

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

# AGENDA

Thursday, February 7, 2019

Linda Vista - MPR  
1556 S. Sultana Avenue  
Ontario, California 91761



“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

Elvia M. Rivas - President  
Sarah S. Galvez - Vice President  
Kristen Brake - Clerk  
Sonia Alvarado - Member  
Alfonso Sanchez - Member

## 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

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**A G E N D A**

**Thursday, February 7, 2019**

**Meeting Location**

Linda Vista MPR

1556 S. Sultana Ave, Ontario, CA 91761

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.

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

**A. PUBLIC MEETING – 6:30 PM**

**BOARD OF TRUSTEES**

**CALL TO ORDER**

\_\_\_\_\_ **Ms. Alvarado**

**COMMENTS FROM THE PUBLIC**

\_\_\_\_\_ **Ms. Brake**

\_\_\_\_\_ **Ms. Galvez**

**CLOSED SESSION**

\_\_\_\_\_ **Ms. Rivas**

\_\_\_\_\_ **Mr. Sanchez**

**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):*
- One (1) Case
- b. Conference with Legal Counsel –Existing Litigation pursuant to Government Code section 54956.9: BC700918

**3. Negotiations/Public Employee Evaluations**

- 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 Anya Peterson (8<sup>th</sup> grade student) and Isabella Flores (8<sup>th</sup> grade student) from Central Language Academy. Students will be introduced by Principal Arlene Rodriguez.

**D. ADOPTION OF AGENDA**

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

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

**E. RECOGNITIONS/PRESENTATIONS**

1. 2019-2020 Governor’s State Budget Proposal as Presented by Phil Hillman, Chief Business Official: **Presentation** (Ref. E 1.1)
2. Measure K “Ontario-Montclair School District Repair, Student Safety, Classroom Technology Measure” Projects Update as Presented by Phil Hillman, Chief Business Official: **Presentation** (Ref. E 2.1)
3. California School Dashboard as Presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching: **Presentation** (Ref. E 3.1)
4. Ontario-Montclair School District Special Education Local Plan Area (SELPA) Update as Presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching: **Presentation** (Ref. E 4.1-2)

**F. 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.



## **G. 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

## **H. 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, December 13, 2018, Annual Organizational Meeting Minutes of the Board of Trustees: **Approval** (Ref. a 1.1-7)
- a2. Second Reading and Adoption of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs) and Exhibits (Es) as Listed (*Additional Supporting Information Available Under Separate Cover*) (Ref. a 2.1-2)

### **Superintendent's Office**

BB 9110: Terms of Office

### **Business Services**

BP 3290: Gifts, Grants and Bequests

AR 3320: Claims and Actions Against the District

AR 3460: Financial Reports and Accountability

### **Human Resources**

BP 4114: Transfer

AR 4200: Classified Personnel

AR 5113: Absences and Excuses

AR 5131.41: Use of Seclusion and Restraint

BP & AR 5141.52: Suicide Prevention

BP & AR 5141.6: School Health Services

BP & AR 5144: Discipline

BP & AR 5144.1: Suspension and Expulsion/Due Process

BP 5146: Married/Pregnant Parenting Students

BP & AR 5148.3: Preschool/Early Childhood Education

### **Learning & Teaching**

BP 6142.3: Civic Education

BP & AR 6145.2: Athletic Competition

BP 6170.1: Transitional Kindergarten

BP 6178: Career Technical Education

BP 6190: Evaluation of the Instructional Program

**b. Business Services**

- b1. Acceptance of Warrant Registers: Fund 01 Batch # 1736, 1741-1744, 1749-1764, 1768-1779, 1781-1795, 1797-1799, 1801-1803, 1807-1808, 1817-1820, 1823-1825, 1828-1829, 1831-1832, 1848, 1852-1859, 1865, 1867, 1877-1881, 1883-1887, 1889-1890, 1892-1894, 1897-1904, 1907-1912, 1914-1916, 1920-1924; Fund 12 Batch # 1767, 1821, 1888, 1917; Fund 13 Batch # 1765, 1796, 1800, 1822, 1826-1827, 1866, 1868; Fund 21 Batch # 1738-1740, 1745, 1809-1813, 1830, 1834-1835, 1838-1846, 1849-1850, 1860, 1863, 1869-1876, 1882, 1891, 1895-1896, 1905-1906, 1918, 1925; Fund 25 Batch # 1747, 1836; Fund 35 Batch # 1804, 1814, 1833, 1847, 1851, 1861; Fund 40 Batch # 1737, 1746, 1748, 1805-1806, 1815-1816, 1837, 1862; Fund 67 Batch # 1766, 1780, 1864, 1913, and 1919: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b2. Purchase Orders 393245-393585: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b3. Purchasing and Contracts Report: **Approval** (Ref. b 3.1-5)
- b4. Acceptance of Gifts/Donations: **Approval** (Ref. b 4.1-2)
- b5. Budget Adjustments – December 2018: **Approval** (Ref. b 5.1-8)
- b6. Rejection of Claim 2018-19-008: **Approval** (Ref. b 6.1)

**c. Human Resources**

- c1. Certificated Personnel Recommendations Report #CERT189-0207 including Employment; Assignment, Classification, Schedule Change; Certificated Substitutes; Request for Leave of Absence; Subsequent Variable Term Waiver; Retirement, Resignation, Release and Termination: **Approval** (Ref. c 1.1-3)
- c2. Classified Personnel Recommendations Report #CLA189-0207 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: **Approval** (Ref. c 2.1-5)
- c3. Revised Job Description for Director II, Health, Family and Collaborative Services: **Approval** (Ref. c 3.1-4)

**d. Learning & Teaching**

- d1. OMSD School Sponsored Overnight Field Trip List FT1819-06: **Approval** (Ref. d 1.1-2)

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

**Learning & Teaching**

Public Hearing Opened \_\_\_\_\_

Public Hearing Closed \_\_\_\_\_

11. Public Hearing regarding the Low-Performing Students Block Grant Plan for Ontario-Montclair School District: **Public Hearing** (Ref. I 1.1)



**Learning & Teaching**

- I2. Adoption of the Low-Performing Students Block Grant Plan for Ontario-Montclair School District: **Approval** (Ref. I 2.1-3)

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

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

**Human Resources**

Public Hearing Opened \_\_\_\_\_ Public Hearing Closed \_\_\_\_\_

- I3. Public Hearing regarding the Ontario-Montclair School District Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair Teachers Association: **Public Hearing** (Ref. I 3.1)

Public Hearing Opened \_\_\_\_\_ Public Hearing Closed \_\_\_\_\_

- I4. Public Hearing regarding the Ontario-Montclair Teachers Association Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair School District: **Public Hearing** (Ref. I 4.1-2)

- I5. Adoption of the Ontario-Montclair School District Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the Ontario-Montclair Teachers Association: **Approval** (Ref. I 5.1-2)

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

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

**Human Resources**

Public Hearing Opened \_\_\_\_\_ Public Hearing Closed \_\_\_\_\_

- I6. Public Hearing regarding the Ontario-Montclair School District Initial Re-Opener Proposal for the 2018-2019 Negotiations with the California School Employee Association Chapter 108: **Public Hearing** (Ref. I 6.1)

Public Hearing Opened \_\_\_\_\_ Public Hearing Closed \_\_\_\_\_

- I7. Public Hearing regarding the California School Employee Association Chapter 108 Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair School District: **Public Hearing** (Ref. I 7.1-2)

- I8. Adoption of the Ontario-Montclair School District Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the California School Employee Association Chapter 108: **Approval** (Ref. I 8.1-2)

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

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

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

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

**L. COMMENTS BY THE SUPERINTENDENT**

**M. INFORMATION/ANNOUNCEMENTS**

M1. 2018-2019 Williams Second Quarter Findings Report: **Information**  
(Ref. M 1.1-2)

M2. 2018-2019 Williams Second Quarter Uniform Complaint Report Summary:  
**Information** (Ref. M 2.1-2)

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:  
**February 21, 2019 at 7:00 PM (Open Session) \***  
**Linda Vista Site (MPR)**  
**1556 S. Sultana Ave., Ontario, CA 91761**  
\*Time and location may change.  
Please refer to posted agenda or visit our District website.

**N. 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.



# **Presentations/Recognitions**

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**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** 2019-2020 Governor's State Budget Proposal

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**REQUESTED ACTION**

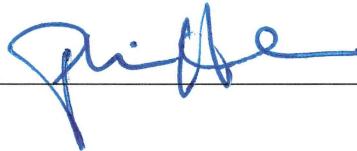
Receive for information the presentation on the 2019-2020 Governor's State Budget Proposal as presented by Phil Hillman, Chief Business Official.

**BACKGROUND INFORMATION**

The State Constitution requires the Governor submit a balanced budget proposal to the Legislature by January 10<sup>th</sup> of each year. On January 10, 2019, Governor Gavin Newsom submitted his proposed 2019-2020 State Budget to the Legislature. The proposal effectively begins the legislative discussion and debate that will continue for the next several months until formal adoption no later than June 30, 2019.

The purpose of this presentation is to provide a brief overview of Governor Gavin Newsom's 2019-2020 State Budget.

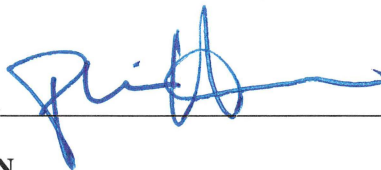
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

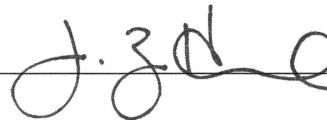
Prepared by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board receive for information the presentation on the 2019-2020 Governor's State Budget Proposal.

Approved by: James Q. Hammond, Superintendent



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** Measure K "Ontario-Montclair School District Repair, Student Safety, Classroom Technology Measure" Projects Update

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**REQUESTED ACTION**

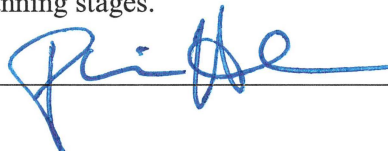
Receive for information the presentation on the Measure K "Ontario-Montclair School District Repair, Student Safety, Classroom Technology Measure" Projects Update as presented by Phil Hillman, Chief Business Official.

**BACKGROUND INFORMATION**

In November 2016, the electorate approved Measure K, the "Ontario-Montclair School District Repair, Student Safety, Classroom Technology Measure," authorizing the District to issue and sell general obligation bonds under the regulations of Proposition 39.

At the regularly scheduled board meeting on September 13, 2018, the Board received a presentation highlighting the first phase of Series A projects which included the following projects: new construction, security measures and infrastructure/code compliance. This presentation will provide an update on projects completed, projects underway, and projects in the planning stages.

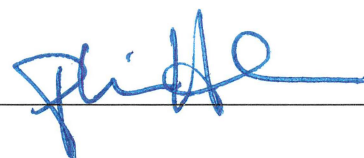
Prepared by: Phil Hillman, Chief Business Official



**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 Measure K "Ontario-Montclair School District Repair, Student Safety, Classroom Technology Measure" Projects Update.

Approved by: James Q. Hammond, Superintendent





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

February 7, 2019

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

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

**SUBJECT:** California School Dashboard

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**REQUESTED ACTION**

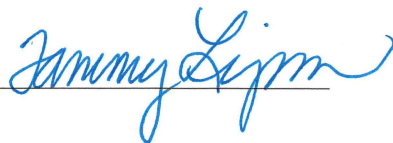
Receive for information the presentation on the California School Dashboard as presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching.

**BACKGROUND INFORMATION**

With the implementation of the Local Control Funding Formula (LCFF), school districts have flexibility locally to direct spending to address their greatest local needs. Districts identify those areas of need through the Local Control and Accountability Plan (LCAP) process. The LCAP outlines how the District plans to support student achievement, and how it is using its financial resources to achieve results. The plan must address the state's identified eight priorities — both inside and outside of the classroom — which impact student achievement.

The California School Dashboard is California's method for reporting on the eight state priorities for each Local Education Agency (LEA) across the state. The Dashboard provides a way to measure county, district and school performance through multiple measures. The Dashboard is aligned to the LCAP priorities and consists of State Indicators based on data reported to the California Department of Education (CDE) and Local Indicators reported by the LEA. The Dashboard is updated each December. The December 2018 Dashboard release includes updates to the metrics reported, and to the format and layout of the reporting website. The Dashboard will be used to measure how a district or school is performing, by indicator and by student group. The District and school leaders, staff members, families, and community stakeholders will be able to use the Dashboard and the rubrics to help determine which LCAP actions are having the biggest impact and which need to be revised for better results.

