINDELL, Rita PONCE, April PROUDFIT, Linda RAMIREZ, Tiaira RENDON, Griselda ROCHA, Ashlie RODRIGUEZ, Matthew ROMERO, Ramona SALAZAR, Sandra SCHARTAU, Karen SEEBALAC, Cindy SERNA, Denise SILVA, Rayleen SLEGERS, Gwenda SNEATH, Kimberly SONGCO, Margarita SOUSA, Vitalina TORRES, Monica TRIVEDI, Namrata VARGAS, Kelley VILLALPANDO, Krystal VIS, Chelsea WELSH, Flory WILLIAMS, Janelle YOUNG, Karen

ORODPOUR, Kristi PALMER, Anne PLUMA, Valerie PRATT. Sandv QUEVEDO, Linda RAYFORD, Linda RICHARDSON, Christopher RODIL, Maria ROJAS, Michelle RYAN, Leslie SALDANA, Vanessa SCHMITT, Evangelina SEIFERT, Danielle SERRATO, Myra SIRISUB, Brenda SMITH, Joseph SOLANO, Crystal SOSA, Carlos STEBBINS, Juliette TORRICO, Mayra VALADEZ, Blanca VASQUEZ, Lisa VILLARREAL, Cynthia VISTA, Sontri WERT, Angelina WYZYKOWSKI, Brandi

(504) = Federal Law for Individuals with Handicaps

(ACÉ) = 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

(HBÉ) = 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

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources

Daniel P. Mellon, ARM-P, Director, Risk Management and Human

Resources

SUBJECT: REJECTION OF CLAIMS

BACKGROUND

Claim 17-05-06 was submitted on May 4, 2017, by Joaquin Perez, on behalf of his daughter, a student at Ayala High School. Claimant alleges a cell phone was lost after the teacher took it from the student during first period. Claimant seeks reimbursement for cost of the phone in the amount of \$918.00.

Claim 17-05-07 was submitted on May 5, 2017, by Dina M. Argumosa, on behalf of her daughter, a student at Briggs K-8. Claimant alleges that she sustained injury when she fell in a hole within the playground during P.E. Claimant seeks reimbursement for medical cost in the amount of \$80.00.

Claim 17-05-08 was submitted on May 24, 2017, by Adriana Stoddard, on behalf of her daughter, a student that attends Rhodes Fun Club. Claimant alleges that she sustained injury when a staff member from the fun club stepped on a train track and fell on top of her during the afterschool program. Claimant seeks reimbursement for medical cost in the amount of \$627.82.

The Board is requested to reject claims against the District to allow insurance carriers to investigate the claims and make recommendations regarding the dispositions.

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

RECOMMENDATION

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

FISCAL IMPACT

Unknown at present.

WMJ:LF:DPM:lag

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

DATE: June 15, 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: FIELDWORK AGREEMENTS WITH CALIFORNIA BAPTIST

UNIVERISTY AND CALIFORNIA STATE UNIVERSITY,

LOS ANGELES

BACKGROUND

Fieldwork agreements provide a high quality of learning, support and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish fieldwork agreements with California Baptist University and California State University, Los Angeles.

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

RECOMMENDATION

It is recommended the Board of Education approve the fieldwork agreements with California Baptist University and California State University, Los Angeles.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm



SCHOOL PSYCHOLOGY & SCHOOL COUNSELING FINAL FIELD EXPERIENCE AGREEMENT

This agreement entered into, by and between California Baptist University by and through its duly elected and qualified person for the School of Education, acting in its behalf, herein called California Baptist University, and the hereinafter mentioned school district, hereinafter called the District: CHINO VALLEY UNIFIED SCHOOL DISTRICT

RECITALS

WHEREAS, California Education Code Sections 44321 and 44452 authorize a public school district in cooperation with an approved college or university to establish a field experience program meeting the provisions of applicable State Law and regulations ("Program"); and

WHEREAS, District is a California public school which operates schools suitable for the practice of school counselor and school psychologist duties and field experience needs; and

WHEREAS, University has met all the requirements and preconditions established by State Law, specifically those established by the California Commission on Teacher Credentialing ("Commission") to offer one or more of the following internship credential program: School Psychology; and

WHEREAS, it is to the benefit of both District and University that Candidates have opportunities for practice teaching and field experience to enhance their capabilities as practitioners and both District and University desire to partner together to make Program available.

AGREEMENT

NOW, THEREFORE, in consideration of the covenants and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. TERM AND TERMINATION

The term of this Agreement shall be from JULY 1, 2017 – JUNE 30, 2020.

Parties: California Baptist University and
CHINO VALLEY UNIFIED SCHOOL DISTRICT
Located in San Bernardino County.

A. Notwithstanding anything to the contrary stated in this Agreement, either party may terminate this Agreement for convenience upon thirty (30) days' written notice.

- 1. In the event District chooses to terminate the Agreement in accordance with this Article, any Candidates training at District schools when District gives notice shall be permitted to complete their field experience with District.
- B. This Agreement may be terminated by either party hereto should the other party fail substantially to perform in accordance with the terms hereof through no fault of the terminating party and such failure continues for thirty (30) days after notice thereof is delivered by the non-defaulting party.

11. PROGRAM REQUIREMENTS

Each Candidate accepted into the Program shall meet all of the following minimum criteria:

- A. Hold a baccalaureate degree(s) or higher degree(s) from regionally accredited institutions of postsecondary education.
- B. Valid Certificate of Clearance.
- Passed the California Basic Education Skills Test ("CBEST") and has completed C. sufficient course work in school counseling or school psychology to perform the duties necessary of the above mentioned positions.
- D. Interview and screening by University staff in accordance with University's policies and practices. University reserves the right of final determination on Candidate's acceptance into the University's academic program which may qualify Candidate for eligibility for Program.
- E. All other service preconditions required by State Law or regulations, which may be amended from time to time.

HE. **PLACEMENT OF CANDIDATES**

District shall assign Candidates to assume the functions that are authorized by the credential held by the Candidate.

- Α. District and University shall coordinate the process of placement of Candidates.
- B. District will use its best efforts within the constraints of openings available to place Candidates in environments to maximize first year success of Candidates (i.e., supportive principal, available peer support, school selection.)
- C. District reserves the right to make the final determination on any Candidate's potential employment by District.
- D. Neither University nor District shall discriminate in the selection of, or participation by, any Candidate pursuant to this Agreement because of ethnicity. religion, sex, sexual orientation, national origin, ancestry, age or disability, within the limits imposed by law.

IV. SUPERVISION OF CANDIDATES

University shall provide site supervisors for all Candidates. Such site supervisors shall visit Candidates in the Candidate environment on a regular basis. Evaluation for the purpose of course requirements shall be accomplished through input from the university supervisor and district Candidate per the university's Pupil Personnel Services Program Document.

V. PROGRAM SUPPORT

District and University shall work collaboratively together to provide the necessary support to the Candidate to ensure success.

- A. District and University shall each provide a qualified supervisor to assist each Candidate. District and University shall independently determine the qualifications of their respective supervisors. California Baptist University requires that a district supervisor be fully credentialed and have at least three (3) years experience in the job.
- B. District and University supervisors will meet together periodically with Candidates to ensure Candidates are following the California Standards for the specific credential each Candidate is seeking to obtain.
- C. District shall assign a buddy support provider to the Candidate. District shall select and evaluate such support provider in accordance with District policy and practices.
- D. District shall include Candidates in appropriate District support programs and regularly scheduled staff development activities.

VI. CANDIDATE ADVISORY COMMITTEE AND PROGRAM EVALUATION

- A. If University requires representation by District on a University Candidate
 Advisory Committee, District shall provide appropriate staff to serve on such
 committee. The selection of District staff for this purpose is at the sole discretion
 of the District.
- B. If District establishes a District Candidate Advisory Committee for the purpose of providing program evaluation or other collaborative process input on the subject of candidates, and if District requires representation by University on such committee, University shall provide appropriate staff to serve on such committee. The selection of University staff for this purpose is at the sole discretion of the University.

VII. RESPONSIBILITY FOR UNIVERSITY'S ACADEMIC PROGRAM

University shall have exclusive control over all academic issues involving the University's programs, which shall include, without limitation: selection of course content and required textbooks, delivery of instructional programs, selection and approval of faculty, admission, registration and retention of Candidates, evaluation of Candidates' prior experience and education, evaluation of Candidates' academic progress, scheduling courses, awarding academic credit, and conferring degrees.

XIII. TOBACCO-FREE ENVIRONMENT

District is proud to provide a healthy, tobacco-free environment. Smoking or the use of any tobacco products are prohibited in buildings and vehicles, and on any property owned, leased or contracted for by District.

IX. INDEMNIFICATION

- A. District shall defend, indemnify and hold University, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officers, agents, or employees.
- B. University shall defend, indemnify and hold District, its officers, employees and agents harmless from and against any and all liability, loss, expense (including

reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University its officers, agents, or students.

X. NOTICES

Any notice required to be served hereunder shall be in writing and shall be delivered in person or by certified or registered mail at the address set forth below for each Party.

A. If to the District:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

5130 Riverside Drive
Chino, CA 91710

B. If to the University:

California Baptist University 8432 Magnolia Avenue Riverside, CA 92504 Attn: Dean, School of Education

XI. INDEPENDENT CONTRACTOR STATUS

None of the provisions of this Agreement are intended to create nor shall be deemed or construed to create any relationship between District and University other than that of independent entities contracting with each hereunder, solely for the purpose of effecting the provisions of this Agreement.

XII. AUTHORIZATION WARRANTY

- A. University hereby represents and warrants that the person executing this Agreement for University is an authorized agent who has actual authority to bind University to each and every term, condition and obligation set forth in this Agreement and that all requirements of University have been fulfilled to provide such actual authority.
- B. District hereby represents and warrants that the person executing this Agreement for District is an authorized agent who has actual authority to bind District to each and every term, condition and obligation set forth in this Agreement and that all requirements of District have been fulfilled to provide such actual authority.

XIII. COOPERATION IN DISPOSITION OF CLAIMS

District and University agree to cooperate with each other in the investigation and disposition of audits, peer review matters, disciplinary actions and third party liability claims arising out of any services provided under this Agreement. It is the intention of the parties to fully cooperate in the disposition of all such audits, actions or claims. Such cooperation may include, but is not limited to, joint investigation, defense, disposition of claims of third parties arising from services performed under this Agreement, and making witnesses available; provided, however, that nothing shall require either District or University to disclose any peer review documents, records or communications which are privileged under Section 115 7 of the California Evidence Code, under the Attorney-Client Privilege or under Attorney Work-Product Privilege.

XIV. NON-WAIVER

No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.

XV. SEVERABILITY

In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

XVI. GOVERNING LAW

This Agreement will be governed by and construed in accordance with the laws of the State of California. In the event of any dispute or litigation concerning or arising out of this Agreement, both Parties agree to seek resolution of the dispute or litigation within the venue of the appropriate courts in the County of Riverside, State of California.

XVII. ASSIGNMENT

Neither party shall assign its rights or delegate its duties under this Agreement without the prior written consent of the other party.

XVIII. ENTIRE AGREEMENT/AMENDMENTS

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may be modified, or any provision waived, only in writing signed by the Parties.

Execution of this contract is hereby requested:

By: Mrs. Lea Fellows, Assistant Superintendent Human Resources	By:
	By: Column Mark Howe Vice President for Finance and Administration

CERTIFICATION

	g Clerk or Secretary of the Governing Board of the School District hat the following is true and exact copy of a portion of the minutes overning Board held on, 2017.
whereby students may be ass	carried that the attached contract with California Baptist University, igned to the schools in the school district for practice teaching/field the Secretary to the Board is hereby authorized to execute the
District:	CHINO VALLEY UNIFIED SCHOOL DISTRICT
County:	San Bernardino County
Signed:	
Printed Name:	



SCHOOL PSYCHOLOGY AND SCHOOL COUNSELING INTERNSHIP CREDENTIAL/FINAL FIELD EXPERIENCE AGREEMENT

This agreement entered into, by and between California Baptist University by and through its duly elected and qualified person for the School of Education, acting in its behalf, herein called California Baptist University, and the hereinafter mentioned school district, hereinafter called the District: CHINO VALLEY UNIFIED SCHOOL DISTRICT

RECITALS

WHEREAS, California Education Code Sections 44321 and 44452 authorize a public school district in cooperation with an approved college or university to establish an internship program meeting the provisions of applicable State Law and regulations ("Program"); and

WHEREAS, District is a California public school which operates schools suitable for the practice of school counselor and school psychologist duties and field experience needs; and

WHEREAS, University has met all the requirements and preconditions established by State Law, specifically those established by the California Commission on Teacher Credentialing ("Commission") to offer one or more of the following internship credential programs: School Psychology or School Counseling; and

WHEREAS, it is to the benefit of both District and University that Interns have opportunities for field experience to enhance their capabilities as practitioners and both District and University desire to partner together to make Program available.

AGREEMENT

NOW, THEREFORE, in consideration of the covenants and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. TERM AND TERMINATION

The term of this Agreement shall be from JULY 1, 2017 - JUNE 30, 2020.

Parties: California Baptist University and

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Located in San Bernardino County.

- A. Notwithstanding anything to the contrary stated in this Agreement, either party may terminate this Agreement for convenience upon thirty (30) days' written notice.
 - 1. In the event District chooses to terminate the Agreement in accordance with this Article, any Interns training at District schools when District

gives notice shall be permitted to complete their internship experience with District.

B. This Agreement may be terminated by either party hereto should the other party fail substantially to perform in accordance with the terms hereof through no fault of the terminating party and such failure continues for thirty (30) days after notice thereof is delivered by the non-defaulting party.

