

Ontario-Montclair School District Board of Trustees
Annual Organizational Meeting

AGENDA

Thursday, December 19, 2024

Central Language Academy
415 East G Street
Ontario, California 91764

Closed Session: 5:15 P.M.
Open Session: 6:00 P.M.

Board of Trustees:

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



Mission Statement

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

Misión

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

"Our Community, Our Children, Our Commitment, Our Future"



Ontario-Montclair School District

Board of Trustees

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

Board Secretary

Superintendent
Dr. James Q. Hammond

Cabinet

Robert F. Gallagher, Assistant Superintendent, Learning & Teaching
Phil Hillman, Chief Business Official, Business Services
Dr. Alana Hughes-Hunter, Assistant Superintendent, SELPA & Equity
Dr. Hector Macias, Deputy Superintendent, Human Resources
Irma Sanchez, Executive Assistant to the Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT

BOARD MEETING NOTICE

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

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

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

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

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

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

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

1. Comments from Visitors

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

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

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

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

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

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT BOARD MEETING NOTICE

2. Accessibility, Special Accommodation

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

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

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

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

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

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

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

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

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

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

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

DISTRITO ESCOLAR DE ONTARIO-MONTCLAIR

AVISO DE LA MESA DIRECTIVA

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

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

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

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

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

QUÉ HACER SI DESEA DIRIGIRSE A LA MESA DIRECTIVA

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

1. Comentarios de los visitantes

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

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

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

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

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

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

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

DISTRITO ESCOLAR DE ONTARIO-MONTCLAIR

AVISO DE LA MESA DIRECTIVA

2. Accesibilidad, Acomodación especial

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

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

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

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

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

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

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

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

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

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

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

Thursday, December 19, 2024

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

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

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

Accessibility-Special Accommodation

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A. PUBLIC MEETING – 5:15 PM
CALL TO ORDER

COMMENTS FROM THE PUBLIC

CLOSED SESSION

BOARD OF TRUSTEES

____ **Ms. Alvarado**
____ **Ms. Brake**
____ **Ms. Galvez**
____ **Ms. Martinez**
____ **Ms. Rivas**

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

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

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

1. Personnel Actions

- a. Public Employee Discipline/Dismissal/Release: Pursuant to Government Code Section 54957
 - Public Employee Complaint Appeal – AR 1312.1: One (1) Case
- b. Public Employee Appointment:
 - One (1) Position: Director I, Information Services

2. Conference with Legal Counsel

- a. Anticipated Litigation Pursuant to California Government Code Section 54956.9:
 - One (1) Case
- b. Existing Litigation: *Pursuant to Government Code Section 54956.9(d)(2):*
 - Two (2) Cases – CIVSB2212756 and CIVSB2203571

3. Negotiations/Public Employee Evaluations

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

4. Real Property Negotiator

- a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Property: Approximately 13.7 acres of vacant land located at 6th and Amador, Ontario, CA (APNs: 0108-461-01, -02, -03, -04) (the "Property").

Negotiating Parties: Ontario-Montclair School District, real property negotiators Dr. James Q. Hammond, Superintendent (Proposed Seller/Lessor/Exchanger), and an unidentified number of potential buyers, lessees or exchanges for all or any portion of the Property which may acquire, lease or exchange all or any portion of the Property through applicable law (Proposed Buyer(s)/Lessee(s)/Exchangee(s)).

Under Negotiation: Instruction to District negotiators will concern price and terms of payment issues associated with the possible future sale, lease, or exchange of all or any portion of the Property.

ADJOURNMENT OF CLOSED SESSION

B. RECONVENE TO OPEN SESSION – 6:00 PM

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ADOPTION OF AGENDA

Moved _____ Seconded _____ Vote _____

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

E. OATH OF OFFICE FOR RE-ELECTED TRUSTEES, SARAH S. GALVEZ AND FLORA MARTINEZ

F. 2025 ANNUAL ORGANIZATIONAL ELECTION OF THE BOARD OF TRUSTEES, INCLUDING ELECTION OF PRESIDENT, VICE PRESIDENT, CLERK, REPRESENTATIVE FOR THE COUNTY COMMITTEE, AND ALTERNATE REPRESENTATIVE FOR THE COUNTY COMMITTEE

1. Election of 2025 Board President: Name _____

Moved _____ Seconded _____ Vote _____

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

2. Election of 2025 Vice President: Name_____

Moved_____ Seconded_____ Vote_____

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

3. Election of 2025 Clerk: Name_____

Moved_____ Seconded_____ Vote_____

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

4. Election of the 2025 County Committee on School District Organization:

Name_____

Moved_____ Seconded_____ Vote_____

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

5. Election of the 2025 Alternate to County Committee on School District Organization:

Name_____

Moved_____ Seconded_____ Vote_____

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

G. RECOGNITIONS/PRESENTATIONS

1. 2024 – 2025 First Interim Financial Report as Presented by Phil Hillman, Chief Business Official: **Presentation** (Ref. G 1.1)

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

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

In order to ensure non-English speakers receive the same opportunity to address the Board, any member of the public who utilizes a translator, shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously.

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

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

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

I. CONSENT CALENDAR

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

Moved _____ Seconded _____ Vote _____

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

CONSENT CALENDAR (Continued)

a. Superintendent's Office

- a1. Thursday, November 21, 2024, Regular Meeting Minutes of the Board of Trustees:
Approval (Ref. a 1.1-6)

b. Business Services

- b1. Acceptance of Warrant Registers AP 2425-1219: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b2. Purchase Orders 453747 – 454044: **Approval** (*Additional Supporting Information Available Under Separate Cover*)
- b3. Purchasing and Contracts Report 2425-07: **Approval** (Ref. b 3.1-7)
- b4. Acceptance of Gifts/Donations (GDR 2425-06): **Approval** (Ref. b 4.1-2)
- b5. 2023 – 2024 Annual and Five Year Report of Developer Fee Receipts and Expenditures: **Approval** (Ref. b 5.1-9)
- b6. Budget Adjustments – October 2024: **Approval** (Ref. b 6.1-11)
- b7. Authorization to Close a Clearing Bank Account for Fieldtrip Deposits:
Approval (Ref. b 7.1)

c. Human Resources

- c1. Certificated Personnel Recommendations Report # CERT2425-1219: **Approval**
(Ref. c 1.1-5)
- c2. Classified Personnel Recommendations Report # CLA2425-1219: **Approval**
(Ref. c 2.1-6)
- c3. New Job Description for Career Technical Education (CTE) Teacher, Dual Language: **Approval** (Ref. c 3.1-5)
- c4. New Job Description for Career Technical Education (CTE) Teacher: **Approval**
(Ref. c 4.1-4)

d. Learning & Teaching: NONE

e. SELPA

- e1. Adoption of Resolution 2024-25-59, Recognition of the 75th Anniversary of the California Association of Educational Office Professionals: **Approval**
(Ref e 1.1-3)

J. DISCUSSION/ACTION/PUBLIC HEARING

Superintendent's Office

- J1. Calendar of Dates for the Regular Meetings of the Ontario-Montclair School District Board of Trustees for the 2025 Calendar Year: **Approval** (Ref. J 1.1-2)

Moved _____ Seconded _____ Vote _____

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

Business Services

- J2. 2024 – 2025 First Interim Financial Report with a Positive Certification: **Approval** (*Additional Supporting Information Available Under Separate Cover*) (Ref. J 2.1-2)

Moved _____ Seconded _____ Vote _____

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

Business Services

- J3. Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building: **Approval** (Ref. J 3.1-4)

Moved _____ Seconded _____ Vote _____

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

Superintendent's Office

- J4. First Reading, Waive Second Reading, and Adoption of Resolution 2024-25-60, Adopting a Conflict of Interest Code: **Approval** (Ref. J 4.1-12)

Moved _____ Seconded _____ Vote _____

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

K. CALL OUT OF CLOSED SESSION ACTIONS

L. COMMENTS AND RECOMMENDATIONS BY BOARD OF TRUSTEES

M. COMMENTS BY THE SUPERINTENDENT

N. INFORMATION/ANNOUNCEMENTS

- M1. 2023 – 2024 Williams Settlement Annual Report: **Information** Ref. M 1.1-13)
- M2. 2024 – 2025 Williams First Quarter Uniform Complaint Report Summary: **Information** (Ref. M 2.1-2)
- M3. 2024 – 2025 Williams First Quarter Findings Report: **Information** (Ref. M 3.1-3)
- M4. Schools will be closed from December 20, 2024 – January 3, 2025 for Winter Recess. Students resume instruction on Monday, January 6, 2025: **Information**
- M5. All District offices will be closed from December 24, 2024 – December 26, 2024 and December 31, 2024 through January 1, 2025 for Winter Holidays. All District offices re-open on Thursday, January 2, 2025: **Information**
- 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: **PENDING BOARD CALENDAR APPROVAL**
January 23, 2025 at 6:00 PM (Open Session)
Time and location may change. *Please refer to the posted Agenda or visit our District website, 72-hours prior to the Board Meeting.

O. ADJOURNMENT

Moved _____ Seconded _____ Vote _____

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

Time: _____

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Presentations/Recognitions

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: 2024 – 2025 First Interim Financial Report

REQUESTED ACTION

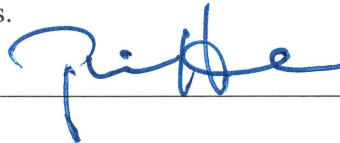
Receive for information the presentation on the 2024 – 2025 First Interim Financial Report as presented by Phil Hillman, Chief Business Official.

BACKGROUND INFORMATION

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

The First Interim Financial Report is presented to the Board of Trustees for approval with a **Positive Certification** (submitted as agenda item J 2.1). Based upon current projections, the District will meet its obligations in the current and two subsequent years.

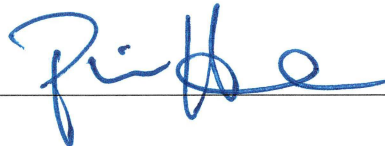
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.


Prepared by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the presentation on the 2024 – 2025 First Interim Financial Report.

Approved by: James Q. Hammond, Superintendent



Consent Calendar

(a) Superintendent's Office

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Minutes of the November 21, 2024, Regular Meeting of the Board of Trustees

REQUESTED ACTION

Approve the Minutes of the November 21, 2024, Regular Meeting of the Board of Trustees.

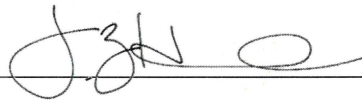
BACKGROUND INFORMATION

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

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

As Secretary to the Board of Trustees, the Superintendent presents the minutes of the Regular Meeting of the Board of Trustees held on November 21, 2024.

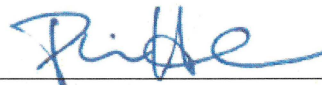
Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

None.