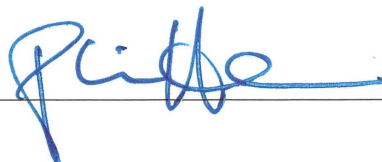
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



**FINANCIAL IMPLICATIONS**

None for this presentation.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board accept the presentation on the California School Dashboard.

Approved by: James Q. Hammond, Superintendent



# ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 7, 2019

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

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

**SUBJECT:** **Ontario-Montclair School District (OMSD) Special Education Local Plan Area (SELPA) Update**

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## **REQUESTED ACTION**

Receive the presentation on the Ontario-Montclair School District (OMSD) Special Education Local Plan Area (SELPA) Update as presented by Tammy Lipschultz, Assistant Superintendent, Learning.

## **BACKGROUND INFORMATION**

In 1977, Assembly Bill 1250 required all school districts and county school offices to form geographical regions of sufficient size and scope to provide for all special education services needs of children residing within the region boundaries. These geographical regions are known as Special Education Local Plan Areas (SELPAs). In 1980, statutes added Part 30 – Special Education Programs. Each SELPA develops a local plan describing how it will provide special education services to the students in the SELPA. In 1983, Local Plans were approved. In 2010, Charter Schools were able to become their own SELPA.

SELPA structures can vary depending on geographic location, size, and scope, among other factors. There are currently five types of SELPAs: Single district, multi-district, district/county, SELPA by county, and charter SELPA. OMSD SELPA is a single district SELPA.

A SELPA has many responsibilities including the coordination and implementation of the Local Plan. Additionally, a SELPA implements coordinated systems in the areas of:

- identification and assessment,
- procedural safeguards,
- staff development
- parent guardian education,
- curriculum development and alignment with core curriculum,
- internal program review,
- evaluation of the effectiveness of the Local Plan,
- implementation of a Local Plan accountability mechanism, and
- data collection and management.

On January 11, 2017, at the regularly scheduled State Board of Education (SBE) meeting, the SBE unanimously approved OMSD's request to waive California Education Code Section 56195.1(a), regarding size and scope requirements of special education local plan area. The two-year approval of OMSD's application for waiver of the requirements was made with the conditions as defined below:

- Timely and complete submissions of annual budget plans and annual service plans.
- Submission of an interagency agreement with OMSD's local regional center to meet the shared requirements of Part C of the Individuals with Disabilities Education Act (IDEA), Early Intervening Services, under Title 17 of the *California Code of Regulations (CCR)* sections 52000–52175; Title 14 of the *Government Code (GC)* Section 95000 et seq.; *EC* Section 56429; and *EC* Section 56205 (b)(3).

## Ontario-Montclair School District (OMSD) Special Education Local Plan Area (SELPA) Update

February 7, 2019

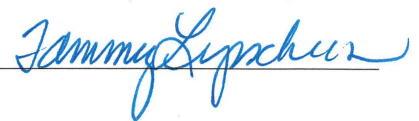
- Demonstration of the capacity to provide the full continuum of services to all students with exceptional needs served by the OMSD SELPA. Evaluation of this capacity include:
  - ✓ An annual review of OMSD's performance on State Performance Plan Indicator (SPPI) 12, Part C to Part B Transition
  - ✓ An annual review of OMSD's timely completion of initial, annual, and triennial Individualized Education Programs (IEPs)
  - ✓ An annual audit of complaints filed against OMSD with the CDE Procedural Safeguards Referral Service (PSRS)
  - ✓ An annual review of Office of Administrative Hearings (OAH) findings regarding OMSD
- Demonstration of the ability to ensure the health and safety of all students with exceptional needs served by the OMSD SELPA. Evaluation of this ability include:
  - ✓ Annual audit of complaints filed against OMSD with the CDE Procedural Safeguards Referral Service (PSRS)
  - ✓ Annual review Office of Administrative Hearings (OAH) findings regarding OMSD
- Demonstration of the capacity to fulfill the administrative functions of a SELPA and a Local Educational Agency (LEA). Evaluation of this capacity include:
  - ✓ Annual review of OMSD's submission of required data to the CDE to ensure that it is timely, complete, and accurate
  - ✓ Annual review of OMSD's timely completion of initial, annual, and triennial IEPs

To ensure that SELPAs are compliant, the CDE staff conducts various compliance and monitoring activities throughout the year. Periodic reporting, file reviews, and data submissions among other activities are taken into account. Additionally, 14 special education state indicators are used to check for compliance. The District has implemented the conditions set forth by the SBE and operated as a single-district SELPA for the 2017-2018 and 2018-2019 school years.

The operation of OMSD SELPA is important because of the budget impact, legal compliance, equity for all students, and the use and leverage of resources. To ensure equity for all students, OMSD SELPA has advisory committees that meet regularly and conduct site visits to obtain input from stakeholders. OMSD SELPA successfully offers a continuum of special education services and program options including specialized programs. OMSD SELPA also offers related services provided by OMSD staff as well as consultants via various service agreements.

OMSD SELPA submitted its annual service plan and annual budget plan to the CDE in June 2018 and will continue operating as a single district SELPA for the 2019-2020 school year.

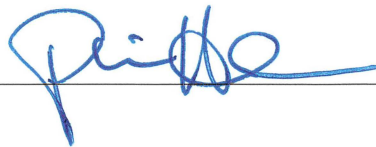
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



### FINANCIAL IMPLICATIONS

None for this presentation.

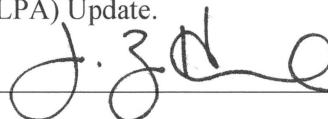
Reviewed by: Phil Hillman, Chief Business Official



### SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board accept for information the presentation on the Ontario-Montclair School District (OMSD) Special Education Local Plan Area (SELPA) Update.

Approved by: James Q. Hammond, Superintendent



(Ref. E 4.2)

# Consent Calendar

## (a) Superintendent's Office

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

February 7, 2019

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

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

**SUBJECT:** Minutes of the December 13, 2018, Annual Organizational Meeting of the Board of Trustees

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**REQUESTED ACTION**

Approve the Minutes of the December 13, 2018 Annual Organizational Meeting of the Board of Trustees.

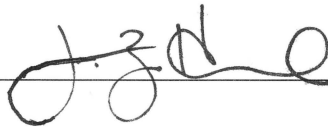
**BACKGROUND INFORMATION**

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 Annual Organizational Meeting of the Board of Trustees for December 13, 2018.

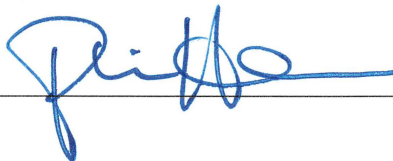
Prepared by: James Q. Hammond, Superintendent



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Minutes of the Annual Organizational Meeting of the Board of Trustees held on December 13, 2018.

Approved by: James Q. Hammond, Superintendent





# ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

## ANNUAL ORGANIZATIONAL BOARD OF TRUSTEES MEETING

Thursday, December 13, 2018

### MINUTES

#### A. CALL TO ORDER

The annual organizational 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 Chino Basin Water Conservation District - Waterwise Community Center, 4594 San Bernardino Street, Montclair, California 91763.

#### ROLL CALL

**Trustees Present:** Elvia M. Rivas, President; Alfonso Sanchez, Clerk; and Trustees Sonia Alvarado, Kristen “Kris” Brake, 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

There were no comments.

#### ADJOURNED TO CLOSED SESSION

On a motion by Trustee Galvez, seconded by Trustee Brake, the Board entered into Closed Session at 6:30 PM by a unanimous, 5-0-0 vote.

#### B. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:06 PM.

#### EMPLOYEE REPRESENTATIVES IN ATTENDANCE

Employee Association Representatives attending the meeting were Classified School Employees Association (CSEA) Chapter 108, President, Chris Vargas and Ontario-Montclair Teachers Association (OMTA) President John Egan.

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

The Pledge of Allegiance was led by Michael Pascual (3<sup>rd</sup> grade), from Bon View Elementary School. Principal Cristina Raskovic introduced the student.

#### D. OATH OF OFFICE

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

- Senator Connie Leyva administered the Oath of Office to Trustee Sonia Alvarado.
- Chaffey Joint Union High School District Trustee Sue Ovitt administered the Oath of Office to Kristen “Kris” Brake.
- San Bernardino County Superintendent of School Ted Alejandre administered the Oath of office to 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 ALTERNATIVE REPRESENTATIVE FOR THE COUNTY COMMITTEE**

1. Upon a motion by Trustee Galvez and seconded by Trustee Brake, the Board of Trustees **APPROVED** to elect Elvia M. Rivas to serve as the 2019 Board President by a vote of 4-1-0 by the Board of Trustees: Trustee Sanchez opposed the motion.
2. Upon a motion by Trustee Rivas and seconded by Trustee Brake, the Board of Trustees **APPROVED** to elect Sarah S. Galvez to serve as the 2019 Board Vice President, by a unanimous vote of 5-0-0 by the Board of Trustees.
3. Upon a motion by Trustee Rivas and seconded by Trustee Galvez, the Board of Trustees **APPROVED** to elect Kris Brake to serve as the 2019 Clerk by a unanimous vote of 5-0-0 by the Board of Trustees.
4. Upon a motion by Trustee Galvez and seconded by Trustee Brake, the Board of Trustees **APPROVED** to elect Alfonso Sanchez to serve as 2019 County Committee on School District Organization by a vote of 4-1-0 vote by the Board of Trustees. Trustee Sanchez opposed the motion.
5. Upon a motion by Trustee Rivas and seconded by Trustee Brake, the Board of Trustees **APPROVED** to elect Sonia Alvarado to serve as the 2019 Alternate Representative to the County Committee on School District Organization by a unanimous vote of 5-0-0 by the Board of Trustees.

**F. ADOPTION OF AGENDA**

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

**G. RECOGNITIONS/PRESENTATIONS**

1. Presentation on the 2018-2019 First Interim Financial Report as Presented by Phil Hillman, Chief Business Official and Vanessa Eastland, Chief Financial Officer.

**H. PUBLIC COMMENTS**

Elizabeth Valdez introduced herself as a parent representative from El Camino Elementary School, Wiltsey Middle School, and Vina Danks Middle School as she thanked Principal Yesenia Arvizu and Assistant Principal Eddie Franco, Principal Dr. Henry Romero, and Assistant Principal Karen Aristizabal, Steve Garcia, Veronica Bucheli, Hector Macias (from the District Office), and Trustee Sonia Alvarado for their support and attendance at the activities to recognize National Walk to School Day. Ms. Valdez urged all communities to ensure safe routes to school by driving responsibly and being vigilant of our communities to ensure student safety.

Crisol Mena, Board member candidate for Trustee Area 3, thanked the OMSD community for their support. Ms. Mena thanked everyone for the encouragement and shared her appreciation for the friends she made through this process. Ms. Mena congratulated Kris Brake for her victory and stated that she looks forward to working with her as they support students, parents, families, and teachers. Additionally, Ms. Mena congratulated Trustee Sonia Alvarado for her election to the Board.

Josue Castillo, Representative from the Office of Assemblymember Freddie Rodriguez, congratulated Elvia Rivas, Kris Brake and Sonia Alvarado for their election to the OMSD Board of Trustees and presented certificates of recognition. On behalf of Assemblymember Freddie Rodriguez, he shared that they look forward to continuing their partnership with the Ontario-Montclair School District and the Board of Trustees.