II. PROGRAM REQUIREMENTS

Each Intern accepted into the Program shall meet all of the following minimum criteria:

- A. Hold a baccalaureate degree(s) or higher degree(s) from regionally accredited institutions of postsecondary education.
- B. Valid Certificate of Clearance.
- C. Passed the California Basic Education Skills Test ("CBEST") and has completed sufficient course work in school counseling or school psychology to perform the duties necessary of the above mentioned positions.
- D. Interview and screening by University staff in accordance with University's policies and practices. University reserves the right of final determination on Intern's acceptance into the University's academic program which may qualify Intern for eliqibility for Program.
- E. Interview and screening by District staff in accordance with District's normal hiring policies and practices, to include:
 - i. District Human Resources interview and screening.
 - ii. District Administrator interview and screening.
 - iii. Completions of a background check to include a Department of Justice fingerprint clearance.
 - iv. Testing for illegal drug use as evidenced by the submission to a drug test.
 - v. Be free of active tuberculosis as evidenced by the submission to an examination with the past sixty (60) days in accordance with California Education Code 49406.
- F. All other service preconditions required by State Law or regulations, which may be amended from time to time.

III. PLACEMENT OF INTERNS

District shall assign Interns to assume the functions that are authorized by the credential held by the Intern.

- A. District and University shall coordinate the process of placement of Interns.
- B. District will use its best efforts within the constraints of openings available to place Interns in environments to maximize first year success of Interns (i.e., supportive principal, available peer support, school selection.)
- C. District reserves the right to make the final determination on any Intern's employment by District.
- D. Neither University nor District shall discriminate in the selection of, or participation by, any Intern pursuant to this Agreement because of ethnicity, religion, sex, sexual orientation, national origin, ancestry, age or disability, within the limits imposed by law.
- E. District shall not displace a certificated District employee with the placement of an Intern. This Agreement shall serve to certify such to University by District in accordance with Commission requirements.

IV. SUPERVISION OF INTERNS

University shall provide site supervisors for all Interns. Such site supervisors shall visit Interns in the intern environment on a regular basis. Interns are employees of District and subject to all of the rights and obligations associated to such employment, including the normal certificated employee evaluation policies and practice. For employment purposes, the District shall be the sole evaluator of the Intern, including the evaluation process, instrument and content. Evaluation for the purpose of course requirements shall be accomplished through input from the university supervisor and district intern per the university's Pupil Personnel Services Program Document.

V. PROGRAM SUPPORT

District and University shall work collaboratively together to provide the necessary support to the Intern to ensure success.

- A. District and University shall each provide a qualified supervisor to assist each Intern. District and University shall independently determine the qualifications of their respective supervisors. California Baptist University requires that a district supervisor be fully credentialed and have at least three (3) years experience in the iob.
- B. District and University supervisors will meet together periodically with Interns to ensure Interns are following the California Standards for the specific credential each Intern is seeking to obtain.
- C. District shall assign a buddy support provider to the Intern. District shall select and evaluate such support provider in accordance with District policy and practices.
- D. District shall include Interns in appropriate District support programs and regularly scheduled staff development activities.

VI. INTERN ADVISORY COMMITTEE AND PROGRAM EVALUATION

- A. If University requires representation by District on a University Intern Advisory Committee, District shall provide appropriate staff to serve on such committee. The selection of District staff for this purpose is at the sole discretion of the District.
- B. If District establishes a District Intern Advisory Committee for the purpose of providing program evaluation or other collaborative process input on the subject of interns, and if District requires representation by University on such committee, University shall provide appropriate staff to serve on such committee. The selection of University staff for this purpose is at the sole discretion of the University.

VII. RESPONSIBILITY FOR UNIVERSITY'S ACADEMIC PROGRAM

University shall have exclusive control over all academic issues involving the University's programs, which shall include, without limitation: selection of course content and required textbooks, delivery of instructional programs, selection and approval of faculty, admission, registration and retention of Interns, evaluation of Interns' prior experience and education, evaluation of Interns' academic progress, scheduling courses, awarding academic credit, and conferring degrees.

VIII. RIGHTS AND RESPONSIBILTY OF INTERNS

Interns shall be District employees for all purposes. As such, Interns shall be entitled to all rights and obligations normally afforded District employees of like classification, assignment and working conditions.

- A. Interns shall assume the full legal responsibility for the activities and assignment(s) they are given.
- B. Interns shall be paid as "non-credentialed" employees commensurate with their assignment and the applicable collectively bargained Agreement for Certificated Bargaining Unit.
- C. Subject to the limitations of California Education Code Section 44462, District reserves the right to adjust Intern's compensation to cover supervision services pursuant to this Agreement.
- D. Interns shall not acquire tenure while serving on an internship credential or in a "non-credentialed" status. Acquiring tenure shall be governed by the thenapplicable California Education Code provisions.
- E. Interns may be assigned to extracurricular activities. However, such assignments shall not present a conflict with the Intern's responsibilities at the University.
- F. Interns shall attend all assigned school and District in-service training sessions or orientations. Interns shall attend department and faculty meetings, parent-teacher conferences and back-to-school nights. If there is a conflict between such District events and University programs, District events shall take priority.
- G. Interns shall not be entitled to additional days off or release time than what is afforded other employees of like classification, assignment and working conditions. Interns shall coordinate with their assigned school principal any planned days off for personal business or unpaid personal leave in order to meet any special requirements imposed on Intern by University for the attendance at University classes or programs. If there is a conflict between such University obligations and normal responsibilities at the District, the normal responsibilities at the District shall take priority.
- H. Interns shall comply with all federal, state and local statutes and regulations applicable to District certificated employees, including without limitation, laws relating to the confidentiality of student matters.
- I. Interns shall obtain prior written approval of the District before publishing any materials relating to the internship experience.

IX. TOBACCO-FREE ENVIRONMENT

District is proud to provide a healthy, tobacco-free environment. Smoking or the use of any tobacco products are prohibited in buildings and vehicles, and on any property owned, leased or contracted for by District.

X. INDEMNIFICATION

- A. District shall defend, indemnify and hold University, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officers, agents, or employees.
- B. University shall defend, indemnify and hold District, its officers, employees and agents harmless from and against any and all liability, loss, expense (including

reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University its officers, agents, or students.

XI. NOTICES

Any notice required to be served hereunder shall be in writing and shall be delivered in person or by certified or registered mail at the address set forth below for each Party.

A. If to the District:

CHINO VALLEY UNIFIED SCHOOL DISTRICT

5130 Riverside Drive Chino, CA 91710

B. If to the University:

California Baptist University 8432 Magnolia Avenue Riverside, CA 92504 Attn: Dean, School of Education

XII. INDEPENDENT CONTRACTOR STATUS

None of the provisions of this Agreement are intended to create nor shall be deemed or construed to create any relationship between District and University other than that of independent entities contracting with each hereunder, solely for the purpose of effecting the provisions of this Agreement.

XIII. AUTHORIZATION WARRANTY

- A. University hereby represents and warrants that the person executing this Agreement for University is an authorized agent who has actual authority to bind University to each and every term, condition and obligation set forth in this Agreement and that all requirements of University have been fulfilled to provide such actual authority.
- B. District hereby represents and warrants that the person executing this Agreement for District is an authorized agent who has actual authority to bind District to each and every term, condition and obligation set forth in this Agreement and that all requirements of District have been fulfilled to provide such actual authority.

XIV. COOPERATION IN DISPOSITION OF CLAIMS

District and University agree to cooperate with each other in the investigation and disposition of audits, peer review matters, disciplinary actions and third party liability claims arising out of any services provided under this Agreement. It is the intention of the parties to fully cooperate in the disposition of all such audits, actions or claims. Such cooperation may include, but is not limited to, joint investigation, defense, disposition of claims of third parties arising from services performed under this Agreement, and making witnesses available; provided, however, that nothing shall require either District or University to disclose any peer review documents, records or communications which are privileged under Section 115 7 of the California Evidence Code, under the Attorney-Client Privilege or under Attorney Work-Product Privilege.

XV. NON-WAIVER

No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.

XVI. SEVERABILITY

In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

XVII. GOVERNING LAW

This Agreement will be governed by and construed in accordance with the laws of the State of California. In the event of any dispute or litigation concerning or arising out of this Agreement, both Parties agree to seek resolution of the dispute or litigation within the venue of the appropriate courts in the County of Riverside, State of California.

XVIII. ASSIGNMENT

Neither party shall assign its rights or delegate its duties under this Agreement without the prior written consent of the other party.

XIX. ENTIRE AGREEMENT/AMENDMENTS

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may be modified, or any provision waived, only in writing signed by the Parties.

Execution of this contract is hereby requested:

CHINO VALLEY UNIFIED SCHOOL DISTRICT By: Mrs. Lea Fellows, Assistant Superintendent Human Resources	By: A Company School of Education
	By:

For the Internship Agreement:				
District Bargaining Union Authorized Personnel Re	•			
Signatur	<u>е</u>	Date		
listed below do hereby co		f the Governing Board of the School District e and exact copy of a portion of the minutes		
whereby students may b	e assigned to the schools in	ed contract with California Baptist University, the school district for practice to the Board is hereby authorized to execute		
District:	CHINO VALLEY U	NIFIED SCHOOL DISTRICT		
County:	San Bernardino Co	unty		
Signed:				
Printed Name:				



CALIFORNIA STATE UNIVERSITY, LOS ANGELES STUDENT FIELDWORK AGREEMENT

THIS AGREEMENT entered into by and between the State of California through the Trustees of the California State University on behalf of California State University, Los Angeles, 5151 State University Drive, Los Angeles, CA 90032, noted below, all of which are hereinafter called State or State University, and Chino Valley Unified School District, 5130 Riverside Dr, Chino, CA 91710 noted below, hereinafter called the Office of Education:

WITNESSETH

WHEREAS, the District is authorized to enter into agreements with the University to provide fieldwork experiences for students enrolled in University programs to prepare educational professionals, NOW, THEREFORE, it is mutually agreed between the University and the District as follows: The State University and the District are as follows:

California State University, Los Angeles 5151 State University Drive Los Angeles, CA 90032 Chino Valley Unified School District 5130 Riverside Drive Chino, CA 91710

SPECIAL PROVISIONS

Scope of Services: The District is authorized to enter into agreements with California State University, Los Angeles to provide fieldwork practice experience through observation, participation, and guided practice to students enrolled in teacher, counselor, administrator, or specialist training programs of the State University and Chino Valley Unified School District. (Exhibit A)

Compensation: There is no compensation by the University for the services of the District professional.

Assignment: The assignment of a student of the University for fieldwork-placements in schools or classes of the District shall be at the discretion of the University, with the agreement of the supervising classroom teacher, education professional, and/or site principal. Length and specific activities of assignments will vary depending on the requirements of the University class.

<u>Termination:</u> The District may, for good cause, refuse to accept for fieldwork any student of the University who requests a fieldwork placement in the Office of Education, and upon request of the Office of Education, made for good cause, the University shall at any time terminate the assignment of any student of the University to a fieldwork placement in the Office of Education. The University may, upon good cause, withdraw from a fieldwork placement at any time any student of the University assigned to a fieldwork placement in the Office of Education.

GENERAL TERMS

Indemnification and Insurance: University and District shall each be responsible for damages caused
by the negligence of its directors, officers, agents, and employees occurring in the performance of this
Agreement. The provisions of this paragraph, as intended by University and Office of Education, shall be
interpreted to impose on each party responsibility for the negligence of their respective officers, agent, and
employees.

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The District shall provide State University with evidence of insurance coverage for the following exposures and limits: General Liability Insurance with \$1,000,000 per occurrence and \$1,000,000 general aggregate. For the General Liability insurance the District shall name the State of California, Trustees of California State University, CSULA and the officers, employees, volunteers and agents of each of them as additional insured's. The policies shall provide for advance written notice to the State University of cancellation of any of the insurance coverage and provide for acceptability of insurers rating with AM Best of A: VII or equivalent unless otherwise agreed to by the State University.

As an alternative to providing the general liability insurance required by the previous paragraph, the Contractor may cause to be provided other kinds of insurance or methods or plans of protection such as, but not limited to, self-insurance pools, primary or excess risk retention groups if and to the extent other kinds of insurance or methods or plans of protection shall afford reasonable protection to the Board of Trustees and their officers, agents and employees. OCDE does not need to provide AM Best rating.

University agrees that all students are not employees of the District or University and are not entitled to benefits of any kind or nature normally provided employees of the District or University and/or to which employees are normally entitled, including but not limited to, State Unemployment Compensation or Workers' Compensation.

Each party waives the right of subrogation against the other.

- 2. <u>Finger-Printing:</u> If District determines that the services provided by University's students involve more than limited contact with students, University agrees that University shall require any students providing services pursuant to this Agreement shall be finger-printed as arranged by the District before services commence pursuant to California Education Code 45125.1.
- 3. <u>TB Testing:</u> If District determines that the services provided by University's students involve more than limited contact with students, University agrees that University shall, require any students providing services pursuant to this Agreement to submit to District the results of a recent tuberculosis test.
- 4. <u>Services Responsibility:</u> The District retains professional and administrative responsibility for the services rendered at the Office of Education.
- 5. <u>Student Safety and Personal Risk:</u> the District shall inform the participating student of any potential health or safety risks associated with their field placement.
- 6. Non-Discrimination: District shall not employ any discriminatory practice in its performance hereunder, including its employment practices, on the basis of sex, race, color, religion, national origin, ethnic group, marital or parental status, ancestry, age, sexual orientation, or physical or mental disability or the perception of one or more of such characteristics.
- 7. <u>Independent Status:</u> This Agreement is between two independent entities and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.
- 8. **Term of Agreement:** The term of this Agreement shall be operative from date of full execution until June 30, 2020. However, either party may cancel this Agreement upon thirty (30) days written notice.
- Confidentiality: All parties shall abide by the Health Insurance Portability and Accountability Act
 (HIPAA) of 1996 Privacy Rule, which provides for comprehensive Federal protection for the privacy of
 personal health information.

University	School District	
California State University, Los Angeles 5151 State University Drive Los Angeles, CA 90032	Chino Valley Unified School District 5130 Riverside Drive Chino, CA 91710	
By: Authorized Signature Thomas J. Johnson	By:Authorized Signature	
Title: <u>Director Procurement & Contracts</u>	Title:	
Date:	Date:	

STUDENT FIELD PLACEMENT AGREEMENT EXHIBIT A

This Memo of Understanding agreement states the anticipated responsibilities and expectations of both the Chino Valley Unified School District (henceforth District) and of California State University, Los Angeles (henceforth University). The overall goal of this agreement is the creation of a District/University partnership as a means of finding, selecting, training, and mentoring high quality school counselors through the University's Charter College of Education, School Counseling and School Psychology Programs.

