

Ontario-Montclair School District
Regular Meeting of the Board of Trustees

AGENDA

Thursday, February 20, 2025

Central Language Academy
415 East G Street
Ontario, CA 91764

Closed Session: 5:30 PM
Open Session: 6:00 PM



Mission Statement

The Ontario-Montclair School District (OMSD) is committed to providing a world-class education to all students in safe, respectful, culturally responsive, and welcoming environments that value and empower students, staff, and families to be successful in a dynamic global society by cultivating college, career, and community partnerships.

Misión

El Distrito Escolar de Ontario-Montclair (OMSD) se compromete a brindarle a nuestros estudiantes una educación de clase mundial en un ambiente escolar seguro, respetuoso, de competencia cultural y acogedor que valoren y empoderen a los estudiantes, al personal y las familias para que tengan éxito en una sociedad global dinámica y cultiven alianzas con las universidades, en su profesión y con la comunidad.

Board of Trustees:

Sonia Alvarado
Kristen Brake
Sarah S. Galvez
Flora Martinez
Elvia M. Rivas



Ontario-Montclair School District

Board of Trustees

Elvia M. Rivas - President

Sonia Alvarado - Vice President

Kristen Brake - Clerk

Sarah S. Galvez - Member

Flora Martinez - Member

Board Secretary

Superintendent

Dr. James Q. Hammond

Cabinet

Dr. Hector Macias, Deputy Superintendent, Human Resources

Robert F. Gallagher, Assistant Superintendent, Learning & Teaching

Phil Hillman, Chief Business Official, Business Services

Dr. Alana Hughes-Hunter, Assistant Superintendent, SELPA & Equity

Irma Sanchez, Executive Assistant to the Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

BOARD MEETING NOTICE

We are pleased you can be with us at this meeting, and we hope you will return. Your visit assures us of continuing community and parent interest in our schools and our students.

This agenda and its extensive background materials are available to all schools and departments in the school district, as well as representatives of the teachers' and classified organizations. A limited number of copies of the agenda will be available at the board meeting and the agenda can be accessed on the District's web page at www.omsd.net, Board of Trustees link.

Members of the Board of Trustees of this district are locally elected officials, who serve a four-year term of office and are responsible for the educational programs of the community from grades kindergarten through eight. Board members are required to conduct programs of the schools in accordance with the State of California Constitution, the State Education Code and other laws enacted by the State Legislature relating to schools, and policies and procedures, which this Board adopts.

The Board is a policy-making body, elected by Trustee Areas¹. Administration of the District is delegated to a professional administrative staff headed by the Superintendent.

Each member of the Board has an opportunity to review the agenda and its extensive background materials for at least three days preceding the meeting. Before the board meeting, board members typically follow up with administration for clarification on any items in question. This procedure enables the Board to act on agenda items more effectively.

WHAT TO DO IF YOU WISH TO ADDRESS THE BOARD OF TRUSTEES

The Board President, or designee, will invite persons to speak concerning any items on the agenda or other District matters not on the agenda. This is not meant to be a debating period. Complaints and problems related to District policy will be referred to the Superintendent.

1. Comments from Visitors

**Yellow
speaker slip
to be turned
in before
Recognitions/
Presentations**

Any person who desires to be heard by the Board may complete a yellow speaker form (available on the board materials table located at entrance to the meeting, available at the podium, or available from the Executive Assistant to the Superintendent).

To be acknowledged correctly and/or identified in the minutes, it is helpful that the speaker states and/or spells their name before addressing the Board. The Board President will call for comments from the floor for any person wishing to speak to any item **not** on the agenda. The president will call for comments regarding items **on** the agenda at the time the item is being heard. A person addressing the Board on an agenda item shall confine their remarks exclusively to that agenda item.

The audience will not be permitted to participate in the legislative deliberations of the Board about the agenda item.

Per Brown Act requirements, the Board may respond briefly to public comments but cannot take board action on anything not on the agenda.

¹Candidates for the District's Board of Education will need to reside within a specific geographic area of the District called a "Trustee Area" and candidates will be elected only by the voters of that Trustee Area.

ONTARIO-MONTCLAIR SCHOOL DISTRICT BOARD MEETING NOTICE

2. Accessibility, Special Accommodation

Individuals requiring special accommodations or modifications, including, but not limited to, any disabilities, including an American Sign Language interpreter, auxiliary aids and services, accessible seating, or documentation in accessible formats, should contact the superintendent's office, at (909) 418-6445, as soon as possible, and if at all possible, **at least two days before** the meeting date.

All individual comments shall **be limited to five minutes**, unless this time limit is waived by action of the Board. The maximum time the Board will hear comments on the same subject shall be **20 minutes**, unless such time limit is waived by action of the Board. In order to ensure non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

The Board encourages proponents on the same subject to determine in advance their principal speakers and the speakers will be afforded first consideration in expending the 20-minute total allocation to the same subject. The Board also encourages all speakers whenever possible, (a) to be direct and concise, (b) to avoid repetition of statements made earlier by fellow proponents on the same subject, and, (c) to place views in writing for the Board and/or Superintendent. If questions are to be submitted to the Board and/or Superintendent, such questions should be in writing. The Superintendent, if requested by the Board, shall provide written responses to such questions in a reasonable timeline.

If the same concerns from the same person(s) have been addressed at previous Board Meetings, with no updated information provided, the Board may lessen amount of time allowed for comments.

Speakers are encouraged to make their remarks in a courteous manner that is respectful of all members of the education community and of the District's goal of supporting student achievement.

Conduct that willfully interrupts the meeting, so as to render the orderly conduct of the meeting unfeasible, may result in the Board ordering the removal of the individual willfully interrupting the meeting.

The Board will not act on a complaint presented by a speaker at the same meeting during the public comment. A copy of the District's formal complaint procedures and complaint forms will be made available upon request and is available on the District's website.

NOTICE: The public is provided an opportunity for comments before the board adjourns to closed session. State law authorizes closed sessions for discussion and action on matters of District business, including individual employee and student matters, negotiations, litigation, and other matters specified by law. Closed session is not open to the public. Action taken in closed session is reported in the open session that follows, unless otherwise required by law. Please contact the Superintendent's Office at 909-418-6445, if you have any questions.

The District hereby certifies that a public accessible copy of the agenda was posted at the Briggs Education Center, located at 950 West "D" Street, Ontario, California 91762, not less than 72 hours prior to a regular meeting, or at least 24 hours prior to a special meeting.

Public records related to the public session agenda and distributed to the Board of Trustees no less than 72 hours before a regular meeting, may be inspected by the public at the Briggs Education Center, 950 West D Street, Ontario, CA 91762, during the regular business hours of 8:00 to 4:30 p.m.

Additionally, Per Board Bylaw 9324, the District may tape, film, or broadcast any open Board Meeting. If available, a duplicate of the recording of this meeting may be found on our District website. Please contact the Superintendent's Office at (909) 418-6445, if questions.

DISTRITO ESCOLAR DE ONTARIO-MONTCLAIR

AVISO DE LA MESA DIRECTIVA

Nos complace que pueda acompañarnos en esta junta, y esperamos que regrese con frecuencia. Su visita nos asegura el interés persistente de la comunidad y de los padres en nuestras escuelas y nuestros estudiantes.

Esta orden del día y sus materiales de contexto extensivos están al alcance de todas las escuelas y departamentos en el distrito escolar, así como también para representantes de maestros, directores, y organizaciones clasificadas. Una cantidad limitada de copias del orden del día estará disponible en la junta de la mesa directiva y el índice del orden del día puede encontrarlo en las páginas del distrito del Internet en www.omsd.net, que es la dirección de la Mesa Directiva.

Los miembros de la mesa directiva de este distrito son oficiales elegidos y locales, quienes ocupan este puesto por cuatro años y son responsables por los programas educativos de la comunidad desde kindergarten hasta octavo grado. Los miembros de la mesa directiva tienen que conducir programas de las escuelas conforme a la Constitución del Estado de California, el Código de educación del estado y otras leyes instituidas por la Legislatura del estado relacionadas a las escuelas, y normas y procedimientos que adopte esta Mesa directiva.

La Mesa Directiva es una entidad local que utiliza el método de "Área de Fideicomisarios"¹. La administración del distrito es delegada a empleados profesionales administrativos dirigidos por el superintendente del distrito.

Cada uno de los miembros de la mesa directiva tiene oportunidad de repasar el orden del día y sus materiales de contexto extensivos por lo menos con tres días de anticipación de la junta. Antes de la junta de la mesa directiva, los miembros de la misma típicamente dan seguimiento con la administración en caso de que necesiten aclaración en cualquiera de los artículos en cuestión.

QUÉ HACER SI DESEA DIRIGIRSE A LA MESA DIRECTIVA

El presidente de la mesa directiva, o su designado, invitará personas para que hablen con respecto a cualquier artículo indicado en el orden del día o de otros asuntos del distrito que no estén en el orden del día. Esto no significa que este sea un período de debate. Quejas y problemas relacionados a las normas del distrito serán referidas al superintendente.

1. Comentarios de los visitantes

**La hoja amarilla
para dirigirse a la
mesa directiva
debe ser
entregada antes
de los
Reconocimientos/
Presentaciones**

Cualquier persona que desee ser escuchada por la mesa directiva puede completar un formulario amarillo (estará en la mesa de materiales de la mesa directiva localizada a la entrada de la junta, en el estrado, o con la asistente ejecutiva del superintendente.)

Para ser reconocido correctamente o ser identificado, o ambos en el acta, es necesario que el interlocutor diga y deletree su nombre antes de dirigirse a la mesa directiva.

El presidente preguntará si hay comentarios de la audiencia o de cualquier persona que desee hablar sobre cualquier asunto que **no** esté en el orden del día. El presidente preguntará si hay comentarios con respecto a los asuntos que **están** en el orden del día cuando este está siendo escuchado. La persona que se dirige a la mesa directiva sobre un asunto en el orden del día deberá limitar sus comentarios exclusivamente a ese asunto del orden del día.

La audiencia no tiene permitido participar en las deliberaciones legislativas de la mesa directiva sobre el asunto en el orden del día.

Conforme a los requisitos de la Ley Brown, la mesa directiva puede responder brevemente a los comentarios del público y en la junta no se puede tomar ninguna medida en ningún asunto que no esté en el orden del día.

¹Significa que los miembros de la mesa directiva deben tendrán que residir dentro de un área geográfica específica del Distrito llamada "Área de Fideicomisarios" y los candidatos serán elegidos sólo por los votantes de esa Área fideicomisaria.

DISTRITO ESCOLAR DE ONTARIO-MONTCLAIR

AVISO DE LA MESA DIRECTIVA

2. Accesibilidad, Acomodación especial

Los individuos que requieren acomodaciones o modificaciones especiales, incluyendo, pero no limitadas a, cualquier incapacidad, incluyendo intérprete de lenguaje Americano por señas, aparatos auxiliares y servicios, asiento accesible, o documentación en modelo accesible debe comunicarse con la oficina del superintendente, al (909) 418-6445, o su designado tan pronto sea posible, y si es posible, **por lo menos dos días antes** de la fecha de la junta. **Si necesita traducción en cualquier asunto del Orden del día puede comunicarse con los respectivos departamentos o con la oficina del Superintendente.**

Todos los comentarios individuales deberán **ser limitados a cinco minutos**, a menos que este límite de tiempo sea revocado por acción de la mesa directiva. El tiempo máximo que la directiva escuchará comentarios sobre el mismo asunto será de **20 minutos**, a menos que dicho límite de tiempo sea revocado por acción de la mesa directiva. La mesa directiva sugiere que los proponentes sobre el mismo asunto determinen por anticipado a sus interlocutores principales y a estos se les considerará primero para que expongan en 20 minutos el mismo asunto. Para garantizar que las personas que no hablan inglés tengan la misma oportunidad de dirigirse directamente a la Mesa Directiva, cualquier miembro del público que utilice un traductor deberá ser proporcionado por lo menos doble el tiempo asignado para dirigirse a la Mesa Directiva, a menos que se use el equipo de traducción simultánea para permitir que la Mesa Directiva pueda escuchar el testimonio público traducido simultáneamente (Código de Gobierno 54954.3). La directiva también sugiere a todos los interlocutores, siempre que sea posible, (a) que sean directos y breves, (b) eviten repetición de las declaraciones hechas anteriormente por sus compañeros partidarios sobre el mismo asunto, y (c) redactar por escrito sus puntos de vista para la directiva o superintendente. Si desean hacer preguntas a la directiva o superintendente, dichas preguntas deben ser por escrito. El superintendente, si se lo pide la mesa directiva, deberá dar respuesta a dichas preguntas dentro de plazo de tiempo razonable.

Si el mismo asunto de la misma persona(s) ha sido planteado en juntas anteriores de la directiva, sin que hayan dado información al día, la directiva puede disminuir el tiempo permitido para comentarios.

Se recomienda que los interlocutores hagan sus comentarios de una manera corté que sea respetuosa a todos los miembros de la comunidad educativa y de la meta del distrito de apoyar el progreso de los estudiantes.

La conducta que intencionalmente interrumpe la junta, para que esta no se pueda llevar a cabo de manera ordenada, puede tener como consecuencia que la mesa directiva ordene la expulsión del individuo que a propósito interrumpe la junta.

La directiva no tomará ninguna medida sobre una queja presentada por un interlocutor en la misma junta durante el período de comentarios del público. Una copia de los procedimientos formales para presentar quejas y los formularios se les darán cuando los pidan.

AVISO: Al público se le da la oportunidad de hacer comentarios antes de que la directiva se retire para deliberar en sesión cerrada. La ley estatal autoriza sesiones cerradas para deliberar, tomar medidas sobre asuntos del distrito, incluyendo empleados individuales y asuntos de estudiantes, negociaciones, litigación y otros asuntos especificados por la ley. La sesión cerrada no está abierta al público. Las medidas tomadas en sesión cerrada son divulgadas en la sesión abierta que sigue, a menos que sea requerido por la ley. Por favor comuníquese con la oficina del superintendente al 909-418-6445, si tiene preguntas.

El distrito por este medio declara que una copia accesible al público del orden del día fue anunciada en el Centro de educación Briggs, localizado en el 950 West "D" Street, Ontario, California 91762, no menos de 72 horas antes de una junta regular, o por lo menos con 24 horas antes de una junta especial.