**I. COMMENTS FROM EMPLOYEE REPRESENTATIVES**

1. John Egan, OMTA President, expressed his gratitude to Dr. Alana Hughes-Hunter and Dr. Anthony Ortiz for their support at the Special Education Committee Meeting which was facilitated by Tammy Lipschultz. He shared this is a step in the right direction to ensure Special Education is well tuned and students are well supported. Mr. Egan closed by wishing everyone a happy, safe, and restful holiday season.
2. Classified School Employees Association (CSEA) Chapter 108  
No comment

**J. CONSENT/INFORMATION CALENDAR**

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

**a. Superintendent's Office:**

**APPROVED, Agenda Item a1**, Thursday, November 1, 2018, Regular Meeting Minutes of the Board of Trustees;

**b. Business Services**

**APPROVED, Agenda Item 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;

**APPROVED, Agenda Item b2**, Purchase Orders 392774-393082;

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

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

**APPROVED, Agenda Item b5**, Signature Authorization Changes;

**APPROVED, Agenda Item b6**, 2017-2018 Annual and Five-Year Reports of Developer Fee Receipts and Expenditures;

**c. Human Resources**

**APPROVED, Agenda Item 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;

**APPROVED, Agenda Item 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;

**Human Resources (Continued)**

**APPROVED, Agenda Item c3**, Revised Substitute Pay Rate Schedule, Effective January 1, 2019;

**APPROVED, Agenda Item c4**, Revised Proctor Pay Rate Schedule, Effective January 1, 2019; and

**d. Learning & Teaching: NONE**

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

**Business Services**

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

**Business Services**

Upon a motion by Trustee Brake, and seconded by Trustee Alvarado, the Board of Trustees **APPROVED, Agenda Item K2**, 2018-2019 First Interim Financial Report, by a unanimous vote of 5-0-0 by the Board of Trustees. (Additional Supporting Information was made available Under Separate Cover)

**Superintendent’s Office**

No interest was expressed by the Board of Trustees and therefore, no nominations were made. **NO MOTION, Agenda Item K3**, Discuss Trustee Interest and Approve Nominations for California School Boards Association (CSBA) Region 16-B Delegate Assembly Members.

**Superintendent’s Office**

Upon a motion by Trustee Galvez, and seconded by Trustee Brake, the Board of Trustees **APPROVED, Agenda Item K4**, Calendar of Regular Meetings of the Board of Trustees for the 2019 Calendar Year, by a unanimous vote of 5-0-0 by the Board of Trustees.

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

Hector Macias, Assistant Superintendent, Human Resources reported no action was taken in Closed Session.

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

Trustee Alvarado thanked the OMSD community and her family for their support during her campaign. Trustee Alvarado thanked Mr. Alaniz for his support on her campaign. Trustee Alvarado shared her background and her experience as a volunteer and that she looks forward to serving on the Board with her colleagues. Trustee Alvarado wished everyone a happy holiday season.

Trustee Brake thanked everyone in attendance and for the support that was provided to her. Trustee Brake thanked OMTA for their endorsement and she looks forward to working with the OMSD community. Trustee Brake thanked Crisol Mena for her gracious comments and for her love and commitment to the OMSD family.

Trustee Sanchez congratulated Trustees Alvarado, Brake, and Rivas for their election to the Board. Trustee Sanchez explained that he voted no for the election of Trustee Rivas as President because he felt there needs to be a rotation policy and not because he felt Trustee Rivas was not able to serve as President. Trustee Sanchez expressed that he would like to see the Board adopt a policy to ensure a rotation of who serves as President of the Board. Trustee Sanchez shared that he was hoping Trustee Alvarado would be interested in serving as Board President and that he is looking forward to working with everyone on the Board. Trustee Sanchez expressed that folks may think there is dissention on the Board, he does not believe this is the case. Trustee Sanchez expressed there may be differences of opinions, but the Board works collaboratively and freely expresses their opinions. Finally, Trustee Sanchez asked for more participation from the audience to share

their comments and in particular from the Associations. Trustee Sanchez shared that he has always had open lines of communications and hopes that the Associations would also share more about concerns they may have so that the Board can be aware and work to address these concerns. Trustee Sanchez closed his comments by sharing that he looks forward to working with this Board, OMSD is a good school district and it will continue to be with the support of the Board and the community sharing their concerns so that they can be addressed. Trustee Sanchez thanked Councilwoman Trisha Martinez and Montclair PD for their ongoing support and increased vigilance. Trustee Sanchez wished everyone a Happy New Year!

Trustee Galvez thanked everyone who attended the Board Meeting. Trustee Galvez thanked everyone for a wonderful 2018 and shared it was a successful year for our school district and Measure K. Trustee Galvez echoed the sentiments of Trustee Alvarado and looks forward to working together in making OMSD even better. Trustee Galvez shared that she looks forward to hearing from the community as we work together to make OMSD an even better place for kids. Trustee Galvez thanked the Chino Water Basin for hosting OMSD and allowing us the opportunity to hold our Board Meetings in their facilities.

Trustee Rivas welcomed Trustee Alvarado and Trustee Brake to the OMSD Board and thanked Trustee Sanchez for his comments. Trustee Rivas thanked OMTA and CSEA for their endorsement and support. She shared their support was greatly appreciated and she looks forward to working with the OMSD family. Trustee Rivas thanked her sisters for attending the meetings and Richard Alaniz for his support on her campaign. Trustee Rivas thanked Montclair PD for their service. Trustee Rivas shared her sister was recently involved in a car accident and it served as a reminder for her to tell loved ones that she cares and loves them and she asked everyone to do the same. Trustee Rivas wished everyone a happy holiday season.

#### **N. SUPERINTENDENT'S COMMENTS**

Superintendent Dr. Hammond wished everyone a happy holiday season and shared he is excited to have Sonia Alvarado and Kris Brake as an addition to the Board. Superintendent Dr. Hammond concurred with Trustee Sanchez that the Board is a high functioning team and appreciates the dialogue and unity they share in the intent and spirit of serving the students and staff of OMSD.

Superintendent Dr. Hammond shared that he was proud to have more than 400 additional participants in the Reindeer Run this year, with more than 2,500 participants and thanked the principals, teachers, parents, and community for supporting this event to promote college and career opportunities for students.

Finally, Superintendent Dr. Hammond thanked the association memberships (OMTA and CSEA) along with our District managers who go above and beyond to make a difference in the lives of our OMSD family. Superintendent Dr. Hammond shared a few incidents that he experienced where staff was making an extra effort to assist families and students. Especially during this holiday season, these kind acts are what makes this district a special place.

#### **O. INFORMATION/CORRESPONDENCE**

- O1. Received for Information the 2018-2019 Williams First Quarterly Findings Report.
- O2. Received for Information the 2018-2019 Williams First Quarter Uniform Complaint Report Summary.
- O3. Received for Information the 2017-2018 Williams Settlement Annual Report
- 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.
- O5. All Offices will be closed from December 24, 2018 – December 26, 2018 and December 31, 2018 through January 1, 2019 for Winter Holidays.



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 PM. (Open Session)\***

Linda Vista, 1556 S. Sultana Ave., Ontario, California 91761

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

**P. ADJOURNMENT**

On a motion from Trustee Galvez and a second by Trustee Brake, the Board Meeting adjourned at 8:22 PM, by a unanimous vote of 5-0-0.

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

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**Kristen Brake, Board Clerk**

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

**BOARD APPROVED:** \_\_\_\_\_.

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

# ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 7, 2019

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

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

**SUBJECT:** Second Reading and Adoption of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es): BB 9110: Terms of Office; BP 3290: Gifts, Grants and Bequests; AR 3320: Claims and Actions Against the District; AR 3460: Financial Reports and Accountability; BP 4114: Transfer; AR 4200: Classified Personnel; AR 5113: Absences and Excuses; AR 5131.41: Use of Seclusion and Restraint; BP & AR 5141.52: Suicide Prevention; BP & AR 5141.6: School Health Services; BP & AR 5144: Discipline; BP & AR 5144.1: Suspension and Expulsion/Due Process; BP 5146: Married/Pregnant Parenting Students; BP & AR 5148.3: Preschool/Early Childhood Education; BP 6142.3: Civic Education; BP & AR 6145.2: Athletic Competition; BP 6170.1: Transitional Kindergarten; BP 6178: Career Technical Education; and BP 6190: Evaluation of the Instructional Program: *(Board Policies and Administrative Regulations are included in the agenda and are provided under separate cover)*

---

## **REQUESTED ACTION**

Approve the second reading and adoption of the presented Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es).

## **BACKGROUND INFORMATION**

In accordance with Agreement the between the California School Boards Association (CSBA) and the District, CSBA provides staff assistance with the revisions of Board Policies (BP), Board Bylaws (BB), Exhibits (E), and Administrative Regulations (AR). The Board routinely adopts and/or modifies policies and regulations, which reflect changes in law and legal references, as well as District philosophy, programs, and practices.

The Superintendent is recommending revisions to the following BPs, ARs, BBs, and Es:

### **Superintendent's Office**

BB 9110: Terms of Office

### **Business Services**

BP 3290: Gifts, Grants and Bequests

AR 3320: Claims and Actions Against the District

AR 3460: Financial Reports and Accountability

### **Human Resources**

BP 4114: Transfer

AR 4200: Classified Personnel

AR 5113: Absences and Excuses

AR 5131.41: Use of Seclusion and Restraint

BP & AR 5141.52: Suicide Prevention

BP & AR 5141.6: School Health Services

BP & AR 5144: Discipline

BP & AR 5144.1: Suspension and Expulsion/Due Process

BP 5146: Married/Pregnant Parenting Students

BP & AR 5148.3: Preschool/Early Childhood Education

(Ref. a 2.1)

**Second Reading and Adoption of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es) as listed**

February 7, 2019

**Learning & Teaching**

BP 6142.3: Civic Education

BP & AR 6145.2: Athletic Competition

BP 6170.1: Transitional Kindergarten

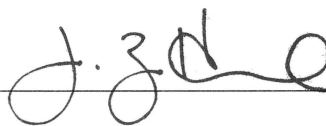
BP 6178: Career Technical Education

BP 6190: Evaluation of the Instructional Program

The recommended revisions have been reviewed, and it is agreed that the revisions apply to the District's current procedures and/or practices. Copies of the proposed revisions are available under separate cover and have been provided to District employee organizations. Additional copies are also available upon request in the Superintendent's Office.

These policies were presented to the Board for first reading at the January 10, 2019 Regular Meeting of the Board of Trustees.

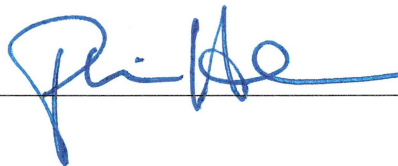
Prepared by: James Q. Hammond, Superintendent



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Second Reading and Adoption of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es): BB 9110: Terms of Office; BP 3290: Gifts, Grants and Bequests; AR 3320: Claims and Actions Against the District; AR 3460: Financial Reports and Accountability; BP 4114: Transfer; AR 4200: Classified Personnel; AR 5113: Absences and Excuses; AR 5131.41: Use of Seclusion and Restraint; BP & AR 5141.52: Suicide Prevention; BP & AR 5141.6: School Health Services; BP & AR 5144: Discipline; BP & AR 5144.1: Suspension and Expulsion/Due Process; BP 5146: Married/Pregnant Parenting Students; BP & AR 5148.3: Preschool/Early Childhood Education; BP 6142.3: Civic Education; BP & AR 6145.2: Athletic Competition; BP 6170.1: Transitional Kindergarten; BP 6178: Career Technical Education; and BP 6190: Evaluation of the Instructional Program.

Approved by: James Q. Hammond, Superintendent



# Consent Calendar

## (b) Business Services

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

**TO:** Elvia M. Rivas, 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.

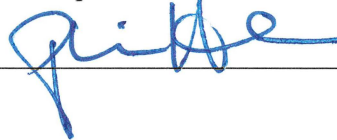
**BACKGROUND INFORMATION**

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.