The University's Division of Special Education and Counseling, Charter College of Education, offers the Masters of Science in Counseling degree, including the Pupil Personnel Services (PPS) credential in School Counseling, School Psychology, and Child Welfare and Attendance (CWA). The programs are approved by the California State University (CSU) Trustees and are accredited by the National Council for Accreditation of Teacher Education (NCATE) and conditionally accredited/approved by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) or the National Association of School Psychologists (NASP).

Both parties (University and District) as identified on the signature page of this agreement agree to the mutual benefit hereto that students of the University's Charter College of Education, Pupil Personnel Services Programs in School Counseling, School Psychology, and Child Welfare and Attendance, use the Facility for fieldwork experience.

The parties agree as follows:

I. UNIVERSITY ROLE

- A. <u>Student Profile.</u> University will designate enrolled University school counseling students for fieldwork experience with the District, in such numbers as are mutually agreed to by both parties.
- B. <u>Schedule of Assignments</u>. University will work with the District to establish a rotation plan for the various types of school counseling experience, the maximum number of students, assignments, and student information including the name of the student, level of academic

preparation, and length and dates of proposed experience. The starting date and length of each Program training period shall be mutually agreed by the parties.

- C. <u>Program Coordinator</u>. University shall designate a faculty member to coordinate with Practicum Site's designee in planning the Program to be provided to students. The University coordinator will work as a part of a collaborative support team with the District Supervisors and will arrange for and participate in periodic conferences between District and University to evaluate the fieldwork experience program provided under this Agreement.
- D. <u>Records</u>. University shall maintain all personnel records for its staff and all academic records for its students.
- E. <u>Student Responsibilities</u>. University shall notify students in the program that they are responsible for:
 - 1) Complying with Practicum Site's administrative policies, procedures, rules and regulations;
 - 2) Arranging for his/her own transportation;
 - 3) Assuming responsibility for personal illnesses, necessary immunizations, tuberculin tests, annual health examinations and other requirements as identified by the Practicum Site;
 - 4) Maintaining the confidentiality of patient information.
 - 5) Complying with Practicum Site's dress code and wearing name badges identifying themselves as students, if specified by Practicum site.
 - 6) Insurance requirements. University shall require that, during the term of each student's fieldwork rotation, each student shall be covered by comprehensive general liability and professional liability insurance to protect the student, Practicum Site and University against liability arising from any and all negligent acts or incidents caused by the student. Coverage under such insurance shall be with limits not less than \$1 million each claim, \$3 million policy aggregate, on a claims made basis including three (3) years extended reporting period. Evidence of such insurance shall be provided to the Practicum Site prior to the start of each student's clinical rotation.
- F. <u>Field Experience Plan.</u> University shall assist in establishing a plan/learning agreement for the field experience by mutual agreement between the Practicum Site's representative and the University's Field Faculty representative. The University Field Faculty will supervise and monitor student's learning activities as related to field experience.
- G. <u>Field Conference</u>. University shall facilitate periodic conferences between appropriate representatives of the University Field Faculty and Practicum Site to evaluate the field experience program provided under this Agreement.

II. DISTRICT ROLE

- A. <u>Field Experience</u>. Practicum Site shall accept from University the student and shall provide the student with a supervised field experience. The District will communicate to potential interns the availability of the Pupil Personnel Services (PPS) or Child Welfare and Attendance (CWA) district internships. The District will provide the selected interns with pre-service training and orientation activities.
- B. <u>Practicum Site Designee.</u> The District shall designate a qualified member of its staff to participate with University's designee to work collaboratively in planning, implementing, and coordinating the Field Education Program. The District shall notify the University's Coordinator of Field Education of any change in the District's personnel appointments that may affect the student field program.

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- C. <u>Access to Facilities.</u> Practicum Site shall permit students enrolled in the Program access to Practicum Site facilities as appropriate and necessary for their Program, provided that the students' presence shall not interfere with Practicum Site's activities.
- D. <u>Records and Evaluations</u>. Practicum Site shall maintain complete records and reports on student's performance and provide an evaluation to University on forms the University shall provide.
- E. Withdrawal of Students. Practicum Site may request that University withdraw from the program any student whom Practicum Site determines is not performing satisfactorily, refuses to follow Practicum Site's administrative policies, procedures, rules and regulations, or violates any federal or state laws. Such requests must be in writing. Once the University receives the request in writing, the University will take appropriate steps to comply. In addition, the District will not displace existing school counselors or CWA counselors with interns. Vacancies to accommodate interns will be designated through normal attrition.
- F. Emergency Health Care/First Aid. Practicum Site shall, on any day when a student is receiving training at its facilities, provide to that student necessary emergency health care or first aid for accidents occurring in its facilities. Except as otherwise provided in this agreement, Practicum Site shall have no obligation to furnish medical or surgical care to any student. Any costs associated with said emergency health care is the sole responsibility of the student. Student shall contact CSULA Worker's Compensation Manager for referral to the appropriate healthcare facility for follow-up care.

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 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: STUDENT TEACHING AGREEMENT WITH WESTERN

GOVERNORS UNIVERSITY

BACKGROUND

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

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

RECOMMENDATION

It is recommended the Board of Education approve the student teaching agreement with Western Governors University.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm



Western Governors University

4001 South 700 East, Suite 700, SLC, UT 84107

STUDENT TEACHING AFFILIATION AGREEMENT

This Student Teaching Affiliation Agreement ("Agreement") is entered into this 17th day of May 2017 ("Effective Date") by and between Western Governors University, a Utah non-profit corporation ("WGU"), and Chino Valley Unified School District ("District").

Recitals

WGU is regionally accredited by the Northwest Commission on Colleges and Universities. The WGU Teacher Education programs are further accredited by the National Council for the Accreditation of Teacher Education (NCATE);

WGU conducts teacher training programs leading to degrees and desires to obtain student teaching experiences for the teacher candidates enrolled in its educational programs; and

The District recognizes the need for and desires to aid in the educational development of student teachers and is willing to make its premises available for such purposes.

Agreement

In consideration of the foregoing premises, the mutual covenants and agreements set forth herein, and other good and valuable consideration, WGU and the District agree as follows:

A. Definitions

- 1. "Teacher Candidate" shall refer to a student enrolled in a program at WGU leading to an education credential.
- 2. "Host Teacher" shall refer to a District employee who is the teacher-of-record in the classroom where the Teacher Candidate is assigned. A Host Teacher may or may not be a Clinical Supervisor.
- 3. "Clinical Supervisor" shall refer to a present or former employee of the District, retired educator, or any other individual meeting the criteria of "supervisor" established by WGU for this position, and engaged by WGU or the District to supervise Teacher Candidate progress. WGU shall be responsible for the selection, assignment, and compensation of Clinical Supervisors.
- 4. "Student Teaching" shall refer to the active participation by a Teacher Candidate in the duties and functions of classroom teaching under the direct supervision and instruction of a Host Teacher and/or Clinical Supervisor.
- 5. "Student Teaching Assignment" shall refer to the greater of the WGU 12-week requirement (16 weeks for special education assignments) or the State's and/or District's minimum requirement for Student Teaching. Student Teaching shall satisfy all WGU and State requirements.

B. WGU Responsibilities

- 1. <u>Selection of Students</u>. WGU shall be responsible for the selection of qualified Teacher Candidates with the appropriate educational background and skills to participate in the Student Teaching Assignment.
- 2. Education of Students. WGU shall assume full responsibility for the education of its Teacher Candidates, monitoring and evaluating individual Teacher Candidate progress, the administration of the program, the curriculum content, matriculation requirements, and other issues required by its Student Teaching program.
- 3. <u>Clinical Supervisor</u>. The District or WGU shall appoint a Clinical Supervisor who shall observe Teacher Candidates in the classroom on six separate occasions during a Student Teaching Assignment and will assess the Teacher Candidate's progress toward mastery of teaching competencies.

- 4. <u>Host Teacher Compensation</u>. If District policies allow, WGU shall compensate either the District or Host Teacher \$150.00 per Teacher Candidate for the services described in this Agreement. The District acknowledges that the issuance of such compensation directly to the Host Teacher will not render the Host Teacher an employee or agent of WGU. No Host Teacher compensation will be provided where a Teacher Candidate acts as teacher-of-record within the District.
- 5. <u>Clinical Supervisor Compensation</u>. If the Clinical Supervisors are employees of the District, WGU shall compensate either the District or the Clinical Supervisors \$500.00 per Teacher Candidate for Clinical Supervisor services. The District acknowledges that where District policies allow the issuance of such compensation directly to employee Clinical Supervisors, WGU may contract directly with those individuals for Clinical Supervisor services.
- 6. <u>Compensation upon Termination of Assignment</u>. In the event a Student Teaching Assignment is terminated prior to completion, compensation for Host Teacher and Clinical Supervisor services shall be pro-rated to the number of weeks completed.
- 7. Background Check. WGU shall require each Teacher Candidate to submit to a complete background check, including criminal history, as a condition of Student Teaching. District shall inform WGU of the acceptable background check requirements. WGU shall attest to District that a background check has been completed for each Teacher Candidate recommended for a Student Teaching Assignment.
- 8. Representations. WGU represents that each Teacher Candidate assigned to the District for Student Teaching is validly enrolled in an approved WGU credentialing program and meets the District's background requirements. WGU makes no other representation, express or implied, about, or assumes any responsibility for, the Teacher Candidate's fitness or qualification to participate in the Student Teaching Assignment. Nothing in this Agreement shall be construed as a delegation by the District to WGU of any of the District's duties and responsibilities for operation or supervision of the school or classes of the District.

C. District Responsibilities

- 1. <u>Host Teacher</u>. The District shall provide the Teacher Candidate with Student Teaching experience in a school and classes of the District under the direct supervision and instruction of a Host Teacher that meets these minimum requirements:
 - a. Holds a teaching credential or license for the subject area and/or grade level being taught:
 - b. Has a minimum of 3 years of teaching experience with strong evaluations;
 - c. Demonstrates a positive impact on student learning in the classroom;
 - d. Successfully and with positive impact mentored teacher candidates, colleagues, and/or adults;
 - e. Use a computer to correspond with WGU staff and complete online evaluation forms and
 - f. Consistently models the dispositions and ethical considerations expected of WGU teacher candidates:
 - o caring and considerate
 - o affirming of diversity and cross-culturally competent
 - o reflective practitioner
 - o equitable and fair
 - o committed to the belief that all students can learn
 - o collaborative
 - o technologically proficient
 - o professional leadership

- 2. Access for Clinical Supervisor. The District shall allow the Clinical Supervisor on-going access to the host school and classroom for the specific purpose of observing the Teacher Candidate.
- 3. <u>District Policies</u>. The District shall provide Teacher Candidates with any of the District policies and procedures to which Teacher Candidates are expected to adhere during Student Teaching Assignments and while on District premises.
- 4. Right to Accept or Terminate. The District may refuse to accept for placement, or may terminate the Student Teaching Assignment, of any Teacher Candidate based upon its good faith determination that the Teacher Candidate is not meeting performance standards or is otherwise deemed unacceptable to the District. Notices of such decisions shall be provided to WGU in writing and shall state the reasons for such decision. When possible, District shall make reasonable efforts to consult with WGU prior to terminating the assignment of a Teacher Candidate.
- 5. <u>Evaluations</u>. The District, through the involvement of the Host Teacher, shall participate with the Clinical Supervisor and the Teacher Candidate in two evaluations of Teacher Candidates: one midway through the Student Teaching Assignment, and another at the end. WGU shall be responsible for the format of the evaluations.
- 6. <u>Facilitation of Professional Development</u>. The District shall facilitate Teacher Candidate professional development through educational assignments and shall make available an appropriate working environment, including adequate space, equipment, and supplies to meet the objectives of training.

D. Insurance and Indemnification

- 1. <u>WGU Insurance</u>. WGU shall provide and maintain general liability insurance in the minimum amounts of \$1,000,000 per occurrence and \$2,000,000 in the aggregate and, upon request of the District, shall furnish proof thereof in the form of a certificate of insurance. WGU shall maintain at its sole expense workers' compensation insurance for participating Teacher Candidates.
- 2. <u>Professional Liability Insurance</u>. Teacher Candidates will be responsible for procuring and maintaining professional liability insurance at their own expense. The limits of the policy shall be a minimum of \$1,000,000 per occurrence and \$3,000,000 in the aggregate. Such policy shall remain in full force and effect for the duration of the Student Teaching Assignment.
- 3. <u>District Insurance</u>. Upon request, District shall provide evidence that it is self-insured or maintains adequate general liability insurance coverage to satisfy the requirements of this Agreement.
- 4. <u>Indemnification</u>. WGU shall hold harmless, defend and indemnify District and its elected and appointed governing board members, officers, employees, and agents from any and all losses, claims, damages (including costs and attorney's fees), or causes of action arising from any negligent or willful acts or omissions of WGU, its officers, employees, or Teacher Candidates incurred in the performance of this Agreement. To the extent allowed by law or District policies, District shall hold harmless, defend and indemnify WGU and its officers, employees, and agents from any and all losses, claims, damages (including costs and attorney's fees), or causes of action arising from the gross negligence or willful act of the District, its officers, employees, students, or agents incurred in the performance of this Agreement or in the unlawful refusal to accept a Teacher Candidate.

E. Mutual Terms and Conditions

1. <u>Term.</u> This Agreement shall commence on the Effective Date and shall continue until such time as either party gives the other party thirty (30) days written notice of its intent to terminate the Agreement; provided, however, that all Teacher Candidates at the District as of the date of such notice shall be permitted to complete their Student Teaching Assignment.

2, Educational Records.