Registros públicos relacionados al orden del día de la sesión publica y que fueron distribuidos a la Mesa directiva menos de 72 horas antes de una junta regular pueden ser inspeccionados por el público en el Centro de Educación Briggs, 950 West D Street, Ontario, CA 91762, durante horas hábiles de 8:00 a 4:30 p.m.

Según el Estatuto 9324 de la Meza Directiva, el Distrito puede grabar, filmar o transmitir cualquier reunión abierta de la Mesa Directiva. Se puede encontrar un duplicado de esta grabación de la reunión en nuestro sitio web del Distrito. Por favor, comuníquese con la Oficina del Superintendente al (909) 418-6445, si tiene preguntas.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, February 20, 2025

Meeting Location: Central Language Academy • 415 East G Street, Ontario, California 91764

A G E N D A

For assistance with clarification or language translation of a specific Board Meeting agenda item, you may contact the Superintendent's Office at (909) 418-6445.

As a courtesy, please silence your cell phones and other electronic devices while the meeting is in session.

Accessibility-Special Accommodation

Individuals requiring special accommodations or modifications, including, but not limited to, any disabilities, including an American Sign Language interpreter, auxiliary aids and services, accessible seating, or documentation in accessible formats, should **contact the Superintendent's Office, at (909) 418-6445**, as soon as possible, but **at least two days before** the meeting date.

Per Board Bylaw 9324, the District may tape, film, or broadcast any open Board Meeting. A copy of the recording of this meeting may be found on our District website. Please contact the Superintendent's Office at (909) 418-6445, if you have any questions.

A. PUBLIC MEETING – 5:30 PM CALL TO ORDER

BOARD OF TRUSTEES

_____ **Mrs. Alvarado**

_____ **Mrs. Brake**

_____ **Ms. Galvez**

_____ **Mrs. Martinez**

_____ **Ms. Rivas**

COMMENTS FROM THE PUBLIC

CLOSED SESSION

Moved _____ Seconded _____ Vote _____

SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

The following are the items for discussion and consideration at the Closed Session of the Meeting for the Board of Trustees:

1. Personnel Actions

- a. Public Employee Discipline/Dismissal/Release: Pursuant to Government Code Section 54957
 - Two (2) Cases

2. Conference with Legal Counsel

- a. Anticipated Litigation: *Pursuant to Government Code Section 54956.9(d)(2):*
 - One (1) Case

3. Negotiations/Public Employee Evaluations

- a. Conference with Labor Negotiator: *Pursuant to Government Code Section 54957.6*
Agency Negotiator: Hector Macias, Deputy Superintendent, Human Resources
Employee Organizations: OMTA and CSEA Chapter # 108

ADJOURNMENT OF CLOSED SESSION

B. RECONVENE TO OPEN SESSION – 6:00 PM

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ADOPTION OF AGENDA

Moved _____ Seconded _____ Vote _____
SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

E. RECOGNITIONS/PRESENTATIONS: NONE

F. PUBLIC COMMENTS BY ATTENDEES (BB 9323.b 5): THIS IS INCLUSIVE OF OMTA, CSEA, PARENT GROUPS, INDIVIDUAL STAFF, STUDENTS, FAMILIES, BUSINESS PARTNERS, PUBLIC AGENCIES, NON-PROFIT GROUPS, AND OTHER MEMBERS OF THE PUBLIC.

The Board values and encourages members of the public to make public comments during its meetings. All individual comments shall be limited to five (5) minutes with a maximum time of 20 minutes per topic of discussion, unless the time limits are waived by action of the Board.

In order to ensure non-English speakers, receive the same opportunity to address the Board, any member of the public who: NONE utilizes a translator, shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously.

Please remember that comments on items not listed on the agenda cannot be responded to during the meeting, but Board Members carefully listen to those comments and those comments often become part of the discussion of future Board meetings.

Speakers are encouraged to make their remarks in a courteous manner that is respectful of all members of the education community and of the District's goal of supporting student achievement.

1. Comments or questions from visitors on **District matters not on the agenda or agenda matters** items will be heard at this time.

G. CONSENT CALENDAR

(Warrant Register and contracts are included in the agenda and are provided under separate cover.)

Moved _____ Seconded _____ Vote _____
SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

a. Superintendent's Office

- a1. Thursday, February 6, 2025, Regular Meeting Minutes of the Board of Trustees:
Approval (Ref. a 1.1-6)

b. Business Service

- b1. Acceptance of Warrant Registers AP 2425-0220: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b2. Purchase Orders 454533 – 454708: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b3. Purchasing and Contracts Report (PCR) 2425-10: **Approval** (Ref. b 3.1-4)
- b4. Acceptance of Gifts/Donations Report: GDR 2425-09: **Approval** (Ref. b 4.1-2)

c. **Human Resources**

- c1. Certificated Personnel Recommendations Report #CERT2425-0220: **Approval**
(Ref. c 1.1-3)
- c2. Classified Personnel Recommendations Report #CLA2425-0220: **Approval**
(Ref. c 2.1-4)
- c3. Adoption of Resolution 2024-25-84, Recognizing April 21-25, 2025 as National
Public School Volunteer Week: **Approval** (Ref. c 3.1-2)
- c4. Revised Substitute Pay Rate, Effective March 1, 2025: **Approval** (Ref. c 4.1-2)
- c5. Revised Job Description for Central Kitchen Manager: **Approval** (Ref. c 5.1-5)
- c6. Revised Job Description for Program and Operations Manager – Food & Nutrition
Services: **Approval** (Ref. c 6.1-6)

d. **Learning & Teaching:** None

e. **SELPA:** None

H. **DISCUSSION/ACTION/PUBLIC HEARING**

Human Resources

- H1. Adoption of Resolution 2024-25-85, Notification of Classified Layoffs:
Approval (Ref. H 1.1-7)

Moved _____ Seconded _____ Vote _____

SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

Human Resources

Public Hearing Opened _____ **Public Hearing Closed** _____

- H2. Public Hearing regarding the Ontario-Montclair Teachers Association
Recommended Proposal for Negotiations of the 2025 – 2028 Successor
Agreement with the Ontario-Montclair School District: **Public Hearing**
(Ref. H 2.1-2)

Human Resources

Public Hearing Opened _____ **Public Hearing Closed** _____

- H3. Public Hearing regarding the Ontario-Montclair School District Recommended
Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the
Ontario-Montclair Teachers Association: **Public Hearing** (Ref. H 3.1-2)

Human Resources

- H4. Adoption of Ontario-Montclair School District Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association: **Approval** (Ref. H 4.1-2)

Moved _____ Seconded _____ Vote _____

SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

Human Resources

- H5. Adoption of Resolution 2024-25-86, Allowing Legal Provisions Authorizing Staff to Teach Local Assignments for the 2024 – 2025 School Year: **Approval** (Ref. H 5.1-3)

Moved _____ Seconded _____ Vote _____

SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

I. CALL OUT OF CLOSED SESSION ACTIONS

J. COMMENTS AND RECOMMENDATIONS BY BOARD OF TRUSTEES

K. COMMENTS AND REPORT BY SUPERINTENDENT

L. INFORMATION/ANNOUNCEMENTS

- L1. Annual Update of the Ontario-Montclair School District Transportation Plan: **Information** (Ref. L 1.1-10)

- L2. Future Agenda Items

(Request for Board consideration must be submitted in writing and meet the criteria as indicated in Board Bylaw 9322)

- L3. Next Regular Board Meeting:

March 13, 2025 at 6:00 PM (Open Session)*

Central Language Academy - 415 East G Street, Ontario, CA 91764

Time and location may change. *Please refer to the posted Agenda or visit our District website, 72-hours prior to the Board Meeting.

M. ADJOURNMENT

Moved _____ Seconded _____ Vote _____

SA: _____ KB: _____ SG: _____ FM: _____ ER: _____

Time: _____

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Presentations/Recognitions

Presentations/Recognitions:

NONE

Consent Calendar

(a) Superintendent's Office

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Minutes of the February 6, 2025, Regular Meeting of the Board of Trustees

REQUESTED ACTION

Approve the Minutes of the February 6, 2025, Regular Meeting of the Board of Trustees.

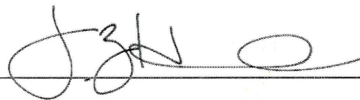
BACKGROUND INFORMATION

The Board of Trustees recognizes that maintaining accurate minutes of Board meetings provides a record of Board actions for use by District staff and the public. Accurate minutes also help foster public trust that Board actions are occurring in public in accordance with law.

Board Bylaw 9122 states that the Board of Trustees shall appoint the Superintendent to serve as Secretary to the Board. The Secretary to the Board shall be responsible for maintaining an accurate and complete record of all Board proceedings.

As Secretary to the Board of Trustees, the Superintendent presents the minutes of the Regular Meeting of the Board of Trustees held on February 6, 2025.

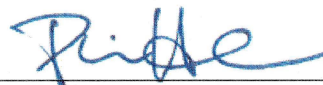
Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

None.

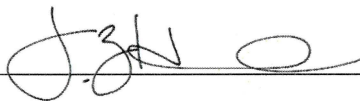
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Minutes of the Regular Meeting of the Board of Trustees held on February 6, 2025.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

REGULAR BOARD OF TRUSTEES MEETING

Thursday, February 6, 2025
MINUTES

A. CALL TO ORDER

The regular Board meeting of the Ontario-Montclair School District Board of Trustees was called to order at 5:30 PM by President Elvia M. Rivas.

ROLL CALL

Trustees Present: Elvia M. Rivas, President; Sonia Alvarado, Vice President; Kristen “Kris” Brake, Clerk; and Trustee Flora Martinez. Trustee Sarah S. Galvez was late.

Administrators Present: Dr. James Q. Hammond, Superintendent; Robert F. Gallagher, Assistant Superintendent (Learning & Teaching); Phil Hillman, Chief Business Official (Business Services); Dr. Alana Hughes-Hunter, Assistant Superintendent (SELPA & Equity); Dr. Hector Macias, Deputy Superintendent (Human Resources) and Irma Sanchez, Executive Assistant to the Superintendent.

COMMENTS ON CLOSED SESSION ITEMS

No comments made.

ADJOURNED TO CLOSED SESSION

On a motion by Trustee Brake, seconded by Trustee Martinez, the Board entered into Closed Session at 5:30 PM by unanimous vote of 4-0-0 by the Board of Trustees. Trustee Galvez arrived at 5:33 PM.

B. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:03 PM.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

Pledge of Allegiance was led by Giovanni Alvarado, Cub Scout Pack 601.

D. ADOPTION OF AGENDA

Upon a motion by Trustee Brake and seconded by Trustee Martinez, the Board of Trustees **APPROVED, Adoption of Agenda**, by unanimous vote of 5-0-0 by the Board of Trustees.

E. RECOGNITIONS/PRESENTATIONS: NONE.

F. PUBLIC COMMENTS BY ATTENDEES (BB 9323.b 5) THIS IS INCLUSIVE OF OMTA, CSEA, PARENT GROUPS, INDIVIDUAL STAFF, STUDENTS, FAMILIES, BUSINESS PARTNERS, PUBLIC AGENCIES, NON-PROFIT GROUPS, AND OTHER MEMBERS OF THE PUBLIC:

Regina Delfin read a speech by Angelica Munoz, a Special Education Teacher at Serrano Middle School. Ms. Munoz shared her experiences from her first-year teaching in a middle school setting, particularly in a self-contained classroom for students with extensive support needs. She highlighted a special project that concluded Hispanic Heritage Month, featuring a Folclórico dancer who performed and discussed Hispanic culture with her students. The event, which decorated the auditorium with

(Ref. a 1.2)

papel picado, was attended by 30 students and received positive feedback, resonating strongly with her students.

Roxanna Gracia identified herself as the District Director for Assemblymember Michelle Rodriguez and also served as a field representative. Ms. Gracia expressed her commitment to representing Ontario and Montclair and acting as a liaison to OMSD. Ms. Gracia mentioned that her office provides constituent services such as case management for EDD and DMV. Ms. Gracia invited the community to Assemblywoman Rodriguez's swearing-in ceremony on Saturday, February 8, 2025, at 2:00 PM at the Chino Office. Ms. Gracia encouraged the audience to contact her for assistance via phone or email.

G. CONSENT/INFORMATION CALENDAR

On a motion by Trustee Alvarado, seconded by Trustee Galvez, the Board of Trustees **APPROVED, Consent/Information**, by unanimous vote of 5-0-0 by the Board of Trustees.

a. Superintendent's Office

APPROVED, Agenda Item a1, Thursday, January 23, 2025, Regular Meeting Minutes of the Board of Trustees;

b. Business Services

APPROVED, Agenda Item b1, Acceptance of Warrant Registers AP 2425-0206 (*Additional Supporting Information was Available Under Separate Cover*);

APPROVED, Agenda Item b2, Purchase Orders 454312-454532 (*Additional Supporting Information was Available Under Separate Cover*);

APPROVED, Agenda Item b3, Purchasing and Contracts Report (PCR) 2425-09;

APPROVED, Agenda Item b4, Acceptance of Gifts/Donations Report: GDR 2425-08;

APPROVED, Agenda Item b5, Budget Adjustments – December 2024;

APPROVED, Agenda Item b6, 2025 Comprehensive School Safety Plans for 33 Ontario-Montclair School District School Sites (*Additional Supporting Information was Available Under Separate Cover*);

APPROVED, Agenda Item b7, Adoption of Resolution 2024-25-80, Authorizing the Ontario-Montclair School District to File Application(s) for State Allocation Board – Administered Programs;

APPROVED, Agenda Item b8, Adoption of Resolution 2024-25-81, Authorizing the Ontario-Montclair School District to File Application(s) for State Allocation Board – Administered Facility Hardship and/or Facility Hardship Seismic Mitigation Program(s);

APPROVED, Agenda Item b9, Rejection of Liability Claim 2024-25-031;

APPROVED, Agenda Item b10, Rejection of Liability Claim 2024-25-033;

c. Human Resources:

APPROVED, Agenda Item c1, Certificated Personnel Recommendations Report #CERT2425-0206;

APPROVED, Agenda Item c2, Classified Personnel Recommendations Report #CLA2425-0206;

d. Learning & Teaching:

APPROVED, Agenda Item d1, Adoption of Resolution 2024-25-82, Recognizing March 21, 2025 as World Poetry Day;

APPROVED, Agenda Item d2, Adoption of Resolution 2024-25-83, Recognizing the Month of March 2025 as Arts Education Month;

APPROVED, Agenda Item d3, Ontario-Montclair School District – Sponsored Travel/Conference/Business for Non-District Employees TCB2425-04;

e. SELPA: NONE.

H. DISCUSSION/ACTION/PUBLIC HEARING:

Human Resources

Upon a motion by Trustee Brake and seconded by Trustee Martinez, the Board of Trustees **APPROVED, Agenda Item H1,** Tentative Agreement between the Ontario-Montclair School District and the Ontario-Montclair Professional Therapist Association Amending the Master Agreement at the Conclusion of the 2024 – 2025 Negotiations, Including a One-Time Off Schedule Stipend, by unanimous vote of 5-0-0, by the Board of Trustees.

Human Resources

Upon a motion by Trustee Alvarado and seconded by Trustee Brake, the Board of Trustees **APPROVED, Agenda Item H2,** Tentative Agreement between the Ontario-Montclair School District and the California School Employees Association and its Chapter #108, Amending the Master Agreement at the Conclusion of the 2024 – 2025 Negotiations, Including a One-Time Off Schedule Stipend, by unanimous vote of 5-0-0, by the Board of Trustees.

I. CALL OUT OF CLOSED SESSION ACTIONS

Dr. Hector Macias, Deputy Superintendent, Human Resources reported the following action from Closed Session: On a motion by Trustee Galvez and a second by Trustee Alvarado, a vote of 5-0-0, the Board of Trustees voted to notify 125 certificated temporary employees, of release from District employment, at the close of 2024-2025 school year, pursuant to Education Code section 44954(b), prior to March 15, 2025.

J. BOARD OF TRUSTEES COMMENTS AND RECOMMENDATIONS

Trustee Sarah S. Galvez welcomed the Scouts of America and read a quote from Theodore Roosevelt that centers her to the present and is a good quote to remember, “Do what you can, with what you have, where you are”. Trustee Galvez closed her comments by reminding the audience to find something they can do and take a deep breath.

Trustee Sonia Alvarado thanked Scouts Pack 601 for their attendance and shared her son is part of the pack. Trustee Alvarado shared the scouts will learn about her community and getting involved, which is important for our leaders to be proactive and understand how things are approved as well as speak for others that can't. Trustee Alvarado shared many events are happening across the District and thanked all Classified Support and Certificated Staff for their dedication and ongoing efforts in making these events happen across the District.

Trustee Martinez shared she was under the weather and thanked everyone for their attendance and to take their vitamins and eat their vegetables to stay healthy.

Trustee Kristen "Kris" Brake welcomed the Scouts of America for their attendance and hoped they learned something new. Trustee Brake commended the ELOP program in OMSD where they were honored again for the CSBA Golden Bell Award at a County-level recognition. Trustee Brake shared she is proud of Alec Hobbs and his team for their ongoing efforts in making the program a success and it was a wonderful evening. Trustee Brake shared the 17th Annual District Spelling Bee was amazing because the students were talented in spelling such complex words in front of a large audience. Trustee Brake commended all Principals and Support staff for supporting their students. Trustee Brake congratulated the Lehigh student for achieving first place in the District Spelling Bee.

Trustee Elvia M. Rivas thanked all OMSD Classified Support, Certificated Staff, Community partners and families who signed up their students in the ELOP programs. Trustee Rivas shared there are over 1,600 clubs across the District and it was an honor to go and receive accolades on behalf of the District. Trustee Rivas also shared the Board had an opportunity to go to the Annual Parent Leadership Summit at Oaks Middle School and it was a joy to see parents there to get the resources to best support their students. Trustee Rivas shared it was nice speaking to the parents and thanked the staff for hosting the event. Trustee Rivas thanked the Scouting pack for being in attendance and looked forward to speaking to them.

K. SUPERINTENDENT'S COMMENTS

Superintendent Dr. James Q. Hammond expressed gratitude to the Ontario Police Officers and OMSD Campus Safety Officers for their presence and their effective partnership in ensuring safety.

Superintendent Dr. Hammond praised Irma Sanchez and the Communications Team for their excellent collaboration with local media partners. He noted that major outlets such as KTLA and NBC were at Hawthorne Elementary School to cover the San Bernardino County's oral hygiene program "Little Teeth, Big Responsibilities," which educates preschool students on the importance of oral hygiene.

Superintendent Dr. Hammond shared that the Health & Wellness Department led by Mr. Gallagher and his designee Ms. Cara Molina, will be collaborating with the City of Montclair. They will host "Beef to Besties, Turning Conflict into Connection" on Tuesday, February 11, 2025, from 4:30 PM to 5:30 PM, where pizza will be provided for attendees.

Superintendent Dr. Hammond also welcomed Pack 601, highlighting them as future leaders of the Inland Empire. He emphasized the importance of community involvement and representation, advising the young scouts to take this opportunity to absorb knowledge and learn extensively as they will have five great leaders to speak to after the meeting.

L. INFORMATION/ANNOUNCEMENTS

- L1. Local Control Accountability Plan (LCAP) Mid-Year Update *(Additional Supporting Information was Available Under Separate Cover)*;
- L2. Ontario-Montclair Teachers Association Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair School District;
- L3. Ontario-Montclair School District Recommended Proposal for Negotiations of the 2025-2028 Successor Agreement with the Ontario-Montclair Teachers Association;
- L4. Schools and District Offices will be closed on February 10, 2025 and February 17, 2025 in observance of the Lincoln’s Birthday Holiday and President’s Day Holiday, respectively;
- L5. Future Agenda Items
(Request for Board consideration must be submitted in writing and meet the criteria as indicated in Board Bylaw 9322);
- L6. Next Regular Board Meeting:
February 20, 2025 at 6:00 PM (Open Session)
Central Language Academy - 415 East G Street, Ontario, CA 91764
Time and location may change.
*Please refer to the posted Agenda or visit our District website,
72-hours prior to the Board Meeting

M. ADJOURNMENT

On a motion from Trustee Brake and a second by Trustee Galvez, the Board Meeting adjourned at 6:23 PM, by unanimous vote of 5-0-0 by the Board of Trustees.

ONTARIO-MONTCLAIR SCHOOL DISTRICT BOARD OF TRUSTEES

Kristen “Kris” Brake, Board Clerk

James Q. Hammond, Ed.D, Superintendent/Board Secretary

BOARD APPROVED: _____

Minutes respectfully submitted by: Irma Sanchez, Executive Assistant to the Superintendent.

Consent Calendar

(b) Business Services

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Purchasing and Contracts Report (PCR 2425-10)**

REQUESTED ACTION

Approve the contracts listed in the Purchasing and Contracts Report (PCR 2425-10).

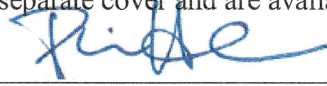
BACKGROUND INFORMATION

In accordance with Government Code 53060 and Education Codes 35160 and 17604, contracts must be approved by the Board of Trustees.

District staff routinely review existing contracts and bring those that need renewing to the Board for consideration.

The proposed contracts are included in the agenda under separate cover and are available for review.

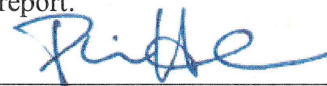
Prepared by: Phil Hillman, Chief Business Official _____



FINANCIAL IMPLICATIONS

The fiscal impact and funding source(s) are delineated in the report.

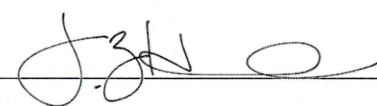
Reviewed by: Phil Hillman, Chief Business Official _____



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the contracts listed in the Purchasing and Contracts Report (PCR 2425-10).

Approved by: James Q. Hammond, Superintendent _____



Purchasing and Contracts Report (PCR 2425-10)

February 20, 2025

The following contracts are included in the February 20, 2025 agenda and are available under separate cover:

1. Notice of Completion for Contract C-234-365 with **CONVERGEONE, INC.**, for the purchase of E-Rate Category 2: Network Core Switch Replacement. At a final cost of \$2,301,099.50 of which the District's portion final cost is \$913,406.10. [Originator: Purchasing/Fund: Erate/General]
2. Contract C-245-246 with **WEST SHIELD ADOLESCENT SERVICES** to provide specialized transportation services to students in special education programs per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed rates on rate sheet. [Originator: OMSD SELPA/Fund: SELPA]
3. Rescind of award of bid and Contract C-245-360, Project AG72 with **AMAZING ELECTRIC INC., dba AE TECHNIC INC**, for the Howard Elementary School Relocatable Classroom Bldg. Project, reject all bids and authorize rebid. [Originator: Purchasing]
4. Award of Bid and Contract C-245-362, Project AG79 with **INCOTECHNIC INC**, for the Elderberry Relocatable Classroom Bldg., Shade Structure, Playground and Asphalt Project. Effective February 20, 2025 through July 31, 2025. Total cost not to exceed \$1,305,000. [Originator: Purchasing/Fund: General]
5. Contract C-245-431 with **RIZE CREDIT UNION** to provide financial literacy workshops for OMSD parents. Effective December 17, 2024 through December 31, 2028. At no cost to the District. [Originator: OMSD SELPA]
6. Contract C-245-449 with **SPARKLE WHERE OUR VOICES SHINE INC.**, to provide specialized assessments and/or services in the area of speech and language to students in special education programs per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed rates on rate sheet. [Originator: OMSD SELPA/Fund: SELPA]
7. Contract C-245-451 with **ONE ON ONE LEARNING** to provide students at St. George School with small group tutoring in math and ELA per the recommendation of designated staff. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed \$5,000. [Originator: Fiscal Services/Fund: Title I]
8. Contract C-245-458 with **INTERNATIONAL BACCALAUREATE ORGANIZATION** to provide 2.5 days of staff training for Arroyo, Bon View, and Hawthorne elementary schools. Effective January 25, 2025 through June 30, 2025. Total cost not to exceed \$8,000. [Originator: Business Services/Fund: General]
9. Contract C-245-460 with **BUILDING BLOCK ENTERTAINMENT, INC.**, to provide an assembly focusing on anti-bullying at Central Language Academy. Effective February 6, 2025 through June 30, 2025. Total cost not to exceed \$2,000. [Originator: Business Services/Fund: Donations]
10. Contract C-245-461 with **MAD SCIENCE OF CENTRAL LOS ANGELES** to provide fire and ice assemblies for students at Moreno Elementary School in support of the science curriculum. Effective February 22, 2025 through June 30, 2025. Total cost not to exceed \$1,200. [Originator: Business Services/Fund: General]
11. Contract C-245-465 with **CANYON STATE ACADEMY** to provide specialized academic instruction and services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed rates listed on rate sheet. [Originator: OMSD SELPA/Fund: SELPA]

Purchasing and Contracts Report (PCR 2425-10)

February 20, 2025

12. Contract C-245-466 with **CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE** to accept funding for California Farm to School Incubator Grant Program to increase procurement of California sourced items for school meals and create educational opportunities for students, providing a link between the classroom and cafeteria. This project will allow students at all grade levels to learn about food sources and the positive effect fresh foods have on overall health and wellbeing. Effective January 1, 2025 through December 31, 2026. Grant in the amount of \$273,660. [Originator: Food & Nutrition Services/Fund: Cafeteria]
13. Contract C-245-467 with **FREEDOM WRITERS FOUNDATION** for keynote speaker for the Parent Leadership Conference that will be held on May 2, 2025, at the DoubleTree Hotel. Consultant will also lead a 50-minute breakout session with attendees. Effective May 2, 2025. Total cost not to exceed \$6,000. [Originator: OMSD SELPA/Fund: SELPA]
14. Contract C-245-470 with **LAMAR** for digital bulletin advertising the District's Mandarin program. Effective March 31, 2025 through June 1, 2025. Total cost not to exceed \$8,000. [Originator: Learning & Teaching/Fund: General]
15. Contract C-245-471 with **PANORAMA EDUCATION** to establish a screener in support of student engagement and strategies and provide professional development for staff, including tutorials. Effective July 1, 2025 through June 30, 2028. Total cost not to exceed \$600,000. [Originator: Learning & Teaching/Fund: General]
16. Contract C-245-473 with **OAK GROVE INSTITUTE FOUNDATION, INC.**, to provide specialized academic instruction and services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of the designated staff. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed amounts on rate sheet. [Originator: OMSD SELPA/Fund: SELPA]
17. Contract C-245-474 with **CALIFORNIA BAPTIST UNIVERSITY** to facilitate social work practice training with respect to Bachelor of Social Work students from CBU involved in a "Field Internship" experience agreement with the Practicum Provider. Effective July 1, 2025 through June 30, 2028. At no cost to the District. [Originator: Human Resources]
18. Contract C-245-475 with **CURRICULUM ASSOCIATES, LLC** to continue the use of ELLevation software and online training at the District in support of English Learners. Effective May 1, 2025 through June 30, 2025. Total cost not to exceed \$24,000. [Originator: Learning & Teaching/Fund: Restricted]
19. Contract C-245-476 with **CURRICULUM ASSOCIATES, LLC** to continue the use of ELLevation software and online training at the District in support of English Learners. Effective July 1, 2025 through June 30, 2027. Total cost not to exceed \$279,000. [Originator: Learning & Teaching/Fund: Restricted]
20. Contract C-245-477 with **806 TECHNOLOGIES** to provide licenses for subscription to store federal compliance documentation in support of Title I programs. Effective July 1, 2025 through June 30, 2026. Total cost not to exceed \$21,000. [Originator: Learning & Teaching/Fund: General Restricted]
21. Contract C-245-478 with **AVIDEX INDUSTRIES LLC** to replace screen at De Anza Middle School WAT Center. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed \$8,900. [Originator: Information Services/Fund: General]
22. Contract C-245-479 with **AVIDEX INDUSTRIES LLC** for upgrades to the Linda Vista MPR microphone/sound audio. Effective February 1, 2025 through June 30, 2025. Total cost not to exceed \$13,000. [Originator: Information Services/Fund: General]

Purchasing and Contracts Report (PCR 2425-10)

February 20, 2025

23. Contract C-245-480 with **BEAR COMMUNICATIONS, INC. dba BEARCOM** for lease of equipment. Effective January 25, 2025 through June 30, 2025. Total cost not to exceed \$4,894. [Originator: Facilities Planning & Operations/Fund: General]
24. Correction to Contract C-245-380 with **DISCOVERY CUBE ORANGE COUNTY** to provide World of Motion field trip for Edison Academy students. The educational activities are aligned with and support the science curriculum. Correction is to the effective date. Effective on February 5, 2025. Total cost not to exceed \$1,287. [Originator: Business Services/Fund: Donations]
25. Amendment M1 to Contract C-245-373 with **GONZALEZ PARTY & EVENT RENTALS, INC., dba 909 JUMPERS AND PARTY RENTALS** for the rental of inflatable games. Amendment is to cost, services, and funding source. Inflatables will also be provided for Bon View Elementary School. Amendment not to exceed \$1,400 for a revised total cost not to exceed \$3,400. [Originator: Business Services/Fund: Donations/General]
26. Amendment M2 to Contract C-234-420E with **BAM! BRAINS AND MOTION EDUCATION** for Expanded Learning Clubs and Activities. Amendment to cost. Amendment amount not to exceed \$40,000 for a revised total cost not to exceed \$90,000. Effective July 1, 2024 through June 30, 2025. All other properties of agreement remain unchanged. [Originator: Learning & Teaching/Fund: ELOP]

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Acceptance of Gifts/Donations (GDR 2425-09)

REQUESTED ACTION

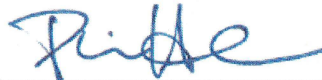
Approve the Acceptance of Gifts/Donations (GDR 2425-09) to benefit and provide additional resources for District schools and/or programs.

BACKGROUND INFORMATION

In accordance with Board Policy/Administrative Regulation 3290, donations valued at \$200 or more made to the District by individuals and organizations are presented to the Board of Trustees for approval. Subject to the Board's acceptance, the Board President shall send a letter of appreciation to the group and/or individual.

The gifts listed in Exhibit A will benefit and provide additional resources for District schools and/or programs.

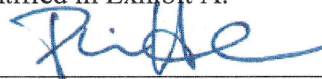
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

All monetary/items donated become District property and at the Superintendent or designee's discretion, may be used at a particular site. The fiscal impact is identified in Exhibit A.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Acceptance of Gifts/Donations (GDR 2425-09).

Approved by: James Q. Hammond, Superintendent

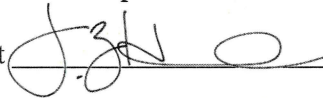


Exhibit A

ACCEPTANCE OF GIFTS/DONATIONS

Submitted to the Board of Trustees for Approval on February 20, 2025

Name of Donor	School/Department	Designated Use	Monetary/Items Donated
Buena Vista Family & Friends PTO	Buena Vista Arts-integrated School	Library Books	18 – Miscellaneous Library Books Value \$359.12
Ontario-Montclair Schools Foundation	Central Language Academy	Attendance Incentives	\$1,000

(Ref. b 4.2)

*For non-monetary items estimated values are provided by the donors.

Consent Calendar

(c) Human Resources

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Certificated Personnel Recommendations Report #CERT2425-0220**

REQUESTED ACTION

Approve Certificated Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Raquel Horigan	SPED Teacher/Berlyn	02/07/2025

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, TITLE CHANGE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
None.		

REHIRES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
None.		

CERTIFICATED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
None.		

REQUESTS FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Steffany Davis	Psychologist/Briggs-SPED Extended Medical Leave	01/28/2025-02/11/2025
Steffany Davis	Psychologist/Briggs-SPED FMLA Leave	02/12/2025-03/11/2025

(Ref. c 1.1)

Certificated Personnel Recommendations Report #CERT2425-0220
February 20, 2025

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Nila Delise	Teacher/Vineyard Extended Medical Leave	02/04/2025-03/09/2025
Amy Lai	Speech Language Pathologist/Briggs-SPED Extended Medical Leave	02/16/2025-03/07/2025
Adrianna Melgoza	Principal/Sultana Extended Medical Leave	01/24/2025-02/10/2025
Robin Neiuber	Teacher/Vista Grande Extended Medical Leave	01/31/2025-02/09/2025
Selina Ortega	Teacher/Berlyn Medical Leave	01/21/2025-02/03/2025
Laura Salazar	Teacher/Kingsley Medical Leave	02/13/2025-03/21/2025
Carmela Laforga Swartz	Speech Language Pathologist/SPED Extended Medical Leave	01/29/2025-02/05/2025

REVISED APPROVED LEAVE OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>APPROVED DATES</u>	<u>REVISED DATES</u>
None.			

VARIABLE TERM WAIVER

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
None.		

RETIREMENT, RESIGNATION, RELEASE AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Amanda Aguado	SPED Teacher/Haynes	05/23/2025
Ainaria AmirAli	SPED Teacher/Sultana	05/23/2025
Marla Bailey	Teacher/Vista Grande	05/23/2025
Burton Blaze	SPED Teacher/Howard	05/23/2025
Savannah Castillo	Teacher/Berlyn	01/31/2025
Stephanie Li	Teacher on Assignment/Central	05/23/2025

Certificated Personnel Recommendations Report #CERT2425-0220
February 20, 2025

RETIREMENT, RESIGNATION, RELEASE AND TERMINATION (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Marley Ortega	Outreach Consultant/Lehigh	06/30/2025
John Robinson	Teacher/Oaks	05/23/2025
Hao Wang	Teacher/Montera	05/25/2025

**REPORT OF ACTION TAKEN BY THE BOARD OF TRUSTEES IN CLOSED SESSION ON
FEBRUARY 6, 2025:**

Position Title: Certificated Temporary Employees

Action Taken: On a motion by Trustee Galvez, a second by Trustee Alvarado, and a vote of 5 to 0, the Board of Trustees voted to notify 125 certificated temporary employees of release from District employment, at the close of 2024 – 2025 school year, pursuant to Education Code 44954(b), prior to March 15, 2025.

Prepared by: Hector Macias, Deputy Superintendent, Human Resources

Reviewed by: Phil Hillman, Chief Business Official

Approved by: James Q. Hammond, Superintendent

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Classified Personnel Recommendations Report #CLA2425-0220

REQUESTED ACTION

Approve Classified Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Angela Aguayo	Food Service Asst. II/Oaks	02/18/2025
Vivian Barillas	Bus Driver/Transportation	02/11/2025
Charis Bassi	IA-Learning Needs/Howard	02/18/2025
Briana Duran	Proctor/Arroyo	01/29/2025
Virginia Jimenez	Proctor/Corona	02/11/2025
Leslie Martinez-Dominguez	PE Asst./Briggs-L&T	02/11/2025
Judy McGlover	Proctor/Howard	01/27/2025
Andy Orosco	Utility Maintenance Worker/Briggs-Operations	02/11/2025
Karla Pulido	LVN/Health & Wellness	02/18/2025
Karen Ramirez	Proctor/Howard	01/27/2025
Melody Sanchez	PE Asst./Briggs-L&T	01/29/2025
Alondra Santana	Proctor/Arroyo	01/28/2025
Rosaria Schiro	Clinical Supervisor/Health & Wellness	03/31/2025
Julianne Solevilla	Instructional Asst./Arroyo	02/03/2025
Jenni Talkington	IA-Learning Needs/Ramona	02/11/2025
Crystal Tapia	LVN/Health & Wellness	02/11/2025
Brenda Vasquez	IA-Learning Needs/Briggs-SPED	02/11/2025
Elena Vega	IA-Learning Needs/Mariposa	02/04/2025
Tiffany Vo	Certified Occupational Therapist Asst./Briggs-SPED	02/12/2025

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, TITLE CHANGE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Brenda Aguirre	Fiscal Service Technician/Briggs-Payroll to Human Resources Technician/Briggs-HR	02/14/2025
Ivette Arroyo	Human Resources Assistant/Briggs-HR to Human Resources Technician/Briggs-HR	02/07/2025
Elyssa Cuellar	IA-Behavior Intervention/Monte Vista to Special Needs Program Asst./Moreno	02/11/2025
Autumn Flowers	Custodian/Lincoln to 39 Mont-List	02/08/2025
Pauline Hasselbrook	Bus Driver/Transportation 6.75 hours to 7.75 hours	01/27/2025

Classified Personnel Recommendations Report #CLA2425-0220

February 20, 2025

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, TITLE CHANGE (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Miriam Quates-Jackson	Instructional Asst./Euclid to IA-Learning Needs/Lehigh	02/03/2025
Esmeralda Quintero Loya	School Administrative Asst. I/Bon View to Executive Asst./Briggs-IS	02/11/2025
Monica Sanchez Ramirez	Bus Driver/Transportation 6 hours to 7 hours	02/03/2025

CLASSIFIED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Sylvia De La Fuente	Substitute Custodian	01/27/2025
Laura Rodriguez Diaz	Substitute Food Service Asst.	02/11/2025
Marisela Garcia	Substitute LVN	01/28/2025
Kirsten Jones	Substitute Instructional Asst./IA-Learning Needs/ PE Asst.	01/30/2025
Ella McCusker	Substitute AVID Tutor	01/30/2025
Julene Ochoa	Substitute School Office Asst.	02/04/2025
Christian Portillo	Substitute PE Asst.	01/17/2025
Ahtziry Quintero-Garcia	Substitute Classified Trainer	02/07/2025
Arul Mozhi Raman	Substitute Early Childhood Education/IA-Preschool/ IA-Learning Needs/Special Needs Program	01/28/2025
Crystal Rivera	Substitute Proctor	02/04/2025

REHIRE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
None.		

SHORT TERM ASSIGNMENT CLASSIFIED PERMANENT EMPLOYEES AND SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Gina Bustos	IA-Learning Needs/Wiltsey	02/03/2025-05/22/2025
Cynthia Rosales	IA-Learning Needs/Sultana	02/18/2025-05/22/2025
Kenya Serrano	IA-Learning Needs/Bon View	01/06/2025-03/31/2025

REQUESTS FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Mayra Aguilera	Proctor/Mariposa Medical Leave	01/21/2025-04/01/2025

Classified Personnel Recommendations Report #CLA2425-0220
February 20, 2025

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Serina Alex	Student Mentor & Campus Asst./Howard FMLA Leave	03/10/2025-03/21/2025
Jose Arista Carvajal	Custodian/Serrano and Arroyo FMLA Leave	02/03/2025-04/25/2025
Evelyn Barrios	Instructional Asst./Euclid Medical Leave	03/06/2025-03/23/2025
Natalie Corona	Lead Food Service Asst. III/Food & Nutrition Medical Leave	01/24/2025-07/10/2025
Renee De La Garza	Bus Driver/Transportation Medical Leave	01/27/2025-02/24/2025
Stephannie Garza	Program & Operations Manager/Food & Nutrition Services Medical Leave	02/07/2025-03/05/2025
Tiffany Gonzalez	LVN/Wiltsey Medical Leave	01/07/2025-03/05/2025
Amber Helm	Special Needs Program Asst./Serrano Medical Leave	02/03/2025-02/17/2025
Grace Hernandez	Bus Driver/Transportation Extended Medical Leave	01/31/2025-03/02/2025
Monique Orozco	Proctor/Monte Vista Extended Medical Leave	01/28/2025-03/01/2025
Marieloisa Pateno	Certificated Occupational Therapist Asst./Briggs-SPED Medical Leave	01/06/2025-03/12/2025
Pilar Rodriguez	School Office Asst. I/Corona Extended Medical Leave	02/01/2025-02/17/2025
Eleanor Sanchez	Proctor/Del Norte Extended Medical Leave	01/27/2025-03/08/2025
Jocelyne Sanchez	Special Needs Program Asst./Sultana Medical Leave	01/12/2025-02/08/2025
Adrian Santillan	Instructional Asst./Lehigh Unpaid Leave (Thursdays only)	02/04/2025-05/09/2025
Brittaney Smith	Special Needs Program Asst./Moreno Extended Medical Leave	02/04/2025-02/19/2025

Classified Personnel Recommendations Report #CLA2425-0220

February 20, 2025

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Shanna Taylor	Bus Driver/Transportation Medical Leave	01/29/2025-02/14/2025
Angela Valderrama	LVN/Health & Wellness Medical Leave	02/01/2025-05/22/2025
Elsa Vallejo	Behavior Intervention Asst./EL Camino Unpaid Leave	02/05/2025-02/14/2025

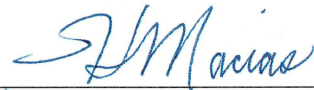
REVISED APPROVED LEAVE OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>APPROVED DATES</u>	<u>REVISED DATES</u>
None.			

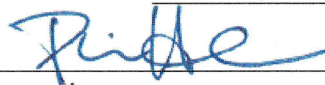
RETIREMENT, RESIGNATION, PROBATIONARY RELEASE, LAYOFF AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Brigitte Meda Arellano	Early Childhood Education Asst./Howard	01/31/2025
Cynthia Contreras	IA-Learning Needs/Haynes	02/05/2025
Nadia Gutierrez Martinez	Bus Driver/Transportation	01/22/2025
Yareli Garcia Medina	Bus Driver/Transportation	02/08/2025
Carmen Palacios	Food Service Asst. I/Lehigh	02/11/2025
Lisa Stadler	Lead Food Service Asst. II/Oaks	01/10/2025
Sydney Stewart	Behavior Intervention Asst./El Camino	02/07/2025
Roberto Villanueva	Bus Driver/Transportation	01/23/2025

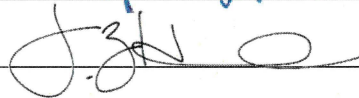
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



Reviewed by: Phil Hillman, Chief Business Official



Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Adoption of Resolution 2024-25-84, Recognizing April 21-25, 2025 as National Public School Volunteer Week

REQUESTED ACTION

Approve the adoption of Resolution 2024-25-84, Recognizing April 21-25, 2025 as National Public School Volunteer Week.

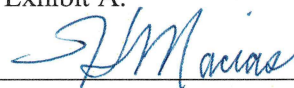
BACKGROUND INFORMATION

National Volunteer Week was established in 1974 by the United States government. Today, it's organized by Point of Light, the world's largest organization dedicated to inspire, equip and mobilize more people to use their time, talent, voice and resources to create positive change in their respective communities. Community-based organizations across the county celebrate National Volunteer Week as a way to recognize "The positive power of volunteers to tackle society's greatest challenges."

National Volunteer Week is an opportunity for us to recognize the positive impact volunteer have made in our organization, recognize how they help build stronger communities and highlight the significant factor that volunteers play in student success. Volunteers have become an integral part of school campuses, handling countless responsibilities from assisting students in classroom and libraries to mentoring young students who need positive role models. Public School Volunteer Week is held annually during the third week of April and as such we selected April 21-25, 2025 as National Public School Volunteer Week.

Ontario-Montclair School District celebrates the role that school volunteers play in our schools and with our students throughout the school year, but especially during National Public School Volunteer Week through the adopting of Resolution 2024-25-84 which is included as Exhibit A.

Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2024-25-84, Recognizing April 21-25, 2025 as National Public School Volunteer Week.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

RESOLUTION 2024-25-84

RECOGNIZING APRIL 21-25, 2025 AS SCHOOL VOLUNTEER WEEK

WHEREAS, “National Public School Volunteer Week” offers the opportunity to recognize and to thank public school volunteers who contribute unselfishly to the success of Ontario-Montclair School District students, teaching and support staff and the goals of public education; and

WHEREAS, parental and community involvement is a significant factor in the quality of our schools and the success of our students; and

WHEREAS, we appreciate the dedicated volunteers who assist educators and give their time, encouragement and talent to students and support staff; and

WHEREAS, volunteers reflect the highest values of our society and become role models for students by demonstrating an interest in education; and

WHEREAS, volunteers are called upon to assist teachers and staff with the day-to-day activities, handling countless responsibilities involved in providing a balanced education for our students and are an important part of a team that strives to ensure that each and every one of our students succeeds; and

WHEREAS, volunteers prepare students for tomorrow’s world by supporting the goals of this observance and collaborate with parents, schools and community to work together to show the youth that the greater community cares about their welfare and supports them in their efforts to grow and become hard-working, thoughtful and responsible young adults.

NOW, THEREFORE, be it resolved, that the Ontario-Montclair School District Board of Trustees recognizes the week of April 21-25, 2025, as “National Public School Volunteer Week” and encourages ours schools to celebrate school volunteers.

PASSED AND ADOPTED this 20th day of February 2025, by the Board of Trustees, Ontario-Montclair School District, County of San Bernardino, California.

Attest:



Elvia M. Rivas, President
Board of Trustees

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Revised Substitute Pay Rate, Effective March 1, 2025

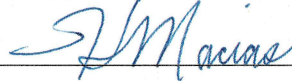
REQUESTED ACTION

Approve the Revised Substitute Pay Rate, Effective March 1, 2025.

BACKGROUND INFORMATION

The District's current Substitute Pay Schedule was primarily edited to reflect the current compensation provided to substitute employees that serve in the various classifications. The Substitute Pay Schedule is attached as Exhibit A and reflects the following modifications to the Certificated Substitute Pay Schedule: Range I: revised "*Certificated Position*"; revised *Substitute Teacher-Afterschool/Summer rate at \$32.59 per hour*. This change is intended to strengthen and support the summer programs by offering a competitive hourly wage. In making this adjustment, the District aims to attract and retain qualified substitute teachers who can step into key roles to maintain high-quality instruction and student support throughout the summer.

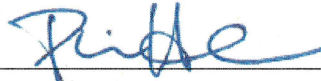
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

The estimated cost of adjusting the summer school substitute pay rate to align with the afterschool rate is approximately \$29,192.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Revised Substitute Pay Rate, Effective March 1, 2025.

Approved by: James Q. Hammond, Superintendent

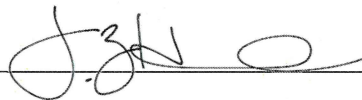


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

SUBSTITUTE PAY SCHEDULE

Effective: March 1, 2025

Board Approved :

CLASSIFIED SUBSTITUTES	
Range I	\$18.50 per hour
AVID Tutor	
Range II	Step I per diem
Classified Administrator/Confidential Employee	
Range III	Position Range Step A hourly
Classified Position	
CERTIFICATED SUBSTITUTES	
Range I:	
Certificated Position 1-20 days absent	\$180.00 per diem
Preschool Permit Teacher 1-20 days absent	\$26.66 per hour
Substitute Teacher-Afterschool/Summer rate	\$32.59 per hour
Range II: Long Term Substitute and Residential Substitute Teacher	
Certificated Position 21+ days absent (Retro to day 1)	\$220.00 per diem
Residential Substitute Teacher	\$220.00 per diem
Preschool Permit Teacher 21+ days absent (Retro to day 1)	\$32.59 per hour
Loyalty incentive to be paid every 50 days worked (all substitute teachers), Upwards of three times per academic year	\$1,500 stipend
Range III:	
Certificated Administrator	\$440.00 per diem
Range IV:	
Resident Teacher (Claremont Graduate University Partnership earned annually)	\$35,000 Stipend
Note: Each such participant is solely responsible for all tax consequences of accepting the incentive.	

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Revised Job Description for Central Kitchen Manager**

REQUESTED ACTION

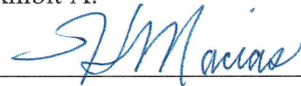
Approve the Revised Job Description for Central Kitchen Manager.

BACKGROUND INFORMATION

Revisions to the current Central Kitchen Manager job description are necessary to align with the essential duties they perform. Specifically, how they plan, organize, integrate and evaluate the work assigned to staff to ensure the department of Food & Nutrition continue to meet their mission and performance measures. The revisions made to the education, training and experience will maintain the expectation of highly qualified leaders, while establishing pathways for internal and external promotions of candidates who have performed and excelled in the site and central kitchen duties.

The revised job description for Central Kitchen Manager, is attached as Exhibit A.


Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

The annual salary range for the revised job description for the Central Kitchen Manager position is \$94,164 to \$114,597 for 260 days, reflecting no annual increase to salary and benefits.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board Approve the Revised Job Description for Central Kitchen Manager.

Approved by: James Q. Hammond, Superintendent

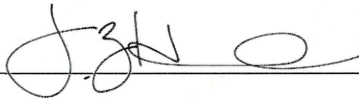


Exhibit A

Ontario–Montclair School District

CLASS SPECIFICATION

Central Kitchen Manager

GENERAL PURPOSE

Under general direction, oversees and manages the operations of the District's central production kitchen in support of the District's school site meal and auxiliary service programs; plans, organizes and directs food ordering, receiving, storage, preparation and distribution; oversees the department's warehouse and delivery operations; monitors food production, safety and sanitation to ensure compliance with District, federal and state regulations and policies; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This single incumbent class is responsible for managing, supervising, planning and overseeing the operations and staff of the District's central production kitchen and department warehouse. The incumbent is responsible for ensuring the efficient and effective receipt, storage, preparation and delivery of food to school sites, including monitoring and enforcing applicable federal and state health, safety, sanitation and dietary regulations and guidelines. The incumbent is also responsible for ordering raw materials, food items, supplies and equipment for the department and overseeing the inventory and maintenance of District food, supplies and equipment in the department's warehouse. The incumbent is expected to exercise considerable discretion in carrying out responsibilities independently to ensure that meals and snacks are available in the correct quantities and at the required times at school sites to meet student nutrition requirements, while maintaining staff awareness of nutritional, health and safety issues.

Central Kitchen Manager is distinguished from Program and Operations Manager, Food & Nutrition Services in that an incumbent in the former class is responsible for overseeing and managing the operations of the central kitchen and warehouse.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Plans, organizes, controls, integrates and evaluates the work of the assigned section; develops, implements and monitors work plans to achieve department/site mission, goals and performance measures; directs the development of and monitors performance against the annual department/site budget; manages and directs the development, implementation and evaluation of work programs, plans, processes, systems and procedures to achieve District goals, objectives and performance measures consistent with the District's quality and service expectations.
2. Plans, organizes, directs and evaluates the performance of assigned staff; establishes performance requirements and personal development targets; regularly monitors performance and provides coaching for performance improvement and development; takes disciplinary action, up to and including termination, to address performance deficiencies, in accordance with federal, state and local laws and regulations and District classified human resources policies and labor contract agreements.

3. Provides leadership and works with staff to develop and retain highly competent, service-oriented staff through selection, training and day-to-day management practices that support the District's objectives and service expectations; provides leadership and participates in programs and activities that promote a positive employee relations environment.
4. Plans, manages, coordinates, monitors and oversees the operations of the central production kitchen and all of its various sections, including catering, bakery, cook-chill, ingredients, packaging and the test kitchen;
monitors food quality, safety and sanitation; implements and ensures compliance with all health, safety and sanitation policies, procedures and regulations; participates in menu planning activities and recipe and product development
5. Ensures proper utilization and operation of professional large-scale cooking equipment; monitors and administers proper maintenance programs for kitchen equipment; manages equipment repair and replacement activities.
6. Projects needs and places orders for raw materials, food items, supplies and equipment; places emergency orders, add-ons and cancellations as needed.
7. Manages, coordinates and oversees warehouse operations, including delivery, maintenance and custodial staff and activities; oversees and participates in calculating, recording and maintaining inventory; oversees and participates in the conduct of physical inventories by warehouse staff; analyzes, evaluates and resolves shortage, surplus and other logistical problems and complaints from site leads, administrators, faculty, employees and the public.
8. Oversees the District's catering operations; supervises the organization and coordination of catering events to District offices and school sites; ensures appropriate billings to departments.

OTHER DUTIES

1. Attends District and department meetings; prepares and drafts reports as needed.

QUALIFICATIONS

Knowledge of:

1. Methods of quantity food preparation, service and storage, including safe and proper temperature of heated foods and price and portion controls.
2. Federal and state health and safety regulations as they apply to food storage, preparation and service.
3. Federal and state regulations governing child nutrition programs such as USDA donated food usage, free and reduced meal programs for needy students and competitive sales.
4. Principles and practices of inventory management as they apply to food service operations.
5. Principles and practices of purchasing in a public agency and District rules, policies and procedures applicable to the purchase of food commodities, products and supplies.
6. Methods and procedures for efficient staff utilization including time and motion studies and work scheduling.

7. Methods and practices of sanitary food handling and storage.
8. Methods of proper operation and maintenance of commercial grade kitchen and packaging equipment.
9. Safety practices and procedures applicable to a production kitchen.
10. Principles and practices of effective management and supervision.
11. District classified human resources policies and procedures and labor contract provisions.

Ability to:

1. Plan, organize, manage and evaluate the operations of a large food production kitchen, including bakery, cook-chill and packaging for storage and distribution to school sites, and supporting warehouse and test kitchen functions.
2. Ensure that student meal requirements are met at all school sites and respond quickly and efficiently in emergency situations where student needs may not be met.
3. Analyze food service and production kitchen operations and issues, evaluate alternatives and recommend or implement changes to improve cost effectiveness, efficiency and/or service quality.
4. Develop and implement inventory levels and reordering procedures to optimize the cost effectiveness of food storage and purchasing processes.
5. Establish and enforce sound work procedures and quality controls.
6. Operate a computer using word processing, spreadsheet and other business software.
7. Instruct others in the safe and efficient operation of standard kitchen machines and equipment.
8. Maintain records, compile and verify data and prepare reports.
9. Communicate clearly and effectively, orally and in writing.
10. Use tact, discretion and courtesy in dealing with sensitive situations and individuals.
11. Establish and maintain effective working relationships with District and nutrition staff and supervisors, administrators, faculty and others encountered in the course of work.

Education, Training and Experience:

Graduation from high school or G.E.D. equivalent; and at least five years of progressively responsible institutional kitchen experience, at least two of which were in a supervisory or lead capacity. Experience in a public education agency is preferred.

Licenses; Certificates; Special Requirements:

A current and valid American National Standards Institute Certified Food Safety Management certification.

A valid California Class C driver's license, a good driving record and the ability to maintain insurability under the District's vehicle insurance policy.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this class, an employee is regularly required to stand, sit, talk or hear, in person and by telephone; distinguish equipment signal warnings and operating equipment sounds; use hands to finger, handle, feel or operate large-scale kitchen equipment, tools and standard office equipment; and reach with hands and arms. An employee occasionally stoops, kneels, bends, crouches, crawls, climbs or balances. The employee is frequently required to lift up to 50 pounds.

Specific vision abilities required by this job include close vision, distance and peripheral vision, depth perception, the ability to distinguish basic colors and shades and the ability to adjust focus.

Mental Demands

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information and documents; analyze and solve problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with District and nutrition staff and supervisors, administrators, faculty, parents, students and others encountered in the course of work.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

An employee works in a large kitchen facility, and the noise level can occasionally be loud. The employee is exposed to wet and humid conditions, extreme heat and cold, airborne particles and fumes, toxic or caustic chemicals and the risk of electrical shock. The employee works around mechanical equipment, may be required to climb ladder and walks on surfaces that may be slippery.

Board Approved:

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Revised Job Description for Program and Operations Manager-Food & Nutrition Services**

REQUESTED ACTION

Approve the Revised Job Description for Program and Operations Manager-Food & Nutrition Services.

BACKGROUND INFORMATION

Revisions to the Program and Operations Manager-Food & Nutrition Services job description are proposed to better reflect the essential duties and responsibilities of the role. These updates clarify how the position is responsible for the District-wide food service and nutrition programs and operations, developing and monitoring work schedules and production standards, ensuring that the Food and Nutrition Services department consistently meets its mission and performance measures.

Additionally, updates to the education, training, and experience qualifications are designed to uphold the expectation of highly qualified leadership while creating clear pathways for internal and external candidates who have demonstrated excellence in site and central kitchen roles. These revisions aim to support career advancement opportunities and attract strong, capable leaders to further enhance the department's success.

The revised job description for Program and Operations Manager-Food & Nutrition Services, is attached as Exhibit A.

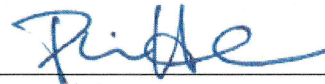
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

The annual salary range for the revised job description for the Program and Operations Manager-Food & Nutrition Services position is \$94,164 to \$114,597 for 260 days, reflecting no annual increase to salary and benefits.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Revised Job Description for Program and Operations Manager-Food & Nutrition Services.

Approved by: James Q. Hammond, Superintendent

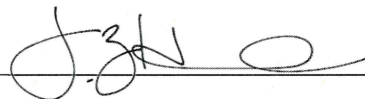


Exhibit A

Ontario–Montclair School District

CLASS SPECIFICATION

Program & Operations Manager, Food & Nutrition Services

GENERAL PURPOSE

Under the general direction, directly responsible for planning, organizing, coordinating, supervising and evaluating the district wide school site operations to include all middle schools and elementary schools and to provide leadership and support to the Central Kitchen manager and Catering program; plans, organizes and implements operational procedures designed to ensure an efficient and cost effective operation; monitors, reviews, trains, and evaluates the performance of assigned food service personnel; assures compliance with federal, state, local and District laws, regulations, policies and procedures related to the food service program; insures that the work of the site Leads is carried out in the Lead's absence; and any other related functions as directed.

DISTINGUISHING CHARACTERISTICS

The position requires supervisory skills and leadership abilities. Additionally, must be able to plan, schedule and coordinate the work of food service site personnel of all class titles. This position is responsible for assisting with the management of the day-to-day activities and operations of Food and Nutrition Services.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Plan, organize, coordinate, and supervise the District-wide food service and nutrition programs and operations; develop and review work schedules and production standards.
2. Assure compliance with federal, state, local and District laws, regulations, policies and procedures related to the USDA food programs (i.e. National School Lunch and Breakfast program, and At-Risk Afterschool Supper Program, etc.)
3. Supervise and evaluate the performance of assigned staff; interview and select employees; recommend transfer, reassignment, termination and disciplinary action.
4. Plan, develop, coordinate, and arrange for appropriate training of food service personnel.
5. Analyze financial reports and cost effectiveness of program.

6. Communicate with food service staff, school administrators, site personnel, and parents, to implement improvements and changes and respond to issues and concerns related to food preparation, service, menus, facilities and equipment.
7. Provide support for the purchase and acquisition of food service equipment, supplies, commodities, and associated products.
8. Prepare communications to sites staff, parents, students, and vendors.
9. Prepare a variety of related reports, such as individual site files and inventory, site visitation reports, menu planning worksheets, nutritional analysis, and others; analyze and review reports from food service staff and assure accuracy.
10. Plan, coordinate and participate in food service catering and special functions events including luncheons, dinners, banquets, etc.
11. Recommend and assist in the development and implementation of department goals and objectives. Implement policies and procedures. Stay current with changes in federal, state and local policies and regulations.
12. Plans and participates in Nutrition Advisory Councils or similar student meetings to gain input on acceptable student menu items.
13. Provide technical assistance and training in basic food service activities such as food preparation, sanitation procedures and safe operation of equipment to food service personnel.
14. Drives District vehicle to work sites and to transport food and supplies.
15. Arrange for substitute for employee's absence.
16. Plan and participate in the employee orientations and trainings.
17. Operate a variety of standard office equipment, including a computer and printer.
18. Visit cafeteria sites to monitor procedures; instructs employees new techniques to improve efficiency, productivity, and enhance customer service; discuss concerns with site managers and assists in resolution; suggest new and revised procedures.
19. Provide basic instruction to employees at school sites in the use of a computer to perform job tasks.
20. Assist in the supervision of the meal application process.
21. Assist in menu planning, standardizes recipes, confirms product availability and prepares daily production sheets.
22. Assist and provide leadership in coordinating central kitchen operations to help meet the needs of site operations to maintain an efficient and cost-effective operation.

23. Assist in kitchen planning and design.
24. Coordinate preventative maintenance plan of site kitchen equipment, including repair and replacement schedules.
25. Work collaboratively with food service office personnel on special projects to meet the goals of the department.
26. Attend a variety of meetings, conferences, and workshops.
27. Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

1. All aspects of food services operations including goals, objectives, activities, cooking, baking and food preparation procedures.
2. Quantity food preparation, food marketing and merchandising.
3. Nutritional and operational requirements of the National School Lunch and Breakfast Programs and related Federal and State regulations, including the evaluation of applications for free and reduced priced meals for needy students; use and care of instructional kitchen equipment and utensils.
4. Principles and practices of supervision, disciplinary and training techniques.
5. Procedures used in ordering, receiving, storing and inventorying food and supplies.
6. Health and safety rules and regulations pertaining to food establishments, including sanitation and maintenance regulations.
7. Principles of HACCP; including development, implementation and management of program.
8. Correct English usage, grammar, spelling, punctuation and vocabulary.
9. District organization, operations, policies and objectives.
10. Oral and written communications skills.
11. Interpersonal skills using tact, patience, and courtesy.

Ability to:

1. Plan, develop, design and implement in-service training for food services personnel.

2. Assure nutritionally balanced and attractive menus using the standards and requirements set forth by federal and state agencies are met at all school sites.
3. Operate all kitchen equipment at school sites.
4. Carry out the work of Food Services Leads and others in their absences.
5. Instruct others in basic, new and revised food services techniques.
6. Make arithmetic calculations quickly and accurately.
7. Understand and follow oral and written directions.
8. Read, interpret and follow rules, regulations policies and procedures.
9. Plan and organize work.
10. Train, supervise and evaluate personnel.
11. Maintain records and prepare reports.
12. Communicate effectively both orally and in writing.
13. Establish and maintain effective working relationships with others.
14. Analyze situations accurately and adopt an effective course of action.
15. Operate standard office equipment and computers.
16. Takes initiative and work independently with little direction.
17. Meet schedules, timelines and work under pressure.
18. Work effectively in a multiethnic setting.

Education, Training and Experience:

Graduation from high school or GED equivalent; and at least five years of progressively responsible institutional kitchen experience, at least two of which were in a supervisory or lead capacity. Will consider an equivalent combination of relevant education and experience. Experience in a public agency is preferred.

Licenses; Certificates; Special Requirements:

A current and valid ANSI certified Food Safety Management Certification. Instructor credential is preferred and must be obtained within 6 months of employment.

A valid California Class C driver's license, a good driving record and the ability to maintain insurability under the District's vehicle insurance policy. Incumbent will be required to drive his/her private vehicle, and or district vehicle during the course of employment.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this class, an employee is regularly required to stand, sit; talk or hear, in person, in meetings and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands and arms. The employee is frequently required to walk and stand, bend, stoop, carry, push, pull, reach or lift 50 pounds, dexterity of hands and fingers to operate standard office equipment, sitting and standing for extended periods of time, processing large sums of paperwork.

Specific vision abilities required by this job include close vision and the ability to adjust focus.

Mental Demands

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information and documents; analyze and solve problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with District administrators, management, board members, faculty, staff, parents, students, representatives of other agencies and others encountered in the course of work.

WORK ENVIRONMENT

An employee works in a large or small kitchen facility, and the noise level can occasionally be loud. The employee is exposed to wet and humid conditions, extreme heat and cold, airborne particles and fumes, toxic or caustic chemicals and the risk of electrical shock. The employee works around mechanical equipment, may be required to climb ladder and walks on surfaces that may be slippery. Employee will be required to drive by car/van to school sites daily. Employee will have frequent contact with students and staff.

Board Approved:

(Ref. c 6.6)

Consent Calendar

(d) Learning & Teaching

Consent Calendar: (d) Learning & Teaching

NONE

Consent Calendar

(e) SELPA

Consent Calendar: (e) SELPA

NONE

Discussion/Action/Public Hearing

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Adoption of Resolution 2024-25-85, Notification of Classified Layoffs

REQUEST ACTION

Approve Adoption of Resolution 2024-25-85, Notification of Classified Layoffs.

BACKGROUND INFORMATION

As the states faces a significant budget deficit which impacts funding to Local Education Agencies (LEAs), and while addressing the sunseting of COVID relief funds, school districts throughout the state are reducing expenditures. The impending sunset of critical funding sources such as ESSER funding, coupled with the persistent decline in enrollment figures, resulting in revenue reductions necessitates our earnest engagement to address these pressing circumstances.

In alignment with the other school districts throughout the state, Ontario-Montclair School District (OMSD) has similar challenges to address. While OMSD has been able to offset layoffs over the years through innovative thinking in partnership with District leadership, Association collaboration and one-time budget allocation to address learning loss caused by COVID, the reality of finding ways to contend with these fiscal impacts has become a necessity.

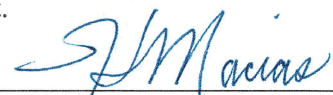
The proposed eliminations/reductions to specific classified positions are being made due to lack of work or lack of funds. Additionally, school sites and departments have been asked to prioritize programing and services through their regular educational partnership input processes which may include school site councils, parent input, and through the Local Control Accountability Plan (LCAP) processes.

Additionally, these personnel eliminations/reductions do not take into account pending vacancies that the District has yet to fill, along with natural attrition, which will mitigate the impacts of the proposed reductions that are listed in Exhibit A; Resolution 2024-25-85, Notification of Classified Layoffs.

The layoff process is guided through provisions set forth in Education Code sections 45117, 45298, 45308, and OMSD Board Policy 4217.3. As such, Classified employees must receive preliminary notice of their layoff or reduction no later than March 15th of any given school year, and their layoff or reduction will be effective at the end of that school calendar. In this case it would be effective June 30, 2025. Human Resources administration has met with the California School Employees Association Chapter #108 and discussed these eliminations and reductions.

Adoption of this resolution authorizes the appropriate staff to administer the layoff notices. The required notice will be sent to affected classified employees to inform them of this action and any related rights in accordance with the Education Code, California Law, and Board Policy. Employees will be afforded bumping and/or reemployment rights as specified in the Collective Bargaining Agreement.

Prepared by: Hector Macias, Deputy Superintendent, Human Resources



(Ref. H 1.1)

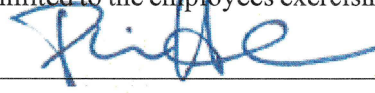
Adoption of Resolution 2024-25-85, Notification of Classified Layoffs

February 20, 2025

FINANCIAL IMPLICATIONS

The fiscal impact of approving this item would be to reduce expenditures. However, this savings would be in part, mitigated by contract administration issues, including but not limited to the employees exercising bumping rights.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2024-25-85, Notification of Classified Layoffs.

Approved by: James Q. Hammond, Superintendent

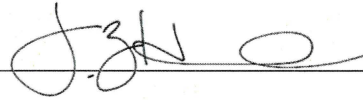


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

CLASSIFIED LAYOFF RESOLUTION

2024-25-85

February 20, 2025

WHEREAS, the Board of Trustees (“Board”) of the Ontario-Montclair School District (“District”) has determined it necessary to reduce or discontinue particular classified services due to lack of work and/or lack of funds for the 2025 – 2026 school year pursuant to Education Code sections 45117 and 45308; and

WHEREAS, due to the reduction or discontinuance of services, the Board has determined that it is in the best interest of the District that the number of classified employees of the District be reduced; and

WHEREAS, Education Code section 45117 provides that the services of no classified employee may be terminated while any short-term employee is retained to render a service which the classified employee is qualified to render.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Ontario-Montclair School District as follows:

- A. That the classified services set forth below shall be reduced or discontinued at the conclusion of the 2024 – 2025 school year:

Classified Trainer

- Eliminate (1) 8.00 Hour/184 Day Position
• (1) – Linda Vista

Custodian

- Eliminate (7) 8.00 Hour/260 Day Position
• (7) – Briggs/Operations

Data Media Assistant

- Eliminate (2) 6.50 Hour/180 Day Position
• (1) – Arroyo Elementary
• (1) – Del Norte Elementary

Environmental Assistant

- Eliminate (1) 8.00 Hour/260 Day Position
• (1) – Briggs/Operations

Food Service Assistant I

- Eliminate (1) 3.00 Hour/183 Day Position
• (1) – Corona Elementary
- Reduction (1) 4.00 Hour/183 Day Position to 3.00 Hour/183 Day Position
• (1) – Euclid Elementary

Food Service Assistant II

- Eliminate (1) 3.00 Hour/183 Day Position
- (1) – Wiltsey Middle

Fleet Maintenance Technician

- Eliminate (1) 8.00 Hour/260 Day Position
- (1) – Briggs/Operations

IA-Behavior Intervention

- Eliminate (3) 6.75 Hour/181 Day Position
- (3) – Special Education

IA-Bilingual Spanish

- Eliminate (4) 6.75 Hour/180 Day Position
- (4) – Central Language Academy

Instructional Assistant

- Eliminate (41) 6.75 Hour/180 Day Position
- (2) – Arroyo Elementary
 - (2) – Buena Vista Arts-integrated
 - (2) – Corona Elementary
 - (2) – Del Norte Elementary
 - (2) – Edison Elementary
 - (2) – El Camino Elementary
 - (1) – Elderberry Elementary
 - (2) – Euclid Elementary
 - (3) – Hawthorne Elementary
 - (2) – Haynes Elementary
 - (1) – Howard Elementary
 - (2) – Lehigh Elementary
 - (2) – Lincoln Elementary
 - (2) – Mariposa Elementary
 - (2) – Mission Elementary
 - (1) – Monte Vista Elementary
 - (2) – Montera Elementary
 - (2) – Moreno Elementary
 - (2) – Ramona Elementary
 - (2) – Sultana Elementary
 - (1) – Vineyard Elementary
 - (2) – Vista Grande Elementary
- Eliminate (1) 6.00 Hour/180 Day Position
- (1) – De Anza Middle

Classified Layoff Resolution 2024-25-85 (continued)
February 20, 2025

Instructional Assistant (continued)

- | | | |
|-----------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Eliminate | (4) | 5.50 Hour/180 Day Position <ul style="list-style-type: none">• (1) – Berlyn Elementary• (1) – Moreno Elementary• (2) – Vista Grande Elementary |
| Eliminate | (2) | 5.00 Hour/180 Day Position <ul style="list-style-type: none">• (2) – Hawthorne Elementary |
| Eliminate | (1) | 4.00 Hour/180 Day Position <ul style="list-style-type: none">• (1) – Lehigh Elementary |
| Reduction | (2) | 6.75 Hour/180 Day Position to 6.00 Hour/180 Day Position <ul style="list-style-type: none">• (2) – Berlyn Elementary |