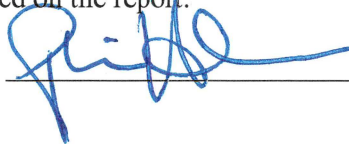
Prepared by: Phil Hillman, Chief Business Official



**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

February 7, 2019

The following contracts are included in the February 7, 2019 agenda and are available under separate cover:

1. Award of Bid and Contract C-189-430, Project AF66 with **SINGLESOURCE CONSTRUCTION & MAINTENANCE INC.**, for Lincoln Flagpole Replacement. Effective February 8, 2019 through March 31, 2019. Total cost not to exceed \$57,000. [Originator: Purchasing/Fund: General]
2. Contract C-189-437 with **CORE INNOVATE, INC.**, for delivery of professional development to support the Dual Immersion programs. Effective February 8, 2019 through June 30, 2020. Total cost not to exceed \$10,800. [Originator: Learning & Teaching/Fund: General]
3. Contract C-189-438 with **UNIVERSITY OF CALIFORNIA, RIVERSIDE** for hold harmless agreement for OMSD students to participate in educational events sponsored by the campus. Effective July 1, 2018 through June 30, 2020. At no cost to the District. [Originator: Learning & Teaching]
4. Contract C-189-439 with **RANCHO SANTIAGO CANYON COLLEGE** for hold harmless agreement for OMSD students to participate in educational events sponsored by the campus. Effective July 1, 2018 through June 30, 2019. At no cost to the District. [Originator: Learning & Teaching]
5. Contract C-189-441 with **STREET BEAT LLC** to provide hip-hop pizzazz performance at school assembly to students at Monte Vista Elementary School. Effective only on February 21, 2019. Total cost not to exceed \$990. [Originator: Business Services/Fund: Donations]
6. Contract C-189-442 with **EXTREME GAME TRUCK** to provide a video game truck to students at Vineyard Elementary School. Effective only on May 13, 2019. Total cost not to exceed \$1,080. [Originator: Business Services/Fund: General/Donations]
7. Contract C-189-443 with **JACK E. WARSHAW dba ALL-WAYS TRAVEL** to perform travel-planning services in collaboration with the District for the 2018-2019 Sacramento 8th Grade field trips. Effective November 1, 2018 through June 30, 2019. Total cost not to exceed \$25,000. [Originator: Business Services/Fund: General]
8. Contract C-189-451 with **CALIFORNIA DEPARTMENT OF EDUCATION** to accept funding for Federal Grant: Student Support and Academic Enrichment Grant. Effective January 1, 2019 through September 30, 2019. Grant in the amount of \$515,565. [Originator: Learning & Teaching/Fund: General]
9. Contract C-189-452 with **SHAMSIAH DOUGLAS** for cake/cookies decorating training sessions with Central Production Kitchen staff at Nadine Griff Mack Nutrition Center. Effective January 17, 2019 through May 30, 2019. Total cost not to exceed \$910. [Originator: Food & Nutrition Services/Fund: Cafeteria]
10. Contract C-189-453 with **ATHENA SOFTWARE** for use of Penelope SaaS software, a data bank service used to track services provided by Family & Collaborative Services. Effective March 15, 2019 through March 14, 2020. Total cost not to exceed \$7,000. [Originator: Learning & Teaching/Fund: General]
11. Contract C-189-454 with **OAK GROVE INSTITUTE FOUNDATION, INC.**, to provide Specialized Academic Instruction, services and assessments to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective July 1, 2018 through June 30, 2019. Total cost not to exceed rates on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]

## Purchasing and Contracts Report

February 7, 2019

12. Contract C-189-455 with **JOHN TRACY CLINIC** to provide Specialized Academic Instruction, services and assessments to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective July 1, 2018 through June 30, 2019. Total cost not to exceed rates on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
13. Contract C-189-456 with **BUILDING BLOCKS THERAPY 4 KIDS, LLC** to provide occupational therapy services and assessments to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective July 1, 2018 through June 30, 2019. Total cost not to exceed rates on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
14. Contract C-189-457 with **SPECIALIZED THERAPY SERVICES** to provide Specialized Academic Instruction, services and assessments to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective July 1, 2018 through June 30, 2019. Total cost not to exceed rates on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
15. Contract C-189-458 with **CAROL A. BURMEISTER** to facilitate staff professional development in support of Special Education. Effective February 7, 2019 through June 30, 2019. Total cost not to exceed \$3,872. [Originator: OMSD-SELPA/Fund: Special Education]
16. Contract C-189-459 with **WEST END SPECIAL EDUCATION LOCAL CONTROL PLAN AREA (SELPA)** for the proportionate share of audiological testing costs for OMSD students. Effective July 1, 2018 through June 30, 2019. The proportionate share will be based on the proportionate number of OMSD students in each class receiving audiological testing. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
17. Contract C-189-460 with **ROBIN MORRIS dba RBy5 PSYCHOLOGICAL SERVICES** to provide psychological services and assessments to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective January 10, 2019 through June 30, 2019. Total cost not to exceed \$20,000. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
18. Contract C-189-462 with **CALIFORNIA DEPARTMENT OF EDUCATION** to accept funding for Federal Grant: Individuals with Disabilities Education Act Part B, Section 611. Effective July 1, 2018 through September 30, 2020. Grant in the amount of \$15,865. [Originator: Fiscal Services/Fund: General]
19. Contract C-189-463 with **SECURLY, INC.**, for cloud-based web filtering. Effective February 7, 2019 through June 30, 2022. Total cost not to exceed \$96,000. [Originator: Information Services/Fund: General]
20. Contract C-189-464 with **FITNESS RESULTS** to provide physical fitness clinics to students from Bon View, Euclid and Sultana elementary schools and De Anza Middle School in support of implementation of the Student Support and Academic Enrichment Grant. Effective February 1, 2019 through September 30, 2019. Total cost not to exceed \$10,400. [Originator: Learning & Teaching/Fund: General]
21. Contract C-189-465 with **PIONEER MULTICULTURE ASSOCIATION** for the District to host foreign exchange students from China or Taiwan in support of world languages education. Effective January 17, 2019 through June 30, 2019. District will be reimbursed \$1,000 per visit. [Originator: Learning & Teaching/Fund: General]

## Purchasing and Contracts Report

February 7, 2019

22. Contract C-189-466 with **MULTICARD** to provide maintenance to the District's employee ID printer machine. Effective January 1, 2019 through December 31, 2019. Total cost not to exceed \$735. [Originator: Human Resources/Fund: General]
23. Contract C-189-467 with **GENERAL OUTDOOR ADVERTISING** for digital advertising in support of the District's Mandarin Immersion Program. Effective February 1, 2019 through March 1, 2019. Total cost not to exceed \$6,500. [Originator: Superintendent's Office/ Fund: General]
24. Contract C-189-468 with **LAMAR** for digital advertising in support of the District's Mandarin Immersion Program. Effective January 28, 2019 through February 24, 2019. Total cost not to exceed \$4,500. [Originator: Superintendent's Office/ Fund: General]
25. Contract C-189-469 with **IMAGE SOURCE/XEROX** for lease and maintenance of Iridesse color copier at Briggs Print Shop. Effective February 8, 2019 through February 7, 2024. Total cost not to exceed \$175,000 per year. [Originator: Purchasing/Fund: General]
26. Contract C-189-470 with **FAST FORWARD GOLF ACADEMY** to provide golf clinics to students from De Anza Middle School in support of implementation of the Student Support and Academic Enrichment Grant. Effective February 15, 2019 through September 30, 2019. Total cost not to exceed \$1,600. [Originator: Learning & Teaching/Fund: General]
27. Contract C-189-471 with **NATIONAL CINIMEDIA, LLC (NCM) AMERICA's MOVIE NETWORK** for digital advertising in support of the District's Mandarin Immersion Program. Effective February 1, 2019 through March 14, 2019. Total cost not to exceed \$3,000. [Originator: Superintendent's Office/ Fund: General]
28. Contract C-189-472 with **AARON THOMAS** to provide keynote speaker presentations at the Annual Parent Education Conference. Effective on March 12, 2019 through March 14, 2019. Total cost not to exceed \$4,700. [Originator: Learning & Teaching/ Fund: General/Title 1/Donations]
29. Contract C-189-473 with **LAMAR AIRPORT ADVERTISING** for digital advertising in support of the District's Mandarin Immersion Program. Effective February 4, 2019 through March 31, 2019. Total cost not to exceed \$4,000. [Originator: Superintendent's Office/ Fund: General]
30. Authorize use of CMAS Contract 3-17-36-0030B, GSA Schedule No. GS-03F-137DA, on an as needed basis, for the purchase or lease of copiers, computer peripherals and technology related catalog items from **IMAGESOURCE/XEROX CORPORATION** with the same advantages, terms and conditions per Public Contract Code 20118. Effective January 1, 2019 through November 30, 2021. Total cost not to exceed \$1,000,000. [Originator: Purchasing/Fund: General]
31. Amendment M1 to Contract C-189-162 with **INDIVIDUALIZED EDUCATIONAL PSYCHOLOGY, INC.**, to conduct specialized psycho-educational assessments and services to students in the special education program per students' Individualized Education Program (IEP) or per the recommendation of designated staff. Amendment is to include amended rate sheet. All other properties of agreement remain unchanged. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
32. Amendment M1 to Contract C-189-298 with **CALIFORNIA DEPARTMENT OF EDUCATION** to accept funding for Federal Grant: Homeless Children and Youth Program. Effective July 1, 2018 through June 30, 2019. Amendment in the amount of \$7,000 for a total grant of \$175,000. [Originator: Learning & Teaching/Fund: General]

## **Purchasing and Contracts Report**

February 7, 2019

33. Amendment M1 to Contract C-189-345 with **THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS** to provide outdoor education activities for Central Language Academy. The Inside the Outdoors Field Program educational activities are aligned to and support the science curriculum and provide experiences to strengthen the physical, social, and emotional development of students. Amendment to include additional school site, Lehigh Elementary School, and increase cost. Total cost of amendment not to exceed \$2,000 for a revised total cost not to exceed \$18,000. [Originator: Learning & Teaching/Fund: Donations/ASB]
34. Amendment M1 to Contract C-189-385 with **TYLER TECHNOLOGIES, INC.**, to provide software services consisting of system administration, system management, and system monitoring for Tyler software. Amendment is to term. Effective November 16, 2018 through November 16, 2021. All other properties remain the same. [Originator: Transportation/Fund: General]

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

February 7, 2019

**TO:** Elvia M. Rivas, 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.

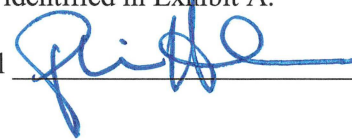
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

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

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

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

Approved by: James Q. Hammond, Superintendent



**Exhibit A**

**ACCEPTANCE OF GIFTS/DONATIONS**

Submitted to the Board of Trustees for Approval on February 7, 2019

<b>Name of Donor</b>	<b>School/Department</b>	<b>Designated Use</b>	<b>Monetary/Items Donated</b>
Mission Preservation Foundation	Berlyn Elementary School	Field Trips	\$100
Catarino Cruz Valadez	Bon View Elementary School	Student Incentives	\$18.51
Esmeralda Quintero	Bon View Elementary School	Student Incentives	\$32.73
Bon View PTO	Bon View Elementary School	Field Trips	\$2,952
Ed Tessier	Buena Vista Arts-integrated	General Use	\$500
Burlington Stores	Corona Elementary School	Student Use	4 Chromebooks <i>Estimated Value \$920*</i>
Location Protective Services	Lehigh Elementary School	Field Trips	\$320

(Ref. b 4.2)

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



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

February 7, 2019

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

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

**SUBJECT:** **Budget Adjustments – December 2018**

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**REQUESTED ACTION**

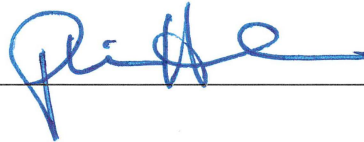
Approve budget adjustments to the District's budget identifying the increases, decreases, and changes to various revenue, expenditure, and fund balance accounts.

**BACKGROUND INFORMATION**

Education Code sections 42600-42602 authorize the Board to approve necessary budget adjustments that increases, decreases, or adjusts the District's budgeted revenues, expenditures and fund balances.

Throughout the fiscal year, adjustments to the District's budget are necessary to reflect any changes in the revenue and expenditure assumptions. Examples of common adjustments range from changes in State revenue assumptions, to changes in expenditure estimates due to collective bargaining agreements, to updated actuarial information. All District fund types are subject to budget adjustments, and as needed are presented as Exhibit 'A' for approval/ratification.

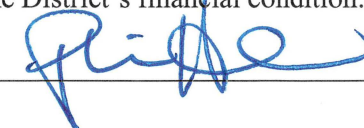
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

Preparing and presenting budget adjustments have no direct financial impact; rather, any budget 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.

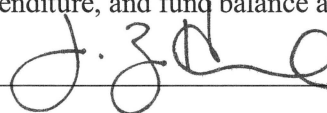
Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve budget adjustments to the District's budget identifying the increases, decreases, and changes to various revenue, expenditure, and fund balance accounts.