- a. <u>Teacher Candidate Records</u>. The District acknowledges that the education records of assigned Teacher Candidates are protected by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g. The Parties agree to comply with the requirements of FERPA and its implementing regulations at 34 C.F.R. Part 99 and to protect the privacy of education records concerning any Teacher Candidate assigned to the District under this Agreement. As a result of this Agreement, District shall be considered to be a "school official" of WGU and may transmit, share, or disclose education records, including evaluations and attendance records of Teacher Candidates, without the Teacher Candidate's written consent to other school officials of WGU who have a legitimate educational interest in the records.
- b. <u>District Student Records</u>. WGU shall instruct Teacher Candidates of the necessity of maintaining the confidentiality of all District student records. The District shall not grant Teacher Candidates or WGU employees access to individually identifiable student information unless the affected student's parent or guardian has first given written consent using a form approved by District that complies with FERPA and other applicable law.
- 3. <u>Designation of Representative</u>. Each party shall designate a representative to serve as a point of contact between the parties for communication and coordination of Student Teaching Assignments.
- 4. <u>Status of Parties</u>. Nothing in this Agreement is intended to or shall be construed to constitute an agency, employer/employee, partnership, or fiduciary relationship between the parties.
- 5. <u>Non-Discrimination</u>. Both parties agree to fully comply with all applicable non-discrimination laws of the District's state and municipality, and of the United States. Both parties will accept, assign, supervise and evaluate qualified Teacher Candidates regardless of race, sex, sexual orientation, creed, national origin, age, disability, Vietnam-era veteran status, or any other basis protected by law.
- 6. <u>Notices</u>. All notices given under this Agreement shall be in writing and sent to the address listed at the end of this Agreement, and shall be effective upon receipt if delivered by personal or overnight delivery, facsimile, or e-mail transmission, or effective five (5) days after being placed in the United States mail, postage pre-paid.
- 7. <u>Arbitration</u>. The parties agree that disputes arising hereunder shall be subject to arbitration pursuant to the rules of the American Arbitration Association and judgment upon the award may be entered in any court having jurisdiction thereof. All arbitration activities shall be conducted via telephone and/or video conference.
- 8. Entire Agreement and Severability. This Agreement represents the entire understanding between the parties and supersedes all prior oral or written agreements, and no modification or change to the Agreement shall be valid unless the same is in writing and signed by both parties. The invalidity of any provision of this Agreement will not affect the validity of any other provisions. No Teacher Candidate or other third party shall be a beneficiary of, or have any right to enforce the terms of this Agreement.
- 9. <u>General Provisions</u>. This Agreement: (i) shall be binding and enforceable by the parties hereto and their respective legal representatives, successors, or assigns; and (ii) may be executed in two or more counterparts including by facsimile or scanned image, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement effective the day and year first above written.

Western Governors University ("WGU")	Chino Valley Unified School District ("District")
By: Title-Pield Experience Outreach Specialist Date: 7769 2017	By: Title: Date:
For notice purposes, contact:	For notice purposes, contact:
Terry Miller	Name:
Field Experience Outreach Specialist	Title:
Western Governors University	District:
4001 South 700 East, Suite 700	Street:
Salt Lake City, UT 84107-2533	City/State/Zip:
Phone: (385) 428-5217	Phone:
Fax: (801) 401-7961	Fax:
fieldplacement@wgu.edu	Email:

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 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 LICENSED VOCATIONAL NURSE,

AND THE REVISIONS OF BEHAVIOR INTERVENTION RECORDS ASSISTANT; DIRECTOR, COMMUNICATIONS; AND DIRECTOR,

HEALTH/CHILD DEVELOPMENT

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.

The District has consulted with the California School Employees Association on the job descriptions that are under their bargaining units, as required.

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 new job description of Licensed Vocational Nurse;
- b) Authorize the creation of Licensed Vocational Nurse;
- c) Approve the job description revision of Behavior Intervention Records Assistant;
- d) Approve the job description revision of Director, Communications; and
- e) Approve the job description revision of Director, Health/Child Development.

FISCAL IMPACT

The revised positions are within the approved budget. The new Licensed Vocational Nurse position will be impacted by \$44,328 to the general funds.

WMJ:LF:SH:RR:mcm

CHINO VALLEY UNIFIED SCHOOL DISTRICT

LICENSED VOCATIONAL NURSE

DEFINITION

UNDER GENERAL SUPERVISION AND/OR THE DIRECTOR OF HEALTH SERVICES, PERFORMS HEALTH SERVICES FOR STUDENTS IN REGULAR EDUCATION AND SPECIAL EDUCATION PROGRAMS WITHIN LIMITS OF LICENSURE; ADMINISTERS MEDICATION AND PERFORMS OTHER SPECIALIZED PHYSICAL HEALTH CARE PROCEDURES IN ACCORDANCE WITH PRIMARY CARE PROVIDER'S ORDER; PERFORMS MEDICAL ASSESSMENTS OF STUDENTS AS A RESULT OF ILLNESS, INJURY, SEIZURE, OR OTHER MEDICAL PROBLEMS OCCURRING AT SCHOOL; COMMUNICATES WITH PARENTS, SCHOOL SITE, AND DISTRICT PERSONNEL ON HEALTH RELATED MATTERS; PROVIDES EMERGENCY MEDICAL CARE AND RELATED MEDICAL DUTIES AS REQUIRED.

OCCUPATIONAL GROUP

CLASSIFIED

EXAMPLES OF DUTIES

THE FOLLOWING DUTIES ARE EXAMPLES FOR THIS CLASSIFICATION:

- 1. MONITORS PHYSICAL AND MEDICAL CONDITIONS OF STUDENTS; ASSESSES STUDENTS FOR ILLNESS, INJURY, SEIZURE, OR OTHER MEDICAL PROBLEMS OCCURRING AT SCHOOL. (E)
- 2. PERFORMS SPECIALIZED HEALTH SERVICES TO STUDENTS INCLUDING BUT NOT LIMITED TO MEDICATION ADMINISTRATION; TOILETING ASSISTANCE, CATHETERIZATION, GAVAGE FEEDING, RANGE OF MOTION EXERCISES, OSTOMY CARE, AND SUCTIONING. (E)
- 3. PROVIDES EMERGENCY MEDICAL CARE IN THE EVENT OF SERIOUS ILLNESS OR ACCIDENT INCLUDING CPR/AED AND FIRST AID AS NECESSARY. **(E)**
- 4. ADMINISTERS MEDICATION TO STUDENTS IN ACCORDANCE WITH STATE LAWS AND DISTRICT POLICIES AND PROCEDURES. (E)
- 5. COMMUNICATES WITH SCHOOL NURSE, STAFF, AND PARENTS AS NECESSARY REGARDING STUDENT AND SCHOOL SITE MEDICAL ISSUES; COORDINATES NECESSARY HEALTH CONFERENCES WITH PARENTS, STAFF, AND COMMUNITY RESOURCES. (E)

- 6. MAINTAINS RECORDS OF ALL SERVICES PROVIDED FOR EACH STUDENT, INCLUDING MEDICATION AND PROCEDURES; COMPLETES INCIDENT REPORTS AND COMMUNICATION/CONTACT REPORTS; COMPLETES AND SUBMITS MEDI-CAL BILLING DOCUMENTATION. (E)
- 7. PREPARES REPORTS FOR DISTRICT, COUNTY, AND STATE AGENCIES. (E)
- 8. ASSISTS IN MAINTAINING A NEAT, CLEAN, ORDERLY WORKSTATION; MAY SUBMIT MEDICAL OFFICE SUPPLY ORDERS.
- 9. PROVIDES APPROPRIATE HEALTH INSTRUCTION TO STUDENTS. (E)
- 10. PROVIDES APPROPRIATE HEALTH RELATED TRAINING FOR SCHOOL AND VOLUNTEER STAFF. **(E)**
- 11. PROVIDES A VARIETY OF HEALTH CARE SERVICES SUCH AS BANDAGING, TAKING TEMPERATURES, APPLYING ICE PACKS, ASSISTING WITH PERSONAL HYGIENE, AND OTHER RELATED SERVICES. (E)
- 12. MAINTAINS PROFESSIONAL COMPETENCE THROUGH CONTINUING EDUCATION COURSE WORK OR EXPERIENCE. **(E)**
- 13. TRAVELS TO VARIOUS SCHOOL SITES TO PROVIDE A VARIETY OF NURSING DUTIES, IF NECESSARY. **(E)**
- 14.ATTENDS VARIOUS MEETINGS AND TRAINING SESSIONS AS REQUIRED. **(E)**
- (E) = Essential Functions

MINIMUM REQUIREMENTS

KNOWLEDGE OF:

- METHODS AND PRACTICE OF PERFORMING ROUTINE MEDICAL/PHYSICAL CARE OF MEDICALLY COMPLEX STUDENTS, INCLUDING ADMINISTRATION OF MEDICATION, TRACHEA CARE AND SUCTIONING, AND USE OF VARIOUS PUMPS:
- LAWS AND REGULATION APPLICABLE TO THE ROLE AND SCOPE OF THE LICENSED VOCATIONAL NURSE;
- SIMPLE RECORD KEEPING:
- CONFIDENTIALITY LAWS RELATING TO HIPPA, INCLUDING STUDENT RECORDS:
- EMERGENCY CARE INCLUDING CARDIOPULMONARY RESUSCITATION, USE OF AED, FIRST AID, USE OF EMERGENCY MEDICATIONS (I.E. EPINEPHRINE, DIASTAT, GLUCAGON);
- USE OF CLINICAL AND HEALTH OFFICE EQUIPMENT:

- LAWS AND CODES RELATED TO THE ADMINISTRATION OF HEALTH SERVICES IN SCHOOLS:
- ADMINISTRATIVE PRACTICES AND PROCEDURES, INCLUDING RECORD KEEPING AND FILING:
- COMMUNITY HEALTH RESOURCES.

ABILITY TO:

- PERFORM MEDICALLY ORIENTED ASSESSMENT AND SPECIALIZED HEALTH PROCEDURES IN A SAFE AND EFFICIENT MANNER;
- ORGANIZE, SET PRIORITIES, AND EXERCISE SOUND JUDGMENT WITHIN AREAS OF RESPONSIBILITY:
- UNDERSTAND AND CARRY OUT ORAL AND WRITTEN INSTRUCTIONS;
- MAINTAIN DETAILED CONFIDENTIAL STUDENT RECORDS AND FILES;
- UNDERSTAND GENERAL GOALS OF SPECIAL EDUCATION IN THE PUBLIC SCHOOLS:
- INTERACT WITH STUDENTS, PARENTS, STAFF, AND COMMUNITY IN A PROFESSIONAL MANNER;
- BE FLEXIBLE IN SCHEDULING WORKLOAD;
- DISPENSE MEDICATION PURSUANT TO PHYSICIAN'S INSTRUCTIONS:
- READ AND INTERPRET MEDICAL ORDERS AND DIRECTIVES;
- USE EFFECTIVE WRITTEN AND ORAL COMMUNICATION SKILLS;;
- OBSERVE AND INTERPRET PEOPLE AND SITUATIONS:
- PERFORM BASIC MATH:
- LEARN AND APPLY NEW INFORMATION OR SKILLS;
- WORK UNDER DEADLINES AND FREQUENT INTERRUPTIONS.

EXPERIENCE

THREE YEARS SUCCESSFUL NURSING EXPERIENCE IN A HOSPITAL, CLINIC, OR SCHOOL ENVIRONMENT; PREVIOUS EXPERIENCE IN DEALING WITH PRESCHOOL AND SCHOOL AGE CHILDREN.

EDUCATION

COMPLETION OF 12TH GRADE OR GENERAL EDUCATION DIPLOMA (GED).

WORKING CONDITIONS

- CONDITIONS ARE REPRESENTATIVE OF THOSE THAT MUST BE MET BY AN EMPLOYEE TO SUCCESSFULLY PERFORM THE ESSENTIAL FUNCTIONS OF THIS JOBS:
- REASONABLE ACCOMMODATIONS MAY BE MADE TO ENABLE INDIVIDUALS WITH DISABILITIES TO PERFORM THE ESSENTIAL JOB FUNCTIONS;
- SCHOOL HEALTH OFFICE ENVIRONMENT;
- CONSIDERABLE DISTRACTION AND CONSTANT INTERRUPTIONS FROM OFFICE ACTIVITIES;

- EXTENSIVE CONTACT WITH STUDENTS:
- SUBJECT TO INTERRUPTIONS FROM THE MEDICAL HEALTH AIDE AND EMERGENCY AND/OR DISASTER SITUATIONS;
- TRANSPORT OF STUDENTS IN PRESCRIBED MEDICAL EQUIPMENT, I.E. WHEELCHAIR, GURNEY, OR STRETCHER.

PHYSICAL ABILITIES

- BENDING AT THE WAIST AND REACHING TO RETRIEVE AND MAINTAIN FILES AND RECORDS:
- CARRYING, PUSHING, OR PULLING;
- CLIMBING LADDERS/STEP STOOLS;
- DEXTERITY OF HANDS AND FINGERS TO OPERATE A COMPUTER KEYBOARD AND OTHER JOB RELATED EQUIPMENT;
- LIFTING UP TO 50 POUNDS USING PROPER LIFTING METHODS;
- KNEELING, CROUCHING, ABOVE THE SHOULDERS AND HORIZONTALLY TO RETRIEVE AND SHELVE SUPPLIES;
- VISUAL AND HEARING ABILITIES TO PERFORM JOB RESPONSIBILITIES.

HAZARDS

- CONTACT WITH CLEANING AGENTS, CHEMICALS AND BIOLOGICALS/NEEDLES:
- EXPOSURE OR CONTACT WITH BLOOD OR BODY FLUIDS;
- EXPOSURE TO A VARIETY OF INFESTATIONS:
- EXPOSURE TO INDIVIDUALS WITH EXCESSIVE BODY ODOR:
- EXTENDED VIEWING OF A COMPUTER MONITOR:
- NOISE AND FUMES FROM EQUIPMENT OPERATION:
- WORKING AROUND AND WITH MACHINERY HAVING MOVING PARTS.

SPECIAL REQUIREMENTS

POSSESSION OF A VALID VOCATIONAL NURSE LICENSE.

MUST POSSESS AND MAINTAIN A VALID AND CURRENT CARDIOPULMONARY RESUSCITATION (CPR) AND AUTOMATED EXTERNAL DEFIBRILLATOR (AED) CERTIFICATION.

MUST POSSESS OR OBTAIN PRIOR TO APPOINTMENT, A VALID CALIFORNIA DRIVER'S LICENSE. MUST HAVE THE ABILITY TO OBTAIN AND MAINTAIN INSURABILITY STATUS UNDER THE DISTRICT'S VEHICLE INSURANCE POLICY.

