

# FONTANA UNIFIED SCHOOL DISTRICT

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## REGULAR GOVERNING BOARD MEETING

### AGENDA

Wednesday, January 23, 2013

John D. Piazza Education Center  
District Office Complex  
9680 Citrus Avenue  
Fontana, California 92335  
(909) 357-5000

5:00 PM <sup>2</sup>Closed Session

6:30 PM <sup>2</sup>Open Session

#### BOARD OF EDUCATION

BarBara L. Chavez

Lorena Corona

Leticia Garcia

Sophia Green

Henry (Gus) Hawthorn

#### SUPERINTENDENT/BOARD SECRETARY

Cali L. Olsen -Binks

FONTANA UNIFIED SCHOOL DISTRICT  
GOVERNING BOARD MEETING

AGENDA  
WEDNESDAY, JANUARY 23, 2013

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NOTICE TO THE PUBLIC Persons wishing to speak to the Board of Education regarding any item on the agenda or during the opportunity for public comment are requested to fill out a c

II ADOPT AGENDA

Motion made by \_\_\_\_\_ seconded by \_\_\_\_\_ vote \_\_\_\_\_

III OPPORTUNITY FOR PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

The Governing Board welcomes and encourages public comments. Members of the public commenting on items on this closed session agenda are asked to limit their comments to five (5) minutes so that as many as possible may be heard. (Education Code §35145.5, Government Code §54954.3)

CLOSED SESSION

With respect to every item of business to be discussed in Closed Session pursuant to law :

A. STUDENT EXPULSIONS

(Education Code Section 48918(c))

1. (1) Middle School Students  
(3) High School Students

B. LABOR RELATIONS

(Government Code Section 54957.6)

2. Conference with Labor Negotiator  
Agency Designated Representative: Mark McLaughlin  
Employee Organization(s): Police Officers Association  
United Steelworkers Local 8599
3. Conference with Labor Negotiator  
Agency Designated Representative: Cali Olsen -Binks  
Employee Organization(s): Fontana Teachers Association

C. PERSONNEL MATTERS

(Government Code Section 54957)

4. Public Employee Discipline/Dismissal/Release  
One (1) Certificated Employee(s)  
One (1) Classified Employee(s)

D. CONFERENCE WITH LEGAL COUNSEL ~~EXISTING~~ LITIGATION  
(Government Code section 54956.9(a))

5. Victoria Cotton v Fontana Unified School District  
Case No. CIVDS 1001926
6. Patricia Rainwater v Fontana Unified School District  
WCAB# ADJ332898: SBR0332899

E. LIABILITY CLAIMS  
(Government Code Section 54956.95)

7. Claimant: Angel Ibarra  
Agency Claimed Against: Fontana Unified School District

OPEN SESSION

IV REPORT OUT FROM CLOSED SESSION

V PLEDGE OF ALLEGIANCE

VI MINUTES OF PREVIOUS MEETING  
(Corrections, Deletions, Additions, Approval)

8. The Superintendent recommends that the Board of Education approve the December 12, 2012 regular / organizational meeting minutes (Ref. A).

DISCUSSION  
and/or  
ACTION

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

VII RECOGNITIONS /REPORTS

9. Fontana Unified School District Audit Report 2011-2012 Fiscal Year
10. After School Education and Safety Program
11. LEA Medi Cal Billing Options Program





- 18.4 Overnight trip for approximately 65 students from the Fontana A. B. Miller High School Advancement Via Individual Determination (AVID) Program to visit prospective State Colleges and Universities from Los Angeles to Sacramento, March 6<sup>th</sup> 2013

**B. BUSINESS SERVICES**

- 19. Notices of Completion (Ref. I)

- 19.1 Citrus Continuation High School - Increment 2 , Category # 6-Rough Carpentry, under Bid No. 09/10-1324, completed by Tomahawk Builders, Inc., on December 13, 2012 for a total cost of \$1,741,476.36
- 19.2 Fontana Middle School Modernization, Category # 7<sup>th</sup> Gymnasium Equipment, under





20.	<u>Adult Education Fund (11)</u>	<sup>2</sup> Unrestricted and						(Ref. J)
	<u>Restricted</u>							continued
	2106	2213	2229	2284	2401	2403	2410	
	<u>Child Development Fund (12)</u> <sup>2</sup> Restricted							
	2016	2024	2077	2078	2079	2080	2101	2105
	2133	2156	2172	2173	2231	2241	2281	2300
	2353	2387	2392	2411	2413	2434	2464	2471
	<u>Child Nutrition Fund (13)</u> <sup>2</sup> Restricted							
	2005	2040	2041	2042	2043	2044	2045	2230
	2255	2256	2257	2258	2259	2260	2261	2262
	2308	2347	2348	2349	2350	2351	2377	2450
	2451	2452	2453	2454	2455	2457	2458	2466
	<u>Deferred Maintenance Fund (14)</u> <sup>2</sup> Unrestricted							
	2171	2251	2298	2414	2462			
	<u>Building Fund (21)</u> <sup>2</sup> Restricted							
	2007	2009						
	<u>Capital Facilities Fund (25)</u> <sup>2</sup> Restricted							
	2065	2245	2373	2381	2479			
	<u>School Facilities Fund (35)</u> <sup>2</sup> Restricted							
	2006	2480	2481	2482	2483			
	<u>Special Reserve Fund (40)</u> <sup>2</sup> Restricted							
	2375							
	<u>Cash for Component Units Fund (48)</u> <sup>2</sup> Restricted							
	2008	2064	2103	2247	2248	2250	2468	2484
	2485	2486	2487	2488				
	<u>• R U N H U • V &amp; R P S H Q V D W L R S Q I D Q G</u> <sup>2</sup> Restricted							
	2048	2050	2121	2136	2137	2232	2310	2329
	2332	2352	2380	2476	2478			

C. HUMAN RESOURCES

D. OTHER

21. Donations

(Ref. K)

The Cal Poly Pomona Foundation donated \$1,724.00 to Oak Park Elementary School and \$2,000.00 to Oleander Elementary School

The Center for Community Action and Environmental Justice donated two computers, one printer and books with an indicated value of \$2,120.89 to South Tamarind Elementary School

Coca-Cola Refreshments donated \$44.54 to Almond Elementary School, \$23.52 to Date Elementary School, \$26.36 to Maple Elementary School, \$62.19 to Tokay Elementary School, and \$26.81 to Wayne Ruble Middle School

Coffee Bean and Tea Leaf donated refreshments with an indicated value of \$70.00 to Sequoia Middle School

Craig Baker donated \$1,000.00 to Oleander Elementary School

The Donorchoose.ORG TEAM donated miscellaneous school supplies with an indicated value of \$540.41 to Harry S. Truman Middle School

Edison International donated \$105.00 to Almond Elementary School, \$550.00 to Maple Elementary School, and \$60.00 to Virginia Primrose Elementary School

General Mills Box Tops for Education donated 298.30 to Citrus Elementary School, \$437.40 to Cypress Elementary School, \$609.10 to Redwood Elementary School, and \$321.66 to Shadow Hills Elementary School

Horace Mann donated \$40.00 in gift cards to Sequoia Middle School

John McGovern & Associates/CSGA donated clothing with an indicated value of \$8,560.00 to Fontana Unified School District

JP Morgan Chase & Co. donated \$15.00 to Poplar Elementary School

21. Just Give donated \$22.00 to Tokay Elementary School

Lifetouch National School Studios donated \$70.00 to Fontana Middle School, \$300.00 to Oak Park Elementary School, \$930.51 to Redwood Elementary School, \$256.00 to Shadow Hills Elementary School, and \$150.00 to West Randall Elementary School

Mary Feldstein donated \$25.00 to Sequoia Middle School

The Molina Foundation donated books with an indicated amount of \$4,130.10 to West Randall Elementary School

School Portraits by Kranz, Inc. donated \$400.00 to Oleander Elementary School

Superior Grocers donated \$1,000.00 to Fontana Middle School, \$1,000.00 to Hemlock Elementary

A. INSTRUCTIONAL SERVICES

22. Public Hearing (Ref. L)

DISCUSSION  
and/or  
ACTION

This item is for the Board of Education to hold a public hearing regarding the petition for establishment of the Fontana Leadership Academy within the Fontana Unified School District boundaries (provided under separate cover) and accept the petition for review .

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

23. Resolution (Ref. M)

DISCUSSION  
and/or  
ACTION

The Superintendent recommends that the Board of Education adopt Resolution No. 13-02 recognizing February 2013 as Black History Month as submitted in Reference M of the agenda.