Approved by: James Q. Hammond, Superintendent



**Exhibit A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

**Budget Adjustments**

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **General Fund (Unrestricted)**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u><b>Increases</b></u>	<u><b>Decreases</b></u>	<u><b>Net Change</b></u>
<u><b>Revenues</b></u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	41,031	125	40,906
Other Sources and Transfers In	972,889	-	972,889
Subtotals – Revenues	1,013,920	125	1,013,795
<u><b>Expenditures</b></u>			
Certificated Salaries	2,250	-	2,250
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	1,066,710	53,639	1,013,071
Other Operating Expenditures	15,026	-	15,026
Capital Outlay	-	-	-
Other Uses and Transfers Out	722	32,057	(31,335)
Subtotals – Expenditures	1,084,708	85,696	999,012
Net Increase/(Decrease) to Fund Balance			14,783

**General description of above budget transfers, increases and decreases:**

Other Sources and Transfers In was increased to reflect the transfer from the Special Reserves for Capital Outlay Projects Fund, for student laptop purchase resulting in an increase to the Books and supplies expenditure. In addition, various expenditure adjustments were made based on reclassifications among major object expenditure categories.

**Exhibit A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

**Budget Adjustments**

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **General Fund (Restricted)**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u><b>Increases</b></u>	<u><b>Decreases</b></u>	<u><b>Net Change</b></u>
<u><b>Revenues</b></u>			
LCFF	-	-	-
Federal Revenue	609,980	17,012	592,968
Other State Revenue	157,353	-	157,353
Other Local Revenue	1,777	-	1,777
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	769,110	17,012	752,098
<u><b>Expenditures</b></u>			
Certificated Salaries	84,744	-	84,744
Classified Salaries	1,752	29,670	(27,918)
Employee Benefits	25,600	8,689	16,911
Books and Supplies	596,477	148,339	448,138
Other Operating Expenditures	207,655	8,767	198,888
Capital Outlay	-	-	-
Other Uses and Transfers Out	32,057	722	31,335
Subtotals – Expenditures	948,285	196,187	752,098
Net Increase/(Decrease) to Fund Balance			-

**General description of above budget transfers, increases and decreases:**

Revenues and expenditures were adjusted based on updated restricted program allocations. In addition, various expenditure adjustments were made based on reclassifications among major object expenditure categories.

**Exhibit A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

**Budget Adjustments**

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **Child Development**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u><b>Increases</b></u>	<u><b>Decreases</b></u>	<u><b>Net Change</b></u>
<u><b>Revenues</b></u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	146,793	-	146,793
Other Local Revenue	-	-	-
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	146,793	-	146,793
<u><b>Expenditures</b></u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	146,793	-	146,793
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	146,793	-	146,793
Net Increase/(Decrease) to Fund Balance			-

**General description of above budget transfers, increases and decreases:**

Revenues and expenditures estimates were both increased to reflect updated projections in income and expenditures.

**Exhibit A**

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

February 7, 2019

**Budget Adjustments**

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **Cafeteria**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u><b>Increases</b></u>	<u><b>Decreases</b></u>	<u><b>Net Change</b></u>
<u><b>Revenues</b></u>			
LCFF	-	-	-
Federal Revenue	91,896	-	91,896
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	91,896	-	91,896
<u><b>Expenditures</b></u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	91,896	-	91,896
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	91,896	-	91,896
Net Increase/(Decrease) to Fund Balance			-

**General description of above budget transfers, increases and decreases:**

Revenues and expenditures estimates were both increased to reflect updated projections in income and expenditures.

**Exhibit A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

**Budget Adjustments**

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **Capital Facilities**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u><b>Increases</b></u>	<u><b>Decreases</b></u>	<u><b>Net Change</b></u>
<u><b>Revenues</b></u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	490,025	-	490,025
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	490,025	-	490,025
<u><b>Expenditures</b></u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	-	-	-
Net Increase/(Decrease) to Fund Balance			490,025

**General description of above budget transfers, increases and decreases:**

Revenues increased to account for additional developer fee collections.



## Exhibit A

### ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

February 7, 2019

### Budget Adjustments

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **Special Reserve Capital Outlay**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<b><u>Revenues</u></b>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	-	-	-
<b><u>Expenditures</u></b>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	972,889	-	972,889
Subtotals – Expenditures	972,889	-	972,889
Net Increase/(Decrease) to Fund Balance			(972,889)

**General description of above budget transfers, increases and decreases:**

Other Uses and Transfers Out reflect the transfer to the Unrestricted General Fund for the purchase of student laptops.

**Exhibit A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

**Budget Adjustments**

The following budget transfers, increases, and decreases to the existing Board-approved budget are presented for approval:

Fund: **Self-Insurance**

Period Covered: **December 1, 2018 – December 31, 2018**

	<u><b>Increases</b></u>	<u><b>Decreases</b></u>	<u><b>Net Change</b></u>
<u><b>Revenues</b></u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	38,995	-	38,995
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	38,995	-	38,995
<u><b>Expenditures</b></u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	-	-	-
Net Increase/(Decrease) to Fund Balance			38,995

**General description of above budget transfers, increases and decreases:**

Budgeted revenues increased to account for the collection of additional payments for the administration of our workers' compensation program.

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

February 7, 2019

**TO:** Elvia M. Rivas, President, and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Rejection of Liability Claim 2018-19-008**

---

**REQUESTED ACTION**

Approve Rejection of Liability Claim 2018-19-008.

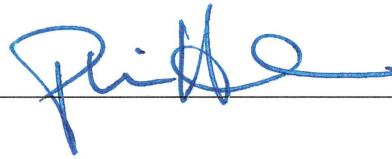
**BACKGROUND INFORMATION**

In accordance with Board Policy 3320, the Board of Trustees desires to ensure that the District's operations are conducted in a manner that minimizes risk, protects District resources, and promotes the health and safety of students, staff, and the public. Any and all claims for money or damages against the District shall be presented to and acted upon in accordance with law, board policy, and administrative regulation as well as the District's Joint Powers Authority (JPA) agreement or insurance coverage.

Based upon District staff investigation of the reported incidents, it is recommended the following claim be rejected:

- Claim 2018-19-008

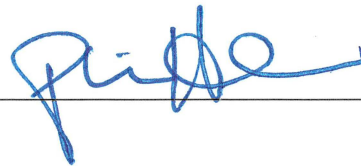
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

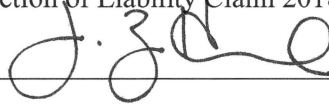
Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends that the Board approve rejection of Liability Claim 2018-19-008.

Approved by: James Q. Hammond, Superintendent



# Consent Calendar

## (c) Human Resources

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

February 7, 2019

**TO:** Elvia M. Rivas, President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Certificated Personnel Recommendations Report #CERT189-0207**

---

**REQUESTED ACTION**

Approve Certificated Personnel Recommendations.

**EMPLOYMENT**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Claudia Gonzalez	Teacher/Central	02/19/2019

**ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Seth Davis	Outreach Consultant/Kingsley to Oaks	01/07/2019

**CERTIFICATED SUBSTITUTES**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Kaitlynn Alberts	Substitute Teacher	01/09/2019
Gladis Alejandre	Substitute Teacher	01/08/2019
Olusegun Ayoola	Substitute Teacher	01/04/2019
Robert Elliott	Substitute Teacher	01/17/2019
Shelly Griffin	Substitute Teacher	01/10/2019
Carlos Ortega	Substitute Teacher	01/28/2019
Daniel Newell	Substitute Teacher	01/14/2019
Karissa Solis	Substitute Teacher	01/24/2019

**REQUESTS FOR LEAVE OF ABSENCE**

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Gurvinder Anand	Teacher/ Mission Medical Leave	01/14/2019-04/10/2019
Cecilia Balderas	Teacher/Oaks Medical Leave	01/17/2019-02/22/2019

**Certificated Personnel Recommendations Report #CERT189-0207**

February 7, 2019

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

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Jeanette Barber	Teacher/Vista Grande Medical Leave	11/15/2018-02/12/2019
Cynthia Cerda	Teacher/Lehigh Extended Medical Leave	01/23/2019-02/08/2019
Cynthia Cerda	Teacher/Lehigh FMLA Leave	02/11/2019-05/13/2019
Regina Delfin	Teacher/Lincoln Medical Leave	11/29/2018-01/22/2019
Jeanne Deseran	Teacher/Kingsley Medical Leave	01/21/2019-02/03/2019
Vivian Fahnestock	Teacher/Vista Grande Medical Leave	09/07/2018-01/31/2019
Dawn Falkenberg	Teacher/Montera Extended Medical Leave	12/17/2018-12/20/2018
Brigette Gonzales	Teacher/Serrano Medical Leave	02/08/2019-02/22/2019
Michelle Hamilton	Teacher/Bon View Extended Medical Leave	12/20/2018-03/07/2019
Joyce Johnson	Teacher/Hawthorne Medical Leave	01/07/2019-01/31/2019
Mona Kapoor	Teacher/Oaks Extended Medical Leave	12/18/2018-12/20/2018
Nancy Lopez-Rosales	Teacher/Central Medical Leave	01/18/2019-02/03/2019
Judith Medina	Teacher/Lincoln Extended Medical Leave	12/28/2018-03/06/2019
Rebeka Nall	PE Teacher/Briggs-L&T Extended Medical Leave	01/15/2019-04/12/2019
Virginia Ojeda	Teacher/Hawthorne FMLA Leave	01/07/2019-01/25/2019



**Certificated Personnel Recommendations Report #CERT189-0207**

February 7, 2019

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

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Cristina Olmos-Riveroll	Teacher/Wiltsey Medical Leave	01/07/2019-02/15/2019
Marley Ortega	SDC Teacher/Lehigh Medical Leave	01/17/2019-02/17/2019
Kerri Porter	Teacher/Howard Medical Leave	12/05/2019-01/31/2019
Gloria Torres	Teacher/Elderberry Extended Medical Leave	01/07/2019-03/04/2019
Claudia Rindy Valerio	Nurse/Briggs-Health Services Medical Leave	01/10/2019-02/20/2019

**SUBSEQUENT VARIABLE TERM WAIVER**

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

**RETIREMENT, RESIGNATION, RELEASE AND TERMINATION**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Darcy Contat	Teacher/Howard	05/24/2019
Angiolina Corey	Teacher/Central	08/12/2019
Stephanie Gottfried	Teacher/Arroyo	05/28/2019
Julie Kiefer	Teacher/El Camino	05/25/2019
Dan Lundberg	Teacher/Sultana	05/24/2019
Barbara MacKenzie	Teacher/Haynes	05/24/2019
Melisa McKinney	Teacher/Central	02/18/2019
Katherine Neal	Teacher/Buena Vista	05/24/2019
Cheryl Ramirez	TOA-Academic Intervention/Bon View	05/24/2019
Susan Verburg	Teacher/Edison	05/24/2019

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

February 7, 2019

**TO:** Elvia M. Rivas, President and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Classified Personnel Recommendations Report #CLA189-0207**

---

**REQUESTED ACTION**

Approve Classified Personnel Recommendations.