A PRE-EMPLOYMENT PHYSICAL IS REQUIRED.

APPROVED:

BEHAVIOR INTERVENTION RECORDS ASSISTANT

DEFINITION

Under general supervision of the Director of Special Education or designee, performs detailed and responsible record-keeping duties for student behavioral health information; maintains and updates student records, and records and inputs student data; and performs related duties as assigned. PERFORMS A VARIETY OF CLERICAL WORK AT A SCHOOL SITE OR DISTRICT OFFICE SITE.

DISTINGUISHING CHARACTERISTICS

Positions in this class are characterized by the responsibility to perform duties pertaining to the preparation, maintenance and updating of student behavioral health records and other related student records. Individual must be knowledgeable of Family Educational Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability (HIPAA) regulations so that all files meet those requirements.

OCCUPATIONAL GROUP

CLASSIFIED (CLERICAL)

EXAMPLES OF DUTIES

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

- COMPARES, CHECKS, AND prepares, records, FORMS, AND OTHER DOCUMENTS; inputs, maintains, reviews and updates student referrals. testing. FOR ASSESSMENT AND behavioral health records, triage, assessment and sessions; verifies student information; files student records, files and folders, assists staff in finding records according to FERPA and HIPAA compliance requirements. (E)
- 2. Enters student profile data, updates student information; maintains and updates program and behavioral health records. Processes all paperwork for new behavior health cases. (E)
- 3. PERFORMS A WIDE VARIETY OF CLERICAL WORK TO INCLUDE GENERAL TYPING FROM ROUGH DRAFT OR ORAL INSTRUCTIONS, RECORD KEEPING, OR STUDENT SERVICE FUNCTIONS AT A SCHOOL OR IN A DISTRICT OFFICE. (E)
- 4.-3 SCHEDULES APPOINTMENTS, ARRANGES MEETINGS, answers, screens and refers telephone calls; takes telephone messages and sends messages to staff; greets and directs visitors; assists students or parents in person and/or by telephone; responds to parent, student and staff questions; provides general program information. ATTENDS MEETINGS AND RECORDS NOTES AS NEEDED. (E)

- 5.-4 COMPOSES AND/OR TYPES, WORK REQUESTS, UTILIZING CURRENT DISTRICT PRACTICES AND TECHNOLOGIES. Prints and distributes correspondence, memoranda, forms, list, reports and other documents and brief oral instructions. (E)
- 5. Scans answer sheets and correct scanning problems as they occur; generates and distributes testing reports for administrators; assists in packing and re-packing tests. Understands DSM-IV coding for data entry. (E)
- 6. CONDUCTS TRANSACTIONS WITH SCHOOL PERSONNEL OR THE PUBLIC IN MATTERS REQUIRING A KNOWLEDGE OF RULES, PROCEDURES, POLICIES, AND ACTIVITIES WITHIN A LIMITED FIELD. RECEIVES INQUIRIES BY TELEPHONE, EMAIL OR ELECTRONIC MEANS, OR IN PERSON. (E)
- 7. 6. Complies Compiles, calculates and enters behavioral health data and information into applicable databases or spreadsheets, compares information with other pertinent sources to ensure accuracy and completeness prior to data entry. (E)
- 8. 7. Performs updates, maintains and distributes specialized reports, lists, and records and other documentation related to behavioral health; maintains current and updated files to ensure compliance. with county department of behavioral health, state and federal requirements. (E)
- 9. 8. Maintains tables and database structures; uses query tools to develop and generate reports. (E)
- 10.9. Gather and consolidate information, monitor input, and review for input errors or issues. Format evaluation material. (**E**)
- 11.10. Assist staff with the implementation of cultural competency, HIPAA, FERPA, and County Department of Behavioral Health compliance requirements. (**E**)
- 12. MAINTAINS KEY INVENTORY
- 13. PERFORMS OTHER RELATED DUTIES AS ASSIGNED.
 - **(E)** = Essential Functions

MINIMUM REQUIREMENTS

Knowledge of:

- FILING SYSTEMS, TELEPHONE TECHNIQUES, LETTER AND REPORT WRITING
- HIPAA compliant office, administrative and management practices and procedures, including confidential filing and record keeping practices and procedures.
- Principles and practices of sound business communication; correct English usage, including spelling, grammar, and punctuation.

- District organization, functions, rules policies and procedures applicable to assigned areas of responsibility.
- Computer hardware and uses of business software, including word processing, spreadsheet, database and other applications.
- Research techniques, methods and procedures; knowledge about a variety of data base systems; and knowledge of student information systems.

Ability to:

- PERFORM CLERICAL DUTIES WITH MINIMAL SUPERVISION;
- UNDERSTAND AND CARRY OUT ORAL AND WRITTEN DIRECTIONS:
- Organize and maintain highly detailed, RECORDS, RESOURCE FILES, AND confidential student records and files:
- Operate a computer terminal and computer using word processing, spreadsheet, database and other business software;
- Operate other standard office equipment;
- Organize, set priorities and exercise sound independent judgment within areas of responsibility;
- Interpret, apply, explain and reach sound decisions in accordance with district policies and procedures;
- Communicate clearly and effectively orally and in writing WITH STAFF AND PUBLIC.
- Understand and follow written and oral instructions.
- Prepare clear, accurate and concise records and reports.
- Maintain very sensitive and confidential information.
- Use tact, discretion and diplomacy in dealing with sensitive situations.
- Establish and maintain effective working relationships with district administration, faculty, staff, parents, students, the public and others encountered in the course of work.
- Principles and methods of collecting, organizing and presenting data, primarily as it relates to the behavioral health information.

EXPERIENCE

Minimum of one TWO yearS of recent clerical experience which evidences knowledge and ability to perform the task included in the above example.

EDUCATION

Graduation from high school or equivalent.

WORKING CONDITIONS

Indoor and outside, District-wide environment.

PHYSICAL ABILITIES

- Bending at the waist and reaching to retrieve items.
- Carrying, pushing, or pulling equipment to load and unload.
- Dexterity of hands and fingers to operate job-related equipment.
- Pushing and pulling.
- Reaching overhead, above the shoulders, and horizontally to retrieve and shelve supplies, and to lift and carry objects.
- Sitting for extended periods of time.
- Visual ability to perform job-related duties and ensure proper use of equipment and materials.
- Ability to lift up to 50 pounds.

FUNDING:

Continuity of this position is contingent upon continued availability of funding.

Board approved: September 5, 2013

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT Position Description

TITLE: Director, Communications REPORTS: Superintendent

DEPARTMENT: Superintendent **CLASSIFICATION:** Management

FLSA: Exempt WORK YEAR: 226

ISSUED: 10-5-06 **SALARY:** Range 23A-16

BASIC FUNCTIONS:

Under the direction of the Superintendent or his/her designee, plans, organizes, controls, and directs an effective communications program and coordinates its regular evaluation, including the District programs of public information and marketing, internally and externally; establishes and maintains cooperative relationships with all news media, including radio, television, and print; acts as District spokesperson; point of contact for communication during emergencies; processes and maintains public records requests; reviews District information for content, accuracy and effectiveness; provides media relations training; publicizes District current events, activities, and recognitions; projects the image of excellence through District accomplishments; and, evaluates the performance of assigned personnel.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Leads communications projects as assigned and develops projects to be completed to carry out the district's comprehensive communication plan. (E)

Designs and implements communication strategies that maximize community and stakeholder engagement. (E)

Develops, coordinates, implements and monitors the crisis communication plan as needed, including the organization of press conferences and dissemination of time-sensitive information. (E)

Initiates and coordinates media coverage, and acts as District spokesperson, available to the press during office hours and on call at other times. (E)

Plans and coordinates an effective press relations program; maintains close working relationship with media representatives, meeting regularly with reporters and holding press conferences as appropriate. (E)

Promotes newsworthy material from District and site personnel including, but not limited to information on service events, student activities, recreational and sporting activities, shows and exhibits, and other District-related matters. (E)

Director, Communications Page 1 of 5

Establishes an effective means of communication with District employees; prepares and distributes electronic and regular newsletters; provides information to news media, District staff and community; prepares, edits and disseminates news releases, public service announcements, and news advisories, regarding the District's programs, policies, events, efforts, and related information. (E)

Works closely with the Board and/or Superintendent in solving public relations problems, issues, concerns, and provides recommendations for crisis situations within the district. (E)

Coordinates website development and the regular maintenance review of district and site websites; responsible for the overall content, quality, design and style of the district and school site websites. (E)

Researches and prepares special reports and projects as assigned, and prepares, edits, and distributes white papers to Board members and staff. (E)

Develops, implements, and maintains a district-wide strategic media plan and provides commensurate training, support and assistance to administrators and management regarding the district's comprehensive communication program.

Reviews communication material created by District departments for efficiency and public information value, as well as information to be posted on the District website. (E)

Assists in the development of materials, and assists District personnel in developing and BRANDING materials to inform and increase understanding of District objectives, problems, programs and achievements. (E)

Assists in District communication regarding employee negotiations, and the development and dissemination of information during general obligation bond elections. (E)

Responds to District emergencies as appropriate. (E)

Plans, organizes, and develops multi-media productions. (E)

Plans and coordinates marketing and public relations activities and district events such as Principal-for-a-Day, State of the District Address, Student Government Day, Legislators Adopt-A-School Program, forums and town hall meetings, recognition and retirement functions, and the District's presence at the L.A. County Fair; assists with other events and activities as requested. (E)

Writes or reviews speeches, articles and scripts for Members of the Board of Education, Superintendent, and District staff as requested; responds to correspondence, and develops remarks for public events. (E)

Invites and coordinates guest presentations at Board of Education meetings; plans and implements Board recognitions. (E)

Serves as District representative to the Chamber of Commerce and represents the District at service organizations and community events as requested. (E)

Develops and maintains a district-wide calendar of events. (E)

Director, Communications Page 2 of 5

Attends all Board meetings and serves as a liaison to the media; coordinates requests for interviews and programs; and provides results of Board action as appropriate. (E)

Represents the district at meetings, conferences and events as requested by the superintendent.

Directs "key community communicators" group and coordinates power breakfast meetings.

Develops a marketing program to attract new students and involve local businesses to sponsor programs and volunteer in District schools.

Develops partnerships with community entities to support district students and programs.

Supervises, directs, and evaluates the performance of assigned staff; interviews and selects employees and recommends transfers, reassignments, terminations, and disciplinary actions; plans, coordinates, and arranges for appropriate training of subordinates. (E)

Directs the preparation and maintenance of a variety of narrative and statistical reports, records, and files; prepares agendas and memos. (E)

Develops and implements long and short-term plans and activities. (E)

Assures accurate and timely dissemination of information. (E)

Serves on committees, such as the Superintendent's Cabinet, District Safety Committee, and the District-wide Relationship Council, as appropriate. (E)

Writes and revises policies and administrative regulations pertaining to assigned functions. (E)

Keeps informed of current trends in communications, public relations, public education and other pertinent areas, such as federal, state and local laws and District regulations and procedures. (E)

Performs other duties as assigned.

MINIMUM REQUIREMENTS:

EDUCATION, EXPERIENCE, LICENSES, AND OTHER REQUIREMENTS:

Bachelor's degree required in Journalism, Marketing, Communications, Public Relations, English, or related field. Master's degree in related field preferred.

A minimum of three (3) years experience performing communications, marketing, public relations, and/or journalism work at the professional level. Experience working directly with public school districts is highly desirable.

Employment eligibility that may include fingerprints, health (TB), and/or other employment clearance.

Must have valid California driver's license and automobile available for use. Must be willing to attend evening, night, weekend meetings, and be on call.

Director, Communications Page 3 of 5

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Principles and methods of publication.
- Principles of organization, operation, and supervision of a District communications office.
- Principles, practices and techniques of communications and public relations.
- Principles and methods of professional writing.
- Technical aspects of field of specialty.
- Principles of organization, operation, and supervision of a District Communications Office.
- Principles and practices of management.
- Modern technology and office procedures, methods, computer equipment, and computer software application necessary to perform required duties.
- Budget preparation and control.
- Applicable federal, state and local laws, codes, regulations, and District policies, regulations, and procedures.
- Oral and written communication skills, including English usage, grammar, spelling, vocabulary, composition, and mathematics.

ABILITY TO:

- Serve as District spokesperson to the media.
- Provide counsel to District staff on marketing, communications, and public relations issues.
- Respond calmly and effectively in emergency or confusing situations.
- Prepare and deliver speeches and other oral and audio-visual presentations.
- Develop and implement communications and public relations strategies.
- Edit and prepare clear, complete and concise reports, policy statements and other written materials.
- Produce effective, meaningful written communications.
- Determine and retain privileged communications.
- Utilize a variety of computer applications, with the ability to quickly master new applications.
- Operate a computer terminal and audio-visual equipment.
- Plan, organize, and administer comprehensive and effective communications and public relations programs.
- Administer assigned budgets and allocate funds.
- Communicate effectively, both orally and in writing.
- Speak and write within parameters of stated or implied policies (such as confidentiality).
- Write in a clear and concise manner for broad public appeal and interpretation.
- Gain cooperation through discussion and persuasion.
- Analyze situations carefully and adopt an effective course of action.
- Interpret, apply, and explain administrative and Board policies, laws, and regulations.
- Plan, organize, and prioritize work to meet multiple schedules and deadlines, and manage simultaneous tasks.
- Work independently; work under pressure.
- Understand, analyze, and prepare comprehensive narrative and statistical reports.
- Establish and maintain effective and cooperative working relationships with District staff, community members, and business contacts.
- Supervise and evaluate the performance of assigned staff.

WORKING CONDITIONS:

ENVIRONMENT:

- District office environment, school sites, Board meetings, and various public sites.
- Demanding timelines.
- Subject to driving to a variety of locations to conduct work during day and evening hours, and on call.
- Subject to frequent interruptions and extensive contact with students, staff, parents, and the public.

PHYSICAL DEMANDS:

- Bending at the waist, kneeling or crouching, and reaching to retrieve and maintain files and records.
- Reaching overhead, above the shoulders and horizontally.
- Dexterity of hands and fingers to operate standard office equipment, computer keyboard, other office equipment, and other equipment necessary to complete the required duties.
- Hearing and speaking to exchange information in person and on the telephone.
- Visual ability to read and to prepare/process documents, and to monitor various services and personnel.
- Sitting for extended periods.
- Standing for extended periods.
- Walking over rough or uneven surfaces.
- Light lifting; pushing or pulling carts.