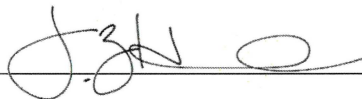
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Minutes of the Regular Meeting of the Board of Trustees held on November 21, 2024.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

REGULAR BOARD OF TRUSTEES MEETING

Thursday, November 21, 2024
MINUTES

A. CALL TO ORDER

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

ROLL CALL

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

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

COMMENTS ON CLOSED SESSION ITEMS

No comments made.

ADJOURNED TO CLOSED SESSION

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

B. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:00 PM.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

Pledge of Allegiance was led by Jeremy Wood, Director II, Research & Assessment.

D. ADOPTION OF AGENDA

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

E. RECOGNITIONS/PRESENTATIONS:

Presentation on the Results of the 2024 California Assessment of Student Performance and Progress (CAASPP) as Presented by Robert F. Gallagher, Assistant Superintendent, Learning & Teaching and Jeremy Wood, Director II, Research & Assessment.

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

Tracy Lee Taylor extended an invitation to the OMSD Board for the CTA Service Center 1's Annual School Board Dinner, scheduled for Tuesday, December 10, 2024. Ms. Taylor shared the evening will begin with a social hour followed by the main program. Ms. Taylor expressed enthusiasm for the Board's participation.

Monica Castro, serving as the Community Engagement Specialist for the Girl Scouts of Greater Los Angeles, introduced herself and provided an update on the Ontario Girl Scouts. Ms. Castro shared she oversees 237 active girls across OMSD schools and highlighted the involvement of 65 volunteer Troop Leader parents. Ms. Castro also mentioned a grant that supports membership and uniforms for new troops to help facilitate growth within the city.

G. CONSENT/INFORMATION CALENDAR

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

a. Superintendent's Office

APPROVED, Agenda Item a1, Thursday, November 7, 2024 Regular Meeting Minutes of the Board of Trustees;

APPROVED, Agenda Item a2, Second Reading 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 0410: Nondiscrimination in District Programs and Activities

BP & AR 0450: Comprehensive Safety Plan

BP & AR 0460: Local Control and Accountability Plan

BP 0470: COVID-19 Mitigation Plan (**DELETE**)

BP 0500: Accountability

BP & AR 0510: School Accountability Report Card

BP 0520: Intervention in Underperforming Schools

AR 1220: Citizen Advisory Committees

AR & Exhibit (1 & 2) 1312.4: Williams Uniform Complaint Procedures

BP 1431: Waivers

Business Services

AR 3350: Travel Expenses

BP & AR 3516: Emergencies and Disaster Preparedness Plan

AR & Exhibit 1 3517: Facilities Inspection

BP & AR 3550: Food Service/Child Nutrition Program

BP & AR 3551: Food Service Operations/Cafeteria Fund

BP & AR 3553: Free And Reduced-Price Meals

Human Resources

BP & Exhibit 1 4040: Employee Use of Technology
BP 4112.9; BP 4212.9, BP 4312.9: Employee Notifications
Exhibit (1) 4112.9; 4212.9; 4312.9: Employee Notifications
BP 4218.1: Dismissal/Suspension/Disciplinary Action (Merit System)
BP & AR 4119.11; 4219.11; 4319.11: Sex Discrimination and Sex-Based Harassment
AR 4119.12; 4219.12; 4319.12: Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures
E (1) 4119.12; 4219.12; 4319.12: Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures
BP & AR 4127; 4227; 4327: Temporary Athletic Team Coaches
BP & AR 4157; 4257; 4357: Employee Safety
AR 4157.1; 4257.1: Work Related Injuries
AR 4161.1; 4261.1; 4361.1: Personal Illness/Injury Leaves
BP & AR 5126: Awards for Achievement
BP 5141.21: Administering Medication and Monitoring Health Conditions
BP & AR 5144.1: Suspension and Expulsion/Due Process
AR 5144.2: Suspension and Expulsion/Due Process (Student with Disabilities)
BP & AR 5145.3: Nondiscrimination/Harassment
BP & AR 5145.7: Sex Discrimination and Sex-Based Harassments
AR & Exhibit (1) 5145.71: Title IX Discrimination and Sex-Based Harassment Complaint Procedures
BP 5146: Married/Pregnant/Parenting Students
BP 5147: Dropout Prevention

Learning & Teaching

BP & AR 6112: School Day
BP 6142.92: Mathematics Instruction

b. Business Services

APPROVED, Agenda Item b1, Acceptance of Warrant Registers AP 2425-1121 (*Additional Supporting Information was Available Under Separate Cover*);

APPROVED, Agenda Item b2, Purchase Orders 453492 – 453746 (*Additional Supporting Information was Available Under Separate Cover*);

APPROVED, Agenda Item b3, Purchasing and Contracts Report (PCR) 2425-06;

APPROVED, Agenda Item b4, Acceptance of Gifts/Donations Report: GDR 2425-05;

APPROVED, Agenda Item b5, Adoption of Resolution 2024-25-58, Self-Certifying Increased Federal Micro-Purchase Threshold;

c. Human Resources:

APPROVED, Agenda Item c1, Certificated Personnel Recommendations Report #CERT2425-1121;

APPROVED, Agenda Item c2, Classified Personnel Recommendations Report #CLA2425-1121;

APPROVED, Agenda Item c3, Revised Substitute Pay Rate, Effective January 1, 2025;

d. Learning & Teaching: None.

(Ref. a 1.4)

e. **SELPA:** None.

H. DISCUSSION/ACTION/PUBLIC HEARING:

Superintendent's Office

Upon a motion by Trustee Alvarado and seconded by Trustee Galvez, the Board of Trustees **APPROVED, Agenda Item H1**, Set December 19, 2024 as the Official Date for the Annual Organizational Meeting for the Ontario-Montclair School District Board of Trustees, by unanimous vote of 4-0-0, by the Board of Trustees. Trustee Brake was absent.

I. CALL OUT OF CLOSED SESSION ACTIONS

Dr. Hector Macias, Deputy Superintendent reported no action to report from Closed Session.

BOARD OF TRUSTEES COMMENTS AND RECOMMENDATIONS

Trustee Sarah S. Galvez thanked the audience for attending the Board Meeting and wished everyone a happy Thanksgiving. Trustee Galvez expressed her excitement about OMSD hosting its first girls' football game and thanked the staff involved in making such opportunities. Trustee Galvez also highlighted the positive statistics from the Every Day Matters Attendance initiative. Trustee Galvez shared she remembered seeing over 700 Girls Scouts at the Montclair Place Mall over the weekend and urged everyone to stay safe during the Thanksgiving break.

Trustee Sonia Alvarado thanked everyone for their presence and shared the District has been busy with various school events. Trustee Alvarado shared her son's involvement in the District's soccer team and his future plans, expressing delight in hearing about the aspirations of her son and his friend's post high school plans. Trustee Alvarado praised OMSD staff for creating enriching opportunities for students and wished everyone a happy Thanksgiving. Trustee Alvarado concluded her comments by encouraging participation in the upcoming 5K Reindeer Run on December 14, 2024, and highlighted the importance of students staying engaged in both academic and extracurricular activities, noting her sons' involvement in the Boy Scouts.

Trustee Flora Martinez acknowledged the audience attendance and their contribution. Trustee Martinez also shared about her own experiences in the Girl Scouts. Trustee Martinez thanked OMSD educators for their dedication and wished all a joyful Thanksgiving.

Trustee Elvia M. Rivas expressed gratitude to the Ontario Police Officers and OMSD Campus Safety Officers for ensuring safety within the community. Trustee Rivas thanked OMTA for the invitation and wished her grandson a happy second birthday. Trustee Rivas reminisced about her time as a Girl Scout, and concluded her comments by expressing she appreciated the OMSD family's efforts, and wished everyone a lovely Thanksgiving break.

SUPERINTENDENT'S COMMENTS

Deputy Superintendent Dr. Hector Macias expressed his gratitude to the Board of Trustees for their dedication to serving OMSD and highlighted the Board of Trustees' Years of Service celebration. Dr. Macias shared the event honored staff members who have served the District for 25 years and one extraordinary employee who has served for 40 years. Dr. Macias remarked that 25 years of service signifies both dedication and transformation.

Deputy Superintendent Dr. Macias highlighted the promotion of a College and Career mentality across OMSD campuses, noting that college banners are visible. Dr. Macias further shared De Anza Middle School is hosting its Annual College and Career Day to strengthen the commitment to higher education and trade schools. He thanked the Board and Superintendent Dr. Hammond for their continuous support of these initiatives.

Lastly, Dr. Macias, on behalf of Superintendent Dr. Hammond and the Cabinet, thanked everyone for their hard work and wished all a restful break. He expressed eagerness to see everyone return refreshed after the Thanksgiving break.

INFORMATION/ANNOUNCEMENTS

L1. Proposed Calendar of Dates for the Regular Meetings of the Ontario-Montclair School District Board of Trustees for the 2025 Calendar Year;

L2. Holiday Closures: All school will be Closed November 25 – 29, 2024 and District offices are closed November 27 – 29, 2024 in observance of the Thanksgiving Holiday;

L3. Future Agenda Items

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

L4. Next Regular Board Meeting:

December 19, 2024 at 6:00 PM (Open Session) * PENDING BOARD APPROVAL

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

Time and location may change.

*Please refer to the posted Agenda or visit our District website,

72-hours prior to the Board Meeting

M. ADJOURNMENT

On a motion from Trustee Martinez and a second by Trustee Alvarado, the Board Meeting adjourned at 6:42 PM, by unanimous vote of 4-0-0 by the Board of Trustees. Trustee Brake was absent.

ONTARIO-MONTCLAIR SCHOOL DISTRICT BOARD OF TRUSTEES

Board Clerk

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

BOARD APPROVED: _____

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

Consent Calendar

(b) Business Services

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Purchasing and Contracts Report (PCR 2425-07)**

REQUESTED ACTION

Approve the contracts listed in the Purchasing and Contracts Report (PCR 2425-07).

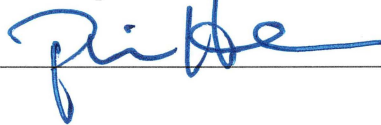
BACKGROUND INFORMATION

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

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

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

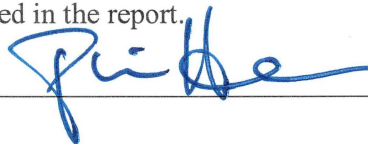
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

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

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the contracts listed in the Purchasing and Contracts Report (PCR 2425-07).

Approved by: James Q. Hammond, Superintendent



Purchasing and Contracts Report (PCR 2425-07)

December 19, 2024

The following contracts are included in the December 19, 2024 agenda and are available under separate cover:

1. Notice of Completion for PO 453078 with **TIME AND ALARM SYSTEMS** for fire alarm replacement panel at Montera Elementary School. At a final cost of \$19,386. [Originator: Purchasing/Fund: General]
2. Change Order No. 1 (deductive) and Notice of Completion for Contract C-223-425, Project E003 with **SIMCO MECHANICAL, INC.**, for Lehigh Elementary School HVAC & EMS Replacement Project. At final cost of \$1,189,230.35. [Originator: Purchasing/Fund: General]
3. Notice of Completion for Contract C-234-415, Project E009 with **H2M CONSTRUCTION, INC.**, for Sultana Elementary School Parking Lot & Kinder Playground Replacement Project. At final cost of \$904,135.21. [Originator: Purchasing/Fund: General]
4. Change Order No. 1 (additive) and Notice of Completion for Contract C-234-445, Project AG41 with **H2M CONSTRUCTION, INC.**, for Edison Academy Relocatable Classroom Bldg. & Playground Project. At final cost of \$994,529.73. [Originator: Purchasing/Fund: General]
5. Award of Bid and Contract C-245-305A with **CROWN CASTLE FIBER LLC** for the E-Rate Category 1: Data Transmission Services and Internet Access. Effective July 1, 2025 through June 30, 2030. Total cost not to exceed \$4500 per month. [Originator: Purchasing/Fund: General/Erate]
6. Award of Bid and Contract C-245-305B with **EXTENDA NETWORKS, INC.**, for the E-Rate Category 2: MDF/IDF Refresh. Effective July 1, 2025 through June 30, 2026. Total cost not to exceed \$937,870. [Originator: Purchasing/Fund: General/Erate]
7. Award of Bid and Contract C-245-356, Project AG69 with **NEW DIMENSION GENERAL CONSTRUCTION, INC.**, for the Berlyn Elementary School Relocatable Classroom Bldg. Project. Effective December 19, 2024 through April 30, 2025. Total cost not to exceed \$602,400. [Originator: Purchasing/Fund: General]
8. Award of Bid and Contract C-245-357, Project AG38 with **NEW DIMENSION GENERAL CONSTRUCTION, INC.**, for the Bon View Elementary School Relocatable Classroom Bldg. Project. Effective December 19, 2024 through May 31, 2025. Total cost not to exceed \$456,100. [Originator: Purchasing/Fund: General]
9. Reject and authorize rebid of C-245-358, Project AG71 for the Hawthorne Elementary School Relocatable Classroom Bldg. Project. [Originator: Purchasing]
10. Contract C-245-391 with **BAKER COMMODITIES** for service agreement to collect used cooking oil at Nadine Griff Mack Nutrition Center. Effective November 4, 2024 through November 4, 2026. Total cost not to exceed \$2,500. [Originator: Food & Nutrition Services/Fund: Cafeteria]
11. Contract C-245-398 with **BUSINESSSOLVER.COM, INC.**, to provide District with software solutions to assist with employee benefits enrollment and administration. Effective November 1, 2023 through January 31, 2027, under a Dissolution and Transfer Agreement with EBenefits Solutions, LLC. [Originator: Fiscal Services/Fund: General]
12. Contract C-245-400 with **FULCRUM MANAGEMENT SOLUTIONS INC., dba THOUGHTEXCHANGE** to provide facilitated community engagement services, including software license and professional services for ThoughtExchange. Effective January 1, 2025 through June 30, 2026. Total cost not to exceed \$57,000. [Originator: Learning & Teaching/Fund: General]

Purchasing and Contracts Report (PCR 2425-07)

December 19, 2024

13. Contract C-245-401 with **HEALTHY CAMPUS LLC** to provide student data privacy agreement providing educational and digital services such as digital storage, management, educational software and retrieval of records for the Health & Wellness Department. Effective November 6, 2024 through November 5, 2027. Total cost not to exceed rates listed on rate sheet. [Originator: Learning & Teaching/Fund: General]
14. Contract C-245-402 with **HOPE INTERNATIONAL UNIVERSITY** to provide teaching experience through practice teaching to students enrolled in teacher training programs at the university. Effective November 4, 2024 through June 30, 2027. At no cost to the District. [Originator: Human Resources]
15. Contract C-245-403 with **FOLLETT SOFTWARE, LLC** to provide library software and library manager webinar. Effective November 14, 2024 through February 12, 2025. Total cost not to exceed \$400. [Originator: Learning & Teaching/Fund: General]
16. Contract C-245-404 with **RIVERSIDE INSIGHTS** for licenses to screen students for cognitive abilities test (CogAT) for grades 5th and 6th. Effective January 1, 2025 through December 31, 2025. Total cost not to exceed \$2,800. [Originator: Learning & Teaching/Fund: General]
17. Contract C-245-405 with **AVIDEX INDUSTRIES, LLC** for equipment and materials for the boardroom at Central Language Academy. Total cost not to exceed \$6,153. [Originator: Information Services/Fund: General]
18. Contract C-245-406 with **THE ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID) CENTER** to implement AVID Programs at various OMSD schools, including membership/license fee for specific sites, AVID curriculum library, professional development services and District visitation days. Effective July 1, 2025 through June 30, 2026. Total cost not to exceed \$46,300. [Originator: Learning & Teaching/Fund: General Restricted]
19. Contract C-245-409 with **HORIZON SOFTWARE** for the renewal of point of sale software products and services for school nutrition programs. Effective February 1, 2025 through January 31, 2026. Total cost not to exceed \$36,076. [Originator: Food & Nutrition Services/Fund: Cafeteria]
20. Contract C-245-410 for Memorandum of Understanding with **SAN BERNARDINO COUNTY SUPERINTENDENT OF SCHOOLS (SBCSS)** to implement MOU#24/25-0873 for the disbursement of stipends to eligible staff members under the formerly known AB212 now known as Quality Count California (QCC) to address the retention of qualified childcare employees in state-subsidized childcare centers. Effective July 1, 2024 through June 30, 2027. At no cost to the District. [Originator: Learning & Teaching]
21. Contract C-245-411 with **SOLUTION TREE, INC.**, to facilitate a one-day staff professional development for principals on PLC at Work. Effective January 14, 2025 through January 14, 2026. Total cost not to exceed \$12,000. [Originator: Learning & Teaching/Fund: General]
22. Contract C-245-412 with **IDAHO STATE UNIVERSITY** on behalf of its Kasiska Division of Health Sciences Program, to provide clinical education experience at the OMSD sites. Effective December 19, 2024 through December 18, 2027. At no cost to the District. [Originator: Human Resources]
23. Contract C-245-413 with the **CITY OF MONTCLAIR** for recreational use of softball fields and related amenities at Buena Vista Arts-integrated School commonly known as "Golden Girls Ball Fields". Effective July 1, 2024 through June 30, 2029. Estimated total income \$20,000. [Originator: Facilities Planning & Operations/Fund: General]

Purchasing and Contracts Report (PCR 2425-07)

December 19, 2024

24. Contract C-245-414 with **MOBILE ED PRODUCTIONS, INC.**, to present a Magic of Science assembly to students at El Camino Elementary School. Effective November 22, 2024 through June 30, 2025. Total cost not to exceed \$1,500. [Originator: Business Services/Fund: General]
25. Contract C-245-415 with **THE IMAGINATION MACHINE** to provide live performance assemblies at Buena Vista Arts-integrated School. Performances will be based on students' short stories. Effective November 22, 2024 through June 30, 2025. Total cost not to exceed \$1,700. [Originator: Business Services/Fund: General Restricted]
26. Contract C-245-416 with **CONVERGEONE, INC.**, for Cisco Access Control to enable security enhancements for the District's Data Center. Effective December 20, 2024 through June 30, 2025. Total cost not to exceed \$4,165. [Originator: Information Services/Fund: General]
27. Contract C-245-417 with **DISCOVERY CUBE ORANGE COUNTY** to provide Roots and Fruits field trip for Bon View Elementary School students. The educational activities are aligned with and support the science curriculum. Effective on May 1, 2025. Total cost not to exceed \$1,400. [Originator: Business Services/Fund: General/Donations]
28. Contract C-245-418 with **MANEUVERING THE MIDDLE LLC** for licenses to provide research-based instructional materials to support core instructional programs in mathematics at Vina Danks Middle School. Effective November 17, 2024 through November 16, 2025. Total cost not to exceed \$675. [Originator: Business Services/Fund: Title I]
29. Contract C-245-419 with **LORBEL CRITICAL POWER SERVICES** for preventive maintenance and repair of Homer F. Briggs Data Center generator. Effective November 12, 2024 through June 30, 2025. Total cost not to exceed \$1,242. [Originator: Information Services/Fund: General]
30. Contract C-245-422 with **DAVID A. ROMERO** to assist with the implementation of the District's Annual Poetry Day, offering a one day in-person poetry workshop for STEAM Symposium. Effective April 1, 2025 through April 30, 2025. Total cost not to exceed \$500. [Originator: Learning & Teaching/Fund: General]
31. Contract C-245-423 with **CHINO VALLEY CHAMBER OF COMMERCE** to provide consultation to implement "Stepping Stones to Success" career building for parent workshops. Effective November 1, 2024 through November 1, 2025. Total cost not to exceed \$4,000. [Originator: OMSD SELPA & Equity/Fund: SELPA]
32. Amendment M1 to Contract C-212-012 with **AMTECH ELEVATOR SERVICES** for service and maintenance of wheelchair lifts at various sites. Effective July 1, 2021 through June 30, 2026. Amendment is to cost. Total revised cost not to exceed \$20,000 annually. [Originator: Facilities Planning & Operations/Fund: General]
33. Amendment M1 to Contract C-234-272 with **MOBILE MODULAR** to purchase a relocatable building for Arroyo Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
34. Amendment M1 to Contract C-234-273 with **MOBILE MODULAR** to purchase a relocatable building for Berlyn Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]

Purchasing and Contracts Report (PCR 2425-07)

December 19, 2024

35. Amendment M1 to Contract C-234-274 with **MOBILE MODULAR** to purchase a relocatable building for Bon View Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
36. Amendment M1 to Contract C-234-278 with **MOBILE MODULAR** to purchase a relocatable building for El Camino Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
37. Amendment M1 to Contract C-234-279 with **MOBILE MODULAR** to purchase a relocatable building for Elderberry Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
38. Amendment M1 to Contract C-234-280 with **MOBILE MODULAR** to purchase a relocatable building for Hawthorne Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
39. Amendment M1 to Contract C-234-281 with **MOBILE MODULAR** to purchase a relocatable building for Howard Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
40. Amendment M1 to Contract C-234-282 with **MOBILE MODULAR** to purchase a relocatable building for Monte Vista Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
41. Amendment M1 to Contract C-234-283 with **MOBILE MODULAR** to purchase a relocatable building for Ramona Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
42. Amendment M1 to Contract C-234-285 with **MOBILE MODULAR** to purchase a relocatable building for Sultana Elementary School. Amendment is to term. Effective September 8, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
43. Amendment M1 to Contract C-234-286 with **MOBILE MODULAR** to purchase a relocatable building for Vineyard Elementary School. Amendment is to term and cost. Effective September 8, 2023 through December 31, 2025. Total revised cost not to exceed \$300,000. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]
44. Amendment M1 to Contract C-234-318 with **MOBILE MODULAR** to purchase a relocatable building for Euclid Elementary School. Amendment is to term. Effective October 6, 2023 through December 31, 2025. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Capital Outlay/General Restricted]

Purchasing and Contracts Report (PCR 2425-07)

December 19, 2024

45. Amendment M1 to Contract C-245-008 with **INDIVIDUAL FOODSERVICE** for paper products. Amendment is to cost. Total cost of amendment not to exceed \$200,000 per year for a revised total cost not to exceed \$350,000. All other properties of agreement remain unchanged. [Originator: Food & Nutrition Services/Fund: Cafeteria]
46. Amendment M1 to Contract C-245-208 with **ACCOUNTABLE HEALTHCARE STAFFING, INC.**, to amend rate sheet to include additional services offered and their respective rates. All other properties of agreement remain unchanged. [Originator: OMSD SELPA & Equity/Fund: SELPA]
47. Amendment M1 to Contract C-245-217 with **SPEECH IMPROVEMENT CENTER** to amend rate sheet to include additional services offered and their respective rates. All other properties of agreement remain unchanged. [Originator: OMSD SELPA & Equity/Fund: SELPA]
48. Amendment M1 to Contract C-245-316 with **CDW GOVERNMENT, LLC** for additional student Google Workspace licenses. Amendment is to services and cost. Amendment cost not to exceed \$7,500 for a revised total cost not to exceed \$67,500. All other properties of agreement remain unchanged. [Originator: Information Services/Fund: General]
49. Amendment M1 to Contract C-245-384 with **BEACH CITIES LEARNING, LLC** to amend rate sheet to include additional services offered and their respective rates. All other properties of agreement remain unchanged. [Originator: OMSD SELPA & Equity/Fund: SELPA]
50. Amendment M2 to Contract C-245-288 with **PRISMATIC MAGIC LLC** to provide laser light assemblies. Amendment is to cost, services, and funding source. Additional assemblies targeting bullying will be provided for Central Language Academy students. Amendment cost not to exceed \$1,300 for a revised total cost not to exceed \$5,600. [Original: Business Services/Fund: General/Donations]
51. Amendment M2 to Contract C-245-299 with **CHAFFEY JOINT UNION HIGH SCHOOL DISTRICT** to hold sport events for OMSD students in support of physical fitness. Amendment is to services. The District will hold additional events on April 11, 2025 & April 26, 2025 at a CJUHSD facility. All other properties of agreement remain unchanged. [Originator: Learning & Teaching/Fund: ELOP]
52. Amendment M4 to Contract C-223-335 with **TILDEN-COIL CONSTRUCTORS, INC.**, for the Construction Services (Lease-Leaseback) for Vina Danks Middle School Project. Amendment is to cost. Phase 4 cost estimated at \$29,008,761 for a total estimated cost not to exceed \$50,305,304. All other properties of the agreement remain unchanged. [Originator: Facilities Planning & Operations/Fund: Building/ESSR]
53. Amendment M5 to Contract C-234-381 with **BMX FREESTYLE TEAM, LLC** to provide assembly for students. Amendment is to services and cost. Additional assembly will be offered at El Camino Elementary School. Total cost of amendment not to exceed \$1,800 for a new total cost not to exceed \$10,800. All other properties of agreement remain unchanged. [Originator: Business Services/Fund: General/CCSPP/Donations]
54. Authorize the use of the State of California CMAS, Contract No. 4-20-56-0006B, on an as-needed basis, for the purchase of roofing materials, from the **GARLAND CO., INC.**, with the same advantages, terms, and conditions per Public Contract Code 10290.1 and 20118. Effective January 1, 2025 through December 31, 2025. Estimated cost not to exceed \$500,000. [Originator: Facilities Planning & Operations/Fund: Building Fund/General]

Purchasing and Contracts Report (PCR 2425-07)

December 19, 2024

55. Authorize use of Santa Rita Unified School District Project No. 21024, on an as needed basis, for the purchase and delivery of relocatable classrooms from **MCGRATH RENTCORP dba MOBILE MODULAR MANAGEMENT CORPORATION** with the same advantages, terms and conditions per Public Contract Code 20118. Effective January 1, 2025 through December 31, 2025. Total cost not to exceed \$3,000,000. [Originator: Purchasing/Fund: Capital Outlay]

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Acceptance of Gifts/Donations (GDR 2425-06)

REQUESTED ACTION

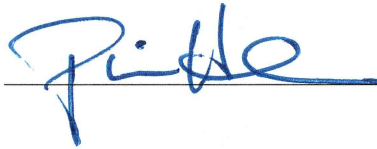
Approve the acceptance of gifts/donations to benefit and provide additional resources for District schools and/or programs.

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.

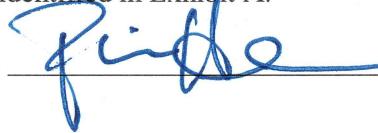
Prepared by: Phil Hillman, Chief Business Official



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

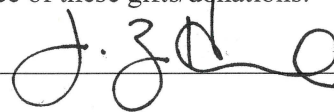


Exhibit A

ACCEPTANCE OF GIFTS/DONATIONS

Submitted to the Board of Trustees for Approval on December 19, 2024

Name of Donor	School/Department	Designated Use	Monetary/Items Donated
Aspire Bakeries	Food & Nutrition Services	General	1,000 – La Brea Bakery Grip Click Pens 50 – La Brea Bakery Reusable Bag 3 – La Brea Bakery Cookbooks 5 – La Brea Bakery Journals Estimated Value \$698.25
Ontario Professional Firefighters Association	Health Services	Trauma Kits for Schools in the City of Ontario	175 – Trauma Kits Estimated Value \$23,625
Kids Dental Land	Health Services	Oral Hygiene	4,130 Oral Hygiene Kits Estimated Value \$8,838
Kids in Need Foundation	Lincoln Elementary School	Instructional	204 – Backpacks and Supplies Estimated Value \$5,100

(Ref. b 4.2)

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **2023 – 2024 Annual and Five Year Reports of Developer Fee Receipts and Expenditures**

ACTION REQUESTED

Approve the 2023 – 2024 Annual and Five Year Reports of Developer Fee Receipts and Expenditures.

BACKGROUND INFORMATION

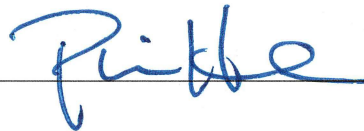
Effective January 1, 1997, Senate Bill 1693 amended Government Code Sections 66001 and 66006 to impose more detailed reporting requirements for developer fees. The local agency must account for funds collected, whether committed or uncommitted, and are required to review this information at a regularly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

The attached report (Exhibit A) provides information on developer fees and interest income collected and expended during 2023 – 2024. Summarized information for fiscal years 2019 – 2020 through 2023 – 2024 is also included.

The fees have been justified and a reasonable relationship has been established between the fees and the purpose for which they are charged, which is included in the District's 2023 – 2024 Developer Fee Study. Developer Fees, General Obligation Bond funds, Capital Outlay Reserve funds, and State School Construction Bond funds are the primary funding sources used to address various school facility needs of the District

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

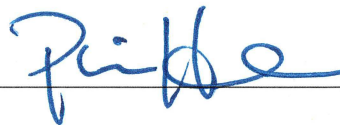
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the 2023 – 2024 Annual and Five Year Reports of Developer Fee Receipts and Expenditures.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

REPORT OF SCHOOL FACILITY FEES INCLUDING ALTERNATIVE SCHOOL FACILITY FEES ("REPORTABLE FEES") REPORT FOR FISCAL YEAR 2023 – 2024 IN COMPLIANCE WITH GOVERNMENT CODE SECTIONS 66001 AND 66006

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

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

I. INFORMATION MADE AVAILABLE PURSUANT TO GOVERNMENT CODE SECTION 66006 FOR FISCAL YEAR 2023 – 2024:

In accordance with Government Code Section 66006(b)(1) and (2), the District provides the following information for fiscal year 2023 – 2024:

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

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

B. AMOUNT OF THE REPORTABLE FEES:

The Reportable Fee amounts for fiscal year 2023 – 2024 are set forth in the Schedule "A". These fee amounts were approved by the Board of Education on December 15, 2022 and April 4, 2024. Developer Fee amounts only partially mitigate the impact to the District caused by residential development.

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

	Reportable Fees
Beginning Balance (7/1/2023)	\$ 3,964,399
Ending Balance (6/30/2024)	\$ 4,677,610

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

	Amount of Reportable Fees Collected Per Account or Sub-Account(s) and Interest Earned
Residential	\$ 787,530.80
Commercial	\$ 275,019.52
Total Developer Fees	\$ 1,062,550.32
Interest Earned	\$ 158,936.46
Fair Value of Investments	\$ 38,522.00
All Other Local Revenue	\$ 0.00
Total Collected	\$ 1,260,008.78

E. IDENTIFICATION OF EACH PROJECT DURING 2023 – 2024 ON WHICH DEVELOPER FEES WERE EXPENDED

This information is provided in Schedule “B”.

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

The District has determined that for fiscal year 2023 – 2024, Reportable Fees and other sources of funding were not sufficient to complete the financing of all currently identified school facility (renovation, modernization and new construction) projects.

See Schedule “C” for the status of public improvement projects identified in the previous Developer Fee report.

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

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

H. THE AMOUNT OF REFUNDS MADE PURSUANT TO GOVERNMENT CODE 66001(e) AND ANY ALLOCATIONS PURSUANT TO GOVERNMENT CODE 66001 (f) :

Refund for \$2,297.14 was made to one entity for a cancelled project.

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

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

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

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

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

The District's School Facilities Needs Analysis approved by the Board on April 4, 2024 established the purpose of the fees, the use to which the fees will be put, the relationships between the use of the fees, the District's needs to accommodate students from new development, and the type of residential projects. In doing so it fulfills the requirements imposed by state law on agencies that levy development fees.

C. DEVELOPER FEE COLLECTIONS AND EXPENDITURES FOR FISCAL YEARS

In accordance with Government Code Section 66006(b)(2), information, including the proposed five (5) year findings presented in Schedule D, were made available to the public at least fifteen (15) days prior to consideration of the Reportable Fees Report. The Board of Trustees is asked to formally consider (certify) such annual information and proposed five (5) year findings at its meeting on December 19, 2024.

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

Sources	Amount of Funding Anticipated or Received to Complete Financing of School Facilities
State School Building Program	\$10,201,819*
Community Facilities Districts	N/A
General Obligation Bond Proceeds	\$28,235,977**
Redevelopment Pass-Through Agreements	\$9,240,392***
Statutory School Facility Fees (Developer Fees)	\$4,677,610****
Mitigation Payments	N/A
Certificates of Participation	N/A
S.B. No. 201 Fees (Government Code Section 65970 <i>et seq.</i>)	N/A

- * Reserved for future school building modernization projects
Ending Balance as of 6/30/2024
- ** Reserved for General Obligation Bond 2016 Election authorized projects
Ending Balance as of 6/30/2024
- *** Reflects RDA funds balance reserve for Upland, Montclair, and Ontario
Ending Balance as of 6/30/2024
- **** Developer fee collections for facilities and facilities planning
Ending Balance as of 6/30/2024

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

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

SCHEDULE A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

STATUTORY SCHOOL FACILITY FEES INCLUDING ALTERNATIVE SCHOOL FACILITY FEE AMOUNTS 2023 – 2024

Residential

Level 1 - State Allocation Board Rate*	\$ 3.31
Level 1 - State Allocation Board Rate**	\$ 3.57
Level 2 - Not in Effect	N/A
Level 3 - Not in Effect	N/A

Commercial/Industrial

Commercial/Industrial*	\$ 0.54
Commercial/Industrial**	\$ 0.58

<u>Business Categories for Parking Structures</u>	\$ 0.03
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<u>Self Storage Facilities</u>	\$ 0.08
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* Effective February 16, 2023 - June 3, 2024

** Effective June 4, 2024

SCHEDULE B

ONTARIO-MONTCLAIR SCHOOL DISTRICT

**FUND 25 – INCOME AND EXPENDITURES
AS OF JUNE 30, 2024**

BEGINNING FUND BALANCE	\$ 3,964,399.24
INCOME	
DEVELOPER FEES COLLECTED	\$ 1,062,550.32
INTEREST	158,936.46
FAIR VALUE OF INVESTMENTS	38,522.00
ALL OTHER LOCAL REVENUE	-
TOTAL INCOME	<u>1,260,008.78</u>
EXPENDITURES	
FACILITIES PLANNING AND OTHER	\$ 26,477.70
VINA DANKS RELOCATABLES RELOCATION	20,019.65
HAYNES RELO RESTROOM ADD'T	24,924.82
MORENO RELOCATABLES	431,864.80
LINCOLN PORTABLES	43,511.05
TOTAL EXPENDITURES	<u>546,798.02</u>
NET CHANGE	\$ 713,210.76
ENDING FUND BALANCE	<u>\$ 4,677,610.00</u>
CASH IN THE COUNTY TREASURY	4,674,758.63
CASH IN TREASURY FMV	(37,563.00)
ACCOUNTS RECEIVABLE	50,599.54
TOTAL ASSETS	\$ 4,687,795.17
ACCOUNTS PAYABLE	4,530.94
DUE TO OTHER FUNDS	5,654.23
TOTAL LIABILITIES	<u>\$ 10,185.17</u>

SCHEDULE C

ONTARIO-MONTCLAIR SCHOOL DISTRICT

FUND 25 – STATUS OF PUBLIC IMPROVEMENTS IDENTIFIED IN THE 2022 – 2023 DEVELOPER FEE REPORT

Project Name	Amount Expended in 2022-2023	Project Estimated Start Date	Estimated Project Completion Date
FACILITIES PLANNING AND OTHER	51,573.57	7/1/2022	Completed by 6/30/2023
EL CAMINO RELOCATABLE	397,226.28	1/1/2021	Completed by 6/30/2023
ARROYO RELOCATABLE	228,380.36	12/1/2021	Completed by 6/30/2023
VDANKS RELOCATABLES RELOCATION	72,025.00	11/1/2021	N/A Project Converted to Interim Housing
HAYNES RELO RESTROOM ADD'T	9,390.00	5/1/2022	Completed by 6/30/2024
MORENO RELOCATABLE	304,086.71	12/1/2022	Completed by 6/30/2024
CENTRAL FIRE ALARM	210.00	7/1/2022	Completed by 6/30/2023
Total Expenditure	1,062,891.92		

SCHEDULE D

ONTARIO-MONTCLAIR SCHOOL DISTRICT

FUND 25 - DEVELOPER FEE COLLECTIONS AND EXPENDITURES FOR FISCAL YEARS

2019 – 2020 TO 2023 – 2024

5 Year Developer Revenue and Expenditure History

Year	Fees Collected/		Expenditures
	Interest/Other Income		
2019-2020	\$ 1,130,881.36	\$	1,594,688.86
2020-2021	\$ 966,687.27	\$	3,140,561.19
2021-2022	\$ 1,289,463.77	\$	498,669.85
2022-2023	\$ 2,015,142.85	\$	1,062,891.92
2023-2024	\$ 1,260,008.78	\$	546,798.02

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Budget Adjustments – October 2024**

REQUESTED ACTION

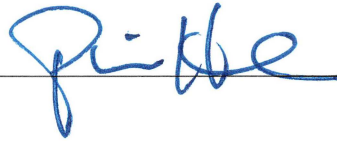
Approve Budget Adjustments for October 2024.

BACKGROUND INFORMATION

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

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

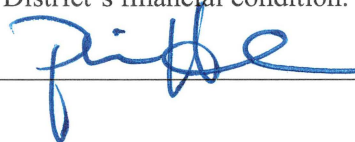
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

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

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve Budget Adjustments for October 2024.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **General Fund (Unrestricted)**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	32,038,675	(32,038,675)
Federal Revenue	-	-	-
Other State Revenue	248,859	-	248,859
Other Local Revenue	75,223	-	75,223
Other Sources and Transfers In	5,041	590	4,451
Subtotals – Revenues	329,123	32,039,265	(31,710,142)
<u>Expenditures</u>			
Certificated Salaries	27,832,542	31,923,057	(4,090,515)
Classified Salaries	1,281,408	738,674	542,734
Employee Benefits	10,814,271	11,598,274	(784,003)
Books and Supplies	1,608,669	1,310,803	297,866
Other Operating Expenditures	657,063	355,914	301,149
Capital Outlay	-	11,155	(11,155)
Other Uses and Transfers Out	5,978	1,212,543	(1,206,565)
Subtotals – Expenditures	42,199,931	47,150,420	(4,950,489)
Net Increase/(Decrease) to Fund Balance			(26,759,653)

General description of above budget transfers, increases and decreases:

Budgeted decrease to LCFF Revenue represents the transfer from the EPA account line to the LCFF general account line. Salaries and benefits were adjusted based on projected payroll along with a one-time transfer to ESSER III. Adjusted indirect cost based on current year restricted program expenses. Updates are based on First Interim projections that include adjustments made in October and November 2024 budget adjustments. Routine budgeted revenues and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **General Fund (Restricted)**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	698,986	258,030	440,956
Other State Revenue	46,616	-	46,616
Other Local Revenue	9,250,443	-	9,250,443
Other Sources and Transfers In	590	5,041	(4,451)
Subtotals – Revenues	9,996,635	263,071	9,733,564
<u>Expenditures</u>			
Certificated Salaries	5,960,588	5,010,880	949,708
Classified Salaries	4,601,370	4,645,069	(43,699)
Employee Benefits	5,508,877	4,892,499	616,378
Books and Supplies	28,148,240	3,678,389	24,469,851
Other Operating Expenditures	3,446,788	462,519	2,984,269
Capital Outlay	3,304,783	-	3,304,783
Other Uses and Transfers Out	1,166,439	5,978	1,160,461
Subtotals – Expenditures	52,137,085	18,695,334	33,441,751
Net Increase/(Decrease) to Fund Balance			(23,708,187)

General description of above budget transfers, increases and decreases:

Budgeted Other Local Revenue increased to account for various restricted program award adjustments along with prior year carryover. Budgeted expenses increased to account for prior year carryover, such as Special Education Early Intervention Grant, Prop 28 – Arts and Music Grant, CCSPP Grant, and various other restricted grants. Updates are based on First Interim projections that include adjustments made in October and November 2024 budget adjustments. Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **GASB 84 ASB Fund**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	4,900	(4,900)
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	-	4,900	(4,900)
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	3,200	-	3,200
Other Operating Expenditures	100,100	-	100,100
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	103,300	-	103,300
Net Increase/(Decrease) to Fund Balance			(108,200)

General description of above budget transfers, increases and decreases:

Budgeted increase to expenditures represents adjustments to planned ASB activities. Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Child Development Fund**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	281,600	-	281,600
Other Local Revenue	-	-	-
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	281,600	-	281,600
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	19,949	-	19,949
Books and Supplies	805,985	-	805,985
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	46,104	-	46,104
Subtotals – Expenditures	872,038	-	872,038
Net Increase/(Decrease) to Fund Balance			(590,438)

General description of above budget transfers, increases and decreases:

Budgeted increase to revenue and expenditures represents adjustments to current year child development award amount along with prior year carryover. Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Cafeteria Fund**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	-	-	-
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	5,954	-	5,954
Other Operating Expenditures	-	5,954	(5,954)
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	5,954	5,954	-
Net Increase/(Decrease) to Fund Balance			-

General description of above budget transfers, increases and decreases:

Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Building Fund**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	401,900	-	401,900
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	401,900	-	401,900
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	197,500	-	197,500
Capital Outlay	3,300,000	-	3,300,000
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	3,497,500	-	3,497,500
Net Increase/(Decrease) to Fund Balance			(3,095,600)

General description of above budget transfers, increases and decreases:

Budgeted increase to Other Local Revenue represents annual interest adjustment. Budgeted increase to expenditures represents planned construction projects, such as, Vina Danks Modernization. Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Capital Facilities Fund**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	1,967,000	-	1,967,000
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	1,967,000	-	1,967,000
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	1	-	1
Employee Benefits	9	153	(144)
Books and Supplies	30,000	-	30,000
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	30,010	153	29,857
Net Increase/(Decrease) to Fund Balance			1,937,143

General description of above budget transfers, increases and decreases:

Budgeted increase to Other Local Revenue represents the collection of Developer Fees. Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Schools Facility Program**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	1,118,028	-	1,118,028
Other Local Revenue	97,000	-	97,000
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	1,215,028	-	1,215,028
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	45,000	-	45,000
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	45,000	-	45,000
Net Increase/(Decrease) to Fund Balance			1,170,028

General description of above budget transfers, increases and decreases:

Budgeted increase to total revenue represents the adjustment for State Reimbursement revenue and interest revenue. Routine budgeted revenue and expenditure adjustments made between major object categories.

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Special Reserve for Capital Outlay Project**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	267,000	-	267,000
Other Sources and Transfers In	2,746,667	-	2,746,667
Subtotals – Revenues	3,013,667	-	3,013,667
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	51,074	34,700	16,374
Other Operating Expenditures	750,000	190,000	560,000
Capital Outlay	4,410,001	700,000	3,710,001
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	5,211,075	924,700	4,286,375
Net Increase/(Decrease) to Fund Balance			(1,272,708)

General description of above budget transfers, increases and decreases:

Budgeted increase to Other Sources and Transfer In along with Capital Outlay expenditures represents the completion of the HVAC projects. Additionally, expenses increased to reflect various other planned construction projects. Routine budgeted revenue and expenditure adjustments made between major object categories

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

Budget Adjustments

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

Fund: **Self-Insurance**

Period Covered: **October 1, 2024 – October 31, 2024**

	<u>Increases</u>	<u>Decreases</u>	<u>Net Change</u>
<u>Revenues</u>			
LCFF	-	-	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	23,892	-	23,892
Other Sources and Transfers In	-	-	-
Subtotals – Revenues	23,892	-	23,892
<u>Expenditures</u>			
Certificated Salaries	-	-	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Other Operating Expenditures	-	-	-
Capital Outlay	-	-	-
Other Uses and Transfers Out	-	-	-
Subtotals – Expenditures	-	-	-
Net Increase/(Decrease) to Fund Balance			23,892

General description of above budget transfers, increases and decreases:

Budgeted Other Local Revenue represents the increase in claims revenue.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **Authorization to Close a Clearing Bank Account for Field Trip Deposits**

REQUESTED ACTION

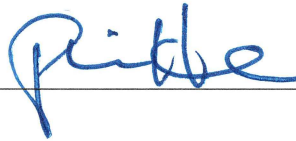
Approve the Authorization to Close a Clearing Bank Account for Field Trip Deposits.

BACKGROUND INFORMATION

The District established a clearing bank account at the Ontario-Montclair School Employees Federal Credit Union (OMSEFCU) to temporarily hold deposits related to field trips, including those outside the Associated Student Body (ASB) account. This account has served its purpose in facilitating temporary transactions, such as field trip payments, with regular transfers to the appropriate accounts in accordance with Education Code Section 41001.

Due to a change in the District's operational needs, it has been determined that this clearing account is no longer necessary. The processes for managing field trip funds and other incidental deposits will be consolidated under existing financial systems, ensuring compliance with all relevant Education Code provisions.

Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Authorization to Close a Clearing Bank Account for Field Trip Deposits.

Approved by: James Q. Hammond, Superintendent



Consent Calendar

(c) Human Resources

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: Certificated Personnel Recommendations Report #CERT2425-1219

REQUESTED ACTION

Approve Certificated Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Maria Enriquez	Teacher/Haynes	12/03/2024

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, TITLE CHANGE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Rosie Jimenez	Assistant Principal/Arroyo to Corona	11/21/2024

REHIRES

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

CERTIFICATED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Oscar Cerpa Avina	Substitute Teacher	12/04/2024
Caiya Calero	Substitute Teacher	11/14/2024
Thomas Doublet	Substitute Teacher	11/20/2024
Zachariah Espinoza	Substitute Teacher	12/06/2024
Joshua Fieri	Substitute Teacher	09/27/2024
David Figueroa	Substitute Teacher	10/04/2024
Esmeralda Galan	Substitute Teacher	12/02/2024
Jasmine Gallardo	Substitute Teacher	12/11/2024
Tatianna Garcia	Substitute Teacher	11/22/2024
Jackeline Gonzalez	Substitute Teacher	10/09/2024
Daisy Guerra	Substitute Teacher	11/14/2024

Certificated Personnel Recommendations Report #CERT2425-1219
December 19, 2024

CERTIFICATED SUBSTITUTES (continued)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Deborah Hilak	Substitute Teacher	10/01/2024
Ramses Jacobo	Substitute Teacher	09/30/2024
Natalie Layseca	Substitute Teacher	09/25/2024
Madison Main	Substitute Teacher	12/03/2024
David Martinez	Substitute Teacher	11/22/2024
Sterling McClure	Substitute Teacher	11/14/2024
Daniel Vega Medina	Substitute Teacher	11/22/2024
Chau Nguyen	Substitute Teacher	12/11/2024
McKenna Muniz	Substitute Teacher	12/11/2024
Diana Orozco	Substitute Teacher	11/14/2024
Jasmine Plaza	Substitute Teacher	12/06/2024
Hailey Schaefer	Substitute Teacher	09/30/2024
Chloe Swoboda	Substitute Teacher	09/27/2024

REQUESTS FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Gayana Kikkawa Abellana	Teacher on Assignment/Briggs-SPED Extended Medical Leave	12/01/2024-12/06/2024
Denise Aguirre	Preschool Teacher/Ramona Medical Leave	12/02/2024-01/03/2025
Danielle Alvarado	Teacher/Mission FMLA Leave	12/12/2024-02/07/2025
Elizabeth Armijo	SPED Teacher/De Anza Extended Medical Leave	11/30/2024-12/29/2024
Desirae Csurilla	Teacher/Arroyo Extended Medical Leave	11/05/2024-12/02/2024
Jessica Damasco	Teacher/Mariposa Medical Leave	12/05/2024-01/10/2025
Steffany Davis	Psychologist/Briggs-SPED Extended Medical Leave	11/22/2024-01/06/2025
Yvonne De Anda	Teacher/Ramona Medical Leave	10/18/2024-12/08/2024
Regina Delfin	SPED Teacher/Lincoln Medical Leave	11/14/2024-12/17/2024

Certificated Personnel Recommendations Report #CERT2425-1219
December 19, 2024

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Kristin Denardo	Teacher/El Camino Medical Leave	12/09/2024-02/17/2025
Erica Diaz	Teacher/Berlyn Medical Leave	01/13/2025-04/13/2025
Mayra Gomez	SPED Teacher/Corona Medical Leave	12/14/2024-01/19/2025
Krystle Greely	SPED Teacher/Wiltsey Medical Leave	11/23/2024-12/13/2024
Gayana Kikkawa Abellana	Teacher on Assignment/Briggs-SPED Medical Leave	12/09/2024-02/28/2025
Amanda Kiss	Teacher/Edison Extended Medical Leave	12/02/2024-01/05/2025
Amy Lai	Speech Language Pathologist/Briggs-SPED Medical Leave	12/22/2024-02/16/2025
Yy-Wen Lai	Teacher-Dual Language/Montera Medical Leave	11/22/2024-12/20/2024
Vicki Lee	Teacher/Montera Extended Medical Leave	11/22/2024-12/06/2024
Vicki Lee	Teacher/Montera FMLA Leave	12/09/2024-03/03/2025
Elizabeth Mackenzie	Teacher/Online Academy Medical Leave	12/04/2024-12/20/2024
Tristin Martinez	Teacher/Hawthorne Medical Leave	11/21/2024-01/06/2025
Jennifer Massey	Teacher/Corona Medical Leave	11/21/2024-01/03/2025
Haley Ordinola	Teacher/Buena Vista Extended Medical Leave	12/09/2024-01/20/2025
Jeffrey Rogers	Teacher/Oaks Medical Leave	11/12/2024-12/13/2024

Certificated Personnel Recommendations Report #CERT2425-1219
December 19, 2024

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Ainette Rubio	Teacher/Edison Medical Leave	10/28/2024-11/22/2024
Kaval Singh	Psychologist/Briggs-SPED Extended Medical Leave	12/19/2024-01/06/2025
Mara Sutton-Barnes	Speech Language Pathologist/Briggs-SPED Medical Leave	11/18/2024-12/19/2024
Carmela Lafarga Swartz	Speech Language Pathologist/Briggs-SPED Medical Leave	12/02/2024-01/29/2025
Cheryl Tickamyer	Teacher/Oaks Medical Leave	12/02/2024-01/27/2025
Jasabel Williams	Teacher/Online Academy Extended Medical Leave	11/22/2024-12/13/2024
Anna Young	Teacher/Euclid Extended Medical Leave	11/22/2024-12/10/2024

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>
Loren Escobar	Speech Language Pathologist/Briggs-SPED	11/12/2024

RETIREMENT, RESIGNATION, RELEASE AND TERMINATION


<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Roberto Garcia	Assistant Principal/Corona	11/29/2024
Felix Melendez	Principal on Assignment/Briggs-HR	06/30/2025
Robin Neiuber	Teacher/Vista Grande	03/31/2025
Ivonne Porras	Teacher/Kingsley	05/30/2025
Jody Sumbot	Teacher/Corona	05/30/2025

Certificated Personnel Recommendations Report #CERT2425-1219
December 19, 2024

Prepared by: Hector Macias, Deputy Superintendent, Human Resources



Reviewed by: Phil Hillman, Chief Business Official



Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Classified Personnel Recommendations Report #CLA2425-1219

REQUESTED ACTION

Approve Classified Personnel Recommendations.

EMPLOYMENT

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Vanessa Arredondo	Food Service Asst. II/Wiltsey	12/02/2024
Ashley Burroughs	Behavior Intervention Asst./El Camino	12/02/2024
Vanessa Parra Carreno	Proctor/Vina Danks	12/06/2024
Rodolfo Chairez	IA-Learning Needs/Del Norte	01/06/2025
Roxxane Contreras	Behavior Intervention Asst./El Camino	11/19/2024
Maria De Haro	Food Service Asst. I/Moreno	12/02/2024
Aislah Farias	Proctor/Edison	12/16/2024
Erik Flanagan	Inventory Control Technician/Food & Nutrition	11/19/2024
Nicolas Garcia	IA-Learning Needs/Kinglsey	12/09/2024
Changhwan Kwon	Food Service Asst. II/Vina Danks	12/02/2024
Jorge Luquin	IA-Learning Needs/Del Norte	12/16/2024
Laurena Morales	IA-Learning Needs/Haynes	01/08/2025
Claudia Nunez De Fullen	School Office Asst. II/De Anza	11/18/2024
Michelle Nunez	IA-Learning Needs/Arroyo	11/14/2024
Alondra Pineda	Proctor/Del Norte	12/16/2024
Maricela Ramon	Instructional Asst./El Camino	12/09/2024
Marlene Savala	Senior Office Asst./Briggs-Health & Wellness	12/09/2024
Angela Stewart	Food Service Asst. II/Serrano	12/02/2024

ASSIGNMENT, CLASSIFICATION, SCHEDULE CHANGE, TITLE CHANGE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Elyssa Cuellar	Behavior Intervention Asst./Moreno to Monte Vista	12/05/2024
Rocio Espinoza	Instructional Asst./Vineyard to Classified Trainer/Montera	12/02/2024
Karina Bautista Estrada	Food Service Asst. I/Elderberry to Special Needs Program Asst./Serrano	12/02/2024
Miguel Flores	Food Service Asst. I/Kingsley 3 hours to Food Service Asst. I/Vineyard 6 hours	11/12/2024