**EMPLOYMENT**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Elizabeth Ferreira	Speech Language Pathologist/Briggs-SPED	01/29/2019
Rebecca Glidden	Proctor/Berlyn	01/22/2019
Karissa Guerra	Student Mentor & Campus Asst./Briggs-L&T	01/28/2019
Janette Mora	Speech Language Pathologist Asst./Briggs-SPED	01/22/2019
Lisa Marie Ortega	Special Needs Program Asst./Vina Danks	01/07/2019
Harold Smith	Plumber/Briggs-Operations	01/14/2019

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

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Lisette Ayala	IA-Learning Needs/Oaks 6.5 hours to 6.75 hours	01/28/2019
Melanie Maroste	IA-Learning Needs/Sultana 6 hours to 6.75 hours	01/14/2019
Sonia Moya	Proctor/Montera to 39-month list	01/22/2019
Debbie Starks	IS Helpdesk Technician/Briggs-IS to Technology Training Asst./Wiltsey	01/22/2019
Luis Vivar	IA-Learning Needs/Serrano to IA-Behavior Intervention/Briggs-SPED	02/04/2019

**CLASSIFIED SUBSTITUTES**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Janell Alvarado	Substitute AVID Tutor	01/23/2019
Aurora Cardenas	Substitute AVID Tutor	01/15/2019
Jessica Cervantes	Substitute Special Needs	01/10/2019
Monique Cornejo	Substitute Instructional Aide	01/29/2019
Victoria Dougherty	Substitute Instructional Aide/Special Needs/ Early Childhood Education Asst.	01/28/2019

(Ref. c 2.1)

**Classified Personnel Recommendations Report #CLA189-0207**

February 7, 2019

**CLASSIFIED SUBSTITUTES** (continued)

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Liz Franco	Substitute Proctor	01/07/2019
Celia Garcia	Substitute Proctor	01/09/2019
Susana Gonzalez	Substitute Physical Education Asst.	01/15/2019
Daymarea Green	Substitute Proctor/Physical Education Asst.	01/15/2019
Yuridia Munoz Gutierrez	Substitute Special Needs/Physical Education Asst./Proctor	01/23/2019
Marianela Madrigal	Substitute Proctor	01/30/2019
Brandie Martinez	Substitute Proctor	01/10/2019
Kyle Musa	Substitute Instructional Aide/Behavior Intervention/ Special Orthopedic Asst./Physical Education Asst.	01/17/2019
Micaela Perez	Substitute Proctor	01/09/2019
Stephanie Puentes	Substitute Instructional Aide/Behavior Intervention Special Orthopedic Asst.	01/23/2019
Kristi Ross	Substitute Physical Education Asst.	01/15/2019

**REQUEST FOR LEAVE OF ABSENCE**

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Carlos Aguilar	Food Production Equipment Maintenance Asst./ Central Production Kitchen Medical Leave	01/14/2019-02/05/2019
Nubia Arguello	Proctor/Montera Medical Leave	01/10/2019-04/21/2019
Vanessa Baez	Instructional Asst./Ramona Extended Medical Leave	12/17/2018-01/10/2019
Vanessa Baez	Instructional Asst./Ramona FMLA Leave	01/14/2019-03/22/2019
Elizabeth Bailey	Human Resources Technician/Briggs-HR Extended Medical Leave	01/16/2019-01/21/2019
Maria Campos	Food Service Asst. II/Wiltsey Medical Leave	01/08/2019-01/31/2019
Katherine Cortez	School Administrative Asst./Haynes Extended Medical Leave	12/30/2018-02/20/2019
Richard Espinoza	Senior Warehouse Worker/Central Production Kitchen Medical Leave	10/04/2018-02/08/2019

**Classified Personnel Recommendations Report #CLA189-0207**  
February 7, 2019

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

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Cynthia Fabela	School Office Asst. I/Buena Vista Medical Leave	01/31/2019-02/20/2019
Ismael Garcia	Student Mentor and Campus Asst./Briggs-L&T Medical Leave	01/07/2019-02/17/2019
Jamie Gomez	Food Service Satellite Operator/Central Production Kitchen Extended FMLA Leave	01/07/2019-02/01/2019
Yvette Gonzales	Food Service Asst. I/Central Extended Medical Leave	12/31/2018-01/04/2019
Elisa Gonzalez	IA-Learning Needs/Monte Vista Extended Medical Leave	12/01/2018-02/05/2019
Irene Gonzalez	Attendance Clerk/Vernon Extended Medical Leave	01/04/2019-02/05/2019
Henrietta Hernandez	Proctor/Wiltsey Extended Medical Leave	01/17/2019-02/14/2019
Fabiola Lizarraga	School Office Asst./Kingsley Extended Medical Leave	01/07/2019-01/30/2019
Fabiola Lizarraga	School Office Asst./Kingsley FMLA Leave	02/04/2019-03/22/2019
Carlos Lopez	Physical Education Asst./Briggs-L&T Medical Leave	01/07/2019-01/18/2019
Ignacio Luna	Fiscal Services Technician/Briggs-Fiscal Services Medical Leave	01/08/2019-01/18/2019
Elizabeth Martinez	Special Needs Program Asst./Lincoln Extended Medical Leave	12/31/2018-02/08/2019
Tiffany Martinez	Food Service Asst. I/Berlyn FMLA Leave	01/07/2019-04/05/2019
Laura Monroy	Lead Food Service I/Elderberry Medical Leave	01/07/2019-02/03/2019
Yadira Montano	Food Service Asst. II/Vina Danks Extended Medical Leave	12/20/2018-02/17/2019

**Classified Personnel Recommendations Report #CLA189-0207**  
February 7, 2019

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

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Claudia Montellano	IA-Learning Needs/Mission Extended Medical Leave	01/15/2019-01/18/2019
Claudia Montellano	IA-Learning Needs/Mission FMLA Leave	01/22/2019-02/01/2019
Shirley Morango	Food Service Asst. I/Ramona Extended Medical Leave	01/07/2019-02/08/2019
Sonia Moya	Proctor/Montera Extended Medical Leave	01/07/2019-01/21/2019
Keren Noble	Information Services Data System Specialist/Briggs-IS Medical Leave	01/29/2019-02/28/2019
Andrew Ojeda	Student Mentor & Campus Asst./Briggs-L&T FMLA Leave	01/28/2019-03/15/2019
Jonathan Orozco	Warehouse Worker/Warehouse Medical Leave	12/04/2018-01/31/2019
Alicia Padilla	Bus Driver/Transportation Extended Medical Leave	12/20/2018-02/05/2019
Leslie Perry	IA-Special Orthopedic Needs/Moreno Medical Leave	01/18/2019-01/31/2019
Esmeralda Quintero-Loya	School Administrative Asst./Bon View FMLA Leave	02/04/2019-03/08/2019
Elena Ravelo	School Administrative Asst. I/Corona Medical Leave	01/24/2019-02/11/2019
Nadia Robledo	Head Start Early Childhood Education Asst./Howard Medical Leave	01/15/2019-04/16/2019
Crystal Rodriguez	IA-Learning Needs/Sultana Medical Leave	01/30/2019-04/11/2019
Vanessa Rudoll	School Office Asst. I/Howard Extended FMLA	01/28/2019-02/01/2019
Gwendolyn Ruiz	School Administrative Asst. I/ Kingsley Extended Medical Leave	01/13/2019-02/25/2019

**Classified Personnel Recommendations Report #CLA189-0207**

February 7, 2019

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

<b><u>NAME</u></b>	<b><u>LEAVE REQUEST</u></b>	<b><u>EFFECTIVE</u></b>
Michael Sambrano	Food Service Asst. I/Corona Extended Unpaid Leave	01/08/2019-05/23/2019
Maria Vera	Environmental Technician/Briggs-Operations Medical Leave	01/16/2019-02/28/2019
Beverly Weston	Custodian/Oaks Medical Leave	12/20/2018-02/03/2019
Martin Wiltsey	Physical Education Asst./Briggs-L&T Medical Leave	01/08/2019-02/08/2019

**REVISED APPROVED LEAVE OF ABSENCE**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>APPROVED DATES</u></b>	<b><u>REVISED DATES</u></b>
Serrina Arevalo	Instructional Asst./ El Camino	12/17/2018-03/04/2019 FMLA Leave	12/17/2018-02/08/2019 FMLA Leave

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

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Erikca Alvarado	IA-Learning Needs/Wiltsey	02/09/2019
Christina Brodbeck-Rook	School Physical Therapist/Briggs-SPED	01/11/2019
Valerie Escobedo	School Office Asst. I/Oaks	01/17/2019
Valeria Meza	Instructional Asst./Montera	01/15/2019
Sherrie Mittan	Executive Asst./Transportation	01/23/2019
Sam Rabino	Custodian/Moreno	05/13/2019
April Walters	Speech Language Pathologist Asst./Briggs-L&T	01/18/2019

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

February 7, 2019

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

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

**SUBJECT:** Revised Job Description for Director II, Health, Family and Collaborative Services

---

**REQUESTED ACTION**

Approve the Revised Job Description for Director II, Health, Family and Collaborative Services.

**BACKGROUND INFORMATION**

This job description required revisions to better reflect the essential functions of the Health, Family and Collaborative Services Director. There are additional responsibilities that this manager will assume which include: plan, organizes and coordinates the district health and family services program including Positive Behavior Intervention and Support (PBIS), crisis intervention services; assist with planning, coordination, staff development and implementation of the Multi-Tiered System of Support (MTSS); serve as the chairperson or as a member of various district level advisory groups including Inland Empire United Way Board of Directors, MTSS Leadership Team, MTSS Planning Team, L&T Directors Team and curriculum development committees; serve as an external coach and facilitator for various school teams in the areas of PBIS, MTSS, and Instructional Rounds; Evaluates schools in areas of PBIS using the Tiered Fidelity Inventory (TFI); oversees the development of grant proposals; evaluates the performance of support staff including Family Services Coordinator, Program Manager, Clinical Supervisors, Health Service Administrator, RN's as well as various clerical personnel. The job description contains the essential functions and duties that are to be provided through this position in support of the District's mission and LCAP. There is no increase in salary range to this modified job description.

The classification specification is included in Exhibit A.

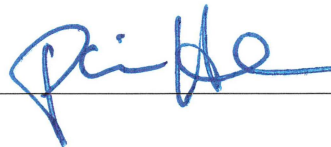
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



**FINANCIAL IMPLICATIONS**

The salary range for the Director II, Health, Family and Collaborative Services is \$113,317 to \$132,700 at 212 days.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Revised Job Description for Director II, Health, Family and Collaborative Services.

Approved by: James Q. Hammond, Superintendent



## **EXHIBIT A**

### **ONTARIO-MONTCLAIR SCHOOL DISTRICT**

#### **DIRECTOR II, HEALTH, FAMILY AND COLLABORATIVE SERVICES**

##### **DEFINITION**

Under the general direction of the Assistant Superintendent, Learning & Teaching assists in the planning, development, organization and implementation of the policies, regulations, guidelines, and procedures pertaining to the district health and family service programs, behavior supports and the Multi-tiered System of Support. Serves as a resource and liaison to district, site personnel and the community concerning support issues and problems in the areas of health, family and behavior supports. Reviews, monitors, coordinates, evaluates and supervises functions and activities of health and family support staff and behavior support staff. Assists, reviews and monitors staff development functions; serves as a resource and support to the instructional program including the Multi-Tiered System of Support; and any other related functions as directed.

##### **EXAMPLE OF DUTIES**

- Plans, organizes, and coordinates the district health and family service programs including Medi-Cal reinvestment, Safe and Drug Free Schools, Collaborative Services network, family guidance, Positive Behavior Intervention and Support (PBIS) and counseling services, crisis intervention and health services; Assists with planning, coordination, staff development and implementation of the Multi-Tiered System of Support (MTSS);
- Coordinates, plans, organizes and conducts workshops, clinics, and a variety of staff development and training activities pertaining to prevention/intervention support programs for students and their families, improved health services, PBIS, Restorative Practices, MTSS and other related pupil service matters;
- Confers with, counsels, and advises management and personnel concerning health and family services models, methods, techniques, and strategies, as well as behavior frameworks and strategies;
- Provides information and assistance in the development of collaborative service models;
- Assists in the planning, organization, and implementation of the policies, regulations, and operational procedures pertaining to health and family services, behavior support and the Multi-Tiered System of Support;
- Reviews, researches, prepares, and disseminates information pertaining to trends in programs that support health and family services; presents recommendations to revise, update, and incorporate creative and innovative trends into the district health and family service programs;
- Reviews, researches, prepares, and disseminates information pertaining to trends in frameworks that support behavior and recommends interventions and staff development to increase fidelity of behavior frameworks;
- Oversee referral for families of specially involved children (homeless, foster youth, etc.) appropriate social service and youth service agencies;
- Develops and oversees the development of grant proposals for approval and monitors the funded projects to ensure compliance with funding source guidelines and requirements and provides technical assistance to school sites;
- Evaluates the performance of support staff including Family Services Coordinator, Program Manager, Clinical Supervisors, Health Service Administrator, Registered Nurses as well as various clerical personnel;
- Coordinates district Medi-Cal Administrative Activities (MAA) program;
- Serves as the chairperson or as a member of various district level advisory groups including Collaborative Partners Group (Medi-Cal reimbursement), MTSS Leadership and Planning Teams, L & T Director Team and curriculum development committees; facilitates district initiatives for student wellness; serves as a liaison to community groups and agencies, including public and

- private entities; leverages local and national resources; confers with and aids district personnel in the resolution of unusual and unforeseen problems, issues, and concerns;
- Serves as an external coach and facilitator for various school teams in the areas of PBIS, MTSS, and Instructional Rounds;
- Evaluates schools in area of PBIS using the Tiered Fidelity Inventory (TFI); Assists in evaluating school in the area of MTSS utilizing the Fidelity Integrity Assessment (FIA);
- Assist in the district budget planning and expenditure control process, including Local Control & Accountability Plan (LCAP) planning;
- Prepares a variety of management and program evaluation reports as required.

## **QUALIFICATIONS**

### Knowledge of:

- Specialized resource support and coordination of a comprehensive pupil service program including mental health, case management and crisis intervention;
- The Multi-Tiered System of Support;
- Positive Behavior Intervention and Support;
- Restorative Practices;
- Principles, techniques, strategies, goals, and objectives of public education;
- Methods, techniques, procedures, and strategies concerning the assessment and evaluation of the district pupil service programs;
- Legal mandates, policies, regulations, and operational procedures pertaining to pupil service programs;
- State, Federal, and local community groups and agencies that provide assistance to pupil service programs and activities, specifically in the area of health and family services;
- Human relations strategies, conflict resolution strategies, and team building principles and techniques;
- California Education Code, California Health and Safety Codes, California Code of Regulations, and California Penal Code related to this position;
- Technology to the office (office suite & google applications).

### Ability to:

- Provide Staff Development and Coaching in a variety of behavior, academic and social emotional themes;
- Analyze and assess program needs, and offer recommendations pertaining to program activity revisions, additions, or deletions;
- Coordinate and participate in the evaluation of the district pupil service programs and activities;
- Communicate effectively in oral and written form;
- Serve as a resource to instruction and management personnel;
- Understand and carry out oral and written directions with minimal accountability controls;
- Establish and maintain effective organization, community, and public relationships;
- Develop and maintain district level program budgets and fiscal records;
- Develop and write program grants for Board approval;
- Work effectively in a multi-ethnic setting.

## **CERTIFICATION REQUIREMENT**

- Completion of an earned Master of Arts or higher degree from an accredited college or university in educational administration, instructional technology, counseling and guidance, nursing, curriculum development or a closely related field;
- Possession of a valid California administrative services credential authorizing service as an elementary or secondary level administrator, and/or a Pupil Personnel Services authorization;
- Five years of successful teaching or pupil personnel service experience;
- Experience working in the areas of health and family services;
- Experience working in the area of behavior support;
- Experience in a responsible administrative position in public education;

- Possession of a valid California Motor Vehicle Operator's License;
- Knowledge of California Education Code, California Health and Safety Codes, California Code of Regulations, and California Penal Code related to this position;
- Knowledge of technology to the office (Office Suite & Google Applications).

#### **DESIRABLE REQUIREMENTS**

1. Public health or counseling experience.
2. Five years of supervisory experience in school-based health services or community health program.
3. Previous experience with PBIS and MTSS.
4. Ability to work effectively in a multiethnic setting.

#### **PHYSICAL DEMANDS**

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

While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand, walk, and use hands and fingers to handle or feel objects, tools or controls. The employee is occasionally required to sit and reach with hands and arms.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

#### **WORK ENVIRONMENT**

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

While performing the duties of this job, the employee occasionally works in outside weather conditions.

The noise level in the work environment is usually moderate.

Board approved:

# Consent Calendar

## (d) Learning & Teaching

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

February 7, 2019

**TO:** Elvia M. Rivas, President, and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** OMSD School Sponsored Overnight Field Trip List FT1819-06

---

**REQUESTED ACTION**

Approve the OMSD School Sponsored Overnight Field Trip List FT1819-06 (Exhibit A).

**BACKGROUND INFORMATION**

In accordance with Board Policy 6153 School-Sponsored Trips, "The Board of Trustees recognizes that school-sponsored trips are an important component of a student's development and supplement and enrich the classroom learning experience. School-sponsored trips may be conducted in connection with the district's course of study or school-related social, educational, cultural, athletic, school band activities, or other extracurricular or co-curricular activities." It further states, "Requests for all school-sponsored trips involving out-of-state, out-of-country, or overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board."

The OMSD School Sponsored Overnight Field Trip List FT1819-06 (Exhibit A) meets the instructional objectives.

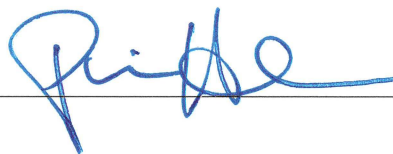
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



**FINANCIAL IMPLICATIONS**

None for the information presented.

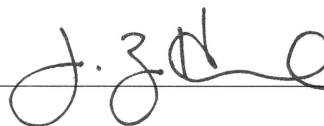
Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the OMSD School Sponsored Overnight Field Trip List FT1819-06 (Exhibit A).

Approved by: James Q. Hammond, Superintendent



**Exhibit A**

**OMSD School Sponsored Overnight Field Trip List FT1819-06**

**February 7, 2019**

<b>School/Department</b>	<b>Event and Location</b>	<b>Dates</b>	<b>Emphasis</b>
Edison Elementary School	Buchanan High School Clovis, CA	April 5, 2019 through April 7, 2019	Visual and Performing Arts



# Discussion/Action/Public Hearing

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

February 7, 2019

**TO:** Elvia M. Rivas, President, and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** **Public Hearing Regarding the Low-Performing Students Block Grant Plan**

---


**REQUESTED ACTION**

Conduct a Public Hearing Regarding the Low-Performing Students Block Grant Plan.

**BACKGROUND INFORMATION**

The Low-Performing Students Block Grant (LPSBG) is a state education funding initiative with the goal of providing grant funds to local educational agencies (LEAs) serving pupils identified as low-performing on state English language arts or mathematics assessments who are not otherwise identified for supplemental grant funding under the local control funding formula, or eligible for special education services. As a condition of apportionment, a school district, county office of education or charter school shall develop a plan describing how the funds will increase or improve evidence-based services for the identified pupils to accelerate increases in academic achievement, and how the effectiveness of the services will be measured. The plan shall be discussed and adopted at a regularly scheduled meeting of the LEA's governing board. Furthermore, LEAs shall report to the Superintendent of Public Instruction by March 1, 2019, regarding the adopted plan to use the funds, and by November 1, 2021, regarding the implementation of the plan, the strategies used and whether those strategies increased the academic performance of the identified pupils.

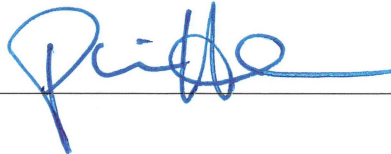
The Public Hearing on Thursday, February 7, 2019 during the regularly scheduled Board of Trustees meeting is being held to grant the opportunity for discussion prior to the plan's adoption by the Board of Trustees. The Low-Performing Students Block Grant (LPSBG) Plan is presented to the Board for adoption at the February 7, 2019 Board meeting. The Notice of Public Hearing for the February 7, 2019 Public Hearing was posted on Thursday, January 24, 2019 and will remain posted through Friday, February 8, 2019.

Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching 

**FINANCIAL IMPLICATIONS**

None for this Public Hearing.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board conduct a Public Hearing Regarding the Low-Performing Students Block Grant Plan.

Approved by: James Q. Hammond, Superintendent



# **ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** **Adoption of the Low-Performing Students Block Grant Plan**

---

## **REQUESTED ACTION**

Approve the Adoption of the Low-Performing Students Block Grant Plan.

## **BACKGROUND INFORMATION**

In December 2018, the District was informed of a \$786,458 Low-Performing Students Block Grant (LPSBG) award. The LPSBG is a state education funding initiative with the goal of providing grant funds to local educational agencies (LEAs) serving pupils identified as low-performing on state English language arts (ELA) or mathematics assessments who are not otherwise identified for supplemental grant funding under the local control funding formula, or eligible for special education services. As a condition of apportionment, the District must develop a plan describing how the funds will increase or improve evidence-based services for the identified pupils to accelerate increases in academic achievement, and how the effectiveness of the services will be measured. Funds allocated shall be used for evidence-based services that directly support pupil academic achievement including, but not limited to:

- Professional development activities for certificated staff
- Instructional materials
- Additional supports for pupils

The District's Low-Performing Students Block Grant (LPSBG) Plan consists of identifying students in the Ontario-Montclair School District who meet the following criteria based on the 2018 and 2019 California Assessment of Student Performance and Progress (CAASPP) score of:

- Level 1 (does not meet standard) in both ELA and mathematics
- Level 1 ELA and Level 2 (nearly meets standard) mathematics
- Level 1 mathematics and Level 2 ELA
- Level 1 ELA or mathematics and no valid score in the other area

The Low-Performing Students Block Grant (LPSBG) Plan is included as Exhibit A.

Half of the grant funding will be allocated immediately, on a per pupil basis, to schools based on the 2018 CAASPP results. The remaining half will be allocated based on the 2019 CAASPP results.

School sites will be allowed to tailor the assistance to students based on District-criteria.

The following timeline will be utilized in the implementation of the LPSBG Plan:

- January 2019: Focus group of site administrators to discuss fund use and spending parameters in order to complete plan required to be submitted to the California Department of Education (CDE)

## Adoption of the Low-Performing Students Block Grant Plan

February 7, 2019

- February 2019
  - Public Hearing and Adoption of plan by Board of Trustees
  - Dispatch 2018 funds allocated to school sites to support 240 students identified based on 2018 CAASPP scores
  - Complete LPSBG Report #1 online
- February-May 2019: Site implementation to support identified 240 students
- May 2019 CAASPP
  - Evaluation of progress of current 240 target students
  - Identification of 2019 target students
  - Allocation of funds for newly identified students to be used June 2019-May 2020
- May 2020 CAASPP
  - Evaluation of progress of 2019 CAASPP target students
- November 2021
  - Complete and submit Report #2 online to CDE regarding the progress made by targeted students

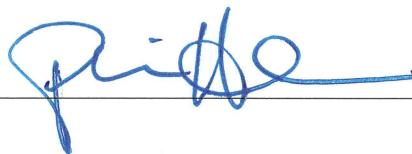
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



### FINANCIAL IMPLICATIONS

Total apportionment in the amount of \$786,458.

Reviewed by: Phil Hillman, Chief Business Official



### SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of the Low-Performing Students Block Grant Plan.

Approved by: James Q. Hammond, Superintendent



## **EXHIBIT A**

### **Low-Performing Students Block Grant Plan**

#### **Summarize how the funds will be used to increase or improve evidence-based services for pupils identified:**

The Low-Performing Students Block Grant funds will be used in OMSD to serve targeted students from 2018 CAASPP this school year and, when 2019 CAASPP results are available, those students will be served in the 2019-2020 school year. In order to ensure the students are targeted for intervention and support, a per pupil allocation will be made to match the number of targeted students at each school. A focus group of site administrators collaborated to discuss evidence-based services and to set parameters for school site use of funds, to include providing professional development, purchasing and implementing programs/materials and providing other supports such as direct services to students. Each site will create a plan for achieving the goal of increasing student achievement through one or more of the methods identified (PD, materials, other supports). These plans will be approved and monitored by the Regional Directors, with the responsibility to ensure the plan matches the intent of the funding and to monitor fidelity of intervention.

#### **How will the effectiveness of the evidence-based services be measured?**

The focus group requested the option to use multiple measures to evaluate the effectiveness of the evidence-based measures, including Reading Inventory, Interim Comprehensive Assessment, math benchmark assessments, curriculum embedded tools and teacher-created assessments. The primary tool the District will use to evaluate effectiveness will be on the Smarter Balanced Assessment (SBA), particularly comparing scaled scores since that is the tool used to identify target students. 2018-identified students will be monitored throughout the rest of this school year with formative assessments and then again on the SBA summative assessment. 2019-identified students will be monitored all year with formative assessments and finally based on the May 2020 SBA assessment.

#### **How are services aligned with and described in the LEA's Local Control and Accountability Plan (LCAP)?**

Ontario-Montclair School District is committed to providing a world-class education to our students. Goal #2 states "all students will demonstrate progress in academic achievement through an instructional program aligned to the California State standards and frameworks with materials, resources, and staff professional development that integrate technology, over a broad course of study within a Multi-Tiered System of Supports." This "all means all" goal includes actions to provide robust professional development to teachers and classified staff, providing resources to ensure access to core instruction as well as support systems to ensure achievement gaps are addressed. This goal also includes a system for monitoring the progress of our students through an assessment system. Addressing the needs of all learners is a focus in our LCAP and can be seen by the steady increase in student learning gains over time. OMSD has joined the Scaling Up MTSS (SUMS) in California initiative and is implementing MTSS in Cohorts.

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** **Public Hearing Regarding the Ontario-Montclair School District Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair Teachers Association**

---

**REQUESTED ACTION**


Conduct a public hearing Regarding the Ontario-Montclair School District Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair Teachers Association.

**BACKGROUND INFORMATION**

At the January 10, 2019 Board meeting, in accordance with Government Code section 3547, the District presented its recommended initial re-opener proposal for the 2018-2019 negotiations with the Ontario-Montclair Teachers Association for information.

Exhibit A, is included under agenda item I 5 and will also be available for viewing at the District office.

The Board will conduct the legally required public hearing on the District's Initial Re-Opener Proposal for the 2018-2019 negotiations.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 


**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official 

**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board conduct a public hearing Regarding the Ontario-Montclair School District Initial Re-Opener for the 2018-2019 Negotiations with the Ontario-Montclair Teachers Association.

Approved by: James Q. Hammond, Superintendent 



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** **Public Hearing Regarding the Ontario-Montclair Teachers Association Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair School District**

---

**REQUESTED ACTION**


Conduct a Public Hearing Regarding the Ontario-Montclair Teachers Association Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair School District.

**BACKGROUND INFORMATION**

At the January 10, 2019 Board meeting, in accordance with Government Code section 3547, the District presented the Ontario-Montclair Teachers Association recommended initial re-opener proposal for the 2018-2019 negotiations with the District for information.


The OMTA's Initial Re-Opener Proposal, presented as Exhibit A, is also available for viewing at the Briggs Education Center.

The Board will conduct the legally required public hearing on the Ontario-Montclair Teachers Association's Initial Re-Opener Proposal for the 2018-2019 negotiations.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 


**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official 

**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board conduct a public hearing Regarding the Ontario-Montclair Teachers Association Initial Re-Opener for the 2018-2019 Negotiations with the Ontario-Montclair Teachers Association.

Approved by: James Q. Hammond, Superintendent 



## EXHIBIT A

December 2018

Initial Proposal

from the

Ontario-Montclair Teachers Association

to the

Ontario-Montclair School District

For the Master Contract effective July 1, 2016 – June 30, 2019

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

Article VIII, Hours of Work

Article XIV, Safety Conditions

Article XVIII, Salary Schedules and Rules

Article XX, Annual Salary Supplement – Fringe Benefits

In addition, the Association reserves the right to bring forth additional articles of mutual interest to OMSD and OMTA, or where language needs clarification.

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** Adoption of the Ontario-Montclair School District Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the Ontario-Montclair Teachers Association

---

**REQUESTED ACTION**

Approve the Adoption of the Ontario-Montclair School District (OMSD) Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the Ontario-Montclair Teachers Association (OMTA).

**BACKGROUND INFORMATION**

At the January 10, 2019 Regular Meeting of the Board of Trustees, in accordance with Government Code section 3547, the Board was presented with the recommended Initial Proposal for the 2018-2019 Re-Opener negotiations with OMTA as an information item on the agenda. The subsequent required Public Hearing will be held on February 7, 2019.

Following this Public Hearing, the Board will be requested to approve the adoption of the OMSD Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the OMTA. The Board's approval would authorize the District to begin setting dates with OMTA and begin the negotiations process.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 

**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official 

**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Adoption of the Ontario-Montclair School District recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the Ontario-Montclair Teachers Association.

Approved by: James Q. Hammond, Superintendent 

(Ref. I 5.1)

## **Exhibit A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT  
RE-OPENER PROPOSAL  
TO THE  
ONTARIO-MONTCLAIR TEACHERS ASSOCIATION  
FOR THE 2018-2019 SCHOOL YEAR**

January 10, 2019

In addition to standing re-openers, Article XVIII: Salary Schedule and Rules and Article XX: Annual Salary Supplement-Fringe Benefits, the Ontario-Montclair School District has an interest in opening the following articles of the master agreement to negotiate for the 2018-2019 school year.

The Ontario-Montclair School District proposes to open the following articles of the master agreement, July 1, 2016 through June 30, 2019, between the Ontario-Montclair Teachers Association:

**Article III – Association Rights**

**Article XII –Evaluation Procedures**

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

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

February 7, 2019

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

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

**SUBJECT:** **Public Hearing Regarding the Ontario-Montclair School District Initial Re-Opener Proposal for the 2018-2019 Negotiations with the California School Employee Association Chapter 108**

---

**REQUESTED ACTION**


Conduct a Public Hearing Regarding the Ontario-Montclair School District Initial Re-Opener Proposal for the 2018-2019 Negotiations with the California School Employees Association Chapter 108.

**BACKGROUND INFORMATION**

At the January 10, 2019 Board meeting, in accordance with Government Code section 3547, the District presented its recommended initial re-opener proposal for the 2018-2019 negotiations with the California School Employees Association Chapter 108 for information.

Exhibit A, is included under agenda item I 8 and will also be available for viewing at the District office.

The Board will conduct the legally required public hearing on the District's Initial Re-Opener Proposal for the 2018-2019 negotiations.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 

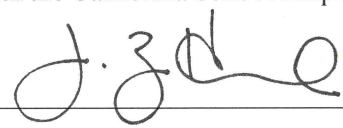
**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official 

**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board conduct a public hearing Regarding the Ontario-Montclair School District Initial Re-Opener for the 2018-2019 Negotiations with the California School Employees Association Chapter 108.

Approved by: James Q. Hammond, Superintendent 

**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** **Public Hearing Regarding the California Schools Employee Association Chapter 108 Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair School District**

---

**REQUESTED ACTION**

Conduct a Public Hearing Regarding the California Schools Employee Association Chapter 108 Initial Re-Opener Proposal for the 2018-2019 Negotiations with the Ontario-Montclair School District.

**BACKGROUND INFORMATION**

At the January 10, 2019 Board meeting, in accordance with Government Code section 3547, the California Schools Employee Association Chapter 108 presented its recommended initial re-opener proposal for the 2018-2019 negotiations with the District for information.

The CSEA'S Initial Re-Opener Proposal, presented as Exhibit A, is also available for viewing at the Briggs Education Center.

The Board will conduct the legally required public hearing on the California Schools Employee Association's Initial Re-Opener Proposal for the 2018-2019 negotiations.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 

**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official 

**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board conduct a public hearing Regarding the California Schools Employee Association Chapter 108 Initial Re-Opener for the 2018-2019 Negotiations with the Ontario-Montclair School District.

Approved by: James Q. Hammond, Superintendent 

## EXHIBIT A



### **CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS ONTARIO-MONTCLAIR CHAPTER #108**

#### **INITIAL PROPOSAL**

#### **2018-2019 CONTRACT REOPENERS**

CSEA and its Ontario-Montclair Chapter #108, (CSEA) presents the following initial proposal to the Ontario-Montclair School District (District). CSEA reserves the right to open additional topics within the below articles during the course of the reopener agreement negotiations, subject to the appropriate notice requirements under the law and CSEA policies.

#### **ARTICLE VI: ASSOCIATION RIGHTS**

F. Release Time for Association Business - CSEA will be proposing language to expand the current process and amount of release time available to the Chapter President for Association business.

#### **ARTICLE XVII: SALARIES AND HEALTH AND WELFARE BENEFITS**

- CSEA will be proposing new language to create additional stipend benefits.
- CSEA will be proposing a salary increase.

#### **ARTICLE XV: SAFETY AND SECURITY**

CSEA will be proposing a new subsection regarding anti-bullying, definitions of bullying, and procedures to address workplace bullying.



**ONTARIO-MONTCLAIR SCHOOL DISTRICT**

Ontario, California

February 7, 2019

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

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

**SUBJECT:** Adoption of the Ontario-Montclair School District Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the California School Employees Association Chapter 108

---

**REQUESTED ACTION**

Approve the Adoption of the Ontario-Montclair School District (OMSD) Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the California School Employees Association Chapter 108 (CSEA).

**BACKGROUND INFORMATION**

At the January 10, 2019 Regular Meeting of the Board of Trustees, in accordance with Government Code section 3547, the Board was presented with the recommended Initial Proposal for the 2018-2019 Re-Opener negotiations with CSEA as an information item on the agenda. The subsequent required Public Hearing will be held on February 7, 2019.

Following this Public Hearing, the Board will be requested to approve the adoption of the OMSD Recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the CSEA. The Board's approval would authorize the District to begin setting dates with CSEA and begin the negotiations process.

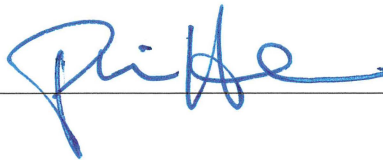
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

The Superintendent recommends the Board approve the Adoption of the Ontario-Montclair School District recommended Initial Proposal for the 2018-2019 Re-Opener Negotiations with the California School Employees Association Chapter 108.

Approved by: James Q. Hammond, Superintendent



(Ref. I 8.1)

**EXHIBIT A**

**ONTARIO-MONTCLAIR SCHOOL DISTRICT  
RE-OPENER PROPOSAL  
TO THE  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 108  
FOR THE 2018-2019 SCHOOL YEAR**

January 10, 2019

In addition to standing re-opener, Article XVII: Salaries and Health and Welfare Benefits, the Ontario-Montclair School District has an interest in opening the following articles of the master agreement to negotiate for the 2018-2019 school year.

The Ontario-Montclair School District proposes to open the following articles of the current master agreement, July 1, 2017 through June 30, 2020, between the California School Employees Association Chapter #108:

**Article X – Reclassification**

**Article XII – Hours and Overtime**

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



# Information/Announcements

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

February 7, 2019

**TO:** Elvia M. Rivas, President, and Board of Trustees  
**FROM:** James Q. Hammond, Superintendent  
**SUBJECT:** 2018-2019 Williams Second Quarter Findings Report

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**REQUESTED ACTION**

Receive for information the 2018-2019 Williams Second Quarter Findings Report.

**BACKGROUND INFORMATION**

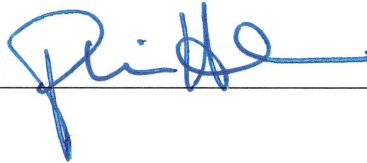
As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, California Education Code 1240 requires the County Superintendent of Schools to annually visit Williams monitored schools (schools ranked in deciles 1-3 currently based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

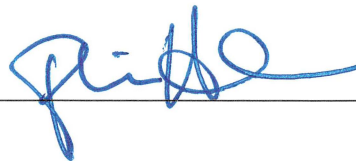
Prepared by: Phil Hillman, Chief Business Official



**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 Second Quarter Findings Report.

Approved by: James Q. Hammond, Superintendent




Exhibit A

**Ontario-Montclair School District**  
**2018-2019 Williams Second Quarter Findings Report**

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Area	Findings
<b>Instructional Materials</b>	No findings to report
<b>Facilities</b>	No findings to report
<b>SARC</b>	No findings to report
<b>Teacher Vacancy and Misassignments</b>	No teacher misassignments

Submitted by: Phil Hillman, Chief Business Official  
*Quarter:* 2<sup>nd</sup> Quarter (Oct-Dec 2018)

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

February 7, 2019

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

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**REQUESTED ACTION**

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

**BACKGROUND INFORMATION**

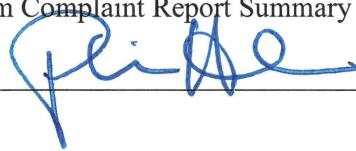
As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, schools in California, including Ontario-Montclair School District, are required to track the number of Williams complaints received by the District.

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 second quarter Williams Quarterly Uniform Complaint Report Summary is shown in Exhibit A.

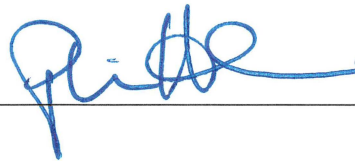
Prepared by: Phil Hillman, Chief Business Official



**FINANCIAL IMPLICATIONS**

None.

Reviewed by: Phil Hillman, Chief Business Official



**SUPERINTENDENT'S RECOMMENDATION**

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

Approved by: James Q. Hammond, Superintendent



**Exhibit A**

**2018-2019 Williams  
Second 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:

2<sup>nd</sup> Quarter (Oct-Dec 2018)

<b>2<sup>nd</sup> Quarter</b>	<b>Complaints received</b>	<b>Complaints resolved</b>	<b>Complaints unresolved</b>
<b>Instructional Materials</b>	0	0	0
<b>Facilities</b>	0	0	0
<b>Teacher Vacancy/ Misassignments</b>	0	0	0
<b><u>Totals</u></b>	0	0	0







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