HAZARDS:

- Extended viewing of computer monitor.
- Working around and with office equipment having moving parts.

, , , , , , , , , , , , , , , , , , ,	nderstand the requirements set forth herein. I hereby accept to abide by the requirements and duties set forth. I will by ability.
(SIGNATURE OF EMPLOYEE)	(DATE)

In compliance with the Americans with Disabilities Act, the Chino Valley Unified School District will provide reasonable accommodations to qualified individuals with disabilities, and encourages both prospective and current employees to discuss potential accommodations with the Human Resources Office.

Board Approved: 09-15-05 Revised: 10-05-06 Revised: 04-06-17

REVISED:

Director, Communications Page 5 of 5

CHINO VALLEY UNIFIED SCHOOL DISTRICT Position Description

TITLE: Director, Health/Child Development REPORTS: Assistant Superintendent,

CURRICULUM, INSTRUCTION, INNOVATION, AND

SUPPORT

DIVISION: CURRICULUM, INSTRUCTION,

INNOVATION, AND SUPPORT

CLASSIFICATION: Management

FLSA: Exempt WORK YEAR: 226

ISSUED: September 9, 2000 **SALARY:** 16A

BASIC FUNCTION:

Under the direction of the Deputy Superintendent ASSISTANT SUPERINTENDENT, CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT provide District-wide leadership in the planning and implementation of Child Development, Early Childhood Education and Health Services (including substance abuse/violence prevention programs) that promote good student health habits and successful learning in the elementary and secondary schools.

REPRESENTATIVE DUTIES:

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

Implement policies and procedures as directed by the Superintendent and Board of Education.

Monitor the completion of District-wide mandated health services and facilitate the appropriate year-end reports.

Prepare, recommend, and advise regarding policies, procedures, and activities affecting the health of students and staff.

Provide general supervision of health services to students, families and staff.

Coordinate with private and public agencies, dentists, physicians and other health professionals to initiate, plan and implement services for students and staff, including liaison activities with the designated Chino community agencies for direct free vision and dental services to qualifying students.

Monitor referral program for physical, mental and social health problems of qualifying students.

Provide information and/or clarification to parents and staff on federal, state, county and district laws and policies.

Coordinate employee wellness activities.

Supervise, schedule, observe train and evaluate school nurse practitioners, certificated school nurses and health technicians.

Prepare and maintain annual District Health Services and Child Development budgets, specifically funded project budgets, i.e., grants.

Supervise program administration and the effective implementation of specially funded projects.

Supervise the certificated and classified staff in developing components of an effective instructional program.

Develop curriculum that falls within the District's philosophy and meets the District goals and objectives.

Direct the business operation of the assigned programs in accordance with the District's procedures and policies, state or program guidelines, and all other legal requirements as prescribed by law.

Interpret and publicize assigned programs through various means, including open houses, bulletins, parent meetings and news media.

Direct and articulate child development and early childhood education programs within a K-12 structure.

Direct the recruiting, interviewing and hiring of qualified certificated and classified personnel. Evaluate assigned staff.

Establish an effective program of staff development and in-service training to maintain a consistent level of professional service.

Serve as the Superintendent's designee in determining appropriate placement of students and staff with identified communicable and infectious diseases.

Participate on District and county committees as appropriate.

Perform other related duties as assigned.

MINIMUM REQUIREMENTS:

Education, Experience, Licenses, and other Requirements:

Completion of a Bachelor'S of Science Degree in Nursing OR HIGHER DEGREE WITH AN EMPHASIS ON EDUCATION OR RELATED FIELD FROM an accredited college or university. Master's Degree in a related field preferred.

School Nurse Credential; Valid Administrative Credential authorizing service in pre-school – 12.

Three (3) years teaching, school nursing, and/or administrative experience. Professional experience at both elementary and secondary levels desirable.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Budget preparation and control.
- Principles of administration, supervision and training.
- Effective oral and written communication skills.
- Laws and regulations applicable to School Health Programs.
- Various computer programs.
- Record-keeping techniques.

Ability to:

- Plan, organize, coordinate, and direct multiple programs.
- Train, supervise and evaluate assigned staff.
- Ensure compliance with programs, procedures and legal requirements.
- Develop annual budget recommendations.
- Monitor and control expenditures.
- Prepare oral and written reports.
- Keep current professionally.
- Operate computers.
- Interpret, apply and explain laws, rules, regulations, policies, procedures, and contracts.
- Establish and maintain effective and cooperative working relationships with all persons contacted in the course of performing assigned duties.
- Communicate effectively orally and in writing.

WORKING CONDITIONS:

Environment:

- Office environment.
- Some on-the-road driving.
- Some contact with pre-school age students, K-12 students, parents and community members.

Physical Demands:

- Hearing and speaking to exchange information in person and on the telephone. Visual ability to read, prepare/process documents and to direct staff.
- Sitting or standing for extended periods of time.
- Gross and fine motor abilities for occasional lifting of small students.
- Dexterity of hands and fingers to operate computer keyboard and standard office equipment.
- Occasional carrying, pushing, pulling or lifting light equipment and supplies.
- Occasional kneeling, crouching or stooping.

Hazards:

- Occasional exposure to communicable and infectious diseases.
- Some contact with toxic materials.
- Stress from work complexities.
- May be exposed to contact with uncooperative or abusive individuals.
- Working around and with office and other equipment having moving parts.

Supervision:

- Accountable to: Deputy Superintendent
- Accountable for: COORDINATOR, Child Development Manager; other assigned certificated and classified personnel

I have read the above position description and fully understand the requirements set forth therein. I hereby accept the position of Coordinator, Secondary Curriculum and agree to abide by the requirements and duties set forth. I will perform all duties and responsibilities to the best of my ability.

(SIGNATURE OF EMPLOYEE)	(DATE)

In compliance with the Americans with Disabilities Act, the Chino Valley Unified School District will provide reasonable accommodations to qualified individuals with disabilities, and encourages both prospective and current employees to discuss potential accommodations with the division of Human Resources.

Board Approved: 09/09/00

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 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: REVISION OF BOARD POLICY 5131.2 STUDENTS - BULLYING

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy 5131.2 Students – Bullying is being revised to insert the word "shall" in the second paragraph.

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

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Board Policy 5131.2 Students – Bullying.

FISCAL IMPACT

None.

WMJ:NE:SJ:smr

Students BP 5131.2(a)

BULLYING

The Board of Education recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No individual or group SHALL, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

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(cf. 5131 – Conduct)
(cf. 5136 – Gangs)
(cf. 5145.3 – Nondiscrimination/Harassment)
(cf. 5145.7 – Sexual Harassment)
(cf. 5145.9 – Hate-Motivated Behavior)
```

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

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(cf. 5145.2 – Freedom of Speech/Expression)
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Strategies for addressing bullying in district schools shall be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plans, the local control and accountability plan, and other applicable district and school plans.

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(cf. 0420 – School Plans/Site Councils)
(cf. 0450 – Comprehensive Safety Plan)
(cf. 0460 – Local Control and Accountability Plan)
(cf. 1220 – Citizen Advisory Committees)
(cf. 1400 – Relations between Other Governmental Agencies and the Schools)
(cf. 6020 – Parent Involvement)
```

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

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(cf. 1020 - Youth Services)
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Bullying Prevention

To the extent possible, district schools shall focus on prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

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(cf. 5137 – Positive School Climate)
```

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

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(cf. 6142.8 – Comprehensive Health Education)
(cf. 6142.94 – History-Social Science Instruction)
(cf. 6163.4 – Student Use of Technology)
```

Staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective response.

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

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

(cf. 6164.2 - Guidance/Counseling Services)

Report and Filing of Complaints

Any complaint of bullying, whether it is discriminatory or nondiscriminatory, shall be investigated and resolved in accordance with law and the district's site level grievance procedure specified in Administrative Regulation 5145.7.

The Board of Education designates the following position as the district compliance officer and designee regarding student-on-student bullying complaints:

Stephanie Johnson Director, Student Support Services 13453 Ramona Avenue, Chino, CA 91710 (909) 628-1201 ext. 7750

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, compliance officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal or district compliance officer, whether or not the alleged victim files a complaint.

Within two business days of receiving a report of bullying, the principal shall notify the Director of Student Support Services.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee also may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or Director of Student Support Services shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 5145.7 Sexual Harassment Site Level Grievance Procedure. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Investigation and Resolution of Complaints

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the districts Site Level Grievance Procedure specified in AR 5145.7.

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Discipline

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

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(cf. 5138 – Conflict Resolution/Peer Mediation)
(cf. 5144 – Discipline)
(cf. 5144.1 – Suspension and Expulsion/Due Process)
(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 6159.4 – Behavioral Interventions for Special Education Students)
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Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