Classified Personnel Recommendations Report #CLA2425-1219

December 19, 2024

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

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Jessie Garcia	School Office Asst. I./Montera to Fiscal Services Technician/Briggs-Accounting	01/02/2025
Josefina Gonzalez	Food Service Asst. II/Serrano 3 hours to 6 hours	11/19/2024
Pauline Hasselbrook	Bus Driver/Transportation 6 hours to 6.75 hours	11/13/2024
Kazmere Hazelitt	Proctor/Arroyo to Edison	12/09/2024
Noah Leon	Instructional Asst./De Anza to Wiltsey	01/06/2025
Brittany Martinez	Instructional Asst./Sultana to Medical Billing Technician/Briggs-Health & Wellness	12/09/2024
Alma McKeever	LVN/Briggs-Health & Wellness to Haynes	11/19/2024
Alexis Molina	IA-Learning Needs/Serrano to Elderberry	12/05/2024
Miguel Sanchez	IA-Behavior Intervention/Briggs-SPED to Registered Behavior Technician/Briggs-SPED	11/08/2024
Manuel Vasquez	Utility Maintenance Worker/Briggs-Operations to Campus Safety Officer/Wiltsey	12/02/2024

CLASSIFIED SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Muhammad Abd-Allah	Substitute Classified Trainer	11/21/2024
Rene Beltran	Substitute Custodian	11/25/2024
Carmen Caballero	Substitute Proctor	11/21/2024
Bertha Diaz	Substitute Classified Trainer	11/14/2024
Pedro Flores-Nunez	Substitute IA-Learning Needs	12/02/2024
Ana Linares De Estevez	Substitute Food Service Asst.	11/19/2024
Leah Martinez	Substitute Proctor	11/14/2024
Marisela Mayorga	Substitute Classified Trainer	11/08/2024
Jessica Nava	Substitute Proctor	12/02/2024
Leah Nieto	Substitute Classified Trainer	12/11/2024
Janelle Rodriguez	Substitute Classified Trainer	12/12/2024
Joseph Torres	Substitute Custodian	11/14/2024
Ja Min Williams	Substitute PE Asst.	11/20/2024
Suzette Williams	Substitute Food Service Asst.	12/04/2024
Adilene Yanez	Substitute Instructional Asst./Proctor	09/25/2024

REHIRE

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

Classified Personnel Recommendations Report #CLA2425-1219

December 19, 2024

SHORT TERM ASSIGNMENT CLASSIFIED PERMANENT EMPLOYEES AND SUBSTITUTES

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Raul Diaz	Custodian/Montera	11/01/2024-02/06/2025
Aydin Macias	Student Mentor & Campus Asst./Howard	12/02/2024-01/10/2025
Nicholus Morquecho	Student Mentor & Campus Asst./Corona	11/01/2024-02/20/2025

REQUESTS FOR LEAVE OF ABSENCE

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Ana Lopez Acevedo	Office Asst. II/De Anza FMLA Leave	12/02/2024-12/27/2024
Rebecca Alcala	Head Custodian I/Arroyo Extended Medical Leave	11/08/2024-12/13/2024
Marta Alvarez	IA-Learning Needs/Moreno Medical Leave	11/19/2024-01/14/2025
Patricia Torres Angulo	Bus Driver/Transportation Medical Leave	12/06/2024-01/06/2025
Joseph Arensdorff	Head Custodian I/Lehigh Intermittent Leave	11/26/2024-05/31/2025
Brenda Carmona	Special Needs Program Asst./Corona Extended Medical Leave	12/16/2024-01/05/2025
Jiani Carrillo	School Family Outreach Asst./Corona Medical Leave	01/06/2025-03/17/2025
Elizabeth Ceja	Proctor/Vina Danks Medical Leave	01/03/2025-03/15/2025
Cynthia Contreras	IA-Learning Needs/Haynes Extended Medical Leave	11/15/2024-12/15/2024
Belinda Cozad	RN/Briggs-Health & Wellness Medical Leave	12/02/2024-12/19/2024
Maria Cuevas	Instructional Asst./Montera Unpaid Days (Tuesdays only)	12/05/2024-02/19/2025
Maria Delgado	Proctor/Berlyn Extended Medical Leave	11/29/2024-12/08/2024
Maryann Espinoza	School Office Asst. I/Moreno Extended Medical Leave	11/24/2024-12/20/2024

Classified Personnel Recommendations Report #CLA2425-1219

December 19, 2024

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Autumn Flowers	Custodian/Lincoln Extended Medical Leave	11/15/2024-11/24/2024
Beatrice Garcia	IA-Special Orthopedic Needs/Moreno Medical Leave	12/02/2024-12/15/2024
Candice Hernandez	Executive Asst. to the Deputy/Asst. Superintendent/ Briggs/SELPA & Equity Unpaid Leave	02/03/2025-02/28/2025
Grace Hernandez	Bus Driver/Transportation Medical Leave	12/02/2024-12/15/2024
Lorenzo Hernandez	Proctor/Mariposa Medical Leave	12/05/2024-12/15/2024
Justin Ladines	Painter/Briggs-Operations Intermittent FMLA Leave	12/01/2024-06/01/2025
Daniella Lopez	Parent Education Center Tech./Parent Education Center FMLA Leave	01/06/2025-01/17/2025
Ericka Nicole Lopez	Special Needs Program Asst./Lincoln Extended Medical Leave	11/01/2024-03/03/2025
Soledad Lopez	Special Needs Program Asst./Lincoln Extended Medical Leave	11/27/2024-12/15/2024
Katherine Macias-Lopez	Clinical Therapist I/OMSD Counseling Center Medical Leave	11/25/2024-02/14/2025
Hector Maldonado	PE Asst./Briggs-L&T Extended Medical Leave	11/08/2024-01/01/2025
Jessica Mancera	School Administrative Asst. I/Haynes Medical Leave	11/11/2024-01/01/2025
Daniel Montecino	Custodian/Haynes Extended Medical Leave	11/01/2024-12/03/2024
Sarbia Morales	Registered Behavior Technician/Briggs-SPED Medical Leave	12/02/2024-02/27/2025
Patricia Muniz	Senior Translator-Spanish/Briggs-SPED Medical Leave	11/12/2024-12/29/2024
Jonathan Navarro	School Family Outreach Asst./Moreno FMLA Leave	01/06/2025-03/28/2025

Classified Personnel Recommendations Report #CLA2425-1219

December 19, 2024

REQUESTS FOR LEAVE OF ABSENCE (continued)

<u>NAME</u>	<u>LEAVE REQUEST</u>	<u>EFFECTIVE</u>
Christina Ochoa	IA-Preschool Inclusion/Sultana Extended Medical Leave	12/01/2024-12/08/2024
Marieloisa Pateno	Certificated Occupational Therapist Asst./Briggs-SPED Medical Leave	12/04/2024-12/20/2024
Ana Romero	Food Service Asst. I/Euclid Extended Medical Leave	11/06/2024-01/03/2025
Martha Ruiz-Pena	Proctor/Sultana Extended Medical Leave	12/06/2024-12/12/2024
Rebecca Ruiz	Food Service Asst. II/Vina Danks Extended Medical Leave	11/06/2024-12/04/2024
Amber Santoyo	Instructional Asst./Ramona FMLA Leave	12/09/2024-02/28/2025
Brittaney Smith	Special Needs Program Asst./Moreno Medical Leave	12/10/2024-02/04/2025
Serena Spencer	Registered Behavior Technician/Briggs-SPED Medical Leave	12/02/2024-02/04/2025
Lesley Stevens	Food Service Asst. III/Central Production Kitchen Extended Medical Leave	11/17/2024-11/29/2024
Manal Tadrous	IA-Learning Needs/Wiltsey Unpaid Leave	01/06/2025-01/17/2025
Alma Topete	IA-Learning Needs/Vina Danks Medical Leave	11/13/2024-12/13/2024
Angela Valderrama	LVN/Health & Wellness (Unpaid Days-Tuesdays and Wednesdays)	10/30/2024-12/03/2024
Sara Wright	IA-Learning Needs/De Anza Medical Leave	01/06/2025-01/27/2025

REVISED APPROVED LEAVE OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>APPROVED DATES</u>	<u>REVISED DATES</u>
Carina Pimentel	Student Family Outreach Asst./ Monte Vista FMLA Leave	10/15/2024-12/23/2024	10/15/2024-12/09/2024

Classified Personnel Recommendations Report #CLA2425-1219

December 19, 2024

RETIREMENT, RESIGNATION, PROBATIONARY RELEASE, LAYOFF AND TERMINATION

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
Joseph Barnes	Bus Driver/Transportation	12/30/2024
Brian Cook	Student Mentor and Campus Asst./Vina Danks	12/20/2024
Jessica Cooper	Custodian/Briggs-Operations	11/14/2024
Anthony Garcia	Custodian/Arroyo	09/19/2024
Luke Garza	PE Asst./Briggs-L&T	12/02/2024
Raquel Malone	Human Resources Technician/Briggs-HR	01/02/2025
Ruben Morales	Ground Maintenance Worker II/Briggs-Operations	12/04/2024
Patricia Muniz	Senior Translator-Spanish/Briggs-SPED	12/30/2024
Nicholas Parga	IA-Behavior Intervention/El Camino	12/01/2024
Leora Pope	Lead Food Service Asst. I/Edison	12/30/2024
Rosie Quoe	Special Needs Program Asst./Lincoln	12/20/2024
Priscilla Ramirez	IA-Learning Needs/Sultana	11/23/2024
Ana Romero	Food Service Asst. I/Euclid	12/03/2024
Cynthia Simpson	IA-Learning Needs/Berlyn	05/22/2025
Mary Frances Trejo	Office Asst. I/Ramona	05/23/2025
Rachel Woods	IA-Learning Needs/Euclid	09/25/2024

**REPORT OF ACTION TAKEN BY THE BOARD OF TRUSTEES IN CLOSED SESSION ON
NOVEMBER 7, 2024:****Position Title:** Permanent Employee

Action Taken: On a motion by Trustee Martinez, a second by Trustee Alvarado, and a vote of 5 to 0, the Board of Trustees took action to suspend without pay for five (5) days from employment as a permanent classified employee Case #D-2024-25-001 per EC 44939. The District to coordinate suspended days.

Prepared by: Hector Macias, Deputy Superintendent, Human Resources

Reviewed by: Phil Hillman, Chief Business Official

Approved by: James Q. Hammond, Superintendent

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: **New Job Description for Career Technical Education (CTE) Teacher, Dual Language**

REQUESTED ACTION

Approve the New Job Description for Career Technical Education (CTE) Teacher, Dual Language.