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

24. Second Reading Board Policies (Ref. N-O)

The Superintendent recommends that the Board of Education adopt the second reading of revised Board Policies

25. Contract Increase s (Ref. P - Q)

DISCUSSION  
and/or  
ACTION

The Superintendent recommends th at the Board of Education approve increase to contracts as submitted in Reference s P through Q of the agenda and authorize the Director of Purchasing to sign related documents .

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

25.1 Increase of \$35,500.00 to the contract

B. BUSINESS SERVICES

27. Audit Report (Ref. S)

The Superintendent recommends the Board of Education accept the 2011/12 Audit Report as completed by the firm of Nigro & Nigro, PC and provided under separate cover .

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

DISCUSSION  
and/or  
ACTION

28. Agreement (Ref. T)

The Superintendent recommends that the Board of Education approve an agreement with Daniel F. Johnson Forensic Services Inc. to provide a Scope of Repair for electrical issues at Summit High School in the amount of \$54,450.00 and authorize the Director of Purchasing to sign necessary documents.

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

DISCUSSION  
and/or  
ACTION

C. HUMAN RESOURCES

31. Personnel Recommendations (Ref. W)

DISCUSSION  
and/or  
ACTION

The Superintendent recommends that the Board of Education approve personnel recommendations as submitted in Reference W of the agenda.

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

D. OTHER

32. Contract Increase (Ref. X)

DISCUSSION  
and/or  
ACTION

The Superintendent recommends that the Board of Education approve an increase of \$23,000.00 to the contract with the law firm of Jones & Mayer; new contract amount \$27,000.00.

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

33. CSBA Delegate Assembly Appointed Representative (Ref. Y)

DISCUSSION  
and/or  
ACTION

This item is for the Board of Education to appoint one of its members to serve on the California School Boards Association Delegate Assembly for a two-year term beginning April 1, 2013 through March 31, 2015.

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

34. Job Description (Ref. Z)

DISCUSSION  
and/or  
ACTION

This item is for the Board of Education to consider the current Associate Superintendent of Business Services job description as submitted in Reference Z of the agenda and recommend changes to the job description as a body.

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

35. Associate Superintendent of Business Services  
Vacancy (Ref. AA)

DISCUSSION  
and/or  
ACTION

This item is for the Board of Education to consider the option of using an independent firm for the VHDUFKLQJ UHFUXLWPHQW DQG Associate Superintendent of Business Services position.

Motion made by \_\_\_\_\_ seconded by \_\_\_\_\_ vote \_\_\_\_\_

- 36.



XII SUGGESTIONS AND COMMENTS BY ADMINISTRATORS

XIII SUGGESTIONS AND COMMENTS BY BOARD MEMBERS

XIV SUGGESTIONS AND COMMENTS BY SUPERINTENDENT

XV ADJOURNMENT

Motion made by \_\_\_\_ seconded by \_\_\_\_ vote \_\_\_\_

*Next regular meeting: Wednesday, February 6, 2013*

[www.fusd.net](http://www.fusd.net)

















































































Consent Calendar Session Items

Reference Pages

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Williams' Settlement County  
Report of Findings

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

California Education Code Section 1240 requires that the Superintendent of County Schools visit all deciles 1-3 schools (Williams' schools) and report to the District his findings. This report serves as the District's report for the 2012-2013 school year visitations.

There were no findings to report in the following areas: Instructional Materials, School Accountability Report Card (SARC), Teacher Assignment and Monitoring, California High School Exit Exam Intensive Instruction and Services.

In the area of School Facilities there were 3 findings of extreme deficiencies and 18 findings of good repair deficiencies. In prior years, schools were able to correct deficiencies the day of the Williams' visitation. This is no longer the case.

Further, through the Superintendent of County Schools' review, it was determined that Fontana Unified School District complies with the terms of the Valenzuela Settlement Legislation and Quality Education Investment Act (QEIA).

**FISCAL IMPLICATION:**

None

**RECOMMENDATION:**

This item is presented to the Board as information only.

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KMackinney:lb

Attachment

School Name

Instructional  
Materials

SARC



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Williams Uniform Complaint  
Report Summary

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

Districts with identified Williams' schools must submit a Uniform Complaint Report to the County Superintendent of Schools on a quarterly basis.

During the second quarter, there were no complaints filed in the following areas: Instructional Materials, School Facilities, Teacher Assignment Monitoring, and California High School Exit Exam Intensive Instruction and Services.

**FISCAL IMPLICATION:**

None

**RECOMMENDATION:**

This item is presented to the Board as information only.

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KMacKinney/ib

Attachment

# Williams Settlement Legislation

## Quarterly Uniform Complaint Report Summary

District Name: Fontana Unified School District

Quarter covered by this report: October - December 2012

	Number of complaints received in quarter	Number of complaints resolved in quarter	Number of complaints unresolved
<b>Instructional Materials</b>	0	0	0
<b>Facilities</b>	0	0	0
<b>Teacher Vacancy and Misassignments</b>	0	0	0
<b>CAHSEE Intensive Instruction and Services</b>	0	0	0
<b>Totals</b>	0	0	0

UCP Contact: Ms. Kimberly MacKinney

Title: Director

Board Submission Date: 01/23/2013

Kimberly MacKinney

Title: Director, Secondary Instruction



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Fundraiser

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

Current regulations consider Parent Teacher Association (PTA) funds public funds because they are raised through the district's tax identification number under non-taxable status and any fundraising that occurs should be for the benefit of the PTA and not for other organizations. Any donations to outside charities or non-profit agencies are generally prohibited because it would be considered a gift of public funds. However, a Board of Education may take action to approve students to organize a fundraising event if the event is clearly identified as raising funds to donate to the designated charity and if all donations are in the payment goes directly to the charity and is not deposited into the PTA account.

Students at Mango Elementary School would like to participate in the Jump Rope for Heart program for the non-profit organization charity: The Heart Association.

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Fundraiser



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Payment

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

Goal #3 of the Fontana Unified School District states, "Every student will be provided with a quality education by highly qualified staff who will be continuously trained in teaching strategies, support programs and staff development activities." The Department of Secondary Instruction will be offering (5) 2 hour Secondary Mathematics (Math) Cadre Workshops to Middle School Math Teachers and (5) 2 hour Secondary Mathematics (Math) Cadre Workshops to High School Math Teachers, January 28, 2013 – May 30, 2013. Teachers will help facilitate information, learn new strategies, develop a problem bank for Common Core State Standards, and share ideas with colleagues. Teachers as a whole will be helping the Fontana Unified School District launch into the Common Core generation and SMARTER Balanced Assessments.

**Secondary Mathematics (Math) Cadre Workshops** – These workshops are for Middle and High School Math Teachers.

**FISCAL IMPLICATION:**

Not to exceed \$6,100.00 - Secondary Instruction Unrestricted Lottery Funds

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education approve payment to employees specified by the Secondary Instruction Department as having attended professional and staff development group trainings and/or activities and whose attendance at these trainings and/or activities has been reviewed and certified as correct by the Associate Superintendent of Instructional Services: #12/13-292 Secondary Mathematics (Math) Cadre Workshops, January 28, 2013 – May 30, 2013, not to exceed \$6,100.00 to be paid from Secondary Instruction Unrestricted Lottery Funds.

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KMacKinney:sj

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Payment

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Student Trip

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

As provided in Board Policy 6153, Field Trips, "The Board of Education recognizes that school sponsored trips are an important component that can supplement and enrich the classroom learning experience". The Administrative Regulation to the policy outlines the types of trips requiring administrative and/or board approval. The California Educational Theatre Association is hosting the California Youth in Theatre Day in Sacramento, California, March 12 - 13, 2013. Approximately six students of Henry J. Kaiser High School have the opportunity to attend where they will perform for members of congress and meet with local legislators to bolster support for art in the school. Students will also be attending workshops in

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Student Trip

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Student Trip

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Instructional Services*

**ITEM TITLE:** Student Trip

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

As provided in Board Policy 6153, School-Sponsored Trips, "The Governing Board recognizes that field trips are important components in the instructional program of the school". The policy also denotes that all trips involving out-of-state or overnight travel shall require prior approval of the Board. Approximately 65 students from the Fontana A. B. Miller High School AVID (Advancement Via Individual Determination) Program have the opportunity to take their annual trip to visit prospective colleges in Northern California, March 6 – 10, 2013. The main purpose

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Business Services*

**ITEM TITLE:** Notice of Completion

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

In February 2010, bids were awarded by category for Citrus Continuation High School – Increment 2. In order to close the previously approved work, a Notice of Completion must be accepted by the Board of Education.