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(cf. 4118 – Dismissal/Suspension/Disciplinary Action)
```

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs,

Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming

Students, Policy Brief, February 2014Addressing the Conditions of Children: Focus on Bullying,

Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten through Grade Twelve, 2008

Bullying at School, 2003

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Harassment and Bullying, October 2010

WEBSITES

California School Boards Association: www.csba.org

California Department of Education, Safe Schools Office: www.cde.ca.gov/ls/ss

Common Sense Media: www.commonsensemedia.org National School Safety Center: www.schoolsafety.us

ON[the]LINE, digital citizenship resources: www.onthelineca.org

U.S. Department of Education: www.ed.gov

Chino Valley Unified School District

Policy adopted: June 14, 2012 Revised: November 5, 2015 Revised: September 15, 2016

REVISED:

Chino Valley Unified School District Our Motto:

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

DATE: June 15, 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: STUDENT ATTENDANCE CALENDARS FOR THE 2018/2019

AND 2019/2020 SCHOOL YEARS

BACKGROUND

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

This item was presented to the Calendar Committee.

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 Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

FISCAL IMPACT

None.

WMJ:GP:rtt

Chino Valley Unified School District

2018-2019 STUDENT ATTENDANCE CALENDAR

180 School Days - Traditional

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IMPORTANT DATES

July 4	Independence Day	Jan 21	Martin Luther King Day	_	First day of School
Aug 7-8	New Teacher Workday	Feb 11	Lincoln's Birthday		Last Day of School
Aug 9	X TK-6 Teacher Workday	Feb 18	Washington's Birthday		•
Aug 10	O All Teacher Workday	March 22	School Closed		Legal Holiday
Aug 13	First Day of School	March 25-29	Spring Break	_	_ oga:oaa,
Sept 3	Labor Day	April 19	School Closed		School Closed
Nov 12	Veterans' Day observed	May 27	Memorial Day		ochool olosed
Nov 19-23	Thanksgiving Break	May 30	Last Day of School		
Dec 21		May 31	O All Teacher Workday		
Dec 21-Jan 4	Christmas/Winter Break				
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Chino Valley Unified School District

2019-2020 STUDENT ATTENDANCE CALENDAR

180 School Days - Traditional

JULY 2019

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IMPORTANT DATES

July 4 Aug 6-7 Aug 8 Aug 9	Independence Day ● New Teacher Workday X TK-6 Teacher Workday ○ All Teacher Workday	Jan 20 Feb 10 Feb 17 March 20	Martin Luther King Day Lincoln's Birthday Washington's Birthday School Closed	First day of School Last Day of School
Aug 12 Sept 2	First Day of School Labor Day	March 23-27 April 10	Spring Break School Closed	Legal Holiday
Nov 11	Veterans' Day	May 25	Memorial Day	School Closed
Nov 25-29	Thanksgiving Break	May 28	Last Day of School	
Dec 20	△ 7-12 Teacher Workday/TK-12 Non-School Day	May 29	O All Teacher Workday	
Dec 20-Jan 3	Christmas/Winter Break			
June 15, 2017 Page 232				

Chino Valley Unified School District Our Motto:

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

DATE: June 15, 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: CAL AERO PRESERVE ACADEMY MULTI TRACK

YEAR ROUND STUDENT ATTENDANCE CALENDARS FOR

THE 2018/2019 AND 2019/2020 SCHOOL YEARS

BACKGROUND

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

This item was presented to the Calendar Committee.

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 Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

FISCAL IMPACT

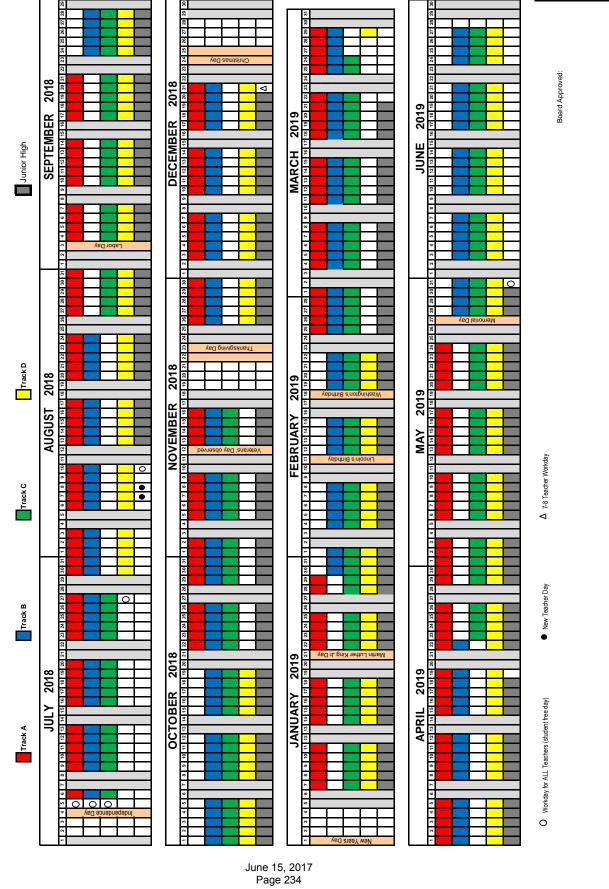
None.

WMJ:GP:rtt

Chino Valley Unified School District

2018-2019 MULTITRACK YEAR-ROUND STUDENT ATTENDANCE CALENDAR

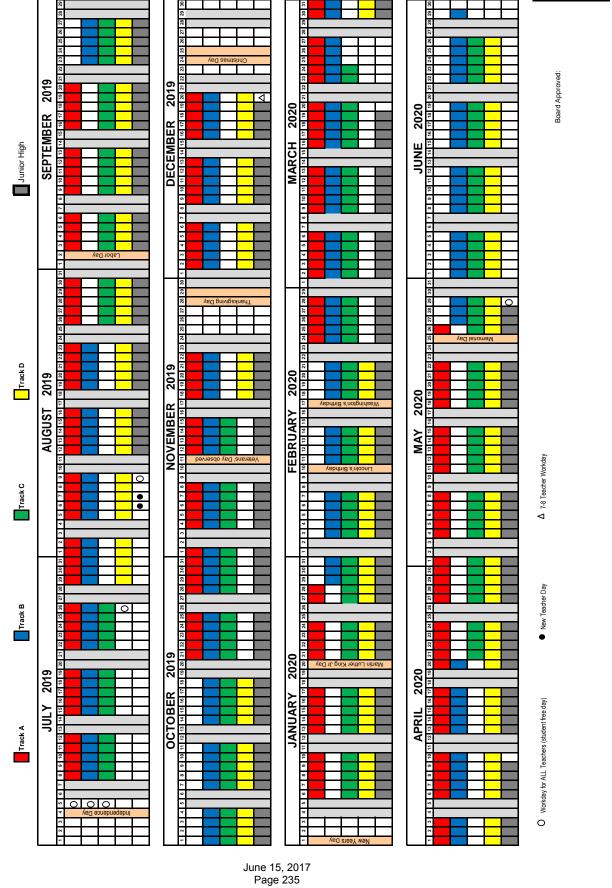
Cal Aero Preserve Academy



Chino Valley Unified School District

2019-2020 MULTITRACK YEAR-ROUND STUDENT ATTENDANCE CALENDAR

Cal Aero Preserve Academy



CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

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

Innovation, and Support

Don Jones, Director, Secondary Curriculum

SUBJECT: NEW COURSE MANAGEMENT OF HOSPITALITY AND TOURISM

BACKGROUND

The Chino Valley Unified School District routinely revises curriculum guides and develops new courses in accordance with State Content Standards, State Frameworks, and student need. Accordingly, the revision and development of curriculum guides are the results of a collaborative effort of teachers in the related academic areas.

The Management of Hospitality and Tourism course will be the second-year course for Business and Hospitality Academy students. All segments of Hospitality and Tourism Industry will be explored from a managements and business perspective. This class will build upon concepts introduced in the Introduction to Hospitality Management course. This course is aligned to the California Career and Technical Education Standards: Hospitality, Tourism, and Recreation Industry Sector Pathway.

This course was presented to the Curriculum Council and A.C.T. has been consulted.

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

RECOMMENDATION

It is recommended the Board of Education receive for information the new course Management of Hospitality and Tourism.

FISCAL IMPACT

None.

WMJ:GP:DJ:lar

A. CONTACTS			
1. School/District Information:	School/District: Chino Valley Unified School District		
	Street Address: 5130 Riverside Dr., Chino, CA 91710		
	Phone: (909) 628-1201		
	Web Site: chino.k12.ca.us		
2. Course Contact:	Teacher Contact: Jennell Acker		
	Position/Title: Teacher		
	Site: Chino Hill High School		
	Phone: (909) 606-7540		
	E-mail: jennell_acker@chino.k12.ca.us		
B. COVER PAGE - COURSE ID			
1. Course Title:	Management of Hospitality and Tourism		
2. Transcript Title/Abbreviation:	HTR (Hospitality, Tourism, and Recreation)		
3. Transcript Course Code/Number:			
4. Seeking Honors Distinction:	No		
5. Subject Area/Category:	Meets the UC/CSU "g" General Elective requirement		
6. Grade Level(s):	10-12		
7. Unit Value:	10 credits/5 credits per semester		
8. Course Previously Approved By UC:	Yes		
9. Course Classified as a Career Technical	Yes		
Education Course:			
10. Course Modeled After an UC-Approved	No		
Course:			
11. Repeatable for Credit:	No		
12. Date of Board Approval:			

13. Brief Course Description:

The Management of Hospitality and Tourism course will be the second-year course for Business and Hospitality Academy students. All segments of Hospitality and Tourism Industry will be explored from a managements and business perspective. This class will build upon concepts introduced in the Intro to Hospitality Management course. This course is aligned to the California Career and Technical Education Standards: Hospitality, Tourism, and Recreation Industry Sector Pathway.

14. Prerequisites:	Introduction to Business Hospitality and Tourism

15. Context for Course:

The Business Academy of Hospitality and Tourism was designed to meet the college and career readiness standards by preparing students for management in business related careers in the hospitality industry. The course is designed to develop and build skills related to a career pathway in hospitality, recreation, and tourism which is one of the fifteen career pathways in the California Career Technical Education (CTE) model curriculum standards. Employment in the hospitality and tourism sector is projected to grow 11.8% by 2017 and continue to create 210,000 new jobs in California. The 4 C's of 21st Century Learning (Creativity, Collaboration, Communication, and Critical Thinking) will be integrated in all course work.

16. History of Course Development:

The course is the second year of instruction for the Business Academy of Hospitality and Tourism. California generates 109.6 billion dollars each year. The industry employs 965,800 individuals each year with earnings of 34.1 billion dollars and continues to grow. Many career opportunities are available to students who choose to go into this field. The

industry covers hotels, convention centers, cruise ships, amusement parks, sports venues, entertainment facilities,				
elderly care, travel, and tourism.				
17. Textbooks: Hospitality Services-G-W				
	Tourism: The Business of Hospitality and Travel (5th Edition) 5th			
	Edition ISBN-13: 978-0133113532			
	Foundations of Restaurant and Food Service Management-Pearson			
18. Supplemental Instructional Materials:	None			
C COURSE CONTENT				

C. COURSE CONTEN

1. Course Purpose:

Management of Hospitality and Tourism is a course designed to introduce students to the management side of the field. The purpose of this course is to instruct students in business management and finance, hospitality leadership skills, human resources, hospitality marketing, management of various aspects, and career planning in the field.

2. Course Outline:

Business Management and Finance

(CTE Anchors: C1, C2, C5, C6)

Understand basic business practices common in most organizations

- Recognize the process of starting and managing a business
- Discover the economic, natural, and human risks inherent in business ownership
- Compare the differences starting an independent business and purchasing a franchise business
- Critically analyze and explore levels of management in a corporate type hospitality business
- Collect and display the characteristics of successful entrepreneurs. Students compare the advantages and disadvantages of entrepreneurship
- Critique computer technology regarding programs and software needed in the industry for effective business management

Analyze the financial conditions of a business:

- Prepare, interpret and analyze standard accounting statements including an income statement, profit and loss statement, and balance sheet
- Investigate how purchasing, receiving and inventory play a critical role in the success of any business
- Dissect financial information for accuracy, relevance, and steps to identify possible mismanagement
- Define and identify what an asset, liability, and owner's equity are and explain the difference between credits and debits regarding accounting
- Classify capital needs for a business and develop a financial plan including budgets based on short and long term goals

Hospitality Leadership Skills

(CTE Anchors: 3.0, 5.0, 9.0)

Investigate the soft skills needed to be successful in hospitality management:

Differentiate the concepts of business, marketing, and technology to be successful in the real world of hospitality

Human Resources

(CTE Anchors: C2, 2.0, 5.0, 9.0)

Understand and interpret the importance of Human Resources (HR) in any successful business environment:

- Draw conclusions to the major functions of HR and summarize the process of recruiting candidate for job openings
- Compare different compensation and benefit programs. Students investigate reasons why companies must develop policies and procedures to protect its assets
- Illustrate and report on the laws that affect HR

- Engage in appropriate record keeping necessary in HR. Students practice maintaining a record keeping system.
- Interpret the personal qualities and skills required of HR
- Analyze issues that affect HR management
- Investigate latest technology in regards regarding HR

Hospitality Marketing

(CTE Anchors: C4, 10.0)

Apply basic marketing principals to hospitality services and products:

- Explain the marketing process
- Evaluate the four P's, (product, price, promotion, and positioning) in addition to assessing the effects of the 4 P's on the marketing mix
- Implement the seven marketing core functions such as channel management, marketing Information management, market planning, product management, promotions, pricing, and selling
- Interpret a SWOT (Strength, Weaknesses, Opportunities, and Threats) analysis for a new product launch

Apply how the marketing effects a food service operations success:

- Detect the roles, positions, and functions of the food service staff in marketing operation
- Analyze marketing and merchandising techniques essential to food service operations
- Implement a marketing plan specific to a food or beverage establishment

Investigate the marketing of travel and tourism operations both in the United States and other popular destinations around the world:

- Explore key aspects of the hospitality and tourism marketing
- Collect and manage market-research information
- Examine and create a marketing plan in relationship to the travel and tourism industry
- Marketing and Profitability-Conduct a study of how effective or ineffective marketing plans can be Determine if marketing effects the success of a business:
- Probe marketing strategies, including promotional selling, upgrading, and the effect on profits in international travel and tourism markets
- Extrapolate the way basic marketing principles and procedures can be applied to targeting an audience, including branding, bench marking, promotional selling, and upgrading
- Investigate the effects on profits in travel and tourism regarding effective marketing practices

Management and Hospitality Guest Services

(CTE Anchors: C2, C3, C10)

Apply the knowledge and skills essential for effective guest services in the hospitality, tourism, and recreation industry:

- Predict common guest complaints and the service solutions for preventing or resolving them
- Distinguish the roles of management and employees in effectively meeting the needs of culturally and generationally diverse guests and special needs customers
- Interact with guests in a positive, responsive, and professional manner
- Study concepts to improve customer service satisfaction and successfully meet the customer expectation
- Analyze social media and technology strategies used to increase overall customer satisfaction in Hospitality business operation

Management of Food Service Operations

(CTE Anchors: C1, C2, C11, 6.0, 9.0)

Recognize the basic principles of sanitation and safe food regarding business practices in the industry:

- Identify food safety and kitchen safety procedures in addition to obtaining a serve safe management certificate at the end of the unit
- Will recall types of food contamination, the potential causes, including cross-contamination, and methods of preventing a food borne illness outbreak
- Explore and report on how a food borne illness outbreaks negatively affects the business operations of a food service operation

Determine the importance of management regarding the roles of front of the house and back of the house operations:

- Analyze the relationship of effective management and business procedures to important outcomes, such as profitability, productivity, workplace atmosphere, guest satisfaction, and business growth
- Investigate the importance of specific human resource practices and procedures that address workplace diversity, harassment, personal safety, and discrimination

Evaluate the basic procedures and skills needed for food and beverage service in addition to applying the advanced food preparation skills required in a professional kitchen:

- Prepare food by using the correct techniques and procedures specified in recipes and formulas
- Apply plating techniques, including accurate portioning and aesthetic presentation skills
- Plan and implement a food production schedule, including timing and prioritizing of tasks and activities
- Research various software programs available to managers of food service operation

Management of Hotels and Lodging

(CTE Anchors: C1, C7)

Analyze how business is affected by different cultures issues worldwide:

- Interpret how different cultures and the way business is handled differ from country to country
- Expand their knowledge on how customer values relate to culture, functionality, luxury, and leisure. They determine how these values differ based on each countries beliefs and philosophies
- Study green travel and how it impacts the lodging industry worldwide

Analyzing the operations of front office, housekeeping, reservations, property management systems, and revenue management as well as discussing service management and executive management in lodging operations:

- Investigate all sectors of hotel and lodging industry
- Classify all management aspects for running a lodging establishment
- Identify roles of all positions in a lodging establishment and how management plays a large role in the success of the operation
- Formulate scenarios around the four key areas of the lodging industry and management's role in each one of these areas
- Catalog the relationship between facilities management and profit and loss, including the costs of resource consumption, breakage, theft, supplies use, and decisions for repairs or replacement
- Analyze work to be completed, prioritize tasks, and prepare a schedule to meet facility and personnel needs within an allotted budget
- Compare various technological programs available to effectively operate a lodging facility

Management of Travel and Tourism

(CTE Anchors: C1, C8, C9)

Apply skills necessary to effectively manage all types of businesses involved in travel and tourism:

• Interpret the costs and other travel considerations involved in creating itineraries to meet client needs, including types of travel, types of fares, basic fare codes, costs, penalty charges, and types of accommodations

