

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

AGENDA

Thursday, September 19, 2019

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

Closed Session: 6:30 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, September 19, 2019

Meeting Location

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

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

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

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

A. PUBLIC MEETING – 6:30 PM

BOARD OF TRUSTEES

CALL TO ORDER

_____ **Ms. Alvarado**

COMMENTS FROM THE PUBLIC

_____ **Ms. Brake**

_____ **Ms. Galvez**

CLOSED SESSION

_____ **Ms. Rivas**

_____ **Mr. Sanchez**

Moved _____ **Seconded** _____ **Vote** _____

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

1. Personnel Actions

- a. Public Employee Discipline/Dismissal/Release: Pursuant to Government Code Section 54957

2. Conference with Legal Counsel

- a. Anticipated Litigation: *Pursuant to Government Code Section 54956.9(d)(2)*:
 - One (1) Case
- b. Existing Litigation: Pursuant to Government Code Section 54956.9:
 - One (1) Case: BC700918

3. Negotiations/Public Employee Evaluations

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

ADJOURNMENT OF CLOSED SESSION

B. RECONVENE TO OPEN SESSION – 7:00 PM

C. PLEDGE OF ALLEGIANCE TO THE FLAG

Flag Salute will be led by Joshua Olivas (6th grade student) from Hawthorne Elementary School. Student will be introduced by Principal Michelle McMahon.

D. ADOPTION OF AGENDA

Moved _____ Seconded _____

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

E. RECOGNITIONS/PRESENTATIONS

1. 2019 Smarter Balanced Assessment (SBA) Results for Ontario-Montclair School District as Presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching: **Presentation** (Ref. E 1.1-2)
2. 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules as Presented by Phil Hillman, Chief Business Official: **Presentation** (Ref. E 2.1)
3. Potential Changes to Ontario-Montclair School District Board Meeting Times and Agenda Configuration as Presented by Dr. James Q. Hammond, Superintendent: **Presentation** (Ref. E 3.1-19)
4. Possible Renaming of De Anza Middle School as Presented by Dr. James Q. Hammond, Superintendent: **Presentation** (Ref. E 4.1-4)

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, July 11, 2019, Regular Meeting Minutes of the Board of Trustees:
Approval (Ref. a 1.1-5)
- a2. Adoption of Resolution 2019-20-07, Board Remuneration for Trustee Alfonso Sanchez: **Approval** (Ref. a 2.1-2)

b. Business Services

- b1. Acceptance of Warrant Registers: Fund 01 Transmittal# 20000233-20000272, 20000277-20000280, 20000283, 20000287, 20000289-20000297, 20000299-20000307, 20000309, 20000310, 20000312, 20000314-20000320, 20000324, 20000348-20000350, 20000352-20000355, 20000371-20000375, 20000377-20000392, 20000396-20000407, 20000410-20000415, 20000417-20000425, 20000427-20000438, 20000440-20000450, 20000453-20000455, 20000457-20000459, 20000461, 20000463-20000473, 20000489, 20000494, 20000503, 20000510, 20000512-20000519, 20000521-20000552, 20000556-20000559, 20000562-20000568, 20000570-20000575, 20000577, 20000578, 20000586, 20000590, 20000596-20000602, 20000614-20000616, 20000618-20000631, 20000633-20000653, 20000655-20000663, 20000666-20000681, 20000683-20000685, 20000687-20000689, 20000691-20000718; Fund 12 Transmittal# 20000243, 20000287, 20000289, 20000320, 20000355, 20000390, 20000404, 20000470, 20000516, 20000519, 20000521, 20000525, 20000545, 20000556, 20000563, 20000598, 20000617, 20000624, 20000670, 20000704; Fund 13 Transmittal# 20000287, 20000313, 20000376, 20000394, 20000404, 20000439, 20000462, 20000465, 20000520, 20000565, 20000569, 20000632, 20000654, 20000663, 20000690, 20000704; Fund 21 Transmittal# 20000321-20000323, 20000325-20000332, 20000334-20000338, 20000340-20000347, 20000351, 20000356-20000358, 20000361-20000370, 20000409, 20000426, 20000451, 20000456, 20000474-20000478, 20000480-20000488, 20000490-20000493, 20000495-20000502, 20000504-20000506, 20000508, 20000509, 20000554, 20000555, 20000579-20000585, 20000588, 20000591-20000595, 20000601, 20000603, 20000604, 20000606-20000610, 20000612, 20000613, 20000664,

Acceptance of Warrant Registers (Continued): 20000682; Fund 25 Transmittal# 20000452, 20000576; Fund 35 Transmittal# 20000333, 20000359, 20000360, 20000479, 20000507, 20000511, 20000587, 20000611; Fund 40 Transmittal# 20000339, 20000408, 20000416, 20000460, 20000553, 20000589, 20000605, 20000665, 20000686; Fund 67 Transmittal# 20000237, 20000238, 20000241, 20000254, 20000389, 20000395, 20000444, 20000560, 20000561, 20000641, 20000677, 20000694, and 20000703: **Approval** (*Additional Supporting Information Available Under Separate Cover*)

- b2. Purchase Orders 401249-402080: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b3. Purchasing and Contracts Report: **Approval** (Ref. b 3.1-7)
- b4. Acceptance of Gifts/Donations: **Approval** (Ref. b 4.1-2)
- b5. Adoption of Resolution 2019-20-06, Actual 2018-2019 and Estimated 2019-2020 Gann Appropriations Limit: **Approval** (Ref. b 5.1-6)

c. Human Resources

- c1. Certificated Personnel Recommendations Report # CERT1920-0919 Employment; Assignment, Classification, Schedule Change; Certificated Substitutes; Request for Leave of Absence; Revised Approved Leave of Absence; Variable Term Waiver; Subsequent Variable Term Waiver; Retirement, Resignation, Release and Termination: **Approval** (Ref. c 1.1-5)
- c2. Classified Personnel Recommendations Report #CLA1920-0919 Employment; Assignment, Classification, Schedule Change, Additional Assignment; Classified Substitute; Short Term Assignment Classified Substitute; Request for Leave of Absence; Revised Approved Leave of Absence; Retirement, Resignation, Probationary Release and Termination: **Approval** (Ref. c 2.1-9)
- c3. New Job Description for Dual Language Teacher: **Approval** (Ref c 3.1-4)
- c4. New Job Description for Newcomer Teacher: **Approval** (Ref c 4.1-4)
- c5. New Job Description for Promise Scholars Coordinator: **Approval** (Ref c 5.1-4)
- c6. Ontario-Montclair School District Annual Temporary Athletic Team Coach Qualifications as set forth by the Provisions in Title 5, Section 5593: **Approval** (Ref c 6.1-2)

d. Learning & Teaching

- d1. OMSD School Sponsored Field Trip List FT1920-03: **Approval** (Ref. d 1.1-3)
- d2. OMSD School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1920-01: **Approval** (Ref. d 2.1-3)

I. DISCUSSION/ACTION/PUBLIC HEARING

Human Resources

11. Adoption of Resolution 2019-20-03; Recognizing October 13-19, 2019 as Week of the School Administrator: **Approval** (Ref. I 1.1-3)

Moved _____ Seconded _____

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

Human Resources

12. Adoption of Resolution 2019-20-04; Recognizing October 14-18, 2019 as National School Lunch Week: **Approval** (Ref. I 2.1-2)

Moved _____ Seconded _____

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

Human Resources

13. Provisional Internship Permit for Roberto Ramirez: **Approval** (Ref. I 3.1-2)

Moved _____ Seconded _____

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

Learning & Teaching

Public Hearing Opened _____ Public Hearing Closed _____

14. Public Hearing regarding the Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year: **Public Hearing** (Ref. I 4.1)

Learning & Teaching

15. Adoption of Resolution 2019-20-05; Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year: **Approval** (Ref. I 5.1-5)

Moved _____ Seconded _____

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

Business Services

I6. 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules: **Approval** (Ref. I 6.1)

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. Ontario-Montclair School District 2018-2019 California Physical Fitness Test Results: **Information** (Ref. M 1.1-4)

M2. San Bernardino County Superintendent of Schools Letter of Approval for the 2017/2018 – 2019/2020 Local Control Accountability Plan (LCAP): **Information** (Ref. M 2.1-3)

M3. 2018-2019 Williams Fourth Quarter Findings Report: **Information** (Ref. M 3.1-5)

M4. 2018-2019 Williams Fourth Quarter Uniform Complaint Report Summary: **Information** (Ref. M 4.1-2)

M5. San Bernardino County Superintendent of Schools Review of OMSD’s 2019-2020 Adopted Budget: **Information** (Ref. M 5.1-7)

M6. Future Agenda Items
(Request for Board consideration must be submitted in writing and meet the criteria as indicated in Board Bylaw 9322)

M7. Next Regular Board Meeting:
October 3, 2019 at 7:00 PM (Open Session) *
Chino Basin Water Conservation District
Waterwise Community Center
4594 San Bernardino Street, Montclair, California 91763
*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

September 19, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **2019 Smarter Balanced Assessment (SBA) Results for Ontario-Montclair School District**

REQUESTED ACTION

Receive for information the presentation on the 2019 Smarter Balanced Assessment (SBA) Results for Ontario-Montclair School District as presented by Tammy Lipschultz, Assistant Superintendent, Learning & Teaching.

BACKGROUND INFORMATION

The District has received the 2019 Smarter Balanced Assessment (SBA) results as part of the California Assessment of Student Performance and Progress (CAASPP) system. Similar to class assignments and report cards, assessments are one gauge of student progress and provide information to schools, teachers, and parents on students' performance against California's challenging new goals for learning. English Language Arts (ELA) results include information about the students' performance in the areas of reading, writing, listening, and research. The mathematics results include information about the students' performance in problem solving, concepts and procedures, and in communicating mathematical reasoning.

Students in grades third through eighth took the SBA. The assessment is comprised of two parts, computer adaptive and performance task, for both ELA and math. The computer adaptive portion of the test assesses student performance at each response to a question presented. For ELA, the performance task portion requires the students to read an unfamiliar text and develop a full-write response. For math, the performance task portion requires the students to solve a real-world problem. This enables the student to synthesize the information presented, respond analytically, and present a response and supporting reasoning in writing. These computer adaptive and performance task scores are combined to create a numerical score for each student which falls in a performance band expressed in "Standards Exceeded," "Standards Met," "Standards Nearly Met" or "Standards Not Met." "Standards Exceeded" or "Standards Met" are considered "Mastery." Scores are reported to districts throughout California in a percentage of students falling in each performance band for each grade level tested.

For students in grades fourth through eighth, the 2019 SBA student score report will reflect three years of progress on the SBA exam, if the student was tested in 2017, 2018 and 2019. These scores will guide discussions among parents and teachers, and assist teachers and schools to adjust instruction to meet student needs. The District continues to show growth outpacing that of San Bernardino and similar regional districts in both ELA and mathematics.

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



FINANCIAL IMPLICATIONS

None for this presentation.

Reviewed by: Phil Hillman, Chief Business Official



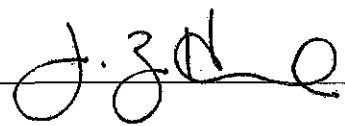
(Ref. E 1.1)

2019 Smarter Balanced Assessment (SBA) Results for Ontario-Montclair School District
September 19, 2019

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board accept the presentation on the 2019 Smarter Balanced Assessment (SBA) Results for Ontario-Montclair School District.

Approved by: James Q. Hammond, Superintendent _____

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Presentation on the 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules**

REQUESTED ACTION

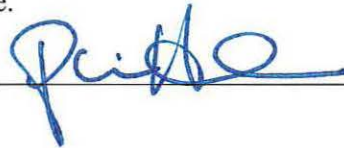
Receive for information the presentation on the 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules as presented by Phil Hillman, Chief Business Official.

BACKGROUND INFORMATION

Education Code section 42100 requires the Board of Trustees approve the annual statement of all receipts and expenditures for all District funds (the "Unaudited Actuals") for the preceding fiscal year. The 2018-2019 Financial Statements are presented under separate cover.

The Unaudited Actuals are the financial statements that will be audited by the District's independent audit firm and are completed prior to audit report issuance.

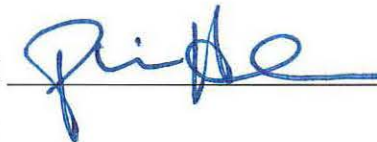
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

The presentation of the 2018-2019 Financial Statements and Supplementary Schedules has no direct financial implications.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive the presentation on the 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Potential Changes to Ontario-Montclair School District Board Meeting Times and Agenda Configuration**

REQUESTED ACTION

Receive for information the Presentation Regarding the Potential Changes to Ontario-Montclair School District Board Meeting Times and Agenda Configuration as presented by Superintendent James Q. Hammond.

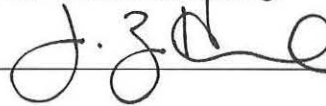
BACKGROUND INFORMATION

As per Board Bylaw 9320 (Exhibit A), meetings of the Board of Trustees are conducted for the purpose of accomplishing District business. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations. Additionally, the current policy lists Open Session start times as 7:00 pm at Central Elementary School. The Board will be asked to discuss and consider a new start time for Open Session (proposing 5:30 pm) with the meetings remaining at Central Language Academy.

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. In order to conduct District business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the procedures indicated in Board Bylaw 9323 (Exhibit B) which also includes a time designated on the agenda at a regular meeting, where members of the public may bring before the Board matters that are not listed on the agenda. The agenda shall provide members of the public an opportunity to address the Board at regular meetings on matters which are not on the agenda, but which are within the subject matter jurisdiction of the Board. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law.

Board Bylaw 9322 (Exhibit C), for matters of organizing the Agenda, the Board President and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the District's vision and goals and the Board's focus on student learning.

Prepared by: James Q. Hammond, Superintendent _____



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official _____



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the Presentation Regarding Potential Changes to Ontario-Montclair School District Board Meeting Times and Agenda Configuration.

Approved by: James Q. Hammond, Superintendent _____

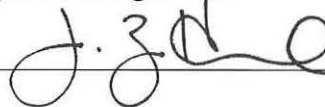


EXHIBIT A

Ontario-Montclair SD

Board Bylaw

Meetings And Notices

BB 9320

Board Bylaws

Meetings of the Board of Trustees are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

In order to help ensure participation in the meeting by disabled individuals, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Meeting notices and agendas shall specify that any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2)

Each agenda shall also list the address(es) designated by the Superintendent or designee for public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

(cf. 9322 - Agenda/Meeting Materials)

EXHIBIT A

Regular Meetings

The Board shall hold one to two regular meeting(s) each month. Regular meetings shall be held at 7:00 p.m. on the Thursday at the Central Elementary School.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. (Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that

EXHIBIT A

requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a

EXHIBIT A

study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to disabled persons or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district,

EXHIBIT A

provided that the topic of the meeting is limited to items directly related to the property

3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations

EXHIBIT A

whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

- 35140 Time and place of meetings
- 35143 Annual organizational meeting, date, and notice
- 35144 Special meeting
- 35145 Public meetings
- 35145.5 Agenda; public participation; regulations
- 35146 Closed sessions
- 35147 Open meeting law exceptions and applications

GOVERNMENT CODE

- 11135 State programs and activities, discrimination
- 54950-54963 The Ralph M. Brown Act, especially:
- 54953 Meetings to be open and public; attendance
- 54954 Time and place of regular meetings
- 54954.2 Agenda posting requirements, board actions
- 54956 Special meetings; call; notice
- 54956.5 Emergency meetings

UNITED STATES CODE, TITLE 42

- 12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

- 35.160 Effective communications
- 36.303 Auxiliary aids and services

COURT DECISIONS

- Wolfe v. City of Fremont, (2006) 144 Cal.App. 544

ATTORNEY GENERAL OPINIONS

- 88 Ops.Cal.Atty.Gen. 218 (2005)
- 84 Ops.Cal.Atty.Gen. 181 (2001)
- 84 Ops.Cal.Atty.Gen. 30 (2001)
- 79 Ops.Cal.Atty.Gen. 69 (1996)
- 78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2006

ATTORNEY GENERAL PUBLICATIONS

EXHIBIT A

The Brown Act: Open Meetings for Legislative Bodies, 2003
LEAGUE OF CALIFORNIA CITIES PUBLICATIONS
Open and Public IV: A Guide to the Ralph M. Brown Act, rev. 2007
WEB SITES

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

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>

California Attorney General's Office: <http://www.caag.state.ca.us>

Institute for Local Government: <http://www.cacities.org/index.jsp?zone=ilsg>

Bylaw ONTARIO-MONTCLAIR SCHOOL DISTRICT
adopted: January 15, 2009 Ontario, California

EXHIBIT B

Ontario-Montclair SD

Board Bylaw

Meeting Conduct

BB 9323

Board Bylaws

Meeting Procedures

All Board of Trustees meetings should begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 - President)

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

(cf. 9323.2 - Actions by the Board)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

(cf. 9270 - Conflict of Interest)

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

(Ref. E 3.9)

EXHIBIT B

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter. (Government Code 54954.2)

A Trustee wanting to place an item on a future agenda will inform the Board president. The president will inform the Superintendent. Once informed, the Superintendent will discuss the item with Cabinet. The Superintendent will communicate Cabinet's input and recommendation to the Trustee. If the Trustee is not satisfied with the result, the Superintendent will present the agenda suggestion to the Board for discussion and direction.

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed four minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 12 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

EXHIBIT B

In order to ensure that 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)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions

a. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)

c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group or any conduct or statement that threaten the safety of any person (s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement as necessary.

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provide that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations for which members of the public may make such recordings without causing a distraction.

(cf. 9324 - Board Minutes and Recordings)

EXHIBIT B

If the Board finds that noise, illumination, or obstruction of view related to broadcasting, photographing, or tape recording open meeting activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

CODE OF CIVIL PROCEDURE

- 527.8 Workplace Violence Safety Act

GOVERNMENT CODE

- 54953.3 Prohibition against conditions for attending a board meeting
- 54953.5 Audio or video recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

- 403 Disruption of assembly or meeting

COURT DECISIONS

- City of San Jose v. Garbett, (2010) 190 Cal.App.4th 526
- Norse v. City of Santa Cruz, (9th Cir. 2010) 629 F3d966
- McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275
- Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194
- Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

- 90 Ops.Cal.Atty.Gen. 47 (2007)
- 76 Ops.Cal.Atty.Gen. 281 (1993)
- 66 Ops.Cal.Atty.Gen. 336 (1983)
- 63 Ops.Cal.Atty.Gen. 215 (1980)
- 61 Ops.Cal.Atty.Gen. 243, 253 (1978)
- 55 Ops.Cal.Atty.Gen. 26 (1972)
- 59 Ops.Cal.Atty.Gen. 532 (1976)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

EXHIBIT B

The Brown Act: School Boards and Open Meeting Laws, rev. 2005

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

WEB SITES

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

California Attorney General's Office: <http://oag.ca.gov>

Bylaw: ONTARIO-MONTCLAIR SCHOOL DISTRICT

adopted: March 9, 2017 Ontario, California

EXHIBIT C

Ontario-Montclair SD

Board Bylaw

Agenda/Meeting Materials

BB 9322

Board Bylaws

Agenda Content

Meetings of the Board are conducted for the purpose of accomplishing District business. As a matter of District policy and state law, meetings shall ordinarily be held in public. The Board may conduct closed meeting sessions to discuss confidential matters as provided by state law. The Superintendent is responsible for creating the agenda for each regular Board meeting.

Each Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session.

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to provide comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session meetings that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

(Ref. E 3.14)

EXHIBIT C

Agenda Preparation

The Board President and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the District's vision and goals and the Board's focus on student learning.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 9121 - President)

(cf. 9122 - Secretary)

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any. The Superintendent and Board President will determine the appropriate amount of time needed to prepare background information before placing the item on a Board agenda for the Board's consideration.

When requesting an item to be placed on the agenda, a written request for Board consideration must be received and the matter must meet the following criteria:

1. Contact information should be included and, if the member of the public so chooses, indicate the name of the organization or group represented, if any.
2. Statement of action to be requested of the Board and pertinent background information leading to the request.
3. All agenda items submitted for consideration by the Board of Trustees should contain options wherever appropriate, so that the Board may have a choice of actions to consider. The Superintendent reserves the right to select the options that will finally be submitted to the Board, and to make his/her own recommendations where appropriate.
4. The matter must pertain to the business of the Ontario-Montclair School District.
5. The matter shall not be in conflict with any applicable local, state or federal laws that govern school districts, constitutions, regulations or court decisions.
6. Matters regarding complaints concerning school officers, personnel, or instructional materials shall not be considered, but shall be handled in accordance with respective Board Policies.

The Board President and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board President and Superintendent shall determine if the item is merely a

(Ref. E 3.15)

EXHIBIT C

request for information or whether the issue is covered by an existing policy or administrative regulation.

The Board President and Superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote or an information item that does not require immediate action.

The Superintendent and Board President retain the right to decline to place an item on the agenda that is requested by a member of the public if that same item or one substantially similar in the opinion of the Superintendent has been previously placed on an agenda in the past twelve (12) calendar months. This applies even if the request comes from a party other than the one who requested the previous similar item.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. (Government Code 54954.3)

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3320 - Claims and Actions Against the District)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Agenda Dissemination to Board Members

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available documents pertinent to the meeting.

(Ref. E 3.16)

EXHIBIT C

When special meetings are called, Board members shall receive, at least 24 hours prior to the meetings, notice of the business to be transacted. (Government Code 54956)

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of the noticed meetings, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

(cf. 9012 - Board Member Electronic Communications)

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

In addition, the Superintendent or designee shall post the agenda on the homepage of the district web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the district's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

(cf. 1340 - Access to District Records)

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined

(Ref. E 3.17)

EXHIBIT C

by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 Availability of public records

54960.2 Challenging board actions; cease and desist

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

ATTORNEY GENERAL PUBLICATIONS

(Ref. E 3.18)

EXHIBIT C

The Brown Act: Open Meetings for Legislative Bodies, rev. 2003

WEB SITES

CSBA, Agenda Online: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

Bylaw ONTARIO-MONTCLAIR SCHOOL DISTRICT

adopted: May 2, 2019 Ontario, California

(Ref. E 3.19)

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Possible Renaming of De Anza Middle School

REQUESTED ACTION

Receive for information the presentation regarding the Possible Renaming of De Anza Middle School as presented by Superintendent James Q. Hammond.

BACKGROUND INFORMATION

Ontario-Montclair School District (OMSD) is excited about the potential of expanding dynamic and innovative programs at De Anza Middle School such as a music program that includes a Philharmonic Orchestra, a possible High School Credit program, opening of the Wellness, Arts and Technology Center, and the expansion of the world language programing (Arabic and Mandarin). Staff has a unique opportunity to consider the possible renaming of De Anza Middle School to better align with the vision and future offerings at this school site.

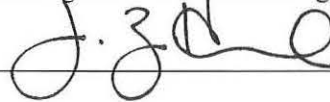
As per Board Policy 7310: Naming of a Facility (Exhibit A), The Board of Trustees shall name District schools and other District-owned or leased buildings, grounds, and facilities in recognition of:

- Historical Events or prominent men and women whose notability has survived their lifetime and whose service extend beyond schools in the OMSD
- Entities that have made outstanding contributions, including financial contributions, to the school community
- The geographic area in which the school or building is located

The Board encourages community participation in the process of selecting names. A citizen advisory committee shall be appointed by the Superintendent to review name suggestions and submit recommendations for the Board's consideration. This includes establishing a naming committee with broad representation from among the following: faculty & staff, students, parents, and community members.

The Board also request processes and procedures be set. This includes a timeline of activities that will lead to selecting a school name. The Superintendent will oversee the process, will plan for and maintain copies of the timeline, meeting announcements/flyers with dates of meetings, and agenda for each meeting.

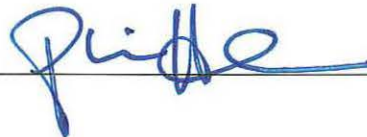
Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the presentation regarding the Potential Renaming of De Anza Middle School.

Approved by: James Q. Hammond, Superintendent



EXHIBIT A

Ontario-Montclair SD

Board Policy

Naming Of Facility

BP 7310

Facilities

The Governing Board shall name district schools and other district-owned or leased buildings, grounds, and facilities in recognition of:

1. Historical Events or prominent men and women whose notability has survived their lifetime and whose service extend beyond schools in the Ontario-Montclair School District (OMSD)
2. Entities that have made outstanding contributions, including financial contributions, to the school community
3. The geographic area in which the school or building is located

Process and Procedures

The Board encourages community participation in the process of selecting names. A citizen advisory committee shall be appointed by the Superintendent to review name suggestions and submit recommendations for the Board's consideration.

1. Establish a naming committee with broad representation from among the following:
 - a. Faculty & Staff
 - b. Students
 - c. Parents
 - d. Community Members
2. Set up and publish a timeline of activities that will lead to selecting a school name which will be submitted to superintendent's designee to oversee the process who will plan for and maintain copies of the following activities:
 - a. Timeline
 - b. Meeting announcements/flyers with dates of meetings
 - c. Agenda for each meeting

EXHIBIT A

- d. Sign-in sheets for each meeting showing attendee name, title, and affiliation with the school or community
 - e. Final voting ballots
3. Call for submission of names, including the retention of the current name, if appropriate. Submissions for a name shall include a rationale for the choice.
 - a. Consider the relevance/appropriateness of suggested names to the community and the significance to future generations of students and stakeholders.
 4. Once the process for selecting a school name is completed, the superintendent's designee shall submit a letter reporting the choice of the new name along with the background and supporting materials to the Superintendent at least 20 calendar days prior to the scheduled Board of Trustees meeting.
 5. Upon review of the completed packet (letter and supporting documents) for the proposed name, the designee will prepare a Board Report to submit the proposed name for consideration by the Board of Trustees.

(cf. 1220 - Citizen Advisory Committees)

Any name adopted for any new school shall not be so similar to the name of any existing district school as to result in confusion to members of the community.

Before adopting any proposed name, the Board shall hold a public hearing at which members of the public will be given an opportunity to provide input.

(cf. 9320 - Meetings and Notices)

When naming or renaming a district school, building, or facility, the Board may specify the duration for which the name shall be in effect.

Memorials

Upon request, the Board shall consider planting commemorative trees, erecting monuments, or dedicating buildings, parts of buildings, athletic fields, gardens, or other district facilities, in memory of deceased students, staff members, community members, and benefactors of the district.

Naming Rights

The Board may grant to any person or entity the right to name any district building or facility. In doing so, the Board shall enter into a written agreement which shall:

EXHIBIT A

1. Specify the benefits to the District from entering into the agreement
2. State the roles and responsibilities of the parties to the agreement, including whether or not the Board shall retain the power to approve any proposed name
3. Provide details related to the naming right granted, including the building, grounds, or facility involved and the duration for which the name shall be in effect
4. Prohibit any message, image, or other depiction that advocates or endorses the use of drugs, tobacco, or alcohol, encourages unlawful discrimination against any person or group, or promotes the use of violence or the violation of any law or district policy

(cf. 0410 - Nondiscrimination in District Programs/Activities)

(cf. 1325 - Advertising/Promotions)

(cf. 3290 - Gifts, Grants and Bequests)

5. Reserve the authority to terminate the naming right if it determines that the grantee, subsequent to receiving the naming right, has engaged in any of the prohibited acts stated in item #4 above or other acts that might bring the District into disrepute

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

Policy ONTARIO-MONTCLAIR SCHOOL DISTRICT

adopted: April 11, 2013 Ontario, California

Consent Calendar

(a) Superintendent's Office

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Minutes of the July 11, 2019 Regular Meeting of the Board of Trustees

REQUESTED ACTION

Approve the Minutes of the July 11, 2019, Regular Meeting of the Board of Trustees.

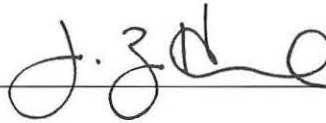
BACKGROUND INFORMATION

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 July 11, 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 July 11, 2019.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

REGULAR BOARD OF TRUSTEES MEETING
Thursday, July 11, 2019

MINUTES

A. CALL TO ORDER

A regular meeting of the Ontario-Montclair School District Board of Trustees was called to order at 6:32 PM by President Elvia M. Rivas. The meeting was held at Chino Basin Water Conservation District, Waterwise Community Center, 4594 San Bernardino Street, Montclair, California 91763.

ROLL CALL

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

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 made.

ADJOURNED TO CLOSED SESSION

On a motion by Trustee Galvez, seconded by Trustee Brake, the Board entered into Closed Session at 6:35 PM by a unanimous, 3-0-0 vote. Trustee Alvarado arrived at 6:36 PM. Trustee Sanchez was absent.

B. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:01 PM.

EMPLOYEE REPRESENTATIVES IN ATTENDANCE

Employee Association Representatives attending the Board Meeting was California School Employees Association Chapter # 108 2nd Vice President Juan Villalobos and Ontario-Montclair Teachers Association President John Egan.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

Leticia Rodriguez, Translator for Ontario-Montclair School District, led the flag salute.

D. ADOPTION OF AGENDA

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

E. RECOGNITIONS/PRESENTATIONS: NONE

F. PUBLIC COMMENTS BY ATTENDEES (BB 9323.b 5)

Kathy Johnson was called but not in attendance.

Judith Tanenbaum representing the League of Women spoke in support of the United States Census and shared that participating in the Census process is important and she encouraged participation to ensure the appropriate funding and programing is made available to our local communities. Ms. Tanenbaum asked the Board of Trustees to prioritize Census participation.

Kathy Johnson arrived and was called to the address the Board. Ms. Johnson spoke in regards to negative consequences and shared that she believed negative consequences are a positive thing and a requirement for the health, safety, prosperity, and happiness of children and adults.

COMMENTS FROM EMPLOYEE REPRESENTATIVES

1. Ontario-Montclair Teachers Association (OMTA)
John Egan – No Comment
2. California School Employees Association (CSEA) Chapter #108
Juan Villalobos – No Comment

G. CONSENT/INFORMATION CALENDAR

On a motion by Trustee Galvez, seconded by Trustee Alvarado, the Board of Trustees **APPROVED, Consent/Information**, by a vote of 4-0-0 vote by the Board of Trustees. Trustee Sanchez was absent.

a. Superintendent's Office

Agenda Item a1, Thursday, May 16, 2019, Regular Meeting Minutes of the Board of Trustees;

Agenda Item a2, Second Reading and Adoption of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs) and Exhibits (Es) as Listed (*Additional Supporting Information was Available Under Separate Cover*):

Superintendent's Office

- BP & AR 0420.4:** Charter School Authorization
- BP & Exhibit 0420.41:** Charter School Oversight
- BP & AR 1312.1:** Complaints Concerning District Employees
- BP & AR 1312.3:** Uniform Complaint Procedures
- AR 1340:** Access to District Records
- BB 9323.2, Exhibit 1, and Exhibit 2:** Actions by the Board

Business Services

- BP 3100:** Budget
- BP & AR 3250:** Transportation Fees
- BP & AR 3260:** Fees and Charges
- BP 3510:** Green School Operations
- BP & AR 3511:** Energy and Waste Management
- AR 3514:** Environmental Safety
- BP & AR 3515.4:** Recovery for Property Loss or Damage
- BP 3540:** Transportation

Human Resources

BP & AR 4030: Nondiscrimination in Employment

AR 4161.1; 4361.1: Personal Illness/Injury Leave

BP 4119.22; 4219.22; 4319.22: Dress and Grooming

AR 4261.1: Personal Illness/Injury Leave

AR 5125.2: Withholding Grades, Diploma and Transcripts

BP & AR 5131.2: Bullying

BP & AR 5132: Dress and Grooming

E 5145.6: Parental Notifications

Learning & Teaching

BP & AR 6142.1: Sexual Health and HIV/AIDS Prevention Instruction

BP 6142.6: Visual and Performing Arts Education

b. Business Services

APPROVED, Agenda Item b1, Acceptance of Warrant Registers: Fund 01 Batch # 3497-3500, 3502, 3504, 3505, 3509, 3512-3519, 3525, 3527, 3530, 3532-3536, 3538-3544, 3539-3544, 3546, 3564, 3569-3572; Fund 12 Batch # 3501, 3529, 3537; Fund 13 Batch # 3503, 3528; Fund 21 Batch # 3506-3508, 3510, 3511, 3520-3524, 3545, 3547-3562, 3565-3567; Fund 40 Batch # 3568; Fund 67 Batch # 3496, 3526, 3531, and 3563 (*Additional Supporting Information was made Available Under Sseparate Cover*);

APPROVED, Agenda Item b2, Purchase Orders 395339 – 395347 and 400441-400524 (*additional supporting information was made available under separate cover*);

APPROVED Agenda Item b3, Purchasing and Contracts Report;

c. Human Resources

APPROVED, Agenda Item c1, Certificated Personnel Recommendations Report # CERT192-0711 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 #CLA192-0711 including Employment; Assignment, Classification, Schedule Change, Additional Assignment; Classified Substitute; Short Term Classified Substitute Assignments; Request for Leave of Absence; Revised Approved Leave of Absence; Retirement, Resignation, Probationary Release and Termination;

Learning & Teaching: NONE

H. DISCUSSION/ACTION/PUBLIC HEARING: NONE

I. CALL OUT OF CLOSED SESSION ACTIONS

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

(Ref. a 1.4)

J. BOARD OF TRUSTEES COMMENTS AND RECOMMENDATIONS

Trustee Brake thanked the Transportation staff who assisted with the Ontario 4th of July Parade and shared that she enjoyed the event. Ms. Brake thanks Transportation staff for keeping our students safe.

Trustee Galvez thanked those who attended and participated in the Ontario 4th of July Parade and shared that she enjoyed spending time with our kids.

Trustee Alvarado thanked staff for their support during the Ontario 4th of July Parade and thanked Juan Villalobos for driving her and her family. Trustee Alvarado also shared that she is pleased to see our school buses advertising the start of school. Trustee Alvarado looks forward to the start of the school year.

Trustee Rivas shared her appreciation towards staff and everyone involved in making this year’s Ontario 4th of July Parade a great success. She was pleased to attend representing OMSD. She hopes everyone is enjoying his or her summer.

K. SUPERINTENDENT’S COMMENTS

Superintendent Dr. Hammond made no comments.

L. INFORMATION/ANNOUNCEMENTS

M1. Students Return to School August 7, 2019 for the 2019-2020 School Year.

M2. Future Agenda Items
(Request for Board consideration must be submitted in writing and meet the criteria as indicated in Board Bylaw 9322)

M3. **Next Regular Board Meeting**
July 25, 2019 at 7:00 PM (Open Session) *
Linda Vista (MPR)
1556 Sultana Ave.
Ontario, CA 91761*Time and location may change.
Please refer to posted agenda or visit our District website.

M. ADJOURNMENT

On a motion from Trustee Galvez and a second by Trustee Alvarado, the Board Meeting adjourned at 7:13 PM, by a unanimous vote of 4-0-0. Trustee Sanchez was absent.

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.

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Adoption of Resolution 2019-20-07, Board Remuneration for Trustee Alfonso Sanchez

REQUESTED ACTION

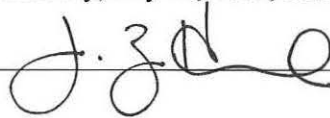
Approve the Adoption of Resolution 2019-20-07, Board Remuneration for Trustee Alfonso Sanchez.

BACKGROUND INFORMATION

Education Code section 35120 and District Board Bylaw 9250(a) allow for Board members to receive pay for missed Board meeting(s) when the Board, by resolution, finds that the Board member was absent due to illness, hardship, jury duty, or performing designated duties of the district at the time and date of the meeting.

Trustee Sanchez was absent on Thursday, June 27, 2019, Thursday, July 11, 2019, and Thursday, July 25, 2019.

Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

Release of regular stipend at no additional cost.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2019-20-07, Board Remuneration for Trustee Alfonso Sanchez and authorizing full compensation for excused absence from the Regular Board Meetings of June 27, 2019, July 11, 2019, and July 25, 2019.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

Resolution 2019-20-07

Board Remuneration for Trustee Alfonso Sanchez

WHEREAS, California Education Code §35120 states that a school board member may be paid for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty or a hardship deemed acceptable by the Board.

AND WHEREAS, the Governing Board of the Ontario-Montclair School District acknowledges that Trustee Alfonso Sanchez was absent from the Thursday, June 27, 2019, Thursday, July 11, 2019, and Thursday, July 25, 2019, Regular Board of Trustees meetings;

THEREFORE, BE IT RESOLVED, that the Board of Trustees excuses the absence of Trustee Alfonso Sanchez from the June 27, 2019, July 11, 2019, and July 25, 2019, Regular Board of Trustees meetings and authorizes full compensation to Trustee Alfonso Sanchez for his excused absence from the Regular Board Meetings.

Dr. James Q. Hammond, Superintendent and Board Secretary

Board Approved:

Consent Calendar

(b) Business Services

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 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.

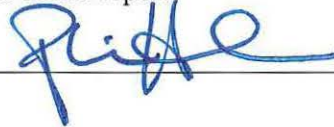
Prepared by: Phil Hillman, Chief Business Official



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
September 19, 2019

The following contracts are included in the September 19, 2019 agenda and are available under separate cover:

1. Contract C-190-061 with **CITY OF MONTCLAIR** to provide immunizations, as requested by OMSD, for students qualifying for the Vaccine For Children (VFC) Program through the City's Human Services Division. Other nursing services to be provided include administering TB screenings to District staff, families, and students and assisting with, providing advice on, and completing head lice screening and treatment. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed \$30,000. [Originator: Learning & Teaching/Fund: General Restricted/General]
2. Contract C-190-138 with **WHOLE CHILD THERAPY, INC.**, to provide assistive technology assessments, and/or related services to students in the Special Education program. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed amounts listed on rate sheet. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
3. Contract C-190-139 with **ATX LEARNING LLC**, to provide specialized therapy and related services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of the designated staff. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed amounts on rate sheet. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
4. Contract C-190-150 with **EBS HEALTHCARE, INC.**, to provide specialized therapy and related services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of the designated staff. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed amounts on rate sheet. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
5. Contract C-190-153 with **THE PRENTICE SCHOOL** to provide specialized academic instruction and related services to students in special education programs. Effective July 1, 2019 to June 30, 2020. Total cost not to exceed amounts listed on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
6. Contract C-190-168 with **PYRAMID EDUCATIONAL CONSULTANTS** to provide staff development on the topic of the Picture Exchange Communication System (PECS) Levels 1 & 2 to special education staff. Effective September 19, 2019 through June 30, 2020. Total cost not to exceed \$20,000. [Originator: OMSD SELPA/Fund: Special Education/General]
7. Contract C-190-177 with **SUSANNE M. SMITH ROLEY, INC.**, to provide specialized assessments and/or services in the area of occupational therapy to students in special education programs per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed \$20,000. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
8. Contract C-190-182 with **THE DEVEREUX FOUNDATION dba DEVEREUX FLORIDA** to provide specialized academic instruction and related services to students in special education programs. Effective July 1, 2019 to June 30, 2020. Total cost not to exceed amounts listed on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
9. Contract C-190-183 with **MENTAL HEALTH SYSTEMS, INC.**, to provide mental health services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed \$100,000. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]

Purchasing and Contracts Report

September 19, 2019

10. Contract C-190-185 with **MCKINLEY CHILDREN'S CENTER, INC.**, to provide specialized academic instruction and services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of the designated staff. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed amounts on rate sheet. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
11. Contract C-190-194 with **MARDAN FOUNDATION OF ED THERAPY INC. dba MARDAN SCHOOL** to provide specialized academic instruction and related services to students in special education programs. Effective July 1, 2019 to June 30, 2020. Total cost not to exceed amounts listed on rate sheet. [Originator: OMSD-SELPA/Fund: Special Education/SELPA]
12. Contract C-190-198 with **CASA COLINA CHILDREN'S SERVICES CENTER** to provide specialized therapy, assessments and related services to students in the special education programs in support of students' Individualized Education Program (IEP) plan. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed amounts listed on rate sheet. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
13. Contract C-190-257 with **PARENTS ALLIANCE INC., dba SUPERATE Y TRIUNFA** to provide digital learning and financial literacy workshops to parents at Ramona Elementary School. Effective August 23, 2019 through January 30, 2020. Total cost not to exceed \$1,500. [Originator: Business Services/Fund: General]
14. Contract C-190-258 with **EXTREME GAME TRUCK** to provide a video game truck to students at Moreno Elementary School. Effective only on November 13, 2019. Total cost not to exceed \$800. [Originator: Business Services/Fund: General/Donations]
15. Contract C-190-259 with **HIGH TRAILS OUTDOOR SCIENCE SCHOOL** to provide outdoor education activities for Ramona Elementary School. The outdoor educational activities are aligned to and support the science curriculum and provide experiences to strengthen the physical, social, and emotional development of students. Effective May 3, 2020 through May 8, 2020. Total cost not to exceed \$15,000. [Originator: Business Services/Fund: General]
16. Contract C-190-260 with **OCEAN INSTITUTE** to provide outdoor educational activities for students at Ramona Elementary School. The educational activities provide experiences to strengthen the physical, social, and emotional development of students. Effective December 1, 2019 through December 20, 2019. At no cost to the District. [Originator: Business Services]
17. Contract C-190-261 with **LEWIS FAMILY PLAYHOUSE** for students at Ramona Elementary School to attend a theater production in support of the Visual and Performing Arts curriculum. Effective May 1, 2020 through May 30, 2020. Total cost not to exceed \$1,500. [Originator: Business Services/Fund: General]
18. Contract C-190-262 with **EMERALD COVE OUTDOOR SCIENCE INSTITUTE** to provide outdoor educational activities, including overnight camp, for students at Bon View and Mission elementary schools. The outdoor educational activities are aligned to, support the science and social studies curriculum, and provide experiences to strengthen the physical, social, and emotional development of students. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed \$32,000. [Originator: Learning & Teaching/Fund: Donations]

Purchasing and Contracts Report
September 19, 2019

19. Contract C-190-263 with **MARTHA SALAZAR-ZAMORA** to provide professional development and support for administrators and teachers in implementing the Project-Based Learning instruction. Effective July 1, 2017 through June 30, 2022. Total cost not to exceed \$40,000. [Originator: Learning & Teaching/Fund: General/General Restricted/Title I]
20. Contract C-190-269 for authorization to utilize Upland Unified School District Bid RFP #18-19-008 NS, on an as needed basis, for the purchase of fresh bread products from **GALASSO'S BAKERY** with the same advantages, terms, and conditions per Public Contract Code 20118. Effective September 20, 2019 through June 30, 2020. Total cost not to exceed \$150,000. [Originator: Food & Nutrition Services/Fund: Cafeteria]
21. Contract C-190-270 with **PACIFIC AUDIOLOGICS** to provide hearing and vision screening services to students during the 2019-2020 school year as mandated by the State of California. Effective August 1, 2019 through June 30, 2020. Total cost not to exceed \$64,000. [Originator: Learning & Teaching/Fund: General Restricted]
22. Contract C-190-271 with **VIATRON** to scan and index student confidential files for Child Welfare, Attendance & Records office. Effective August 1, 2019 through December 31, 2019. Total cost not to exceed \$5,418. [Originator: Human Resources/Fund: General]
23. Contract C-190-272 with **CALIFORNIA STATE UNIVERSITY, LONG BEACH** to provide educational fieldwork experience for students enrolled in the Psychology Program Protocol. Effective September 20, 2019 through December 31, 2024. At no cost to the District. [Originator: Human Resources]
24. Contract C-190-273 with **UNIVERSITY OF REDLANDS** to provide educational fieldwork experience for students enrolled in Professional Educational curriculum and/or the Communicative Disorders curriculum of the University. Effective July 1, 2019 through June 30, 2021. At no cost to the District. [Originator: Human Resources]
25. Contract C-190-274 with **UNIVERSITY OF REDLANDS** to provide internship experience for students enrolled in the Internship Credential program. Effective July 1, 2019 through June 30, 2021. At no cost to the District. [Originator: Human Resources]
26. Contract C-190-275 with **SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)** for Program Announcement (PA) # 2010-16 to replace 15 Compressed Natural Gas (CNG) fuel tanks on three school buses that have reached their expiration date using SCAQMD's Lower Emissions School Bus Program AB 923 funds. Effective from date of execution until December 31, 2020. Grant in the amount of \$59,987.67. [Originator: Transportation/Fund: General]
27. Contract C-190-276 with **PRIORITY NUTRITION CARE LLC** to allow dietetic interns to gain observational and practical experience in Food & Nutrition Services. Effective September 16, 2019 through June 30, 2020. At no cost to the District. [Originator: Food & Nutrition Services]
28. Contract C-190-277 with **MT. BALDY JOINT ELEMENTARY SCHOOL DISTRICT** for Mt. Baldy teachers to participate in OMSD's Teacher Induction program. Effective August 1, 2019 through May 22, 2020. Payment to OMSD not to exceed \$6,900. [Originator: Learning & Teaching/Fund: General]
29. Contract C-190-278 with **MAXIM HEALTHCARE SERVICES dba MAXIM STAFFING SOLUTIONS** for licensed or certified health care providers for supplemental staffing on an as-needed basis. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed rates on rate sheet. [Originator: Learning & Teaching/Fund: General]

Purchasing and Contracts Report
September 19, 2019

30. Contract C-190-279 with **KAGAN** to provide professional development on Cooperative Learning for teachers and administrators at Bon View and Del Norte elementary schools. Effective only on October 14, 2019. Total cost not to exceed \$7,000. [Originator: Learning & Teaching/Fund: General]
31. Contract C-190-280 with **KAGAN** to provide professional development on Cooperative Learning for teachers and administrators at Bon View and Del Norte elementary schools. Effective only on November 16, 2019. Total cost not to exceed \$7,000. [Originator: Learning & Teaching/Fund: General]
32. Contract C-190-282 with **CALIFORNIA DEPARTMENT OF EDUCATION** to accept funding for Federal Grant: Education for Homeless Children and Youth Program. Effective July 1, 2019 through June 30, 2020. Grant in the amount of \$168,000. [Originator: Learning & Teaching/Fund: General Restricted]
33. Contract C-190-283 with **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT on behalf of the SANTA ANA COLLEGE** to provide educational fieldwork experience for students enrolled in the Occupational Therapy Assistant Program. Effective September 20, 2019 through September 20, 2024. At no cost to the District. [Originator: Human Resources]
34. Contract C-190-284 with **DISASTER SURVIVAL SKILLS** to facilitate CPR and First Aid Trainings, held in 2-6 hour sessions, with several sessions scheduled throughout the 2019-2020 and 2020-2021 school years. Effective July 1, 2019 through June 30, 2021. Total cost not to exceed \$20,000. [Originator: Human Resources/Fund: General]
35. Contract C-190-285 with **SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS** for grant to assist District with tuition, books, and fees for classified employees attending college with the goal to become a California teacher. Effective July 1, 2019 through June 30, 2020. Grant in the amount of \$36,000. [Originator: Human Resources/Fund: General]
36. Contract C-190-286 with **JULIA NYBERG** to provide training and support with the implementation of the Gifted and Talented Education (GATE) program. Effective August 1, 2019 through May 22, 2020. Total cost not to exceed \$6,500. [Originator: Learning & Teaching/Fund: General]
37. Contract C-190-287 with **SOUTHWEST REGIONAL COUNCIL OF CARPENTERS** for use of facilities. Effective November 22, 2019 through June 30, 2025. At no cost to the District. [Originator: Learning & Teaching]
38. Contract C-190-288 with **SCREENCASTIFY** to provide access to its screen casting software for staff to create presentations, trainings, and lessons. Effective August 1, 2019 through July 31, 2020. Total cost not to exceed \$300. [Originator: Learning & Teaching/Fund: General Restricted]
39. Contract C-190-289 with **ACTIVE NETWORK** to provide ASB software and maintenance services for the District. Effective July 1, 2019 through June 30, 2020. Total cost not to exceed \$935. [Originator: Fiscal Services/Fund: General]
40. Contract C-190-293 for Memorandum of Understanding with **MERCY HOUSE LIVING CENTERS** to provide homeless prevention assistance to students and families who are at risk of homelessness. Effective July 15, 2019 through June 30, 2021. Total cost not to exceed \$10,000. [Originator: Learning & Teaching/Fund: General]
41. Contract C-190-295 with **MUSIC & ARTS CENTER** to provide instrument rental opportunities for OMSD students and instrument repair for District's instruments. Effective July 1, 2019 through June 30, 2020. At no cost to the District. [Originator: Learning & Teaching]

Purchasing and Contracts Report
September 19, 2019

42. Contract C-190-296 for Memorandum of Understanding with **HARVEY YAMAMOTO O.D. INC.**, to provide technical support on the use of the Spot Vision Screener during student vision screenings. Effective August 26, 2019 through June 30, 2020. Total cost not to exceed \$2,000. [Originator: Learning & Teaching/Fund: General Restricted]
43. Contract C-190-297 for Memorandum of Understanding with **WESTED** for the implementation of the Observation Protocol for Teachers of English Learners (OPTEL). Effective August 2, 2019 through June 30, 2020. At no cost to the District. [Originator: Learning & Teaching]
44. Contract C-190-299 with **MARIN COUNTY SUPERINTENDENT OF SCHOOLS** and the **MARIN COUNTY OF EDUCATION, acting on behalf of the CALIFORNIA COLLABORATIVE FOR EDUCATIONAL EXCELLENCE** for the implementation of the Community Engagement Initiative. Effective July 1, 2019 through June 30, 2020. District reimbursement not to exceed \$21,000 for specified actual, reasonable and necessary expenses. [Originator: Learning & Teaching/Fund: General]
45. Contract C-190-300 with **WESTERN GOVERNORS UNIVERSITY** to provide student teaching experience for students enrolled in an education credential program. Effective September 20, 2019 through September 20, 2023. At no cost to the District. [Originator: Human Resources]
46. Contract C-190-301 with **SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS** for specialized academic instruction and related services for County classrooms located at Haynes Elementary and Vernon Middle School. Effective July 1, 2019 through June 30, 2020. At no cost to the District. [Originator: Purchasing]
47. Contract C-190-302 with **SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS** for custodial and maintenance support for County classrooms located at Del Norte, Haynes and Moreno elementary schools and Vernon Middle School. Effective July 1, 2019 through June 30, 2020. At no cost to the District. [Originator: Purchasing]
48. Amendment M1 to Contract C-189-111 with **BARRY'S SECURITY SERVICE** to provide uniformed security services on an as needed basis at various schools in the District. Amendment is to rates, annual cost and to include additional services at the District's Wellness, Arts & Technology Centers. Total annual cost of amendment not to exceed \$30,000, for a revised annual total cost not to exceed \$50,000. All other properties of agreement to remain unchanged. [Originator: Facilities Planning & Operations/Fund: General]
49. Amendment M1 to Contract C-189-117 and authorization for use of the Moreno Valley Unified School District Bid No. 17-18-09 for Print Management Services on printers and faxes District Wide from **DAISY WHEEL RIBBON CO., INC., dba DAISY IT SUPPLIES, SALES & SERVICE** with the same advantages, terms and conditions per Public Contract Code 20118. Amendment is to term and cost. Effective July 1, 2019 through June 30, 2021. Total cost not to exceed \$350,000 per year. All other properties of agreement to remain unchanged. [Originator: Purchasing/Fund: General]
50. Amendment M1 to Contract C-189-230 with **POMONA COMMUNITY HEALTH CENTER dba PARKTREE COMMUNITY HEALTH CENTER** to provide oral health screenings to students. Amendment is to include the following additional services: screenings will take place at all District school sites. All other properties of agreement remain unchanged. [Originator: Learning & Teaching]

Purchasing and Contracts Report
September 19, 2019

51. Amendment M1 to Contract C-190-172 with **SOUTH COAST CHILDREN'S SOCIETY INC., dba SOUTH COAST COMMUNITY SERVICES** to provide counseling services to students with disabilities per their Individualized Education Program (IEP) plan or per the recommendation of designated staff. Amendment is to rate sheet. All other properties of agreement to remain unchanged. [Originator: OMSD SELPA/Fund: Special Education/SELPA]
52. Amendment M3 to Contract C-167-453 with **STEPHEN PAYTE DSA INSPECTIONS, INC.**, for DSA inspection services on an as-needed basis for new construction and modernizations District-wide. Amendment is to increase annual authorized cost. Total cost of amendment, not to exceed \$325,000 per year for a revised total cost not to exceed \$500,000 per year. All other properties of agreement to remain unchanged. [Originator: Purchasing/Fund: Building]
53. Amendment M4 to Contract C-167-038D with **AMERICAN LOGISTICS COMPANY, LLC** to provide transportation services for special education students in various programs. Amendment is to assign aforementioned agreement to **ALC SCHOOLS, LLC**. All other properties of agreement remain unchanged. [Originator: Transportation]
54. Amendment M6 to Contract C-156-272 with **RUHNAU CLARKE** to provide architectural and engineering services for AB300 building seismic retrofitting. Amendment is add fall arrest system at various school sites to scope of work and services. Total cost of amendment not to exceed \$25,000 for a revised total cost not to exceed \$2,021,550. All other properties remain unchanged. [Originator: Purchasing/Fund: Building/School Facility Program]
55. Settlement Agreement – SA1920-01, OMSD, in collaboration with the parent, drafted a settlement agreement to fund an amount not to exceed \$6,000 for independent educational speech evaluation and/or compensatory education through a non-public agency and compensable attorney's fees not to exceed \$2,000.
56. Settlement Agreement – SA1920-02, OMSD, in collaboration with the parent, drafted a settlement agreement to fund an amount not to exceed \$5,000 for independent educational tutoring, speech and language therapy and/or counseling services through a non-public agency.
57. Settlement Agreement – SA1920-03, OMSD, in collaboration with the parent, drafted a settlement agreement to fund an amount not to exceed \$5,500 for independent educational evaluation, educational tutoring, speech and language therapy and/or counseling services through a non-public agency and compensable attorney's fees not to exceed \$1,500.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 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

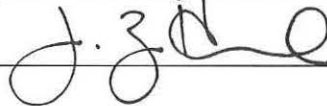


Exhibit A

ACCEPTANCE OF GIFTS/DONATIONS

Submitted to the Board of Trustees for Approval on September 19, 2019

Name of Donor	School/Department	Designated Use	Monetary/Items Donated
Fraternal Order of Eagles	Berlyn Elementary School	Instructional Materials	Miscellaneous School Supplies <i>Estimated Value \$250</i>
ICF International	Bon View Elementary School	Instructional Materials	\$500
Buena Vista Family & Friends PTO	Buena Vista Arts-integrated	Student Assemblies/Special Events	\$2,000
Westminster Presbyterian Church	Central Language Academy	Instructional Materials	School Supplies <i>Estimated Value \$1,000</i>
American Medical Response	Districtwide	Student Use	Student Backpacks and School Supplies <i>Estimated Value \$600</i>
Costco Wholesale	Districtwide	Student Use	Student Backpacks and School Supplies <i>Estimated Value \$2,000</i>
Staples	Districtwide	Instructional Materials	Office and School Supplies <i>Estimated Value \$6,099</i>
Staples	Districtwide	Instructional Materials	Office and School Supplies <i>Estimated Value \$14,297</i>
Hawthorne PTA	Hawthorne Elementary School	General Use	\$4,012.47
Lifetouch National School Studios	Montera Elementary School	Field Trips	\$549
Ramona PTO	Ramona Elementary School	Field Trips, General Use	\$19,000
Edison International	Vernon Middle School	Student Incentives	\$300
Action for Healthy Kids	Vernon Middle School	Student Incentives	\$1,750
Edison International	Wiltsey Middle School	General Use	\$336

(Ref. b 4.2)

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2019-20-06, Actual 2018-2019 and Estimated 2019-2020 Gann Appropriations Limit**

REQUESTED ACTION

Approve Adoption of Resolution 2019-20-06, Actual 2018-2019 and Estimated 2019-2020 Gann Appropriations Limit.

BACKGROUND INFORMATION

Article XIII B of the California Constitution, added by Proposition 4 of 1979, requires the establishment of an annual Appropriations Limit on Proceeds of Taxes for each individual school district, also referred to as the Gann Limit.

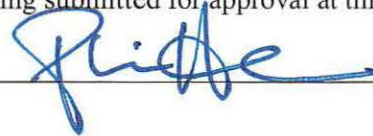
School agencies must do these calculations to identify how much State aid counts toward the agency's Gann Limit, so that the State of California knows how much State aid counts toward its own Gann Limit.

The easiest way to understand this calculation is to picture an empty box that can hold the dollar amount of the District's Gann Limit. First, put into this box local property taxes that count toward the revenue limit, as well as an appropriate portion of the District's interest income. Next, pour all of the District's unrestricted State aid into this box. Under State law, the amount of State aid that fills up the box counts toward the District's Gann Limit, while the amount that overflows the box counts toward the State's Gann Limit (ref. Government Code Section 7906). In addition, all State aid for categorical programs always counts toward the State's Gann Limit.

It is by virtue of this calculation that nearly every school district and county office of education is always exactly at its Gann Limit – meaning the District cannot overspend this Limit by using its State aid, property taxes and interest income.

The completed resolution (Exhibit A) must be submitted by the District to the State through the San Bernardino County Superintendent of Schools. The actual calculation is included on Form GANN (Exhibit B) in the 2018-2019 Unaudited Actuals being submitted for approval at this meeting.

Prepared by: Phil Hillman, Chief Business Official



Adoption of Resolution 2019-20-06, Actual 2018-2019 and Estimated 2019-2020 Gann Appropriations Limit
September 19, 2019

FINANCIAL IMPLICATIONS

None. The District's calculated Actual 2018-2019 and Estimated 2019-2020 Appropriations Limit and Appropriations Subject to Limitations is presented as Form GANN under separate cover with the Unaudited Actuals packet.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of Resolution 2019-20-06, Actual 2018-2019 and Estimated 2019-2020 Gann Appropriations Limit.

Approved by: James Q. Hammond, Superintendent

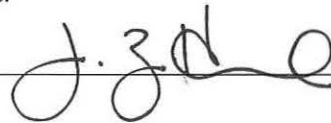


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

Resolution 2019-20-06
ACTUAL 2018-2019 AND ESTIMATED
2019-2020 GANN APPROPRIATIONS LIMIT

WHEREAS, Article XIII B of the California Constitution, as approved by the voters in November 1979, requires the establishment of "Appropriations Limit" on "Proceeds of Taxes" revenues for public agencies, including school districts, beginning with the 1980-1981 Fiscal Year; and,

WHEREAS, each district is required to determine and adopt such Appropriations Limits, as calculated on computer software supplied by the State of California, as a legislative act; and,

WHEREAS, the Ontario-Montclair School District's Appropriations Limit has been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title I of the Government Code; and,

NOW, BE IT THEREFORE RESOLVED, as a legislative act of this Board of Trustees, that for the purposes of Article XIII B, there is hereby established through the calculation provided on Form GANN this District's "Appropriations Limit" for the 2018-2019 Fiscal Year, and there is hereby established this District's estimated "Appropriations Limit" for 2019-2020.

PASSED AND ADOPTED the 19th day of September 2019, by the Board of Trustees of the Ontario-Montclair School District of San Bernardino County, California.

STATE OF CALIFORNIA
COUNTY OF SAN BERNARDINO

I, Kristen Brake, Clerk of the Board of Trustees, Ontario-Montclair School District, County of San Bernardino, do hereby certify the foregoing to be a full, true, and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at its regular meeting place on September 19, 2019, which action is contained in the minutes of the meeting of said Board.

Kristen Brake, Board Clerk

September 19, 2019
Date

Exhibit B
Unaudited Actuals
Fiscal Year 2018-19
School District Appropriations Limit Calculations

	2018-19 Calculations			2019-20 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A. PRIOR YEAR DATA (2017-18 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2017-18 Actual			2018-19 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	128,534,547.07		128,534,547.07			130,000,421.88
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	20,357.92		20,357.92			18,881.26
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2017-18			Adjustments to 2018-19		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)		0.00				0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2018-19 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2018-19 P2 Report			2019-20 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	19,861.25		19,861.25	19,421.20		19,421.20
2. Total Charter Schools ADA (Form A, Line C8)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			19,861.25			19,421.20
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2018-19 Actual			2019-20 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 82)						
1. Homeowners' Exemption (Object 8021)	184,848.73		184,848.73	180,748.00		180,748.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	19,588,343.72		19,588,343.72	19,970,173.00		19,970,173.00
5. Unsecured Roll Taxes (Object 8042)	954,072.65		954,072.65	738,894.00		738,894.00
6. Prior Years' Taxes (Object 8043)	179,105.91		179,105.91	6,819.00		5,819.00
7. Supplemental Taxes (Object 8044)	731,933.11		731,933.11	644,836.00		644,836.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	(4,979,948.38)		(4,979,948.38)	(4,886,903.00)		(4,886,903.00)
9. Penalties and Int. from Delinquent Taxes (Object 8048)	17,136.76		17,136.76	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Contin. Redevelopment Funds (objects 8047 & 8025)	8,808,856.78		8,808,856.78	1,642,301.00		1,642,301.00
12. Parcel Taxes (Object 8021)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8022) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LOFF Taxes (Object 8029) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools In Lieu of Property Taxes (Object 8086)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	23,485,449.27	0.00	23,485,449.27	18,293,668.00	0.00	18,293,668.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8014)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	23,485,449.27	0.00	23,485,449.27	18,293,668.00	0.00	18,293,668.00

	2018-19 Calculations			2019-20 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			2,272,924.05			2,334,629.63
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			2,272,924.05			2,334,629.63
STATE AID RECEIVED (Funds 01, 09, and 82)						
24. LCFF - CY (objects 8011 and 8012)	194,693,654.00		194,693,654.00	202,107,166.00		202,107,166.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	34,342.00		34,342.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	194,727,996.00	0.00	194,727,996.00	202,107,166.00	0.00	202,107,166.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 82; objects 8000-8799)	288,112,074.72		288,112,074.72	271,178,185.00		271,178,185.00
28. Total Interest and Return on Investments (Funds 01, 09, and 82; objects 8800 and 8832)	1,168,284.85		1,168,284.85	687,819.00		687,819.00
D. APPROPRIATIONS LIMIT CALCULATIONS						
PRELIMINARY APPROPRIATIONS LIMIT			2018-19 Actual			2019-20 Budget
1. Revised Prior Year Program Limit (Lines A1 plus A6)			128,634,847.07			130,000,421.88
2. Inflation Adjustment			1.6397			1.0385
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9759			0.9778
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			130,000,421.88			132,006,317.40
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			23,465,449.27			19,293,668.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			2,383,350.00			2,330,544.00
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			108,807,898.66			116,049,278.03
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			108,807,898.66			116,049,278.03
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C29] times [Lines D5 plus D6c])			538,552.43			281,890.44
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			24,004,001.70			18,575,558.44
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			108,269,344.23			115,767,388.59
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			24,004,001.70			
b. State Subventions (Line D8)			108,269,344.23			
c. Less: Excluded Appropriations (Line C23)			2,272,924.05			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			130,000,421.88			

Consent Calendar

(c) Human Resources

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Certificated Personnel Recommendations Report #CERT1920-0919**

REQUESTED ACTION

Approve Certificated Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Soraida Aguirre	Teacher-Preschool/Kingsley	08/22/2019
Farhat Chamadia	TOA-Curriculum Support/Montera	08/07/2019
Lindsay Gallagher	Interim Elementary Administrator/Ramona to Elementary Administrator/Ramona	09/20/2019
Karla Gaspar	School Psychologist/Briggs-SPED	08/07/2019
Araceli Gonzalez	School Nurse/Briggs-Health Services	09/23/2019
Stephanie Hughes	Teacher/Hawthorne	08/06/2019
Twila Kelly-VanRamshorst	Elementary Administrator/Central	08/07/2019
Keri Kropke	Speech Language Pathologist/Briggs-SPED	09/10/2019
Lilian Lee	Intervention Teacher/Montera	08/14/2019
Tuwesha Mitchell	School Psychologist/Briggs-SPED	08/26/2019
Angelica Munoz	SDC Teacher/Lincoln	08/26/2019
Blanca Ortiz	SDC Pre-K Inclusion Teacher/Montera & Sultana	TBD
Ruth Reinkymov	Teacher/Hawthorne	08/02/2019
Angelica Rivera	SDC Teacher/Corona (Correction to Name)	08/02/2019
Linda Serna	Teacher/De Anza (Correction to Name)	08/02/2019

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Melissa Betzer	Teacher/Ramona to TOA-Curriculum Support/Haynes	09/04/2019
Jessie Contreras	RSP Teacher/Sultana to SDC Teacher/Sultana	08/02/2019
Norma Crisostomo	Teacher/Hawthorne to Teacher, Newcomer/Vernon	08/02/2019
Lindsay Gallagher	TOA-Instructional Coach/Ramona to Interim Elementary Administrator/Ramona	08/07/2019
Diana Hoang	Teacher/Kingsley to Monte Vista	08/20/2019
Breanna Jones	SDC Teacher/Sultana to RSP Teacher/Sultana	08/02/2019

Certificated Personnel Recommendations Report #CERT1920-0919

September 19, 2019

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Arai Morales	Elementary Administrator/Ramona to Mariposa	08/07/2019
Isabel Santos	Data Coach/Hawthorne to TOA-Curriculum Support	09/01/2019

CERTIFICATED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Vanessa Baez	Substitute Teacher	08/26/2019
Lindsay Bircheff	Substitute Teacher	09/11/2019
Julia Brady	Substitute Teacher	08/29/2019
Shannon Day	Substitute Teacher	08/15/2019
Amanda Fabre	Substitute Teacher	08/21/2019
Elizabeth Gillett	Substitute Teacher	08/07/2019
Yvonne Hoch	Substitute Teacher	09/06/2019
Sara Koszyk	Substitute Teacher	08/15/2019
Kevin Liu	Substitute Teacher	08/30/2019
Virginia Lopez	Substitute Preschool Teacher	08/21/2019
Diana Loreda	Substitute Teacher	08/07/2019
Nancy Miller	Substitute Teacher	08/01/2019
Logan Nicassio	Substitute Teacher	08/14/2019
Gillian Palacio	Substitute Teacher	08/27/2019
Denise Vasquez	Substitute Teacher	08/29/2019
Marina Yamashige	Substitute Teacher	08/26/2019

REQUESTS FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Nancy Allen	Elementary Administrator/Haynes Medical Leave	07/31/2019-09/30/2019
Cecilia Balderas	Teacher/Oaks FMLA Leave	09/03/2019-11/05/2019
Jeanette Barber	Teacher/Vista Grande Medical Leave	08/02/2019-09/17/2019
Wendy Flores	Psychologist/Briggs-L&T Medical Leave	08/27/2019-10/03/2019
Luz Elena de Giacomo	RSP Teacher/Buena Vista Extended Medical Leave	08/10/2019-8/25/2019

Certificated Personnel Recommendations Report #CERT1920-0919
September 19, 2019

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Luz Elena de Giacomo	RSP Teacher/Buena Vista FMLA Leave	08/26/2019-11/15/2019
Katherine Gross	Teacher/Sultana Medical Leave	08/28/2019-09/13/2019
Kimberlee Kelly	PE Teacher/Briggs-L&T Medical Leave	08/02/2019-09/24/2019
Shaunna Lee	Teacher/Euclid Medical Leave	08/02/2019-09/10/2019
James Lewis	Teacher/Kingsley Extended Medical Leave	08/12/2019-09/23/2019
Melissa Meneses	SDC Teacher/El Camino Medical Leave	08/17/2019-10/10/2019
Reyna Nides	Teacher/Lehigh Medical Leave	09/10/2019-09/30/2019
Karen Norquist	Teacher/Vista Grande Unpaid Leave	10/15/2019-10/30/2019
Leslie Orozco	Teacher/Berlyn Medical Leave	08/19/2019-09/26/2019
Mary Pena	RSP Teacher/Briggs-SPED Medical Leave	08/26/2019-10/07/2019
Dora Renteria	Teacher/Elderberry Medical Leave	08/02/2019-10/25/2019
Dora Renteria	Teacher/Elderberry Unpaid Leave	10/28/2019-11/15/2019
Clarisa Sharp	Teacher/Euclid Medical Leave	08/12/2019-08/25/2019
Brian Shenton	Teacher/Wiltsey Medical Leave	08/02/2019-02/05/2020
Rayvelyn Swift	Teacher/Edison Intermittent FMLA Leave	08/29/2019-05/16/2020

Certificated Personnel Recommendations Report #CERT1920-0919

September 19, 2019

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Stacey Van Heerden	TOA-Curriculum Support/Briggs-L&T Medical Leave	08/22/2019-12/20/2019
Lynda Vo	Teacher/Edison Intermittent FMLA Leave	08/01/2019-01/10/2020
Judith Ward	SDC Teacher/Moreno Medical Leave	08/02/2019-09/18/2019

REVISED APPROVED LEAVE OF ABSENCE

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

VARIABLE TERM WAIVER

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

SUBSEQUENT VARIABLE TERM WAIVER

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Rachelle Sellen	SDC Teacher/El Camino	08/02/2019

RETIREMENT, RESIGNATION, RELEASE AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Amy Johnson	Elementary Administrator/Mariposa	08/06/2019
Michelle McCoy	Teacher/El Camino	09/10/2019
Jacqueline Monrreal	School Nurse/Briggs-Health Services	08/02/2019
Eduardo Pacheco	Elementary Administrator/Central	08/02/2019
Yesenia Valdez	Preschool Teacher/Ramona	09/06/2019

Prepared by: Hector Macias, Assistant Superintendent, Human Resources

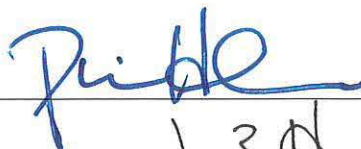
(Ref. c 1.4)



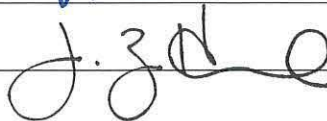
Certificated Personnel Recommendations Report #CERT1920-0919

September 19, 2019

Reviewed by: Phil Hillman, Chief Business Official



Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Classified Personnel Recommendations Report #CLA1920-0919**

REQUESTED ACTION

Approve Classified Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Arturo Alanis	Student Mentor & Campus Asst./Briggs-L&T	08/30/2019
Marina Araya	Switchboard Operator/Briggs-Purchasing	09/16/2019
Rigoberto Gomez	Bus Driver/Transportation	09/23/2019
Garett Gonzalez	PE Asst./Briggs-L&T	09/03/2019
Vanessa Govea	Food Service Asst./Bon View	09/03/2019
Adrienne Hall	Proctor/Buena Vista	08/28/2019
Jasmine Jackson	Bus Driver/Transportation	08/15/2019
Danielle Kavounas	Library Media Asst./Kingsley	09/09/2019
Veronica Ledezman	Food Service Asst. I/Euclid	09/09/2019
Veronica Lopez	Proctor/Vineyard	09/04/2019
Breana Mendez	Bus Driver/Transportation	08/16/2019
Iris Muro-Camarena	Proctor/Arroyo	08/26/2019
Gloria Pa	Proctor/Ramona	08/12/2019
Xochilt Perez	Student Mentor and Campus Asst./Briggs-L&T	09/05/2019
Cynthia Ramos	School Office Asst. I/Del Norte 3 hours	09/06/2019
Christina Renteria	Proctor/Elderberry	08/07/2019
Nataline Rivera	Bus Driver/Transportation	08/07/2019
Liceth Saravia Cambroner	Senior Translator/Briggs-SPED	09/03/2019
Bebette Solorzano	IA-Learning Needs/Montera	09/05/2019
Ahmad Tarifi	PE Asst./Briggs-L&T	09/03/2019

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, ADDITIONAL ASSIGNMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Rita Alanis	Bus Driver/Transportation 5.5 hours to 6.5 hours	08/07/2019
Rita Alanis	Bus Driver/Transportation 6.5 hours to 7 hours	08/27/2019
Rosemary Arnett	Bus Driver/Transportation 5.5 hours to 6 hours	08/07/2019
Viviana Anderson	Proctor/Wiltsey 3 hours to 3.25 hours	08/07/2019
Lissette Ayala	IA-Learning Needs/Corona to Howard	08/06/2019
Lissette Ayala	IA-Learning Needs/Howard to Haynes	08/12/2019

(Ref. c 2.1)

Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019

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

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Lorena Baeza	Proctor/Vina Danks 2 hours to 3.75 hours	09/06/2019
Lusina Baltayan	Proctor/Arroyo 2.25 hours to 2.5 hours	08/07/2019
Joseph Barnes	Bus Driver/Transportation 5.5 hours to 6.25 hours	08/07/2019
Martha Camarena	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Dolores Campos	Bus Driver/Transportation 5.5 hours to 6.25 hours	08/07/2019
Patricia Castillo	Food Service Asst. I/Montera to Ramona	09/03/2019
Ivette Cervantes	Proctor/Ramona 2.5 hours to 1.25 hours	09/03/2019
Cindy Chavez Alvarez	Proctor/El Camino 2.5 hours to 3 hours	08/07/2019
Elizabeth Chavez	Food Service Asst. I/Hawthorne to Central	08/26/2019
Julissa Clowers	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Ilda Cruz Delacruz	Proctor/El Camino 1.5 hours to 3.25 hours	08/07/2019
Renee De La Garza	Bus Driver/Transportation 5.5 hours to 7.25 hours	08/07/2019
Catherine De Leon	Bus Driver/Transportation 5.5 hours to 6 hours	08/07/2019
Jaquenette Green	School Office Asst. I/Kingsley to School Administrative Asst. I/Kingsley	09/04/2019
Erlinda Guerra	Bus Driver/Transportation 5.5 hours to 6 hours	08/07/2019
Nadia Gutierrez Martinez	Bus Driver/Transportation 5.5 hours to 7.25 hours	08/07/2019
Griselda Hernandez	Bus Driver/Transportation 5.5 hours to 6.75 hours	08/07/2019
Griselda Hernandez	Bus Driver/Transportation 6.75 hours to 7 hours	08/22/2019
Shinesha Hogan	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Ana Holland	Instructional Asst./ Buena Vista 3 hours to 4 hours	08/07/2019
Erin Howells	District Student Record Specialist/Briggs-CWA to IS-Data System Specialist/Briggs-IS	09/23/2019
Hope Kaufman	39-Month List to Instructional Asst./Lehigh	08/12/2019
Aida Jimenez	IA-Resource Center Asst./Euclid 3 hours to 6.5 hours	09/03/2019
Kristina Leyva	Bus Driver/Transportation 5.5 hours to 6.25 hours	08/07/2019
Joann Lopez	IA-Learning Needs/Briggs-SPED to Hawthorne	08/29/2019
Stacey Lopez	39-Month List to Instructional Asst./Lehigh	08/19/2019
Theresa McCall	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Jacqeline Macias	Proctor/Arroyo 2.25 hours to 3.25 hours	08/07/2019
Yesenia Madero	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Guadalupe Martinez	Food Service Asst. I/Vineyard 3.5 hours to 6 hours	08/19/2019
Evelyn Mata	School Office Asst. I/Montera to Student Records Asst./Serrano	09/09/2019
Patricia Montecino	Food Service Asst. I/Mariposa to Vista Grande	08/06/2019
Nicole Montes	Proctor/Wiltsey 3 hours to 3.25 hours	08/07/2019
Gloria Morales	39-Month List to Instructional Asst./Lehigh	08/13/2019
Gloria Morales	Instructional Asst./Lehigh to Instructional Asst.- Learning Needs/Berlyn	09/09/2019
Gabriela Navarro	Proctor/El Camino .5 hours to 2.75 hours	08/07/2019
Monique Ochoa	39-Month List to Instructional Asst./Lehigh	08/15/2019
Jaqueline Ortega	Special Needs Program Asst./Berlyn to Vina Danks	08/02/2019
Elisabeth Palomares	39-Month List to Instructional Asst./Berlyn	08/12/2019
Abraham Paulet	Bus Driver/Transportation 5.5 hours to 5.75 hours	08/07/2019
Nicollette Perez	39-Month List to Food Service Asst. I/Corona	08/09/2019
Noemi Ramos	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019

**Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019**

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

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Soraida Renteria	Proctor/Wiltsey 3 hours to 3.25 hours	08/07/2019
Leslie Rockwell	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Valerie Romero	Proctor/Arroyo 2 hours to 2.25 hours	08/07/2019
Monica Sanchez	Bus Driver/Transportation 5.5 hours to 6 hours	08/07/2019
Daisha Tenorio	Special Needs Program Asst./Vernon to Vina Danks	08/02/2019
Stacy Thomas	Bus Driver/Transportation 5.5 hours to 7.5 hours	08/07/2019
Patricia Torres Angulo	Bus Driver/Transportation 5.5 hours to 6.5 hours	08/07/2019
Gris Trejo	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Margarita Vera	Food Service Asst. I/Central to Hawthorne	08/22/2019
Gloria Vieyra	Bus Driver/Transportation 5.5 hours to 7.75 hours	08/07/2019
Belle Vu	Food Service Asst. I/Monte Vista to Ramona	09/09/2019
Oscar Wilbon	Bus Driver/Transportation 5.5 hours to 8 hours	08/07/2019
Felicitas Zapata	Proctor/Ramona 2.75 hours to 3.75 hours	09/04/2019

CLASSIFIED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Gina Adame	Substitute AVID Tutor	08/29/2019
Sandra Arias Flores	Substitute Proctor	09/11/2019
Marisol Bermudez Huerta	Substitute AVID Tutor	09/09/2019
Lindsey Casillas	Substitute Clerical	08/16/2019
Carol Chavez	Substitute IA-Behavior Intervention/ Instructional Asst./IA-Learning Needs/Special Needs Program Asst./IA-Special Orthopedic Needs	08/12/2019
Gloria Corrales	Substitute Food Services	08/22/2019
Brianda Cruz	Substitute Behavior Intervention Asst./Instructional Asst./ Learning Needs/Special Orthopedic Needs	09/11/2019
Jeneen Cuevas	Substitute AVID Tutor	08/22/2019
Isaac Doddridge	Substitute AVID Tutor	09/09/2019
Danielle Erives	Substitute Instructional Asst.-Behavior Intervention/ Clerical/IA-Learning Needs/PE Asst./Instructional Asst. Special Needs Program Asst./IA-Special Orthopedic Needs	08/07/2019

**Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019**

CLASSIFIED SUBSTITUTES (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Madison Gutierrez	Substitute AVID Tutor	08/23/2019
Ryann Hernandez	Substitute AVID Tutor	09/09/2019
Manuel Hurtado	Substitute AVID Tutor	08/27/2019
Ruben Hurtado	Substitute AVID Tutor	09/06/2019
Hiba Chekh Jaber	Substitute AVID Tutor	09/05/2019
Christal Leon	Substitute AVID Tutor	08/27/2019
Delia Lopez	Substitute Proctor	08/26/2019
Jasmine Magallanes	Substitute AVID Tutor	08/23/2019
Lorine Magallanez	Substitute Early Childhood Education Asst. Preschool	08/08/2019
Alexis Martinez Cruz	Substitute AVID Tutor	08/21/2019
Diana Martinez	Substitute AVID Tutor	08/27/2019
Yesenia Miranda	Substitute PE Asst./Special Needs Program Asst.	08/27/2019
Gabrielle Ramirez	Substitute Proctor	08/30/2019
Chanen Raygoza	Substitutes IA-Behavior Intervention/Clerical/ Instructional Asst./IA-Learning Needs/PE Asst./ Special Needs Program Asst./IA-Special Orthopedic Needs	08/08/2019
Ashley Rook	Substitute Instructional Asst.-Learning Needs	08/29/2019
Gina Ruiz	Substitute Proctor	08/12/2019
Celeste Saldana	Substitute Clerical	09/10/2019
Bernardino Sandoval	Substitute Custodian	09/06/2019
Deanna Schoolcraft	Substitute AVID Tutor	09/09/2019
Leann Tafoya	Substitute Custodian/Food Service Asst.	08/30/2019
Vivian Tiscareno	Substitute AVID Tutor	08/22/2019
Alonso Toloza	Substitute AVID Tutor	09/09/2019

**Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019**

CLASSIFIED SUBSTITUTES (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Hector Valverde	Substitute Custodian	08/20/2019
Silvia Vargas	Substitute Clerical; Instructional Asst./PE Asst.	09/09/2019
Esteban Villegas	Substitute Instructional Asst./PE Asst.	08/16/2019
Marceul Wadie	Substitute Proctor	08/29/2019
Pauline Wheelis	Substitute Instructional Aide	09/09/2019

SHORT TERM ASSIGNMENT CLASSIFIED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Arturo Alanis	Student Mentor and Campus Asst./Bon View & Wiltsey	08/06/2019-09/06/2019
Guillermo Amarillas	Custodian/Briggs-Operations	07/01/2019-03/25/2020
Diane Dixon	Office Asst./Fiscal Services	08/19/2019-08/23/2019
Garett Gonzalez	Student Mentor and Campus Asst./Haynes	08/06/2019-08/30/2019
Ledy Hernandez Gonzalez	IA-Preschool Inclusion/Sultana	08/27/2019-09/30/2019
Reymond Hurtado	Custodian/Briggs-Operations	07/01/2019-03/25/2020
Jose Juarez	Custodian/Briggs-Operations	07/01/2019-07/31/2019
Brandon Macancela	Student Mentor and Campus Asst./Central	08/06/2019-09/06/2019
Fred Nash	Student Mentor and Campus Asst./Kingsley & Mariposa	08/06/2019-09/06/2019
Carol Riley	Instructional Asst./Berlyn	08/09/2019-09/06/2019
Rosana Salas	Proctor/Food & Nutrition Services	08/12/2019-09/06/2019
Monica Salazar	Risk Management Technician/Briggs-Risk Management	09/10/2019-10/31/2019
Mervat Shahin	Special Needs Program Asst./De Anza	08/07/2019-05/22/2020
Marles Veasley	Special Needs Program Asst./Think Together-Vina Danks	08/07/2019-05/21/2020
Van Wadlington	Student Mentor and Campus Asst./Briggs-L&T	08/06/2019-08/12/2019

REQUEST FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Virginia Ayala	Custodian/El Camino Extended Medical Leave	07/23/2019-09/27/2019
Christine Barron	IA-Learning Needs/Oaks Medical Leave	07/29/2019-8/16/2019
Sylvia Buenrostro	IA-Behavior Intervention/El Camino Medical Leave	09/03/2019-09/26/2019

**Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019**

REQUEST FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Stephanie Ciccone	PE Asst./Briggs-L&T Unpaid Leave	09/01/2019-01/07/2020
Cristian Covarrubias	Custodian/Vineyard Medical Leave	09/03/2019-09/15/2019
Mary Daoud	Food Service Asst. III/Central Production Kitchen Medical Leave	08/21/2019-09/22/2019
Jaime Espinoza	Head Custodian I/Buena Vista Intermittently FMLA Leave	07/01/2019-06/30/2020
Vanessa Espinoza	PE Asst./Briggs-L&T Medical Leave	08/07/2019-08/23/2019
Cynthia Fabela	School Office Asst. I/Buena Vista Extended Medical Leave	08/02/2019-09/12/2019
Kenneth Gamboa	IS System Support Technician/Briggs-IS FMLA Leave	09/05/2019-10/03/2019
Ismael Garcia	Student Mentor and Campus Asst./Briggs-L&T Extended Medical Leave	08/16/2019-09/20/2019
Yvonne Garcia	Bus Driver/Transportation Medical Leave	08/07/2019-09/17/2019
Adriana Gonzalez	Proctor/Edison Medical Leave	08/14/2019-10/16/2019
Erlinda Guerra	Bus Driver/Transportation Medical Leave	08/27/2019-09/07/2019
Aimee Huerta	School Administrative Asst. I/Howard Medical Leave	09/09/2019-12/06/2019
Tina Lee	Food Service Asst. I/Buena Vista Unpaid Leave	08/06/2019-12/08/2019
Cathy Lewis	Proctor/Howard and Ramona Medical Leave	09/04/2019-10/01/2019
Tomas Lopez	Custodian/Sultana Medical Leave	08/29/2019-10/24/2019

**Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019**

REQUEST FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Anthony Mabon	Custodian/Central Extended Medical Leave	07/31/2019-09/18/2019
Carol Olson	Proctor/El Camino Extended Medical Leave	07/25/2019-09/12/2019
Jonathan Orozco	Warehouse Worker/Warehouse Extended Medical Leave	08/22/2019-10/03/2019
Carmen Ortiz	Speech Language Pathologist Asst./Briggs-SPED Medical Leave	09/20/2019-11/28/2019
Michelle Palacios	IA-Behavior Intervention Medical Leave	09/16/2019-11/25/2019
Dolores Palomino	Bus Driver/Transportation Medical Leave	08/06/2019-01/11/2020
Claudia Quintero	Health Service Asst./Mariposa Medical Leave (Correction to Name)	07/25/2019-09/03/2019
Alicia Ramirez	Support Staff Supervisor/Briggs-HR Medical Leave	09/05/2019-09/19/2019
Jasmine Ramirez	School Office Asst. I/Del Norte Extended Medical Leave	08/01/2019-11/01/2019
Maria Ramos	Lead Food Service I/Euclid Extended Medical Leave	08/12/2019-08/18/2019
Loretha Ray	Health Service Asst.-Special Needs II/Moreno Medical Leave	08/05/2019-09/30/2019
Cynthia Rios	Special Needs Program Asst./Berlyn Medical Leave	08/02/2019-10/09/2019
Joshua Rivas	PE Asst./Briggs-L&T (Unpaid Leave for 3 days a week – Mon. Tues. Wed.)	09/01/2019-12/08/2019
Nadia Robledo	Head Start Early Childhood Education Asst./Howard FMLA Leave	05/22/2019-09/27/2019
Carmen Rodriguez	Bus Driver/Transportation Medical Leave	08/06/2019-09/19/2019

**Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019**

REQUEST FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Rebecca Ruiz	Food Service Asst. II/Vina Danks Medical Leave	08/30/2019-10/01/2019
Sara Sakurai	Instructional Asst./Hawthorne Extended Medical Leave	08/26/2019-10/21/2019
Fady Saleh	HVAC Technician/Briggs-Operations Extended Medical Leave	07/31/2019-09/20/2019
Sandra Salgado	Proctor/Kingsley Medical Leave	08/07/2019-09/30/2019
Luisa Sanchez-Escobar	Senior Office Asst./Student & Family Support Services Medical Leave	08/19/2019-10/17/2019
Maria Louisa Silvestre	Special Needs Program Asst./Lincoln Medical Leave	08/16/2019-11/12/2019
Stanley Smith	Custodian/Mission Medical Leave	08/15/2019-09/05/2019
Lorne Taylor	Bus Driver/Transportation Extended Medical Leave	08/22/2019-11/30/2019
Elba Thomas	Food Service Asst. I/Monte Vista Extended Medical Leave	09/03/2019-10/21/2019
Cristina Trejo	Bus Driver/Transportation Medical Leave	08/29/2019-10/01/2019

REVISED APPROVED LEAVE OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>APPROVED DATES</u>	<u>REVISED DATES</u>
Anthony Bogaczyk	Videographer/Briggs-IS	08/12/2019-09/02/2019	Postponed

RETIREMENT, RESIGNATION, PROBATIONARY RELEASE AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Everlyn Beltran	IA-Learnings Needs/Hawthorne	08/23/2019
Charlene Dodd	Lead Risk Management Technician/Briggs-Fiscal Services	09/06/2019
Yvette Downs	Food Service Asst. II/De Anza	08/08/2019

Classified Personnel Recommendations Report #CLA1920-0919
September 19, 2019

RETIREMENT, RESIGNATION, PROBATIONARY RELEASE AND TERMINATION (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Donna Enriquez	Reprographics Lead/Briggs-Print Shop	09/03/2019
Luz Garcia-Montes	IA-Preschool Inclusion/Del Norte	09/13/2019
Christina Miranda	Health Service Asst.-Special Needs II/Moreno	09/13/2019
Tiffany Nash	Library Media Asst./Del Norte	08/16/2019
Meledy Nugent	Health Service Asst.-Special Needs II/Moreno	07/31/2019
Juan Ordaz	Proctor/Bon View	06/28/2019
Gabrielle Ramirez	Proctor/Arroyo	05/13/2019
Jennifer Rodriguez	Early Childhood Education Asst./Corona	08/12/2019
Yvette Sosa	Food Service Asst. I/Howard	08/16/2019
Ashley Tatum	Proctor/Oaks	07/31/2019
Xochilt Valdez	Speech Language Pathologist Asst./Briggs-SPED	08/30/2019

Prepared by: Hector Macias, Assistant Superintendent, Human Resources

Reviewed by: Phil Hillman, Chief Business Official

Approved by: James Q. Hammond, Superintendent

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **New Job Description for Dual Language Teacher**

REQUESTED ACTION

Approve the New Job Description for Dual Language Teacher.

BACKGROUND INFORMATION

The Ontario-Montclair School District has been successfully operating "Dual Language" classes for over a decade. The program, and classrooms associated, are responsible for teaching in a dual-language immersion classroom environment that ensures learning and personal growth of every student in both the target language and English. Currently, we have dual-language programs at three (3) schools: Central Language Academy, Euclid, and Montera. A dedicated job description will help OMSD in the recruitment, retention, and possible funding of said position(s).

The job description is shown in Exhibit A.

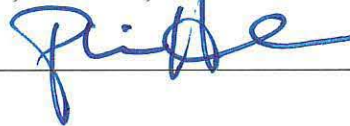
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

The salary range for the Dual Language Teacher is \$48,369 to \$98,355.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the New Job Description for Dual Language Teacher.

Approved by: James Q. Hammond, Superintendent

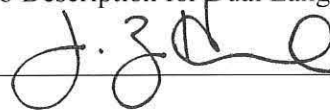


Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

TEACHER ELEMENTARY DUAL LANGUAGE IMMERSION

DEFINITION

Position is responsible for teaching a dual-language immersion classroom environment that ensures learning and personal growth of every student. Providing an educational program for pupils in grades K-8, or a combination thereof, and assists in other school programs as assigned.

MAJOR DUTIES AND RESPONSIBILITIES

- Utilizes and models academic written and spoken language in both Target Language and English in the classroom.
- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, and music to pupils in a classroom, utilizing the District adopted materials and California State Content Standards and Frameworks.
- Instructs pupils in citizenship, basic communication skills, and other general elements of the course of study specified in state law and administrative regulations and procedures of the school district.
- Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
- Collaborates in the development, articulation, implementation and stewardship of a specific language and culture elementary program.
- Understands the core purposes of the dual language immersion program and research behind the program's effectiveness.
- Works cooperatively with students and their parents who are culturally, racially and linguistically diverse.
- Is familiar with or is willing to acquire knowledge of language immersion models and curriculum.
- Translates lesson plans into learning experiences so-as-to best utilize the available time for instruction and actively engage students.
- Develops weekly lesson plans and supplementary material compatible with the basic instructional philosophy and curriculum of the District.
- Participates in curriculum development programs within the school of assignment and/or on a district level.
- Establishes and maintains standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.
- Evaluates pupils' academic and social growth, keeps appropriate records, prepares progress reports, and communicates with parents on the individual pupil's progress.
- Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, and learning problems.
- Creates an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.

(Ref. c 3.2)

- Maintains professional competence through participation in in-service education activities provided by the district and/or self-selected professional growth activities.
- Participates cooperatively with the principal or his designee to develop the system by which will be evaluated in conformance with the district's uniform guidelines for evaluation and assessment.
- Selects and requisitions books, instructional aids, and instructional supplies, and maintains required inventory records .
- Insures a comfortable room environment through control of heating, lighting, and ventilation to the extent possible.
- Supervises pupils in out-of-classroom activities during the assigned working day.
- Shares in the sponsorship of student activities and participates in faculty committees.
- Administers group standardized tests in accordance with district testing program.
- May plan and coordinate the work of aides, teacher assistants and other paraprofessionals.
- Performs basic attendance accounting and business services as required.
- Participates in Family engagement meetings and events as appropriate (i.e. PTA, SSC, Advisory Groups, etc)"
- Serves on bus duty, yard duty, and cafeteria duty as assigned.
- Attends faculty and curriculum meetings.
- Provides students with the opportunity to participate in daily patriotic observance. Education Code 52720.
- Monitors classroom environment to ensure clean and safe conditions exist, notifying principal of any unclean or unsafe classroom condition.
- Monitors classroom activities making students responsible for putting materials, supplies, tools, etc., safely and neatly away at the end of class session.

CREDENTIAL

Appropriate California Elementary Teaching Credential, verification of subject matter competence and Bilingual Authorization in the target language.

EDUCATION

Bachelor's degree including all courses needed to meet credential requirements.

EXPERIENCE

K-8 Classroom teaching experience preferred

SUPERVISION

Reports to Principal and is Responsible for Students

LICENSE REQUIREMENT

Possession of a valid California Motor Vehicle Operator's License.

CONDITION OF EMPLOYMENT

Insurability by the District's liability insurance carrier.

PHYSICAL DEMANDS

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

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

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

WORK ENVIRONMENT

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

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Board Approved:

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **New Job Description for Newcomer Teacher**

REQUESTED ACTION

Approve the New Job Description for Newcomer Teacher.

BACKGROUND INFORMATION

The Ontario-Montclair School District has been providing a "Newcomer" program for over a decade. The program is designed for students in grades 7 and 8 who have been enrolled in US schools for less than twelve months. The Newcomer teacher will teach designated and integrated English Language Development (ELD) using appropriate and differentiated learning strategies to assist Newcomer English learner students in acculturating into the educational system and access content subject matter. Currently we have our Newcomer program at Vernon Middle School. A dedicated job description will help OMSD in the recruitment, retention, and possible funding of said position(s).

The job description is shown in Exhibit A.

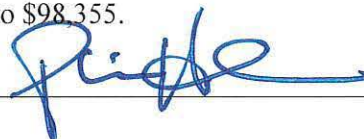
Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

The salary range for Newcomer Teacher is \$48,369 to \$98,355.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the New Job Description for Newcomer Teacher.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT TEACHER, NEWCOMER ENGLISH LEARNERS

DEFINITION

Provide English Language Development instruction to students who have been in the country for less than 2 years. Teacher will teach English Language Development using appropriate and differentiated learning strategies to enable students to make academic and socio-emotional growth and will assist students new to the United States to acculturate into the educational system successfully.

MAJOR DUTIES AND RESPONSIBILITIES

- Establishes a safe and nurturing learning environment for students where background knowledge, language and culture is valued and time is given to orient students and families to a new culture, school, and community;
- Takes time for students to participate in classroom discussions about their country, family, successes and challenges in adjusting to school and the community;
- Collaborates with grade level teachers to enhance instructional supports to Newcomer students in grade level and other professional learning community settings;
- Builds strong relationships with parents to provide for the instructional needs of the Newcomer students and sustains ongoing communication in their primary language when possible;
- Teaches designated and integrated English Language Development, developing lesson plans according to the California state standards and frameworks aligned to the ELD standards;
- Builds students' listening, speaking, reading and writing skills with an emphasis language development in English while primary language supports when possible;
- Utilizes strategies, digital and hands on instructional materials;
- Conducts formative and summative assessments to evaluate academic achievement, ELD and primary language literacy when possible;
- Shares assessment results with students, families & their corresponding classroom teachers;
- Maintains a comprehensive record system to reflect on academic progress and ELD;
- Prepares transition plan to home school or feeder high school;
- Identifies students' areas of strengths and needs for improvement, monitors students' achievement and adjusts instruction in response to student data;
- Attends and engages in district, school meetings and activities for planning and program design purposes;
- Participate in district and school professional development;
- Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the linguistic needs of each student;
- Supports partner content teachers in lesson planning and co-teaching learning experiences so as to best utilize the available time for instruction and activate student engagement;
- Establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom;

- Evaluates students' academic and social growth, keeps appropriate records, prepares progress reports, and communicates with parents on the individual student's progress;
- Identifies students' needs and cooperates with other professional staff members in assessing and helping them solve health, social-emotional well-being, and learning needs;
- Creates an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers;
- Maintains professional competence through participation in professional learning activities provided by the district and/or self-selected professional growth activities;
- Participates cooperatively with the principal or his designee to develop the system by which will be evaluated in conformance with the district's uniform guidelines for evaluation and assessment;
- Supervises students in out-of-classroom activities during the assigned working day;
- Shares in the sponsorship of student activities and participates in faculty committees;
- Administers group standardized tests in accordance with district testing program;
- Plan and coordinate the work of aides, teacher assistants and other paraprofessionals working with Newcomer students;
- Attends/provides Newcomer parent meetings and workshops as assigned;
- Serves on bus duty, yard duty, and cafeteria duty as assigned;
- Attends faculty and curriculum meetings;
- Provides students with the opportunity to participate in daily patriotic observance. Education Code 52720;
- Other related duties as assigned;
- Monitors classroom environment to ensure clean and safe conditions exist, notifying site administrators of any unclean or unsafe classroom condition.

CREDENTIAL

Appropriate California Teaching Credential, verification of subject matter competence and English Learner Authorization.

EDUCATION

Bachelor's degree including all courses needed to meet credential requirements.

EXPERIENCE

Minimum two years' experience teaching English Learners in a general education classroom setting, grades 4-8 preferred. Experience designing units and lessons aligned with the ELA/ELD framework. Desired Qualifications: Fluent Spanish language proficient; Experience providing guidance and support to other teachers working with English learners.

SUPERVISION

Reports to Principal and is Responsible for Students

LICENSE REQUIREMENT

Possession of a valid California Motor Vehicle Operator's License.

CONDITION OF EMPLOYMENT

Insurability by the District's liability insurance carrier.

PHYSICAL DEMANDS

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

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

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

WORK ENVIRONMENT

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

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Board Approved:

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **New Job Description for Promise Scholars Coordinator**

REQUESTED ACTION

Approve the New Job Description for Promise Scholars Coordinator.

BACKGROUND INFORMATION

The Ontario-Montclair School District (OMSD) has continued to demonstrate innovative programs and initiatives development that positively influences students' current and future success opportunities. The Promise Scholars Program and Ontario-Montclair Schools Foundation are two such initiatives. Since their inception, both programs have grown in scale and scope, requiring more time, knowledge and skills to effectively manage and lead these critical programs. The updated job description from Resource Development Administrator to Promise Scholars Coordinator both properly reflects the role and the essential functions to continue to lead the growing programs.

The Promise Scholars Coordinator is the key management leader responsible for overseeing the administration of programs and strategic direction of the Promise Scholars Program and the Ontario-Montclair Schools Foundation. Other key duties include fundraising, fiscal management, marketing, community outreach, and performs other related duties as assigned. Specifically, the Promise Scholars Coordinator is responsible for planning, establishing, and maintaining relationships with various organizations throughout the community and region. The Coordinator utilizes those relationships to strategically enhance the Promise Scholars' mission of bringing all stakeholders together to introduce students to the post high school opportunities and pathways available to achieve career and college goals.

The job description is shown in Exhibit A.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

The salary range for the Promise Scholars Coordinator position is \$108,794 to \$127,364 for 261 days. Any differential in pay, based on the management compensation schedule, will be covered by the Ontario-Montclair Schools Foundation and other partners.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the New Job Description for Promise Scholars Coordinator.

Approved by: James Q. Hammond, Superintendent



(Ref. c 5.1)

Exhibit A

Ontario-Montclair School District

CLASS SPECIFICATION

Promise Scholars Coordinator

GENERAL PURPOSE

Under the general direction of the Assistant Superintendent of Learning and Teaching, is the key management leader of responsible for overseeing the administration of programs and strategic direction of the Promise Scholars Program and the Ontario-Montclair Schools Foundation. Other key duties include fundraising, fiscal management, marketing, partnership development, community outreach, and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

The Promise Scholars Coordinator is responsible for planning, establishing, and maintaining relationships with various organizations throughout the community and region and utilize those relationships to strategically enhance Promise Scholars' mission.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

1. **Board Governance:** Works with and develops the Ontario-Montclair Schools Foundation Board in order to fulfill the organization's charter purpose "to secure and distribute contributions from individuals, estates, government, corporations, foundations, and any other source for the educational benefit of Ontario-Montclair School District school students" and the mission of Promise Scholars to increase college access and success. Responsible for leading in a manner that supports and guides the organization's mission including coordinating with the Chaffey Joint Union High School District and building the capacity of the Board to serve as volunteers in their governance role. Communicates effectively with the Foundation Board and providing, in a timely and accurate manner, all information necessary for the Foundation Board to function properly and to make informed decisions.
2. **Financial Performance and Viability:** Develops resources sufficient to ensure the financial health of the Foundation and program. Responsible for fiscal management that operates within the approved budget, ensures maximum resource utilization, ensuring all records are maintained and filed for tax and audit purposes, and maintenance of the organization in a positive financial position including the establishment of an endowment. Researches statistical information related to demographics; gathers, analyzes, and interprets statistical data; and develops reports, summaries, presentations, documents, and other types of information for resource development. Responsible for leading fundraising activities, managing the Foundation Board's role in fundraising, and developing additional resources through partnerships.
3. **Organization Mission and Strategy:** Works with Foundation Board and staff to ensure that the mission is fulfilled through programs, development of strategic partnerships, and community outreach. Responsible for high quality implementation of Promise Scholars programming and planning for sustainability to ensure that Promise Scholars can successfully fulfill its mission into the future. Responsible for the enhancement of Promise Scholars' image by being active and visible in the community and by working closely with other educational institutions, businesses, local government, civic, and nonprofit organizations.

4. Organization Operations: Oversees and implements appropriate resources to ensure that the operations of the organization are effective. Responsible for efficient administration of all aspects of operations, including the hiring, retention, and training of competent, qualified staff, and recruitment and placement of approximately 300 volunteers annually. Supervises a team of staff members who serve approximately 20,000 students and 1,000 parents per year.

QUALIFICATIONS

Knowledge of:

1. Principles used to develop nonprofit boards, fundraising methods, program evaluation techniques, and research methodology.
2. Evidence-based student achievement support strategies.
3. Grant development activities, grant policies, and state, federal and private funding sources, educational systems, unique needs of student sub-populations, and research-based programming models.

Ability to:

1. Direct assessments, design reports, surveys and other types of instruments to develop and analyze data to create program-wide goals with well-defined objectives.
2. Act as a professional advisor to the Foundation Board on all aspects of the organization's activities and provide support by preparing meeting agendas and supporting materials, and conduct official correspondence of the organization, and jointly, with designated officers, execute legal documents.
3. Establish sound working relationships and cooperative arrangements with partners while representing the strategic intent and point of view of the organization to agencies, organizations, and the general public.
4. Oversee the development and implementation of all communication vehicles, including emails, newsletters, social media, websites, letters, brochures and reports in order to ensure that materials are high quality and reflect the Promise Scholars' brand.
5. Coordinate, plan, and provide professional development for staff on fund development and program design.
6. Establish and maintain effective working relationships with teachers, administrators, representatives of other public and private agencies and others encountered in the course of work.
7. Set appropriate priorities, supervise staff and volunteers, manage multiple projects, establish and meet time lines, exercise sound judgment, and work independently.

Education, Training and Experience:

Bachelor's degree with a major pertinent to the position requirements or course work in education. A minimum of 5 years experience in a relevant role. Substantial knowledge of the region's higher education systems, as well as local government, businesses and philanthropic community.

PHYSICAL AND MENTAL DEMANDS

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

Physical Demands

While performing the duties of this class, an employee is regularly required to sit; talk or hear, in person, in meetings and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands and arms. The employee is frequently required to walk and stand.

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

Mental Demands

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

WORK ENVIRONMENT

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

The employee works under typical office conditions, and the noise level is usually quiet.

Board Approved:

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Ontario-Montclair School District Annual Temporary Athletic Team Coach Qualifications as set forth by the Provisions in Title 5, Section 5593**

REQUESTED ACTION

Approve the Ontario-Montclair School District Annual Temporary Athletic Team Coach Qualifications as set forth by the Provisions in Title 5, Section 5593.

BACKGROUND INFORMATION

California Education Code of Regulations Section 5593 states that any person serving at any grade level as a temporary athletic team coach must show knowledge and competency in the areas listed below:

- Care and prevention of athletic injuries, basic first aid, and emergency procedures;
- Coaching techniques;
- Rules and regulations in the athletic activity being coached; and
- Child or adolescent psychology, whichever is appropriate to the grade level of the involved sports activity.

Ontario-Montclair School District has established qualifications for the position of temporary athletic team coach in the specified four competency areas, as required by the California Department of Education:

1. Care and prevention of athletic injuries, basic injury first aid, and emergency procedures as evidenced by one or more of the following:
 - a. Completion of a college-level course in the care and prevention of athletic injuries and possession of a valid Cardiopulmonary Resuscitation (CPR) card; or
 - b. A valid sports injury certificate or first aid card, and a valid CPR card; or
 - c. A valid Emergency Medical Technician I or II card; or
 - d. A valid trainer's certification issued by the National or California Athletic Trainer's Association; or
 - e. The person has had practical experience under the supervision of an athletic coach or trainer, or has assisted in team athletic training and conditioning, and has both valid CPR and first aid cards.

Ontario-Montclair School District Annual Temporary Athletic Team Coach Qualifications as set forth by the Provisions in Title 5, Section 5593
September 19, 2019

2. Coaching theory and techniques in the sport or game being coached, as evidenced by one or more of the following:
 - a. Completion of a college course in coaching theory and techniques; or
 - b. Completion of in-service programs arranged by a school district office or a county office of education; or
 - c. Prior service as a student coach or assistant athletic coach in the sport to be coached; or
 - d. Prior coaching in community youth athletic programs in the sport to be coached; or
 - e. Prior participation in organized competitive athletics at high school level or above in the sport to be coached.

3. Knowledge of the rules and regulations pertaining to the sport or game being coached, league rules and, at the high school level, regulations of the California Interscholastic Federation.

4. Knowledge of child or adolescent psychology as it relates to sports participation as evidenced by one or more of the following:
 - a. Completion of a college-level course in child psychology for elementary school positions and adolescent or sports psychology for secondary school positions; or
 - b. Completion of a seminar or workshop on human growth and development of youth; or
 - c. Prior active involvement with youth in school or community sports program.

Professional Development (PD) shall be provided to temporary coaches prior to each sport, which will include: District level PD on topics which meet requirements indicated above and includes rules and regulations of the supervised sport(s) coached, philosophy of coaching, concussion protocol, knowledge of prevention and intervention of opioids addiction and behaviors, sudden cardiac arrest syndrome, and coaching of young adults. Additionally, prior to coaching, staff shall have proof of First Aid and CPR Certificate. The extensive training provided through both District and external offerings meet or exceed the annual requirements set forth per Title 5, California Education Code of Regulations, Section 5593.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources



FINANCIAL IMPLICATIONS

None.

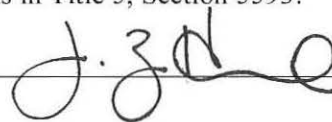
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Ontario-Montclair School District Annual Temporary Athletic Team Coach Qualifications as set forth by the Provisions in Title 5, Section 5593.

Approved by: James Q. Hammond, Superintendent



Consent Calendar

(d) Learning & Teaching

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: OMSD School Sponsored Overnight Field Trip List FT1920-03

REQUESTED ACTION

Approve the OMSD School Sponsored Overnight Field Trip List FT1920-03 (Exhibit A).

BACKGROUND INFORMATION

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

The OMSD School Sponsored Overnight Field Trip List FT1920-03 (Exhibit A) meets the instructional objectives.

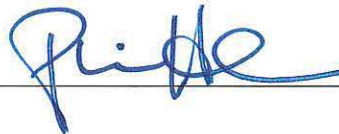
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



FINANCIAL IMPLICATIONS

None for the information presented.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the OMSD School Sponsored Overnight Field Trip List FT1920-03 (Exhibit A).

Approved by: James Q. Hammond, Superintendent

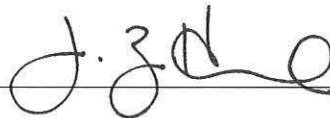


Exhibit A

OMSD School Sponsored Overnight Field Trip List FT1920-03

September 19, 2019

School/Department	Event and Location	Dates	Emphasis
Buena Vista Arts-integrated	Irvine Ranch Outdoor Educational Center Orange, CA	May 12, 2020 through May 15, 2020	Earth and life science standards
Buena Vista Arts-integrated	Thousand Pines Outdoor Education Center Crestline, CA	May 12, 2020 through May 15, 2020	Earth and life science standards
Central Language Academy	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Central Language Academy	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
De Anza Middle School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
De Anza Middle School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Edison Elementary School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Edison Elementary School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Haynes Elementary School	Thousand Pines Outdoor Education Center Crestline, CA	April 6, 2020 Through April 10, 2020	Earth and Life Science Standards
Oaks Middle School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Oaks Middle School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Ramona Elementary School	High Trails Outdoor Science Camp Angeles Oaks, CA	May 6, 2020 through May 8, 2020	California science standards
Serrano Middle School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards

(Ref. d 1.2)

School/Department	Event and Location	Dates	Emphasis
Serrano Middle School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Vernon Middle School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Vernon Middle School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Vina Danks Middle School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Vina Danks Middle School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Vineyard Elementary School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Vineyard Elementary School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Wiltsey Middle School	8 th Grade Field Trip Sacramento, CA	April 26, 2020 through April 30, 2020	California history and social science standards
Wiltsey Middle School	8 th Grade Field Trip Sacramento, CA	May 3, 2020 through May 7, 2020	California history and social science standards
Wiltsey Middle School	Pali Mountain Institute Running Springs, CA	October 30, 2019 through November 1, 2019	Outdoor education, science and leadership curriculum

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 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 TCB1920-01**

REQUESTED ACTION

Approve the Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1920-01 (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).

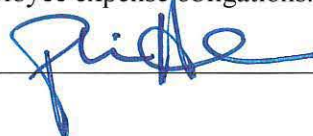
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching:



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



(Ref. d 2.1)

Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1920-01
September 19, 2019

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Ontario-Montclair School District-Sponsored Travel/Conference/Business for Non-District Employees TCB1920-01 (Exhibit A).

Approved by: James Q. Hammond, Superintendent _____

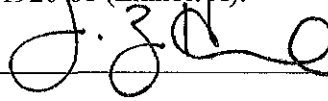


Exhibit A

**Ontario-Montclair School District-Sponsored Travel/Conference/Business for
Non-District Employees TCB1920-01**

September 19, 2019

School/Department	Location	Dates	Event
Learning & Teaching	Desert Springs, CA	July 22, 2019 Through July 26, 2019	Southern Regional Student Wellness Conference
Learning & Teaching	San Jose, CA	September 25, 2019 Through September 26, 2019	Community Engagement Initiative Meeting
Learning & Teaching	Burbank, CA	October 28, 2019 Through October 29, 2019	Community Engagement Initiative Meeting
Learning & Teaching	Santa Ana, CA	December 9, 2019 Through December 10, 2019	Community Engagement Initiative Meeting
Learning & Teaching	San Diego, CA	May 12, 2020 Through May 13, 2020	Community Engagement Initiative Meeting

Discussion/Action/Public Hearing

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Adoption of Resolution 2019-20-03, Recognizing October 13-19, 2019 as Week of the School Administrator**

REQUESTED ACTION

Approve the Adoption of Resolution 2019-20-03, Recognizing October 13-19, 2019 as Week of the School Administrator.

BACKGROUND INFORMATION


Education Code section 44015.1 encourages public recognition of the contribution that school administrators make to successful student achievement. The State of California has declared the second week of October as “Week of the School Administrator,” as proposed in Education Code section 44015.1.

School administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California’s superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement.

School leaders depend on a network of support from school communities – fellow administrators, teachers, parents, students, businesses, community members, board trustees, colleges and universities, community and faith-based organizations, elected officials and district and county staff and resources – to promote ongoing student achievement and school success; and

Research shows, great schools are led by great principals and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state.

Resolution 2019-20-03 (Exhibit A) recognizes October 13-19, 2019 as Week of the School Administrator in the Ontario-Montclair School District in recognition of the District’s certificated and classified administrators.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources 

FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official 

Adoption of Resolution 2019-20-03, Recognizing October 13-19, 2019 as Week of the School Administrator
September 19, 2019

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Adoption of Resolution 2019-20-03 recognizing October 13-19, 2019 as Week of the School Administrator.

Approved by: James Q. Hammond, Superintendent _____

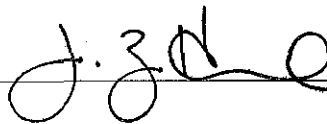
A handwritten signature in black ink, appearing to read "J. Q. Hammond", is written over a horizontal line.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

September 19, 2019

Resolution 2019-20-03



WEEK OF THE SCHOOL ADMINISTRATOR

WHEREAS, Leadership matters for California's public education system and the more than 6 million students it serves;

WHEREAS, School administrators are passionate, lifelong learners who believe in the value of quality public education, and

WHEREAS, The title "school administrator" is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees are considered administrators; and

WHEREAS, Providing quality service for student success is paramount for the profession; and

WHEREAS, School administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California's superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement; and

WHEREAS, School leaders depend on a network of support from school communities – fellow administrators, teachers, parents, students, businesses, community members, board trustees, colleges and universities, community and faith-based organizations, elected officials and district and county staff and resources – to promote ongoing student achievement and school success; and

WHEREAS, Research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state; and

WHEREAS, The State of California has declared the second week of October as the "Week of the School Administrator" in Education Code 44015.1; and

WHEREAS, The future of California's public education system depends upon the quality of its leadership;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Ontario-Montclair School District hereby recognize October 13-19, 2019 Week of the School Administrator and that all school leaders be commended for the contributions they make to successful student achievement.

PASSED AND ADOPTED this nineteenth day of September 2019, by the Board of Trustees of the Ontario-Montclair School District in San Bernardino County, California.

BOARD OF TRUSTEES OF THE ONTARIO-MONTCLAIR SCHOOL DISTRICT

Elvia M. Rivas, Board President

Date

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Adoption of Resolution 2019-20-04, Recognizing October 14-18, 2019 as National School Lunch Week**

REQUESTED ACTION

Approve the adoption of Resolution 2019-20-04, Recognizing October 14-18, 2019 as National School Lunch Week.

BACKGROUND INFORMATION

In 1962, Congress designated the week beginning the second Sunday in October each year as "National School Lunch Week." During this annual weeklong celebration students all around the country celebrate in their cafeterias with decorations, special menus, events, and other activities. The 2019 National School Lunch Week theme is "School Lunch: What's on Your Playlist?," which which spotlights how today's school cafeterias are serving up the menu items that kids want to eat, with increased choice and customization. Ontario-Montclair School District recognizes the National School Lunch Week by adopting Resolution 2019-20-04 (Exhibit A).

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 2019-20-04, Recognizing October 14-18, 2019 as National School Lunch Week

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

RESOLUTION 2019-20-04

Recognizing October 14-18, 2019 as National School Lunch Week

WHEREAS, in 1962, Congress, by joint resolution, designated the week beginning the second Sunday in October each year as “National School Lunch Week”; and

WHEREAS, the National School Lunch program is dedicated to the health and well-being of our nation’s children, and

WHEREAS, the National School Lunch Program has been joined through the years by many other excellent child feeding programs; and there is evidence of continued need for nutrition education and awareness of the value of school nutrition programs.

WHEREAS, The National School Lunch Program has served our nation admirably for over 60 years through advanced practices and nutrition education; and

WHEREAS, the Ontario-Montclair School District celebrates and recognizes events and activities promoting the benefits of the National School Lunch Program; and

NOW, THEREFORE, be it resolved, that the Ontario-Montclair School District recognizes October 14-18, 2019 as National School Lunch Week.

PASSED AND ADOPTED the nineteenth day of September 2019, by the Board of Trustees, Ontario-Montclair School District, County of San Bernardino, California.



Attest:

Elvia M. Rivas, Board President

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Provisional Internship Permit for Roberto Ramirez**

REQUESTED ACTION

Approve the recommendation for Provisional Internship Permit (PIP) for Roberto Ramirez.

BACKGROUND INFORMATION

Per District Administrative Regulation 4112.2, whenever a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may request that the California Commission on Teacher Credentialing (CCTC) issue a Provisional Internship Permit (PIP) to an applicant who possesses a bachelor's degree or higher degree from a regionally accredited college or university. Additionally, the applicant must meet the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the coursework/experience requirement for multiple subject, single subject, or education specialist PIP as appropriate.

Special Education continues to be a statewide shortage area for multiple positions. The District has posted positions multiple times with no success in receiving applications for qualified candidates. A viable and recommended option is to grant a Provisional Internship Permit (PIP). PIP allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter into an intern program.

The District is requesting a PIP for Roberto Ramirez to teach in a Moderate to Severe Special Education Classroom at Lincoln Elementary School, effective August 2, 2019.

Mr. Ramirez began his employment with OMSD as a Special Needs Program Assistant. His plan was to become a Psychologist. Mr. Ramirez earned a Bachelor's Degree in Psychology from California Baptist University. He was completing requirements for acceptance into the graduate program. During this time, he transitioned to a certificated substitute position where he was assigned to a long-term position. He quickly developed a love for teaching and decided to change his career plan. He is now pursuing an Education Specialist Moderate to Severe Teaching credential.

Mr. Ramirez qualifies for issuance of a PIP, which would authorize him to teach in a Special Education Moderate to Severe classroom setting for Ontario-Montclair School District; upon approval by the Board of Trustees and issuance of the PIP he will be authorized to teach at Lincoln Elementary School for the 2019-2020 school year.

Prepared by: Hector Macias, Assistant Superintendent, Human Resources



Provisional Internship Permit for Roberto Ramirez
September 19, 2019

FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official

A handwritten signature in blue ink, appearing to read "PHILLMAN", written over a horizontal line.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Recommended Provisional Internship Permit (PIP) for Roberto Ramirez.

Approved by: James Q. Hammond, Superintendent

A handwritten signature in blue ink, appearing to read "J. Q. HAMMOND", written over a horizontal line.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Public Hearing Regarding the Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year**

REQUESTED ACTION

Hold a public hearing regarding the Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year.

BACKGROUND INFORMATION

Districts are required to conduct a textbook inventory and to report the results at an annual instructional materials public hearing, as defined by Education Code (EC) section 60119. The implementation of Senate Bill 550 imposed several requirements for this annual review process including:

- Hold the public hearing in fiscal year 2005-2006 and each year thereafter before the end of the eighth week after the first day of classes.
- Determine at the hearing whether “sufficient instructional materials or textbooks” exist, defined as each student, including each English language learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.

After reviewing the textbook and materials purchasing records and the instructional materials inventory for the 32 schools, the District determined there are sufficient materials for all students in the core content areas.

The purpose of the Public Hearing is to allow for public comment on the Sufficiency of Instructional Materials at all Ontario-Montclair School District schools for the 2019-2020 school year.

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



FINANCIAL IMPLICATIONS

None for this hearing.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board hold a public hearing to allow public comment regarding the Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

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

FROM: James Q. Hammond, Superintendent

SUBJECT: **Adoption of Resolution 2019-20-05, Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year**

REQUESTED ACTION

Approve the Adoption of Resolution 2019-20-05, Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 school year.

BACKGROUND INFORMATION


Districts are required to conduct a textbook inventory and to report the results at an annual instructional materials public hearing, as defined by Education Code (EC) section 60119. The implementation of Senate Bill 550 imposed several requirements for this annual review process. The requirements are:

- Hold the public hearing in fiscal year 2005-2006 and each year thereafter before the end of the eighth week after the first day of classes.
- Determine at the hearing whether “sufficient instructional materials or textbooks” exist, defined as each student, including each English language learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format, but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.
- Determine whether each pupil enrolled in a foreign language and/or health course has sufficient standards-aligned textbooks or instructional materials.
- Take action to remedy any insufficiency identified at the hearing within two months of the beginning of the school year.
- Review textbook needs in four core areas: reading/language arts, mathematics, science, and history/social science at schools which are designated by the San Bernardino County Superintendent of Schools as Williams monitored schools (Decile 1-3). Exhibit A identifies these schools within the Ontario-Montclair School District and indicates content area instructional materials sufficiency.
- If insufficient materials are determined, the District must specify the percent of students who lack sufficient standards-aligned materials in each subject area and remedy the insufficiency by the eighth week of the school year.

Adoption of Resolution 2019-20-05, Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year
September 19, 2019

After reviewing the textbook and materials purchasing records and the instructional materials inventory for the 32 schools, the District determined sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner.

Resolution 2019-20-05, Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for 2019-2020 School Year, is shown as Exhibit B.

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

FINANCIAL IMPLICATIONS

To meet the needs of all student populations, funds are allocated to purchase materials at every grade level at each school site.

Reviewed by: Phil Hillman, Chief Business Official 

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board adopt Resolution 2019-20-05, Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 school year.

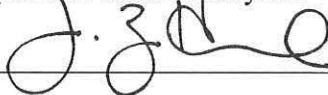
Approved by: James Q. Hammond, Superintendent 

Exhibit A

**ONTARIO-MONTCLAIR SCHOOL DISTRICT
TEXTBOOK SUFFICIENCY SURVEY
2019-2020**

SCHOOL NAME	LANGUAGE ARTS	MATH	SCIENCE	SOCIAL SCIENCE
Berlyn	X	X	X	X
Bon View	X	X	X	X
Central Language Academy	X	X	X	X
Del Norte	X	X	X	X
Euclid	X	X	X	X
Hawthorne	X	X	X	X
Haynes	X	X	X	X
Kingsley	X	X	X	X
Mariposa	X	X	X	X
Mission	X	X	X	X
Montera	X	X	X	X
Sultana	X	X	X	X
Vineyard	X	X	X	X
De Anza	X	X	X	X
Vernon	X	X	X	X
Wiltsey	X	X	X	X

EXHIBIT B

ONTARIO-MONTCLAIR SCHOOL DISTRICT Ontario, California

Resolution 2019-20-05 Sufficiency of Instructional Materials at All Ontario-Montclair School District Schools for the 2019-2020 School Year

WHEREAS, the Board of Trustees of the Ontario-Montclair School District, in order to comply with the requirements of Education Code 60119, held a public hearing on September 19, 2019, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10 days' notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English language learners, in the Ontario-Montclair School District; and

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each student, including each English language learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

WHEREAS, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards adopted by the State Board of Education pursuant to Education Code 60605 and/or the Common Core State Standards adopted pursuant to Education Code 60605.8;

WHEREAS, sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects:

- Mathematics: grades TK-8 (2014) *Eureka Math*, Great Minds;
- Science: grade Transitional Kinder (2015) Houghton Mifflin Harcourt *Big Day*, K-8 (2020) McGraw Hill, *California Inspire Science*;
- History/Social Science: grade Transitional Kinder (2015) Houghton Mifflin Harcourt *Big Day*, grades K-5 (2007) *California Vistas*, grades 6-8 (2018) Pearson *myWorld Interactive*;
- English/Language Arts, including the English language development component of an adopted program: grade Transitional Kinder (2015) Houghton Mifflin Harcourt *Big Day*, grades K-6 (2017) McGraw Hill *Wonders* and *Maravillas*, middle school grades 6-8 (2017) Houghton Mifflin Harcourt *Collections*; and
- World/foreign language: grades 6-8 McDougal Littell *Tu Mundo* or Pearson *Realidades*.

(Ref. I 5.4)

THEREFORE, it is resolved that for the 2019-2020 school year, the Ontario-Montclair School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED THIS 19th day of September 2019 at a regular meeting of the Board of Trustees by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Attest:

Dr. James Q. Hammond, Board Secretary
Ontario-Montclair School District

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



ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules

REQUESTED ACTION

Approve the 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules.

BACKGROUND INFORMATION

Education Code section 42100 requires the Board of Trustees approve the annual statement of all receipts and expenditures for all District funds (the "Unaudited Actuals") for the preceding fiscal year. The 2018-2019 Financial Statements are presented under separate cover.

The Unaudited Actuals are the financial statements that will be audited by the District's independent audit firm and are completed prior to audit report issuance. Completion of the audit is anticipated for later this fall. The final audit report is due to the State on or before December 15, 2019 and will be presented to the Board no later than February 2020.


Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

Approval of the 2018-2019 Financial Statements has no direct financial implications. Rather, it will be utilized as a management tool for future financial decisions.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the 2018-2019 Financial Statements (Unaudited Actuals) and Supplementary Schedules.

Approved by: James Q. Hammond, Superintendent



Information/Announcements

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **Ontario-Montclair School District 2018-2019 California Physical Fitness Test Results**

REQUESTED ACTION

Receive for information the Ontario-Montclair School District 2018-2019 California Physical Fitness Test Results.

BACKGROUND INFORMATION

Board Policy 6142.7-Physical Education and Activity states, "The Board of Trustees recognizes the positive benefits of physical activity on student health and academic achievement. The District shall provide all students the opportunity to be physically active on a regular basis through high-quality physical education instruction and may provide additional opportunities for physical activity throughout the school day." Physical education is a sequential educational program that teaches students to understand and participate in regular physical activity for developing and maintaining physical fitness throughout their lifetime, understand and improve their motor skills, enjoy using their skills and knowledge to establish a healthy lifestyle, and understand how their bodies work. The California Education Code established instruction in physical education for at least 200 minutes each 10 school days for elementary students in grades 1-8, exclusive of recesses and lunch period, and 400 minutes each 10 school days for middle school students in grades 7-8 exclusive of lunch period."

During the months of February through May of each school year, students in grades 5 and 7 are administered the physical fitness test designated by the State Board of Education, known as the FITNESSGRAM. Board Policy 6142.7-Physical Education and Activity requires the Superintendent or designee to annually report to the Board the following:

1. Each school's FITNESSGRAM results for each applicable grade level.
Response: Each school's FITNESSGRAM results for grades 5 and 7 are included in Exhibit A and Exhibit B.
2. The number of instructional minutes offered in physical education for each grade level.
Response: During the 2018-2019 school year, elementary students in grades 1-8 received physical education instruction for at least 200 minutes each 10 school days, exclusive of recesses and lunch period, as evidenced by teacher rosters and schedules showing content, grade level and times. During the 2018-2019 school year, middle school students in grades 7-8 received physical education instruction for at least 400 minutes each 10 school days, exclusive of lunch period, as evidenced by teacher rosters and schedules. This evidence is available in the Learning & Teaching Division office.
3. The number of two-year and permanent exemptions granted pursuant to Education Code 51241.
Response: Education Code 51241 is applicable to high school students, therefore, it is not pertinent to students in the Ontario-Montclair School District.

(Ref. M 1.1)


Ontario-Montclair School District 2018-2019 California Physical Fitness Test Results

September 19, 2019

4. Any other data agreed upon by the Board and the Superintendent or designee to evaluate program quality and the effectiveness of the district's program in meeting goals for physical activity.

Response: During the 2019-2020 school year, students in the elementary grades will be assessed for physical fitness. The results will enable staff to adjust instruction to maximize students' physical fitness.

The District is committed to providing additional opportunities for students to develop physical fitness beyond the mandated physical education instructional minutes. This is evidenced by an array of after-school sports programs such as flag football, basketball, volleyball, soccer, and track and field. Additionally, every summer the District provides the Sports Academy for Scholars & Athletes for students in grades 3 through 7.

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

FINANCIAL IMPLICATIONS

None for this information.

Reviewed by: Phil Hillman, Chief Business Official 

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board accept the information on the Ontario-Montclair School District 2018-2019 California Physical Fitness Test Results.


Approved by: James Q. Hammond, Superintendent 

Exhibit A

Ontario-Montclair School District

2018-2019 California Physical Fitness Test (FITNESSGRAM)

Results for 5th Grade

School	Number of Students Tested	Percent in the Fitness Zone					
		Aerobic Capacity	Body Composition	Abdominal Strength	Trunk Extension	Upper Body Strength	Flexibility
Arroyo	56	76.8%	42.9%	58.9%	94.6%	71.4%	60.7%
Berlyn	122	82.8%	53.3%	65.6%	97.5%	70.5%	46.7%
Bon View	91	46.2%	45.1%	85.7%	78.0%	85.7%	59.3%
Buena Vista	60	45.0%	46.7%	91.7%	93.3%	75.0%	63.3%
Central	87	66.7%	48.3%	85.1%	94.3%	77.0%	78.2%
Corona	91	37.4%	41.8%	82.4%	92.3%	69.2%	56.0%
Del Norte	90	82.2%	51.1%	65.6%	95.6%	58.9%	48.9%
Edison	114	43.9%	61.4%	80.7%	97.4%	72.8%	59.6%
El Camino	67	55.2%	55.2%	50.7%	82.1%	29.9%	37.3%
Elderberry	115	63.5%	36.5%	73.0%	89.6%	60.0%	60.0%
Euclid	97	62.9%	35.1%	79.4%	81.4%	52.6%	49.5%
Hawthorne	86	59.3%	53.5%	75.6%	95.3%	69.8%	57.0%
Haynes	119	46.2%	42.9%	75.6%	84.9%	66.4%	50.4%
Howard	104	75.0%	52.9%	64.4%	98.1%	68.3%	69.2%
Kingsley	92	76.1%	43.5%	71.7%	93.5%	71.7%	64.1%
Lehigh	110	68.2%	32.7%	70.9%	69.1%	65.5%	40.0%
Lincoln	75	77.3%	42.7%	41.3%	78.7%	70.7%	37.3%
Mariposa	128	67.2%	53.1%	59.4%	91.4%	66.4%	44.5%
Mission	92	51.1%	38.0%	66.3%	95.7%	60.9%	60.9%
Monte Vista	98	70.4%	52.0%	63.3%	91.8%	59.2%	67.3%
Montera	80	55.0%	52.5%	88.8%	68.8%	65.0%	61.3%
Moreno	81	58.0%	42.0%	63.0%	82.7%	35.8%	61.7%
Ramona	115	71.3%	47.8%	65.2%	99.1%	57.4%	62.6%
Sultana	85	54.1%	45.9%	64.7%	97.6%	49.4%	58.8%
Vineyard	93	95.7%	48.4%	75.3%	79.6%	75.3%	74.2%
Vista Grande	61	80.3%	55.7%	90.2%	96.7%	72.1%	77.0%

Exhibit B

**Ontario-Montclair School District
2018-2019 California Physical Fitness Test (FITNESSGRAM)**

Results for 7th Grade

School	Number of Students Tested	Percent in the Fitness Zone					
		Aerobic Capacity	Body Composition	Abdominal Strength	Trunk Extension	Upper Body Strength	Flexibility
Central	40	65.0%	57.5%	92.5%	95.0%	55.0%	82.5%
De Anza	251	68.1%	50.2%	77.3%	77.3%	64.1%	81.3%
Edison	49	67.3%	59.2%	71.4%	95.9%	79.6%	85.7%
Oaks	401	49.9%	53.6%	84.0%	95.3%	77.6%	68.8%
Serrano	426	48.1%	50.5%	77.7%	87.1%	80.0%	73.9%
Vernon	282	31.9%	41.8%	71.6%	80.5%	56.7%	77.0%
Vina Danks	304	35.2%	52.3%	71.1%	91.1%	32.3%	70.7%
Vineyard	97	53.6%	53.6%	72.2%	97.9%	73.2%	62.9%
Wiltsey	379	40.6%	47.8%	64.4%	81.3%	35.1%	72.3%

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: San Bernardino County Superintendent of Schools Letter of Approval for the 2017/2018 – 2019/2020 Local Control Accountability Plan (LCAP)

REQUESTED ACTION

Receive as information the San Bernardino County Superintendent of Schools Letter of Approval for the 2017/2018 – 2019/2020 Local Control Accountability Plan (LCAP).

BACKGROUND INFORMATION

On June 13, 2019, a Public Hearing was held on the District's 2017/2018 – 2019/2020 Local Control Accountability Plan (LCAP) at the regularly held Board of Trustees meeting. A second reading and adoption of the LCAP was then conducted at the June 27, 2019 regularly held Board meeting. The District's adopted 2017/2018 – 2019/2020 Local Control Accountability Plan (LCAP) was subsequently submitted to the San Bernardino County Superintendent of Schools (SBCSS) for review and approval.

The three criterion for LCAP approval per Education Code (EC) 52070 include:

- Adherence to the State Board of Education (SBE) template – EC 52064
- Sufficient Expenditures in Budget to Implement LCAP – EC 42127 (d) (1)
- Adherence to State Board of Education (SBE) Expenditure Regulations – EC42238.02, 42238.03, 42238.07 and Title 5, California Code of Regulations, Sections 15494 - 15497.5

On August 6, 2019, the District received formal notification from the SBCSS that the District's 2017/2018 – 2019/2020 LCAP met all three criterion for approval, and was, therefore, approved. Included as Exhibit A is the approval letter, and Exhibit B is the SBCSS LCAP Review Master File Sheet 2019-2020.

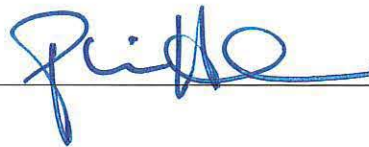
Prepared by: Tammy Lipschultz, Assistant Superintendent, Learning & Teaching



FINANCIAL IMPLICATIONS

None for this information.

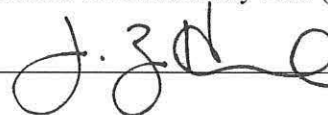
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive as information the San Bernardino County Superintendent of Schools Letter of Approval for the 2017/2018 – 2019/2020 Local Control Accountability Plan (LCAP).

Approved by: James Q. Hammond, Superintendent





August 6, 2019

Elvia M. Rivas, Board President
Ontario-Montclair School District
950 West D Street
Ontario, CA 91762

Re: Approval - Local Control Accountability Plan

Dear President Rivas,

The San Bernardino County Superintendent of Schools (SBCSS) has reviewed the Ontario-Montclair School District Local Control and Accountability Plan (LCAP). The California County Superintendents Educational Services Association LCAP Approval Manual was utilized to guide the 2019–2020 review and approval process. The three criteria for LCAP approval per Education Code (EC) 52070 includes:

1. Adherence to the Template – EC 52064
2. Sufficient Expenditures in Budget to Implement LCAP – EC 42127 (d)(1)
3. Adherence to SBE Expenditure Regulations – EC42238.02, 42238.03, 42238.07 and Title 5, California Code of Regulations, Sections 15494 - 15497.5

Based on the SBCSS review process, it has been determined that your district's LCAP meets all three LCAP criteria for approval. The attached LCAP letter and LCAP Review Master File Sheet documents serve as your district's notification of approval.

Thank you for your district's commitment to developing a comprehensive instructional plan that focuses on meeting the needs of students. In order to assist with program planning and monitoring, LCAP Continuous Planning Guide resource tools developed by SBCSS have been attached. Our goal is to provide districts with ongoing support with the LCAP process and implementation. If you have any questions, please contact the SBCSS LCAP Support and Advisory Services Department (909) 386-2669 or Business Advisory Services (909) 386- 9675.

Sincerely,

Ted Alejandre
County Superintendent

Robin McIver-Brown
Director, Local Control Accountability Plan

Education Support Services • Beth Higbee, Ph.D., Assistant Superintendent

*Local Control Accountability Plan Support and Advisory Services • Robin McIver-Brown, Director
601 North E Street • San Bernardino, CA 92415-0020 • P: 909.386.2669 • www.sbcss.k12.ca.us*

(Ref. M 2.2)

**San Bernardino County Superintendent of Schools
LCAP Review Master File Sheet 2019 – 2020**

District: Ontario-Montclair School District	Date: 8/6/19
--	---------------------

Criteria 1: Adherence to State Board of Education (SBE) Template	Approved	Not Approved
Section #1: Plan Summary	X	
Section #2: Annual Update	X	
Section #3: Stakeholder Engagement	X	
Section #4 Goals, Actions, & Services	X	
Section #5: Demonstration of Increased or Improved Services for Unduplicated Pupils	X	
LCAP meets Criteria 1: Adherence to SBE Template Education Code 52064	Approved X	Not Approved

Criteria 2: Sufficient Expenditures in Budget to Implement LCAP	Approved	Not Approved
Corresponds to "Budgeted Expenditures" Column	X	
LCAP meets Criteria 2: Sufficient Expenditures in Budget to Implement LCAP EC 42127(d)(1)	Approved X	Not Approved

Criteria 3: Adherence to SBE Expenditure Regulations	Approved	Not Approved
Adherence to Expenditure Regulations	X	
LCAP meets Criteria 3: Adherence to SBE Expenditure Regulations EC Section 42238.02, 42238.03, 42238.07, and Title 5, California Code of Regulations, Sections 15494-15497	Approved X	Not Approved

Approved, District Met All Three Criteria
EC 52070(d)

LCAP Not Approved

Provide Technical Assistance Where Needed
EC 52071(a)

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

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

REQUESTED ACTION

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

BACKGROUND INFORMATION

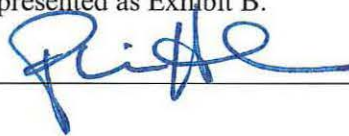
As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, California Education Code 1240 requires the County Superintendent of Schools to annually visit Williams monitored schools (schools ranked in deciles 1-3 currently based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

The purpose of the site visit is to:

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

Visit findings, even if there are none to report, are provided to the school site, district, and local board on a quarterly basis. A summary of the findings report is presented as Exhibit A, and correspondence from the San Bernardino County Superintendent of Schools is presented as Exhibit B.

Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board accept for information the 2018-2019 Williams Fourth Quarter Findings Report.

Approved by: James Q. Hammond, Superintendent



Exhibit A

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

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

Submitted by: Phil Hillman, Chief Business Official
Quarter: 4th Quarter (April 2019 - June 2019)

Exhibit B



San Bernardino County
Superintendent of Schools

Ted Alejandre
County Superintendent

Transforming lives through education

July 31, 2019

Dr. James Q. Hammond, Superintendent
Ontario-Montclair School District
950 West D Street
Ontario, CA 91762-3026

Dear Dr. Hammond:

California Education Code section 1240 requires that I annually visit all deciles 1-3 schools (*Williams*-monitored schools currently based on the 2012 Academic Performance Index [API]) identified in our county and report to you the results of my findings on a quarterly basis (October, January, April, and July). This report serves as your district's *fourth quarterly report* for the 2018/19 fiscal year.

Education Code section 1240 (c)(2)(G) also requires that the results of the visits and/or reviews be reported to the governing board of each school district at a regularly scheduled meeting held in accordance with public notification requirements. ***Please be sure to include this report as an agenda item for your next regularly scheduled Board meeting.***

In summary, there are no findings to report in the following areas:

1. Instructional Materials

The instructional materials sufficiency reviews were conducted during the first quarter of the 2018/19 fiscal year as part of the *Williams* site visitations and the findings were reported in the first quarterly reports generated in October 2018.

2. School Accountability Report Cards (SARC)

The SARC reviews were conducted during the second quarter of the 2018/19 fiscal year and the findings were reported in the second quarterly reports generated in January 2019.

3. School Facilities

The facilities inspections were conducted during the first quarter of the 2018/19 fiscal year as part of the *Williams* site visitations and the findings were reported in the first quarterly reports generated in October 2018.

Office of the Superintendent

601 North E Street • San Bernardino, CA 92415-0020 • P: 909.386.2406 • F: 909.888.5480 • www.sbcss.k12.ca.us

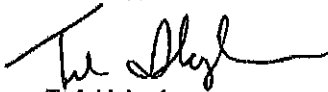
My findings are as follows:

4. Teacher Assignments

The annual assignment monitoring and review process for the 2018/19 fiscal year began November 1, 2018, and concluded by report to the California Commission on Teacher Credentialing on June 30, 2019. Please see enclosure for teacher assignment monitoring findings. Keep in mind that the totals in columns B and C reflect numbers of individual class periods – not the number of teachers.

On behalf of the SBCSS *Williams* team, it has been a pleasure to work in partnership with you and the staff of the Ontario-Montclair School District.

Sincerely,



Ted Alejandre
County Superintendent

Enclosure

cc: Ms. Elvia Rivas, Board President
Mr. Phil Hillman, *Williams* Liaison
Mr. Richard De Nava, SBCSS Assistant Superintendent, Business Services
Ms. Barbara Alejandre, SBCSS Chief Intergovernmental Relations Officer
Ms. Supriya Barrows, SBCSS Legislative Services Manager
Ms. Cheryln Varela, SBCSS Credentials Manager

**Ontario-Montclair School District
Williams Teacher Assignment Monitoring Data
2018/19 Fiscal Year**

2012 API Cohort District	School Name	Enrollment	EL Enrollment	2012 Decile	(A)	(B)	(C)
					Number of classes with 20% or more English Learners	Number of (A) with a teacher holding appropriate English Learner Authorization	Number of (A) with a teacher not holding appropriate English Learner Authorization
Ontario-Montclair	Berlyn Elementary	734	269	1	27	27	0
Ontario-Montclair	Bon View Elementary	676	190	1	23	23	0
Ontario-Montclair	Central Language Academy	717	204	3	17	17	0
Ontario-Montclair	De Anza Middle	517	94	1	60	60	0
Ontario-Montclair	Del Norte Elementary	479	155	3	18	18	0
Ontario-Montclair	Euclid Elementary	669	261	3	24	24	0
Ontario-Montclair	Hawthorne Elementary	656	159	3	19	19	0
Ontario-Montclair	Haynes (Richard) Elementary	802	229	3	24	24	0
Ontario-Montclair	Kingsley Elementary	607	196	1	22	22	0
Ontario-Montclair	Mariposa Elementary	700	319	1	28	28	0
Ontario-Montclair	Mission Elementary	639	189	3	22	22	0
Ontario-Montclair	Montera Elementary	620	199	2	20	20	0
Ontario-Montclair	Sultana Elementary	680	249	2	26	26	0
Ontario-Montclair	Vernon Middle	700	113	3	50	50	0
Ontario-Montclair	Vineyard Elementary	748	184	3	16	16	0
Ontario-Montclair	Wilsay (Ray) Middle	1003	174	2	84	84	0
		10,847	3,206		470	470	0

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

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

REQUESTED ACTION

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

BACKGROUND INFORMATION

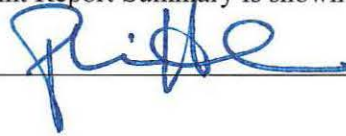
As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, schools in California, including Ontario-Montclair School District, are required to track the number of Williams complaints received by the District.

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

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

These complaints are to be reported to the Board of Trustees and the County Superintendent on a quarterly basis. The Williams Fourth Quarter Uniform Complaint Report Summary is shown in Exhibit A.

Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

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

Approved by: James Q. Hammond, Superintendent



Exhibit A

**2018-2019 Williams
Fourth Quarter Uniform Complaint Report Summary**

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

District Name: Ontario-Montclair School District
Quarter covered by this report: 4th Quarter (April 2019 – June 2019)

Quarterly Uniform Complaint Report Summary

Please fill in the following table. Enter 0 in any cell that does not apply.

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	0	0	0
Facilities	1	1	0
Teacher Vacancy and Misassignments	0	0	0
<u>Totals</u>	1	1	0

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

September 19, 2019

TO: Elvia M. Rivas, President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: **San Bernardino County Superintendent of Schools Review of Ontario-Montclair School District's 2019-2020 Adopted Budget**

REQUESTED ACTION


Receive for information the San Bernardino County Superintendent of Schools Review of Ontario-Montclair School District's 2019-2020 Adopted Budget.

BACKGROUND INFORMATION

In accordance with California Education Code (EC) Section 42127, the San Bernardino County Superintendent of Schools reviews the district's 2019-2020 Adopted Budget 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 and approved the 2019-2020 Adopted Budget submitted by the District and is presented as Exhibit A.

Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the San Bernardino County Superintendent of Schools Review of Ontario-Montclair School District's 2019-2020 Adopted Budget.

Approved by: James Q. Hammond, Superintendent

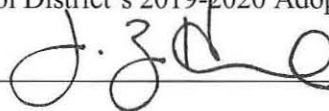


Exhibit A



Ted Alejandre
County Superintendent

August 12, 2019

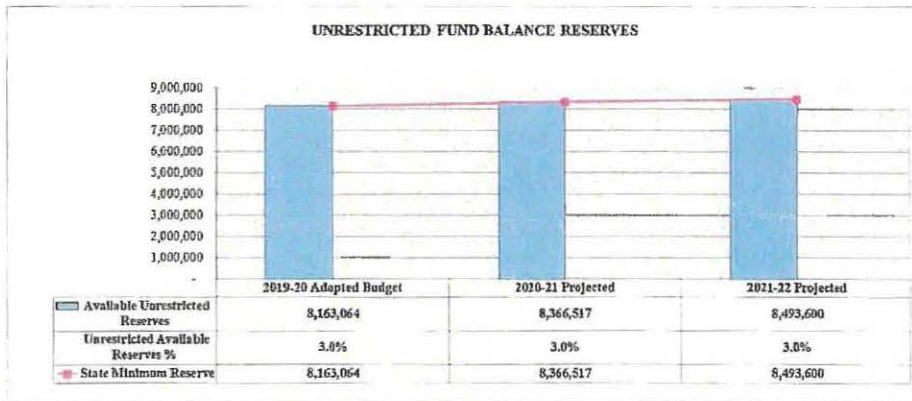
James Q. Hammond, Ed.D.
Superintendent
Ontario-Montclair Elementary School District
950 West D Street
Ontario, CA 91762

Dear Dr. Hammond:

Thank you for the submission of the 2019-20 Adopted Budget. We recognize the district's efforts in the development of a budget and financial plan that provides for ongoing financial stability. On June 27, 2019, the Governor signed the State Budget Act and most of the associated trailer bills. The provisions of these bills, coupled with the advice contained in the Common Message – Adopted Budget/45-Day Revision 2019, were used in our review.

The Education Support Services (ESS) Local Control Accountability Plan (LCAP) Office has informed Business Advisory that the district's LCAP has been approved. The 2019-20 Adopted Budget of the Ontario-Montclair Elementary School District has been reviewed and **approved** pursuant to the provisions of Education Code Section 42127 (a) through (d) and the approval of the district's LCAP pursuant to the provisions of Education Code 52060.

As adopted by the district's Governing Board, the budget reflects an unrestricted ending balance reserve in the General Fund of 3.0% in 2019-20, 2020-21, and 2021-22. In addition, the district has committed/assigned reserves of 20.9% in 2019-20, 18.5% in 2020-21, and 15.2% in 2021-22.



Richard De Tolla, Assistant Superintendent

The approval of the Adopted Budget is based on an assessment and analysis of the following additional major components of the district's budget:

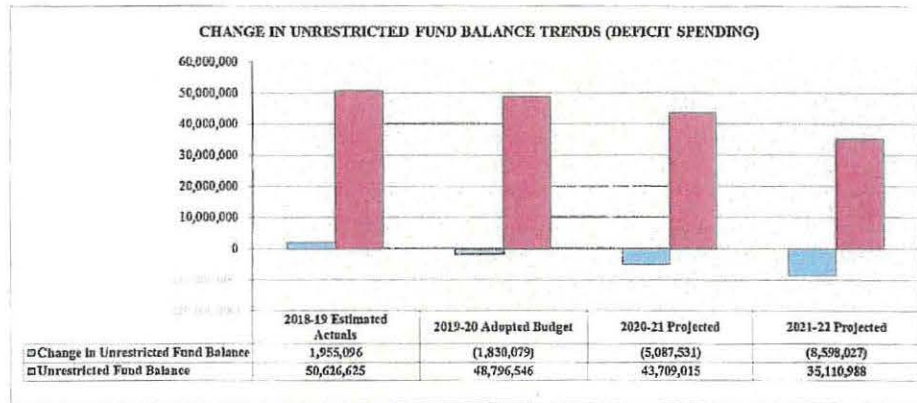
- Unrestricted Deficit Spending Trends
- Average Daily Attendance (ADA) & Enrollment Projections
- Current and Multiyear Projections
- Negotiations Status/Salaries and Benefits Trends
- Long Term Debt
- Cash Flow
- Future Risks
- State Enacted Budget – 45 Day Revision

The budget is a dynamic document that reflects the Governing Board's plan for receipt of revenues and utilization of expenditures to meet the goals and financial obligations of the school district in the coming year based on the information known to the district and board at the time of adoption. To assure that the budget continues to reflect that plan, the following items should be taken into consideration:

- **UNRESTRICTED DEFICIT SPENDING** -- The district is projecting unrestricted deficit spending of \$1,830,079 in the current fiscal year, primarily due to declining enrollment and increases to employer contributions for STRS and PERS. This trend of deficit spending is continuing in fiscal year 2020-21 by \$5,087,531 and in fiscal year 2021-22 by \$8,598,027. This ongoing and increasing deficit spending appears to be attributed to declining enrollment and 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 deficit spending is **not** within the established state standards for the current and two subsequent fiscal years. The State's established standard is one-third (1/3) of the district's available unrestricted reserve percentage.

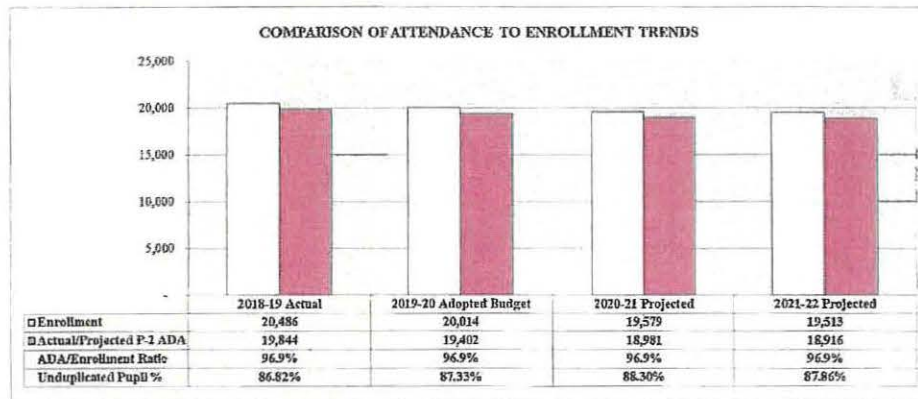
The following chart displays the actual Unrestricted General Fund balance change for the prior fiscal year, the projected adopted budget, and board approved multi-year financial projections reflecting the 2020-21 and 2021-22 fiscal years.



- AVERAGE DAILY ATTENDANCE (ADA) & ENROLLMENT PROJECTIONS** – The district is projecting 2019-20 P-2 ADA of 19,402 or a 2.24% decrease over prior year P-2 ADA. Based on an enrollment projection of 20,014, current year ADA to enrollment ratio is anticipated to be 96.9%. Enrollment and ADA to enrollment ratio are projected to be 19,579 and 96.9% for 2020-21 and 19,513 and 96.9% 2021-22. Additionally, the district is projecting its Unduplicated Pupil Percentage (UPP) to be 87.33% in 2019-20, 88.30% in 2020-21, and 87.86% in 2021-22.

The state’s standard is based on the average ratio of P-2 ADA to enrollment over the past three years. Based on the enrollment and ADA projections for the current and two subsequent fiscal years, the district is within the state standard of 97.4% for each of those years. Although the district appears to be projecting ADA at a reasonable level 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 reported ADA and enrollment in the 2018-19 fiscal year along with the district’s projected ADA and enrollment for the budget 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. In addition, the district’s 2019-20 budget appears to include sufficient expenditures to implement the district’s LCAP goals and actions based on the projections of the costs included in the plan and as submitted to our office.

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 districts to utilize the current or prior year P-2 district ADA, whichever is higher, to determine annual state aid projections. Any ADA related to county operated programs or contracted programs, such as Non-Public School (NPS) are always funded on the current year reported annual attendance.

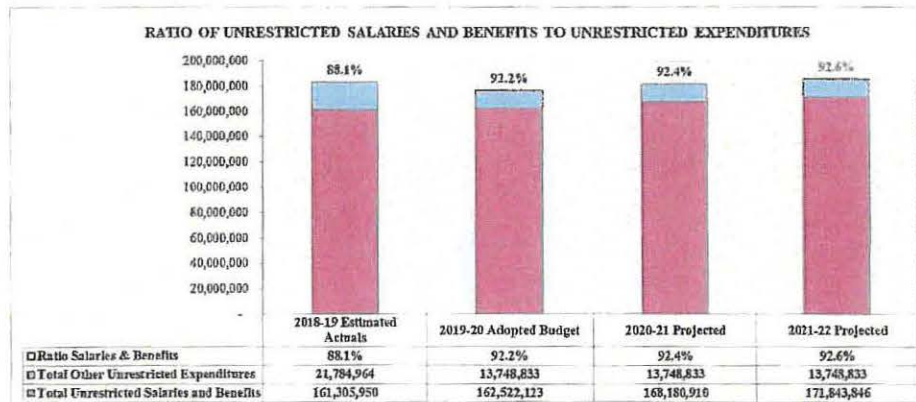
- NEGOTIATIONS STATUS/SALARIES AND BENEFITS TRENDS** – The information submitted with your Adopted Budget indicates that salary negotiations have not been concluded for the 2019-20 fiscal year

with the certificated or classified bargaining units. The documents also indicate that there are no potential increases included in the adopted budget or subsequent fiscal years other than annual step and column advancements. Please keep us apprised of the status of the district's negotiations process for 2019-20.

Pursuant to AB 1200/2756 (GC 3540 et seq.), please provide an analysis and disclosure of the costs or savings associated with any proposed or tentative agreements and/or Memoranda of Understanding (MOUs) at least ten days prior to adoption by the board. This analysis must be disclosed at a public board meeting regardless of whether there is an increase, decrease, or no change in expenditures or language. Budget transfers implementing the adjustments must also be posted in 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 benefit 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's Governing Board will be required to take action to reduce other expenditures to maintain the required state reserves in the current and two subsequent fiscal years.

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 Administrators website (<http://www2.sbcss.k12.ca.us/sbcss/busServe/bas FormFI.php>), under AB1200/AB2756 Salary disclosure. Instructions for completing these forms are also available on the website.

Most of a school district's budget is spent on salaries and benefits. If salaries and benefits are growing at a rate faster than total expenditures, these costs 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, adopted budget, and multi-year 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 92.2% of unrestricted expenditures being consumed by salaries and benefits costs.



- LONG TERM DEBT** – The district's 2017-18 Audit report includes non-voter approved long-term debt of \$3,424,183 which constitutes 1.26% of the district's general fund budget. The debt repayment is budgeted in the Self Insurance Fund. The district should monitor the revenue stream of 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.

- **CASH FLOW** – Our review of the 2019-20 cash flow provided with the Adopted Budget, in conjunction with our internal cash analysis, indicates that the district will have a positive cash balance at the end of each month and at the end of the current fiscal year.

Additionally, the district's LCFF is computed to be 7.8% Property Taxes and 92.2% State Aid. A good cash projection will allow the district to schedule expenditures in months when adequate cash will be available and plan for temporary borrowing as necessary.

- **FUTURE RISKS** – There are significant inherent risks with the LCFF funding model. A district's ability to mitigate these risks will depend on the flexibility that exists in its financial structure.

The current risks that could have a significant impact on the District's fiscal wellbeing are as follows:

1. The effects of Proposition 2, which establishes a hard cap on district reserves if certain conditions are met
2. LCFF/LCAP spending requirements for Supplemental and Concentration Funding may encroach on Base Funding
3. Projected increases to CalPERS and CalSTRS employer contributions may be larger than funding increases
4. The effects of the Federal Budget may have an impact on State funding

- **STATE ENACTED BUDGET – 45 DAY REVISION** – Our review has been based on the latest information available to this office with the 2019-20 State Enacted Budget. Please remember that Education Code Section 42127(i)(4) requires that:

"Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act".

The 45-day period ends August 12, 2019. We will require these revisions in the 2018-19 Unaudited Actuals submission, which is due to our office per Education Code § 42100 on or before September 15, 2019. Please submit a narrative of all changes made to the 2019-20 Adopted Budget.

- **CONCLUSION** – As the LCFF funding model matures and becomes more stable, the funding will flatten out while costs of step and column, health benefits, and especially retirement contributions will continue to increase. It is important during these times that school districts stay proactive and cautious by developing budgets and contingency plans that allow the most flexibility in resource allocation as possible so that they can quickly react to unexpected decreases in revenues and/or unexpected increases in expenditures.

We anticipate a timely year-end closing of the 2018-19 financial records by the district, along with the annual audit by the district's external auditors, which will determine the actual beginning fund balances for 2019-20 and audited ending balances for 2018-19. These actions will ultimately affect the availability of reserves for the 2019-20 operating budgets. The audit report is due to our office on or before December 15, 2019.

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Ontario-Montclair School District
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Any questions concerning the review of the district's 2019-20 Adopted Budget may be addressed to me at (909) 386-9680.

Sincerely,



Susan Killian
Business Services Advisor
Business Advisory Services

SK:lc

cc: Rich De Nava, Assistant Superintendent, Business Services -- SBCSS
Beth Higbee, Ph.D., Assistant Superintendent, Education Support Services -- SBCSS
Tom Cassida, Director, Business Advisory Services -- SBCSS
Robin McIver-Brown, Director, Local Control and Accountability Plan -- SBCSS

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