**FISCAL IMPLICATION:**

None – allows release of remaining retention funds in the amount of \$174,147.64, 10% of \$1,741,476.36 total contract amount.

Fund 21 – General Obligation Bond (restricted)

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Business Services*

**ITEM TITLE:** Notice of Completion

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

In November 2010, bids were awarded by category for the Fontana Middle School Modernization project. In order to close the previously approved work, a Notice of Completion must be accepted by the Board of Education.

**FISCAL IMPLICATION:**

None – allows release of remaining retention funds in the amount of \$10,498.20 10% of \$104,982.00 total contract amount.

Fund 21 – General Obligation Bond (restricted)

Fund 48 – CFD COPs (restricted)

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education accept a Notice of Completion for Fontana Middle School Modernization, Category #7 – Gymnasium Equipment, under Bid No. 10/11-1341, completed by California Facility Specialties, Inc. on May 8, 2012 for a total cost of \$104,982.00.

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JRowland:va

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Business Services*

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Business Services*

**ITEM TITLE:** Notice of Completion

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

In August 2012, a bid was awarded for the removal and replacement of fascia board at South Tamarind Elementary School. In order to close the previously approved work, a Notice of Completion must be accepted by the Board of Education.

**FISCAL IMPLICATION:**

None – allows release of remaining retention funds in the amount of \$6,687.79, 5% of \$133,755.75 total contract amount.

Fund 14 – Deferred Maintenance Fund (restricted)

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education accept a Notice of Completion for Removal & Replacement of Fascia Board at South Tamarind Elementary, under Bid No. 12/13-1371i, completed by Fisher Contractor, Inc., on December 1, 2012 for a total cost of \$133,755.75.

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JRowland:va



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Business Services*

**ITEM TITLE:** Notice of Completion

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

In July 2012, Informal Bid No. 11/12-1358i was renewed to Westbrook Fence, Inc., for the purchase and installation of chain link fencing and gates at various sites on an "as needed basis" throughout the District for the 2012/2013 school year. The following purchase orders are now complete. In order to close these purchase orders and release retention, a Notice of Completion must be accepted by the Board of Education.

Purchase Order No.	Site	Total	Completion Date
135038	Elementary #32	\$372.00	12/31/12
135037	(Fontana) A.B. Miller High	\$360.00	12/31/12
133766	(Dorothy) Grant Elementary	\$620.00	11/29/12
131544	Jurupa Hills High	\$32,668.50	12/10/12

**FISCAL IMPLICATION:**

None – allows release of remaining retention funds in the amount of \$1,701.03, 5% of \$34,020.50 total contract amount.

Fund 14 – Deferred Maintenance (restricted)

Fund 48 – 2007 COP & Fund 21 – 2006 GOB (restricted)

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education accept a Notice of Completion for purchase order numbers 135038, 135037, 133766 and 131544 under Bid No. 11/12-1358i, Purchase and Installation of

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Business Services*

**ITEM TITLE:** Payment Registers

**BOARD OF EDUCATION MEETING:** 01/23/13  
Consent Calendar Session

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**BACKGROUND:**

Payments are made to vendors for the purchase of goods and services received throughout the fiscal year. Board of Education approval is required for these payments.

**FISCAL IMPLICATION:**

\$10,288,572.26-Unrestricted and Restricted Funds as noted below in the recommendation.

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education ratify payment registers

Adult Education Fund (11) – Unrestricted and Restricted

2106 2213 2229 2284 2401 2403 2410

Child Development Fund (12) – Restricted

2016 2024 2077 2078 2079 2080 2101 2105 2133 2156 2172 2173 2231  
2241 2281 2300 2353 2387 2392 2411 2413 2434 2464 2471

Child Nutrition Fund (13) – Restricted

2005 2040 2041 2042 2043 2044 2045 2230 2255 2256 2257 2258 2259  
2260 2261 2262 2308 2347 2348 2349 2350 2351 2377 2450 2451 2452  
2453 2454 2455 2457 2458 2466

Deferred Maintenance Fund (14) – Unrestricted

2171 2251 2298 2414 2462

Building Fund (21) – Restricted

2007 2009

Capital Facilities Fund (25) – Restricted

2065 2245 2373 2381 244..56 .61253 2505/GS-5- 20507 Tc.0011 Tw6i 22.31-907 Tc.sr9do3

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Donations

/13

Consent Calendar Session

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The district routinely receives donations from



DDc -.isc5

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Public Hearing

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

The Fontana Unified School District was presented with a charter school petition for establishment of the Fontana Leadership Academy on Friday, December 28, 2012. In accordance with Education Code section 47605(b), the Fontana Unified School District Board of Education must hold a public hearing on the provisions of the charter school within thirty (30) days of receipt to consider the level of support for the petition by teachers employed by the District, other employees of the District and parents.

The petition was submitted in binders, has been provided to each Board member, various District staff members, and is posted with the agenda on the District website, [www.fusd.net](http://www.fusd.net).

**FISCAL IMPLICATION:**

None

**RECOMMENDATION:**

This item is for the Board of Education to hold a public hearing regarding the petition for establishment of the Fontana Leadership Academy within the Fontana Unified School District boundaries and accept the petition for review.

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ODueñas/td

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Resolution

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

In 1926 African American scholar Carter Godwin Woodson organized the first Negro History Week as an initiative to bring national attention to the contributions of African Americans throughout American history. He chose the month of February to coincide with the birthdays of Frederick Douglass and Abraham Lincoln, as well as the anniversary of the founding of the National Association for the Advancement of Colored People (NAACP). Renamed Black History Week in 1972, the observance was extended to become Black History Month in 1976.

**FISCAL IMPLICATION:**

None

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education adopt Resolution No. 13-02 recognizing February 2013 as Black History Month.

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ODueñas/td

Attachment



Resolution 13-02

Fontana Unified School District  
Board of Education

WHEREAS in 1976 the observance of Black History Week in February was extended to become Black History Month; and

WHEREAS during February, lectures, exhibitions, banquets, cultural events, and television and radio programming celebrate the achievements of African Americans; and

WHEREAS students of Fontana Unified School District participate in learning experiences to expand their knowledge of the contributions of African Americans throughout American history;

NOW, THEREFORE, BE IT RESOLVED that the Fontana Unified School District Board of Education recognizes February as Black History Month and encourages appropriate education and participation in related activities.

ADOPTED January 23, 2013

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Henry (Gus) Hawthorn, President

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Barbara L. Chavez, Vice-President

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Lorena Corona

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Leticia Garcia,

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Sophia Green

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Second Reading Board Policy

BOARD OF EDUCATION MEETING:  
01/23/13  
Discussion/Action Session

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BACKGROUND:



UNIFORM COMPLAINT PROCEDURES (continued)

In investigating complaints, the confidentiality of the parties involved and the integrity of the process shall be protected. As appropriate, the Superintendent or designee may keep the identity of a complainant confidential to the extent that the investigation of the complaint is not obstructed.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)  
(cf. 5125 - Student Records)  
(cf. 9011 - Disclosure of Confidential/Privileged Information)

The district's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

1. Sufficiency of textbooks or instructional materials
2. Emergency or urgent facilities or conditions that pose a threat to the health or safety of students or staff
3. Teacher vacancies and misassignments
4. Deficiency in the district's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or more parts of the high school exit examination

(cf. 1312.4 - Williams Uniform Complaint Procedures)  
(cf. 6162.52 - High School Exit Examination)  
(cf. 6179 - Supplemental Instruction)

Legal Reference: (see next page)



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Second Reading Board Policy

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

The Fontana Unified School District contracts with the California School Boards Association for maintenance of its Board Policies and Administrative Regulations. Part of this service includes tri-annual policy updates to keep existing policies current and bring new ones forward as necessitated by changing legislation.

Board Policy 5117 Interdistrict Attendance was part of the July 2012 CSBA Policy Update packet. The Education Code provides a number of options under which a student may attend school in a district other than the district where he/she resides. Under an "interdistrict attendance permit" pursuant to Education Code 46600-46611, a student may attend school in a different district when both the district of residence and the district of proposed attendance agree. The first reading was approved at the December 12, 2012, Board meeting and is now being presented for second reading adoption.

New language in the policy is underlined; deleted language is shown in strikethrough text.

**FISCAL IMPLICATION:**

None

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education adopt the second reading of revised Board Policy 5117 Interdistrict Attendance.