- Evaluate important travel information, including insurance needs, vehicle rentals, passports, visas, and health documents, as well as how to plan specialty tour packages to fit client needs
- Classify the characteristics and configurations of common air and rail carriers, cruise ships, and attractions, including the most frequently used codes and terminology for ports of travel
- Investigate the basic purpose, function, and operation of various travel systems and authorities, including the Airline Reporting Corporation, the Federal Aviation Administration, the major centralized reservation systems, and the Computerized Reservation systems
- Research the role and importance of online reservation services to marketing and profitability
- Create a comprehensive list of all websites available to book travel
- Report the advantages/disadvantages of the technology available to managers in the travel and tourism industry

Management of Event Planning

(CTE Anchors: C1, C2, C11)

Illustrate the fundamentals of planning events for a diverse clientele:

- Summarize the target audiences of various venues
- Demonstrate the essential procedures for planning, promoting, publicizing, coordinating, and evaluating a program or event
- Exhibit procedures for setting up facilities, equipment, and supplies
- Develop schedules, registration tools, event materials, and programs
- Plan special events (e.g., meetings, trade shows, fairs, conferences) based on specific themes, budgets, agendas, space and security needs, and itineraries
- Utilize management software to plan a special event

Management of Entertainment Venues (Convention Centers, Casinos, Theme Parks, Sports Arenas, and Concert Arenas)

(CTE Anchors: C2, C12)

Demonstrate an understanding how to manage sports and entertainment facilities/operations:

- Describe various sports and entertainment facilities and the services available
- Discover the needs of various clients may be met through appropriate activities provided by sports and entertainment facilities
- Evaluate the requirements to operate a business in sports and entertainment, including benefits, risks, required skills, and costs
- Investigate the departments, functions, and restrictions of a given entertainment operation. Students identify how to effectively manage each area of the operation
- Create a product describing the types of insurance, licenses, and permits needed for a sports/entertainment operation
- Compile a list of technologies used in sports and entertainment venues. Students report the equipment and software needed to operate these types of businesses

Career Planning and Management

(CTE Anchors: C1, C2, 3.0, 9.0)

Integrate multiple sources of career information from diverse formats to make informed career decisions, solve problems, and manage personal career plans:

Identify personal interests, aptitudes, information, and skills necessary for informed career decision making

- Evaluate personal character traits such as trust, respect, and responsibility and understand the impact they can have on career success
- Explore how information and communication technologies are used in career planning and decision making
- Research the career opportunities and the requirements for education, training, certification, and licensure
- Integrate changing employment trends, societal needs, and economic conditions into career planning
- Recognize the role and function of professional organizations, industry associations, and organized labor in a productive society
- Recognize the importance of small business in the California and global economies
- Understand how digital media are used by potential employers and postsecondary agencies to evaluate candidates
- Develop a career plan that reflects career interests, pathways, and postsecondary options

3. Key Assignments:

Business Management and Finance

- Construct financial statements to determine the financial strength or weakness of a small business given a scenario. Each group will be given a scenario from different areas of hospitality
- Research a well-known corporation in the industry. Determine the worst year the company has experienced.
 Analyze, synthesize, and discern the changes the company has undergone to change from that point to present day. Present finding to the class
- Write a one to two-page paper answering the following question- You are starting an independent business in hospitality. What form of ownership would you choose? Explain your answer
- Develop an organizational chart for a large, independent and single unit hotel
- Develop a budget for a business in the hospitality industry

Hospitality Leadership Skills

- Develop a graphic organizer depicting the various forms of leadership styles
- Determine the positive and negative attributes for each style
- Show evidence through an essay on which style in more reflective of their own personalities and strengths
- Investigate motivational theories
- Analyze case studies of various issues which require strong leadership skills
- In small groups, determine what leadership style to use to effectively motivate staff or guest in each situation
- Report findings to the class
- Read 7 Habits of Highly Effective Teens
- Determine each other's strengths and weakness
- Write an essay determining how to utilize these strengths and minimize these weaknesses

Human Resources

• At the end of this unit, an exercise will be presented where students are the general managers of a hospitality business. The business has just expanded from 60 employees to 200. Management has decided to add a human resource department. Develop a plan, which will include budgets, human resource laws, funding, implementation, and staffing

Hospitality Marketing

 Construct a marketing plan where students must describe the target market, product, placement, price, and promotion of the business or service

- Analyze and describe the role of the marketing director for a convention hotel. Develop a plan how they would promote the hotel/convention center
- Outline the steps in an effective communication strategy for the hospitality business. Decide what promotional strategy is best to be used to promote a service or product

Management and Hospitality Guest Services

- Research three to five companies and list their values, commitment, and mission of the company's guest services
- Research customer service practices in different countries. Each group will be assigned two different countries and report findings to the class
- Customer focused employees have six characteristics. Write a story about a position dealing with guest service in the hospitality industry. Illustrate all six characteristics in the story
- Students will be given various case studies on guest services issues. Identify the issues and determine the best course of action to resolve these issues so it will be a "win -win" for all involved

Management of Event Planning

- Through research, differentiate between event management and event leadership
- Groups of 3 or 4 will plan a special event and execute the event as their final exam. They will develop budget, staffing plan, and develop a marketing plan for the event. After the event, students self-evaluate the overall success and areas of improvement which were needed during the event. Present evaluation to the class

Management of Food Service Operations

- Design a menu using the following factors: taste, variety, color nutritional content, production and price. The students will each individually create a menu display of the menu created
- Plan a banquet. Determine the occasion for the banquet and plan accordingly. Members from the community and
 advisory committee will be invited to attend this banquet. The students will be responsible for everything, menu,
 preparation, décor, service, and break down
- Pass the serve safe management test
- Create purchasing specification for the menu created for the final banquet/special event. Complete a PO, actual order, place the order and receive supplies on the day of the event

Management of Hotels and Lodging

- Role-play different scenarios of a guest with various issues while checking into a lodging operation. They must brainstorm ways to appropriately deal with each situation
- Develop an organizational chart for a large, independent and single unit hotel. They will list the skills that are needed to be a hospitality manager. The students will report their finding in a one-page essay
- Research current and future trends in the hospitality industry
- Understand and interpret how environmental awareness and sustainability is the key to a successful lodging property
- Present evidence of importance of operational/department interdependent upon one another

Management of Travel and Tourism

• Create a presentation where the students examine the hospitality and tourism industry system in a community near his or her location. (1½ hour drive max) Research should discover why guest should visit this location. Tourism date from the area/location will be included along with the lodging information. Interview tourism providers and

professionals in this area

Management of Entertainment Venues

- Examine the rolls and functionality of core departments in various entertainment businesses such as cruise ships, casinos, convention centers, theme parks, sports arenas and stadiums
- Analyze current trends in the various entertainment/recreation businesses within the hospitality industry. Create
 a power point to present findings to the class
- Identify key factors that make entertainment/recreation venues a success. Determine what leadership qualities would be needed to operate the very different venues. Report how each segment is similar and different regarding leadership and management in a one-page business report

4. Instructional Methods and/or Strategies:

Several strategies and instructional methods will be used during this course. The methods used will be direct instruction, group projects, research papers, video clips and guest speakers. Student will be required to analyze several situations regarding hospitality management. Case studies, role play and skill development will all be part of the instructional strategies used in this class.

5. Assessment Including Methods and/or Tools:

Formative and Summative assessments will be used. Projects, quizzes and exams will be used.

The evaluation of student progress and evaluation will be based on the following criteria outlined in Board Policy:

- Assessments: 60-75% of the final grade
- Assignments and class discussions: 25-40% of the final grade

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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

DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources

Suzanne Hernandez, Ed.D., Director, Human Resources

Richard Rideout, Director, Human Resources

SUBJECT: REVISION OF BOARD POLICY 4216 CLASSIFIED PERSONNEL –

PROBATIONARY/PERMANENT STATUS

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy 4216 is being revised to match negotiated language that was updated in the California School Employees Association, Chino Chapter 102, Collective Bargaining Agreement.

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

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

RECOMMENDATION

It is recommended the Board of Education receive for information the revision of Board Policy 4216 Classified Personnel – Probationary/Permanent Status.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

Classified Personnel BP 4216

PROBATIONARY/PERMANENT STATUS

Employees newly hired in regular positions or promoted to higher level positions within the classified service shall be considered probationary employees until having satisfactorily completed the designated probationary period of six SEVEN WORKING months.

Regular classified employees who have satisfactorily completed the designated probationary period shall become permanent classified employees of the District.

Legal Reference:

EDUCATION CODE

45113 Rules and regulations for classified service in districts not incorporating the merit system

Chino Valley Unified School District

Policy adopted: November 16, 1995

REVISED:

CHINO VALLEY UNIFIED SCHOOL DISTRICT Our Motto:

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DATE: June 15, 2017

TO: Members, Board of Education

FROM: Wayne M. Joseph, Superintendent

PREPARED BY: Lea Fellows, Assistant Superintendent, Human Resources

Suzanne Hernandez, Ed.D., Director, Human Resources

Richard Rideout, Director, Human Resources

SUBJECT: NEW ADMINISTRATIVE REGULATION 4157.1/4257.1/4357.1

PERSONNEL - WORK RELATED INJURIES

BACKGROUND

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Administrative Regulation 4157.1/4257.1/4357.1 Personnel - Work Related Injuries is being developed to clarify notification requirements, including requirements related to the method and timeline for notifications.

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

RECOMMENDATION

It is recommended the Board of Education receive for information the new Administrative Regulation 4157.1/4257.1/4357.1 Personnel - Work Related Injuries.

FISCAL IMPACT

None.

WMJ:LF:SH:RR:mcm

AR 4157.1(a)

4257.1(a)

4357.1(a)

WORK-RELATED INJURIES

IN ORDER TO PROVIDE MEDICAL BENEFITS, TEMPORARY OR PERMANENT DISABILITY BENEFITS, WAGE REPLACEMENT, RETRAINING OR SKILL ENHANCEMENT, AND/OR DEATH BENEFITS IN THE EVENT THAT AN EMPLOYEE BECOMES INJURED OR ILL IN THE COURSE OF EMPLOYMENT, THE DISTRICT SHALL PROVIDE ALL EMPLOYEES WITH INSURANCE AND WORKERS' COMPENSATION BENEFITS IN ACCORDANCE WITH LAW. THE SUPERINTENDENT OR DESIGNEE SHALL DEVELOP AN EFFICIENT CLAIMS HANDLING PROCESS THAT REDUCES COSTS AND FACILITATES EMPLOYEE RECOVERY.

- (cf. 3320 Claims and Actions Against the District)
- (cf. 4032 Reasonable Accommodation)
- (cf. 4113.4/4213.4/4313.4 Temporary Modified/Light-Duty Assignment)
- (cf. 4154/4254/4354 Health and Welfare Benefits)
- (cf. 4157/4257/4357 Employee Safety)
- (cf. 4157.2/4257.2/4357.2 Ergonomics)
- (cf. 4161.11/4261.11/4361.11 Industrial Accident/Illness Leave)

THE SUPERINTENDENT OR DESIGNEE SHALL NOTIFY EVERY NEW EMPLOYEE, AT THE TIME OF HIRE OR BY THE END OF THE FIRST PAY PERIOD, OF HIS/HER RIGHT TO RECEIVE WORKERS' COMPENSATION BENEFITS IF INJURED AT WORK. (Labor Code 3551; 8 CCR 15596)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

IN ADDITION, A NOTICE REGARDING WORKERS' COMPENSATION BENEFITS SHALL BE POSTED IN A VISIBLE LOCATION FREQUENTED BY EMPLOYEES, WHERE THE NOTICE MAY BE EASILY READ DURING THE WORKDAY. (Labor Code 3550)

IN THE EVENT THAT AN EMPLOYEE IS INJURED OR BECOMES ILL IN THE COURSE OF EMPLOYMENT, HE/SHE SHALL REPORT THE WORK-RELATED INJURY OR ILLNESS TO THEIR SUPERVISOR AND/OR THE DISTRICT'S SUPERINTENDENT OR DESIGNEE AS SOON AS POSSIBLE.

WITHIN ONE WORKING DAY OF RECEIVING NOTICE OR KNOWLEDGE OF ANY INJURY TO AN EMPLOYEE IN THE COURSE OF EMPLOYMENT, THE SUPERINTENDENT OR DESIGNEE SHALL PROVIDE A CLAIM FORM AND NOTICE OF POTENTIAL ELIGIBILITY FOR WORKERS' COMPENSATION BENEFITS TO THE EMPLOYEE OR, IN THE CASE OF THE EMPLOYEE'S DEATH, TO HIS/HER DEPENDENTS. THE CLAIM FORM AND NOTICE SHALL BE PROVIDED PERSONALLY OR BY CERTIFIED MAIL. (Labor Code 5401)

WORK-RELATED INJURIES (cont.)

THE SUPERINTENDENT OR DESIGNEE SHALL ADDITIONALLY ENSURE THAT ANY EMPLOYEE WHO IS A VICTIM OF A CRIME THAT OCCURRED AT THE PLACE OF EMPLOYMENT IS GIVEN WRITTEN NOTICE PERSONALLY OR BY CERTIFIED MAIL WITHIN ONE WORKING DAY OF THE CRIME, OR WHEN THE DISTRICT REASONABLY SHOULD HAVE KNOWN OF THE CRIME, THAT THE EMPLOYEE IS ELIGIBLE FOR WORKERS' COMPENSATION BENEFITS FOR INJURIES, INCLUDING PSYCHIATRIC INJURIES, THAT MAY HAVE RESULTED FROM THE CRIME. (Labor Code 3553)

THE SUPERINTENDENT OR DESIGNEE SHALL ENSURE THAT ALL EMPLOYEE NOTICES DESCRIBED ABOVE ARE IN THE FORM PRESCRIBED BY THE DEPARTMENT OF INDUSTRIAL RELATIONS (DIR), DIVISION OF WORKERS COMPENSATION.

UPON LEARNING OF A WORK-RELATED INJURY OR ILLNESS, OR INJURY OR ILLNESS ALLEGED TO HAVE ARISEN OUT OF AND IN THE COURSE OF EMPLOYMENT, THE SUPERINTENDENT OR DESIGNEE SHALL REPORT THE INCIDENT TO THE DISTRICT'S INSURANCE CARRIER WITHIN FIVE DAYS AFTER OBTAINING KNOWLEDGE OF THE INJURY OR ILLNESS. IF A SUBSEQUENT DEATH ARISES AS A RESULT OF THE REPORTED INJURY OR ILLNESS, AN AMENDED REPORT INDICATING THE DEATH MUST BE FILED WITH THE INSURANCE CARRIER WITHIN FIVE DAYS AFTER BEING NOTIFIED OF OR LEARNING ABOUT THE DEATH. (Labor Code 6409.1)

Legal Reference:

EDUCATION CODE

44984 Industrial accident and illness leaves, certificated employees

45192 Industrial accident and illness leaves, classified employees

LABOR CODE

3200-4855 Workers' compensation, especially:

3550-3553 Employee notice

3600-3605 Conditions of liability

3760 Report of injury to insurer

4600 Provision of medical and hospital treatment by employer

4906 Disclosures and statements

5400-5413 Notice of injury or death

6409.1 Reports

CODE OF REGULATIONS, TITLE 8

15596 Notice of employee rights

Management Resources:

DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

A Guidebook for Injured Workers, 2016

AR 4157.1(c) 4257.1(c) 4357.1(c)

WORK-RELATED INJURIES (cont.)

Notice to Employees -- Injuries Caused by Work
Time of Hire Pamphlet
Workers' Compensation Claim Form (DWC 1) & Notice of Potential Eligibility
WEBSITES
California Department of Industrial Relations, Division of Occupational Safety and Health:
www.dir.ca.gov/dosh
California Department of Industrial Relations, Division of Workers Compensation: www.dir.ca.gov/dwc

Chino Valley Unified School District REGULATION APPROVED: