

Ontario-Montclair School District  
Annual Organizational Meeting of the Board of Trustees

# AGENDA

Thursday, December 13, 2018

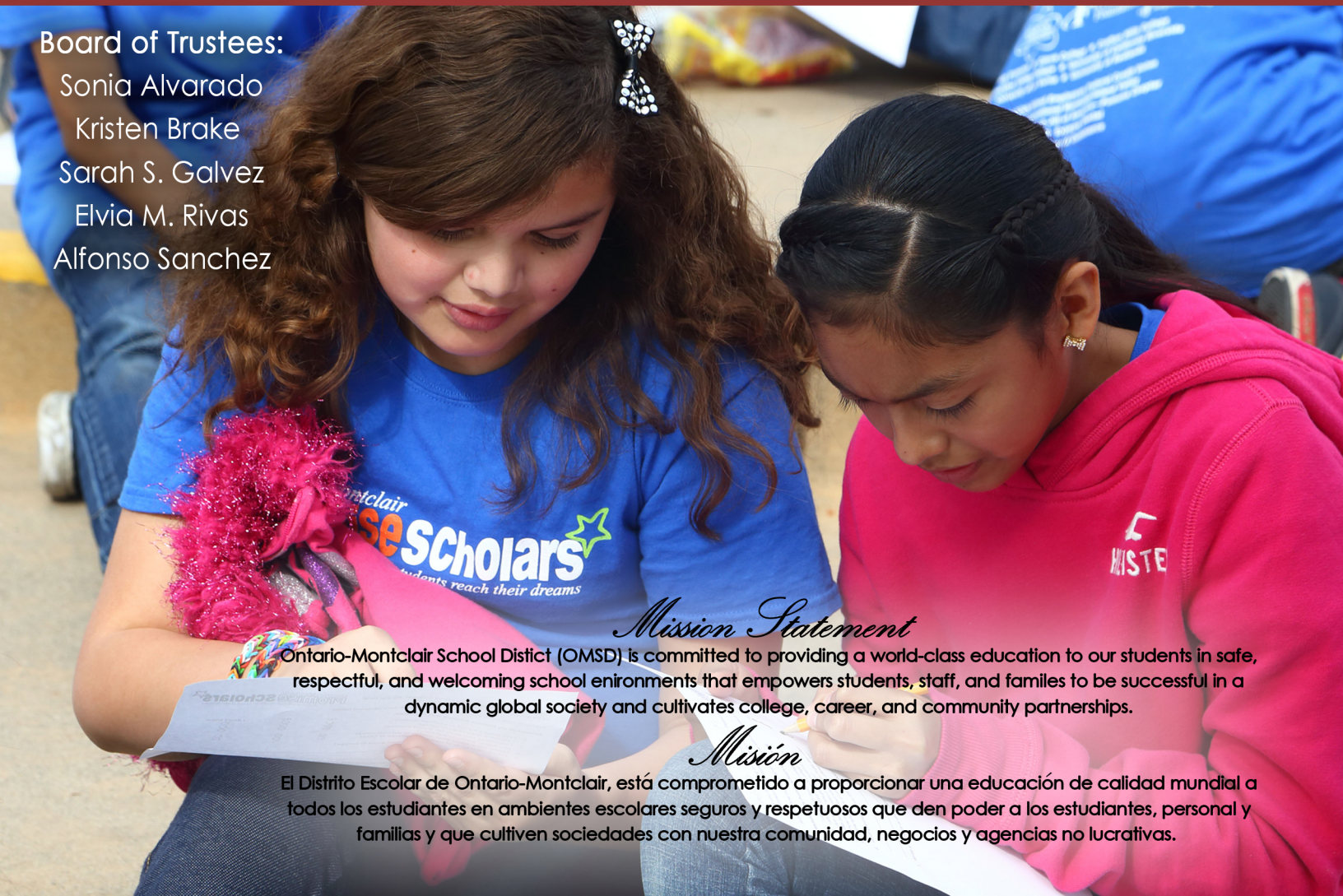
Chino Basin Water Conservation District  
Waterwise Community Center  
4594 San Bernardino Street • Montclair, California 91763



“Our Community, Our Children, Our Commitment, Our Future”

Board of Trustees:

- Sonia Alvarado
- Kristen Brake
- Sarah S. Galvez
- Elvia M. Rivas
- Alfonso Sanchez



*Mission Statement*

Ontario-Montclair School District (OMSD) is committed to providing a world-class education to our students in safe, respectful, and welcoming school environments that empowers students, staff, and families to be successful in a dynamic global society and cultivates college, career, and community partnerships.

*Misión*

El Distrito Escolar de Ontario-Montclair, está comprometido a proporcionar una educación de calidad mundial a todos los estudiantes en ambientes escolares seguros y respetuosos que den poder a los estudiantes, personal y familias y que cultiven sociedades con nuestra comunidad, negocios y agencias no lucrativas.



# ONTARIO-MONTCLAIR SCHOOL DISTRICT

## Board of Trustees

Sonia Alvarado

Kristen Brake

Sarah S. Galvez

Elvia M. Rivas

Alfonso Sanchez

## Board Secretary

Superintendent

Dr. James Q. Hammond

## Cabinet

Phil Hillman, Chief Business Official, Business Services

Tammy Lipschultz, Assistant Superintendent, Learning & Teaching

Hector Macias, Assistant Superintendent, Human Resources

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](http://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 "*at large*"<sup>1</sup> body. 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.

<sup>1</sup>At large meaning board members must reside within Ontario-Montclair School District boundaries.



## 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 four 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 **12 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 12-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 Governing Board 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](http://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 elabora políticas<sup>1</sup>. 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.

<sup>1</sup>Significa que los miembros de la mesa directiva deben vivir dentro de los límites de residencia del Distrito Escolar de Ontario-Montclair.



## 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 cuatro 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 **12 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 12 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

ANNUAL ORGANIZATIONAL MEETING OF  
THE BOARD OF TRUSTEES  
**A G E N D A**

Thursday, December 13, 2018

Meeting Location

Chino Basin Water Conservation District  
Waterwise Community Center  
4594 San Bernardino Street, Montclair, California 91763

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, pagers, and other electronic devices while the meeting is in session.

**A. PUBLIC MEETING – 6:30 PM  
CALL TO ORDER**

BOARD OF TRUSTEES

\_\_\_\_\_ Mrs. Alvarado  
\_\_\_\_\_ Mrs. Brake  
\_\_\_\_\_ Ms. Galvez  
\_\_\_\_\_ Ms. Rivas  
\_\_\_\_\_ Mr. Sanchez

**COMMENTS FROM THE PUBLIC**

**CLOSED SESSION**

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_ **Vote** \_\_\_\_\_

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

**2. Conference with Legal Counsel**

a. Anticipated Litigation Pursuant to Government Code Section 54956.9(d)(2)  
Two (2) Cases

**3. Negotiations**

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

**ADJOURNMENT OF CLOSED SESSION**



**B. RECONVENE TO OPEN SESSION – 7:00 PM**

**C. PLEDGE OF ALLEGIANCE TO THE FLAG**

Flag Salute will be led by Michael Pascual (3<sup>rd</sup> grade) from Bon View Elementary School. Student will be introduced by Principal Cristina Raskovic.

**D. OATH OF OFFICE**

1. Administration of Oath of Office to Elected Trustees, Sonia Alvarado, Kristen Brake, and Elvia M. Rivas.

**E. 2019 ANNUAL ORGANIZATIONAL ELECTION OF THE BOARD OF TRUSTEES, INCLUDING ELECTION OF PRESIDENT, VICE PRESIDENT, CLERK, REPRESENTATIVE FOR THE COUNTY COMMITTEE, AND ALTERNATE REPRESENTATIVE FOR THE COUNTY COMMITTEE**

1. Election of 2019 Board President: Name \_\_\_\_\_

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Vote by Trustees: Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

2. Election of 2019 Vice President: Name \_\_\_\_\_

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Vote by Trustees: Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

3. Election of 2019 Clerk: Name \_\_\_\_\_

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Vote by Trustees: Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

4. Election of 2019 County Committee on School District Organization:

Name \_\_\_\_\_

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Vote by Trustees: Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

5. Election of 2019 Alternate to County Committee on School District Organization:

Name \_\_\_\_\_

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Vote by Trustees: Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

**F. ADOPTION OF AGENDA**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Vote by Trustees: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**G. RECOGNITIONS/PRESENTATIONS**

- 1. 2018-2019 First Interim Financial Report as Presented by Phil Hillman, Chief Business Official: **Presentation** (Ref. G 1.1)

**H. PUBLIC COMMENTS BY ATTENDEES (BB 9323.b 5)**

Visitors wishing to comment on agenda items should request recognition by the Board President at the time the Board is considering the item. The Board will hear such comments by visitors before the Board members discuss the items and prior to the vote of the Board.

All individual comments shall be limited to **4 minutes**, unless the time limit is waived by action of the Board. The maximum time allowed for the Board to hear various comments on the same subject will be **12 minutes**, unless such time limit is waived by action of the Board.

The Board of Trustees welcomes comments and/or questions from visitors. Should you wish to address the Board, you may voluntarily complete a yellow speaker information form located at the table in the lobby, the auditorium podium, or obtain from the Executive Assistant to the Superintendent. The form should be submitted to the Executive Assistant **before** the Recognitions/Presentations section on the Agenda.

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

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

**I. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

This listing provides an opportunity for the Board of Trustees to hear reports and communications from employee associations as listed. All reports are limited to five (5) minutes.

- 1. Ontario-Montclair School Teachers Association (OMTA)
- 2. California School Employees Association (CSEA) Chapter # 108

**J. CONSENT CALENDAR**

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

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Vote by Trustees: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**a. Superintendent’s Office**

- a1. Thursday, November 1, 2018, Regular Meeting Minutes of the Board of Trustees: **Approval** (Ref. a 1.1-8)



**b. Business Services**

- b1. Acceptance of Warrant Registers: Fund 01 Batch # 1253-1261, 1264-1265, 1267-1269, 1275, 1277-1281, 1284-1286, 1292-1301, 1307-1309, 1314-1316, 1321-1326, 1330-1340, 1354-1358, 1361, 1366-1367, 1372, 1374-1375, 1377-1378, 1385-1386, 1388-1393, 1395-1402, 1404-1408, 1413-1419, 1421-1424, 1426-1428, 1430-1441, 1445-1446, 1451, 1454-1459, 1461-1462, 1465, 1471-1472; Fund 12 Batch # 1270, 1282, 1362, 1373, 1376, 1425, 1452; Fund 13 Batch # 1271, 1327, 1369, 1379, 1394, 1429, 1453; Fund 21 Batch # 1272, 1287-1288, 1291, 1302-1306, 1310-1312, 1341-1349, 1364, 1368, 1383-1384, 1411, 1447-1450, 1466-1470, 1350-1353; Fund 25 Batch # 1274, 1289, 1382; Fund 35 Batch # 1262-1263, 1317, 1319-1320, 1370-1371, 1381, 1412, 1420, 1463-1464; Fund 40 Batch # 1273, 1276, 1290, 1313, 1318, 1328-1329, 1363, 1365, 1380, 1409-1410; Fund 67 Batch # 1266, 1283, 1359-1360, 1387, 1403, 1442-1444, 1460: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b2. Purchase Orders 392774-393082: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b3. Purchasing and Contracts Report: **Approval** (Ref. b 3.1-4)
- b4. Acceptance of Gifts/Donations: **Approval** (Ref. b 4.1-2)
- b5. Signature Authorization Changes: **Approval** (Ref. b 5.1-3)
- b6. 2017-2018 Annual and Five-Year Reports of Developer Fee Receipts and Expenditures: **Approval** (Ref. b 6.1-8)

**c. Human Resources**

- c1. Certificated Personnel Recommendations Report #CERT189-1213 including Employment; Assignment, Classification, Schedule Change; Certificated Substitutes; Request for Leave of Absence; Revised Approved Leave of Absence; Authorization to Teach Outside of Credential: Ed Code §44258.2; Variable Term Waiver; Subsequent Variable Term Waiver; Retirement, Resignation, Release and Termination: **Approval** (Ref. c 1.1-4)
- c2. Classified Personnel Recommendations Report #CLA189-1213 including Employment; Assignment, Classification, Schedule Change, Additional Assignment; Classified Substitutes; Request for Leave of Absence; Revised Approved Leave of Absence; Retirement, Resignation, Probationary Release and Termination: **Approval** (Ref. c 2.1-5)
- c3. Revised Substitute Pay Rate Schedule, Effective January 1, 2019: **Approval** (Ref. c 3.1-3)
- c4. Revised Proctor Pay Rate Schedule, Effective January 1, 2019: **Approval** (Ref. c 4.1)

**d. Learning & Teaching: NONE**

**K. DISCUSSION/ACTION/PUBLIC HEARING**

**Business Services**

K1. Appointment of Measure “K” Citizens’ Bond Oversight Committee (CBOC) Members: Judith E. Jasper (Senior Citizen Organization) and Christine Pangelinan (At-Large) and Reappointment of CBOC Members: Bertha Diaz, Crisol Mena, G. Michael Milhiser, Sergio Sahagun Sr., and Daryl Vollrath: **Approval** (Ref. K 1.1-2)

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Vote by Trustees: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**Business Services**

K2. 2018-2019 First Interim Financial Report: **Approval** (Additional Supporting Information Available Under Separate Cover) (Ref. K 2.1-2)

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Vote by Trustees: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**Superintendent’s Office**

K3. Discuss Trustee Interest and Approve Nominations for California School Boards Association (CSBA) Region 16-B Delegate Assembly Members: **Approval** (Ref. K 3.1-8)

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Vote by Trustees: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**Superintendent’s Office**

K4. Calendar of Regular Meetings of the Board of Trustees for the 2019 Calendar Year: **Approval** (Ref. K 4.1-2)

Moved \_\_\_\_\_ Seconded \_\_\_\_\_

Vote by Trustees: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Abstain: \_\_\_\_\_

**L. CALL OUT OF CLOSED SESSION ACTIONS**

**M. COMMENTS AND RECOMMENDATIONS BY BOARD OF TRUSTEES**

**N. COMMENTS BY THE SUPERINTENDENT**



**O. INFORMATION/ANNOUNCEMENTS**

- O1. 2018-2019 Williams First Quarterly Findings Report: **Information** (Ref. O 1.1-2)
- O2. 2018-2019 Williams First Quarter Uniform Complaint Report Summary: **Information** (Ref. O 2.1-2)
- O3. 2017-2018 Williams Settlement Annual Report: **Information** (Ref. O 3.1-9)
- O4. Schools will be closed from December 21, 2018 – January 4, 2019 for Winter Recess Students return from Winter Break on Monday, January 7, 2019: **Information**
- O5. All Offices will be closed from December 24, 2018 – December 26, 2018 and December 31, 2018 through January 1, 2019 for Winter Holidays: **Information**
- O6. Future Agenda Items  
*(Request for Board consideration must be submitted in writing and meet the criteria as indicated in Board Bylaw 9322)*
- O7. Next Regular Board Meeting:  
January 10, 2019 at 7:00 P.M. (Open Session) \* *PENDING APPROVAL*  
Linda Vista, 1556 S. Sultana Ave., Ontario, California 91761  
**\*Time and location may change. Please refer to posted agenda.**

**P. ADJOURNMENT**

**Moved** \_\_\_\_\_ **Seconded** \_\_\_\_\_

**Vote by Trustees: Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

**Time:** \_\_\_\_\_

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

The district hereby certifies that a public accessible copy of this agenda was posted at the Briggs Education Center, located at 950 West D Street, Ontario, California 91762, not less than 72 hours prior to this meeting. Public records related to the public session agenda that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at Briggs Education Center, 950 West D Street, Ontario CA 91762, during the regular business hours of 8:00 a.m. to 4:30 p.m.

# Recognitions/Presentations



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Presentation on the 2018-2019 First Interim Financial Report**

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**REQUESTED ACTION**

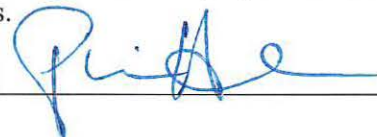
Receive for information the presentation on the 2018-2019 First Interim Financial Report as presented by Phil Hillman, Chief Business Official.

**BACKGROUND INFORMATION**

Pursuant to Education Code Section 42131, twice each year, the Board of Trustees must certify to the San Bernardino County Superintendent of Schools (SBCSS) and the California Department of Education (CDE) that the District can meet its financial obligations for the current and two subsequent fiscal years.

The First Interim Financial Report is presented to the Board of Trustees for approval with a **Positive Certification** (submitted as agenda item K2). Based upon current projections, the District will meet its obligations in the current and two subsequent years.

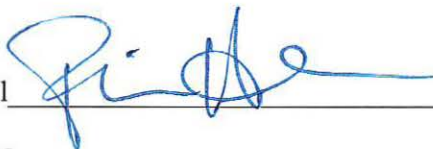
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

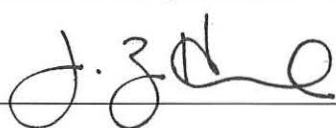
Prepared by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board receive for information the presentation on the 2018-2019 First Interim Financial Report.

Approved by: James Q. Hammond, Superintendent



# Consent Calendar

(a) Superintendent's Office

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** Minutes of the November 1, 2018, Regular Meeting of the Board of Trustees

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**REQUESTED ACTION**

Approve the Minutes of the November 1, 2018 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 for November 1, 2018.

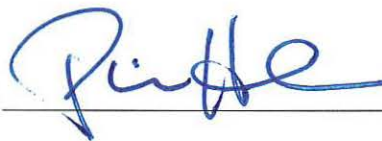
Prepared by: James Q. Hammond, Superintendent \_\_\_\_\_



**FINANCIAL IMPLICATIONS**

None.

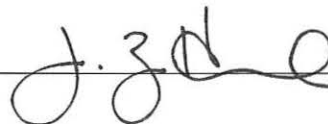
Reviewed by: Phil Hillman, Chief Business Official \_\_\_\_\_



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Minutes of the Regular Meeting of the Board of Trustees held on November 1, 2018.

Approved by: James Q. Hammond, Superintendent \_\_\_\_\_





**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

**REGULAR BOARD OF TRUSTEES MEETING**  
Thursday, November 1, 2018

**MINUTES**

**A. CALL TO ORDER**

A regular meeting of the Ontario-Montclair School District Board of Trustees was called to order at 6:30 PM by President Elvia M. Rivas. The meeting was held at Oaks Middle School Multi-Purpose Room, 1221 S. Oaks Avenue, Ontario, CA 91762.