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DMarmo/sy

Attachment

Interdistrict Attendance

The Governing Board recognizes that parents/guardians of students who reside in one district may, for a variety of reasons, choose to enroll their child in a school in another district.

(cf. 0520.3 – Title I Program Improvement Districts)

(cf. 5111.12 – Residency Based on Parent/Guardian Employment)

(cf. 5116.1 – Intradistrict Open Enrollment)

(cf. 5118 – Open Enrollment Act Transfers)

The Governing Board recognizes that parents/guardians of students who reside in one district may, for a variety of reasons, choose to enroll their child in a school in another district.

Interdistrict Attendance Permits

The Board may enter into an agreement with any school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

Transportation

The district shall not provide transportation beyond any school attendance area. Upon request, the Superintendent or designee may authorize transportation for interdistrict transfer students to and from designated bus stops within the attendance area if space is available.

Limits on Student Transfers Out of the District to a School District of Choice

The Superintendent or designee may limit the number of student transfers out of the district to a school district of choice based on the percentages of average daily attendance specified in Education Code 48307.

In addition, transfers out of the district may be limited during a fiscal year when the County Superintendent of Schools has given the district a negative budget certification or when the County Superintendent has determined that the district will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from the district to a school district of choice. (Education Code 48307)

(cf. 3100 – Budget)

(cf. 3460 – Financial Reports and Accountability)

~~Although students generally must attend school in the district where their parents/guardians reside, the Governing Board recognizes justifiable reasons for occasional interdistrict transfers. Upon request, the Board may accept students from another district and may also allow students who live within the district to attend out-of-district schools. Interdistrict attendance may be approved for reasons such as the following:~~

~~1. When child care needs of the student are met by a parent/guardian, relative or sitter not in the district of residency. (Education Code 46601.5)~~

~~2. When special mental or physical health needs of the student are certified by a physician, school psychologist or other appropriate school personnel.~~

~~3. To complete a school year when parents/guardians have moved out of the district during that year.~~

~~4. To let seniors attend the same school they attended as juniors, even if their families moved out of the district during the junior year.~~

5. When there is valid interest in a particular educational program p8(r)8 0( )5.4(a)6l62z7o3io sttien2(ar.)9



~~If an interdistrict attendance transfer is granted under Education Code section 46600, students will not need to reapply for an interdistrict transfer, and the student shall be allowed to continue to attend the school in which he or she is enrolled, except as specified below.~~

~~2. Interdistrict attendance permit which specifies time period and terms of the approval.~~

~~3. Denial form which incorporates a choice of reasons for denial and information on the entire appeal process.~~

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48345 48316 Student attendance alternatives

48350-48361 Open Enrollment Act

48900 Grounds for suspension or expulsion; definition of bullying

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 ROP, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

~~87 Ops. Cal. Atty. Gen. 132 (2004)~~

## COURT DECISIONS

Walnut Valley Unified School District v the Superior Court of Los Angeles County, (2011) 192

Cal.App.4<sup>th</sup> 234

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

## CSBA PUBLICATIONS

Transfer Law Comparison, Fact Sheet, March 2011

## WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy FONTANA UNIFIED SCHOOL DISTRICT

adopted: January 18, 1995 Fontana, California

revised: April 15, 1998

revised: June 4, 2008

revised: September 7, 2011

revised:

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Contract Increase

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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BACKGROUND:

The Special Education Local Plan Area (SELPA) Department entered into a contract with Alliance Bus Lines, Inc. for the 2012-2013 school year in the amount of \$24,500.00 for transporting special needs students to and from school. The SELPA Department is requesting that the Board of Education approve an increase to the contract in the amount of \$35,500.00 for an estimated total of \$60,000.00 with Alliance Bus Lines Inc. in order to transport special needs students to non-public schools.

FISCAL IMPLICATION:

Original Contract Amount:	\$24,500.00
Estimated Increase:	<u>\$35,500.00</u> (Special Ed Program Specialized Funds)
Total Estimated Contract Amount:	\$60,000.00

RECOMMENDATION:

The Superintendent recommends that the Board of Education approve an increase of \$35,500.00 to the contract with Alliance Bus Lines Inc. for the 2012/2013 school year, new estimated amount of \$60,000.00, to provide transportation services for SELPA special needs students to non-public schools and authorize the Director of Purchasing to sign related documents.

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DRust/im

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Contract Increase

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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BACKGROUND:

On July 1, 2012 the Board of Education approved a contract with Hope Inc. for the 2012/13 school year to provide special education services to a student in a non-public school. The Special Education Local Plan Area (SELPA) Department is requesting that the contract be increased in the amount of \$7,460.00 from the original contract of \$92,700.00 to an estimated total contract amount of \$100,160.00 in order to provide the student with additional support services.

FISCAL IMPLICATION:

Original Contract Amount:	\$ 92,700.00
Estimated Increase:	\$ <u>7,460.00</u> (Educational/Related Services)
Total Contract Amount:	\$100,160.00

RECOMMENDATION:

The Superintendent recommends that the Board of Education approve an increase of \$7,460.00 to the contract with Hope Inc. for the 2012/13 school year, new estimated amount of \$100,160.00, to provide additional support services to a student in a non-public school and authorize the Director of Purchasing to sign related documents.

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MSouthworth/im

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Instructional Services

ITEM TITLE Plans and Budgets

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

Under SB 374, each school operating specified categorical programs must consolidate any plans that are required by those programs into a single plan, to be known as the Single Plan for Student Achievement. The Single Plan must be aligned with district goals for improving student achievement, must prescribe strategies for achieving those goals, and must address how funds provided by the specified categorical programs will be used to improve the academic performance of all pupils to the level of the performance goals established by the Academic Performance Index, pursuant to Education Code 52052.

The Single Plans for Student Achievement and their related budgets for the schools below have been read for quality and legal compliance as outlined in SB 374 and Education



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Business Services

ITEM TITLE Agreement

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

Daniel F. Johnson Forensic Services Inc. (DFJ) has been retained through Atkinson, Andelson, Loya, Rudd & Romo (AALRR), Terry Tao Esq. and Joseph Rossini Esq. on behalf of the District to provide services pertaining to the electrical issues at Summit High School. DFJ has discovered several electrical issues that need repair.

DFJ is to provide the District a Scope of Repair of the electrical issues at Summit High School. The Scope of Repair will be a tiered scope in multiple phases and prioritized from most crucial to least crucial. The purpose of the Scope of Repair is to create a document that the District can send out for bid.

**FISCAL IMPLICATION:**

Total Cost: \$54,450.00 Fund 48 (CFD COPs) - restricted

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education approve an agreement with Daniel F. Johnson Forensic Services Inc. to provide a Scope of Repair for electrical issues at Summit High School in the amount of \$54,450.00 and authorize the Director of Purchasing to sign necessary documents.

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RCopeland:jm



FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Business Services

ITEM TITLE Resolution

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

Public Contract Code Section 12110 allows the District to utilize existing contracts through the State of California without formally bidding. This allows the District to keep within District standards, as well as save time and cost. For the District to utilize the Western States Contracting Alliance (WSCA) for lease of mail equipment, the Board of Education must adopt the attached resolution.

**FISCAL IMPLICATION:**

None

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education adopt Resolution No. 13-01, authorizing the utilization of Neopost USA, Inc. WSCA Contract #ADSPO11-00000411-4 for lease of mail equipment.

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JRowland

attachment

RESOLUTION #13-01 OF FONTANA UNIFIED SCHOOL DISTRICT  
APPROVING THE LEASE OF MAIL EQUIPMENT FROM NEOPOST USA, INC.  
OFF WESTERN STATES CONTRACTING ALLIANCE (WSCA)  
CONTRACT #ADSPO11-00000411-4

WHEREAS, pursuant to Public Contract Code Section 12100 Department of General Services is authorized to purchase or lease equipment on behalf of school districts and other local governmental agencies; and

WHEREAS, the purchase or lease of such goods and services by the Department of General Services are to be made upon the same terms conditions and specifications at a price lower than the District can obtain through its normal acquisition procedures; and

WHEREAS, the Western States Contracting Alliance (WSCA) has contracts for such equipment which the District intends to lease; and

WHEREAS, based upon the facts identified below and information presented to the Board of Education, it is in the best interest of the District to lease equipment from Neopost USA, Inc., who currently has a contract in good standing with WSCA.

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. FACTS SUPPORTING PURCHASE OFF CMAS

Neopost USA, Inc. has provided mail equipment and services on mail equipment for several years. They provide us with excellent service and are aware of the District's standards and needs.

Based on the equipment to be provided by Neopost USA, Inc., it has been determined that the price to be obtained through WSCA is lower than if the District were to competitively bid the equipment.

SECTION 2. FINDINGS: The Governing Board, up on consideration of the facts identified in Section 1 above, and upon the information provided at the meeting at which this Resolution is adopted, hereby finds that it is in the best interest of the District to utilize the Neopost USA, Inc. WSCA Contract No. ADSPO11-00000411-4 for lease of mail equipment.

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FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

Business Services

ITEM TITLE Lease Contract

BOARD OF EDUCATION MEETING 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

The current mail equipment was purchased in 2007 and is in need of replacement. Neopost USA, Inc. has presented a lease proposal to replace all existing equipment with new updated equipment at a lower lease payment than we are currently paying. The new equipment would bring in new technology, including a web-based accounting system and electronic return receipt capabilities, which will reduce costs of certified mail document processing.

We are leasing existing equipment for \$4,393.54 per month with twelve (12) months left on the current lease. The new equipment would be leased for \$2,940.00 per month over 63 months.

**FISCAL IMPLICATION:**

Total cost: \$2,940.00 per month (not including tax)  
Funding: General Fund – unrestricted

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education approve a 63-month lease contract with Neopost USA, Inc., utilizing Western States Contracting Alliance (WSCA) Contract #ADSP011-00000411-4, for mail equipment at a cost of \$2,940.00 per month (plus sales tax), and authorize the Director of Purchasing to sign necessary documents.

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JRowland

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Human Resources*

**ITEM TITLE:** Certificated Personnel  
Recommendations

**BOARD OF EDUCATION MEETING:** 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

Goal number three of the Fontana Unified School District, Quality Staff Providing Quality Services, is supported by Board of Education approval of personnel recommendations at regular meetings of the board. These recommendations contain actions such as hiring, promotions, changes in assignments, retirements, resignations and terminations involving certificated, classified, and other categories such as school site aides, substitute employees, and others, and are consistent with board policy and law.

**FISCAL IMPLICATION:**

Varies according to actions contained in each agenda.

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education approve and/or ratify the following Certificated Personnel Recommendations.

**EMPLOYMENT**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
Melanie A. Delgado-Oramas	Instructional Support Teacher- Intervention/Read 180 Palmetto Elementary	General- Restricted (Title I/SBCP)	01/07/13
Julia M. Hammond	Instructional Support Teacher Intervention/Read 180 Cypress Elementary	General- Restricted (SBCP)	01/07/13
Keisha N. Haylock	Teacher, Temporary Contract Instructional Services/ Special Services	General- Restricted (SPED)	01/07/13
Gustavo Pinon	Teacher, Fontana Middle	General- Unrestricted	01/08/13
Celena E. Salazar	Preschool Teacher-3.5 hours/day Temporary Contract Redwood Elementary	General- Restricted (State Preschool)	02/14/13

**EMPLOYMENT (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
Nicole S. White	Instructional Support Teacher 75% Contract Mango Elementary	General- Restricted (SBCP/Title I)	01/14/13
<b><i>Adult Education</i></b>			
Robert J. Larsen Chin-Ju (Jenny) Otterman Carrie Routh	Testing Facilitator NTE 300 hours total (Site will monitor hours)	(Adult Ed.)	01/23/13-06/30/13
<b><i>District</i></b>			
Vanessa M. Chavez Vanessa Razo Victoria J. Reza	Substitute Teacher	General- Unrestricted	01/24/13-05/28/13
Cynthia L. Hurte	Substitute Teacher-Retiree	General- Unrestricted	01/24/13-06/30/13

**RESCISSION OF LAY-OFF**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
Gabriela A. Hildenbrand	Preschool Teacher-4 hours/day Randall-Pepper/Head Start	General- Restricted (Head Start)	01/14/13
Sandra G. Renteria	Preschool Teacher-7 hours/day Cypress/Mango Elementary	General- Restricted (State Preschool)	01/14/13
Celena E. Salazar	Preschool Teacher-3.5 hours/day Redwood Elementary	General- Restricted (State Preschool)	02/14/13

**ADDITIONAL ASSIGNMENTS**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Adult Education</i></b>			
David Baker	Lead Teacher NTE 50 hours	(Adult Ed.)	01/23/13-06/30/13
David Baker Leah Watson-Rodgers	Testing Facilitator NTE 300 hours total (Site will monitor hours)	(Adult Ed.)	01/23/13-06/30/13
See list below	Professional Development NTE 200 hours total (Site will monitor hours)	(Adult Ed.)	01/10/13-06/30/13
David Baker Michael A. Garcia Albar Inzunza Wendy Lu Timothy McCaffrey	Arturo Cerda Herbert Gomez Robert J. Larsen Luz Martin Michele Mower	Patricia Connors Scott Iliff Vivian Leos Mika Matsukawa Chin-Ju (Jenny) Otterman	

**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Adult Education (continued)</i></b>			
See list below (continued)	Professional Development NTE 200 hours total (Site will monitor hours)	(Adult Ed.)	01/10/13-06/30/13
Vicki Pizano	Bonnie Poliakon	Virginia Porter	
Christian Preciado	Judith Quon	Carrie Routh	
Baudelio Santana	Nazle Spence	Suyen Urbina	
Kyle Wallis	Christina Webb	Leah Watson-Rodgers	
Crystal Whitley			
<b><i>Instructional Services/Career Technical Education</i></b>			
Timothy Gepford	MIC-F.A.S.T. Teacher PLC	General-	01/24/13-05/30/13
Jenny Hutchings	NTE 5 hours each	Restricted	
Stephen Mann		(District Perkins)	
Evelyn Saldana			
See list below	Additional Hours for CTE Articulation Teachers NTE 10 hours each	General- Restricted (District Perkins)	01/23/13-05/30/13
Curtis Dison	Timothy Hannon	Jennifer Karpinski	
Mary Santini	Lori Wilson		
See list below	Additional Hours for CTE Articulation Teachers NTE 5 hours each unless otherwise indicated in ( ).	General- Restricted (District Perkins)	01/23/13-05/30/13
Antonio Alvarado	Elaine Bison	Ray Brinkle	
Betty Brooks	Artie Casas (10)	Anthony Clark	
Curtis Dison	Cynthia Figueiredo	Tina Green	
Timothy Hannon	Eric Horwitt	Jennifer Karpinski (10)	
Shenee Logjudice (10)	George Mendoza	Kathy Phillips	
Sergio Rodriguez	Adam Rubio (10)	Mary Santini (10)	
Lori Wilson			
<b><i>Instructional Services/Categorical Programs</i></b>			
See list below	SES Instruction Advisor NTE 55 hours each	General- Restricted (Title I)	01/24/13-04/30/13
David Baker	Jeannette Brown	Mary Dickerson	
Ana Diez	Tammy Fleming	Felix Jones	
Aurora Lopez	Jacqueline Piddington	Abigail Querubin-Villareal	
Cindy Rodriguez			
<b><i>Instructional Services/Professional Development</i></b>			
Joshua Godinez	Preparation Hours for Professional Development/BTSA Trainings NTE 4 hours	General- Restricted (Title II)	01/24/13-05/24/13
Sue Kind	Preparation Hours for Professional Development/BTSA Trainings NTE 30 hours	General- Restricted (Title II)	12/13/12-05/24/13

**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Instructional Services/Professional Development (continued)</i></b>			
See list below	BTSA Support Provider \$3,000.00 stipend each unless otherwise indicated in ( ).	General- Restricted (Title II)	10/01/12-05/31/13
Amber Barrett	Joshua Godinez	Sue Kind (\$1,500.00)	

**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Fontana High (continued)</i></b>			
Leah Gomez	Girls Volleyball-Head Coach \$362.50 extra stipend (CIF Playoffs)	General- Unrestricted	11/0/12-11/08/12
Paul Jamerson	1/6 <sup>th</sup> Position Assignment NTE 1 hour/day at per diem rate	General- Unrestricted	10/01/12-12/14/12
Ernest Price	CTE Externship NTE 35 hours	General- Restricted (Carl Perkins)	01/07/13-05/24/13
<b><i>Jurupa Hills High</i></b>			
Megan Barnes	Volleyball-Assistant Coach \$260.30 extra stipend (CIF Playoffs)	General- Unrestricted	11/01/12-11/08/12
Randy Bertok	Boys Soccer-Assistant Coach \$2,603.00 stipend	General- Unrestricted	01/07/13-06/30/13
Rhonda Cinquemani Scott Neilsen	Cross Country-Assistant Coach \$780.90 extra stipend each (CIF Playoffs)	General- Unrestricted	11/05/12-11/23/12
David Crump Joseph Kramer Eric Martin	Football-Assistant Coach \$1,087.50 extra stipend each (CIF Playoffs)	General- Unrestricted	11/05/12-11/23/12
Sam Dodd	Track & Field-Assistant Coach \$2,083.00 stipend	General- Unrestricted	01/24/13-06/30/13
Edward McMillon	Football-Head Coach \$1,384.20 extra stipend (CIF Playoffs)	General- Unrestricted	11/05/12-11/23/12
Jason Peach	Tutor NTE 80 hours	General- Restricted (Title I)	10/04/12-05/24/13
Esperanza Sanchez	Establish Parent Information Resource Center (PIRC) NTE 50 hours	General- Restricted (Title I)	01/07/13-05/24/13
Omar Shaheed	Track & Field-Assistant Coach \$2,603.00 stipend	General- Unrestricted	01/24/13-06/30/13
Gary Smead	Technology Coach NTE 20 hours	General- Restricted (SBCP)	01/07/13-05/24/13



**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Henry J. Kaiser High</i></b>			
William Cardosi Richard Gallardo Bryan Griggs Lance Ozier	Football-Assistant Coach \$1,450.00 extra stipend each (CIF Playoffs)	General- Unrestricted	11/05/12-11/30/12
Salvadora Dhillon	ASSETs Club Instructor NTE 20 hours	General- Restricted (ASSETs)	01/07/13-05/24/13
Susan King	Girls Tennis-Head Coach \$1,812.50 extra stipend (CIF Playoffs)	General- Unrestricted	10/29/12-11/30/12
Leandra Marchis	Tutor NTE 50 hours	General- Restricted (EIA/LEP)	01/07/13-05/24/13
Shawn Morrissey	Tutor NTE 75 hours	General- Restricted (SBCP)	01/07/13-05/24/13
Christian Preciado (70) Crystal Whitley (40)	ASSETs Program Instructor NTE hours as indicated in ( ).	General- Restricted (ASSETs)	01/07/13-05/24/13
Valeriana Rundlett	Girls Tennis-Assistant Coach \$1,301.50 extra stipend (CIF Playoffs)	General- Unrestricted	10/29/12-11/30/12
Philip Zelaya	Football-Head Coach \$1,845.60 extra stipend (CIF Playoffs)	General- Unrestricted	11/05/12-11/30/12
See list below	1/6 <sup>th</sup> Position Assignment NTE 1 hour/day each at per diem rate	General- Unrestricted	01/07/13-05/31/13
Abeer Abdou Kathleen Cabrera James Maiorca, Jr.	Anthony Allmond Linda Cox Sean O' Connor	Andrea Buchanan Amanda Garcia Dave Ungerer	
<b><i>Fontana A. B. Miller High</i></b>			
Paola Cortes	Softball-Assistant Coach \$2,603.00 stipend	General- Unrestricted	01/24/13-06/30/13
Raul Diaz	Baseball-Freshman Coach \$2,083.00 stipend	General- Unrestricted	01/24/13-06/30/13
Kristen Fuller	Softball-Head Coach \$3,625.00 stipend	General- Unrestricted	01/24/13-06/30/13
Frank Martinez	Baseball-Assistant Coach \$2,603.00 stipend	General- Unrestricted	01/24/13-06/30/13

**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Fontana A. B. Miller High (continued)</i></b>			
Andrew Schile	Baseball-JV Coach \$2,083.00 stipend	General- Unrestricted	01/24/13-06/30/13
<b><i>Summit High</i></b>			
Ray Brinkle (1)	Carl Perkins Internship	General-	07/01/12-06/30/13





**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Maple Elementary (continued)</i></b> See list below	PLC Site Guiding Coalition	General-	08/01/12-06/30/13

**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Shadow Hills Elementary (continued)</i></b>			
See list below	Tutor NTE 22 hours each unless otherwise indicated in ( ).	General- Restricted (SBCP)	01/24/13-05/24/13
Maritza Alvarez Larua Lyons (32)	Doris Baker (16) Alison Merritt	Debra Gane Christine Munsterman	
<b><i>Tokay Elementary</i></b>			
Verlene Kirby	Tutor NTE 35 hours	General- Restricted (SBCP)	01/24/13-03/31/13

**ASSIGNMENT CHANGES**

<u>Name</u>	<u>Assignment/Location</u>	<u>Funding</u>	<u>Effective Date</u>
Gwendolyn R. Curtis	From: Teacher, Temp. Contract To: Teacher, Henry J. Kaiser High	General- Unrestricted	01/07/13



**MANDATORY LEAVE OF CERTIFICATED ABSENCE BY UNION REQUEST PER ED. CODE 44987**

<u>Name</u>	<u>Assignment/Location</u>	<u>Effective Date</u>
Nancy Hofrock	Teacher, Citrus Continuation High NTE 3 days	01/25/13 04/05/13 05/31/13

**RATIFY ACCEPTANCE OF RESIGNATIONS**

<u>Name</u>	<u>Assignment/Location</u>	<u>Effective Date</u>
Carolyn N. Flora	Teacher, Fontana Middle	12/14/12, end of day
Brando A. Gorlero	Teacher, Henry J. Kaiser High	01/06/13
Crystal M. McMaster	Teacher on Assignment, Academic Intervention Instructional Services/Categorical Programs	12/04/12
Susan M. Morris	Teacher, Wayne Ruble Middle	12/15/12
Vicki J. Pizano	Adult Education Teacher	01/09/13
Brian S. Suggs	CTE/ROP Teacher	12/13/12

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WWu/sv





**QUALIFICATIONS:**

Credentials and Experience:

Must possess a Pupil Personnel Services, Clinical or Rehabilitative Services, Education Specialist or School Nurse Services Credential, or equivalent.  
Must possess or be eligible for a California Administrative Services credential.

Incorporated within one or more of the previously mentioned performance responsibilities, which are essential functions of this job description, are the following essential physical requirements:

Ability to work at a desk, conference table and/or in meetings of various configurations.

Ability to circulate for extended periods of time.

Ability to see for purposes of reading laws and codes, rules and policies, and other printed matter, and observing students.

Ability to communicate so others will be able to clearly understand normal conversation.

Ability to understand speech at normal levels.

REGULAR WORK YEAR: 210 days

Created: 06/06/2012

Revised: 01/23/2013

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Human Resources*

**ITEM TITLE:** Classified Personnel

**BOARD OF EDUCATION MEETING:** 01/23/13

**PROMOTION/ASSIGNMENT CHANGE**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
Norma A. Yauney From: Bilingual Aide Almeria Middle To: Bilingual Aide	11-5 3 hours/203 days 11-5	General- Restricted (SBCP)	01/24/13

**EMPLOYMENT (continued)**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>District (continued)</i></b>			
Wesley Johnson		Various-	Pending Employment
Sub Tutor/Monitor	8-1	(According to	Process for the
Sub Aide	10-1	work assignment)	2012/13 school year
Sub Teacher Aide (SH, SED)	13-1		
	NTE 8 hours/day		
Christopher LeFay		Various-	Pending Employment
Sub Custodian	12-1	(According to	Process for the
	NTE 8 hours/day	work assignment)	2012/13 school year
Nicole Luna-Szuch		General-	Pending Employment
School Site Aide	NTE 6.5 hours/day	Unrestricted	Process for the
(Cypress Elementary)			2012/13 school year
Maria Medina		Various-	Pending Employment
Sub Tutor/Monitor	8-1	(According to	Process for the
Sub Aide	10-1	work assignment)	2012/13 school year
Sub Teacher Aide (SH, SED)	13-1		
	NTE 8 hours/day		
Alicia Pennington		General-	Pending Employment
Sub Kitchen Assistant	10-1	Restricted	Process for the
	NTE 8 hours/day	(Child Nutrition)	2012/13 school year
Regina Sanchez		General-	Pending Employment
School Site Aide	NTE 6.5 hours/day	Unrestricted	Process for the
(Cypress Elementary)			2012/13 school year
<b><i>Instructional Services/Library Services</i></b>			
Brandice D. Mello		General-	Pending Employment
Library Specialist	14-1	Unrestricted/	Process
(Almond Elementary)	8 hours/207 days	Restricted	
		(SBCP)	
Jane L. Ogle		General-	Pending Employment
Library Specialist	14-1	Unrestricted/	Process
(Sequoia Middle)	8 hours/217 days	Restricted	
		(SBCP)	
<b><i>Fontana High</i></b>			
Brett Axelson		General-	01/24/13-06/30/13
Football-Freshman Coach	\$1,041.50 split stipend	Unrestricted	
Anthony Cockrell		General-	01/24/13-06/30/13
Boys Basketball-Asst. Coach	\$2,083.00 stipend	Unrestricted	
Xavier Guevara-Goss		General-	01/24/13-06/30/13
Boys Basketball-Fresh. Coach	\$2,083.00 stipend	Unrestricted	

**EMPLOYMENT (continued)**

**EMPLOYMENT (continued)**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Fontana Middle</i></b>			
Lucero Marin Katlynn Martinez Claudia Rosas Morelos College Tutor	NTE 8 hours/day each NTE 170 hours total each	General- Restricted (SBCP)	Pending Employment Process for 2012/13 school year
<b><i>Sequoia Middle</i></b>			
Lesley A. Williams Teacher Aide (Sp Ed) (For duration of funding)	10-1 5 hours/203 days	General- Restricted (SPED-IDEA)	Pending Employment Process
<b><i>Kathy Binks Elementary</i></b>			
Christina B. Alvarez Teacher Aide (Sp Ed) (For duration of funding)	10-1 5 hours/203 days	General- Restricted (SPED-SDCN)	Pending Employment Process
<b><i>Cypress Elementary</i></b>			
Sandra Acentares Bilingual Aide (For duration of funding)	11-1 6 hours/203 days	General- Restricted (SBCP)	Pending Employment Process
<b><i>Locust Elementary</i></b>			
Jameel K. Askins Teacher Aide (Sp Ed) (For duration of funding)	10-1 5 hours/203 days	General- Restricted (SPED-SDCN)	Pending Employment Process
<b><i>Oak Park Elementary</i></b>			
Melissa A. Amlung Teacher Aide (Sp Ed) (For duration of funding)	10-1 5 hours/203 days	General- Restricted (SPED-IDEA)	Pending Employment Process
<b><i>West Randall Elementary</i></b>			
Sandra P. Cruz Elementary School Secretary I	16-1 8 hours/219 days	General- Unrestricted	Pending Employment Process

**EMPLOYMENT – WORK EXPERIENCE STUDENTS**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>Instructional Services/Special Services</i></b>			
Angelica J. Borja WorkAbility Student-TPP	NTE 8 hours/day NTE 160 hours total	General- Restricted (SPED)	01/24/13-06/30/13
Antonio R. Gonzalez Rigoberto Leon, Jr. Cindy T. Nguyen WorkAbility Student-TPP	NTE 8 hours/day each NTE 80 hours total each	General- Restricted (SPED)	01/24/13-06/30/13



**EMPLOYMENT – WORK EXPERIENCE STUDENTS (continued)**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>(Eric Birch Cont. High)</i></b> Dustin W. Ellis WorkAbility Student	NTE 8 hours/day NTE 40 hours total	General- Restricted (SPED)	01/24/13-06/30/13
<b><i>(Fontana A.B. Miller High)</i></b> Stephanie C. Vaquedano WorkAbility Student	NTE 8 hours/day NTE 40 hours total	General- Restricted (SPED)	01/24/13-06/30/13
<b><i>(Summit High)</i></b> Natalie C. Beltran WorkAbility Student	NTE 8 hours/day NTE 40 hours total	General- Restricted (SPED)	01/24/13-06/30/13

**ADDITIONAL ASSIGNMENTS**

<u>Name District</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
Kristell Aro Castillo	Sub Tutor/Monitor Sub Aide Sub Teacher Aide (SH, SED)	Various- (According to work assignment)	01/24/13-05/24/13
Myra R. Avendano	Sub Tutor/Monitor Sub Aide Sub Teacher Aide (SH, SED)	Various- (According to work assignment)	01/24/13-05/24/13
Melissa M. Carroll	Sub Tutor/Monitor Sub Aide Sub Teacher Aide (SH, SED)	Various- (According to work assignment)	01/24/13-05/24/13
Selena M. Diaz Rosalba Gonzalez Govea Gilbert H. Grunheid	Child Care Provider	Various- (According to work assignment)	01/24/13-06/30/13
Elvira Gonzalez	Child Care Provider	Various- (According to work assignment)	10/01/12-06/30/13
Marlyn L. Gonzalez	Child Care Provider	Various- (According to work assignment)	11/15/12-06/30/13
Ileri Hernandez	Child Care Provider	Various- (According to work assignment)	09/01/12-06/30/13
Lawanda A. Hodges	Sub Associate Teacher/ Early Head Start	Various- (According to work assignment)	01/24/13-06/30/13

**ADDITIONAL ASSIGNMENTS (continued)**

<u>Name</u>	<u>Assignment</u>	<u>Funding</u>	<u>Effective Date</u>
<b><i>District (continued)</i></b>			
Donn A. Peacock	Sub Tutor/Monitor Sub Aide Sub Teacher Aide (SH, SED)	Various- (According to work assignment)	01/24/13-05/24/13
Alisha M. Smith-Guardado	Sub Associate Teacher/ Early Head Start	Various- (According to work assignment)	01/24/13-06/30/13
<b><i>Instructional Services/Early Education</i></b>			
Lawanda A. Hodges Alisha M. Smith-Guardado	Associate Teacher/ Early Head Start (Additional hours to support CCTR Infant/Toddler Program)	General- Restricted (CCTR)	01/24/13-06/30/13
<b><i>Fontana High</i></b>			
Vanessa Castillo	Girls Volleyball-Asst. Coach \$260.30 extra stipend (CIF Playoffs)	General- Unrestricted	11/01/12-11/08/12
Ariana I. De Dios Ivan E. Gaeta Diann Martinez Bravo	College Tutor	General- Restricted (SBCP)	01/07/13-02/28/13
Mario Echeverria Jacqueline Javier Daniel P. Schwarz	College Tutor	General- Restricted (SBCP)	01/07/13-05/24/13
Daniel L. Lopez	College Tutor	General- Restricted (SBCP)	11/01/12-02/28/13
Daniel D. Schwarz	College Tutor	General- Restricted (SBCP)	11/01/12-12/14/12
See list below	College Tutor	General- Restricted (SBCP)	11/01/12-05/24/13
Abraham F. Alvarado Kerry L. Hernandez Julio C. Montiel, Jr.	Shantelle M. Garcia Rudy Miranda, Jr.	Rigoberto S. Guerrero Athena A. Montiel	
<b><i>Jurupa Hills High</i></b>			
Stephanie M. Guzman Sheyla M. Pulido Jonathan A. Scott	College Tutor	General- Restricted (Title I)	01/07/13-02/28/13
Jose Lara	Cross Country-Asst. Coach \$624.90 extra stipend (CIF Playoffs)	General- Unrestricted	11/05/12-11/23/12







**SHORT-TERM ASSIGNMENTS (continued)**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
Martin Gomez Mail Courier Business Services/ Mail Services	13-1 NTE 8 hours/day NTE 240 hours total	General- Unrestricted	11/19/12-06/30/13
Priscilla Heredia Clerk Typist Instructional Services/ Enrollment Center	10-1 NTE 8 hours/day NTE 240 hours total	General- Restricted (Lottery)	01/28/13-03/31/13
Eva M. Molina Clerk Typist Instructional Services/ Enrollment Center	10-1 NTE 8 hours/day NTE 240 hours total	General- Restricted (Lottery)	01/28/13-03/31/13
Astrid A. Ramirez Cabrera Teacher Aide (SH) West Randall Elementary	13-1 NTE 8 hours/day NTE 240 hours total	General- Restricted (SPED-SDCS)	12/12/12-06/30/13
Joseph C. Santos Clerk Typist Instructional Services/ Enrollment Center	10-1 NTE 8 hours/day NTE 240 hours total	General- Restricted (Lottery)	01/28/13-03/31/13
Julie Thounskane Clerk Typist Instructional Services/ Career Technical/ROP	10-1 NTE 8 hours/day NTE 240 hours total	General- Restricted (ROP)	01/24/13-06/30/13

**POSITION CREATIONS**

<u>Name/ Assignment</u>	<u>Range/Step Hours/Work Year</u>	<u>Funding</u>	<u>Effective Date</u>
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**VOLUNTEER LIST - EFFECTIVE 01/24/13-06/30/13**