Office Assistant

- | | | |
|-----------|-----|------------------------------------------------------------------------------------------------------|
| Eliminate | (1) | 8.00 Hour/260 Day Position <ul style="list-style-type: none">• (1) – Briggs/Operations |
|-----------|-----|------------------------------------------------------------------------------------------------------|

Painter

- | | | |
|-----------|-----|------------------------------------------------------------------------------------------------------|
| Eliminate | (1) | 8.00 Hour/260 Day Position <ul style="list-style-type: none">• (1) – Briggs/Operations |
|-----------|-----|------------------------------------------------------------------------------------------------------|

Library Media Assistant

- | | | |
|-----------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reduction | (1) | 8.00 Hour/180 Day Position to 2.00 Hour/180 Day Position <ul style="list-style-type: none">• (1) – Lehigh Elementary |
| Reduction | (1) | 4.00 Hour/180 Day Position to 2.00 Hour/180 Day Position <ul style="list-style-type: none">• (1) – Haynes Elementary |
| Reduction | (2) | 3.00 Hour/180 Day Position to 2.00 Hour/180 Day Position <ul style="list-style-type: none">• (1) – Elderberry Elementary• (1) – Vista Grande Elementary |

Library Media Technician

- | | | |
|-----------|-----|---------------------------------------------------------------------------------------------------------------------------------|
| Reduction | (1) | 6.50 Hour/190 Day Position to 2.00 Hour/190 Day Position <ul style="list-style-type: none">• (1) – Serrano Middle |
| Reduction | (1) | 6.00 Hour/190 Day Position to 3.00 Hour/190 Day Position <ul style="list-style-type: none">• (1) – De Anza Middle |

School Family Outreach Assistant

- | | | |
|-----------|-----|-----------------------------------------------------------------------------------------------------------------------|
| Eliminate | (2) | 8.00 Hour/180 Day Position |
| | | <ul style="list-style-type: none">• (1) – Central Language Academy• (1) – Del Norte Elementary |

School Office Assistant I

- | | | |
|-----------|-----|----------------------------------------------------------------------------|
| Eliminate | (1) | 8.00 Hour/184 Day Position |
| | | <ul style="list-style-type: none">• (1) – Human Resources |
| Reduction | (1) | 8.00 Hour/184 Day Position to 3.00 Hour/184 Day Position |
| | | <ul style="list-style-type: none">• (1) – Montera Elementary |

Special Needs Program Assistant

- | | | |
|-----------|-----|----------------------------------------------------------------------------|
| Eliminate | (1) | 4.00 Hour/184 Day Position |
| | | <ul style="list-style-type: none">• (1) – Sultana Elementary |

Student Mentor & Campus Assistant

- | | | |
|-----------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Eliminate | (17) | 8.00 Hour/182 Day Position |
| | | <ul style="list-style-type: none">• (1) – Arroyo Elementary• (1) – Berlyn Elementary• (1) – Buena Vista Arts-integrated• (1) – De Anza Middle• (1) – Edison Elementary• (1) – El Camino Elementary• (1) – Hawthorne Elementary• (1) – Haynes Elementary• (2) – Lincoln Elementary• (1) – Mariposa Elementary• (1) – Monte Vista Elementary• (1) – Serrano Middle• (1) – Vernon Middle• (2) – Vina Danks Middle• (1) – Vineyard Elementary |
| Eliminate | (3) | 4.00 Hour/182 Day Position |
| | | <ul style="list-style-type: none">• (1) – Euclid Elementary• (2) – Serrano Middle |
| Reduction | (2) | 8.00 Hour/182 Day Position to 4.00 Hour/182 Day Position |
| | | <ul style="list-style-type: none">• (1) – Kingsley Elementary• (1) – Montera Elementary |

Bus Drivers

- | | |
|-------|----------------------|
| (All) | Reduce to 6.00 Hours |
|-------|----------------------|

Classified Layoff Resolution 2024-25-85 (continued)
February 20, 2025

- B. That due to a lack of work and/or lack of funds, the number of classified employees and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code section 45308.
- C. That the Superintendent and/or designee is directed to send appropriate notices to all employees whose positions may be affected by virtue of this action in accordance with the provisions of the Education Code and to afford all such employees all rights to which they are entitled under the law.
- D. That layoff proceedings shall be conducted in accordance with Education Code section 45117.
- E. That said layoff shall become effective at the conclusion of the 2024-2025 school year.
- F. That any employees laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code section 45298.

Date

Elvia M. Rivas, Board President

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Public Hearing regarding the Ontario-Montclair Teachers Association (OMTA) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair School District (OMSD)**

REQUESTED ACTION

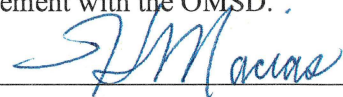
Conduct a Public Hearing regarding the Ontario-Montclair Teachers Association (OMTA) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair School District (OMSD).

BACKGROUND INFORMATION

At the February 6, 2025, Regular Meeting of the Board of Trustees, in accordance with Government Code section 3547, the Board was presented with the recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement between OMTA and OMSD as an information item on the agenda referenced by Exhibit A, and is also available for viewing at the Briggs Education Center.

At this meeting, the Board is requested to conduct the legally required public hearing on the OMTA's Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the OMSD.

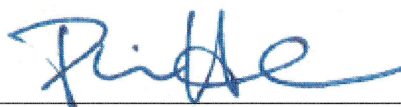
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board conduct a Public Hearing regarding the Ontario-Montclair Teachers Association (OMTA) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair School District (OMSD).

Approved by: James Q. Hammond, Superintendent

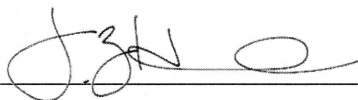




Exhibit A

ONTARIO-MONTCLAIR TEACHERS ASSOCIATION/CTA/NEA

417 WEST "E" STREET ● ONTARIO, CALIFORNIA 91762
(909) 986-2414 ● FAX (909) 983-0585

January 16, 2025
Initial Proposal from the
Ontario-Montclair Teachers Association
to the
Ontario-Montclair School District
For the Full Contract
effective July 1, 2025 – June 30, 2028

The Ontario-Montclair Teachers Association has an interest in opening all articles and/or appendices of the master contract:

The Association reserves the right to bring forth any articles of interest to OMTA, or were language needs clarification.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Public Hearing regarding the Ontario-Montclair School District (OMSD) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association (OMTA)**

REQUESTED ACTION

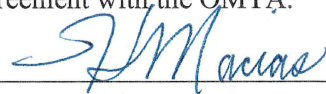
Conduct a Public Hearing regarding the Ontario-Montclair School District (OMSD) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association (OMTA).

BACKGROUND INFORMATION

At the February 6, 2025, Regular Meeting of the Board of Trustees, in accordance with Government Code section 3547, the Board was presented with the recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement between OMSD and OMTA as an information item on the agenda referenced by Exhibit A, and is also available for viewing at the Briggs Education Center.

At this meeting, the Board is requested to conduct the legally required public hearing on the OMSD's Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the OMTA.

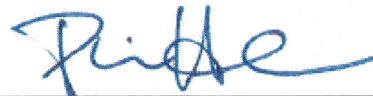
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board conduct a Public Hearing regarding the Ontario-Montclair School District (OMSD) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association (OMTA).

Approved by: James Q. Hammond, Superintendent

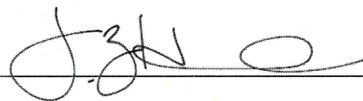


Exhibit A



**ONTARIO-MONTCLAIR SCHOOL DISTRICT
RECOMMENDED PROPOSAL FOR NEGOTIATIONS
OF THE 2025 – 2028 SUCCESSOR AGREEMENT
WITH THE
ONTARIO-MONTCLAIR TEACHERS ASSOCIATION**

January 16, 2025

The Ontario-Montclair School District has an interest in opening all articles of the master agreement to negotiate for the July 1, 2025 – June 30, 2028 Successor Bargaining Agreement.

In addition, the District reserves the right to bring forth appendices, and/or memoranda of understanding (MOU's) in which issues of mutual interest arise during the course of negotiation.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Adoption of the Ontario-Montclair School District (OMSD) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association (OMTA)

REQUESTED ACTION

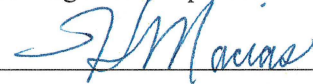
Approve the Adoption of the Ontario-Montclair School District (OMSD) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association (OMTA).

BACKGROUND INFORMATION

At the February 6, 2025 Regular Meeting of the Board of Trustees, in accordance with Government Code section 3547, the Board was presented with the recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with OMTA as an information item on the agenda referenced by Exhibit A. The subsequent required Public Hearing will be held on February 20, 2025.

Following this Public Hearing, the Board will be requested to approve the adoption of the OMSD Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the OMTA. The Board's approval would authorize the District to begin setting dates with OMTA and begin the negotiations process.

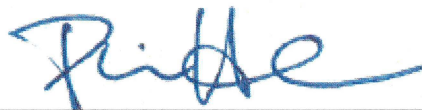
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of the Ontario-Montclair School District (OMSD) Recommended Proposal for Negotiations of the 2025 – 2028 Successor Agreement with the Ontario-Montclair Teachers Association (OMTA).

Approved by: James Q. Hammond, Superintendent

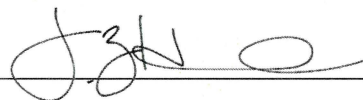


Exhibit A



**ONTARIO- MONTCLAIR SCHOOL DISTRICT
RECOMMENDED PROPOSAL FOR NEGOTIATIONS
OF THE 2025 – 2028 SUCCESSOR AGREEMENT
WITH THE
ONTARIO-MONTCLAIR TEACHERS ASSOCIATION**

January 16, 2025

The Ontario-Montclair School District has an interest in opening all articles of the master agreement to negotiate for the July 1, 2025 – June 30, 2028 Successor Bargaining Agreement.

In addition, the District reserves the right to bring forth appendices, and/or memoranda of understanding (MOU's) in which issues of mutual interest arise during the course of negotiation.

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2024-25-86, Allowing Legal Provisions Authorizing Staff to Teach Local Assignments for the 2024 – 2025 School Year**

REQUESTED ACTION

Approve the adoption of Resolution 2024-25-86, allowing Legal Provisions Authorizing Staff to Teach Local Assignments for the 2024 – 2025 school year.

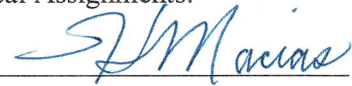
BACKGROUND INFORMATION

Senate Bill 435, passed in 1989, requires that all California school districts review credential authorizations for their certificated staff on an annual basis, commonly referred to as “assignment/misassignment monitoring”. Per Education Code §44258.9, county offices of education are required to monitor and ensure that their districts have no teacher assignments outside the authorization of the teachers’ credentials.

To ensure that all certificated staff are assigned appropriately, District staff works with the site principals to review all master schedules and vet assignments to the credentials of the teachers who will deliver this content area for the year. Education Code allows assignment options that will permit the instructional services, commonly referred to as Local Assignment Option, to be outside the teacher’s credential. The teacher impacted must complete a written consent indicating that he or she agrees to the assignment. The final required step is that the Board review and adopt a resolution to permit authorization of the Local Assignments.

District staff has verified that all Local Assignments for the 2024 – 2025 school year are appropriate and that the conditions required by law have been met. Attachment A, included as part of the Resolution 2024-25-86, is a comprehensive list of the District’s 2024 – 2025 authorized Local Assignments.

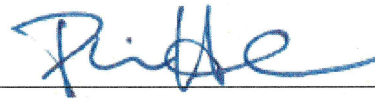
Prepared by: Hector Macias, Deputy Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT’S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of Resolution 2024-25-86, allowing Legal Provisions Authorizing Staff to Teach Local Assignments for the 2024 – 2025 school year.

Approved by: James Q. Hammond, Superintendent

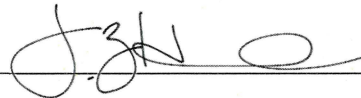


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 20, 2025

RESOLUTION 2024-25-86

**ALLOWING LEGAL PROVISIONS AUTHORIZING STAFF
TO TEACH LOCAL ASSIGNMENTS FOR THE 2024 – 2025 SCHOOL YEAR**

WHEREAS, it is occasionally necessary to assign teachers to teach one or more periods in a subject area out of their major or minor field of study; and

WHEREAS, such assignments are allowed through Education Code Local Assignment Options; and

WHEREAS, use of these Local Assignments Options requires Board approval by resolution; and

WHEREAS, Attachment A is a comprehensive list of all authorized District Local Assignments for the 2024 – 2025 school year;

THEREFORE BE IT RESOLVED, that the Ontario-Montclair School District Board of Trustees approve these options under the guidelines and standards allowed by California Education Code §44256(b).

PASSED AND ADOPTED this twentieth day of February 2025, by the Board of Trustees, Ontario-Montclair School District, County of San Bernardino, California.

Attest:



Elvia M. Rivas, Board President
Ontario-Montclair School District

Adoption of Resolution 2024-25-86, Allowing Legal Provisions Authorizing Staff to Teach Local Assignments for the 2024-2025 School Year
February 20, 2025

Attachment A

NAME	SITE	COURSE	CREDENTIAL	LOCAL ASSIGNMENT OPTION	ED CODE
Dahms, Lora	Oaks Middle School	Language Arts	Clear Multiple Subject Teaching Credential	12 Semester units in English	EC §44256(b)

Qualified per 44256(b) = Elementary Credential and 12 lower or 6 upper semester units in content taught

Qualified per 44258.2 = Secondary Credential and 12 lower or 6 upper semester units in content taught

Information/Announcements

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

February 20, 2025

TO: Elvia M. Rivas, President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Annual Update of the Ontario-Montclair School District (OMSD) Transportation Plan

REQUESTED ACTION

Receive for information the Annual Update of the Ontario-Montclair School District (OMSD) Transportation Plan.

BACKGROUND INFORMATION

As a condition of receiving apportionments under Education Code Section 41850.1, a local educational agency is required to develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in Transitional Kindergarten, Kindergarten, and any of grades 1 to 6, inclusive, and low-income families of students in grades 7 and 8. Local education agencies that have adopted a plan need to update the plan by April 1 each year.

The previous Transportation Plan was adopted by the Board of Trustees as a multiyear plan on March 7, 2024. However, recent changes to California Department of Education require an annual update. As such, this plan will supersede any previously adopted plan. The initial Transportation Plan was developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other educational partners.

The proposed Ontario-Montclair School District (OMSD) Transportation Plan is presented as Exhibit A for information. This plan will come before the Board of Trustees for approval at the March 13, 2025 Board Meeting.

The plan shall include the following components:

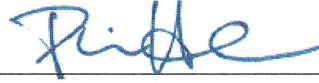
- The initial plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.
- A description of the local educational agency's transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).
- A description of how unduplicated pupils, as defined in subdivision (b) of Education Code Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.
- The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.

Annual Update of the Ontario-Montclair School District (OMSD) Transportation Plan

February 20, 2025

- Nothing in a local educational agency's plan shall preclude a local educational agency from providing no-cost transit passes to pupils.

Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS:

The financial implications are noted on the Ontario-Montclair School District (OMSD) Transportation Plan.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the Annual Update of the Ontario-Montclair School District (OMSD) Transportation Plan.

Approved by: James Q. Hammond, Superintendent

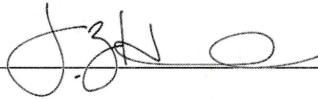


Exhibit A

Ontario-Montclair School District Transportation Plan



Alice M. Gray Transportation Services Center

1442-B S. Bon View Ave.

Ontario, CA 91761

(909) 930-6766

<https://www.omsd.net>

February 2025

Ontario-Montclair School District

Board of Trustees

Sonia Alvarado

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Robert F. Gallagher, Assistant Superintendent, Learning & Teaching

Phil Hillman, Chief Business Official, Business Services

Dr. Alana Hughes-Hunter, Assistant Superintendent, SELPA & Equity

Transportation Officers

Tatia Florence, Director

Gilbert Castro, Assistant Director



General Information

Purpose of the Transportation Plan

As a condition of receiving apportionments under Education Code Section 41850.1, a local educational agency is required to develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in Transitional Kindergarten, Kindergarten, and any of grades 1 through 6, inclusive, and low-income families of students in grades 7 and 8. The initial plan shall be adopted by the local educational agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter. In accordance with Education Code Sections 39800.1 and 41850.1, this Transportation Plan is presented to the Board of Trustees for approval.

About Ontario-Montclair School District

Ontario-Montclair School District (OMSD) was founded in 1884 and serves a 26 square mile area which covers Montclair, portions of Ontario, portions of Upland, and portions of unincorporated areas within San Bernardino County. By student enrollment, the District is the third largest elementary district in the State and serves approximately 18,500 students attending 22 elementary schools, 6 middle schools, 4 K-8 schools and one online school. Included in the 33 schools are magnet and academy programs, each of which is uniquely designed to provide an option for students to become fully immersed in an enhanced specially designed course of study, and two alternative programs. OMSD boasts two California Distinguished Schools, eleven Gold Ribbon Schools, International Baccalaureate Schools, a GATE Magnet, a Science Magnet, Dual Language Academies, Arts-integrated Magnet schools and many AVID Schools, as well as many other recognized programs.

As part of the District's Local Control Accountability Plan (LCAP), transportation services are specifically identified within Goal #1.1-Transportation & Safety. Specifically, this LCAP section states: *"The Business Services Division will provide bus transportation to and from school to students who live 3.5 miles away from their school to promote daily student academic and social emotional learning engagement (school connectedness, decreased chronic absenteeism, and improved attendance), principally directed to meet our Low Income and Foster Youth students, since transportation is a challenge for our low-income students. The Transportation Department partners with other District departments and programs to ensure its alignment with the LCAP."*

The Mission Statement of OMSD is as follows: Ontario-Montclair School District is committed to providing a world-class education to all students in safe, respectful, culturally responsive, and welcoming environments that value and empower students, staff, and families to be successful in a dynamic global society by cultivating college, career, and community partnerships.

Transportation Plan Development

The Transportation Plan was developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other educational partners. The Transportation Plan Advisory Committee (TPAC) held an annual in-person meeting on Thursday, February 15, 2024 to gather input from educational partners. Additionally, the Transportation Department distributed

a Google survey to school administrators, teachers, parents and middle school students to compile additional contributions.

The educational partner input included the following considerations for the plan:

- Conduct an annual review of minimum/maximum walking distances as it relates to District transportation services;
- Consider safe routes to schools and analyzing if service may be necessary in challenging areas;
- Increase awareness of local transit systems;
- Consider all available funding sources to enhance offers to all students; and
- Emphasis on continued collaboration with the District's Child Welfare, Attendance and Records and Health and Wellness Services Departments.

Transportation Services Highlights

During 2024 – 2025, Transportation Department is managing resources to support a diverse student body, especially with the 660 students being transported every day across 47 blended routes. The department utilizes a combination of 51 bus and car drivers, along with three Instructional Assistant Learning Needs Bus Aides, and is committed to meeting the varied needs of the students' supportive services, particularly those with special education needs.

The department currently operates special education routes serving students within the District along with non-public schools and county programs. The combined fleet of 82 vehicles which includes 56 vehicles capable of transporting students with wheel chairs. The department also provides additional safety equipment as needed such as integrated or safeguard star seats, safety vest and buckle guards.

In the past several years, the Transportation Department has implemented a number of improvements to increase and improve services to OMSD students and their families. These improvements include:

- Increasing the minimum number of hours for permanent bus drivers to 6 hours from 5½ hours to improve student routes.
- Increasing the number of working months per year for permanent bus drivers to 11 months from 10 months to assist with summer school programming.
- Significantly reducing the reliance on outside vendors for home-to-school transportation services by increasing internal capacity by purchasing additional school buses and hiring additional bus drivers.
- Maintaining an internal training/recruiting program whereby newly hired employees are trained to become full-fledged bus drivers by acquiring a commercial license and school bus driver certificate.
- Implementing advanced software systems to more effectively plan bus routes, communicate with bus/car drivers and track progress of buses on routes.
- In consultation with local air pollution control and air quality management districts, the District is applying for local, state, and federal programs and grants for lower-emissions school buses.

- Fleet replacement plan in 2023-2024 included increasing service with the purchase of two school buses and utilizing grant funds from local air quality management district to replace three diesel buses with electric school buses.
 - 2024-2025 secured funding for additional 15 electric vehicles.
 - Installing 12 charging stations as part of an infrastructure initiative, with a goal to have them up and running by June 2025.

Primary Transportation Services

The following is a general overview of the primary transportation services accessible to general education pupils, special education pupils, and children/youth experiencing homelessness. As is customary, parents are informed of the available home-to-school transportation services offered at no cost to the pupils at the time of enrollment.

Home-To-School Transportation Services

Transportation services are designed to provide crucial support to a diverse group of students who might face barriers to regular school attendance due to distance, special education needs, or other factors. The operating routes play a vital role in ensuring these students can attend school safely and reliably, particularly those in specialized programs like Overflow, Newcomer, and McKinney-Vento.

General Education Transportation

Students may be eligible for transportation services to-and-from school if the distance between their home and school is beyond the minimum distance listed below:

Elementary School Students	(Grades K-6) 2.0 Miles
Middle School Students	(Grades 6-8) 3.5 Miles

The minimum walking distance shall be measured by the shortest vehicular route from the student's residence to the nearest boundary point of the school campus.

Special Education Transportation

Federal law and the California State Master Plan require that each school district, Special Education Local Plan Area (SELPA), or county office actively and systematically seek individuals with exceptional needs, from birth through 21 years, through established procedures for the referral, assessment, and identification of students needing special education instruction and services. (EC 56300)

The District SELPA & Equity Division has an affirmative obligation to actively locate, identify, and assess all students within its boundaries who may require special education services. Students in special education programs with disabilities that have a specific transportation request as specified on their Individualized Education Program (IEP) will receive the needed transportation services. Furthermore, the IEP team may assess the need to provide a bus aide for student's transportation services.

Bus aides play a significant role by supporting IEP goals and short-term objectives through assisting with behavior intervention plans. As such, the Transportation Department plans to expand bus aide services. To ensure we meet the demands for the service we plan to develop our job descriptions to include the duties of a bus aide.

Secondary Services & Supports

Additional District Programs and Services

- Overflow Program: When the school of residence has reached capacity for any grade level, they should begin the overflow transfer process. Transportation services will be provided for students attending school outside their school attendance area if the distance between their home and school is beyond the District's minimum walking distance.
- Transitional Program (McKinney-Vento Act): Transportation services will be provided should a student need bus service as a result of changes in their living conditions.

Child Welfare, Attendance and Records Department (CWA)

CWA is responsible for providing short-term transportation services to support compulsory full-time education for students in specific situations. These situations include, but are not limited to: students who have been displaced from their home school due to over-enrollment, victims of bullying, students experiencing homelessness, students in foster care, students facing a hardship, and students who have undergone proceedings with a student attendance review board where either transportation to and from school has been identified as a barrier to compulsory full-time education or there are issues related to discipline and behavior necessitating an involuntary transfer to another school. The bus service request is processed with the Transportation Department to establish service once transportation is identified as a barrier.

Health and Wellness Services Department

Health and Wellness Services supports the needs of the whole-child by providing case management, mental health, crisis response, and physical health services. Case management services include accessing food, clothing, health insurance, housing referrals, and access to health care. In addition, case management services for emergency housing and transportation to and from school are provided for families experiencing homelessness. To overcome transportation barriers, supportive services may be offered as a referral to the Transportation Department, family access to gas cards or partnering with local transit authorities.

Athletics and Activities Department

OMSD provides a multitude of extra-curricular and co-curricular activities for students. Along with several different sports, OMSD offers weekend tournaments, and clinics that allow students to compete with their schools and to enhance their physical activity through participation in sports camps. Students will have opportunities to be involved in various activities during the school year, including participating in the OMSD chess clubs and chess tournament. Through these offerings, students are given the opportunity to visit different school sites, local high schools and gyms; meant to broaden their experiences in the community and to create a greater connection to the cities of Ontario and Montclair.

OMSD also supports the implementation of comprehensive enrichment and intervention programs at all 32 in-person school sites through our co-curricular offerings. These offerings include art, computer skills, robotics and much more. We partner with a wide variety of local and regional agencies to provide on-site enrichment experiences. Students also have the opportunity to visit historical, educational and culturally relevant sites in our city and region. Students participating in these activities are provided transportation at no cost.

Local Transit Authority

In consultation with the local transit authority, the Transportation Department will launch a free fares awareness campaign offering no-cost transit passes to pupils. Flyers will be developed and distributed to all school sites. The transit flyers will include a District map identifying the transit system routes available and instructions to download the free transit app.

In partnership with school sites, pupils will be provided student ID cards noting Free Fares For Schools. Students can use their student ID as a transit pass. Students can ride Omnitrans buses anytime, any route, any day including after school and on weekends. The route system maps will be reevaluated to ensure the most effective and efficient routes are available to serve our school community during each review of the Transportation Plan. The route system maps are available on the Transportation Department website.

Technology – Solution Overview

The District is investing in software solutions to advance operations in an effort to improve transportation services. Implementation started this school year.

In addition to existing routing software, the following components occurred this year:

- Advanced routing system to create efficiencies within the District;
- Map upgrade to include surrounding counties;
- Enhanced production through planned vs. actual analysis;
- In-vehicle tablets with turn-by-turn navigation with compatible GPS tracking;
- Student ridership and tracking by adding card readers to track the loading and unloading of students from a bus using radio frequency identification (RFID). Ability to develop reports for accurate student counts and paperless student attendance tracking; and
- Electronic pre-trip and post-trip inspections.

Next school year the goal is to release the following modules:

- Advanced trips upgrade.
- New field trip reservations system District wide.
- Optimizing route path for trips and integrating the system with home-to-school rollout.
- Parent portal app. The parent app includes secure web and mobile access to routing information, which can include the bus stop and estimated arrival time.
 - Parent ability to see when a student scans on and off the bus.
 - Transportation personnel can also send push notifications (similar to Blackboard) for communications/alerts such as a bus delay or school-wide closing.
 - Transportation personnel can filter notifications for students on a particular run, vehicle, school, grade or any student field.

- Explore communication options - text box in app for short two-way messaging for compliments or concerns, can also design set messages/responses.
- Fleet maintenance with integrated technology which includes comprehensive inventory management and complete record of work orders.

Contracted Bus Vendors

The Transportation Department wants to accommodate as many service requests as possible. However, if the District has maximized resources, it may be necessary to utilize contracted bus services. The District may contract with the San Bernardino County Superintendent of Schools (SBCSS) and/or local charter companies for bus services for additional needs that may arise.

Transportation Data Collection

California Department of Education (CDE) will rely on Local Educational Agency (LEA) standard data collection through California Basic Educational Data System (CBEDS) and Standardized Account Code Structure (SACS).

Financial Implications

Transportation Services Allowance Calculations

A. Total 2023 – 24 Transportation Expenses (Function 3600)	\$ 8,031,480.17
B. Less Capital Outlay (Object 6xxx, Function 3600)	\$ (474,027.80)
C. Less Nonagency Expenditures (Goal 7110, 7150, Function 3600)	\$ -
D. Estimated 60% Reimbursement	\$ 4,534,471.42
E. Less 2023 – 24 Transportation Add-on from LCFF:	\$ (1,143,805.00)
Total Transportation Reimbursement (Object 8590, Resource 0000)	\$ 3,390,666.42

2023 – 24 Actual Expenditures and Other Financing Uses

2000-2999: Classified Salaries	\$ 4,235,901.43
3000-3999: Employee Benefits	\$ 2,243,972.87
4000-4999: Books and Supplies	\$ 762,290.76
5000-5999: Services and Other Operating Expenditures	\$ 315,287.31
6000-6999: Capital Outlay	\$ 474,027.80
7000-7999: Other Outgo	\$ -
Total Expenditures	\$ 8,031,480.17



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