**ROLL CALL**

**Trustees Present:** Elvia M. Rivas, President; Alfonso Sanchez, Clerk; and Trustees Samuel Crowe and Sarah S. Galvez.

**Administrators Present:** Dr. James Q. Hammond, Superintendent; Phil Hillman, Chief Business Official (Business Services); Tammy Lipschultz, Assistant Superintendent (Learning & Teaching); Hector Macias, Assistant Superintendent, (Human Resources); and Irma Sanchez, Executive Assistant to the Superintendent.

**COMMENTS ON CLOSED SESSION ITEMS**

No Comments were made at this time.

**ADJOURNED TO CLOSED SESSION**

On a motion by Trustee Crowe, seconded by Trustee Galvez, the Board entered into Closed Session at 6:30 PM by a unanimous, 4-0-0 vote.

**B. RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 7:00 PM.

**EMPLOYEE REPRESENTATIVES IN ATTENDANCE**

Employee Association Representatives attending the Board Meeting was California School Employees Association Chapter # 108 President Chris Vargas and Ontario-Montclair Teachers Association President John Egan.

**C. PLEDGE OF ALLEGIANCE TO THE FLAG**

Flag salute was led by Omar Torres (6<sup>th</sup> grade student) from Arroyo Elementary School. Student was introduced by Principal Kristie Bennett.

**D. ADOPTION OF AGENDA**

Upon a motion by Trustee Crowe and seconded by Trustee Galvez, the Board of Trustees **APPROVED, Adoption of Agenda**, by a unanimous, 4-0-0 vote by the Board of Trustees.

## **E. RECOGNITIONS/PRESENTATIONS**

1. Recognition of the Employees Completing 25 Consecutive Years of Service in the Ontario-Montclair School District as Presented by Hector Macias, Assistant Superintendent, Human Resources and Robert Gallagher, Executive Director Human Resources.
2. Recognition of Corona Elementary School, Del Norte Elementary School, Kingsley Elementary School, Haynes Elementary School and Sultana Elementary School as Positive Behavior Intervention and Support (PBIS) Silver Schools and Arroyo Elementary School, Central Language Academy, Edison Elementary School, El Camino Elementary School, Elderberry Elementary School, Euclid Elementary School, Hawthorne Elementary School, Lincoln Elementary School, Mariposa Elementary School, Moreno Elementary School, Ramona Elementary School, Vista Grande Elementary School, De Anza Middle School, Oaks Middle School, Vernon Middle School and Vina Danks Middle School as Positive Behavior Intervention and Support (PBIS) Gold Schools in the Ontario-Montclair School District as Recognized by the California PBIS Coalition as Presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching and Rhonda Cleeland, Director II, Family and Collaborative Services.

## **F. PUBLIC COMMENTS**

Tracy Taylor, Vice President of OMTA and teacher, spoke in regards to the importance of creating relationships where there is mutual respect including story telling. Ms. Taylor expressed that teachers want to share their stories and be heard regarding the important work they are responsible to perform and the importance of building trust to create better relationships. Ms. Taylor asked to the District to seek input from teachers when looking at programs to see what works and what does not work and that teachers be treated with professional respect. Ms. Taylor shared that teachers want to work with Administrators towards success.

Tisha Curry, OMTA Secretary and OMSD teacher, spoke in regards to the job and responsibilities of a teacher. Ms. Curry invited the Board to join her for a day and expressed that it would only provide them a brief snapshot of what it is like to be a TK teacher. Ms. Curry requested additional planning time, additional instruction aide support, professional support that she needs, and she encouraged the Board to talk to teachers to make a positive change collaboratively.

Richard Galvez spoke in regards to the recognition of OMSD teachers who have dedicated the many years of services and the school sites that received PBIS recognition. Mr. Galvez spoke in regards to the partnerships of OMSD administration, parents, educators, and students. Mr. Galvez spoke about a parent who has students that once attended Vernon Middle School and shared about their success. Mr. Galvez thanked everyone in attendance.

Jose China, Special Education Teacher, spoke in regards to his experience and concerns with OMSD Special Education since becoming a Single District SELPA. Mr. China expressed concerns with the alignment of PBIS and IEP for students with special needs and lack of following procedures, lack of support to teachers, students, and parents and a fear of retaliation. Finally, Mr. China asked for the Board's support in addressing his concerns.

Erine Ames, teacher, shared her story about her experience as a teacher and concerns for not having sufficient time to perform the responsibilities placed upon her as a teacher. Ms. Ames shared that she cares about her students but has concerns about not having sufficient time to spend with her own family. She shared teachers are asked to do more and have more responsibilities with less time, less compensation, and less resources than when she began her career as a teacher. Ms. Ames asked what

the Board was doing to lead the Superintendent and District administration to help teachers stay in this profession. She inquired what the Board is doing to help certificated staff feel valued. Ms. Ames shared teachers are feeling stressed and do not feel valued. Ms. Ames shared her love for teaching but that she is tired and does not feel valued by District administration and the Board.

## **G. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

### **1. Ontario-Montclair Teachers Association (OMTA)**

John Egan shared that the speakers today were only a fraction of his unit member concerns and the reason why he has asked cabinet members to go to visit schools and hear directly from teachers and make things work for everyone. He shared the directive to seek teacher input disappeared from the second MTSS placement. Mr. Egan shared that OMTA sent out a survey to their unit members seeking input on Special Education and they are looking forward to the data. Mr. Egan shared that he held a meeting to seek data for All Day Kindergarten programing and soon a survey will be sent to assist with bargaining needs/preferences.

Mr. Egan shared that he is trying to be nice and that he felt Trustee comments at last Board meeting were not valid. Mr. Egan asked that teachers be included as part of the solution and not just as a part.

### **2. California School Employees Association (CSEA) Chapter #108**

Ivannia Ramirez, Communication Officer and representative for CSEA, Chapter #108, congratulated Estela Lira, First Vice President for CSEA Chapter #108 and also Executive Assistant for Child Welfare, Attendance and Records, for her 30 years of service to OMSD. CSEA, Chapter # 108 congratulates the employees recognized for their years of service and their contributions to educating the students of OMSD and the cities of Ontario and Montclair. CSEA invited the Board to their next meeting on Tuesday, November 14, 2018 at 4:45 pm in Conference Room B1 and B2 where their members will be recognized for their years of service.

## **H. CONSENT/INFORMATION CALENDAR**

On a motion by Trustee Crowe, seconded by Trustee Galvez, the Board of Trustees **APPROVED, Consent/Information Calendar**, by a unanimous 4-0-0 vote by the Board of Trustees.

### **a. Superintendent's Office**

**APPROVED, Agenda Item a1**, Thursday, October 4, 2018, Regular Meeting Minutes of the Board of Trustees;

### **b. Business Services**

**APPROVED, Agenda Item b1**, Acceptance of Warrant Registers: Fund 01 Batch # 0979-0981, 0983, 0988, 0990-1011, 1013-1028, 1030-1054, 1057-1070, 1072-1086; Fund 12 Batch # 1012; Fund 13 Batch # 0982, 0989, 1016, 1055, 1088; Fund 21 Batch # 0986, 987; Fund 25 Batch # 1087; Fund 35 Batch # 0984, 1029; Fund 40 Batch # 0985, 1056; Fund 67 Batch # 1071;

**APPROVED, Agenda Item b2**, Purchase Orders 392401-392608;

**APPROVED Agenda Item b3**, Purchasing and Contracts Report;

**APPROVED, Agenda Item b4**, Acceptance of Gifts/Donations;

**c. Human Resources**

**APPROVED, Agenda Item c1**, Certificated Personnel Recommendations Report #CERT189-1101 including Employment; Assignment, Classification, Schedule Change; Certificated Substitutes; Request for Leave of Absence; Revised Approved Leave of Absence; Authorization to Teach Outside of Credential; Education Code 44258.2; Variable Term Waiver; Subsequent Variable Term Waiver; Retirement, Resignation, Release and Termination;

**APPROVED, Agenda Item c2**, Classified Personnel Recommendations Report #CLA189-1101 including Employment; Assignment, Classification, Schedule Change, Additional Assignment; Classified Substitute; Request for Leave of Absence; Revised Approved Leave of Absence; Retirement, Resignation, Probationary Release and Termination;

**APPROVED, Agenda Item c3**, 2019-2020 School Year Calendar; and

**Learning & Teaching:**

**APPROVED, Agenda Item d1**, OMSD School Sponsored Overnight Field Trip List FT1819-04.

**I. DISCUSSION/ACTION/PUBLIC HEARING**

**Learning & Teaching**

Upon a motion by Trustee Sanchez, and seconded by Trustee Galvez, the Board of Trustees **APPROVED, Agenda Item I1**, Adoption of Resolution 2018-19-09, Recognition of Arroyo Elementary School, Central Language Academy, Edison Elementary School, El Camino Elementary School, Elderberry Elementary School, Euclid Elementary School, Hawthorne Elementary School, Lincoln Elementary School, Mariposa Elementary School, Moreno Elementary School, Ramona Elementary School, Vista Grande Elementary School, De Anza Middle School, Oaks Middle School, Vernon Middle School and Vina Danks Middle School as Positive Behavior Intervention and Support (PBIS) Gold Schools and Corona Elementary School, Del Norte Elementary School, Kingsley Elementary School, Haynes Elementary School and Sultana Elementary School as Positive Behavior Intervention and Support (PBIS) Silver Schools in the Ontario-Montclair School District, by a unanimous vote of 4-0-0 by the Board of Trustees.

**Human Resources**

Upon a motion by Trustee Sanchez, and seconded by Trustee Crowe, the Board of Trustees **APPROVED, Agenda Item I2**, Memorandum of Understanding-Compensation for Speech Language Pathologist Providing Waiver/Clinical Fellowship Support, by a unanimous vote of 4-0-0 by the Board of Trustees.

**Human Resources**

Upon a motion by Trustee Crowe, and seconded by Trustee Galvez, the Board of Trustees **APPROVED, Agenda Item I3**, Agreement for a One-Time Incentive for Early Notification of Retirement/Resignation, by a unanimous vote of 4-0-0 by the Board of Trustees.

**Superintendent's Office**

Upon a motion by Trustee Sanchez, and seconded by Trustee Galvez, the Board of Trustees **APPROVED, Agenda Item I4**, Set December 6, 2018 as the Official Date for the Annual Organizational Meeting for the Ontario-Montclair School District Board of Trustees, by a unanimous vote of 4-0-0 by the Board of Trustees.

**J. CALL OUT OF CLOSED SESSION ACTIONS**

Hector Macias, Assistant Superintendent, Human Resources reported on a motion by Trustee Crowe, a second by Trustee Galvez, and a vote of 4 to 0, the Board of Trustees voted to appoint Vanessa Eastland as Executive Director, Business Services/Chief Financial Officer (CFO).

**K. BOARD OF TRUSTEES COMMENTS AND RECOMMENDATIONS**

Trustee Crowe shared that when he grows up he wants to be a teacher.

Trustee Sanchez congratulated the employees recognized for their years of services and that OMSD is a great place to work and wants to ensure it remains a great place to work. Trustee Sanchez shared that the Board remains accessible and it remains a priority for OMSD to be a great place to work and for students to learn.

Trustee Sanchez shared his appreciation for the heartfelt words and experiences shared during public comments. Trustee Sanchez shared his appreciation for the support of teachers in helping him become elected the first time and then eventually re-elected. Trustee Sanchez shared that was in attendance at Rep Council Meetings for OMTA and has always advocated to invite member to attend Board meetings to share and express concerns so that everyone on the Board can hear those concerns and potentially have an item placed on the agenda to address these items as a Board.

Finally, Trustee Sanchez shared that he had not heard any negative comments about PBIS until recently and expressed his support for PBIS, the positive language and culture that PBIS provides. Trustee Sanchez shared that PBIS is a tool that has demonstrated to be successful and is better than yelling at kids or bribing them with candy or money to incentivize students. Trustee Sanchez inquired about the possibility of holding a workshop or study session to further discuss PBIS.

Trustee Galvez thanked the public comment presenters for sharing their stories and congratulated the employees which were recognized for their years of services to OMSD.

Trustee Rivas thanked those who shared their stories during public comment and expressed her appreciation for taking advantage of utilizing the opportunity to have all Board Members hear concerns at the same time. Trustee Rivas shared that the concerns will be taken to heart and followed up on in the days to come. Trustee Rivas thanked the employees whom were recognized for their longevity and commitment to the students and families. Trustee Rivas shared that she admires their dedication to serve our communities. Trustee Rivas shared she holds educators in high regards.

Finally, Trustee Rivas thanked Ontario Police Department for their services and the schools that received PBIS recognition and thanked Dr. Hammond for celebrating his birthday at the Board Meeting.

**L. SUPERINTENDENT'S COMMENTS**

Superintendent Dr. Hammond shared that on October 17, 2018 began registration for the Sacramento Field Trip with a waiting list of students wanting to participate. He shared this is a testament of the wonderful experience and the hard work in planning for our OMSD students.

Superintendent Dr. Hammond thanked all of the speakers who shared during public comments. Superintendent Dr. Hammond shared that it was important for him to hear from each of them and looks forward to meeting with Tracy Taylor in the near future to further dialogue and collaborate on some of ideas for building relationships. Superintendent Dr. Hammond thanked Ms. Ames for

sharing her thoughts and thanked her for her contributions on the Report Card Committee. Superintendent Dr. Hammond thanked Mr. China for his comments and assured him and provided him the Superintendent's commitment that there would be no retaliation regarding his comments and invited him to email or contact him directly if he felt anything otherwise. Superintendent Dr. Hammond will ask staff to connect with Mr. China to address the concerns he presented and he looks forward to working collaboratively towards a solution.

Superintendent Dr. Hammond shared his concerns about information that was disseminated at Rep Council meetings and the importance of sharing accurate and truthful information. Superintendent Dr. Hammond shared that the information that was shared about the Board of Trustees at the previous Board Meeting was not accurate. The notes that were shared portrayed that three Trustees don't care about teacher issues or "don't think teachers have any issues", were not accurate. Superintendent Dr. Hammond clarified that information was not accurate and encourage the audience to listen to the audio recordings for further clarification. Superintendent Dr. Hammond shared that the opposite was what was actually shared that evening. Superintendent Dr. Hammond shared that there were comments of compassion and recognition for the difficult work of teachers with positive comments of appreciation for the work teachers are doing in OMSD.

Additionally, Superintendent Dr. Hammond shared concerns for the portrayal of Cabinet not being interested in visiting school sites to speak with teachers and hear their concerns. Superintendent Dr. Hammond shared that the opposite actually took place where Cabinet was exploring strategic ways to visit schools with the short timeline and in a manner that would align with current outreach efforts where the approach to gather input would be most conducive and not obstruct the work of the Administrators and each of their leadership teams.

Superintendent Dr. Hammond shared that there are current vehicles utilized to do outreach for gathering input and addressing concerns, including having Assistant Superintendent Tammy Lipschultz present at Rep Council Meetings. Most recently, Mrs. Lipschultz was unable to present because the laptop was not working. Superintendent Dr. Hammond shared Mrs. Lipschultz will be rescheduled to attend a future meeting and that he would like an opportunity to attend those meetings to support in addressing any concerns. Superintendent Dr. Hammond shared that the communication between the Superintendent, Cabinet, and OMTA leadership is and has been important to him and for the growth of the District. He shared that he has created Certificated Advisory Meetings with the intention of having an additional venue to hear directly from teachers and that he has learned a lot through those meetings.

Superintendent Dr. Hammond addressed concerns that he has heard regarding inclusion and clarified that it is a topic that he is open and willing to continue to evaluate and wanted to clarify that inclusion for OMSD is a slow walk that the District is taking towards implementation and the OMSD is currently evaluating inclusion with a focus on a model with strengths based, leadership team decision made and readiness that requires the school team teaching model. Superintendent Dr. Hammond is looking for an organic transition with school site buy-in.

Superintendent Dr. Hammond addressed comments regarding All Day Kindergarten and clarified that a decision has not been made and that the Kindergarten Task force has been created with a representative from each school site including OMTA President who was unable to attend the most recent meeting due to calendar conflict. Superintendent Dr. Hammond expressed his desire to hear concerns as he formulates a recommendation for the Board's consideration.



Superintendent Dr. Hammond addressed commentary about PBIS and clarified that PBIS is a tool to help diversify the support for teachers to modify student behaviors. Superintendent Dr. Hammond shared the importance for building and strengthening the most important relationship of teacher and student and that it can be a vehicle to cultivate and strengthen those relationships.

Finally, Superintendent Dr. Hammond shared that it is difficult to address concerns that are anonymous because it is difficult to know where to go to fix the concerns and encouraged open communication.

Superintendent Dr. Hammond expressed his appreciation for the work of teachers in OMSD. He shared that he believes OMSD teachers are amazing, smart, caring, dedicated, and proven and he is blessed to be in OMSD. Superintendent Dr. Hammond shared he is proud of the outstanding gains OMSD student have made over the years and the data of the growth in student academic achievement in OMSD is proven empirical data that recognizes the collaborative efforts of certificated and classified staff in OMSD.

**M. INFORMATION/ANNOUNCEMENTS**

M1. Update on the District's California Local Indicator for State Priority 2: Academic Standards.

M2. Update on the District's California Local Indicator for State Priority 7: Access to a Broad Course of Study.

M3. Future Agenda Items

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

M4. **Next Regular Board Meeting**

**November 15, 2018 at 7:00 PM (Open Session) \***

**Oaks Middle School**

**1221 S. Oaks Avenue, Ontario, CA 91762**

**\*Time and location may change. Please refer to posted agenda.**

**N. ADJOURNMENT**

On a motion from Trustee Galvez and a second by Trustee Sanchez, the Board Meeting adjourned at 9:07 PM, by a unanimous roll call vote of 4-0-0.

**ONTARIO-MONTCLAIR SCHOOL DISTRICT BOARD OF TRUSTEES**

\_\_\_\_\_  
**Alfonso Sanchez, 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

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Purchasing and Contracts Report**

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**REQUESTED ACTION**

Approve the contracts listed in the Purchasing and Contracts Report.

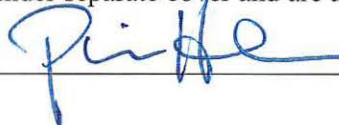
**BACKGROUND INFORMATION**

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 on the report.

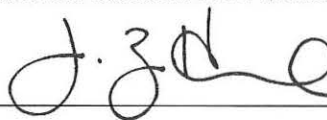
Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the contracts listed in the Purchasing and Contracts Report.

Approved by: James Q. Hammond, Superintendent



## Purchasing and Contracts Report

December 13, 2018

The following contracts are included in the December 13, 2018 agenda and are available under separate cover:

1. Notice of Completion for Contract C-156-285B with **AAA NETWORK SOLUTIONS, INC.**, for fiber optic cabling and network enclosures under E-rate program. At a final cost of \$815,171.90. [Originator: Purchasing/Fund: E-Rate/General]
2. Change Order No. 2 (additive) and Notice of Completion for Contract C-178-326A, Projects K009, K011, K018, K025, K029 and K035 with **J & A ENGINEERING CORPORATION dba J & A FENCE** for Perimeter Fencing and Drinking Fountain Upgrades at Various Sites, Package 3, Category 1 Site Fencing at De Anza, Edison, Kingsley, Montera, Serrano and Wiltsey schools. At a final cost of \$1,121,124. [Originator: Purchasing/Fund: Building]
3. Notice of Completion for Contract C-178-326B, Projects K009, K011, K018, K025, K029 and K035 with **CONTINENTAL PLUMBING, INC.**, for Perimeter Fencing and Drinking Fountain Upgrades at Various Sites, Package 3, Category 2 Plumbing at De Anza, Edison, Kingsley, Montera, Serrano and Wiltsey schools. At a final cost of \$284,882. [Originator: Purchasing/Fund: Building]
4. Notice of Completion for Contract C-178-333A, Projects K026, K027, K028, K031, K032, and K034 with **ECONO FENCE, INC.**, for Perimeter Fencing and Drinking Fountain Upgrades at Various Sites, Package 4, Category 1 Site Fencing at Moreno, Ramona and Vista Grande elementary schools and Oaks, Vernon and Vina Danks middle schools. At a final cost of \$1,663,628.30. [Originator: Purchasing/Fund: Building]
5. Change Order No. 1 (deductive) and Notice of Completion for Contract C-178-333B, Projects K026, K027, K028, K031, K032, and K034 with **ABBCO SERVICES INC.**, for Perimeter Fencing and Drinking Fountain Upgrades at Various Sites, Package 4, Category 2 Plumbing at Moreno, Ramona and Vista Grande elementary schools and Oaks, Vernon and Vina Danks middle schools. At a final cost of \$349,349. [Originator: Purchasing/Fund: Building]
6. Change Order No. 1 (additive) and Notice of Completion for Contract C-178-349A, Project AE96 with **SINGLE SOURCE CONSTRUCTION & MAINTENANCE, INC.**, for Euclid Elementary School Interim Housing Project, Category 1 General Construction. At a final cost of \$559,166. [Originator: Purchasing/Fund: Building/School Facilities]
7. Change Order No. 1 (additive) and Notice of Completion for Contract C-178-349B, Project AE96 with **RYAN ELECTRIC, INC.**, for Euclid Elementary School Interim Housing Project, Category 2 Electrical. At a final cost of \$958,721. [Originator: Purchasing/Fund: Building/School Facilities]
8. Change Order No. 1 (additive) and Notice of Completion for Contract C-178-350A with **ROADWAY ENGINEERING & CONTRACTING, INC.**, for Central Language Academy Interim Housing Project, Category 1 General Construction. At a final cost of \$505,142. [Originator: Purchasing/Fund: Building/Capital Facilities]
9. Change Order No. 1 (additive) and Notice of Completion for Contract C-178-350B with **GIANT SERVICES, INC. dba GIANT POWERCOMM** for Central Language Academy Interim Housing Project, Category 2 Electrical. At a final cost of \$710,848. [Originator: Purchasing/Fund: Building/Capital Facilities]

## Purchasing and Contracts Report

December 13, 2018

10. Change Order No. 1 (deductive) and No. 2 (no cost) and Notice of Completion for Contract C-178-355B with **ARROWHEAD MECHANICAL INC., dba ARROWHEAD SHEET METAL** for Prop 39 Energy Efficiency Measures at Lehigh and El Camino Elementary School Sites Project, Category 2 El Camino HVAC and Energy Management. At a final cost of \$373,685. [Originator: Purchasing/Fund: Building/Capital Facilities]
11. Change Order No. 1 (deductive) and No. 2 (no cost) and Notice of Completion for Contract C-178-355D with **RYAN ELECTRIC, INC.**, for Prop 39 Energy Efficiency Measures at Lehigh and El Camino Elementary School Sites Project, Category 4 El Camino School Electrical. At a final cost of \$124,543. [Originator: Purchasing/Fund: Building/Capital Facilities]
12. Contract C-189-330 with **DIALED ACTION SPORTS TEAM** to provide a BMX performance at Monte Vista Elementary School. Performance will focus on smart choices and bike safety information. Effective only on May 20, 2019. Total cost not to exceed \$1,600. [Originator: Business Services/Fund: Donations]
13. Contract C-189-375 with **THOR'S REPTILE FAMILY** to provide assemblies for students at Monte Vista Elementary School. The assemblies are aligned to and support the science curriculum and provide experiences to strengthen the physical, social, and emotional development of students. Effective March 1, 2019 through March 30, 2019. Total cost not to exceed \$400. [Originator: Business Services/Fund: Donations]
14. Contract C-189-380 with **WEST END SPECIAL EDUCATION LOCAL PLAN AREA** for Memorandum of Understanding to allow WESELPA students to enroll in OMSD's Special Education programs under conditions specified in the MOU. Effective July 1, 2018 through June 30, 2019. Billable costs to WESELPA as appropriate. [Originator: Learning & Teaching/Fund: OMSD SELPA]
15. Contact C-189-381 with **BREAKING BARRIERS UNITED, LLC** to provide professional development to staff at Edison Elementary School on Positive Behavior and Intervention Support workshops. Effective January 9, 2019 through January 31, 2019. Total cost not to exceed \$3,500. [Originator: Business Services/Fund: General]
16. Contract C-189-382 with **CRUZ AND ASSOCIATES** to provide professional development to staff at Euclid Elementary School focused on strategies to work towards eliminating the achievement gap. Effective January 9, 2019 through January 31, 2019. Total cost not to exceed \$3,500. [Originator: Business Services/Fund: General]
17. Contract C-189-384 with **KUMIKO SHIBATA** to provide piano services to accompany Chamber Singers during winter performances at Vernon Middle School. Effective December 10, 2018 through January 30, 2019. Total cost not to exceed \$250. [Originator: Business Services/Fund: General]
18. Contract C-189-401 with **GISELA ERNST-SLAVIT** to support students, parents and staff by providing professional development and keynote presentations in particular with English as a Second Language. Consultant will provide District-wide keynote presentations. Effective December 2, 2018 through June 30, 2022. Total cost not to exceed \$14,000. [Originator: Learning & Teaching/Fund: General]
19. Contact C-189-402 with **DOUBLETREE BY HILTON, ONTARIO AIRPORT HOTEL** in support of the Excellence Campaign Initiative to promote educational equity and excellence in OMSD by joining OMSD Stone Cutters and Models of Excellence to promote high expectations for student learning and to build strong partnerships with the OMSD community. Effective only on January 23, 2019. Total cost not to exceed \$3,000. [Originator: Business Services/Fund: General]

## Purchasing and Contracts Report

December 13, 2018

20. Contract C-189-404 with **CDW-G, LLC** for annual support for ten switches of the Homer F. Briggs Center network. Effective November 4, 2018 through November 3, 2019. Total cost not to exceed \$5,100. [Originator: Information Services/Fund: General]
21. Contract C-189-405 with **CALIFORNIA COMMISSION ON TEACHER CREDENTIALING** for payment of fees associated with the credentialing visit. Effective January 14, 2019 through January 17, 2019. District will be reimbursed up to \$3,796.96. [Originator: Learning & Teaching/Fund: General]
22. Contract C-189-406 with **JAMES A. BOYLE** to facilitate Interest Based Bargaining training to the OMSD Negotiation team and Ontario-Montclair Teachers Association. Effective November 13, 2018 through November 15, 2018. Total cost not to exceed \$5,100. [Originator: Human Resources/Fund: General]
23. Contract C-189-407 with **VAVRINEK, TRINE, DAY & CO., LLP** to provide audit services for the District. Effective July 1, 2018 through June 30, 2021. Total cost not to exceed \$50,000 per year. [Originator: Fiscal Services/Fund: General]
24. Contract C-189-408 with **RUHNAU CLARKE** to provide architectural and engineering services for AB300 building seismic retrofitting for Wiltsey Middle School. Effective December 14, 2018 through December 31, 2021. Total cost not to exceed \$155,000. [Originator: Purchasing/Fund: General]
25. Contract C-189-409 with **RUHNAU CLARKE** to provide architectural and engineering services for AB300 building seismic retrofitting for Serrano Middle School. Effective December 14, 2018 through December 31, 2021. Total cost not to exceed \$155,000. [Originator: Purchasing/Fund: General]
26. Contract C-189-411 with **BEST BEST & KRIEGER LLP** to provide legal representation for the District. Effective December 7, 2018 through December 31, 2021. Total cost not to exceed \$75,000. [Originator: Business Services/Fund: General]
27. Contract C-189-419 with **ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS (ASCIP)** for participation in the ASCIP-Owner Controlled Insurance Program (ASCIP-OCIP) related to the Prop 39 projects at Euclid Elementary. Total premium to be charged for all lines of coverage not to exceed \$25,426. [Originator: Business Services/Fund: Building]
28. Contract C-189-420 with **ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS (ASCIP)** for participation in the ASCIP-Owner Controlled Insurance Program (ASCIP-OCIP) related to the Prop 39 projects at Central Language Academy. Total premium to be charged for all lines of coverage not to exceed \$27,549. [Originator: Business Services/Fund: Building]
29. Contract C-189-421 with **THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ON BEHALF OF ITS RIVERSIDE CAMPUS** for Vineyard STEM to partner with University of California, Riverside to implement the Mathematics, Engineering, Science Achievement (MESA) Program. Effective July 1, 2018 through June 30, 2019. At no cost to the District. [Originator: Business Services]
30. Contract C-189-422 with **TERRY TAO** to provide legal representation for the District. Effective November 1, 2018 through June 30, 2021. Total cost not to exceed \$50,000. [Originator: Business Services/Fund: General]
31. Settlement Agreement – SA1819-03, OMSD, in collaboration with the parent, drafted a settlement agreement to fund sessions of occupational therapy, intensive reading workshop support, educational tutoring, mental health services assessment, and reasonable and compensable attorney's fees not to exceed \$7,500.

(Ref. b 3.4)



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Acceptance of Gifts/Donations**

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**REQUESTED ACTION**

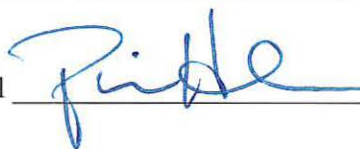
Approve the acceptance of gifts/donations to benefit and provide additional resources for District schools and/or programs.

**BACKGROUND INFORMATION**

In accordance with Board Policy/Administrative Regulation 3290, the administration presents all donations made to the District by individuals and organizations to the Board of Trustees for approval. Subject to the Board's acceptance, the Board President sends 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

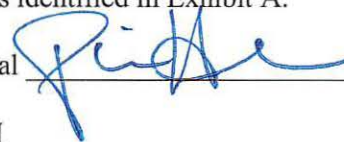


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**FINANCIAL IMPLICATIONS**

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

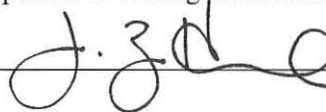


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**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the acceptance of these gifts/donations.

Approved by: James Q. Hammond, Superintendent



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**Exhibit A**

**ACCEPTANCE OF GIFTS/DONATIONS**

Submitted to the Board of Trustees for Approval on December 13, 2018

<b>Name of Donor</b>	<b>School/Department</b>	<b>Designated Use</b>	<b>Monetary/Items Donated</b>
Truist	Berlyn Elementary School	Student Incentives	\$44
Cal Poly Pomona Foundation	Elderberry Elementary School	General Use	\$1,835
Atkinson, Andelson, Loya, Ruud & Romo	Learning & Teaching Department	Reindeer Run	\$420
The Toro Foundation	Monte Vista Elementary School	Instructional Materials	\$100
Vista Grande PTA	Vista Grande Elementary School	Field Trips	\$1,000
Alejandra Alanis	Vernon Middle School	General Use	\$60
Edison International	Vernon Middle School	Fields Trips	\$150
Lynam Industries, Inc.	Vernon Middle School	General Use	\$250
YourCause	Wiltsey Middle School	General Use	\$330

(Ref. b 4.2)

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

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Signature Authorization Changes**

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**REQUESTED ACTION**

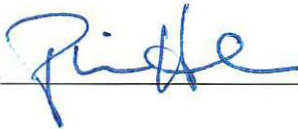
Approve the Signature Authorization Changes, effective December 14, 2018.

**BACKGROUND INFORMATION**

Education Code sections 39656 and 44032 require the Board of Trustees designate particular employees to be authorized to sign certain documents. When changes occur in staff, the District's authorized signatures must be updated.

Exhibit A, "Signature Authorization Changes," contains the necessary changes in authorization for signing documents and bank accounts.

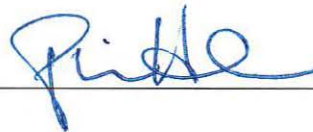
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS:**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Signature Authorization Changes, effective December 14, 2018.

Approved by: James Q. Hammond, Superintendent



Exhibit A  
**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
**SIGNATURE AUTHORIZATION CHANGES**  
Effective as of December 14, 2018

Document	Currently Authorized	Add/Change	Delete
Certification of Board Minutes	James Q. Hammond		
	Hector Macias		
	Philip Hillman		
	Elvia M. Rivas		
	Alfonso Sanchez		
Accounts Payable Orders	James Q. Hammond - No Limitations U.R.		
	Hector Macias- No Limitations U.R.		
	Philip Hillman - No Limitations U.R.		
	Craig Misso- No Limitations U.R.	Vanessa Eastland	
	Veronica Castro		
Payroll Orders	Justin Spencer		
	James Q. Hammond - No Limitations U.R.		
	Hector Macias - No Limitations U.R.		
	Philip Hillman - No Limitations U.R.		
	Craig Misso - No Limitations U.R.	Vanessa Eastland	
"S" Account (Voluntary Payroll Deductions)	Juliet Orozco		
	Philip Hillman	Vanessa Eastland	
Notice of Employment (All Categories)	Justin Spencer		
	James Q. Hammond		
	Hector Macias		
Purchase Orders (Duration/Limit) U.R. = <i>Until Rescinded</i>	Philip Hillman	Vanessa Eastland	
	Robert Gallagher		
	James Q. Hammond - No Limitations U.R.		
	Philip Hillman - No Limitations U.R.	Vanessa Eastland	
Journal Entries	Craig Misso - No Limitations U.R.		
	Angie Redelsperger No Limitations U.R.		
	James Q. Hammond		
	Hector Macias		
Interfund Transfers	Philip Hillman	Vanessa Eastland	
	Veronica Castro		
	Justin Spencer		
	James Q. Hammond - No Limitations U.R.		
	Hector Macias - No Limitations U.R.		
Budget Transfers	Philip Hillman - No Limitations U.R.		
	Veronica Castro	Vanessa Eastland	
	Justin Spencer		
	James Q. Hammond - No Limitations U.R.		
	Hector Macias - No Limitations U.R.		
Secure ID Issued (Secure ID Keys)	Philip Hillman	Vanessa Eastland	
	Veronica Castro		
	Justin Spencer		
Contracts (Duration/Limit) U.R. = <i>Until Rescinded</i>	Philip Hillman - No Limitations U.R.		
	Hector Macias - No Limitations U.R.		
	James Q. Hammond - No Limitations U.R.		
	Philip Hillman - No Limitations U.R.	Vanessa Eastland	
	Craig Misso - No Limitations U.R.		
Revolving Cash Fund Custodian	Angie Redelsperger - No Limitations U.R.		
State Allocation Board	James Q. Hammond		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Ca Env. Quality Act (CEQA) Documents Including: <i>Ca Env. Quality Act (CEQA) Notices of Exemption</i> <i>Ca Env. Quality Act (CEQA) Negative Declarations</i>	James Q. Hammond		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Interfund Transfers	James Q. Hammond		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	



Exhibit A  
**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
**SIGNATURE AUTHORIZATION CHANGES**  
 Effective as of December 14, 2018

Document	Currently Authorized	Add/Change	Delete
CA Department of Education Facilities Documents	James Q. Hammond		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Division of State Architect (DSA)	James Q. Hammond		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Storm Water Resources Control Board (SWRCB)	Phil Hillman		
	Craig Misso		
<b>Bank Accounts</b>			
Bank Accounts	Currently Authorized	Add/Change	Delete
Clearing Account	James Q. Hammond		
	Hector Macias		
	Tamera Lipschultz		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
	Veronica Castro		
Revolving Cash Account	Justin Spencer		
	James Q. Hammond		
	Hector Macias		
	Tamera Lipschultz		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Student Body Accounts	Veronica Castro		
	Justin Spencer		
	James Q. Hammond		
	Hector Macias		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Student Body Accounts (Middle Schools)	Veronica Castro		
	Justin Spencer		
	James Q. Hammond		
	Hector Macias		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
OMSD Student Welfare Fund-Health Services	Veronica Castro		
	Justin Spencer		
	James Q. Hammond		
	Hector Macias		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Trust Account for Loans to Certificated Employees	Veronica Castro		
	Justin Spencer		
	James Q. Hammond		
	Hector Macias		
	Philip Hillman		
	Craig Misso	Vanessa Eastland	
Food Services Accounts	<b>Two Signatures Required including one of the following:</b>		
	James Q. Hammond		
	Hector Macias		
	Philip Hillman		
	Veronica Castro	Vanessa Eastland	
	Justin Spencer		
	<b>Plus one of the following:</b>		
	Sara Maragni		
	Lisa Moreno		
	Munira Bengali		

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **2017-2018 Annual and Five-Year Reports of Developer Fee Receipts and Expenditures**

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**ACTION REQUESTED**

Approve the 2017-2018 Annual and Five-Year Reports of Developer Fee Receipts and Expenditures.

**BACKGROUND INFORMATION**

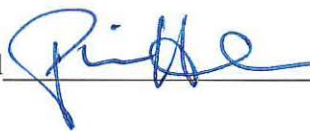
Effective January 1, 1997, Senate Bill 1693 amended Government Code Sections 66001 and 66006 to impose more detailed reporting requirements for developer fees. The local agency must account for funds collected, whether committed or uncommitted, and are required to review this information at a regularly scheduled public meeting not less than 15 days after the information is made available for public review.

The attached report (Exhibit A) provides information on developer fees and interest income collected and expended during 2017-2018. Summarized information for fiscal years 2013-14 through 2017-2018 is also included.

The fees have been justified and a reasonable relationship has been established between the fees and the purpose for which they are charged, which is included in the District's 2017 Developer Fee Study. Developer Fees, General Obligation Bond funds, Capital Outlay Reserve funds, and State School Construction Bond funds are the primary funding sources used to address various school facility needs of the District

Exhibit A constitutes the District's report of Developer Fees pursuant to SB 1693 and Government Code Sections 66001 and 66006.

Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

Prepared by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the 2017-2018 Annual and Five-Year Reports of Developer Fee Receipts and Expenditures.

Approved by: James Q. Hammond, Superintendent





Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

**REPORT OF SCHOOL FACILITY FEES INCLUDING ALTERNATIVE SCHOOL FACILITY FEES ("REPORTABLE FEES") REPORT FOR FISCAL YEAR 2017-2018 IN COMPLIANCE WITH GOVERNMENT CODE SECTIONS 66006 AND 66001**

Government Code Sections 66006 and 66001 provide that the District shall make available to the public certain information and adopt described findings relative to statutory school facility fees adopted pursuant to Education Code Section 17620 and Government Code Sections 65995, 65995.5, 65995.6, and 65995.7 ("Level 1 Fees", "Level 2 Fees", and "Level 3 Fees", collectively, "Statutory School Facility Fees" and as to Level 2 and Level 3 Fees, "Alternative School Facility Fees"). The foregoing for this purpose is also referred to as reportable fees ("Reportable Fees"). The described information and findings relate to Reportable Fees received, expended or to be expended in connection with School Facilities ("School Facilities") for the District to accommodate additional students from new development if funded or partially funded with Reportable Fees. The Reportable Fees do not include letters of credit, bonds, or other instruments to secure payment of Reportable Fees at a future date. The Reportable Fees have not been levied, collected, or imposed for general revenue purposes.

The following is the information and proposed findings the District proposes to review and adopt in accordance with Government Code Sections 66006 and 66001.

**I. INFORMATION MADE AVAILABLE PURSUANT TO GOVERNMENT CODE SECTION 66006 FOR FISCAL YEAR 2017-18:**

In accordance with Government Code Section 66006(b)(1) and (2), the District provides the following information for fiscal year 2017-18:

**A. DESCRIPTION OF THE TYPE OF REPORTABLE FEES IN THE ACCOUNT OR SUB-ACCOUNT(S) OF THE DISTRICT:**

The Reportable Fees consist of Statutory School Facility Fees including Alternative School Facility Fees.

**B. AMOUNT OF THE REPORTABLE FEES:**

The Reportable Fee amounts for fiscal year 2017-18 are set forth in the Schedule "A". These fee amounts were approved by the Board of Education on June 1, 2017. Developer Fee amounts only partially mitigate the impact to the District caused by residential development.

**C. BEGINNING AND ENDING BALANCE OF ACCOUNT AND SUB-ACCOUNT(S):**

	Reportable Fees
Beginning Balance (7/1/2017)	\$ 2,846,081
Ending Balance (6/30/2018)	\$ 3,867,431

**D. AMOUNT OF THE REPORTABLE FEES COLLECTED AND INTEREST EARNED:**

	Amount of Reportable Fees Collected Per Account or Sub-Account(s) and Interest Earned
Residential	\$ 1,469,684.48
Commercial	\$ 101,494.41
<b>Total Developer Fees</b>	<b>\$ 1,571,178.89</b>
Interest Earned	\$ 39,665.32
<b>Total Collected</b>	<b>\$ 1,610,844.21</b>

**E. IDENTIFICATION OF EACH PROJECT DURING 2017-18 ON WHICH DEVELOPER FEES WERE EXPENDED**

This information is provided in Schedule "B".

**F. IDENTIFICATION OF AN APPROXIMATE DATE BY WHICH VARIOUS CONSTRUCTION PROJECTS OF THE DISTRICT WILL COMMENCE**

The District has determined that for fiscal year 2017-18, Reportable Fees and other sources of funding were not sufficient to complete the financing of all currently identified school facility (renovation, modernization and new construction) projects.

**G. DESCRIPTION OF EACH INTERFUND TRANSFER OR LOAN MADE FROM THE ACCOUNT OR SUB-ACCOUNT(S), INCLUDING PROJECT(S) OF THE DISTRICT ON WHICH THE TRANSFERRED OR LOANED REPORTABLE FEES WILL BE EXPENDED, AND, IN THE CASE OF AN INTERFUND LOAN, THE DATE ON WHICH THE LOAN WILL BE REPAYED, AND THE RATE OF INTEREST THAT THE ACCOUNT OR SUB-ACCOUNT(S) WILL RECEIVE ON THE LOAN:**

Description of Interfund Transfer or Loan	Funds to Which Reportable Fees are Loaned	Amount	Date Loan Repaid	Rate of Interest
N/A	N/A	N/A	N/A	N/A

**H. THE AMOUNT OF REFUNDS MADE OR REVENUES ALLOCATED FOR OTHER PURPOSES IF THE ADMINISTRATIVE COSTS OF REFUNDING UNEXPENDED REVENUES EXCEED THE AMOUNT TO BE REFUNDED:**

\$ 0

**II. PROPOSED FIVE (5) YEAR FINDINGS WITH RESPECT TO THAT PORTION OF THE ACCOUNT OR SUB-ACCOUNT(S) REMAINING UNEXPENDED, WHETHER COMMITTED OR UNCOMMITTED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 66001:**

**A. IDENTIFICATION OF THE PURPOSE TO WHICH THE REPORTABLE FEES ARE TO BE EXPENDED:**

The purpose of Developer Fees imposed and collected on new residential, commercial and industrial development within the District is to fund additional School Facilities required to serve the students of the District generated by its new development within the District. Specifically, the Reportable Fees will be used for the construction and/or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms and technology, as well as acquiring and installing additional modular classrooms.

**B. DEMONSTRATION OF A REASONABLE RELATIONSHIP BETWEEN THE REPORTABLE FEES AND THE PURPOSES FOR WHICH THEY ARE CHARGED:**

There is a proportional/reasonable relationship between the new development upon which the Developer Fees are charged and the need for additional School Facilities by reason of the fact that additional students will be generated by additional development within the District and the District does not have student capacity in the existing School Facilities to accommodate these new students.

The District's School Facilities Needs Analysis approved by the Board on June 1, 2017 established the purpose of the fees, the use to which the fees will be put, the relationships between the use of the fees, the District's needs to accommodate students from new development, and the type of residential projects. In doing so it fulfills the requirements imposed by state law on agencies that levy development fees.

**C. DEVELOPER FEE COLLECTIONS AND EXPENDITURES FOR FISCAL YEARS 2012-13 THROUGH 2017-18**

In accordance with Government Code Section 66006(b)(2), information, including the proposed five (5) year findings presented in Schedule C, were made available to the public at least fifteen (15) days prior to consideration of the Reportable Fees Report. The Board of Trustees is asked to formally consider (certify) such annual information and proposed five (5) year findings at its meeting on December 7, 2017.

**D. IDENTIFICATION OF SOURCES AND AMOUNTS OF FUNDING SOURCES ANTICIPATED TO COMPLETE VARIOUS DISTRICT CAPITAL FACILITY PROJECTS**

<b>Sources</b>	<b>Amount of Funding Anticipated or Received to Complete Financing of School Facilities</b>
State School Building Program	\$5,407,620*
Community Facilities Districts	N/A
General Obligation Bond Proceeds	\$26,659,077**
Redevelopment Pass-Through Agreements	\$1,695,698***
Statutory School Facility Fees (Developer Fees)	\$3,867,431****

Mitigation Payments	N/A
Certificates of Participation	N/A
S.B. No. 201 Fees (Government Code Section 65970 <i>et seq.</i> )	N/A

\* Reserved for state matching funds under the seismic mitigation program (AB300).  
*Ending Balance as of 6/30/2018*

\*\* Reserved for General Obligation Bond 2016 Election authorized projects  
*Ending Balance as of 6/30/2018*

\*\*\* Reflects RDA funds balance reserve for Upland, Montclair, and Ontario  
*Ending Balance as of 6/30/2018*

\*\*\*\* Developer fee collections for facilities and facilities planning  
*Ending Balance as of 6/30/2018*

**E. DESIGNATION OF THE APPROXIMATE DATE ON WHICH THE FUNDING REFERRED TO IN SECTION D (ABOVE) IS EXPECTED TO BE DEPOSITED IN THE APPROPRIATE ACCOUNT OR SUB-ACCOUNT(S).**

<b>Sources</b>	<b>Approximate Date Expected to Be Deposited</b>
State School Building Program	Currently on Deposit
Community Facilities Districts	N/A
General Obligation Bond Proceeds	Currently on Deposit
Redevelopment Pass-Through Agreements	Currently on Deposit
Statutory School Facility Fees (Developer Fees)	Currently on Deposit
Mitigation Payments	N/A
Certificates of Participation	N/A
S.B. No. 201 Fees (Government Code Section 65970 <i>et seq.</i> )	N/A

**SCHEDULE A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

**STATUTORY SCHOOL FACILITY FEES  
INCLUDING ALTERNATIVE SCHOOL FACILITY FEE AMOUNTS  
2017-2018**

<b><u>Residential</u></b>	
Level 1 - July 1, 2017 - May 8, 2018	\$2.40
Level 1 - May 9, 2018 - June 30, 2018	\$2.62
Level 2	\$3.78
Level 3	\$7.93
<b><u>Commercial/Industrial</u></b>	\$0.39
<b><u>Business Categories for Parking Structures</u></b>	\$0.03
<b><u>Self Storage Facilites</u></b>	\$0.08

**SCHEDULE B**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

**FUND 25 – INCOME AND EXPENDITURES  
AS OF JUNE 30, 2018**

<b>BEGINNING FUND BALANCE</b>	<b>\$ 2,846,080.50</b>
<b>INCOME</b>	
DEVELOPER FEES COLLECTED	\$ 1,571,178.89
INTEREST	39,665.32
TOTAL INCOME	<u>\$ 1,610,844.21</u>
<b>EXPENDITURES</b>	
FACILITIES PLANNING AND OTHER	\$ 67,091.30
CENTRAL RELOCATABLE CLASSROOM(S)	1,261.99
SULTANA RELOCATABLE CLASSROOM(S)	1,250.00
DEL NORTE RELOCATABLE CLASSROOM(S)	1,250.00
EDISON RELOCATABLE CLASSROOM(S)	1,250.00
VISTA GRANDE RELOCATABLE CLASSROOM(S)	993.50
MONTERA RELOCATABLE CLASSROOM(S)	24,682.67
BON VIEW RELOCATABLE CLASSROOM(S)	114,555.94
RAMONA RELOCATABLE CLASSROOM(S)	47,341.83
SERRANO RELOCATABLE CLASSROOM(S)	500.00
VERNON RELOCATABLE CLASSROOM(S)	114,478.19
HAWTHORNE HVAC REPLACEMENT	769.75
EL CAMINO RELOCATABLE CLASSROOM(S)	15,795.24
MORENO RELOCATABLE CLASSROOM(S)	154,092.72
MORENO SHADE STRUCTURE	1,750.00
ARROYO RELOCATABLE CLASSROOM(S)	35,307.14
EL CAMINO RELOCATABLE CLASSROOMS	4,207.76
RELOCATABLE CLASSROOMS - DISTRICT PLANNING	2,915.52
TOTAL EXPENDITURES	<u>589,493.55</u>
<b>NET CHANGE</b>	<b>\$ 1,021,350.66</b>
<b>ENDING FUND BALANCE</b>	<b><u>\$ 3,867,431.16</u></b>
CASH IN THE COUNTY TREASURY	3,957,762.49
ACCOUNTS RECEIVABLE	15,019.49
<b>TOTAL ASSETS</b>	<b>\$ 3,972,781.98</b>
ACCOUNTS PAYABLE	103,845.11
DUE TO OTHER FUNDS	1,505.71
<b>TOTAL LIABILITIES</b>	<b><u>\$ 105,350.82</u></b>

**SCHEDULE C**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

**FUND 25 - DEVELOPER FEE COLLECTIONS AND EXPENDITURES FOR  
FISCAL YEARS  
2013-14 TO 2017-18**

<b>Year</b>	<b>Fees Collected/ Interest/Other Income</b>		<b>Expenditures</b>
<b>2013-14</b>	\$	236,881.76	\$ 676,712.86
<b>2014-15</b>	\$	1,521,622.44	\$ 550,441.05
<b>2015-16</b>	\$	1,623,319.05	\$ 482,387.91
<b>2016-17</b>	\$	1,195,794.99	\$ 528,321.25
<b>2017-18</b>	\$	1,610,844.21	\$ 589,493.55

**Note:** The information in Schedule C above reflects only annual income and expenditures. The beginning or net ending balance of Fund 25 is not reflected.



# Consent Calendar

(c) Human Resources

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Certificated Personnel Recommendations Report #CERT189-1213**

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**REQUESTED ACTION**

Approve Certificated Personnel Recommendations.

**EMPLOYMENT**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Julia Bolle	Special Ed Adapted PE Teacher/Briggs-SPED	01/07/2019
Megan Sakai	Teacher/Vina Danks	11/13/2018

**ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Ericka Ross	TOA-Special Education/Briggs-SPED to Program Specialist/Briggs-SPED	12/07/2018

**CERTIFICATED SUBSTITUTES**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Dulce Cabrales-Cid	Substitute Teacher	12/04/2018
Alesia Daniels	Substitute Teacher	11/28/2018
Felisa Duenas	Substitute Teacher	11/19/2018
Amanda Enriquez	Substitute Teacher	11/28/2018
Matthew Green	Substitute Teacher	11/29/2018
Anaissa Gutierrez	Substitute Teacher	11/27/2018
Brenda Gutierrez	Substitute Teacher	11/16/2018
Tatiana Kranzer	Substitute Teacher	11/04/2018
James Moxley	Substitute Teacher	11/09/2018
Yasamien Nazari	Substitute Teacher	11/29/2018
Darlene Pleitez	Substitute Teacher	11/14/2018
Andrea Rodriguez	Substitute Teacher	12/06/2018
Filiberto Sandoval	Substitute Teacher	11/30/2018

**Certificated Personnel Recommendations Report #CERT189-1213**  
December 13, 2018

**REQUESTS FOR LEAVE OF ABSENCE**

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Candice Abe	PE Teacher/Briggs-L&T Unpaid Leave	12/05/2018-12/20/2018
Rosa Bernal	Teacher/Euclid Medical Leave	11/13/2018-12/04/2018
Jennifer Berry	Principal/Edison Extended Medical Leave	11/13/2018-12/16/2018
Angela Caldera	Teacher/Wiltsey Extended Medical Leave	12/01/2018-12/31/2018
Rosa Denson	Teacher/Central Medical Leave	12/04/2018-01/04/2019
Jeanne Deseran	Teacher/Kingsley Extended Medical Leave	11/11/2018-12/16/2018
Dawn Falkenberg	Teacher/Montera Extended Medical Leave	11/09/2018-12/17/2018
Michelle Hamilton	Teacher/Bon View FMLA Leave	12/04/2018-12/20/2018
Cynthia Hurzeler	Teacher/Wiltsey Extended Medical Leave	11/02/2018-11/18/2018
Luz Jaramillo	Teacher/Central Medical Leave	11/27/2018-01/27/2019
Mona Kapoor	Teacher/Oaks Medical Leave	11/20/2018-12/18/2018
Alexandria Martinez	Teacher/Vista Grande Extended Medical Leave	11/19/2018-01/06/2019
Judith Medina	Teacher/Lincoln Medical Leave	11/16/2018-12/28/2018
Rebeka Nall	PE Teacher/Briggs-L&T Extended Medical Leave	11/30/2018-01/15/2019
Deven Phillips	Teacher/Vineyard STEM Medical Leave	12/10/2018-01/07/2019
Jennifer Torres	Teacher/Del Norte Medical Leave	11/26/2018-12/15/2018

**Certificated Personnel Recommendations Report #CERT189-1213**  
December 13, 2018

**REQUESTS FOR LEAVE OF ABSENCE** (continue)

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Blanca Valencia-Chaverra	Teacher/Moreno FMLA Leave	12/04/18-12/17/2018
Blanca Valencia-Chaverra	Teacher/Moreno Unpaid Leave	12/18/2018-01/08/2019
Kathryn Villasenor	Teacher/Hawthorne Medical Leave	12/03/2018-05/25/2019
Carole Weinstein	Teacher/Mariposa Extended Medical Leave	11/30/2018-12/17/2018
Kristen Williams	Speech Language Pathologist/Briggs-SPED Medical Leave	11/05/2018-12/30/2018

**REVISED APPROVED LEAVE OF ABSENCE**

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
None.		

**AUTHORIZATION TO TEACH OUTSIDE OF CREDENTIAL: EDUCATION CODE 44258.2**

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

**VARIABLE TERM WAIVER**

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

**SUBSEQUENT VARIABLE TERM WAIVER**

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

**Certificated Personnel Recommendations Report #CERT189-1213**  
December 13, 2018

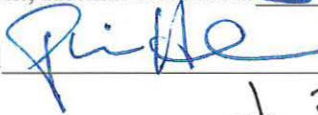
**RETIREMENT, RESIGNATION, RELEASE AND TERMINATION**

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Donna Batson	Teacher/Vina Danks	12/09/2018
Paul Leal	Teacher/Corona	06/30/2018
Jennifer Moore	SDC Teacher/Lincoln	01/15/2019
Jack Young	Teacher/Vernon	12/20/2018

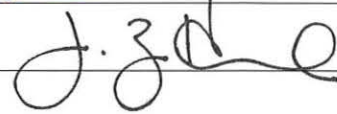
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



Reviewed by: Phil Hillman, Chief Business Official



Approved by: James Q. Hammond, Superintendent



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** Classified Personnel Recommendations Report #CLA189-1213

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**REQUESTED ACTION**

Approve Classified Personnel Recommendations.

**EMPLOYMENT**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Abigail Aguirre-Garcia	IA-Learning Needs/Briggs-SPED	11/26/2018
Sereina Alex	IA-Learning Needs/Mariposa	12/10/2018
Jessica Andrade	IA-Learning Needs/Mariposa	11/15/2018
Jennifer Castaneda	Special Needs Program Asst./Lincoln	11/13/2018
Vanessa Eastland	Executive Director, Business Services/ Chief Financial Officer/Briggs-Fiscal Services	12/04/2018
Miriam Gomez	Library Media Asst./Sultana	11/26/2018
Whitney Huyser	Physical Education Asst./Briggs-L&T	11/13/2018
Monique Luera	Instructional Assistant/Bon View	12/03/2018
Lonyea Miller	IA-Behavior Intervention/El Camino	11/07/2018
Nidia Noj	Proctor/Elderberry	11/15/2018
Cynthia Poblano	IA-Preschool Inclusion/Del Norte	12/10/2018
Maria Rojas	Food Service Asst. I/Hawthorne	01/07/2019
Paula Sanchez	Special Needs Program Asst./Sultana	12/14/2018
Thadeus Scott	IA-Learning Needs/Kingsley	12/03/2018
Yvette Sosa	Food Service Asst. I/Howard	01/07/2019
Pryscilla Trujillo	Special Needs Program Asst./Lincoln	11/26/2018
Maricela Uribe	Proctor/Kingsley	12/03/2018
Teri Warren	IA-Learning Needs/Oaks	11/26/2018

**ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, ADDITIONAL ASSIGNMENT**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Monica Barnhill	Switchboard Operator/Reception Mail Services Asst./ Briggs-Purchasing to Fiscal Services Technician/ Briggs-Fiscal Services	12/10/2018
Maribel Hernandez	Special Needs Program Asst./Lincoln 4.25 hours to 6.75 hours	11/26/2018

(Ref. c 2.1)

**Classified Personnel Recommendations Report #CLA189-1213**

December 13, 2018

**ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, ADDITIONAL ASSIGNMENT** (continued)

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Andrew Ojeda	Physical Education Asst./Briggs-L&T to Student Mentor & Campus Asst./Briggs-L&T	12/01/2018
Miriam Quates-Jackson	Instructional Asst./Haynes to IA-Learning Needs/Briggs-SPED	12/03/2018
Melissa Torrez	Bus Driver/Transportation 7.75 hours to 8 hours	11/14/2018
Teri Warren	IA-Learning Needs/Oaks 4 hours to 6.5 hours	12/03/2018
Phyllis Williams	Special Needs Program Asst./Lincoln 4.25 hours to 6.75 hours	11/15/2018

**CLASSIFIED SUBSTITUTES**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Dorys Cervantes	Substitute Food Services	11/28/2018
Marissa Cota	Substitute Health Services	11/09/2018
Josephine English	Substitute Special Needs/Physical Education Asst./Proctor	11/29/2018
Karina Fernandez	Substitute Instructional Asst./ Special Needs/Behavior Intervention/Special Orthopedic Asst.	11/29/2018
Alysia Garnica	Substitute Instructional Asst./Special Needs/Behavior Intervention/Special Orthopedic Asst.	11/19/2018
G T Hughes	Substitute Custodian	11/26/2018
Alia Martin	Substitute Special Needs Asst.	11/06/2018
Victoria Mendoza	Substitute Clerical	11/29/2018
Antonio Moran	Substitute AVID Tutor	11/15/2018
Angelica Moreno-Lopez	Substitute Special Needs Asst.	11/07/2018
Carla Lopez	Substitute Food Services	11/29/2018
Stephanie Myers	Substitute Instructional Asst./Physical Education Asst./Special Needs Program Asst.	11/09/2018
Jazmine Ramirez	Substitute AVID Tutor	11/09/2018
Yssei Reyes	Substitute Instructional Asst./Behavior Intervention/Special Orthopedic Asst.	11/08/2018
Brenda Roman	Substitute Instructional Asst./Behavior Intervention/Special Orthopedic Asst.	11/19/2018
Alma Romero	Substitute Food Services	11/28/2018
Ana Romero	Substitute Food Services	11/29/2018
Cynthia Sanchez	Substitute Instructional Asst./Behavior Intervention/Special Orthopedic Asst.	11/26/2018
Marinna Solis	Substitute Instructional Asst./Behavior Intervention/Special Orthopedic Asst./Physical Education Asst./Proctor	11/21/2018
Anne Visaya	Substitute Health Services	11/08/2018



**Classified Personnel Recommendations Report #CLA189-1213**

December 13, 2018

**REQUEST FOR LEAVE OF ABSENCE**

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Serrina Arevalo	Instructional Asst./El Camino Extended Medical Leave	12/07/2018-12/16/2018
Serrina Arevalo	Instructional Asst./El Camino FMLA Leave	12/17/2018-03/04/2019
Vanessa Baez	Instructional Asst./ Ramona Medical Leave	11/04/2018-12/17/2018
Katherine Cortez	School Administrative Asst./Haynes Medical Leave	12/03/2018-12/30/2018
Christina Cross	Proctor/Monte Vista Extended Medical Leave	11/07/2018-11/23/2018
Danielle Cuevas	Behavior Intervention Asst./El Camino FMLA Leave	11/05/2018-11/09/2018
Jessica Diego	Instructional Asst./Montera Medical Leave	11/30/2018-01/17/2019
Laura Ellison	Food Service Asst. II/Vernon Extended Medical Leave	11/19/2018-11/25/2018
Jamie Gomez	Food Service Satellite Operator/Central Production Kitchen FMLA Leave	11/26/2018-12/21/2018
Johnna Gonzales	Car Driver/Linda Vista Medical Leave	12/07/2018-04/17/2019
Diane Gonzalez	Fiscal Services Technician/Briggs-Fiscal Services Extended Medical Leave	11/08/2018-11/15/2018
Irene Gonzalez	Attendance Clerk/Vernon Medical Leave	11/13/2018-01/04/2019
Patricia Guerrero	Physical Education Asst./Briggs-L&T Extended Medical Leave	11/09/2018-11/16/2018
Maria Gutierrez	Special Needs Program Asst./Lincoln Medical Leave	11/05/2018-11/26/2018
Carol Happach	Proctor/Elderberry Extended Medical Leave	11/11/2018-11/26/2018

**Classified Personnel Recommendations Report #CLA189-1213**  
December 13, 2018

**REQUEST FOR LEAVE OF ABSENCE** (continued)

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Ronda Heck	Food Service Asst. II/Oaks Extended Medical Leave	10/21/2018-01/07/2019
Alejandra Heredia	Instructional Asst./Mission Unpaid Leave	01/19/2019-05/19/2019
Micaela Hernandez	School Office Asst. II/De Anza Extended Medical Leave	11/27/2018-12/10/2018
Fabiola Lizarraga	School Office Asst./Kingsley Medical Leave	10/27/2018-01/07/2019
Sara Maragni	Director/Food Nutrition Services Medical Leave	11/13/2018-12/11/2018
Brittney Martinez	IA-Learning Needs/Sultana Extended Medical Leave	11/12/2018-12/14/2018
Yadira Montano	Food Service Asst. I/Vina Danks Medical Leave	10/25/2018-12/10/2018
Claudia Montellano	IA-Learning Needs/Mission Medical Leave	12/03/2018-01/15/2019
Shirley Morango	Food Service Asst. I/Ramona Extended Medical Leave	11/01/2018-01/07/2019
John Nemetz	Carpenter/Briggs-Operations Extended Medical Leave	11/14/2018-12/11/2018
Loretha Ray	Health Service Asst.-Special Needs II/Moreno Extended Medical Leave	11/27/2018-12/06/2018
Alfredo Sanchez	Custodian/Vista Grande Extended Medical Leave	10/19/2018-12/17/2018
Alma Valencia	Lead Food Service I/Central Extended Medical Leave	11/14/2018-11/30/2018
Serrina Valencia	Instructional Asst./El Camino FMLA Leave	12/17/2018-03/04/2019
Amber Wallen	IA-Behavior Intervention/El Camino FMLA Leave	11/13/2018-12/20/2018

**Classified Personnel Recommendations Report #CLA189-1213**

December 13, 2018

**REVISED APPROVED LEAVE OF ABSENCE**

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

**RETIREMENT, RESIGNATION, PROBATIONARY RELEASE AND TERMINATION**

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
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Dan Borchardt	Bus Driver/Transportation	11/15/2018
Cesar Chavez	IA-Special Needs/Mariposa	01/04/2019
Mary Lou Perez	Early Childhood Ed Asst./Corona	11/30/2018
Brenda Recino-Flores	Proctor/Del Norte	11/30/2018
Erika Rodriguez	IA-Resource Center & Instructional Asst./Euclid	12/30/2018
Vivian Romo	Food Service Asst. I/Mariposa	11/09/2018

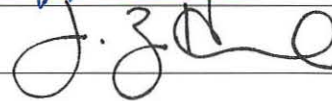
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



Reviewed by: Phil Hillman, Chief Business Official



Approved by: James Q. Hammond, Superintendent



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Revised Substitute Pay Rate Schedule, Effective January 1, 2019**

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**REQUESTED ACTION**

Approve the Revised Substitute Pay Rate Schedule, Effective January 1, 2019.

**BACKGROUND INFORMATION**

Senate Bill No. 3 was developed to address minimum wage, in-home supportive care, and paid sick days. This bill was approved on April 4, 2016 by Governor Brown and requires that the minimum wage for all industries to not be less than specified amounts to be increased from January 1, 2017 to January 1, 2022, inclusive, for employers with 26 or more employees. In order to ensure that the General Fund can support the next scheduled minimum wage increase, the bill also requires the Chief Business Official or designee to annually determine and certify whether the General Fund would be in a deficit in the current fiscal year, or in either of the following 2 fiscal years.

The following are the proposed minimum wage rates of increase in California that the District will be responsible to implement:

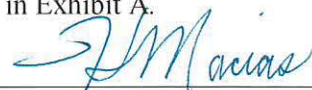
- From January 1, 2017, to December 31, 2017, inclusive,—ten dollars and fifty cents (\$10.50) per hour
- From January 1, 2018, to December 31, 2018, inclusive,—eleven dollars (\$11) per hour
- From January 1, 2019, to December 31, 2019, inclusive,—twelve dollars (\$12) per hour
- From January 1, 2020, to December 31, 2020, inclusive,—thirteen dollars (\$13) per hour
- From January 1, 2021, to December 31, 2021, inclusive,—fourteen dollars (\$14) per hour
- From January 1, 2022, and until adjusted by subdivision (c)—fifteen dollars (\$15) per hour

The minimum wage in California will increase from \$11.00 to \$12.00 per hour on January 1, 2019. In order to remain compliant with federal minimum wage laws, the District recommends a \$1.00 increase to the hourly rate for substitute Food Service Assistants, Proctors, Babysitting, and Translators. The pay rate for said positions will increase from \$11.00 to \$12.00 per hour.

In order to recruit and retain highly qualified employees and provide sufficient coverage for required Accounting/Payroll needs, the Accounting/Payroll position will be included in Range IV (\$14.50 per hour).

The revisions are reflected on the Substitute Pay Rate Schedule, as shown in Exhibit A.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources




**Revised Substitute Pay Rate Schedule, Effective January 1, 2019**  
December 13, 2018

**FINANCIAL IMPLICATIONS**

The estimated cost of the increased substitute pay rate is approximately \$15,603 for the remainder of the current school year and a total annual increase of \$31,206 per school year.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Revised Substitute Pay Rate Schedule, Effective January 1, 2019.

Approved by: James Q. Hammond, Superintendent



**EXHIBIT A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT  
SUBSTITUTE PAY SCHEDULE**

<b>CLASSIFIED SUBSTITUTES</b>	
<b>RANGE I</b> AVID Tutors Food Service Assistants Proctors/Babysitting Translators	\$12.00 per hour
<b>RANGE II</b> Instructional Assistants Instructional Assistants-Learning Needs	\$12.50 per hour
<b>RANGE III</b> Early Childhood Education Assistant Instructional Assistant Preschool Physical Education Assistant	\$13.50 per hour
<b>RANGE IV</b> Accounting/Payroll General Clerical Health Service Assistant Special Needs Program Assistant	\$14.50 per hour
<b>RANGE V</b> Health Service Assistant II LVN Instructional Assistant-Behavior Intervention Instructional Assistant-Special Ortho Needs Technology Support	\$15.50 per hour
<b>RANGE VI</b> Custodian	\$16.00 per hour
<b>RANGE VII</b> Bus Driver	\$18.00 per hour
<b>RANGE VIII</b> Campus Safety Assistants Journeyman Technician	\$20.00 per hour
<b>RANGE IX</b> Referee	\$30.00 per game
<b>RANGE X</b> Classified Administrators/Confidential	Step I per diem

<b>CERTIFICATED SUBSTITUTES</b>	
<b>RANGE I: 30 day Emergency Permit Teachers</b> Teacher 1-20 days absent Preschool Teacher 1-20 days absent	\$140 per diem \$20.74 per hour
<b>RANGE II: Long Term Substitute Teachers/Nurse</b> Teacher/Nurse 21+ days absent Preschool Teacher 21+ days absent	\$165 per diem \$24.44 per hour
<b>RANGE III</b> Certificated Administrators	\$440 per diem

Effective 1/1/2019  
Board Approved



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** Revised Proctor Pay Rate, Effective January 1, 2019

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**REQUESTED ACTION**

Approve the Revised Proctor Pay Rate, Effective January 1, 2019.

**BACKGROUND INFORMATION**

The Proctor position continues to provide the required and necessary supervisory duty. These employees are responsible for active and effective supervision and professional interaction to our students in grades PK thru 8<sup>th</sup> across all 32 school sites. The essential functions are primarily to monitor play and social interaction before, during and after school for students. In addition, they also interface with staff, families, community members to maintain school safety and orderly campuses.

Senate Bill No. 3 which was approved on April 4, 2016 by Governor Brown requires that the minimum wage for all industries to not be less than specified amounts to be increased from January 1, 2017 to January 1, 2022, inclusive, for employers with 26 or more employees. In order to ensure that the General Fund can support the next scheduled minimum wage increase, the bill also requires the Chief Business Official or designee to annually determine and certify whether the General Fund would be in a deficit in the current fiscal year, or in either of the following 2 fiscal years.

The minimum wage in California will increase from \$11.00 to \$12.00 per hour on January 1, 2019. In order to remain compliant with federal minimum wage laws, the District recommends a \$1.37 increase to the hourly rate for Proctors. The pay rate for said positions will increase from \$11.37 to \$12.43 per hour (Step 14, Column A).

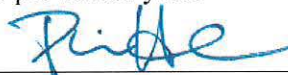
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



**FINANCIAL IMPLICATIONS**

The estimated cost of the increased Proctor pay rate is approximately \$17,974 for the remainder of the current school year and a total annual increase of \$35,948 per school year.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Revised Proctor Pay Rate, Effective January 1, 2019.

Approved by: James Q. Hammond, Superintendent





# Consent Calendar

(d) Learning & Teaching

Consent Calendar: (d) Learning & Teaching

**NONE**

Discussion/Action/Public Hearing

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President, and Board of Trustees

**FROM:** James Q. Hammond, Superintendent

**SUBJECT:** Appointment of Measure "K" Citizens' Bond Oversight Committee (CBOC) Members: Judith E. Jasper (Senior Citizen Organization) and Christine Pangelinan (At-Large) and Reappointment of CBOC Members: Bertha Diaz, Crisol Mena, G. Michael Milhiser, Sergio Sahagun Sr., and Daryl Vollrath

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**REQUESTED ACTION**

Appointment of Measure "K" Citizens' Bond Oversight Committee (CBOC) members: Judith E. Jasper (Senior Citizen Organization) and Christine Pangelinan (At-Large) and reappointment of CBOC members: Bertha Diaz, Crisol Mena, G. Michael Milhiser, Sergio Sahagun Sr., and Daryl Vollrath.

**BACKGROUND INFORMATION**

On January 19, 2017, the Board of Trustees approved Adoption of Resolution 2016-17-18, Establishing an Independent Citizens' Bond Oversight Committee (CBOC) and Bylaws for Measure K Bond. On April 6, 2017, the Board appointed seven members to serve up to three consecutive two year terms. Resignations were received from CBOC members Mathew Melendrez (At-Large) and Sandra Escamilla (Active Senior Citizen's Organization).

In accordance with the CBOC Bylaws, the CBOC is to consist of a minimum of seven (7) members. The following was completed in soliciting for the replacement members.

- Advertised in the Daily Bulletin newspaper
- Posted a notice on the District website
- Posted a notice at all District schools
- Posted a notice at the Ontario and Montclair Libraries
- Sent a community notice through Constant Contact
- Invited CBOC non-selected applicants on file

Three applications were received and screened by a CBOC recommendation panel. After review, the selection panel is recommending the appointment of Judith E. Jasper (Senior Citizen Organization) and Christine Pangelinan (At-Large). Under the bylaws, COC members may serve up to three consecutive two-year terms. The remaining sitting CBOC members are recommended for reappointment.

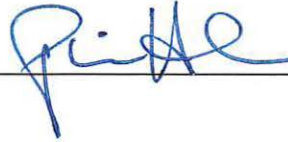
A summary of recommended appointments/reappointments by position is provided below.

Appointment of Measure "K" Citizens' Bond Oversight Committee (CBOC) members: Judith E. Jasper (Senior Citizen Organization) and Christine Pangelinan (At-Large) and reappointment of CBOC members: Bertha Diaz, Crisol Mena, G. Michael Milhiser, Sergio Sahagun Sr., and Daryl Vollrath December 13, 2018

Name	At -Large (2 min)	Active Community Business Owner (1 min)	Active Senior Citizen's Organization Member (1 min)	Active Bona-Fide Taxpayers Associate Member (1 min)	Parent Active in a Parent-Teacher Organization (1 min)	Parent (1 min)
Bertha Diaz**						✓
Judith E. Jasper *			✓			
Crisol Mena**					✓	
G. Michael Milhiser**	✓					
Christine Pangelinan*	✓					
Sergio Sahagun Sr.**		✓				
Daryl Vollrath**				✓		

\* - Appointment \*\* - Reappointment

Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the appointment of Measure "K" Citizens' Bond Oversight Committee (CBOC) members: Judith E. Jasper (Senior Citizen Organization) and Christine Pangelinan (At-Large) and Reappointment of CBOC members: Bertha Diaz, Crisol Mena, G. Michael Milhiser, Sergio Sahagun Sr., and Daryl Vollrath.

Approved by: James Q. Hammond, Superintendent



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees

**FROM:** James Q. Hammond, Superintendent

**SUBJECT:** **2018-2019 First Interim Financial Report (Supporting Information Available Under Separate Cover)**

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**REQUESTED ACTION**

Approve the 2018-2019 First Interim Financial Report (Supporting Information Available Under Separate Cover).

**BACKGROUND INFORMATION**

Pursuant to Education Code Section 42131, twice each year, the Board of Trustees must certify to the San Bernardino County Superintendent of Schools (SBCSS) and the California Department of Education (CDE) that the District can meet its financial obligations for the current and two subsequent fiscal years.

The First Interim Report presents actual to date data as of October 31, 2018. This report must be approved and certified as positive, qualified, or negative by the Governing Board and submitted to the SBCSS by December 15, 2018. The three certifications, based upon current projections, are defined as follows:

1. **A Positive Certification** means that a district will meet its financial obligations (including the three percent reserve) for the current and two subsequent fiscal years.
2. **A Qualified Certification** means that a district may not meet its financial obligations for the current or two subsequent fiscal years (less than the three percent reserve in any year).
3. **A Negative Certification** means that a district will not meet its financial obligations for the remainder of the fiscal year or for the subsequent fiscal year (depleted cash).

The First Interim Financial Report is presented under separate cover to the Board of Trustees for approval with a Positive Certification. Based upon current projections, the District will meet its obligations in the current and two subsequent years.

Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

Preparing and presenting the Interim Report has no direct financial impact; rather, any budget and projection increases, decreases, and adjustments presented here reflect the impact that other Board actions such as approving contracts, grants, and changes in personnel have on the District's financial condition.

Reviewed by: Phil Hillman, Chief Business Official

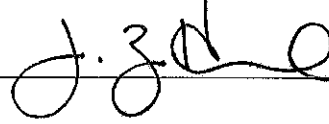


**2018-2019 First Interim Financial Report**  
December 13, 2018

**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the 2018-19 First Interim Financial Report (Supporting Information Available Under Separate Cover).

Approved by: James Q. Hammond, Superintendent

A handwritten signature in black ink, appearing to read "J. Q. Hammond", is written over a horizontal line.

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President and Board of Trustees

**FROM:** James Q. Hammond, Superintendent

**SUBJECT:** **Discuss Trustee Interest and Approve Nominations for California School Boards Association (CSBA) Region 16-B Delegate Assembly Members**

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**REQUESTED ACTIONS**

Discuss Trustee Interest and Approve Nominations for California School Boards Association (CSBA) Region 16-B Delegate Assembly Members.

**BACKGROUND INFORMATION**

CSBA's Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committees, Delegates ensure the association reflects the interest of school districts and county offices of education throughout the state. The Delegate Assembly is comprised of Delegates who are elected by local board members in 21 geographic regions throughout the state. The 2019 CSBA Delegate Assembly Roster is included as Exhibit A.

The Delegate Assembly meets twice each year. In 2019, the first meeting will be May 18-19, 2019 in Sacramento and the second one will be November 4-5, 2019 in Sacramento. Nominations and candidate biographical sketch forms from CSBA's Delegate Assembly are now being accepted until January 7, 2019. A sample of the nomination form has been included as Exhibit B.

Any CSBA member Board is eligible to nominate board members within their geographical regions or subregion. Each Board may nominate as many individuals as it chooses, however, it is the responsibility of the nominating board to obtain permission from the nominee prior to submitting his or her name. A valid nomination includes a completed nomination form and a one-page, one-sided, candidate biographical sketch form (Sample included as Exhibit C). An optional one-page, one sided, resume may also be submitted (resume cannot substitute for the candidate biographical sketch form).

**Role and Responsibilities:**

The Delegate Assembly provides policy direction for the association, elects officers and directors, and ensures the association reflects the interest of school districts and county offices of education. The Delegate Assembly consist of:

- Term of office for each Delegate is two years beginning April 1 through March 31.
- Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.
- More than 270 elected board members from CSBA's 21 geographic regions



**Discuss Trustee Interest and Approve Nominations for California School Boards Association (CSBA) Region 16-B Delegate Assembly Members  
December 13, 2018**

Role and Responsibilities (Continued):

- 34 members of the Board of Directors
- Past presidents of CSBA serving on local school boards
- The immediate past president of the California County Boards of Education

As described in Article III, Section 1, of the CSBA Bylaws, the Delegate Assembly has the following powers and duties:

- Adopt the policy platform every two years. The policy platform provides a broad framework for implementing the association's vision, mission and strategic directions, and as such guides the association's policy and political leadership activities
- Adopt policies and positions as needed to supplement the policy platform
- Provide testimony or input on critical issues during special hearings at Delegate Assembly meetings
- Elect the association's officers and Board of Directors
- Serve on standing committees, councils, task forces, and focus groups
- Adopt the corporate bylaws
- Provide two-way communication with local board members
- Provide advocacy on behalf of children, public education, school boards and the Association
- Support and participate in the association's activities and events

Ballots are prepared to include the nominations received by CSBA and mailed by Wednesday, February 1 to each district or county board within the respective region or subregion.

Voting for Delegates is an action of the entire Board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each Board of the subregion may vote for as many persons as there are positions to be filled within the region or subregion. Ballots must be delivered to CSBA via US Postal Mail postmarked by Thursday, March 15, in order to be accepted. Ballots may not be faxed or emailed. All districts and candidates are notified of the results no later than April 1. If there is a tie vote, a run-off election will be held.

This agenda item provides the OMSD Board of Trustees the opportunity to discuss any Trustee interest and approve any nominations. The Superintendent will then forward the appropriate paperwork to CSBA for inclusion in the 2019 CSBA Delegate Assembly Elections.

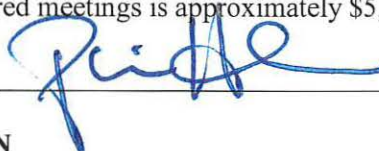
Prepared by James Q. Hammond, Superintendent \_\_\_\_\_



**FINANCIAL IMPLICATIONS**

The cost of travel for nominees to attend the required meetings is approximately \$5,000.

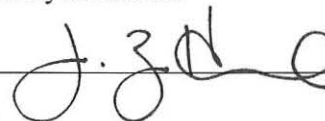
Reviewed by: Phil Hillman, Chief Business Official \_\_\_\_\_



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board of Trustees discuss Trustee interest and approve Nominations for California School Boards Association (CSBA) Region 16-B Delegate Assembly Members.

Approved by: James Q. Hammond, Superintendent \_\_\_\_\_



(Ref. K 3.2)



**REGION 1 – 4 Delegates (4 elected)**

Director: Jennifer Owen (Fort Bragg USD)

**Subregion 1-A (Del Norte, Humboldt)**

Donald McArthur (Del Norte County USD), 2019

Lisa Ollivier (Eureka City SD), 2020

**Subregion 1-B (Lake, Mendocino)**

Sandy Tucker (Middletown USD), 2020

**Region 1 County:**

David Browning (Lake COE), 2019

**REGION 2 – 4 Delegates (4 elected)**

Director: Sherry Crawford (Siskiyou COE)

**Subregion 2-A (Modoc, Siskiyou, Trinity)**

Gregg Gunkel (Siskiyou Union HSD), 2019

**Subregion 2-B (Shasta)**

Teri Vigil (Fall River Joint USD), 2019

**Subregion 2-C (Lassen, Plumas)**

Dwight Pierson (Plumas County & USD), 2020

**Region 2 County:**

Brenda Duchi (Siskiyou COE), 2020

**REGION 3 – 8 Delegates (8 elected)**

Director: A.C. (Tony) Ubalde (Vallejo City USD)

**Subregion 3-A (Sonoma)**

Ron Kristof (Santa Rosa City Schools), 2019

Jeremy Brott (Bennett Valley Union SD), 2020

**Subregion 3-B (Napa)**

Indira Lopez (Calistoga Joint USD), 2019

**Subregion 3-C (Solano)**

Diane Ferrucci (Benicia USD), 2019

David Isom (Fairfield-Suisun USD), 2019

Michael Kitzes (Vacaville USD), 2020

**Subregion 3-D (Marin)**

Barbara Owens, (Tamalpais Union HSD) 2020

**Region 3 County**

Herman Hernandez (Sonoma COE), 2019

**REGION 4 – 8 Delegates (8 elected)**

Director: Paige Stauss (Roseville Joint Union HSD)

**Subregion 4-A (Glenn, Tehama)**

Rod Thompson (Red Bluff Jt. Union HSD), 2020

**Subregion 4-B (Butte)**

Judith Peters (Paradise USD), 2019

**Subregion 4-C (Colusa, Sutter, Yuba)**

Jim Flurry (Marysville Joint USD), 2020

Silvia Vaca (Williams USD), 2019

**Subregion 4-D (Nevada, Placer, Sierra)**

Julann Brown (Auburn Union ESD), 2019

Linda Campbell (Nevada Joint Union HSD), 2019

Renee Nash (Eureka Union SD), 2020

**Region 4 County**

June McJunkin (Sutter COE), 2020

**REGION 5 – 10 Delegates (7 elected/3 appointed ◇)**

Director: Alisa MacAvoy (Redwood City ESD)

**Subregion 5-A (San Francisco)**

Emily Murase (San Francisco County USD)◇, 2019

Rachel Norton (San Francisco County USD)◇, 2019

Vacant (San Francisco County USD)◇, 2020

**Subregion 5-B (San Mateo)**

Davina Drabkin (Burlingame ESD), 2019

Carrie Du Bois (Sequoia Union HSD), 2019

Amy Koo (Belmont-Redwood Shores SD), 2020

Clayton Koo, (Jefferson ESD), 2020

Kevin Martinez (San Bruno Park ESD), 2019

Kalimah Salahuddin (Jefferson Union HSD), 2020

**Region 5 County**

Beverly Gerard (San Mateo COE), 2019

**REGION 6 – 19 Delegates (12 elected/7 appointed ◇)**

Director: Darrel Woo (Sacramento City USD)

**Subregion 6-A (Yolo)**

Jackie Wong (Washington USD), 2020

**Subregion 6-B (Sacramento)**

Michael A. Baker (Twin Rivers USD)◇, 2019

Pam Costa (San Juan USD)◇, 2019

Craig DeLuz (Robla ESD), 2020

John Gordon (Galt Joint Union ESD), 2019

Jay Hansen (Sacramento City USD)◇, 2019

Susan Heredia (Natomas USD), 2019

Lisa Kaplan (Natomas USD), 2019

Ramona Landeros (Twin Rivers USD), 2020

Crystal Martinez-Alire (Elk Grove USD)◇, 2019

Mike McKibbin (San Juan USD)◇, 2020

Christina Pritchett (Sacramento City USD)◇, 2020

JoAnne Reinking (Folsom-Cordova USD), 2020

Rebecca Sandoval (Twin Rivers USD), 2019

Edward (Ed) Short (Folsom-Cordova USD), 2019

Bobbie Singh-Allen (Elk Grove USD)◇, 2020

**Subregion 6-C (Alpine, El Dorado, Mono)**

Misty diVittorio (Placerville Union ESD), 2020

Suzanna George (Rescue Union ESD), 2019

**Region 6 County**

Shelton Yip (Yolo COE), 2020

**REGION 7 – 20 Delegates (15 elected/5 appointed ◇)**

Director: Yolanda Peña Mendrek (Liberty Union HSD)

**Subregion 7-A (Contra Costa)**

Elizabeth (Liz) Bettis (Walnut Creek ESD), 2019

Elizabeth Block (West Contra Costa USD)◇, 2020

Laura Canciamilla (Pittsburg USD), 2020

Madeline Kronenberg (West Contra Costa USD), 2020

Linda K. Mayo (Mt. Diablo USD)◇, 2019

Marina Ramos (John Swett USD), 2019

Richard Severy (Moraga ESD), 2019

Raymond Valverde (Liberty Union HSD), 2020

*List of all Delegates with expiration terms updated 11-19-18*

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**Subregion 7-B (Alameda)**

Valerie Arkin (Pleasanton USD), 2020  
Ann Crosbie (Fremont USD)◇, 2019  
Beatriz Leyva-Cutler (Berkeley USD), 2019  
Jody London (Oakland USD)◇, 2019  
William McGee (Hayward USD), 2019  
Amy Miller (Dublin USD), 2020  
Diana J. Prola (San Leandro USD), 2019  
Nina Senn (Oakland USD)◇, 2020  
Nancy Thomas (Newark USD), 2019  
Annette Walker (Hayward USD), 2020  
Anne White (Livermore Valley Joint USD), 2020

**Region 7 County**

Fatima Alleyne (Contra Costa COE), 2019

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**REGION 8 – 14 Delegates (12 elected/2 appointed)◇**

Director: Matthew Balzarini (Lammersville Joint USD)

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**Subregion 8-A (San Joaquin)**

Kathleen Garcia (Stockton USD)◇, 2019  
Kathy Howe (Manteca USD), 2020  
George Neely (Lodi USD), 2019  
Christopher (Kit) Oase (Ripon USD), 2019  
Angela Phillips (Stockton USD)◇, 2020  
Stephen J. Schluer (Manteca USD), 2020  
Jenny Van De Pol (Lincoln USD), 2020

**Subregion 8-B (Amador, Calaveras, Tuolumne)**

Zerrall McDaniel (Calaveras USD), 2019

**Subregion 8-C (Stanislaus)**

Faye Lane (Ceres USD), 2020  
Cynthia (Cindi) Lindsey (Sylvan Union ESD), 2019  
Paul Wallace (Neman-Crows Landing USD), 2019

**Subregion 8-D (Merced)**

Adam Cox (Merced City ESD), 2019  
John Medearis (Merced Union HSD), 2020

**Region 8 County**

Juliana Feriani (Tuolumne COE), 2020

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**REGION 9 – 8 Delegates (8 elected)**

Director: Tami Gunther (Atascadero USD)

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**Subregion 9-A (San Benito, Santa Cruz)**

Phil Rodriguez (Soquel Union ESD), 2020  
Deborah Tracy-Proulx (Santa Cruz City Schools), 2020  
George Wylie (San Lorenzo Valley USD), 2019

**Subregion 9-B (Monterey)**

Lila Cann (Salinas Union HSD), 2019  
Rita Patel (Carmel USD), 2020

**Subregion 9-C (San Luis Obispo)**

Mark Buchman (San Luis Coastal USD), 2020  
Vicki Meagher (Lucia Mar USD), 2019

**Region 9 County**

Janet Wohlgenuth (Monterey COE), 2019

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**REGION 10 – 15 Delegates (11 elected/4 appointed)◇**

Director: Susan Markarian (Pacific Union ESD)

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**Subregion10-A (Madera, Mariposa)**

Barbara Bigelow (Chawanakee USD), 2019

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**Subregion10-B (Fresno)**

Daniel Babshoff (Kerman USD), 2019  
Connie Brooks (Kings Canyon Joint USD), 2020  
Darrell Carter (Washington USD), 2020  
Gilbert Coelho (Firebaugh-Las Deltas USD), 2020  
Valerie Davis (Fresno USD)◇, 2019  
Brian Heryford (Clovis USD)◇, 2019  
William (Bill) Johnson (Clay ESD), 2019  
Marcy Masumoto (Sanger USD), 2019  
Carol Mills (Fresno USD)◇, 2020  
Elizabeth (Betsy) Sandoval (Clovis USD)◇, 2020  
Norman Saude (Sierra USD), 2020  
Kathy Spate (Caruthers USD), 2019

**Subregion10-C (Kings)**

Teresa Carlos-Contreras (Kings River-Hardwick Union ESD), 2020

**Region 10 County**

Sara Wilkins (Madera COE), 2020

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**REGION 11 – 9 Delegates (9 elected)**

Director: Suzanne Kitchens (Pleasant Valley SD)

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**Subregion 11-A (Santa Barbara)**

Jack C. Garvin (Santa Maria Joint Union HSD), 2020  
Luz Reyes-Martin (Goleta Union SD), 2019

**Subregion 11-B (Ventura County and Las Virgenes USD)**

William Daniels (Simi Valley USD), 2020  
Vianey Lopez (Hueneme ESD), 2020  
Veronica Robles-Solis (Oxnard SD), 2020  
Kelsey Stewart (Santa Paula USD), 2020  
Christina (Tina) Urias (Santa Paula USD), 2019  
John Walker (Ventura USD), 2019

**Region 11 County**

Mark Lisagor (Ventura COE), 2019

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**REGION 12 – 14 Delegates (11 elected/3 appointed)◇**

Director: Bill Farris (Sierra Sands USD)

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**Subregion 12-A (Tulare)**

Peter Lara, Jr. (Porterville USD), 2020  
Cathy Mederos (Tulare Joint Union HSD), 2019  
Dean Sutton (Exeter USD), 2019  
Lucia Vazquez (Visalia USD), 2020

**Subregion 12-B (Kern)**

Pamela (Pam) Baugher (Bakersfield City SD), 2019  
Jeff Flores (Kern Union HSD)◇, 2019  
Pamela Jacobsen (Standard SD), 2020  
Tim Johnson (Sierra Sands USD), 2019  
Phillip Peters (Kern Union HSD)◇, 2020  
Geri Rivera (Arvin Union SD), 2019  
Gaby Schmidt (Lakeside Union ESD), 2020  
Lillian Tafoya (Bakersfield City SD)◇, 2020  
Keith Wolaridge (Panama-Buena Vista Union SD), 2019

**Region 12 County**

Donald P. Cowan (Kern COE), 2020

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**REGION 15 – 26 Delegates (18 elected/8 appointed)◇**

Director: Meg Cutuli (Los Alamitos USD)

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**County: Orange**

*List of all Delegates with expiration terms updated 11-19-18*



Alfonso Alvarez (Santa Ana USD)◇, 2019  
Dana Black (Newport-Mesa USD), 2020  
Lauren Brooks (Irvine USD), 2020  
Carrie Buck (Placentia-Yorba Linda USD), 2019  
Bonnie Castrey (Huntington Beach Union HSD), 2019  
Jeff Cole (Anaheim ESD), 2019  
Ian Collins (Fountain Valley ESD), 2019  
Lynn Davis (Tustin USD), 2020  
Karin Freeman (Placentia-Yorba Linda USD), 2019  
Ira Glasky (Irvine USD)◇, 2020  
Patricia Holloway (Capistrano USD)◇, 2019  
Al Jabbar (Anaheim Un. HSD), 2019  
Candice (Candi) Kern (Cypress ESD), 2020  
Shari Kowalke (Huntington Beach City ESD), 2020  
Martha McNicholas (Capistrano USD)◇, 2020  
Lan Nguyen (Garden Grove USD)◇, 2020  
John Palacio (Santa Ana USD)◇, 2020  
Annemarie Randle-Trejo (Anaheim Union HSD)◇, 2020  
Teri Rocco (Garden Grove USD)◇, 2019  
Francine Scinto (Tustin USD), 2020  
Michael Simons (Huntington Beach Union HSD), 2020  
Robert A. Singer (Fullerton Joint Union HSD), 2019  
Suzie R. Swartz (Saddleback Valley USD), 2019  
Sharon Wallin (Irvine USD), 2020  
Dolores Winchell (Saddleback Valley USD), 2019  
**Region 15 County**  
John (Jack) Bedell (Orange COE), 2019 ◇

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**REGION 16 – 20 Delegates (15 elected/5 appointed)◇**

Director: Karen Gray (Silver Valley USD)

**Subregion 16-A (Inyo)**

Susan Patton (Lone Pine USD), 2019

**Subregion 16-B (San Bernardino)**

Christina Cameron-Otero (Needles USD), 2020  
Tom Courtney (Lucerne Valley USD), 2019  
Barbara J. Dew (Victor Valley Union HSD), 2020  
Gwen Dowdy-Rodgers (San Bernardino City USD)◇, 2019  
Barbara Flores (San Bernardino City USD)◇, 2020  
Peter Garcia (Fontana USD)◇, 2019  
Cindy Gardner (Rim of the World USD), 2020  
Margaret Hill (San Bernardino City USD), 2019  
Shari Megaw (Chaffey Joint Union HSD), 2019  
Jim O’Neill, (Redlands USD), 2020  
Sylvia Orozco (Chino Valley USD)◇, 2019  
Caryn Payzant (Alta Loma ESD), 2020  
Barbara Schneider (Helendale SD), 2020  
Matt Slowik (Fontana USD)◇, 2020  
Wilson So (Apple Valley USD), 2019  
Mark Sumpter (San Bernardino COE), 2020  
Eric Swanson (Hesperia USD), 2019  
Kathy A. Thompson (Central ESD), 2019

**Region 16 County**

Laura A. Mancha (San Bernardino COE), 2020

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**REGION 17 – 24 Delegates (18 elected/6 appointed)◇**

Director: Katie Dexter (Lemon Grove SD)

**County: San Diego**

**List of all Delegates with expiration terms updated 11-19-18**

Elvia Aguilar (South Bay Union SD), 2020  
Barbara Avalos (National SD), 2020  
Richard Barrera, (San Diego USD)◇, 2019  
Blanca Brown, (Lemon Grove SD), 2019  
Leslie Ray Bunker (Chula Vista ESD), 2019  
Brian Clapper (National SD), 2020  
Eleanor Evans (Oceanside USD), 2020  
Al Guerra (Alpine Union SD), 2019  
Beth Hergesheimer (San Dieguito Union HSD), 2019  
Laurie Humphrey (Chula Vista ESD), 2020  
Claudine Jones (Carlsbad USD), 2020  
Michael McQuary (San Diego USD)◇, 2020  
Tamara Otero (Cajon Valley Union SD), 2019  
Dawn Perfect (Ramona USD), 2019  
Barbara Ryan (Santee SD), 2019  
Elva Salinas (Grossmont Union HSD), 2020  
Debra Schade (Solana Beach ESD), 2020  
Nicholas Segura (Sweetwater Union HSD)◇, 2020  
Charles Sellers (Poway USD)◇, 2019

Arturo Solis (Sweetwater Union HSD)◇, 2019  
Marla Strich (Encinitas Union ESD), 2020  
Cipriano Vargas, (Vista USD), 2020  
Sharon Whitehurst-Payne (San Diego USD)◇, 2019  
**Region 17 County**  
Guadalupe Gonzalez (San Diego COE), 2019 ◇

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**REGION 18 – 21 Delegates (16 elected/5 appointed)◇**

Director: Wendy Jonathan (Desert Sands USD)

**Subregion 18-A (Riverside)**

Alfredo Andrade (Banning USD), 2019  
Kenneth Dickson (Murrieta Valley USD), 2019  
Robert Garcia (Jurupa USD), 2019  
Madonna Gerrell (Palm Springs USD), 2019  
Blanca T. Hall (Coachella Valley USD), 2020  
Tom Hunt (Riverside USD)◇, 2019  
Cleveland (CJ) Johnson (Moreno Valley USD)◇, 2019  
Marla Kirkland (Val Verde USD), 2020  
Susie Lara (Beaumont USD), 2020  
Patricia Lock-Dawson (Riverside USD)◇, 2020  
David Nelissen (Perris Union HSD), 2020  
Bill Newberry (Corona-Norco USD)◇, 2020  
Kristi Rutz-Robbins (Temecula Valley USD), 2019  
Victor Scavarda (Hemet USD), 2020  
Susan (Sue) Scott (Lake Elsinore USD), 2020  
Mary Helen Ybarra (Corona-Norco USD)◇, 2019

**Subregion 18-B (Imperial)**

Ralph Fernandez (Brawley Union HSD), 2019  
Diahna Garcia-Ruiz (Heber ESD), 2019  
Gloria Santillan (Brawley ESD), 2020  
**County:** Wendel W. Tucker (Riverside COE), 2020

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**REGION 20 – 12 Delegates (11 elected/1 appointed)◇**

Director: Albert Gonzalez (Santa Clara USD)

**County: Santa Clara**

Frank Biehl (East Side Union HSD), 2020  
Cynthia Chang (Los Gatos-Saratoga Jt. Union HSD), 2020

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Danielle Cohen (Campbell Union SD), 2019  
Pamela Foley (San Jose USD)◇, 2019  
Bonnie Mace (Evergreen ESD), 2019  
Joe Mitchner (Mountain View-Los Altos Un. HSD), 2020  
Jodi Muirhead, (Santa Clara USD), 2020  
Reid Myers (Sunnyvale SD), 2019  
Mary Patterson (Morgan Hill USD), 2019  
Andres Quintero (Alum Rock Union ESD), 2019  
George Sanchez (Franklin-McKinley ESD), 2019  
**County:** Rosemary Kamei (Santa Clara COE), 2020

**REGION 21 – 7 Delegates (0 elected/ 7 appointed)◇**  
Director: Kelly Gonez (Los Angeles USD)◇, 2022

**County: Los Angeles**

Monica Garcia (Los Angeles USD)◇, 2021  
George McKenna (Los Angeles USD)◇, 2020  
Nick Melvoin (Los Angeles USD)◇, 2022  
Scott Schmerelson (Los Angeles USD)◇, 2020  
Richard Vladovic (Los Angeles USD)◇, 2020  
Vacant (Los Angeles USD) ◇, 2020

**Region 18 County**

Douglas Boyd (Los Angeles COE)◇, 2020

**REGION 22 – 6 Delegates (6 elected)**

Director: Keith Giles (Lancaster ESD)

**Los Angeles County: North Los Angeles**

John Curiel (Westside Union ESD), 2019  
Steven DeMarzio (Westside Union ESD), 2020  
Stacy Dobbs (Castaic Union SD), 2020  
R. Michael Dutton (Antelope Valley Union HSD), 2019  
Nancy Smith (Palmdale ESD), 2020  
Steven M. Sturgeon (William S. Hart Union HSD), 2019

**REGION 23 – 15 Delegates (13 elected/2 Appointed)◇**

Director: Helen Hall (Walnut Valley USD)

**Los Angeles County: San Gabriel Valley & East Los Angeles**

**Subregion 23-A**

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Suzie Abajian (South Pasadena USD), 2019  
Adele Andrade-Stadler (Alhambra USD), 2019  
Kimberly Kenne (Pasadena USD), 2020  
Gregory Krikorian (Glendale USD), 2020  
Gary Scott (San Gabriel USD), 2020

**Subregion 23-B**

Jessica Ancona (El Monte City SD), 2019  
Anthony Duarte (Hacienda La Puente USD), 2020  
Gino (J.D.) Kwok (Hacienda La Puente USD)◇, 2020  
Larry Redinger (Walnut Valley USD), 2019

**Subregion 23-C**

Cory Ellenson (Glendora USD), 2020  
Steven Llanusa (Claremont USD), 2020  
Christina Lucero (Baldwin Park USD), 2019  
Eileen Miranda Jimenez (West Covina USD), 2019  
Roberta Perlman (Pomona USD)◇, 2019  
Paul Solano (Bassett USD), 2020

**REGION 24 – 16 Delegates (14 elected/2 Appointed)◇**

Director: Donald E. LaPlante (Downey USD)

**Los Angeles County: Southwest Crescent**

Darryl Adams (Norwalk-La Mirada USD), 2019  
Leighton Anderson (Whittier Union HSD), 2020  
Jan Baird (South Whittier ESD), 2019  
Maggie Bove-LaMonica (Hermosa Beach City ESD), 2020  
Diana Craighead (Long Beach USD)◇, 2020  
Paul Gardiner (East Whittier City ESD), 2020  
Vivian Hansen (Paramount USD), 2019  
Megan Kerr (Long Beach USD)◇, 2019  
Eugene Krank (Hawthorne SD), 2020  
Jose Lara (El Rancho USD), 2019  
Sylvia V. Macias (South Whittier ESD), 2020  
Karen Morrison (Norwalk-La Mirada USD), 2020  
Ann M. Phillips (Lawndale ESD), 2020  
Jesse Urquidi, (Norwalk-LaMirada USD), 2020  
Ana Valencia (Norwalk-La Mirada USD), 2019  
Satra Zurita, (Compton USD), 2019

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elections\Nominations\List of all Delegates with expiration  
terms updated 11-19-18.docx



# 2019 Delegate Assembly Nomination Form

## *DUE Monday, January 7, 2019*

E-mail to nominations@csba.org or, fax (916) 371-3704 or, Mail to: CSBA Exec. Office | 3251 Beacon Bl., W. Sacramento, 95691.

CSBA Region/subregion # \_\_\_\_\_

The Board of Education of the \_\_\_\_\_ voted to  
(Nominating District)  
nominate \_\_\_\_\_ The nominee is a member of the  
(Nominee)  
\_\_\_\_\_, which is a member of the California  
(Nominee's Board)  
School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé, if submitted.
- The nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé, if submitted, will be sent by Monday, January 7, 2019.

\_\_\_\_\_  
*Board Clerk or Board Secretary (signed)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Board Clerk or Board Secretary (printed)*

**PLEASE NOTE:** This nomination form and nominee's candidate biographical sketch form are both due Monday, January 7, 2019. They may be emailed to nominations@csba.org, or faxed to (916) 371-3407 by 11:59 p.m., or mailed to CSBA, Attn: Executive Office, 3251 Beacon Blvd., West Sacramento, CA 95691, postmarked by the U.S.P.S. no later than **Monday, January 7, 2019**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by the due date. Late submissions cannot be accepted.* Please contact CSBA's Executive Office (800) 266-3382, should you have any questions. Thank you.

## 2019 Delegate Assembly Candidate Biographical Sketch Form

***DUE: Monday, January 7, 2019 – no late submissions accepted***

Please complete, sign, and date this required ONE-page candidate biographical sketch form. An optional, ONE-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state “see résumé” and do not re-type this form. It is the candidate’s responsibility to confirm that all nomination materials have been received by the CSBA Executive Office.

***Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.***

***Signature:*** \_\_\_\_\_ ***Date:*** \_\_\_\_\_

Name: \_\_\_\_\_ CSBA Region & subregion #: \_\_\_\_\_

District or COE: \_\_\_\_\_ Years on board: \_\_\_\_\_

Profession: \_\_\_\_\_ Contact Number (please  Cell  Home  Bus.): \_\_\_\_\_

\*Primary E-mail: \_\_\_\_\_

(\*Communications from CSBA will be sent to primary email)

Are you an incumbent Delegate?  Yes  No | If yes, year you became Delegate: \_\_\_\_\_

**Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.** (Character count limit: 700)

**Please describe your activities and involvement on your local board, community, and/or CSBA.** (Character count limit: 700)

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?** (Character count limit: 700)

E-mail: [nominations@csba.org](mailto:nominations@csba.org), or fax to (916) 371-3407, or US Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691. Please only submit biosketch form via one of these modes only; do not send multiple times. If you have any questions, please contact the Executive Office at (800) 266-3382.

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**  
Ontario, California

December 13, 2018

**TO:** President and Board of Trustees

**FROM:** James Q. Hammond, Superintendent

**SUBJECT:** **Proposed Calendar of Regular Meetings of the Board of Trustees for the 2019 Calendar Year**

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**REQUESTED ACTION**

Receive for Information the Proposed Calendar of Regular Meetings of the Board of Trustees for the 2019 Calendar Year.

**BACKGROUND INFORMATION**

Each year, at the Annual Organizational Board Meeting, the Board of Trustees establishes a calendar of meetings for the next calendar year. A schedule of proposed meeting dates is included as Exhibit A.

It has been District practice that two (2) meetings are scheduled each month, with the exception of occasionally March and April and routinely January, August, September and December, when only one meeting is scheduled. Exceptions are made to the Board meeting schedule based on agenda needs, holiday observances, or vacation schedules for Board and staff members.

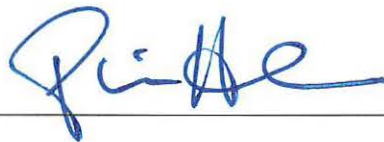
Prepared by James Q. Hammond, Superintendent \_\_\_\_\_



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official \_\_\_\_\_



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board of Trustees receive for information the proposed calendar of regular meetings of the Board of Trustees for the 2019 calendar year.

Approved by: James Q. Hammond, Superintendent \_\_\_\_\_





# Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT  
Ontario, California  
Superintendent's Office

## Proposed Board Meeting Dates for Calendar Year 2019

Start of Calendar Year	July 11, 2019
January 10, 2019	July 25, 2019
February 7, 2019	August 8, 2019
February 21, 2019	September 19, 2019
March 14, 2019	October 3, 2019
April 18, 2019	October 17, 2019
May 2, 2019	November 7, 2019
May 16, 2019	November 21, 2019
June 13, 2019	December 12, 2019
June 27, 2019	<i>Annual Organizational Board Meeting</i>
End of Fiscal Year	

**The location for all meetings are TBD.  
Please refer to posted agenda for location  
information.**

### 2019 Dates for Possible Conflict Consideration

**(May affect agenda due dates/preparation/Friday packet/Board meeting dates)**

December 21, 2018-January 4, 2019	Winter Recess/Holidays
January 21 (Monday)	Dr. Martin Luther King Holiday
February 15 (Friday)	Lincoln's Birthday
February 18 (Monday)	Presidents' Day
March 25-29	Spring Recess
March 30-April 1, 2019	National School Boards Association Annual Conference
May 23 (Thursday)	Student Last Day of 2018-2019 School Year
May 27 (Monday)	Memorial Day
June 20-23, 2019	NALEO Annual Conference
July 4 (Thursday)	Independence Day Holiday
August 7 (Wednesday)	First Day of School 2019-2020
September 2 (Monday)	Labor Day Holiday
November 11 (Monday)	Veterans' Day
November 25-29	Thanksgiving Holiday
December 5-7, 2019	2019 CSBA Annual Conference
December 23, 2019-January 3, 2020	Winter Recess/Holidays

Information/Correspondence

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** 2018-2019 Williams First Quarterly Findings Report

---

**REQUESTED ACTION**

Accept for information the 2018-2019 Williams First Quarterly Findings Report.

**BACKGROUND INFORMATION**

As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, California Education Code 1240 requires the County Superintendent of Schools to annually visit Williams monitored schools (schools ranked in deciles 1-3 currently based on the state's 2012 Base Academic Performance Index).

The purpose of the site visit is to:

- Determine if all students have a board-approved material assigned to them for all core subjects to use in school and at home.
- Determine if school facilities are clean, safe and functional.

Visit findings, even if there are none to report, are provided to the school site, district, and local board on a quarterly basis.

On October 31, 2018, the San Bernardino County Superintendent of Schools issued a report detailing the findings of each participating site (available under separate cover). A summary of the report is provided as "Exhibit A."

Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board accept for information the 2018-2019 Williams First Quarterly Findings Report.

Approved by: James Q. Hammond, Superintendent



## Exhibit A

### 2018-2019 Williams First Quarterly Findings Report Summary

In the area of *Instructional Materials*, there were no insufficiencies observed, or insufficiencies observed were resolved within two months (eight weeks) of the beginning of the school year.

There were no findings in the *School Accountability Report Card (SARC)* review. The final SARC findings will be included in the second quarterly report.

There were no findings in the area of *Teacher Assignment Monitoring*. The final findings for Teacher Assignment information will be provided in the fourth quarterly report.

There were 28 total *School Facilities* findings, of which 17 were corrected prior to end of the visit. The remaining findings are scheduled to be completed prior to the end of the school year pursuant to Education Code 52055.740 (b) (4).

Site	Instructional Materials	School Facilities	SARC	Teacher Assignment
Berlyn Elementary School	0	1	0	0
Bon View Elementary School	0	4	0	0
Central Language Academy	0	1	0	0
De Anza Middle School	0	1	0	0
Del Norte Elementary School	0	0	0	0
Euclid Elementary School	0	1	0	0
Hawthorne Elementary School	0	6	0	0
Kingsley Elementary School	0	2	0	0
Mariposa Elementary School	0	0	0	0
Mission Elementary School	0	0	0	0
Montera Elementary School	0	2	0	0
Richard Haynes Elementary School	0	0	0	0
Sultana Elementary School	0	1	0	0
Vernon Middle School	0	0	0	0
Vineyard Elementary School	0	8	0	0
Wiltsey Middle School	0	1	0	0
<b>Totals</b>	<b>0</b>	<b>28</b>	<b>0</b>	<b>0</b>

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** 2018-2019 Williams First Quarter Uniform Complaint Report Summary

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**REQUESTED ACTION**

Receive for information the 2018-2019 Williams First Quarter Uniform Complaint Report Summary.

**BACKGROUND INFORMATION**

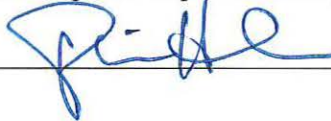
As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, schools in California, including Ontario-Montclair School District, are required to track the number of Williams complaints received by the District.

A Williams complaint is a complaint subject to the Uniform Complaint process specifically addressing:

- Sufficiency of instructional materials
- Emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or staff
- Teacher vacancies or misassignments

These complaints are to be reported to the Board of Trustees and the county superintendent on a quarterly basis. The 2018-2019 Williams First Quarter Uniform Complaint Report Summary is shown in Exhibit A.

Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.


Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board receive for information 2018-2019 Williams First Quarter Uniform Complaint Report Summary.

Approved by: James Q. Hammond, Superintendent



**Exhibit A**

**2018-2019 WILLIAMS FIRST QUARTER  
UNIFORM COMPLAINT REPORT SUMMARY**

**For submission to school district governing board and county office of education**

District Name:

Ontario-Montclair School District

Quarter covered by this report:

1<sup>th</sup> Quarter (July-September 2018)

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

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

December 13, 2018

**TO:** President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** 2017-2018 Williams Settlement Annual Report

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**REQUESTED ACTION**

Accept for information the 2017-2018 Williams Settlement Annual Report.