Last Name	First Name	Location
Aceves	Jennifer	Tokay Elementary
Ahn	Eun	Sierra Lakes Elementary
Alas	Johnny	Hemlock Elementary
Alejo	Geraldine	Mango Elementary
Alvarez	Erika	Virginia Primrose Elementary
Andrade	Gladis	South Tamarind Elementary
Barraza	Vanessa	Virginia Primrose Elementary
Bermudez	Laura	Hemlock Elementary
Bulat	Sarah	Randall Pepper Elementary
Chaidez	Marisol	Southridge Middle School
Contreras	Braulio	Henry Kaiser High School
Coronado	Alma	Date Elementary
Delao	Yvette	Juniper Elementary
Felix Salomon	Jose	Kaiser High School
Gallegos	Laura	Poplar Elementary School
Galvan	Maria	Oak Park Elementary
Garcia	Jessica	South Tamarind Elementary
Gomez	Cindy	Chaparral Elementary
Gonzalez	Luz Elena	Poplar Elementary School
Granados	Maria	Sierra Lakes Elementary
Guevara	Ana	Hemlock Elementary
Hampton	Bradley	Fontana Middle
Hernandez	Maria	Ted J Porter Elementary
Holland	Veronica	Dorothy Grant Elementary
Johnston	Silvana	Canyon Crest Elementary
Juarez	Maria	Virginia Primrose Elementary
Komolafe	Oluwayemisi	Kathy Binks Elementary
Lewis	Cheyne	Virginia Primrose Elementary
Lyles	Gloria	South Tamarind Elementary
Martinez	Stephanie	Live Oak Elementary
Mejia	Mario	AB Miller High School
Mendez	Domaris	Locust Elementary
Mendoza	Piedad	Cypress Elementary
Pichette	Amy	South Tamarind Elementary
Pinell-Hernandez	Lisa	Sierra Lakes Elementary

**VOLUNTEER LIST - EFFECTIVE 01/24/13-06/30/13**

Last Name	First Name	Location
Ramirez	Bernadine	Fontana High School



Receives and processes newly-issued citations.  
Processes new district employees and student assistance identification cards.  
Compiles information and prepares reports.  
Maintains a complete and up-to-date filing system.  
Takes incoming alarm calls and notifies appropriate personnel when emergency repairs are needed.  
Monitors officers' safety.  
Takes written requests from site staff to get into schools to work.  
Perform other duties as assigned.

**QUALIFICATIONS:**

Credentials and Experience:

Equivalent to the completion of the 12th grade.  
Valid First Aid and CPR Certificates ID 0 ~~id~~ and CPR Certificates

Ability to:

- Speak clearly, concisely, and courteously on the radio and to act independently and efficiently under emergency conditions.
- Keep clear and accurate records and radio traffic logs.
- Operate two-way radio.
- Exercise good judgment in a wide variety of situations requiring sound immediate decisions often on an emergency basis in stressful situations.
- Work irregular hours with a minimum of supervision.
- Operate a variety of computer equipment.
- Develop and maintain cooperative relationships with those contacted during the course of work.
- Understand and carry out oral and written directions.
- Maintain a professional manner at all times.
- Compute and compile information and generate reports.

Incorporated within one or more of the previously mentioned performance responsibilities, which are essential functions of this job description, are the following essential physical requirements:

- Ability to work at a desk, chest-high counter and in meetings of various configurations.
- Ability to stand for extended periods.
- Digital dexterity to operate office equipment.
- Ability to read printed matter and computer screens.
- Ability to communicate so others will be able to clearly understand a normal conversation.
- Ability to understand speech at normal levels.
- Ability to bend, twist, stoop, and reach.
- Ability to lift and carry 10 pounds.

**REGULAR WORK YEAR:**                    ~~225 Days~~ 12 months

- Revised:    10/18/99
- Revised:    03/15/01
- Revised:    05/17/01
- Revised:    09/18/08
- Revised:    01/23/13

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Police Services*

**ITEM TITLE:** Contract Increase

**BOARD OF EDUCATION MEETING:** 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

Specialized professional legal services are required to ensure that the District is compliant with Federal, State and local laws and regulations. Currently, the District contracts with the law firm of Jones & Mayer to provide legal services including representation of the District as the police legal advisor to the Police Chief on legal matters arising out of the law enforcement profession and any employment matters arising from the Fontana Unified School District as an employer.

The original contract, which was entered into in July 2012, was not to exceed \$4,000.00. Due to the fact that there is a current employee case in arbitration, it has been necessary to increase the contract by \$23,000.00; new total contract amount not to exceed \$27,000.00.

**FISCAL IMPLICATION:**

\$27,000.00 to be paid out of the General Fund.

**RECOMMENDATION:**

The Superintendent recommends that the Board of Education approve an increase of \$23,000.00 to the contract with the law firm of Jones & Mayer; new contract amount \$27,000.00.

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BPGreen/sls

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Superintendent Office*

**ITEM TITLE:** CSBA Delegate Assembly

**BOARD OF EDUCATION MEETING:**





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**QUALIFICATION:**

- Experience (Classified and accounting, business management, maintenance and new school field.
- Knowledge of fiscal and/or planning and preparation, units
- Demonstrated leadership skills
- Ability to write quickly, succinctly

**EDUCATION AND CREDENTIALS:**

- ◆ Appropriate Administrative Credential
- ◆ Master's Degree
- ◆ Certificate of Completion Academy

**EDUCATION (CLASSIFIED):**

- ◆ Appropriate Administrative Credential
- ◆ Bachelor's Degree
- ◆ Master's Degree
- ◆ Certificate of Completion Academy

**CONDITION OF EMPLOYMENT:**

- Insurability by the District

Incorporated within one or more of the following functions which are essential functions of the position and the requirements:

- Ability to work at a desk, computer, and other office equipment
- Ability to circulate for external relations
- Ability to see for purposes of reading, writing, printed matter, and observation
- Ability to hear and understand
- Ability to communicate orally and in writing

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Superintendent Office*

**ITEM TITLE:** Associate Superintendent of  
Business Services Vacancy

**BOARD OF EDUCATION MEETING:** 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

The Associate Superintendent of Business Services plays a key role in the District. The position is currently vacant. In executive positions such as this, districts can elect to use a search firm to seek out viable candidates.

**FISCAL IMPLICATION:**

Estimated cost: \$15,000.00

**RECOMMENDATION:**

This item is for the Board of Education to consider the option of using an independent firm for the searching, recruitment, and filling of the District's Associate Superintendent of Business Services position.

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COlsen-Binks:cs

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Superintendent Office*

**ITEM TITLE:** Board Member Request

**BOARD OF EDUCATION MEETING:** 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

At the December 12, 2012 Board of Education meeting, Board Member Sophia Green requested an audit of the District's Business Services Division. As such an audit would require substantive resources, the Board is being asked to consider the fiscal and personnel impact of the request upon other District priorities, and provide direction to the Superintendent.

**FISCAL IMPLICATION:**

Undetermined

**RECOMMENDATION:**

This item is for the Board of Education to discuss the parameters in which an audit of the District's Business Services Division would be conducted and the selection process for an auditor if action to conduct such an audit is taken by the Board.

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COlsen-Binks:cs

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Superintendent Office*

**ITEM TITLE:** Board Member Request

**BOARD OF EDUCATION MEETING:** 01/23/13  
Discussion/Action Session

---

**BACKGROUND:**

Board Member Sophia Green has requested an audit of the District's Human Resources Division. As such an audit would require substantive resources, the Board is being asked to consider the fiscal and personnel impact of

FONTANA UNIFIED SCHOOL DISTRICT  
Fontana, California

*Superintendent Office*

**ITEM TITLE:** Board Member Request

**BOARD OF EDUCATION MEETING:** 01/23/13  
Discussion/Action Session

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**BACKGROUND:**

Board Member Sophia Green has requested a review of the process used in the Request for Qualifications for selecting a Supplemental Early Retirement Program services provider. The District conducted the RFO from four vendors known to facilitate SERPs. These four vendors were the only vendors known in the area to facilitate this work. All four vendors contacted by the Business Services Division submitted responses prior to the established deadline. Business Services reviewed the proposals as soon as they were all received and sent notification to the vendors of who they had selected. The experience and compensation rates were examined, and the Business Services Division determined that Keenan and Associates was the least expensive vendor with equal experience in providing a SERP. The selection was based on this information.

**FISCAL IMPLICATION:**

Undetermined

**RECOMMENDATION:**

This item is for the Board of Education to