

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

AGENDA

Thursday, April 18, 2019

Oaks Middle School - MPR
1221 S. Oaks Avenue
Ontario, California 91762

Closed Session: 6:00 PM
Open Session: 7:00 PM



“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, 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*"¹ 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.

¹At 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, 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 políticas¹. La administración del distrito es delegada a empleados profesionales administrativos dirigidos por el superintendente del distrito.

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

QUÉ HACER SI DESEA DIRIGIRSE A LA MESA DIRECTIVA

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

1. Comentarios de los visitantes

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

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

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

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

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

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

¹Significa que los miembros de la mesa directiva deben 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, April 18, 2019

Meeting Location

Oaks Middle School - MPR
1221 S. Oaks Avenue, Ontario, CA 91762

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 – 6:00 PM

BOARD OF TRUSTEES

CALL TO ORDER

_____ **Ms. Alvarado**

COMMENTS FROM THE PUBLIC

_____ **Ms. Brake**

CLOSED SESSION

_____ **Ms. Galvez**

_____ **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
- b. Public Employee Appointment
 - Elementary Principal
 - Middle School Principal

2. Conference with Legal Counsel

- a. Existing Litigation Pursuant to Government Code Section 54956.6
 - Case No CIV-DS1725373
- b. Anticipated Litigation: *Pursuant to Government Code Section 54956.9(d)(2):*
 - One (1) Case

3. Negotiations/Public Employee Evaluations

- a. Conference with Labor Negotiator: *Pursuant to Government Code Section 54957.6*
Agency Negotiator: Hector Macias, 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 Isaac Magana (1st grade student) from Edison Elementary School. Student will be introduced by Principal Jennifer Berry.

D. ADOPTION OF AGENDA

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

E. RECOGNITIONS/PRESENTATIONS

1. Performance by the Oaks Middle School Advanced Orchestra and Advanced Band as Presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching: **Presentation** (Ref. E 1.1)
2. Recognition of the 2019 Model of Excellence Award Recipients in Support of the Campaign of Excellence within the Ontario-Montclair School District as Presented by Dr. James Q. Hammond, Superintendent: **Recognition** (Ref. E 2.1)
3. Recognition of the 2019 Classified and Certificated Employees of the Year as Presented by Hector Macias, Assistant Superintendent, Human Resources: **Recognition** (Ref. E 3.1-3)
4. Ontario-Montclair School District’s Local Control Accountability Plan (LCAP) Development and Stakeholder Engagement: **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, February 21, 2019, Regular Meeting Minutes of the Board of Trustees:
Approval (Ref. a 1.1-7)

b. Business Services

- b1. Acceptance of Warrant Registers: Fund 01 Batch # 2409, 2410, 2412, 2417-2426, 2428, 2429, 2431, 2433-2437, 2440-2443, 2445-2454, 2458, 2460-2462, 2464, 2466-2468, 2470, 2472-2475, 2479, 2481-2492, 2494-2496, 2498-2507, 2509-2513, 2528, 2530-2551, 2553, 2555, 2556, 2558-2560, 2564-2566, 2568, 2569, 573-2575, 2582-2592, 2595-2598, 2602-2608, 2610-2612, 2617-2621, 2628-2633, 2636-2638, 2640, 2642-2644, 2650-2660, 2662-2668, 2670, 2672-2675, 2677-2679; Fund 12 Batch # 2413, 2427, 2430, 2438, 2459, 2471, 2478, 2493, 2508, 2529, 2557, 2567, 2593, 2634, 2661, 2671; Fund 13 Batch # 2414, 2416, 2439, 2463, 2476, 2477, 2480, 2552, 2563, 2594, 2639; Fund 21 Batch # 2415, 2465, 2469, 2497, 2514-2520, 2523-2527, 2562, 2570-2572, 2576, 2578-2601, 2609, 614-2616, 2623-2627, 2641, 2645, 2646, 2648, 2669; Fund 25 Batch # 2599; Fund 35 Batch # 2457, 2521, 2522, 2577, 2613, 2622, 2647, 2649; Fund 40 Batch # 2411, 2455, 2456, 2561, 2580, 2581; Fund 67 Batch # 2432, 2444, 2554, 2635, and 2676: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b2. Purchase Orders 394037-394465: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b3. Purchasing and Contracts Report: **Approval** (Ref. b 3.1-4)
- b4. Acceptance of Gifts/Donations: **Approval** (Ref. b 4.1-2)
- b5. Budget Adjustments – February 2019: **Approval** (Ref. b 5.1-13)

b. Business Services (Continued)

- b6. Request to Close Inactive Sub-Fund 35 Accounts: **Approval** (Ref. b 6.1)
- b7. Transfer of Bad Debt from Cafeteria Fund to the Unrestricted General Fund: **Approval** (Ref. b 7.1)
- b8. Adoption of Resolution 2018-19-25, Transfer of Appropriations for 2019-2020: **Approval** (Ref. b 8.1-2)
- b9. 403(b) Plan Document Restatement: **Approval** (*Additional Supporting Information Available Under Separate Cover*) (Ref. b 9.1)

c. Human Resources

- c1. Certificated Personnel Recommendations Report # CERT189-0418 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, and Report of Action Taken by the Board of Trustees in Closed Session on March 14, 2019: **Approval** (Ref. c 1.1-4)
- c2. Classified Personnel Recommendations Report # CLA189-0418 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 2.1-4)

d. Learning & Teaching

- d1. Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1819-02: **Approval** (Ref. d 1.1-3)
- d2. Adoption of Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month: **Approval** (Ref. d 2.1-3)
- d3. Adoption of Resolution 2018-19-29, Recognizing Wiltsey Middle School for being Selected as a Schools to Watch-Taking Center Stage Model Middle School: **Approval** (Ref. d 3.1-3)

I. DISCUSSION/ACTION/PUBLIC HEARING

Human Resources

- I1. Adoption of Resolution 2018-19-31, Recognizing May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher: **Approval** (Ref. I 1.1-3)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Learning & Teaching

12. Adoption of Resolution 2018-19-30, Recognizing May 6-12, 2019 as National School Nurses Week and May 8, 2019 as National Nurses Day: **Approval**
(Ref. I 2.1-2)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Learning & Teaching

13. Adoption of Next Generation Science Standards (NGSS) Materials for Kindergarten through Eighth Grades: **Approval**
(Ref. I 3.1-3)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Business Services

14. Adoption of Resolution 2018-19-27, Application for Eligibility and Funding per the Leroy F. Greene School Facilities Act of 1998 School Facilities Program: **Approval**
(Ref. I 4.1-2)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Business Services

15. Adoption of Resolution 2018-19-24, Applications Received Beyond Bond Authority List: **Approval**
(Ref. I 5.1-3)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Business Services

16. Adoption of Resolution 2018-19-26, Authorization of Temporary Borrowing between Funds of the Ontario-Montclair School District for the 2019-2020 Fiscal Year: **Approval**
(Ref. I 6.1-3)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Human Resources

17. Adoption of Resolution 2018-19-22, Notification of Classified Layoffs: **Approval**
(Ref. I 7.1-3)

Moved _____ Seconded _____

Vote by Trustees: Ayes: _____ Noes: _____ Abstain: _____

Superintendent’s Office

18. First Reading of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs) and Exhibits (Es) as Listed (*Additional Supporting Information Available Under Separate Cover*): **Approval**
(Ref. I 8.1-2)

Superintendent’s Office

- BP & AR 0420: School Plans/Site Councils
- BP & AR 0460: Local Control and Accountability Plan
- AR 1220: Citizen’s Advisory Committees
- BB 9322: Agenda /Meeting Materials
- BB 9324: Minutes and Recordings

Business Services

- AR 3311.1: Uniform Public Construction Cost Accounting Procedures
- AR 3543: Transportation Safety and Emergencies

Human Resources

- AR 4231.1/4331.1: Staff Development
- BP 5030: Students

Learning & Teaching

- AR 6173.2: Education of Children of Military Families
- AR 6183: Home and Hospital Instruction

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. Measure “K” Citizens’ Bond Oversight Committee (CBOC) Application
Timeline: **Information** (Ref. M 1.1-2)

INFORMATION/ANNOUNCEMENTS (Continued)

M2. San Bernardino County Superintendent of Schools Review of the Ontario-Montclair School District's 2018-2019 Second Interim Financial Report:
Information (Ref. M 2.1-6)

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:
May 2, 2019 at 7:00 PM (Open Session) *
Linda Vista - 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

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Performance by the Oaks Middle School Advanced Orchestra and Advanced Band

REQUESTED ACTION

Receive the performance by the Oaks Middle School Advanced Orchestra and Advanced Band as introduced by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching Division.

BACKGROUND INFORMATION

Each year, the California State Board of Education designates the month of March as Arts Education Month. Through this proclamation, the State Board encourages all educational communities to celebrate with appropriate instructional activities, such as site-based activities, to commemorate and celebrate the contributions of the arts to the learning and development of all students. Schools plan and participate in programs and activities to recognize the arts, which include dance, music, theatre, and the visual arts, as an essential part of a basic education for all students. On February 21, 2019, the Board of Trustees adopted Resolution 2018-19-13, Recognizing the Month of March 2019 as Arts Education Month, and encouraged school sites to celebrate the arts with meaningful student activities and programs which demonstrate learning and understanding in the visual and performing arts.

The Advanced Orchestra and Advanced Band are comprised of 7th and 8th graders at Oaks Middle School. Many began their music program at the elementary school and have continued their journey in middle school. Both the orchestra and band members have had a busy schedule representing Oaks Middle School at concerts, festivals and parades around Southern California. The students spend many hours in and out of school working on their music and are proud to share it. Students enjoy being a part of these musical groups because they are able to collaborate with their peers, learn more advanced techniques, and build lasting relationships with other like-minded student musicians. Students meet during the school day and after school to practice and work with each other and their instructors.

In honor of Arts Education Month, representatives from the Oaks Middle School Advanced Orchestra and Advanced Band, under the direction of Brittany Martinez, will perform.

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



FINANCIAL IMPLICATIONS

None for this presentation.

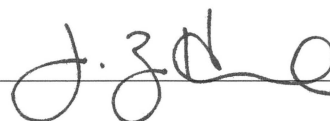
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive the performance by the Oaks Middle School Advanced Orchestra and Advanced Band.

Approved by: James Q. Hammond, Superintendent



(Ref. E 1.1)

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Recognize the “2019 Model of Excellence” Recipients in Support of the Campaign of Excellence within the Ontario-Montclair School District

REQUESTED ACTION

Recognize the “2019 Model of Excellence” Recipients in Support of the Campaign of Excellence within the Ontario-Montclair School District as presented by Dr. James Q. Hammond, Superintendent.

BACKGROUND INFORMATION

The Ontario-Montclair School District has undertaken a “Campaign of Excellence” initiative to promote educational equity and excellence across the Inland Empire. Our mission is to recognize excellence within the Ontario-Montclair School District and its world-class community by identifying alumni of the Ontario-Montclair School District, staff and community members who continue to make an impact on our District. Research shows that high expectations, positive role models, strong student-teacher relationships, and believing students will succeed have a direct positive impact on students’ academic success and in building a strong community.

The Board of Trustees, in appreciation of the contributions made by identified OMSD alumni, adopted Resolution 2018-19-11, Recognizing Frances Carreon, Kimberly Martindale, Lance McCullough, and Earl Phares as 2019 Model of Excellence Award Recipients at its January 10, 2019 Board meeting. The Board further wishes to recognize and celebrate them for their service to the OMSD community, for exemplifying positive role models and for continuing to inspire our students to succeed.

Congratulations to the 2019 Model of Excellence Award Recipients:

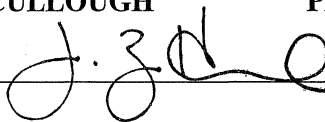
**FRANCES
CARREON**

**KIMBERLY
MARTINDALE**

**LANCE
McCULLOUGH**

**EARL
PHARES**

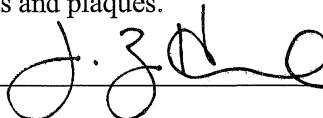
Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

Cost to District includes printing of posters, framing of awards and plaques.

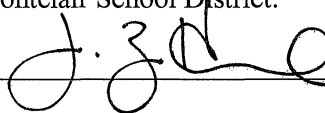
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT’S RECOMMENDATION

The Superintendent recommends the Board recognize the “2019 Model of Excellence” recipients in support of the Campaign of Excellence within the Ontario-Montclair School District.

Approved by: James Q. Hammond, Superintendent



(Ref. E 2.1)

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Recognition of the 2019 Classified and Certificated Employees of the Year**

REQUESTED ACTION

Recognition of the 2019 Classified and Certificated Employees of the Year as presented by Hector Macias, Assistant Superintendent, Human Resources.

BACKGROUND INFORMATION

The Board of Trustees has authorized an Employee of the Year program for both classified and certificated employees. Human Resources, with input from the Ontario-Montclair Teachers Association and California School Employees Association, Chapter 108, developed a process for sites and major District Divisions to select a certificated and a classified employee. Following their process, each site and major District Divisions selected both a classified and certificated employee.

Exhibit A is the list of employees who have been selected as Employees of the Year for their site or division and nominated for selection as Employees of the Year for the Ontario-Montclair School District (OMSD).

A special thank you to the Ontario-Montclair School Employees Federal Credit Union for their partnership, generous donation and for their ongoing support to the students, parents, staff and community of the Ontario-Montclair School District. The Ontario-Montclair School Employees Federal Credit Union will provide a monetary donation of \$1,000 to one classified and one certificated employees of the year.

It is our honor to recognize these employees of their "above and beyond" service to the students, staff and community of OMSD.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 

FINANCIAL IMPLICATIONS

The costs for the certificates and awards, not to exceed \$300, have been expended from Human Resources Administration budget.

Reviewed by: Phil Hillman, Chief Business Official 

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board recognize the 2019 Classified and Certificated Employees of the Year.

Approved by: James Q. Hammond, Superintendent 

EXHIBIT A



Ontario-Montclair School District

Employees Of The Year 2018-2019

CLASSIFIED

CERTIFICATED

SITE	NAME	POSITION	NAME	POSITION
ARROYO	Rebecca Alcalá	Head Custodian I	Amy Packer	Teacher
BERLYN	Lewis Waddoups III	IA-Learning Needs	Olivia Goodale	Teacher
BON VIEW	Vivian Magallanes	Health Service Asst.	Elizabeth Del Real	Preschool Teacher
BUENA VISTA	William Shannon	Instructional Asst. & Library Media Asst.	Brenda Palacios	Teacher
CENTRAL	Eric Hernandez	Student Mentor & Campus Asst.	Lillianne Legra Rodriguez	Teacher
CORONA	Maria Elena Vazquez	Proctor	Sadie Beaver-Espinoza	Teacher
DEL NORTE	Nicole Zertuche	Lead Food Service I	Natalie Cantos	Teacher
EDISON	Victoria Espinoza	Student Mentor & Campus Asst.	Piedad Valdez	Teacher
EL CAMINO	Lorena Arredondo	Lead Food Service I	Hilda Sanchez	Teacher
ELDERBERRY	Alexander Castaneda	Student Mentor & Campus Asst.	Lisa Inga	Teacher
EUCLID	Maria Ramos	Lead Food Service I	Ray Dunlap	Teacher
HAWTHORNE	Paulette Eaton	School Family Outreach Asst.	Celina Marshall	Teacher
HAYNES	Cecilia Heron	School Office Asst. II	Barbara Mackenzie	Teacher
HOWARD	Alfredo Morales	Custodian	Darcy Contat	Teacher
KINGSLEY	Martha Nevarez	Proctor	Traci Taylor	Teacher
LEHIGH	Jennifer Pastran	Health Service Asst.	Wendy Hernandez	Teacher
LINCOLN	Joann Serrato	School Office Assistant II	Leah Losser	TOA-Curriculum Support
MARIPOSA	Clarence Gonzalez	Proctor	Erin Garcia	Teacher
MISSION	Ramiro Estrella	Student Mentor & Campus Asst.	Yvonne Soto-Sifuentes	Teacher
MONTERA	Maria Cuevas	IA-Learning Needs	Rose Martinez	Teacher
MONTE VISTA	Salwa Attalla	IA-Learning Needs	Connie Mieras	Teacher
MORENO	Shirley Ortiz	IA-Special Orthopedic Needs	Teri Beck	TOA-SPED
RAMONA	Rosa Medina	Early Childhood Education Asst.	Jennifer Holmes	Teacher
SULTANA	Martha Zamora	IA-Learning Needs	Kathryn Olsen	RSP Teacher
VINEYARD STEM	Bertha McCusker	Proctor	Lesia Beasom	Teacher
VISTA GRANDE	Tara Wheatley	Instructional Aide	Marla Bailey	Teacher

SITE	NAME	POSITION	NAME	POSITION
DE ANZA	Sue Trujillo	Food Service Asst. II	Ylonda Keeton	Teacher
OAKS	Lisa Stadler	Lead Food Service II	Raechel Smith	Teacher
SERRANO	Yvonne Farley	Library Media Tech	Dalia Aref	Teacher
VERNON	Irene Gonzalez	Attendance Tech	Regina Purcell	Teacher
VINA DANKS	Rodolfo Aranda	Student Mentor & Campus Asst.	Steve Loy	RSP Teacher
WILTSEY	Sandra Estrada	School Office Asst. II	Kimberly Hunter	Teacher
BUSINESS SERVICES DIVISION	Donna Enriquez	Lead Reprographic Tech		
HUMAN RESOURCES DIVISION	Mathew Rincon	Campus Safety Officer		
LEARNING & TEACHING DIVISION	Debra Murray	Administrative Asst. I	Laura Smart	TOA-Curriculum Support
SELPA/SPECIAL EDUCATION (Briggs)	Juanita Fletes	Executive Asst.		

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Ontario-Montclair School District's Local Control Accountability Plan (LCAP) Development and Stakeholder Engagement**

REQUESTED ACTION

Receive for information the presentation on the Ontario-Montclair School District's Local Control Accountability Plan (LCAP) development and Stakeholder Engagement as presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching Division.

BACKGROUND INFORMATION

The Local Control Funding Formula (LCFF), California's funding source for schools, requires that each district create a three-year Local Control Accountability Plan (LCAP). This plan, which centers on the eight state priorities, must be reviewed and updated each year with input from a variety of stakeholder groups. OMSD is currently implementing year two of the 2017-2020 LCAP, which was approved by the Board of Trustees on June 21, 2018. The process in creating the three-year LCAP is two-fold. Districts must assess completion and/or progress towards meeting each goal of the current year's LCAP. This is called the LCAP Annual Update and is part of the monitoring process. Secondly, districts must obtain stakeholder input towards the development of the following year of their approved three-year LCAP. The Annual Update and stakeholder input process informs revisions to goals and actions to the 2017-2020 LCAP, which begins year three of implementation in 2019-2020.

Since January 2019, stakeholder input into the development of the 2019-2020 LCAP has been gathered through many District and site meetings for parents, staff, community members and students, as well as online surveys, paper surveys and "Comments for the Superintendent" input. The District solicits input from parents/guardians in decision making to support the District's annual progress on the Local Indicator on Parent Engagement as reported on the California Schools Dashboard. The four goals from the 2018-2019 LCAP have been monitored and evaluated and will be included in the LCAP's Annual Update section. The final draft of the revision and Annual Update of the 2019-2020 LCAP will include input from all stakeholders and will be posted on the LCAP Season page on the District's website ten (10) days prior to its presentation to the Ontario-Montclair School District's Board of Trustees for final stakeholder input, for first reading and public hearing on June 13, 2019, and consideration for approval on June 27, 2019. The revised and approved 2017-2020 LCAP will then be submitted to the San Bernardino County Superintendent of Schools (SBCSS) for review and approval.

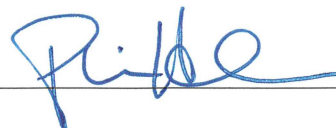
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



FINANCIAL IMPLICATIONS

None for this presentation.

Reviewed by: Phil Hillman, Chief Business Official



Ontario-Montclair School District's Local Control Accountability Plan (LCAP) Development and Stakeholder Engagement
April 18, 2019

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the presentation on the Ontario-Montclair School District's Local Control Accountability Plan (LCAP) development and Stakeholder Engagement.

Approved by: James Q. Hammond, Superintendent _____

A handwritten signature in black ink, appearing to read 'J. Q. Hammond', is written over a horizontal line that extends from the text 'Approved by: James Q. Hammond, Superintendent'.

Consent Calendar

(a) Superintendent's Office

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Minutes of the February 21, 2019, Regular Meeting of the Board of Trustees**

REQUESTED ACTION

Approve the Minutes of the February 21, 2019, Regular Meeting of the Board of Trustees.

BACKGROUND INFORMATION

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

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

As Secretary to the Board of Trustees, the Superintendent presents the minutes of the Regular Meeting of the Board of Trustees for February 21, 2019.

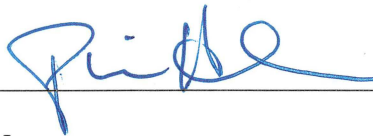
Prepared by: James Q. Hammond, Superintendent _____



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official _____



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Minutes of the Regular Meeting of the Board of Trustees held on February 21, 2019.

Approved by: James Q. Hammond, Superintendent _____



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

REGULAR BOARD OF TRUSTEES MEETING
Thursday, February 21, 2019

MINUTES

A. CALL TO ORDER

A regular meeting of the Ontario-Montclair School District Board of Trustees was called to order at 6:30 PM by President Elvia M. Rivas. The meeting was held at Linda Vista (Multipurpose Room, 1556 S. Sultana Ave., Ontario, CA 91761.

ROLL CALL

Trustees Present: Elvia M. Rivas, President; Sarah S. Galvez, Vice President, Kristen Brake, Clerk; and Trustees Sonia Alvarado and Alfonso Sanchez.

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

COMMENTS ON CLOSED SESSION ITEMS

No Comments were made at this time.

ADJOURNED TO CLOSED SESSION

On a motion by Trustee Alvarado, 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 7:10 PM.

EMPLOYEE REPRESENTATIVES IN ATTENDANCE

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

C. PLEDGE OF ALLEGIANCE TO THE FLAG

Flag salute was led by Giselle Gonzalez (5th grade student) from Corona Elementary School. Student was introduced by Principal Dr. Sal Flores.

D. ADOPTION OF AGENDA

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

E. RECOGNITIONS/PRESENTATIONS

1. Recognition of Vineyard Elementary School on its Designation as a 21st Century Learning Exemplar School as Presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching.
2. Presentation of the Recommended Issuance of General Obligation Bonds from Measure K Authorization as Presented by Phil Hillman, Chief Business Official.

F. PUBLIC COMMENTS

Rose Delgado and Susanne Limon shared their concerns regarding a personnel matter at Buena Vista Art-integrated Magnet School. They shared they were frustrated with the manner in which their concerns were addressed by Principal Nick Zajicek and Hector Macias from Human Resources. Additionally, they shared concerns with what they expressed as the Math teacher's lack of experience.

Ontario Mayor pro-Tem Ruben Valencia congratulated the Board for their ongoing commitment to provide extensive afterschool offerings. Additionally, Mr. Valencia announced the City of Ontario is hosting a Compete World Martial Arts Championships where most of the students are from OMSD and invited the Board to attend the event. Mr. Valencia congratulated OMSD for the STEM offerings and the recent recognition received by Vineyard Elementary School.

Trudy Cowan shared her concerns regarding assessments. Ms. Cowan shared that other teachers were also frustrated with assessments and to the layout of the assessments. Ms. Cowan also shared that teachers spend more time on assessments rather than on teaching.

G. COMMENTS FROM EMPLOYEE REPRESENTATIVES

1. Ontario-Montclair Teachers Association (OMTA)
No comment.
2. California School Employees Association (CSEA) Chapter #108
No comment.

H. CONSENT/INFORMATION CALENDAR

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

a. Superintendent's Office: None

b. Business Services

APPROVED, Agenda Item b1, Acceptance of Warrant Registers: Fund 01 Batch # 1928, 1930, 1932-1936, 1950, 1952, 1955-1956, 1958, 1973, 1975-1977, 1979-1984, 1986-1996, 1998-1999, 2001-2002, 2004-2005, 2009, 2020, 2022-2023, 2027-2040, 2042-2049, 2054-2057, 2059-2060, 2074-2076, 2078-2082, 2084-2089, 2092-2098, 2100-2101; Fund 12 Batch # 1951, 2008, 2024-2026, 2061, 2099; Fund 13 Batch # 1929, 1931, 1978, 2000, 2003, 2062; Fund 21 Batch # 1937, 1939-1949, 1953-1954, 1961-1962, 1964, 1967-1972, 1985, 2018-2019, 2051-2053, 2063-2070,

2072, 2090-2091; Fund 35 Batch # 1938, 1959, 1965-1966, 1997, 2050, 2071, 2073; Fund 40 Batch # 1960, 1963, 2010-2017, 2021, 2041; Fund 67 Batch # 1927, 1957, 1974, 2006-2007, 2058, 2077, and 2083

APPROVED, Agenda Item b2, Purchase Orders 393586-393760;

APPROVED Agenda Item b3, Purchasing and Contracts Report;

c. Human Resources

APPROVED, Agenda Item c1, Certificated Personnel Recommendations Report # CERT189-0221 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 #CLA189-0221 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; and

Learning & Teaching:

APPROVED, Agenda Item d1, OMSD School Sponsored Overnight Field Trip List FT1819-07.

I. DISCUSSION/ACTION/PUBLIC HEARING

Learning & Teaching

Upon a motion by Trustee Brake, and seconded by Trustee Sanchez, the Board of Trustees **APPROVED, Agenda Item I1**, Adoption of Resolution 2018-19-10, Recognizing Vineyard Elementary School for its Designation as a 21st Century Learning Exemplar School, by a unanimous vote of 5-0-0 by the Board of Trustees.

Upon a motion by Trustee Sanchez, and seconded by Trustee Galvez, the Board of Trustees **APPROVED, Agenda Item I2**, Adoption of Resolution 2018-19-13, Recognizing the Month of March 2019 as Arts Education Month, by a unanimous vote of 5-0-0 by the Board of Trustees.

Regarding **Agenda Item I3**, a motion by Trustee Sanchez, no nominations, failed for lack of second.

Regarding **Agenda Item I3**, a motion by Trustee Alvarado, to nominate Shari S. Megaw (Chaffey Joint Union HSD) and Mondy M Taylor (Etiwanda SD), failed for lack of second.

Upon a motion by Trustee Rivas, and seconded by Trustee Brake, the Board of Trustees **APPROVED, Agenda Item I3**, California School Boards Association (CSBA) 2019 Delegate Assembly Election Ballot to Vote for three (3) of the eight (8) Candidates Listed for the 2019 CSBA Delegate Assembly Vacancies in Region 16-B, by a vote of 4-0-1 by the Board of Trustees. The nomination for OMSD goes to Shari S. Megaw (Chaffey Joint Union HSD), Mondy M Taylor (Etiwanda SD), and Kathy A. Thompson (Central ESD). Trustee Sanchez abstained from the motion.

Upon a motion by Trustee Sanchez, and seconded by Trustee Brake, the Board of Trustees **APPROVED, Agenda Item I4**, Adoption of Resolution 2018-19-14, Authorizing the Issuance of Ontario-Montclair School District (San Bernardino County, California) Election of 2016 General Obligation Bonds, Series 2019b, and Actions Related Thereto, by a unanimous vote of 5-0-0 by the Board of Trustees.

J. CALL OUT OF CLOSED SESSION ACTIONS

Hector Macias, Assistant Superintendent, Human Resources reported the following action taken in Closed Session:

On a motion by Trustee Brake, a second by Trustee Galvez, a vote of 5-0-0, the Board of Trustees voted to notify the following:

Employee #1981	Employee #2190	Employee # 2571
Employee #2919	Employee #18206	Employee #18347
Employee #6751	Employee #6856	

of a possible release or reassignment at the conclusion of the 2018-2019 school year, pursuant to Education Code section 44951, prior to March 15, 2019.

On a motion by Trustee Brake, a second by Trustee Galvez, a vote of 5-0-0, the Board of Trustees voted to notify 94 certificated temporary employees, of release from District employment, at the close of the 2018-2019 school year, pursuant to Education Code section 44954(b), prior to March 15, 2019.

On a motion by Trustee Brake, a second by Trustee Galvez, a vote of 5-0-0, the Board of Trustees voted to non-reelect the listed probationary certificated employee, pursuant to Education Code section 44929.21, and authorize staff to notify the employee of their non-reelection for this coming school year, prior to March 15, 2019.

Employee #20003

On a motion by Trustee Sanchez, a second by Trustee Brake, and a vote of 5-0-0, the Board of Trustees voted to appoint Employee #18066 as Director II – Health, Family, and Collaborative Services.

K. BOARD OF TRUSTEES COMMENTS AND RECOMMENDATIONS

Trustee Alvarado shared positive comments regarding her recent site visits and expressed that she is enjoying meeting with classified and certificated staff. Additionally, Ms. Alvarado looks forward to working collaboratively to continue making OMSD a great place for teachers, staff, students, and community. Trustee Alvarado thanked CSEA President, Chris Vargas for working collaboratively with parents to provide additional support for school sites.

Trustee Galvez thanked everyone for staying to the end of the meeting and for sharing their comments. Trustee Galvez shared she is proud of the many offerings our students have available.

Trustee Sanchez apologized for not being in attendance at the last meeting. He expressed it was due to illness and is pleased to be back. Trustee Sanchez thanked the audience for sharing comments. Trustee Sanchez addressed John Egan and the CSEA team in requesting that they utilize the time that has been placed on the agenda for them to address the Board. Trustee Sanchez asked that they do not leave it up to the teachers to stand up for themselves. Trustee Sanchez shared that he wants to hear all the issues. Finally, Trustee Sanchez congratulated the Vineyard STEM team on their recognition.

Trustee Rivas thanked Ontario Police Department for their support. Additionally, Trustee Rivas announced that Superintendent Dr. James Q. Hammond has been named ACSA Region 12, 2018-2019 Superintendent of the Year.

Trustee Rivas also addressed the concerns from Ms. Delgado and Ms. Limon and asked that they see Irma Sanchez about scheduling some time to meet with Superintendent Dr. James Q. Hammond. Finally, Trustee Rivas shared she will be meeting with John Egan at Vina Danks to hear from teachers at 10:51am on Friday and that she will also be attending the Renaissance Rally at Chaffey High School.

L. SUPERINTENDENT'S COMMENTS

Superintendent Dr. Hammond thanked the parents who shared their concerns and commended them for their courage to come up to the podium to address the Board. He expressed that he is looking forward to meeting with them next week.

Superintendent Dr. Hammond thanked Ms. Cowan for sharing her concerns and he invited her to participate in the Assessment Feedback Committee and the huge challenge that Kinder has as they need to manually do the assessments. Superintendent Dr. Hammond shared that assessments are an ongoing discussion and that District staff will continue to make adjustments as they have been, the last couple of years.

Superintendent Dr. Hammond thanked Ontario Mayor pro-Tem, Ruben Valencia for attending the Board Meeting and for inviting him to participate in the Made in Ontario video. Superintendent Dr. Hammond shared he was honored to have the Promise Scholars program featured in the video where Tammy Lipschultz represented OMSD. Superintendent Dr. Hammond invited all City Council Members to attend the upcoming Annual Parent Conference at the Ontario Airport Doubletree by Hilton on Wednesday, March 13, 2019.

Superintendent Dr. Hammond shared that he recently visited Sultana, Bon View, Euclid, and Vineyard elementary schools and asked that Chris Vargas and John Egan extend his gratitude to the association memberships for their ongoing dedication and hard work. Superintendent Dr. Hammond shared that he is pleased with how committed, welcoming, and professional our staff is when addressing guests, families, students, and staff. In particular, Superintendent Dr. Hammond commended the Sultana teachers and aids for their efforts in providing students the intervention programs. Superintendent Dr. Hammond shared this was an example of the collaboration of certificated and classified staff members working together to provide powerful first instruction for our students.

Superintendent Dr. Hammond congratulated Dr. Alana Hughes-Hunter as the recipient of the 2018-2019 Special Education Administrator of the Year by ACSA Region 12.

M. INFORMATION/ANNOUNCEMENTS

M1. Future Agenda Items

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

INFORMATION/ANNOUNCEMENTS (Continued)

M2. **Next Regular Board Meeting**

March 14, 2019 at 7:00 PM (Open Session) *

Linda Vista MPR

1556 S. Sultana Ave., Ontario, CA 91761

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

N. ADJOURNMENT

On a motion from Trustee Sanchez and a second by Trustee Galvez, the Board Meeting adjourned at 8:13 PM, by a unanimous roll call vote of 5-0-0.

ONTARIO-MONTCLAIR SCHOOL DISTRICT BOARD OF TRUSTEES

Kristen “Kris” Brake, Board Clerk

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

BOARD APPROVED: _____

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

Consent Calendar
(b) Business Services

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: Purchasing and Contracts Report

REQUESTED ACTION

Approve the contracts listed in the Purchasing and Contracts Report.

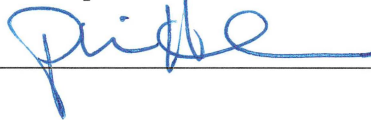
BACKGROUND INFORMATION

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.

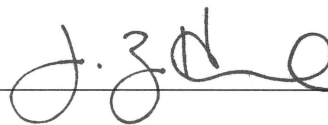
Reviewed by: Phil Hillman, Chief Business Official



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

April 18, 2019

The following contracts are included in the April 18, 2019 agenda and are available under separate cover:

1. Notice of Completion for PO 393063 with **OWEN ELECTRIC INC.**, for emergency electrical repairs at Euclid Elementary School. At a final cost of \$29,589.68. [Originator: Purchasing/Fund: Restricted General]
2. Notice of Completion for PO 393957 with **CHAPMAN COAST ROOF COMPANY INC.**, for roof coating at Sultana and El Camino elementary schools and Briggs. At a final cost of \$42,840. [Originator: Purchasing/Fund: Restricted General]
3. Notice of Completion for PO 394115 with **KE RODGERS, INC.**, for kitchen water line upgrades at Monte Vista Elementary School. At a final cost of \$23,697. [Originator: Purchasing/Fund: Restricted General]
4. Notice of Completion for PO 394335 with **JFP COMPANY** for concrete coating at Vista Grande Elementary School. At a final cost of \$33,765. [Originator: Purchasing/Fund: Restricted General]
5. Contract C-189-449 with **CREATIVE SPORTS INC.**, to present a BMX assembly to students at Sultana Elementary School. Assemblies promote teamwork and positive citizenship. Effective April 19, 2019 through May 23, 2019. Total cost not to exceed \$800. [Originator: Business Services/Fund: ASB/Donations]
6. Contract C-189-450 with **JOHN'S INCREDIBLE PIZZA CO.** for Arroyo Elementary School to hold student recognition event. Effective May 1, 2019 through May 31, 2019. Total cost not to exceed \$350. [Originator: Business Services/Fund: General]
7. Award of Bid and Contract C-189-488, Project AF96.3 with **JAM FIRE PROTECTION, INC. dba JAM CORP.** for the Central Language Academy Fire Alarm Replacement project. Effective April 19, 2019 through August 31, 2019. Total cost not to exceed \$379,070: [Purchasing/Fund: Building/School Facility Program]
8. Contract C-189-496 with **CITY OF MONTCLAIR** to utilize City of Montclair facilities for OMSD Board Meetings. Effective July 1, 2019 through August 30, 2019. At no cost to the District. [Originator: Superintendent's Office]
9. Contract C-189-497 with **C BELOW, INC.**, for underground utility investigation and mapping at Wiltsey Middle School. Effective March 7, 2019 through June 20, 2022. Total cost not to exceed \$10,000. [Originator: Facilities Planning & Operations/Fund: Building]
10. Contract C-189-498 with **CHINO BASIN WATER CONSERVATION DISTRICT** to utilize Chino Basin Water Conservation District Facilities (Board Room and Large Conference Room). Effective June 1, 2019 through December 31, 2019. At no cost to the District. [Originator: Superintendent's Office]
11. Contract C-189-499 with **KAZN AM1300** for audio advertising in support of the District's Mandarin Immersion Program. Effective March 14, 2019 through March 27, 2019. Total cost not to exceed \$1,788. [Originator: Superintendent's Office/ Fund: General]
12. Award of Bid and Contract C-189-503, Project K001.1 with **VALLEY PIPELINE SERVICES INC.**, for De Anza Middle School Wellness, Arts and Technology Center New Stormtech Chambers Installation project. Effective April 19, 2019 through June 30, 2019. Total cost not to exceed \$123,000. [Originator: Purchasing/Fund: Building/School Facility Program]

Purchasing and Contracts Report

April 18, 2019

13. Contract C-189-504 with **K&S MARKETING IMPACT, INC.**, for a visual bookmarking tool (Symbaloo) for teachers to organize web resources. Effective May 1, 2019 through April 30, 2020. Total cost not to exceed \$1,800. [Originator: Information Services/Fund: General]
14. Contract C-189-506 with **WELLS FARGO FINANCIAL LEASING, INC./IMAGE 2000** to provide lease and maintenance on Sharp copier for Food Services. Effective April 19, 2019 through April 18, 2024. Total cost not to exceed \$20,000 per fiscal year. [Originator: Purchasing/Fund: Cafeteria]
15. Contract C-189-507 with **GREATER ONTARIO BUSINESS COUNCIL** to provide organizational membership. Effective May 1, 2019 through April 30, 2020. Total cost not to exceed \$5,000. [Originator: Superintendent's Office/Fund: General]
16. Contract C-189-508 with **ENVOY STUDIOS, INC.**, for consulting services to customize helpdesk management software. Effective April 18, 2019 through April 17, 2020. Total cost not to exceed \$7,800. [Originator: Information Services/Fund: General]
17. Contract C-189-509 with **CDW-G, LLC** for support and licensing of District wireless access points. Effective July 2, 2018 through July 1, 2021. Total cost not to exceed \$138,888. [Originator: Information Services/Fund: General]
18. Contract C-189-514 with **ANGELA WILLIAMS** to provide presentations on health, nutrition, goal setting and fitness to students at De Anza Middle School in support of the implementation of the Student Support and Academic Enrichment Grant. Effective April 1, 2019 through September 30, 2019. Total cost not to exceed \$5,000. [Originator: Learning & Teaching/Fund: Restricted General]
19. Contract C-189-515 with **THE ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID) CENTER** to provide professional development on AVID academic language and literacy. Effective April 8, 2019 through May 30, 2019. Total cost not to exceed \$13,800. [Originator: Learning & Teaching/Fund: Restricted General]
20. Contract C-189-517 with **FINISHED RESULTS PROFESSIONAL TIMING** to provide students' running times and instantaneous results for each race at the Middle School Track and Field event. Effective only on April 27, 2019. Total cost not to exceed \$1,600. [Originator: Learning & Teaching/Fund: General]
21. Contract C-189-518 with **MAXIM HEALTHCARE SERVICES dba MAXIM STAFFING SOLUTIONS** for licensed or certified health care providers for supplemental staffing on an as-needed basis. Effective March 15, 2019 through June 30, 2019. Total cost not to exceed rates on rate sheet. [Originator: Learning & Teaching/Fund: General]
22. Contract C-189-519 with **THE SOCIAL IMPACT ARTISTS** to provide Zumba classes during the District's Health Fair. Effective only on April 27, 2019. At no cost to the District. [Originator: Learning & Teaching]
23. Contract C-189-520 with **CALIFORNIA DEPARTMENT OF EDUCATION** to accept funding for Federal Grant: Individuals with Disabilities Education Act Part B, Section 619. Effective July 1, 2018 through September 30, 2020. Grant in the amount of \$82,967. [Originator: Fiscal Services/Fund: General]
24. Contract C-189-521 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 \$4,319,602. [Originator: Fiscal Services/Fund: General]

Purchasing and Contracts Report

April 18, 2019

25. Contract C-189-529 with **SAN FRANCISCO STATE UNIVERSITY** to provide education and training for students in various aspects of internship. Effective February 1, 2019 through February 1, 2020. At a cost of \$1,000 for each intern. [Originator: Human Resources/Fund: General]
26. Contract C-189-541 with **SOUTHERN CALIFORNIA GAS CO.**, to provide pre-planning for natural gas services at Euclid Elementary School. At no cost to the District. [Originator: Facilities Planning & Operations]
27. Contract C-190-000 with **SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS** to provide direct certification information to District for use in determining eligibility for Child Nutrition Programs. Effective July 1, 2019 through June 30, 2022. At no cost to the District. [Originator: Food & Nutrition Services]
28. Contract C-190-011A with **SCHOOL PORTRAITS BY ADAMS PHOTOGRAPHY, INC.**, to provide photography services for the 2019-2020 school year at Ramona Elementary Schools Effective July 1, 2019 through June 30, 2020. At no cost to the District. [Originator: Business Services]
29. Contract C-190-012 with **FRANKLINCOVEY** for Mariposa Elementary School to receive an advanced membership license for The Leader in Me program. Effective July 2, 2019 through July 1, 2020. Total cost not to exceed \$13,150. [Originator: Business Services/Fund: General]
30. Contract C-190-013 with **FRANKLINCOVEY** for The Leader in Me training sessions and materials to be provided to staff at Mariposa Elementary School. Effective July 2, 2019 through July 1, 2020. Total cost not to exceed \$6,000. [Originator: Business Services/Fund: General]
31. Correction to Contract C-189-475 with **KAISER FOUNDATION HOSPITALS** for Memorandum of Understanding for Kaiser to provide and administer influenza vaccines. Correction is to end date. Effective June 1, 2019 through December 31, 2024. At no cost to the District. [Originator: Learning & Teaching]
32. Amendment M1 to Contract C-189-058 with **CITY OF MONTCLAIR** to provide up to four hours per week of gap coverage to accommodate up to 45 Kindergarten students at thirteen school sites within the OMSD. Amendment is to cost. Total cost of amendment not to exceed \$14,630 per year for a revised total cost not to exceed \$204,085.75. All other properties of agreement remain unchanged. [Originator: Fiscal Services/ Fund: General]
33. Amendment M2 to Contract C-167-016 with **VOYA FINANCIAL** to administer the District's Supplemental Term Life Insurance group policy. Amendment is to term. Effective July 1, 2019 through July 1, 2021. All other properties of agreement remain unchanged. [Originator: Fiscal Services/Fund: General]
34. Amendment M2 to Contract C-167-422 with **HOLLANDIA DAIRY** for dairy, juice, and dairy products. Amendment is to term. Effective July 1, 2019 through June 30, 2020. All other properties of the agreement remain unchanged. [Originator: Food & Nutrition Services/Fund: Cafeteria]
35. Settlement Agreement – SA1819-05, OMSD, in collaboration with the parent, drafted a settlement agreement to provide compensatory education through a mutually agreed upon non-public agency and compensable attorney's fees not to exceed \$2,500.

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

REQUESTED ACTION

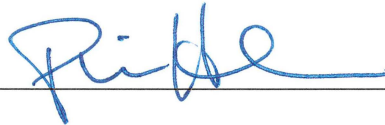
Approve the acceptance of gifts/donations to benefit and provide additional resources for District schools and/or programs.

BACKGROUND INFORMATION

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

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

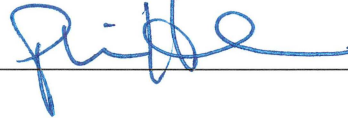
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

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

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

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

Approved by: James Q. Hammond, Superintendent

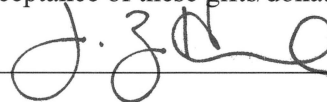


Exhibit A

ACCEPTANCE OF GIFTS/DONATIONS

Submitted to the Board of Trustees for Approval on April 18, 2019

Name of Donor	School/Department	Designated Use	Monetary/Items Donated
Fagen Friedman & Fulfrost LLP	Briggs District Office	SPED Field Day	\$525
Staples	Briggs District Office	General Use	5 pallets of school/office supplies <i>Estimated Value \$6,501.18</i>
Staples	Briggs District Office	General Use	6 pallets of office supplies <i>Estimated Value \$7,852.58</i>
Edison International	Central Language Academy	Field Trips	\$200
Edison Academy PTO	Edison Elementary School	Field Trips	\$2,000
Hope Reigns	Kingsley Elementary School	Field Trips	\$221.40
The Learning Centers at Fairplex	Kingsley Elementary School	Field Trips	\$444.10
Moreno AVID Academy PTO	Moreno Elementary School	Field Trips	\$6,000
Mt. San Antonio College Foundation	Ramona Elementary School	Field Trips	\$650
Action for Healthy Kids	Vernon Middle School	Instructional Materials	\$250
Susan Seels	Wiltsey Middle School	General Use	2 cellos <i>Estimated Value \$500</i>

(Ref. b 4.2)

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Budget Adjustments – February 2019

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.

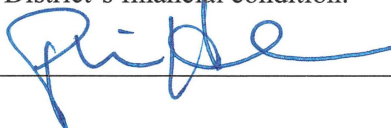
Prepared by: Phil Hillman, Chief Business Official



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

April 18, 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: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	3,259,074	1,784,754	1,474,320
Federal Revenue	695,710	-	695,710
Other State Revenue	-	-	-
Other Local Revenue	23,583	-	23,583
Other Sources and Transfers In	-	203,969	(203,969)
Subtotals – Revenues	<u>3,978,367</u>	<u>1,988,723</u>	<u>1,989,644</u>
<u>Expenditures</u>			
Certificated Salaries	2,275,686	644,071	1,631,615
Classified Salaries	760,065	813,282	(53,217)
Employee Benefits	1,107,841	676,969	430,872
Books and Supplies	845,912	693,073	152,839
Other Operating Expenditures	1,712,521	908,526	803,995
Capital Outlay	60,566	130,000	(69,434)
Other Uses and Transfers Out	19,674	1,554,443	(1,534,769)
Subtotals – Expenditures	<u>6,782,265</u>	<u>5,420,364</u>	<u>1,361,901</u>
Net Increase/(Decrease) to Fund Balance			<u>627,743</u>

General description of above budget transfers, increases and decreases:

LCFF budgeted revenues increased to reflect the current Unduplicated Pupil Count from the final CalPads certification. Federal revenues increased to account for Medi-Cal Administrative Activities (MAA) reimbursement. Salaries and benefits were adjusted accordingly based on current payroll data. Other Uses and Transfers Out decreased to reflect the reversal of the Routine Restricted Maintenance Account (RRMA) transfer to the Special Reserve for Capital Outlay projects fund. In addition, various expenditure adjustments were made based on reclassifications among major object expenditure categories.

(Ref. b 5.2)

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 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: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	33,099	-	33,099
Other State Revenue	51,600	-	51,600
Other Local Revenue	88,667	1,893	86,774
Other Sources and Transfers In	482,902	301,965	180,937
Subtotals – Revenues	<u>656,268</u>	<u>303,858</u>	<u>352,410</u>
<u>Expenditures</u>			
Certificated Salaries	756,490	729,096	27,394
Classified Salaries	902,389	927,046	(24,657)
Employee Benefits	305,283	101,527	203,756
Books and Supplies	1,710,666	1,420,446	290,220
Other Operating Expenditures	1,009,188	764,407	244,781
Capital Outlay	833,110	1,472,603	(639,493)
Other Uses and Transfers Out	254,236	23,978	230,258
Subtotals – Expenditures	<u>5,771,362</u>	<u>5,439,103</u>	<u>332,259</u>
Net Increase/(Decrease) to Fund Balance			<u>20,151</u>

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

April 18, 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: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	31,187	-	31,187
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>31,187</u>	<u>-</u>	<u>31,187</u>
<u>Expenditures</u>			
Certificated Salaries	15,025	9,977	5,048
Classified Salaries	21,674	1,177	20,497
Employee Benefits	1,883	35,196	(33,313)
Books and Supplies	64,320	42,509	21,811
Other Operating Expenditures	9,751	788	8,963
Capital Outlay	-	-	-
Other Uses and Transfers Out	8,182	-	8,182
Subtotals – Expenditures	<u>120,835</u>	<u>89,647</u>	<u>31,188</u>
Net Increase/(Decrease) to Fund Balance			<u>(1)</u>

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

April 18, 2019

Budget Adjustments

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

Fund: **Cafeteria**

Period Covered: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	382,660	21,641	361,019
Other State Revenue	54,937	-	54,937
Other Local Revenue	10,000	-	10,000
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>447,597</u>	<u>21,641</u>	<u>425,956</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	76,753	280,354	(203,601)
Employee Benefits	30,008	71,600	(41,592)
Books and Supplies	229,090	1,606,578	(1,377,488)
Other Operating Expenditures	84,439	43,055	41,384
Capital Outlay	70,000	20,000	50,000
Other Uses and Transfers Out	75,692	1,110	74,582
Subtotals – Expenditures	<u>565,982</u>	<u>2,022,697</u>	<u>(1,456,715)</u>
Net Increase/(Decrease) to Fund Balance			<u>1,882,671</u>

General description of above budget transfers, increases and decreases:

Revenues and expenditures were adjusted based on updated Federal Child Nutrition Program allocations. Books and supplies were adjusted to reflect the decrease in the snack, produce, and food budget. In addition, various expenditure adjustments were made based on reclassifications among major object expenditure categories.

(Ref. b 5.5)

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

Budget Adjustments

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

Fund: **Deferred Maintenance Fund**

Period Covered: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2	-	2
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>2</u>	<u>-</u>	<u>2</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase/(Decrease) to Fund Balance			<u>2</u>

General description of above budget transfers, increases and decreases:

Revenue estimates were increased to reflect updated projections in income.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

Budget Adjustments

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

Fund: **Special Reserve Fund for Other Than Capital
Outlay Projects**

Period Covered: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	66,332	-	66,332
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>66,332</u>	<u>-</u>	<u>66,332</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	23,032	(23,032)
Subtotals – Expenditures	<u>-</u>	<u>23,032</u>	<u>(23,032)</u>
Net Increase/(Decrease) to Fund Balance			<u>89,364</u>

General description of above budget transfers, increases and decreases:

Revenues estimates were increased and expenditure estimated were decreased to reflect updated projections in income and expenditures.

(Ref. b 5.7)

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

Budget Adjustments

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

Fund: **Post-Employment Benefits**

Period Covered: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	19,328	-	19,328
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>19,328</u>	<u>-</u>	<u>19,328</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase/(Decrease) to Fund Balance			<u>19,328</u>

General description of above budget transfers, increases and decreases:

Revenue estimates were increased to reflect updated projections in income.

(Ref. b 5.8)

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

Budget Adjustments

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

Fund: **Building Fund**

Period Covered: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	75,000	-	75,000
Other Sources and Transfers In	9,800,000	-	9,800,000
Subtotals – Revenues	<u>9,875,000</u>	<u>-</u>	<u>9,875,000</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	558,000	2,635,000	(2,077,000)
Capital Outlay	12,202,000	250,000	11,952,000
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	<u>12,760,000</u>	<u>2,885,000</u>	<u>9,875,000</u>
Net Increase/(Decrease) to Fund Balance			<u>-</u>

General description of above budget transfers, increases and decreases:

Revenue in Other Sources and Transfer In represents the proceeds from the sale of bond. Budgeted expenditures increased to account for future project expenditures.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 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: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	105,236	-	105,236
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>105,236</u>	<u>-</u>	<u>105,236</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	2,120	(2,120)
Employee Benefits	-	703	(703)
Books and Supplies	13,575	27,274	(13,699)
Other Operating Expenditures	5,136	92,856	(87,720)
Capital Outlay	67,141	353,628	(286,487)
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	<u>85,852</u>	<u>476,581</u>	<u>(390,729)</u>
Net Increase/(Decrease) to Fund Balance			<u>495,965</u>

General description of above budget transfers, increases and decreases:

Revenues increased to account for additional developer fee collections. Expenditure estimates decreased to reflect updated budget projections.

(Ref. b 5.10)

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

Budget Adjustments

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

Fund: **School Facility Program**

Period Covered: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	-	-	-
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	100,000	(100,000)
Other Operating Expenditures	180,825	434,266	(253,441)
Capital Outlay	2,138	298,697	(296,559)
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	182,963	832,963	(650,000)
Net Increase/(Decrease) to Fund Balance			650,000

General description of above budget transfers, increases and decreases:

Expenditure estimates were decreased to reflect updated projections in expenses.

(Ref. b 5.11)

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 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: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	42,806	-	42,806
Other Sources and Transfers In	-	1,455,153	(1,455,153)
Subtotals – Revenues	<u>42,806</u>	<u>1,455,153</u>	<u>(1,412,347)</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	38,000	173,766	(135,766)
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	<u>38,000</u>	<u>173,766</u>	<u>(135,766)</u>
Net Increase/(Decrease) to Fund Balance			<u>(1,276,581)</u>

General description of above budget transfers, increases and decreases:

Other Sources and Transfer In reflect the reversal of the Routine Restricted Maintenance Account (RRMA) transfer from the Unrestricted General Fund to the Special Reserve for Capital Outlay projects fund.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 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: **February 1, 2019 – February 28, 2019**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	36,966	15,976	20,990
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	<u>36,966</u>	<u>15,976</u>	<u>20,990</u>
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	15,661	-	15,661
Employee Benefits	2,404	-	2,404
Books and Supplies	4,000	-	4,000
Other Operating Expenditures	83,050	105,115	(22,065)
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	<u>105,115</u>	<u>105,115</u>	<u>-</u>
Net Increase/(Decrease) to Fund Balance			<u>20,990</u>

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

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Request to Close Inactive Sub-Fund 35 Accounts

REQUESTED ACTION

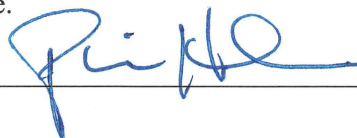
Approve the Request to Close Inactive Sub-Fund 35 Accounts.

BACKGROUND INFORMATION

The financial account structure of the District consists of various funds and sub-funds developed for specific purposes and is guided by the State's California School Accounting Manual. For example, the District has a County School Facilities Fund (Fund 35) that accounts for State facilities matching funds and associated expenditures. On occasion, the need for various accounts with these funds (called 'sub-funds') expires and the District desires to eliminate those accounts that have limited or no financial activity.

The San Bernardino County Superintendent of Schools requires Board Certification when requesting the establishment or closure of a project or sub-fund. The closure of the sub-fund, if approved, will eliminate the inactive sub-funds contained within County School Facilities Fund accounts. For a complete list of impacted sub-funds, please contact the Superintendent's office.

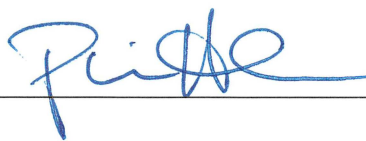
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

No financial implication.

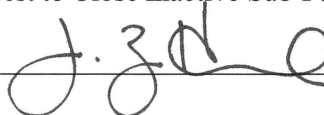
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board Approve the Request to Close Inactive Sub-Fund 35 Accounts.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Transfer of Bad Debt from Cafeteria Fund to the Unrestricted General Fund

REQUESTED ACTION

Approve the Transfer of Bad Debt from the Cafeteria Fund to the Unrestricted General Fund.

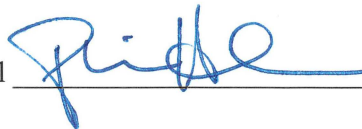
BACKGROUND INFORMATION

On occasion, the Food & Nutrition Services (FNS) department will provide meals to students whose parents have exhausted and not replenished their account for pupil meals. At that point, FNS will serve either a full meal or alternate meal and track the dollar value of the meal served. Subsequently, the parent is charged for the meal.

If a parent balance continues to exist and after FNS has taken all reasonable steps to recover the unrecovered or delinquent debt, the California Department of Education (CDE) considers the debt as bad debt. Further, Title 2, Code of Federal Regulations (2 CFR), Section 200.426 states bad debts are an unallowable cost to federal reimbursement programs, which is a significant source of revenue to the FNS operations. Accordingly, the District is required to use non-federal funding sources (e.g. General Fund) to repay the Cafeteria Fund for the total amount considered bad debt.

For the 2018-2019 Fiscal Year, unpaid meal charges, in the amount to be determined as of June 30, 2019, will be transferred to the Unrestricted General Fund upon closing of the financial records for the 2018-2019 Fiscal Year.

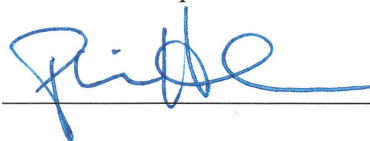
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

Preparing and presenting bad debt transfer has a direct financial impact to the Unrestricted General Fund in an estimated amount of \$5,000-\$7,000 per year.

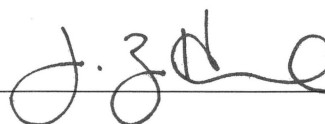
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent Recommends the Board Approve the Transfer of Bad Debt from the Cafeteria Fund to the Unrestricted General Fund.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

TO: Elvia Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Adoption of Resolution 2018-19-25, Transfers of Appropriations for 2019-2020

REQUESTED ACTION

Approve the adoption of Resolution 2018-19-25, Transfers of Appropriations for 2019-2020.

BACKGROUND INFORMATION

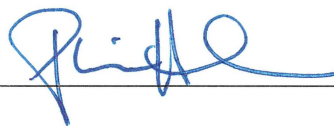
In order to assist in the day-to-day management of the District's budget, Resolution 2018-19-25 (Exhibit A), allows District staff to approve and post various budget transfers throughout the year, primarily to bring the budgeted revenues and expenditures in balance with actual receipts and expenses.

Pursuant to Education Code 42600-42602, the District's Board may adopt a resolution providing for various budget transfers from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications at any time.

Although this blanket resolution provides District staff flexibility in approving and posting various budget transfers throughout the year, District staff plans to continue presenting monthly budget activity to the Board for approval.

This annual resolution must be filed with the San Bernardino County Superintendent of Schools - Business Advisory Services Department to allow District staff to approve and post budget transfers submitted by staff throughout the year. In turn, this authorization allows District staff to administer its budget on a daily basis.

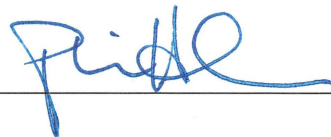
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board adopt Resolution 2018-19-25, Transfers of Appropriations for 2019-2020.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
April 18, 2019

Resolution No. 2018-19-25

TRANSFERS OF APPROPRIATIONS FOR 2019-2020

WHEREAS, the Board of Trustees of the Ontario-Montclair School District has determined that during the fiscal year budget revisions become necessary to bring the budgeted revenues and expenditures in balance with actual receipts and expenses; and

WHEREAS, by making these appropriation adjustments to actuals, the District will reflect a more realistic picture of actual spending patterns of funds; and

WHEREAS, the Board of Trustees of the Ontario-Montclair School District has determined that additional income is assured in excess of the amounts previously budgeted and the timely posting of adjustments will keep each account up-to-date with accurate uncommitted balances; and

NOW, THEREFORE, BE IT RESOLVED that pursuant Education Code Sections 42600 through 42602, the Ontario-Montclair School District may appropriate any such funds, identify and make such transfers as needed throughout the 2019-20 fiscal year.

BE IT FURTHER RESOLVED that the Ontario-Montclair School District Board of Trustees authorizes staff to process the necessary transfers of appropriation to revise budget amounts during the course of the fiscal year to allow appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

APPROVED:

Kristen Brake, Board Clerk

This is an exact copy of the resolution adopted by the Governing Board at a regular meeting on April 18, 2019

(Ref. b 8.2)

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **403(b) Plan Document Restatement (Additional Supporting Information Available Under Separate Cover)**

REQUESTED ACTION

Approve the 403(b) Plan Document Restatement (Additional Supporting Information Available Under Separate Cover).

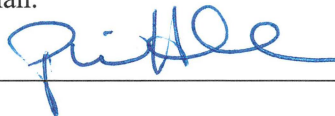
BACKGROUND INFORMATION

In 2007, the Internal Revenue Service (IRS) published 403(b) regulations requiring that all 403(b) plans have a written plan document in place by December 31, 2009. However, as of December 31, 2009, there was no IRS 403(b) pre-approved plan document program, so plan sponsors were required to create a good faith attempt to document their plan provisions with sample documents available from plan document providers.

The District's 403b Plan Administrator (SchoolsFirst Plan Administration) has been informed that the IRS has finally approved documents previously submitted by plan document providers for pre-approved status. This means that employers sponsoring a 403(b) plan must sign new adoption agreements, to get their 403(b) plans under the governance of one of the IRS pre-approved documents and ensure that their plan document complies with regulations. As a result, SchoolsFirst Plan Administration is requiring all districts to sign new 403(b) adoption agreements (available under separate cover) that will adopt an IRS pre-approved 403(b) plan document that complies with regulations.

Although this change requires the adoption of a new plan document, the new document will have no effect on the current administration of the District's 403(b) plan.

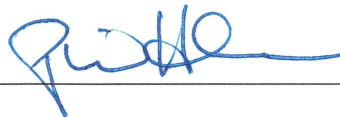
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the 403(b) Plan Document Restatement (Additional Supporting Information Available Under Separate Cover).

Approved by: James Q. Hammond, Superintendent



(Ref. b 9.1)

Consent Calendar

(c) Human Resources

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Certificated Personnel Recommendations Report # CERT189-0418**

REQUESTED ACTION

Approve Certificated Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Caroline Reynoso	Special Ed. Teacher/Briggs-L&T	08/02/2019

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Annamaria Amaro	Dean Administrator/Wiltsey to Acting Assistant Principal/Wiltsey	04/29/2019
Socorro Arellano	Elementary Administrator/Buena Vista to Vineyard	07/01/2019
Karen Aristizabal	Assistant Principal/Wiltsey to Acting Principal/Wiltsey	04/29/2019
Elizabeth Arreola	Teacher 50%/Howard to 100%	08/02/2019
Jennifer Berry	Principal/Edison to Teacher/Buena Vista	08/02/2019
Stephanie Caires	Teacher 50%/Kingsley to 100%	08/02/2019
Aide Esquivel	Assistant Principal/Oaks to Elementary Administrator/Euclid	07/01/2019
Elyse Fernandez	Elementary Administrator/Euclid to Assistant Principal/Oaks	07/01/2019
Hugo Lopez	Principal/Kingsley to Edison	07/01/2019
Michelle McMahon	Elementary Administrator/Hawthorne to Principal (Revised close session effective date)	04/19/2019
Deborah Meraz	Elementary Administrator/Vista Grande to Buena Vista	07/01/2019
Cara Molina	Principal/Sultana to Director II/ Health, Family and Collaborative Services	07/01/2019
Christina Moore	Teacher 50%/Kingsley to 100%	08/02/2019
Nanci Pasquarelli	Teacher 50%/Howard to 100%	08/02/2019
Jennifer Thomas	Teacher 50%/Edison to 100%	08/02/2019
Amber Zajicek	Teacher 50%/Edison to 100%	08/02/2019

Certificated Personnel Recommendations Report # CERT189-0418
 April 18, 2019

CERTIFICATED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Rosalie Camacho	Substitute Teacher	04/09/2019
Madeline Chavez-Stedman	Substitute Teacher	03/22/2019
Jamie De Anda	Substitute Teacher	03/19/2019
Jennifer Deleon	Substitute Preschool Teacher	03/21/2019
Jessica Garcia	Substitute Teacher	03/08/2019
Arlene Lopez	Substitute Teacher	03/22/2019
Marvin Milian	Substitute Teacher	03/25/2019
Rigoberto Orozco	Substitute Teacher	03/20/2019
Amanda Sanchez	Substitute Teacher	03/18/2019
Lorena Zamudio	Substitute Teacher	03/21/2019

REQUESTS FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Gurvinder Anand	Teacher/Mission Extended Medical Leave	04/10/2019-05/26/2019
Kasi Baier	Teacher/Montera Medical Leave	04/08/2019-04/21/2019
Evelyn Blanco	Teacher/Mariposa Extended Medical Leave	03/10/2019-04/08/2019
Jeanne Deseran	Teacher/Kingsley Extended Medical Leave	03/15/2019-04/28/2019
Lisa Elliott	Elementary Administrator/Arroyo Extended Medical Leave	03/27/2019-04/18/2019
Brigette Gonzales	Teacher/Serrano Extended Medical Leave	04/08/2019-04/22/2019
Cynthia Hurzeler	Teacher/Wiltsey Extended Medical Leave	03/21/2019-04/16/2019
Christina Ihde	Teacher/Oaks Medical Leave	02/11/2019-03/22/2019
Kimberly Kelly	PE Teacher/Briggs-L&T Medical Leave	03/04/2019-04/09/2019
Adriana Loera	Teacher/Central Medical Leave	03/25/2019-05/06/2019

Certificated Personnel Recommendations Report # CERT189-0418
 April 18, 2019

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Maite McRaney	Intervention Teacher/Mission Unpaid Leave	08/02/2019-05/22/2020
Judith Medina	Teacher/Lincoln Extended Medical Leave	03/06/2019-04/16/2019
Matthew Morisset	Teacher/Wiltsey FMLA Leave	03/13/2019-04/05/2019
Rebeka Nall	PE Teacher/Briggs-L&T Extended Medical Leave	04/12/2019-05/05/2019
Marley Ortega	SDC Teacher/Lehigh FMLA Leave	04/08/2019-05/06/2019
Heather Pfrunder	Special Ed. Teacher/El Camino Medical Leave	03/20/2019-04/17/2019
Shannon Scott	Teacher/Serrano Extended Medical Leave	03/31/2019-05/24/2019
Diana Szalkowski	Teacher/Ramona Medical Leave	04/05/2019-04/30/2019
Erika Zamora	Teacher/Mariposa Extended Medical Leave	03/17/2019-03/25/2019

REVISED APPROVED LEAVE OF ABSENCE

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

AUTHORIZATION TO TEACH OUTSIDE OF CREDENTIAL: EDUCATION CODE 44258.2

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

VARIABLE TERM WAIVER

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

Certificated Personnel Recommendations Report # CERT189-0418
 April 18, 2019

SUBSEQUENT VARIABLE TERM WAIVER

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

RETIREMENT, RESIGNATION, RELEASE AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Rhonda Cleeland	Director II/ Family & Collaborative Services/ Linda Vista	06/30/2019
Leslie Johnson	Music Teacher/Briggs-L&T	05/24/2019
Eileen La Turno	Principal/Hawthorne	04/01/2019
Susan Matter	Teacher/Elderberry	05/25/2019
Kathryn Olsen	RSP Teacher/Sultana	05/24/2019
Melissa Payne	Teacher/Vernon (Date revised)	03/08/2019
Henry Romero	Principal/Wiltsey	04/26/2019

REPORT ACTION TAKEN BY THE BOARD OF TRUSTEES IN CLOSED SESSION ON MARCH 14, 2019:

Position Title: Elementary Principal

Action Taken: On a motion by Trustee Brake, a second by Trustee Galvez, and a vote of 5 to 0, the Board of Trustees voted to appoint Employee #3402 as Elementary Principal, Hawthorne Elementary School.

Position Title: Elementary Principal

Action Taken: On a motion by Trustee Rivas, a second by Trustee Sanchez, and a vote of 5 to 0, the Board of Trustees voted to appoint Employee #1526 as Elementary Principal, Lincoln Elementary School.

Position Title: Elementary Principal

Action Taken: On a motion by Trustee Alvarado, a second by Trustee Brake, and a vote of 5 to 0, the Board of Trustees voted to appoint Employee #2867 as Elementary Principal, Sultana Elementary School

Prepared by: Hector Macias, Assistant Superintendent, Human Resources *H Macias*
 Reviewed by: Phil Hillman, Chief Business Official *Phil Hillman*
 Approved by: James Q. Hammond, Superintendent *J. Q. Hammond*

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Classified Personnel Recommendations Report # CLA189-0418**

REQUESTED ACTION

Approve Classified Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Perla Aguayo	Early Childhood Education Asst./Corona	03/20/2019
Misty Anchondo	Proctor/Del Norte	03/12/2019
Megan Borjan	School Physical Therapist/Briggs-SPED	04/22/2019
Michelle Hickey	IA-Learning Needs/Berlyn	04/08/2016
Stephen Spencer	Custodian/Briggs-Operations	03/14/2019

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, ADDITIONAL ASSIGNMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Diane Gonzalez	Fiscal Service Technician/Briggs-Accounting to Fiscal Service Specialist/Briggs-Accounting	04/08/2019
Henrietta Hernandez	Proctor/Wiltsey to 39 Month Rehire List	03/15/2019
Olga Smith	Fiscal Services Technician/Briggs-Payroll to Fiscal Services Specialist/Briggs-Payroll	01/01/2019
Ashley Wallen	Food Service Asst. II/Wiltsey to Oaks	04/12/2019

CLASSIFIED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Heidi Escoto	Substitute Proctor	03/18/2019
Amanda Fernandez	Substitute Food Service	04/10/2019
Diana Garcia-Gonzalez	Substitute Instructional Asst./Learning Needs/ Early Childhood Education Asst.	03/20/2019
Alda Gonzalez-Ponce	Substitute Early Childhood Education Asst.	03/19/2019
Brandon Macancela	Substitute PE Asst.	04/01/2019
Delmy Madera	Substitute Special Needs	03/08/2019
Kalynn Maldonado	Substitute Instructional Asst./Learning Needs/ Special Needs Program Asst.	03/18/2019

(Ref. c 2.1)

Classified Personnel Recommendations Report # CLA189-0418
 April 18, 2019

CLASSIFIED SUBSTITUTES (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Shyann Martinez	Substitute Instructional Asst./Learning Needs/ Behavior Intervention Asst./Special Orthopedic Needs/ Special Needs Program Asst.	03/20/2019
Alejandra Membreno	Substitute Instructional Aide/Learning Needs/ Behavior Intervention Asst./Special Orthopedic Needs	03/13/2019
Ruben Moreno	Substitute Custodian	04/11/2019
Virginia Roe	Substitute Clerical	03/12/2019
Mareny Salazar	Substitute PE Asst.	04/04/2019
Crystal Serrano	Substitute Early Childhood Education Asst.	03/21/2019
Nicholas Walker	Substitute PE Asst./Special Needs Program Asst.	04/10/2019

REQUEST FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Vanessa Baez	Instructional Asst./Ramona FMLA Leave	04/01/2019-04/19/2019
Vanessa Baez	Instructional Asst./Ramona Unpaid Leave	04/22/2019-05/03/2019
Belinda Chavez	IA-Learning Needs/Sultana Medical Leave	03/11/2019-05/17/2019
Jaime Espinoza	Head Custodian I/Buena Vista Medical Leave	03/19/2019-04/12/2019
Cynthia Fabela	School Office Asst. I/Buena Vista Extended Medical Leave	03/12/2019-05/03/2019
Marisa Garcia	IA-Learning Needs/Corona Medical Leave	03/11/2019-04/26/2019
Erika George	IA-Learning Needs/Corona Extended Medical Leave	03/19/2019-04/05/2019
Patricia Guerrero	Physical Education Asst./Briggs-L&T Medical Leave	04/01/2019-04/12/2019
Henrietta Hernandez	Proctor/Wiltsey Extended Medical Leave	02/14/2019-03/14/2019
Richard Luna	Ground Maintenance Worker II/Briggs-Operations Medical Leave	04/04/2019-06/20/2019
Paulino Macias	PE Asst./Briggs-L&T Medical Leave	04/01/2019-04/12/2019

(Ref. c 2.2)

Classified Personnel Recommendations Report # CLA189-0418
April 18, 2019

REQUEST FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Carmen Martinez	Proctor/Edison Extended Medical Leave	03/12/2019-03/19/2019
Rebecca May	Occupational Therapist/Briggs-SPED Extended Medical Leave	03/31/2019-05/01/2019
Daisy Munoz-Morales	Early Childhood Education Asst./Corona Extended Medical Leave	04/05/2019-05/06/2019
Corina Necesito	Occupational Therapist/Briggs-SPED FMLA Leave	01/28/2019-06/30/2019
Keren Noble	Information Services Data System Specialist/Briggs-IS Extended Medical Leave	03/12/2019-04/26/2019
Elvia Orozco	Attendance Technician/Vina Danks Extended Medical Leave	04/02/2019-04/08/2019
Jaqueline Ortega	Special Needs Program Asst./Berlyn Medical Leave	03/05/2019-03/18/2019
Sam Rabino	Custodian/Moreno Medical Leave	03/21/2019-04/12/2019
Norma Rivera	Bus Driver/Transportation Medical Leave	03/15/2019-04/05/2019
Nadia Robledo	Head Start Early Childhood Education Asst./Howard Extended Medical Leave	04/16/2019-05/01/2019
Marita Santos	Food Service Asst. III/Central Medical Leave	02/22/2019-04/08/2019
Breanne Stone	Special Needs Program Asst./Lincoln Medical Leave	03/20/2019-04/09/2019
Hilda Tafolla	Food Service Asst. II/Serrano Medical Leave	04/01/2019-05/07/2019
Maria Vargas	Food Service Asst. I/Lincoln Medical Leave	03/19/2019-04/09/2019
Beverly Weston	Custodian/Oaks Extended Medical Leave	03/28/2019-04/25/2019
Martin Wiltsey	Physical Education Asst./Briggs-L&T Extended Medical Leave	03/10/2019-04/08/2019

Classified Personnel Recommendations Report # CLA189-0418
 April 18, 2019

REQUEST FOR LEAVE OF ABSENCE (continued)


<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Maryann Wolf	Food Service Asst. II/Vernon Medical Leave	04/01/2019-04/10/2019

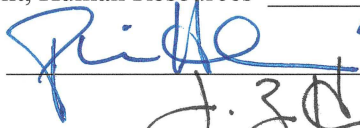
REVISED APPROVED LEAVE OF ABSENCE


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

RETIREMENT, RESIGNATION, PROBATIONARY RELEASE AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Dottie Brown	Physical Education Asst./Briggs-L&T	05/30/2019
Diane Calabro	Lead Food Service I/Mariposa	05/23/2019
Antonio Casillas Jr.	Student Mentor & Campus Asst./Wiltsey	03/22/2019
Sylvia Casillas	Instructional Aide/Mission	04/18/2019
Betty Chilibolost	Custodian/Berlyn	03/20/2019
Joyce Forman	Proctor/Mariposa	03/15/2019
Helena Lewis	School Office Asst. I/Del Norte and Student Records Asst./Serrano	05/25/2019
Elena Lopez	School Office Asst. I/Lehigh	03/31/2019
Brittany McCarty	Food Service Asst. II/Vernon	03/08/2019
Laura Monroy	Lead Food Service I/Elderberry	05/06/2019
Shirley Morango	Food Service Asst. I/Ramona	04/10/2019
Cynthia Poblano	IA-Preschool Inclusion/Del Norte	03/29/2019
Alfredo Sanchez	Custodian/Vista Grande	04/08/2019

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 

Reviewed by: Phil Hillman, Chief Business Official 

Approved by: James Q. Hammond, Superintendent 

Consent Calendar

(d) Learning & Teaching

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1819-02**

REQUESTED ACTION

Approve the Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1819-02 (Exhibit A).

BACKGROUND INFORMATION

The Ontario-Montclair School District 2016-2021 Five Year Action Plan's Mission states "The Ontario-Montclair School District 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." Throughout the year, hundreds of parents of OMSD students participate in a myriad of committees, meetings, professional development and in supporting their students' academic achievements. The District wishes to support these parents and/or non-District employees in their endeavor to assist the District in meeting the various State and Federal compliance regulations, and in their students' achievements. To that end, during the year, non-District employees (i.e. parents), committee representatives and/or parents supporting their student's achievements may be asked to travel outside of the Ontario-Montclair community to participate in trainings, meetings, conferences and/or serve on committees or accompany their student on a scholastic event.

All travel expenses for non-District employees must be approved by the Board of Trustees and travel expenses may be paid for non-employees representing the District on official business. Expenses will be reimbursed on the basis of actual, necessary and reasonable expenses as approved by the management employee requesting and arranging the travel/conference. Mileage reimbursement will be in an amount equal to the reimbursement rate approved by the Internal Revenue Service (IRS) and any change in the reimbursement rate will coincide with the effective date of the IRS's revisions. Original, itemized receipts are required to document all expenses (except mileage).

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

FINANCIAL IMPLICATIONS

As non-employees are asked to and granted approval for District conferences and other business, expense reimbursement obligations may be incurred. Exhibit A provides a listing of upcoming conferences/District business that may have non-employee expense obligations.

Reviewed by: Phil Hillman, Chief Business Official 

Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1819-02
April 18, 2019

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1819-02 (Exhibit A).

Approved by: James Q. Hammond, Superintendent

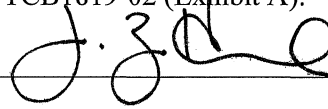
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Exhibit A

**Ontario-Montclair School District-Sponsored Travel/Conference/Business for
Non-District Employees TCB1819-02**

April 18, 2019

School/Department	Location	Dates	Event
Learning & Teaching	Chicago, IL	April 26, 2019 Through April 28, 2019	MathCon Finals
Learning & Teaching	National Harbor, MD	May 26, 2019 Through June 1, 2019	Spelling Bee National Finals

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month**

REQUESTED ACTION

Approve the Adoption of Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month.

BACKGROUND INFORMATION

Millions of Americans are affected by mental health conditions every year. Mental health providers in OMSD encompass clinical therapists and social workers who help individuals gain an understanding of their problems and in alleviating major stressors, which affect their daily lives. They are a vital part of the educational process for all students and assist our children to manage personal and mental health challenges. OMSD's mental health providers are actively engaged in helping students build on their strengths in order to overcome obstacles and to achieve their best. They collaborate with educators, parents, and other professionals to create safe, healthy, and supporting learning environments, which strengthen connections between home, school, and the community for all students.

Data from the National Alliance on Mental Illness (NAMI) shows that 20% of youth ages 13-18 live with a mental health condition and the average delay between onset of symptoms and intervention is 8-10 years. Furthermore, 37% of students with a mental health condition ages 14 and above drop out of school; and 70% of youth in state and local juvenile justice systems have a mental illness. Mental health providers in a school setting are licensed, experienced professionals with a master's degree in social work or clinical counseling. The combination of their education, training and experience makes them an important and integral part of the total educational program.

The Ontario-Montclair School District provides mental health services to students and their families through the Family & Collaborative Services, which encompasses the Counseling Center, Family Solutions, and the Montclair Community Collaborative. Providing these services to OMSD students, their parents and the community is unique and an example of the importance of caring for the whole child. The District's mental health clinical therapists and social workers play a vital role in removing barriers to learning by addressing students' and their family members' mental health needs.

Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month has been prepared in acknowledgment of the endless efforts and dedication of the District's mental health providers to the students of the Ontario-Montclair School District and their families.

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



Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month

April 18, 2019

FINANCIAL IMPLICATIONS

None for this recognition.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month.

Approved by: James Q. Hammond, Superintendent



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

**Resolution 2018-19-28, Recognizing the Month of May 2019 as
National Mental Health Awareness Month**

WHEREAS, the focus of National Mental Health Awareness Month provides an opportunity to reflect on the strategies and resources needed to shape a coherent national approach to public mental health, and develop insight into how we can build positive mental health in the context of our work, our digital world, our parenting approach and in our communities;

WHEREAS, all children and youth learn best when they are healthy, supported, and receive mental health services, which meet their individual needs;

WHEREAS, it is imperative that society emphasize the mental health needs of children and youth and invest in mental health education as a top priority;

WHEREAS, mental health counselors and therapists assist students in reaching their full potential;

WHEREAS, the services provided by the District's social workers, clinical counselors and therapists are multi-faceted, combining psychological, social and practical elements;

WHEREAS, the District's mental health providers possess specialized education and skills in assessing, treating, and preventing psychological, behavioral, emotional, social and environmental problems affecting our students;

WHEREAS, mental health providers collaborate with teachers and other educators to assist students in managing and overcoming crisis due to loss or trauma, provide students the tools to thrive emotionally and create resilient individuals;

WHEREAS, mental health providers seek to identify and utilize community resources which can enhance and complement comprehensive school counseling programs and help students become productive members of society;

WHEREAS, providing mental health services to young students is critical in decreasing the severity of mental illness, reducing the school drop-out rates and preventing incarceration of our youth.

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Ontario-Montclair School District adopts Resolution 2018-19-28, Recognizing the Month of May 2019 as National Mental Health Awareness Month in acknowledgment of the endless efforts and dedication of the Ontario-Montclair School District's mental health providers and encourages communities to appropriately recognize them for the vital role they play in the personal, emotional and academic development of our children.

Adopted by the Ontario-Montclair School District Board of Trustees on this 18th day of April 2019.



Kristen Brake, Clerk
Board of Trustees

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2018-19-29, Recognition of Wiltsey Middle School for Being Selected as a Schools to Watch-Taking Center Stage Model Middle School**

REQUESTED ACTION

Approve the adoption of Resolution 2018-19-29, Recognition of Wiltsey Middle School for Being Selected as a Schools to Watch-Taking Center Stage Model Middle School.

BACKGROUND INFORMATION

The Schools to Watch-Taking Center Stage program was designed by a group of education organizations committed to improving student achievement in California's middle schools. The goals of the program are to:

- Create a research-based definition of the characteristics shared by high-performing middle schools.
- Identify high-performing middle schools throughout California.
- Share the real-world strategies in place at these sites with educators from middle schools throughout the state via web-based school tours, school site visits and phone or e-mail consultations.
- Provide a nationally proven "School Self-Rating" procedure that all middle schools can use to evaluate and improve their school's instructional program.
- Establish a statewide network of high-performing middle schools, with every high-performing school actively involved in assisting struggling middle schools, which share either a geographic region or student population characteristics.


Each year, the Schools to Watch-Taking Center Stage program identifies middle schools, which are academically excellent, developmentally responsive, socially equitable, and structured for success. These middle schools must possess certain attributes and implement programs that assist in the development of confident and capable adolescent citizens, differentiate instruction for all learners, and provide effective interventions to struggling students and English learners. Being selected a Schools to Watch-Taking Center Stage Model Middle School is an extensive process. School teams must conduct a self-study evaluation and complete an extensive narrative application. Each site is then reviewed by a team of middle grades experts.

The Schools to Watch program is sponsored by the California Department of Education, the California League of Middle Schools and the California Middle Grades Alliance. Wiltsey Middle School was recognized at the state level in March 2019, and will be recognized at the national level at the annual National Schools to Watch-Taking Center Stage conference in Washington, DC in June 2019.

Adoption of Resolution 2018-19-29, Recognition of Wiltsey Middle School for Being Selected as a Schools to Watch-Taking Center Stage Model Middle School

April 18, 2019

Through the adoption of Resolution 2018-19-29, Recognition of Wiltsey Middle School for Being Selected as a Schools to Watch-Taking Center Stage Model Middle School, the Board of Trustees acknowledges the teamwork, collaboration and commitment of the Wiltsey Middle School students, communities, staffs and leadership.

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


FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official 

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board of Trustees approve the Adoption of Resolution 2018-19-29, Recognition of Wiltsey Middle School for Being Selected as a Schools to Watch-Taking Center Stage Model Middle School.

Approved by: James Q. Hammond, Superintendent 

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

**Resolution 2018-19-29, Recognition of Wiltsey Middle School for
Being Selected as a Schools to Watch-Taking Center Stage Model Middle School**

WHEREAS, the Schools to Watch-Taking Center Stage program is sponsored by the California Department of Education, the California League of Middle Schools and the California Middle Grades Alliance and serves to identify high-performing schools who demonstrate academic excellence, social equity, and responsiveness to the needs of young adolescents;

WHEREAS, schools selected as a Schools to Watch-Taking Center Stage must demonstrate they have established norms, structures and organizational arrangements to support and sustain their trajectory toward excellence, which is in alignment with the Ontario-Montclair School District's mission of providing students with a world-class education;

WHEREAS, schools must demonstrate they have a sense of purpose which drives every facet of practice and decision-making, including providing in-depth staff development, teams working collaboratively, implementing careful instructional planning, and applying deliberate decisions so that students have opportunities to achieve and make continuous growth over time;

WHEREAS, being selected a Schools to Watch-Taking Center Stage school is an extensive process, whereby schools conduct a self-study evaluation, complete an extensive narrative application and are reviewed by a team of middle grades experts, including a site visit, and interviews with community members, students, teachers and support staff;

WHEREAS, the National Forum's validation teams agreed that Wiltsey Middle School demonstrates best practices within each of the stated domains, possesses all of the desirable traits and met all of the requirements to receive the distinction of being named a Schools to Watch-Taking Center Stage Model Middle School;

WHEREAS, Wiltsey Middle School will be recognized at the community, state and national levels as a leader in middle-grades education and will serve to guide, advise and mentor staff from other middle grades schools, as needed, and present professional development sessions on their school programs at state and national conferences;

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Ontario-Montclair School District adopts Resolution 2018-19-29, Recognition of Wiltsey Middle School for Being Selected as a Schools to Watch-Taking Center Stage Model Middle School and acknowledges the teamwork, collaboration and commitment of the Wiltsey Middle School students, communities, staff and leadership.

Adopted by the Ontario-Montclair School District Board of Trustees on this 18th day of April 2019.

Elvia M. Rivas, Board President

Sarah S. Galvez, Board Vice President

Kristen Brake, Board Clerk

Sonia Alvarado, Board Member

Alfonso Sanchez, Board Member

James Q. Hammond, Ed.D., Superintendent

Discussion/Action/Public Hearing

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2018-19-31, Recognizing May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher**

REQUESTED ACTION

Approve the adoption of Resolution 2018-19-31, Recognizing May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher.

BACKGROUND INFORMATION

Political and educational leaders began discussions for a day to honor teachers in 1944. In 1953, Eleanor Roosevelt persuaded the 81st Congress to proclaim National Teachers' Day. Congress declared March 7, 1980, as National Teacher Day. The National Education Association continued to observe Teacher Day on the first Tuesday in March until 1985 when the National PTA established Teacher Appreciation Week as the first full week of May.

National Teacher Appreciation Day, also known as National Teacher Day, is observed on the Tuesday of the first full week in May. This day is part of Teacher Appreciation Week, which is the first full week in May of each year. The National Education Association describes National Teacher Day "as a day for honoring teachers and recognizing the lasting contributions they make to our lives."

Teachers play a critical role in educating and shaping our children: the future leaders of our country. They are kind, patient, hard-working, dedicated and understanding professionals that mold our children's lives in a positive direction. We entrust our children with the teachers, and they affect their lives on a daily basis.

In honor of the endless efforts and dedication of the teachers in the District, Resolution 2018-19-31 (Exhibit), recognizes May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher in the Ontario-Montclair School District.

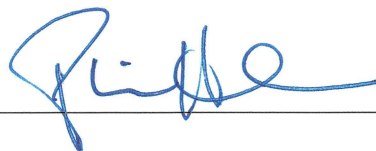
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official

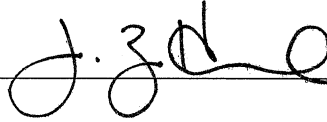


Adoption of Resolution 2018-19-31, Recognizing May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher
April 18, 2019

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of Resolution 2018-19-31, Recognizing May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher.

Approved by: James Q. Hammond, Superintendent

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

EXHIBIT

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

Resolution 2018-19-31

**Recognizing May 6-10, 2019 as National Teacher Appreciation Week,
May 7, 2019 as National Teacher Day, and
May 8, 2019 as California Day of the Teacher**

WHEREAS, National Teacher Appreciation Week is recognized the first full week of May and National Teachers Day is recognized on the Tuesday of the first full week of May and California Day of the Teacher is recognized on the Wednesday of the first full week of May.

WHEREAS, throughout California and across this nation, teachers open children's minds to the magic of ideas, knowledge, and dreams; and

WHEREAS, America depends upon successful school instructional programs that meet the needs of every child; and

WHEREAS, America's teachers carry out a major responsibility in preparing our young people to assume their roles as effective citizens; and

WHEREAS, teachers are challenged daily to reach every student—regardless of ability, interest in learning, social or economic background, handicap, race, religion, creed, or ethnic origin—to provide the instruction, assistance and guidance necessary for full intellectual development; and

WHEREAS, teachers mold the lives and shape the future of the next generation; and

WHEREAS, Ontario-Montclair School District recognizes and supports its teachers in educating the children of the community; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Ontario-Montclair School District hereby designates May 6-10, 2019 as National Teacher Appreciation Week, May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher.

PASSED AND ADOPTED this eighteenth day of April 2019, by the Governing Board of the Ontario-Montclair School District of San Bernardino County, California.

GOVERNING BOARD OF THE ONTARIO-MONTCLAIR SCHOOL DISTRICT



Elvia M. Rivas, Board President
Board of Trustees
(Ref. I 1.3)

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Adoption of Resolution 2018-19-30, Recognizing May 6-12, 2019 as National School Nurses Week and May 8, 2019 as National Nurses Day**

REQUESTED ACTION

Approve adoption of Resolution 2018-19-30, Recognizing May 6-12, 2019 as National School Nurses Week and May 8, 2019 as National Nurses Day.

BACKGROUND INFORMATION

In 1974, a week was designated by the White House as National School Nurses Week, and President Nixon issued a proclamation. The American Nurses Association (ANA) Board of Directors designated to permanently observe May 6-12 as National Nurses Week in 1993, to foster a better understanding of the role of school nurses in the educational setting. Today, school nursing is recognized as a specialized practice that advances the well-being, academic success, and life-long achievement of students. School nurses promote health and safety; intervene with actual and potential health problems; provide case management services; and actively collaborate with others to build student/family capacity for adaptation, self management, self advocacy, and learning.

Ontario-Montclair School District (OMSD) School Nurses play a vital role in improving the health and well-being of students. A typical work day for a school nurse can encompass administering immunizations, health care screenings, hearing and vision testing; providing care due to home accidents, diseases such as diabetes and asthma, student obesity, special needs such as tube-feeding, preventing the spread of diseases through blood exposure; and the result due to mental, emotional, and social challenges, including arranging for disadvantaged students to receive clothing and helping homeless students cope. Resolution 2018-19-30 (Exhibit A) has been prepared in recognition of the vocation and dedication of School Nurses with OMSD students.

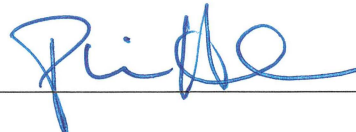
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of Resolution 2018-19-30, Recognizing May 6-12, 2019 as National School Nurses Week and May 8, 2019 as National Nurses Day.

Approved by: James Q. Hammond, Superintendent

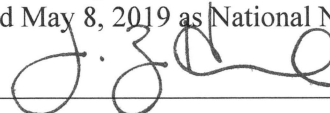


EXHIBIT A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

Resolution 2018-19-30

**Recognizing May 6-12, 2019 as National School Nurses Week and
May 8, 2019 as National Nurses Day**

WHEREAS, National School Nurses Week is recognized May 6-12, 2019 and May 8, 2019 as National Nurses Day; and

WHEREAS, children are the future and, by investing in them today, we are ensuring our world for tomorrow; and

WHEREAS, all students have a right to have their health needs safely met while in the school setting; and

WHEREAS, children today face more complex and life-threatening health problems requiring care in school; and

WHEREAS, school nurses have served a critical role in improving public health and in ensuring student's academic success for more than 100 years; and

WHEREAS, school nurses are professional nurses that advance the well-being, academic success, and life-long achievements of all students by serving on the frontlines and providing a critical safety net for our nation's most fragile children; and

WHEREAS, school nurses act as a liaison to the school community, parents, and health care providers on behalf of children's health by promoting wellness and improving health outcomes for our nation's children; and

WHEREAS, school nurses support the health and educational success of children and youth by providing access to care when children's cognitive development is at its peak; and

WHEREAS, school nurses are members of school-based mental health teams; and

WHEREAS, school nurses understand the link between health and learning and are in a position to make a positive difference for children every day; and

WHEREAS, the National Association of School Nurses celebrates and acknowledges the accomplishments of school nurses everywhere and their efforts of meeting the needs of today's students by improving the delivery of health care in our schools and offers gratitude for the nation's school nurses, who contribute to our local communities by helping students stay healthy, in school, and ready to learn, and keeping parents and guardians at work, not just on this National School Nurses Week, but at every opportunity throughout the year; now be it

RESOLVED that the Ontario-Montclair School District Board of Trustees encourages educational communities to appropriately recognize school nurses for the impact they have on children and the valuable and meaningful contributions school nurses offer on a daily basis, and recognizes May 6-12, 2019 as National Nurses Week and May 8, 2019 as National Nurses Day.

PASSED AND ADOPTED this 18th day of April, 2019 at a regular meeting of the Board of Trustees.



Elvia M. Rivas, Board President
Board of Trustees

Ref. I 2.2

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: Adoption of Next Generation Science Standards (NGSS) Materials for Kindergarten through Eighth Grades

REQUESTED ACTION

Approve the Adoption of Next Generation Science Standards (NGSS) Materials for Kindergarten through Eighth Grades.

BACKGROUND INFORMATION

The State Board of Education (SBE) has authority to adopt recommended instructional materials for grades kindergarten through eighth. Instructional materials are broadly defined to include textbooks, technology-based materials, tests and other educational materials. Consistent with the curriculum frameworks and the content standards on which they are based, adoptions in the core subject areas are a powerful leverage point for educational reform and improvement in student achievement. In 2018, the State Board of Education recommended a comprehensive list of instructional materials for Next Generation Science Standards (NGSS) for grades kindergarten through eighth.

In September 2018, Ontario-Montclair School District Selection and Pilot Committees, comprised of teachers and administrators, were assembled for the purpose of reviewing and selecting Science programs for our students in grades kindergarten through eighth. A timeline, pilot process and evaluation criteria were developed and shared with stakeholders. The Selection and Pilot Committees received professional development on the significant shifts found within the Next Generation Science Standards and the California Science Framework. After a review of the materials by the Selection Committee, two programs were selected for pilot in grade bands kinder through fifth and two programs for sixth through eighth.

Sixty teachers in grades kindergarten through eighth volunteered to participate in the pilot of materials beginning in January 2019 and ending April 2019. The materials were evaluated and reviewed, based on the evaluation criteria drawn from the 2016 California Science Framework.

1. Science Content/Alignment to Content Standards
2. Program Organization
3. Assessment
4. Universal Access
5. Instructional Planning and Teacher Support

Each pilot teacher engaged in two, five-week pilot phases, each phase with a different publisher. The materials were made available to the public for viewing on two occasions: November 13, 14, 15, and 16, 2018 and April 8, 9, 10, and 11, 2019. Multiple stakeholder groups, including parents, administrators, and community, were provided with opportunities to give input at each public viewing.

(Ref. I 3.1)

Adoption of Next Generation Science Standards (NGSS) Materials for Kindergarten through Eighth Grades
 April 18, 2019

After an extensive review and input from a variety of stakeholders including the Selection Committee, the Pilot Committee, OMSD staff members, students and families, data was compiled on each publisher’s program:

KEY: 1 is insufficient, 2 is adequate, 3 is good, and 4 is strong.

NGSS Publisher Materials for Grades Kindergarten through Fifth		
Program Component	National Geographic Learning California Exploring Science	McGraw-Hill Inspire
Science Content/Alignment to Content Standards	2.80	3.38
Program Organization	2.56	3.18
Assessment	2.41	2.9
Universal Access	2.59	3.06
Instructional Planning and Teacher Support	2.59	3.18
Overall Rating	2.7	3.18
Totals	2.6	3.15

NGSS Publisher Materials for Grades Sixth through Eighth		
Program Component	Pearson Elevate	McGraw-Hill Inspire
Science Content/Alignment to Content Standards	2.65	3.55
Program Organization	2.60	3.35
Assessment	2.55	3.0
Universal Access	2.75	3.10
Instructional Planning and Teacher Support	2.65	3.30
Overall Rating	2.55	3.25
Totals	2.63	3.26

Adoption of Next Generation Science Standards (NGSS) Materials for Kindergarten through Eighth Grades

April 18, 2019

The Selection Committee reviewed the data and presented the recommendation for the following core adoption. The recommendation is based on a determination that such materials are an effective learning resource to help students achieve grade-level competency, that the materials meet criteria specified in law and that the materials evaluation, pilot and adoption processes are consistent with the Ontario-Montclair School District's Board Policy 6161.1 – Instruction: Selection and Evaluation of Instructional Materials:

- McGraw-Hill, Inspire: Grades kindergarten through eighth

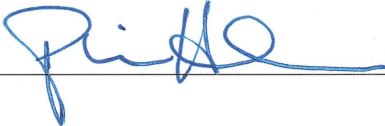
The recommended core materials for the McGraw-Hill, Elevate program for kindergarten through eighth grades are:

- Teacher Guide (per teacher)
- Student Text (per student)

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


FINANCIAL IMPLICATIONS

The Williams legislation requires that all students have sufficient instructional materials in four core areas: reading/language arts, mathematics, science, and history/social science. The cost of the materials is expected to be approximately \$5,000,000.

Reviewed by: Phil Hillman, Chief Business Official 

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of the Next Generation Science Standards (NGSS) Materials for Kindergarten through Eighth Grades.

Approved by: James Q. Hammond, Superintendent 

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Adoption of Resolution 2018-19-27, Applications for Eligibility and Funding per the Leroy F. Greene School Facilities Act of 1998 School Facilities Program**

REQUESTED ACTION

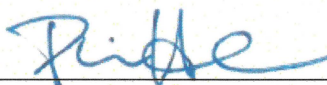
Approve the adoption of Resolution 2018-19-27, Applications for Eligibility and Funding per the Leroy F. Greene School Facilities Act of 1998 School Facilities Program.

BACKGROUND INFORMATION

Under the Leroy F. Greene School Facilities Act of 1998 School Facilities Program (SFP), schools become eligible for modernization funding once a school's permanent building or relocatable classroom reaches 25 or 20 years of age, respectively, either for the first time, or since last receiving modernization funding. In 2006, the District received SFP modernization funding for 26 schools under the State's Financial Hardship Program. Since that time, the eligibility status of numerous District schools has either changed or become eligible for the first time.

Resolution 2018-19-27 (Exhibit A) Applications for Eligibility and Funding per the Leroy F. Greene School Facilities Act of 1998 School Facilities Program is submitted for the Board's adoption authorizing District staff to update or establish new eligibility with the Office of Public School Construction (OPSC) as necessary when a District's school's eligibility changes.

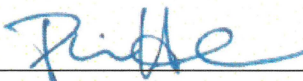
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Prepared by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of Resolution 2018-19-27, Applications for Eligibility and Funding per the Leroy F. Greene School Facilities Act of 1998 School Facilities Program

Approved by: James Q. Hammond, Superintendent

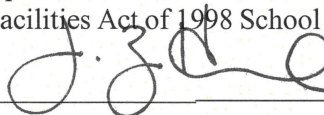


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
April 18, 2019

RESOLUTION 2018-19-27

**APPLICATIONS FOR ELIGIBILITY AND FUNDING PER THE LEROY F. GREENE
SCHOOL FACILITIES ACT OF 1998**

WHEREAS, the Ontario-Montclair School District intends to file applications for funding under the Leroy F. Greene School Facilities Act of 1998 School Facilities Program (SFP) (Chapter 12.5, Part 10, Division 1, commencing with Section 17070.10 et. Seq., of the Education Code) as provided in Senate Bill 50; and

WHEREAS, a condition of processing the various applications under the School Facilities Program will be a Resolution in support of those applications from the Ontario-Montclair School District Board of Trustees and signatures of the Ontario-Montclair School Administration; and

WHEREAS, the Ontario-Montclair School District wishes to submit applications for eligibility determination and funding for programs including, but not limited to, modernization, for the following schools:

Arroyo Elementary, Berlyn Elementary, Bon View Elementary, Buena Vista Elementary, Central Language Academy, Corona Elementary, De Anza Middle School, Del Norte Elementary, Edison Elementary, El Camino Elementary, Elderberry Elementary, Euclid Elementary, Hawthorne Elementary, Haynes Elementary, Howard Elementary, Kingsley Elementary, Lehigh Elementary, Lincoln Elementary, Mariposa Elementary, Mission Elementary, Monte Vista Elementary, Montera Elementary, Moreno Elementary, Oaks Middle School, Ramona Elementary, Serrano Middle School, Sultana Elementary, Vernon Middle School, Vina Danks Middle School, Vineyard Elementary School, Vista Grande Elementary, Wiltsey Middle School

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Ontario-Montclair School District is in support of the above applications under the School Facilities Program and that the individuals identified below are authorized to sign all documents and papers associated with the applications for funding:

- 1) Dr. James Q. Hammond, Superintendent
- 2) Phil Hillman, Chief Business Official
- 3) Vanessa Eastland, Chief Financial Officer
- 4) Craig Misso, Director, Facilities Planning & Operations

ADOPTED, SIGNED, AND APPROVED this 18th day of April 2019, by the Board of Trustees of the Ontario-Montclair School District of the County of San Bernardino, State of California.

Kristen Brake, Board Clerk

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Adoption of Resolution 2018-19-24, Applications Received Beyond Bond Authority List**

REQUESTED ACTION

Approve the adoption of Resolution 2018-19-24, Applications Received Beyond Bond Authority List.

BACKGROUND INFORMATION

On February 19, 2019, the Office of Public School Construction (OPSC) issued notice that the requests received for modernization funding through the State's School Facilities Program (SFP) have exceeded available bond authority. School districts that choose to submit an Application for Funding for modernization must also submit a school board resolution pursuant to SFP Regulation Section 1859.95.1(b).

The school district's school board resolution must acknowledge the following six items:

1. Remaining School Facility Program bond authority is currently exhausted for the funds being requested on this (these) application(s).
2. The State of California is not expected nor obligated to provide funding for the project(s) and the acceptance of the application(s) does not provide a guarantee of future State funding.
3. Future State bond measures for the School Facility Program may not provide funds for the application being submitted.
4. The criteria (including, but not limited to, funding, qualifications, and eligibility) under a future State school facilities program may be substantially different than the current School Facility Program. The district's Approved Application(s) may be returned.
5. Electing to commence any pre-construction or construction activities at the district's discretion and that the State is not responsible for any pre-construction or construction activities.
6. If bond authority becomes available for the SAB to provide funding for the submitted application(s), the School District must apply for financial hardship status (for financial hardship funding only).

The following projects have been included in Resolution 2018-19-24 (Exhibit A) for future State modernization funding.

1. Berlyn Elementary School Modernization
2. Bon View Elementary School Modernization
3. Corona Elementary School Modernization

(Ref I 5.1)

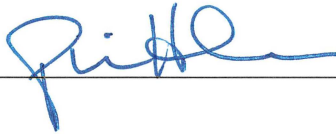
Adoption of Resolution 2018-19-24, Applications Received Beyond Bond Authority List

April 18, 2019

4. De Anza Middle School Modernization
5. Del Norte Elementary School Modernization
6. El Camino Elementary School Modernization
7. Elderberry Elementary School Modernization
8. Howard Elementary School Modernization
9. Moreno Elementary School Modernization
10. Ramona Elementary School Modernization
11. Serrano Middle School Modernization/Seismic
12. Vernon Middle School Modernization
13. Vina Danks Middle School Modernization/Seismic
14. Wiltsey Middle School Modernization/Seismic

As more projects become eligible for School Facility Program funding, additional resolutions will be submitted for the Board's consideration.

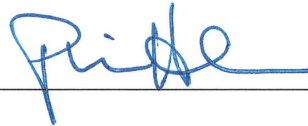
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Prepared by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board Approve the adoption of Resolution 2018-19-24, Applications Received Beyond Bond Authority List.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
April 18, 2019

RESOLUTION 2018-19-24

APPLICATIONS RECEIVED BEYOND BOND AUTHORITY LIST

WHEREAS, the Board of Trustees (“School Board”) has determined that school facilities within the Ontario-Montclair School District (the “District”), within San Bernardino County need to be constructed, retrofitted, or modernized; and

WHEREAS, the State Allocation Board (SAB) has established an “Applications Received beyond Bond Authority List” for projects that have been received.

WHEREAS, the School Board has determined that the following modernization projects schools are to be included within this resolution:

Berlyn Elementary School Modernization, Bon View Elementary School Modernization, Corona Elementary School Modernization, De Anza Middle School Modernization, Del Norte Elementary School Modernization, El Camino Elementary School Modernization, Elderberry Elementary School Modernization, Howard Elementary School Modernization, Moreno Elementary School Modernization, Ramona Elementary School Modernization, Serrano Middle School Seismic/Modernization, Vernon Middle School Modernization, Vina Danks Middle School Seismic/Modernization, Wiltsey Middle School Seismic/Modernization

Pursuant to title 2, Code of California Regulations section 1859.95.1, the Board of Trustees of the Ontario-Montclair School District hereby acknowledges the following:

1. The Board acknowledges that the remaining School Facility Program bond authority is currently exhausted for the funds being requested on this (these) application(s).
2. The Board acknowledges that the State of California is not expected nor obligated to provide funding for the project(s) and the acceptance of the application(s) does not provide a guarantee of future State funding.
3. The Board acknowledges that any potential future State bond measures for the School Facility Program may not provide funds for the application being submitted.
4. The Board acknowledges that criteria (including, but not limited to, funding, qualifications, and eligibility) under a future State school facilities program may be substantially different than the current School Facility Program. The District’s Approved Application(s) may be returned.
5. The Board acknowledges that they are electing to commence any pre-construction or construction activities at the district’s discretion and that the State is not responsible for any pre-construction or construction activities.
6. The Board acknowledges that, if bond authority becomes available for the SAB to provide funding for the submitted application(s), the School District must apply for financial hardship status (for financial hardship funding only).

ADOPTED, SIGNED, AND APPROVED this 18th day of April 2019.

Kristen Brake, Board Clerk

(Ref I 5.3)

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2018-19-26, Authorization of Temporary Borrowing between Funds of the Ontario-Montclair School District for the 2019-2020 Fiscal Year**

REQUESTED ACTION

Approve the Adoption of Resolution 2018-19-26, Authorization of Temporary Borrowing Between Funds of Ontario-Montclair School District for the 2019-2020 Fiscal Year.

BACKGROUND INFORMATION

At any time, the State of California may have a cash flow concern. This in turn affects the local county government, the San Bernardino County Treasurer-Tax Collector (SBCTTC), and the local agencies dependent on the State for revenue.

In the past, the SBCTTC would honor employee payroll warrants (including all others paid to vendors, called commercial warrants) on the date of the warrant even if the school district had insufficient cash in the particular account, but had sufficient cash in the overall accounts. SBCTTC tightened their cash flow procedures because they do not have the authority to allow such practices based on a previous Board of Supervisors' action. They can only allow such practices to continue if there is an annual temporary interfund borrowing resolution.

According to Education Code 42603, the Board of Trustees of any school district may direct moneys held in any fund or account to be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation, or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year, if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum of moneys held in any fund or account during a current fiscal year may be transferred.

Adoption of the San Bernardino County Counsel approved resolution (Exhibit A) will avoid risking employee payroll and commercial warrants being rejected, should the District's cash position necessitate interfund borrowing.

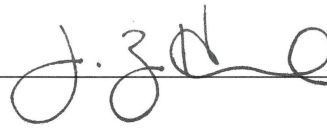
Resolution 2018-19-26, Authorization of Temporary Borrowing between Funds of the Ontario-Montclair School District for 2019-2020 Fiscal Year

April 18, 2019

All funds of the District could be used to make the temporary interfund loans to the maximum extent allowed by Education Code 42603, including the following:

- | | |
|-----------------------------------------|----------------------------------------------------------|
| General Fund (01) | Deferred Maintenance Fund (14) |
| Child Development Fund (12) | Special Reserve for Non-Capital Outlay Fund (17) |
| Cafeteria Fund (13) | Special Reserve for Post-Employment Benefits (OPEB) (20) |
| Building Fund (21) | Bond Interest and Redemption Fund (51) |
| Capital Facilities Fund (25) | Self-Insurance Fund (67) |
| State Facilities Fund (35) | |
| Special Reserve for Capital Outlay (40) | |

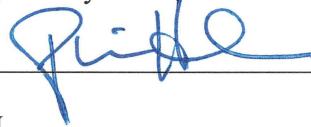
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

There is no cost for Resolution 2018-19-26. Amounts transferred shall be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of moneys held in any fund or account during a current fiscal year may be transferred.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2018-19-26, Authorization of Temporary Borrowing between Funds of Ontario-Montclair District for the 2019-2020 Fiscal Year.

Approved by: James Q. Hammond, Superintendent

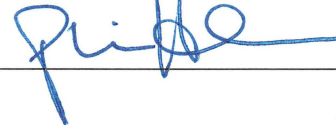


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
April 18, 2019

RESOLUTION 2018-19-26

AUTHORIZATION OF TEMPORARY BORROWING BETWEEN FUNDS OF THE ONTARIO-MONTCLAIR SCHOOL DISTRICT FOR THE 2019-2020 FISCAL YEAR

ON MOTION of Member _____, seconded by Member _____, the following resolution is hereby adopted:

WHEREAS, the San Bernardino County Treasurer does not have authority to honor warrants drawn on Ontario-Montclair School District funds with insufficient cash balances in the absence of an approved borrowing arrangement with the District; and

WHEREAS, the Board of Trustees of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603; and

WHEREAS, actual interfund transfers shall be accounted for as temporary loans between funds and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW THEREFORE, BE IT RESOLVED that:

- 1. The Board of Trustees of the Ontario-Montclair School District hereby authorizes, for fiscal year 2019-2020, temporary transfers between all District funds, including the funds listed below, and authorizes the San Bernardino County Treasurer to honor warrants drawn on those funds, regardless of their cash balances, provided the aggregate cash balance of all those funds is positive:

General Fund	Spec Res Non Cap	Capital Facilities	Bond Interest & Principal
Child Development	Deferred Maint.	State Facilities	Self Insurance
Cafeteria Fund	Building Fund	Spec Res. Capital	Spec Res. OPEB

- 2. The Board of Trustees of the Ontario-Montclair School District hereby authorizes the Superintendent or his designee to approve any actual interfund transfers processed between the above-mentioned funds and requires that any actual transfer of funds pursuant to this resolution be ratified by the Board as soon as practicable.

PASSED AND ADOPTED by the Board of Trustees on April 18, 2019 by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

STATE OF CALIFORNIA)
) ss
COUNTY OF San Bernardino)

I, Kristen Brake, Clerk of the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on this 18th day of April 2019.

Kristen Brake, Board Clerk

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Adoption of Resolution 2018-19-22, Notification of Classified Layoffs

REQUEST ACTION

Approve Adoption of Resolution 2018-19-22, Notification of Classified Layoffs.

BACKGROUND INFORMATION

The District continues to contend with declining enrollment averaging nearly 350 pupils per year over a 10-year period (2012-2022), leading to significant decrease in revenues. Additionally, the pension obligation for Public Employees' Retirement System (PERS) and the State Teachers Retirement System (STRS) are progressing at an unprecedented rate at which it will account for \$23 million. As a result, the District is implementing a Budget Stabilization Plan.

Furthermore, program changes have created the need to modify staffing to meet the needs of the District in specific classified positions for the 2019-2020 school year, as reflected on Resolution 2018-19-22, Notification of Classified Layoffs (Exhibit A). Layoff provisions are set forth in Education Code sections 45117, 45298, 45308, and OMSD Board Policy 4217.3. Classified employees must be given a 60 day written notice prior to any layoff action.

Administration has met with the California School Employees Association, Chapter 108 (CSEA) and discussed these eliminations. Adoption of this resolution authorizes administration to send layoff notices. The required notice will be sent to affected Classified employees, informing them of this action and any related rights in accordance with Board Policy 4217.3 and California Law. Employees will be afforded bumping and/or reemployment rights as specified in the Collective Bargaining Agreement.

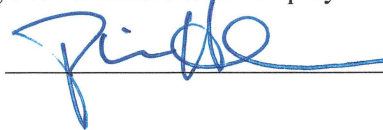
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

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

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2018-19-22 Notification of Classified Layoffs.

Approved by: James Q. Hammond, Superintendent

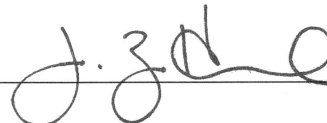


EXHIBIT A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

RESOLUTION

2018-19-22

April 18, 2019

WHEREAS, due to lack of work and/or lack of funds, this Board hereby finds it is in the best interest of Ontario-Montclair School District that as of July 1, 2019, certain services now being provided by the District be discontinued or reduced by the following extent.

Carpenter

Eliminate (1) 8 Hour/260 Day Position

Data Media Assistant

Eliminate (1) 8 Hour/180 Day Position

Food Service Meal App Spec – Bilingual

Reduction (1) 8 Hour/260 Day Position to 3 Hour/260 Day Position

Information Services Help Desk Technician

Eliminate (1) 8 Hour/260 Day Position

Instructional Assistant

Eliminate (1) 3.25 Hour/180 Day Position (not Kinder)

(1) 3 Hour/165 Day Position

(1) 3.75 Hour/161 Day Position

(42) 3.25 Hour/180 Day Positions (Kinder)

(1) 4.25 Hour/180 Day Position (Kinder)

(1) 1.5 Hour/180 Day Position (Kinder)

IA-Computer

Eliminate (1) 6 Hour/184 Day Position

IA-Bilingual Spanish

Eliminate (1) 3 Hour/165 Day Position

Technology Training Assistant

Eliminate (1) 8 Hour/180 Day Position

(1) 4 Hour/180 Day Position

Translator-Spanish

Eliminate (1) 3 Hour/180 Day Position

User Support Tech

Eliminate (1) 8 Hour/184 Day Position

(1) 8 Hour/260 Day Position

All Bus Drivers/Car Driver

Reduce To 5.5 Hours

(Ref. I 7.2)

NOW, THEREFORE, BE IT RESOLVED that as of July 1, 2019, classified positions of the District will be discontinued to the extent set forth above.

BE IT FURTHER RESOLVED that the administration hereby is authorized and directed to give notice of layoff to the affected classified employees of the District pursuant to the Education Code not later than 60 days prior to the effective date of layoff as set forth above.

Date

Clerk of the Governing Board

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **First Reading of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es): BP & AR 0420: School Plans/Site Councils; BP & AR 0460: Local Control and Accountability Plan; AR 1220: Citizen's Advisory Committees; BB 9322: Agenda /Meeting Materials; BB 9324: Minutes and Recordings; AR 3311.1: Uniform Public Construction Cost Accounting Procedures; AR 3543: Transportation Safety and Emergencies; AR 4231.1/4331.1: Staff Development; BP 5030: Students; AR 6173.2: Education of Children of Military Families; AR 6183: Home and Hospital Instruction: (Board Policies and Administrative Regulations are included in the agenda and are provided under separate cover)**

REQUESTED ACTION

Approve the first reading 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

BP & AR 0420: School Plans/Site Councils
BP & AR 0460: Local Control and Accountability Plan
AR 1220: Citizen's Advisory Committees
BB 9322: Agenda /Meeting Materials
BB 9324: Minutes and Recordings

Business Services

AR 3311.1: Uniform Public Construction Cost Accounting Procedures
AR 3543: Transportation Safety and Emergencies

Human Resources

AR 4231.1/4331.1: Staff Development
BP 5030: Students

First Reading of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es) as listed
April 18, 2019

Learning & Teaching

AR 6173.2: Education of Children of Military Families
AR 6183: Home and Hospital Instruction

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 will be presented to the Board for second reading and adoption at the May 2, 2019 Regular Meeting of the Board of Trustees.

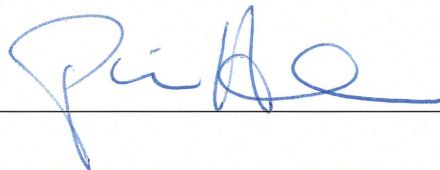
Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

None.

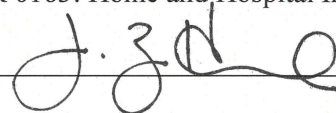
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the First Reading of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs), and Exhibits (Es): BP & AR 0420: School Plans/Site Councils; BP & AR 0460: Local Control and Accountability Plan; AR 1220: Citizen's Advisory Committees; BB 9322: Agenda /Meeting Materials; BB 9324: Minutes and Recordings; AR 3311.1: Uniform Public Construction Cost Accounting Procedures; AR 3543: Transportation Safety and Emergencies; AR 4231.1/4331.1: Staff Development; BP 5030: Students; AR 6173.2: Education of Children of Military Families; AR 6183: Home and Hospital Instruction.

Approved by: James Q. Hammond, Superintendent



Information/Announcements

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Measure “K” Citizens’ Bond Oversight Committee (CBOC) Application Timeline

REQUESTED ACTION

Receive for information the Measure “K” Citizens’ Bond Oversight Committee (CBOC) Application Timeline.

BACKGROUND INFORMATION

On January 19, 2017, the Board approved Adoption of Resolution 2016-17-18, Establishing an Independent Citizens' Bond Oversight Committee and Approving OMSD Independent Citizens' Bond Oversight Committee Bylaws for Measure K. On December 13, 2018, the Board reappointed five current member and appointed two new members due to resignations. District staff has received a resignation notice from CBOC member Daryl Vollrath, Active Bona-Fide Taxpayers Association member.

In accordance with the CBOC Bylaws, the CBOC is to consist of a minimum of seven (7) members. To ensure the District will meet this requirement, the District will begin soliciting members by:

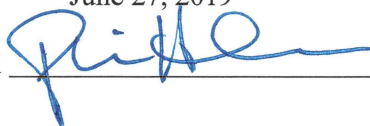
- Advertising in the Daily Bulletin newspaper
- Placing a notice on the District website
- Posting notices at all District schools
- Posting notices at the Ontario and Montclair Library
- Sending a community notice through Constant Contact

The applications received for the current vacancy (Active Bona-Fide Taxpayers Association member) will be screened by a CBOC committee to determine the recommended committee membership for the Board’s consideration. A timeline for the solicitation, application review and Board appointment is listed below:

Measure K Citizens’ Bond Oversight Committee Timeline

Post on District website:	May 1, 2019 – May 31, 2019
Advertise in Daily Bulletin:	May 1, 2019 and May 8, 2019
Post notices at District schools and local libraries:	May 1 - May 31, 2019
Application deadline:	June 3, 2019
Application review period:	June 4 – 7, 2019
Board approval:	June 27, 2019

Prepared by: Phil Hillman, Chief Business Official



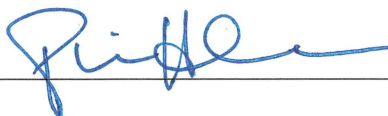
FINANCIAL IMPLICATIONS

None.

(Ref. M 1.1)

Measure "K" Citizens' Bond Oversight Committee (CBOC) Application Timeline
April 18, 2019

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the Measure "K" Citizens' Bond Oversight Committee (CBOC) Application Timeline.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

April 18, 2019

TO: Elvia M. Rivas, President, and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **San Bernardino County Superintendent of Schools Review of OMSD's 2018-2019 Second Interim Financial Report**

REQUESTED ACTION

Receive for information the San Bernardino County Superintendent of Schools Review of OMSD's 2018-2019 Second Interim Financial Report.

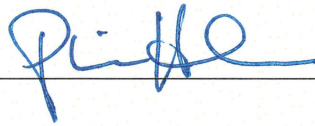
BACKGROUND INFORMATION

In accordance with California Education Code (EC) Section 42127, the San Bernardino County Superintendent of Schools reviews the district's 2018-2019 Second Interim Financial Report and determines whether it complies with the criteria and standards adopted by the State Board of Education and whether it allows the district to meet its financial obligations for the current fiscal year, as well as satisfy its multi-year financial commitments.

The San Bernardino County Superintendent of Schools has reviewed the Second Interim Report submitted by the District for the period ending January 31, 2019 and is presented as Exhibit A.

Based on the San Bernardino County Superintendent of Schools analysis, the data provided supports the board's Positive Certification of the District's financial condition and ability to meet its financial obligations in the current and two subsequent years.

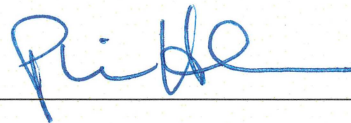
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the San Bernardino County Superintendent of Schools Review of OMSD's 2018-2019 Second Interim Financial Report.

Approved by: James Q. Hammond, Superintendent

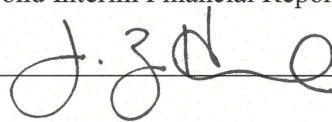


Exhibit A



Ted Alejandro
County Superintendent

April 2, 2019

Mr. Phil Hillman
Chief Business Officer
Ontario-Montclair Elementary School District
950 West D Street
Ontario, CA 91762

Dear Mr. Hillman:

The Office of the San Bernardino County Superintendent of Schools has reviewed the Second Interim Financial Report submitted by the Ontario-Montclair School District for the period ending **January 31, 2019**. We recognize your efforts in the development of a financial plan that provides for ongoing financial stability and thank you for your submission. Based on our analysis, the data provided supports the board's **Positive Certification** of the district's financial condition and ability to meet its financial obligations in the current and two subsequent fiscal years.

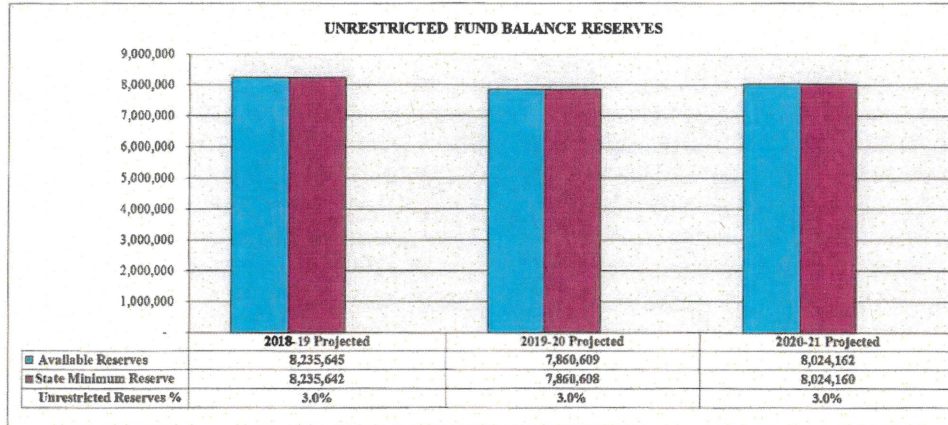
The Second Interim Financial Report provides the Governing Board with the opportunity to revise and review its operating budget plan based on the most recent State Budget information and local decisions made since the Adopted Budget. This plan should incorporate any updated revenue projections and utilization of expenditures to meet the goals and financial obligations of the school district in the current and two subsequent fiscal years. Our review included an assessment and analysis of the following major components of the report:

- Unrestricted Ending Fund Balance and State Minimum Reserve
 - Unrestricted Deficit spending trends
 - Average Daily Attendance (ADA) & Enrollment
 - Current and Multiyear Projections
 - Staffing Projections/Salary Settlements
 - Long-Term Debt
 - Ending cash and Monthly cash flows
- **UNRESTRICTED ENDING FUND BALANCE AND STATE MINIMUM RESERVE** – As certified by the Governing Board, the district projects an unrestricted ending balance reserve in the General Fund of 3.0% in the current and two subsequent fiscal years. The District's State Required Minimum Reserve percentage is 3.0%.

Business Services • Richard De Nava, Assistant Superintendent

Business Advisory Services • Thomas Cassida, Director
760 East Briar Drive • San Bernardino, CA 92408 • P: 909.386.9676 • F: 909.386.9690 • www.sbcss.net

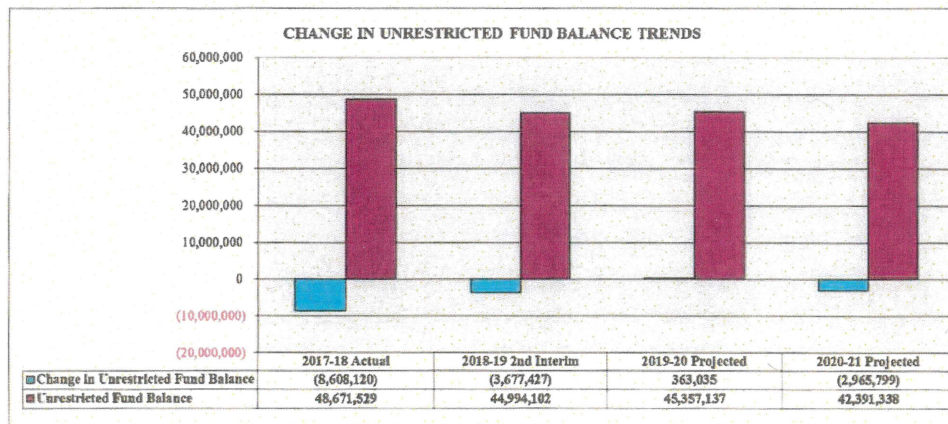
(Ref. M 2.2)



- UNRESTRICTED DEFICIT SPENDING** – The district is projecting unrestricted deficit spending of \$3,677,427 in the current fiscal year, primarily due to one-time expenditures for technology and expenditure of carryover balances. Deficit spending of \$2,965,799 is also projected in fiscal year 2020-21. This deficit spending appears to be attributed to increasing costs of salaries and benefits, including employer contributions for STRS and PERS. Anticipated deficit spending should be for one-time, non-recurring expenditures to avoid depletion of the district’s ongoing unrestricted reserves.

The district’s projected deficit spending is not within the established state standard for the current and the 2020-21 fiscal year. The State’s established standard is one-third (1/3) of the district’s available unrestricted reserve percentage.

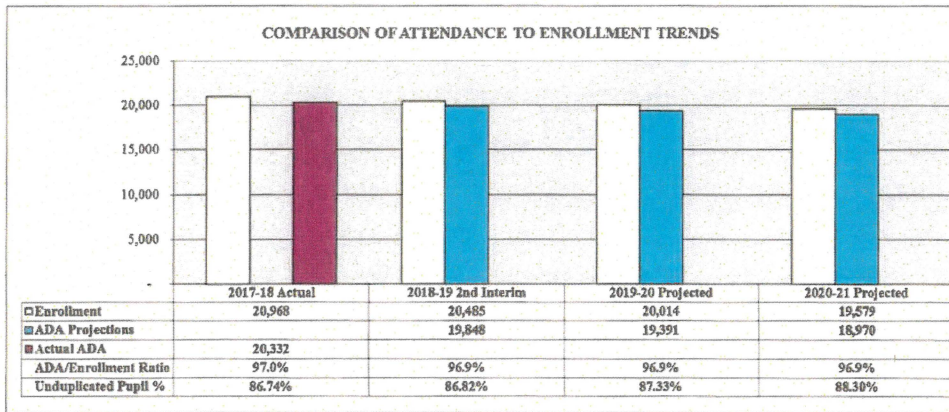
The following chart displays the actual Unrestricted General Fund balance change for the prior fiscal year and the projected changes for the current and two subsequent fiscal years, based on the multiyear projection included in the Second Interim Financial Report.



- AVERAGE DAILY ATTENDANCE (ADA) & ENROLLMENT PROJECTIONS** – The district is projecting 2018-19 P-2 ADA of 19,848 or a 2.32% decrease over prior year P-2 ADA. Based on an enrollment projection of 20,485, current year ADA to enrollment ratio is anticipated to be 96.9%. Enrollment and ADA to enrollment ratio are projected to be 20,014 and 96.9% for 2019-20 and 19,579 and 96.9% for 2020-21. Additionally, the district is projecting its Unduplicated Pupil Percentage (UPP) to be 86.82% in 2018-19, 87.33% in 2019-20, and 88.30% in 2020-21.

The state’s standard is based on the average ratio of P-2 ADA to enrollment over the past three years. Based on the district’s enrollment and ADA projections, it is within the state standard of 97.4% for the current and two subsequent years. Although ADA projections appear to be reasonable based on state standards, we recommend that the district continue to monitor changes in attendance and enrollment closely. If the projected ADA or enrollment does not materialize as anticipated, the board will need to adjust the budget accordingly.

The following chart displays the district’s actual P-2 ADA and enrollment in the prior year along with the projected ADA and enrollment for the current and two subsequent fiscal years. Since a significant portion of a school district’s revenue is derived from ADA, it is imperative to monitor the correlation between enrollment and ADA closely.



- CURRENT AND MULTIYEAR PROJECTIONS** – Our review included an analysis of the district’s projection of revenues and expenditures in the current and two subsequent fiscal years. The projection of current and subsequent state aid appears to be reasonable. Expenditure projections for the current and two subsequent years also appear to be reasonable. **We recommend that the district continue to be proactive by developing contingency plans in response to the potential for further changes in the Governor’s 2019-20 January Budget proposal.**

The district is projecting a decline in current year ADA and is utilizing the state’s prior year guarantee of ADA in the state aid projections. The state allows school districts to utilize the current or prior year P-2 ADA, whichever is higher, to determine annual state aid. Any ADA related to county operated programs or contracted programs such as Non-Public School (NPS) are always funded on the current year reported attendance.

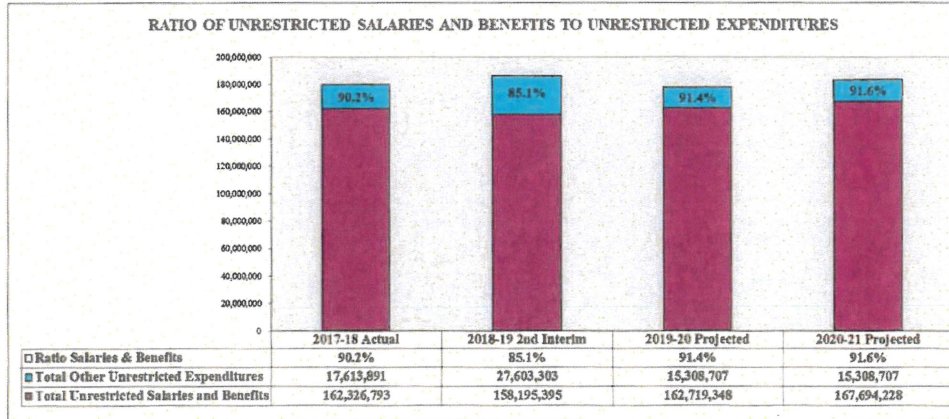
- STAFFING PROJECTIONS/SALARY SETTLEMENTS** – The district has indicated that negotiations have not been finalized with the certificated or classified bargaining units. The documents also indicate

that there are no potential salary schedule increases or decreases included in the current projected budget or subsequent fiscal years other than annual step and column advancements. Please keep us apprised of any changes to the district's negotiations status.

Pursuant to AB1200/AB2756, please provide an analysis of the costs or savings associated with any proposed or tentative agreement or MOU, including the impact on the current operating budget and multiyear financial projections, at least ten days prior to adoption by the board. Budget transfer documents implementing any adjustments must be input into the financial system no later than 45 days after approval of the agreement by the Governing Board. If the costs associated with a negotiated salary or benefits increase reduce the available unrestricted ending balance below the required state minimum reserve level in the current and/or two subsequent fiscal years, the district Governing Board will be required to take action to maintain the required state reserves.

An outline of the disclosure procedures and a copy of the required disclosure documents are available in an Excel format on the San Bernardino County Superintendent of Schools, Business Advisory Services website (<http://www.sbcss.k12.ca.us/index.php/business-services/business-advisory-services/forms-financial-information>), under AB1200/AB2756 Salary disclosure. Instructions for completing these forms are also available on the website. **These forms must be completed and disclosures taken to the board for all contract changes regardless of fiscal impact.**

Most of a school district's budget is spent on salaries and benefits. If these costs are growing at a rate faster than total expenditures, they will consume a disproportionately greater share of the district's resources, putting significant pressures on the rest of the budget. The following chart shows the percentage of unrestricted salaries and benefits to the total unrestricted general fund expenditures for the prior year, Second Interim, and multiyear projections. The state's established standard is based on an average of the district's three prior years of unrestricted salaries to total unrestricted expenditures. The district's ratio of unrestricted salaries and benefits to total unrestricted expenditures is not within the state's established standard for the current fiscal year, with 85.1% of unrestricted expenditures being consumed by salaries and benefits costs.



- **LONG-TERM DEBT** – The district's 2017-18 Audit Report indicates non-voter-approved long-term debt of \$3,424,183, which constitutes 1.25% of the district's projected general fund budget. The debt repayment is budgeted in the Self Insurance Fund. The district should monitor this fund closely to ensure that adequate revenues are received to provide for the current debt repayment schedule for principal and

interest payments and take appropriate action should revenues not materialize as anticipated. Additionally, the Audit Report identifies the district's Net Liability for Other Post-Employment Benefits (OPEB) of \$45,546,082 as long-term debt. The Audit Report also identifies the district's Net Pension Liability of \$277,487,764 as long-term debt. This is recognition of the present value of the district's portion of the unfunded liability for earned CalSTRS and CalPERS retirement benefits. The district's portion is approximately 0.2168% (CalSTRS) and 0.3225% (CalPERS) of the Statewide liability.

- **ENDING CASH POSITION AND MONTHLY CASH FLOWS** – Our review of the cash flow provided indicates that the district will have a positive cash balance at the end of each month and at the end of the fiscal year. Additionally, the district's LCFF funding is computed to be 10% Property Taxes and 90% State Aid. A good cash projection will allow the district to schedule expenditures in months when adequate cash will be available.

If you have any questions concerning our review of the district's 2018-19 Second Interim Financial Report, please contact the undersigned.

Sincerely,



Susan Killian
Business Services Advisor
Business Advisory Services
(909) 386-9680

cc: Richard De Nava, Assistant Superintendent, Business Services - SBCSS

J:\Financial Reporting\2018-19\Second Interim\Letters\2018-19 Ontario-Montclair-2ndInt - CBO



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LIGHTNING

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