**BACKGROUND INFORMATION**

California Education Code Section 1240 requires that the San Bernardino County Superintendent of Schools (SBCSS) staff continue to regularly monitor and report on the status of all Williams monitored schools in the county (currently decile 1-3 schools based on the 2012 Academic Performance Index [API]) to ensure compliance with the Williams Legislation.

Per California Education Code section 1240(c)(2)(E)ii), the annual report shall be submitted to the governing board of each school district, the county board of education, as well as the county board of supervisors in accordance with public notification requirements. The annual report information has been reported to the County Board of Education as well as the San Bernardino County Board of Supervisors. A summary of the 2016-2017 Williams Settlement Annual Report is provided as "Exhibit A".

SBCSS is awaiting further direction from the State on how Williams-monitored status will be determined based on the new accountability system. Until that time, the California Department has advised SBCSS to continue monitoring schools in Deciles 1-3 based on the 2012 Base Academic Performance Index, as specified in statute.


Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board accept for information the 2017-2018 Williams Settlement Annual Report.

Approved by: James Q. Hammond, Superintendent





Exhibit A



San Bernardino  
**County**  
Superintendent of  
**Schools**

Ted Alejandre, County Superintendent

***Williams Settlement***  
**Fiscal Year 2017/2018**  
**Annual Report**  
*for*  
**Ontario-Montclair**  
**School District**

**November 2018**

(Ref. O 3.2)



**San Bernardino County Superintendent of Schools**  
***Williams* Settlement Monitoring**  
**Fiscal Year 2017/2018 Annual Report**

**Preface**

The *Williams* Lawsuit Settlement, reached and enacted into law\* in August 2004, has set the standard for providing equitable educational opportunities and closing the achievement gap in San Bernardino County and throughout California. *Williams* legislation has provided an opportunity for county and district superintendents to work collaboratively to support and assist underperforming schools to improve student achievement.

The American Civil Liberties Union filed *Williams v. California* in 2000 on behalf of the plaintiffs—nearly 100 students from San Francisco County—as a class action lawsuit against the State of California and its educational agencies. The basis of the lawsuit was that public-school agencies failed to provide public school students with equal access to instructional materials, safe and clean school facilities, and qualified teachers. The issue of equity for disadvantaged and minority students, particularly in large and urban school districts, was the crux of the case.

The settlement covered four key areas:

- **Instructional Materials**—All students, including English learners, must have sufficient access to standards-aligned instructional materials or textbooks in all core subject areas for use in class and at home.
- **Facilities**—All schools must be safe, clean, and in good repair.
- **Teacher Credentialing and Assignment**—All schools must have teachers that are appropriately certificated for their specific teaching assignment, including English Learner Authorization.
- **Public Reporting**—All schools must include information on the sufficiency of instructional materials, repair of school facilities, and teacher misassignments and vacancies in their School Accountability Report Card (SARC). Additionally, all schools must post a notice in each classroom informing parents and guardians of their right to file a Uniform Complaint regarding instructional materials sufficiency, facilities repair, and teacher vacancy or misassignments.

In Fiscal Year 2013/2014, the Local Control Funding Formula (LCFF) was implemented and made significant changes to education statute. *Williams* Settlement requirements for all schools remained in effect and were further distinguished as the first of eight state priorities that must be addressed in mandated Local Control Accountability Plans (LCAPs). This means all schools (monitored and those that are not) must continue adhering to *Williams* requirements and all districts must identify and address actions that will be taken each year to achieve and/or correct any deficiencies related to *Williams* compliance in their LCAPs.

The *Williams* legislation also requires county offices to monitor schools ranked in Deciles 1-3 currently determined by rankings on the state's Academic Performance Index reports. Fiscal Year 2017/2018 was the fifth year of the fourth cohort (typically a three-year monitoring cycle) based on the 2012 API. One hundred and fifty (150) schools in San Bernardino County were subject to review and received at least one site visit. Although a new accountability system is in place, the California School Dashboard, Education Code still requires county monitoring based on the 2012 Base API.

SBCSS reviewers conducted the instructional materials and facilities reviews at all monitored schools within their first four weeks of the 2017/2018 school year based on district-specific start dates. At the conclusion of the instructional materials monitoring process, there were no insufficiencies, meaning that any shortage identified at the time of visitation was resolved by the eighth week of school as required in Education Code. Overall, the county review teams found facilities conditions in good repair. Fourteen (14) emergency or extreme conditions were observed (four (4) of which were remedied prior to the end of the site visit) which included: six (6) cases of non-functional air conditioning systems, two (2) instances where emergency exit signs were not functioning, one (1) finding where problems existed with the condition of an alarm system, one (1) situation where medical sharps were unsecured, one (1) occurrence of anchored equipment or apparatus that were unsecured and posed a safety hazard, one (1) observance of hazardous chemicals and/or flammable materials that were not stored properly, one (1) instance where a majority of the fire extinguishers were missing or not accessible, and one (1) occurrence where play/sports equipment posed an extreme safety hazard.

The teacher assignment monitoring review identified a total of twelve (12) *classes* with a teacher without a proper English Learner authorization compared to 4,950 reported for the initial year of review (Fiscal Year 2004/2005). The twelve (12) classes are based on four teachers as the monitoring process includes secondary classroom periods where the same teacher has the potential of being accounted for multiple times. The drastic reduction in the number of classes taught by a teacher without proper authorization since inception of the *Williams* Settlement is testament to the steps districts have taken to ensure that all teachers are authorized in subject matter and authorized to serve students identified as English Learners. Districts have modified their teacher hiring practices and layoff criteria to ensure compliance with the *Williams* legislation.

A separate in-office review was conducted to evaluate each monitored school's School Accountability Report Card (SARC) for accuracy of information reported to the public pertaining to sufficiency of instructional materials and the condition of school facilities based on statutory requirements and county monitoring findings. Any inaccuracies observed were communicated and resolved by the conclusion of the review period.

\* SB 6 (Alpert), SB 550 (Vasconcellos), AB 1550 (Daucher), AB 2727 (Daucher), AB 3001 (Goldberg), AB 831 (Committee on Education)

**San Bernardino County Superintendent of Schools**  
**Williams Settlement Annual Report by Supervisorial District**  
**Fiscal Year 2017/18**

School District	Total Enrollment	Total Schools	Deciles 1-3 Schools	Total "Good Repair" Facility Deficiencies	Remedied "Good Repair" Facility Deficiencies	Outstanding "Good Repair" Facility Deficiencies	Total "Emergency Repair" Facility Deficiencies	Remedied "Emergency Repair" Facility Deficiencies	Outstanding "Emergency Repair" Facility Deficiencies	Instructional Materials Insufficiencies	Teacher Misassignments	Inaccurate School Accountability Report Cards
<b>1st Supervisorial District</b>												
Adelanto Elementary	8,707	16	7	24	17	7	0	0	0	0	0	0
Apple Valley Unified	14,415	15	2	12	4	8	0	0	0	0	0	0
Hesperia Unified	24,144	31	7	15	12	3	2	1	1	0	0	0
Needles Unified	969	6	3	2	1	1	0	0	0	0	0	0
Snowline Joint Unified	7,556	12	2	0	0	0	0	0	0	0	0	0
Victor Elementary	12,939	18	7	34	26	8	0	0	0	0	0	0
Victor Valley Union High	12,969	11	5	97	53	44	1	0	1	0	2	0
<b>1st Supervisorial District Totals</b>	<b>81,699</b>	<b>109</b>	<b>33</b>	<b>184</b>	<b>113</b>	<b>71</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>2nd Supervisorial District</b>												
Cucamonga	2,458	4	1	0	0	0	0	0	0	0	0	0
Fontana Unified	37,176	45	17	190	62	128	5	0	5	0	0	0
<b>2nd Supervisorial District Totals</b>	<b>39,634</b>	<b>49</b>	<b>18</b>	<b>190</b>	<b>62</b>	<b>128</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3rd Supervisorial District</b>												
Barstow Unified	6,226	13	3	40	19	21	0	0	0	0	0	0
Colton Joint Unified	22,561	29	11	157	61	96	0	0	0	0	0	0
Lucerne Valley Unified	3,449	6	3	4	4	0	0	0	0	0	0	0
Morongo Unified	8,652	17	3	19	9	10	0	0	0	0	0	0
Redlands Unified	21,261	28	1	0	0	0	0	0	0	0	0	0
San Bernardino City Unified	53,027	88	43	286	189	97	5	3	2	0	10	0
Yucaipa-Calimesa Joint Unified	10,063	15	2	11	9	2	0	0	0	0	0	0
<b>3rd Supervisorial District Totals</b>	<b>125,239</b>	<b>196</b>	<b>66</b>	<b>517</b>	<b>291</b>	<b>226</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>10</b>	<b>0</b>
<b>4th Supervisorial District</b>												
Chino Valley Unified	28,141	34	6	33	8	25	0	0	0	0	0	0
Ontario-Montclair	21,100	33	16	52	21	31	1	0	1	0	0	0
<b>4th Supervisorial District Totals</b>	<b>49,241</b>	<b>67</b>	<b>22</b>	<b>85</b>	<b>29</b>	<b>56</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5th Supervisorial District</b>												
Colton Joint Unified*	22,561	29	11	157	61	96	0	0	0	0	0	0
Fontana Unified*	37,176	45	17	190	62	128	5	0	5	0	0	0
Rialto Unified	25,480	30	11	70	53	17	0	0	0	0	0	0
San Bernardino City Unified*	53,027	88	43	286	189	97	5	3	2	0	10	0
<b>5th Supervisorial District Totals</b>	<b>138,244</b>	<b>192</b>	<b>82</b>	<b>703</b>	<b>365</b>	<b>338</b>	<b>10</b>	<b>3</b>	<b>7</b>	<b>0</b>	<b>10</b>	<b>0</b>
<b>County Totals*</b>	<b>321,293</b>	<b>451</b>	<b>150</b>	<b>1,046</b>	<b>548</b>	<b>498</b>	<b>14</b>	<b>4</b>	<b>10</b>	<b>0</b>	<b>12</b>	<b>0</b>

(Ref. O 3.5)

\*Table data for school districts that represent more than one Supervisorial District are unduplicated

Refer to Williams Glossary of Terms

**Ontario-Montclair School District  
Fiscal Year 2017/2018 Williams Annual Report**

(Ref. O 3.6)

School	Total Enrollment	Decile 1-3 Rank	Total "Good Repair" Facility Deficiencies	Remedied "Good Repair" Facility Deficiencies	Outstanding "Good Repair" Facility Deficiencies	Total "Emergency Repair" Facility Deficiencies	Remedied "Emergency Repair" Facility Deficiencies	Outstanding "Emergency Repair" Facility Deficiencies	Instructional Materials Insufficiencies	Teacher Misassignments	Inaccurate School Accountability Report Cards
Berlyn Elementary	782	1	9	6	3	0	0	0	0	0	0
Bon View Elementary	698	1	7	0	7	0	0	0	0	0	0
Central Language Academy	709	3	4	3	1	1	0	1	0	0	0
DeAnza Middle	568	1	2	2	0	0	0	0	0	0	0
Del Norte Elementary	490	3	1	1	0	0	0	0	0	0	0
Euclid Elementary	709	3	7	0	7	0	0	0	0	0	0
Hawthorne Elementary	679	3	2	1	1	0	0	0	0	0	0
Haynes (Richard E.) Elementary	788	3	1	1	0	0	0	0	0	0	0
Kingsley Elementary	624	1	2	0	2	0	0	0	0	0	0
Mariposa Elementary	641	1	5	0	5	0	0	0	0	0	0
Mission Elementary	665	3	0	0	0	0	0	0	0	0	0
Montera Elementary	571	2	1	0	1	0	0	0	0	0	0
Sultana Elementary	758	2	4	3	1	0	0	0	0	0	0
Vernon Middle	708	3	1	1	0	0	0	0	0	0	0
Vineyard Elementary	786	3	4	1	3	0	0	0	0	0	0
Wiltsey (Ray) Middle	1,128	2	2	2	0	0	0	0	0	0	0
<b>Subtotals</b>	<b>11,304</b>		<b>52</b>	<b>21</b>	<b>31</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

Refer to *Williams Glossary of Terms*

## ***Williams* Glossary of Terms**

**Academic Performance Index (API)** – A component of the California's Public Schools Accountability Act of 1999 utilized from 1999-2013, the API measured the academic performance and growth of schools. Simply put, the API was calculated by converting a student's performance on a statewide assessment into points on the API scale. These points were then averaged across all students and all tests and the result was a school's API. The API is no longer calculated due to the launch of the new accountability system known as the California School Dashboard, which has been designed to better measure the State's educational goals based on a growth model. Currently, the California Department of Education is exploring methods for determining the lowest performing schools.

**Deciles** – Statewide ranking of schools (determined by a school's Academic Performance Index [API]) rated one through ten (lowest to highest) when compared to schools of the same type. Calculation of the API has been suspended during the development and launch of the new accountability system, known as the California School Dashboard.

**Deciles 1-3 Schools** – Schools ranked in Deciles 1-3 have the lowest statewide ranking (on a scale of one (1) to ten (10)) based on their APIs when compared to other schools of the same type across the state. The current determinant of statewide rankings is the 2012 Base Academic Performance Index Report. Deciles 1-3 schools are subject to county monitoring for compliance with the *Williams* Settlement requirements.

**Emergency Repair** – Structures or systems of a facility are in a condition that poses an emergency or urgent threat to the health and safety of pupils or staff.

**Good Repair** – Good repair is defined to mean that the facility is maintained in a manner that ensures that it is clean, safe, and functional. Good repair status is determined by a school facility inspection and evaluation instrument (known as the *Facilities Inspection Tool* [FIT]) developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

**Inaccurate School Accountability Report Card (SARC)** – SARCs with outstanding inaccuracies or missing information pertaining to the quality, currency and availability of sufficient textbooks and/or instructional materials and the safety, cleanliness and adequacy of school facilities. These areas are reviewed in accordance with the state's data definitions and the previous year's *Williams* visit findings. All California public schools must annually publish SARCs which contain specific information about themselves to the community allowing the public to evaluate and compare schools for student achievement, environment, resources, and demographics.

**Instructional Materials Insufficiencies** – The number of insufficiencies identified in the four core subject areas (English language arts, mathematics, science, and history-social science) at each school during the *Williams* site visits that were not corrected by the eighth week of school. Sufficient textbooks or instructional materials means, "each pupil, including English Learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home."

**Local Control Funding Formula (LCFF)** – The new K-12 funding system that is meant to simplify how state funding is provided to local educational agencies (LEAs). LEAs are to receive funding based on the demographic profile of the students they serve and gain greater flexibility to use these funds to improve outcomes of students. Implementation of the formula began in Fiscal Year 2013/2014.

**Local Control and Accountability Plan (LCAP)** – Required under the LCFF, the LCAP is a locally developed three-year plan that describes how a local educational agency (LEA) intends to meet annual goals for all pupils, including specific activities to address state and local priorities identified in Education Code. The governing board of each LEA was required to adopt an LCAP on or before July 1, 2014.

**Local Control and Accountability Plan (LCAP) Priority 1** – One of the state-defined priorities that must be addressed in a local educational agency's (LEA's) LCAP to capture local measurement of progress for meeting *Williams* Settlement requirements, including: the degree to which the teachers of the school district are appropriately assigned and fully credentialed in the subject areas, and, for the pupils they are teaching; ensuring every pupil in the school district has sufficient access to the standards-aligned instructional materials; and school facilities are maintained in good repair. The governing board of each LEA was required to adopt an LCAP on or before July 1, 2014.

**Outstanding "Emergency Repair" Facility Deficiencies** – The number of facility deficiencies identified as emergency repair issues that were not corrected at the time of completion of the *Williams* site visit.

**Outstanding "Good Repair" Facility Deficiencies** – The number of facility deficiencies identified as good repair issues that were not corrected at the time of completion of the *Williams* site visit.

**Remedied "Emergency Repair" Facility Deficiencies** – The number of facility deficiencies identified as emergency repair issues that were corrected prior to the completion of the *Williams* site visit.

**Remedied "Good Repair" Facility Deficiencies** – The number of facility deficiencies identified as good repair issues that were corrected prior to the completion of the *Williams* site visit.

**Teacher Misassignments** – The number of classes (with 20 percent or more English Learners) with a teacher identified during the review without a proper English Learners Authorization. *Please note secondary level teachers who are teaching more than one period with 20 percent English Learners may be counted multiple times.*

**Total "Emergency Repair" Facility Deficiencies** – The total number of facility deficiencies identified as emergency repair issues at the time of the site visit.

**Total Enrollment** – Total enrollment figures for districts overall and individual schools based on the California Department of Education's Fiscal Year 2017/2018 DataQuest District and School Enrollment Reports.

**Total "Good Repair" Facility Deficiencies** – The total number of facility deficiencies identified as good repair issues at the time of the site visit.

**Total Schools** – Total number of schools in each district based on the California Department of Education's Fiscal Year 2017/2018 DataQuest District and School Enrollment Reports.

**Williams Settlement** – The American Civil Liberties Union filed *Williams v. California* on behalf of the plaintiffs (nearly 100 students from San Francisco County) as a class action lawsuit against the State of California and its educational agencies. The basis of the lawsuit was that public school agencies failed to provide public school students with equal access to instructional materials, safe and clean school facilities, and qualified teachers. The issues of equity for disadvantaged and minority students, particularly in large and urban school districts, were the crux of the case.

The *Williams* Lawsuit Settlement was reached and enacted into law in August 2004. County superintendents must annually review and report on Deciles 1-3 schools (currently based on statewide rankings from the 2012 Base Academic Performance Index) for the following:

- **Instructional Materials**—All students, including English Learners, must have sufficient access to standards-aligned instructional materials or textbooks in all core subject areas for use in class and at home.
- **Facilities**—All schools must be safe, clean, and in good repair.
- **Teacher Credentialing and Assignment**—All schools must have teachers that are appropriately certificated for their specific teaching assignment, including English Learner Authorization.
- **Public Reporting**—All schools must include information on the sufficiency of instructional materials, repair of school facilities, and teacher misassignments and vacancies in their School Accountability Report Card (SARC). Additionally, all schools must post a notice in each classroom informing parents and guardians of their right to file a Uniform Complaint regarding instructional materials sufficiency, facilities repair, and teacher vacancy or misassignments.

*Note: All schools, regardless of decile ranking, must adhere to Williams requirements.*





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