BACKGROUND INFORMATION

Career and Technical Education (CTE) teachers provide training in subjects such as Makerspace, Esports, cosmetology, and culinary arts. They teach vocational and technical content to provide students the skills and knowledge necessary for various occupations. The CTE teacher uses a variety of teaching methods to help students learn and develop skills related to a specific occupation or career field. They demonstrate tasks, techniques, and tools used in an occupation through a variety of teaching modalities including assigning hands-on tasks and linguistic variations.

The CTE Teacher, Dual Language will teach and prepare students for careers in various technical fields by providing hands-on, real-world instruction in specialized vocational areas in a dual-language immersion classroom environment. This role involves creating a positive learning environment, developing curriculum, delivering lessons, and providing guidance to help students acquire technical skills, industry knowledge, and job readiness for specific fields. OMSD is a learning organization therefore all educational partners share responsibility to educate all students and employ culturally appropriate and sustaining practices that support student learning.

Some of the deliverables of this innovative position are as follows:

- Utilizes and models academic written and spoken language in both Target Language and English in the classroom.
- Collaborate in the development, articulation, implementation and stewardship of a specific language and culture program.
- Works cooperatively with students and their families who are culturally, racially and linguistically diverse.
- Is familiar with or is willing to acquire knowledge of language immersion models and curriculum.
- Deliver engaging and effective lessons in specialized industry sectors, pathways and specific occupation outcomes, such as arts, media, and entertainment; building and construction trades; business and finance; education, child development, and family services; engineering and architecture; health science and medical technology; hospitality, tourism, and recreation; information and communication technology; marketing, sales, and services, etc.

The new job description for CTE Teacher, Dual Language, is shown in Exhibit A.

Prepared by: Hector Macias, Deputy Superintendent, Human Resources

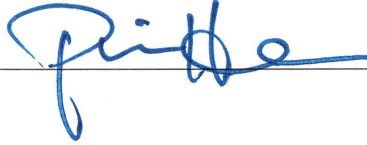


New Job Description for Career Technical Education (CTE) Teacher, Dual Language
December 19, 2024

FINANCIAL IMPLICATIONS

The annual salary range for the new job description for Career Technical Education (CTE) Teacher, Dual Language position for 184 days, will be commensurate with the Certificated Teacher Salary Schedule.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the New Job Description for Career Technical Education (CTE) Teacher, Dual Language.

Approved by: James Q. Hammond, Superintendent



Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT **Career and Technical Education (CTE) Teacher** **Dual Language Immersion**

DEFINITION

Under the direct supervision of the site administrator, the CTE Teacher will teach and prepare students for careers in various technical fields by providing hands-on, real-world instruction in specialized vocational areas in a dual-language immersion classroom environment. This role involves creating a positive learning environment, developing curriculum, delivering lessons, and providing guidance to help students acquire technical skills, industry knowledge, and job readiness for specific fields. OMSD is a learning organization therefore all educational partners share responsibility to educate all students and employ culturally appropriate and sustaining practices that support student learning.

EXAMPLE OF DUTIES

1. Utilizes and models academic written and spoken language in both Target Language and English in the classroom.
2. Develop, implement, and update course materials in accordance with state and district standards.
3. Collaborates in the development, articulation, implementation and stewardship of a specific language and culture program.
4. Understands the core purposes of the dual language immersion program and research behind the program's effectiveness.
5. Works cooperatively with students and their parents who are culturally, racially and linguistically diverse.
6. Is familiar with or is willing to acquire knowledge of language immersion models and curriculum.
7. Deliver engaging and effective lessons in specialized industry sectors, pathways and specific occupation outcomes, such as arts, media, and entertainment; building and construction trades; business and finance; education, child development, and family services; engineering and architecture; health science and medical technology; hospitality, tourism, and recreation; information and communication technology; marketing, sales, and services, etc.
8. Use a variety of instructional methods, including hands-on training, demonstrations, and technology-based learning.
9. Maintain a safe, inclusive, and productive classroom environment.
10. Establish clear rules and expectations for student behavior, promoting respect and cooperation.
11. Assess student progress through exams, quizzes, projects, and practical applications.
12. Provide constructive feedback and individualized support to students.

13. Guide students through career exploration and job search strategies, including resume writing, interview preparation, and job shadowing.
14. Work collaboratively with other instructors, administrators, and community partners to enhance the CTE program.
15. Participate in professional development opportunities to stay current with industry trends and teaching methods.
16. Develop and maintain relationships with local businesses, industries, and community organizations to offer students internships, apprenticeships, or job placement opportunities.
17. Keep up-to-date with industry standards, certifications, and regulations relevant to the CTE program.
18. Ensure students adhere to safety protocols and guidelines specific to each trade or technical area.
19. Maintain accurate records of student progress, attendance, and certification achievements.

OTHER QUALIFICATIONS

1. Strong communication and interpersonal skills to effectively engage with students and colleagues.
2. Ability to design and implement hands-on learning experiences.
3. Familiarity with modern educational technologies and classroom management tools.
4. Ability to adapt teaching strategies to meet diverse student needs.

CREDENTIAL

Appropriate Career Technical Education Credential (CTE) and Bilingual Authorization in the target language.

EDUCATION

Bachelor's degree or equivalent in education, career and technical education, or related field.

EXPERIENCE

Three (3) years of work experience directly related to the industry sector preferred; K-8 Classroom teaching experience preferred.

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 characteristics 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

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: New Job Description for Career Technical Education (CTE) Teacher

REQUESTED ACTION

Approve the New Job Description for Career Technical Education (CTE) Teacher.

BACKGROUND INFORMATION

Career and Technical Education (CTE) Teachers provide training in subjects such as Makerspace, Esports, cosmetology, and culinary arts. They teach vocational and technical content to provide students the skills and knowledge necessary for various occupations. The CTE Teacher uses a variety of teaching methods to help students learn and develop skills related to a specific occupation or career field. They demonstrate tasks, techniques, and tools used in an occupation through a variety of teaching modalities including assigning hands-on tasks.

The CTE Teacher will teach and prepare students for careers in various technical fields by providing hands-on, real-world instruction in specialized vocational areas. This role involves creating a positive learning environment, developing curriculum, delivering lessons, and providing guidance to help students acquire technical skills, industry knowledge, and job readiness for specific fields. OMSD is a learning organization therefore all educational partners share responsibility to educate all students and employ culturally appropriate and sustaining practices that support student learning.

Some of the deliverables of this innovative position are as follows:

- Develop, implement, and update course materials in accordance with state and district standards.
- Deliver engaging and effective lessons in specialized industry sectors, pathways and specific occupation outcomes, such as arts, media, and entertainment; building and construction trades; business and finance; education, child development, and family services; engineering and architecture; health science and medical technology; hospitality, tourism, and recreation; information and communication technology; marketing, sales, and services, etc.
- Use a variety of instructional methods, including hands-on training, demonstrations, and technology-based learning.
- Guide students through career exploration and job search strategies, including resume writing, interview preparation, and job shadowing.
- Work collaboratively with other instructors, administrators, and community partners to enhance the CTE program.
- Keep up-to-date with industry standards, certifications, and regulations relevant to the CTE program.

The new job description for CTE Teacher, is shown in Exhibit A.

Prepared by: Hector Macias, Deputy Superintendent, Human Resources

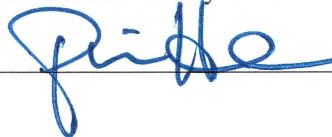


New Job Description for Career Technical Education (CTE) Teacher
December 19, 2024

FINANCIAL IMPLICATIONS

The annual salary range for the new job description for Career Technical Education (CTE) Teacher position for 184 days, will be commensurate with the Certificated Teacher Salary Schedule.

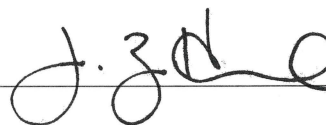
Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the New Job Description for Career Technical Education (CTE) Teacher.

Approved by: James Q. Hammond, Superintendent



ONTARIO-MONTCLAIR SCHOOL DISTRICT
Career and Technical Education (CTE) Teacher

DEFINITION

Under the direct supervision of the site administrator, the CTE Teacher will teach and prepare students for careers in various technical fields by providing hands-on, real-world instruction in specialized vocational areas. This role involves creating a positive learning environment, developing curriculum, delivering lessons, and providing guidance to help students acquire technical skills, industry knowledge, and job readiness for specific fields. OMSD is a learning organization therefore all educational partners share responsibility to educate all students and employ culturally appropriate and sustaining practices that support student learning.

EXAMPLE OF DUTIES

1. Develop, implement, and update course materials in accordance with state and district standards.
2. Deliver engaging and effective lessons in specialized industry sectors, pathways and specific occupation outcomes, such as arts, media, and entertainment; building and construction trades; business and finance; education, child development, and family services; engineering and architecture; health science and medical technology; hospitality, tourism, and recreation; information and communication technology; marketing, sales, and services, etc.
3. Use a variety of instructional methods, including hands-on training, demonstrations, and technology-based learning.
4. Maintain a safe, inclusive, and productive classroom environment.
5. Establish clear rules and expectations for student behavior, promoting respect and cooperation.
6. Assess student progress through exams, quizzes, projects, and practical applications.
7. Provide constructive feedback and individualized support to students.
8. Guide students through career exploration and job search strategies, including resume writing, interview preparation, and job shadowing.
9. Work collaboratively with other instructors, administrators, and community partners to enhance the CTE program.
10. Participate in professional development opportunities to stay current with industry trends and teaching methods.
11. Develop and maintain relationships with local businesses, industries, and community organizations to offer students internships, apprenticeships, or job placement opportunities.
12. Keep up-to-date with industry standards, certifications, and regulations relevant to the CTE program.

13. Ensure students adhere to safety protocols and guidelines specific to each trade or technical area.
14. Maintain accurate records of student progress, attendance, and certification achievements.

OTHER QUALIFICATIONS

1. Strong communication and interpersonal skills to effectively engage with students and colleagues.
2. Ability to design and implement hands-on learning experiences.
3. Familiarity with modern educational technologies and classroom management tools.
4. Ability to adapt teaching strategies to meet diverse student needs.

CREDENTIAL

Appropriate Career Technical Education (CTE) Credential and English Learner authorization.

EDUCATION

Bachelor's degree or equivalent in education, career and technical education, or related field.

EXPERIENCE

Three (3) years of work experience directly related to the industry sector preferred; K-8 Classroom teaching experience preferred.

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.

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

Board Approved:

Consent Calendar

(d) Learning & Teaching

Consent Calendar

d. Learning & Teaching: NONE

Consent Calendar

(e) SELPA

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Adoption of Resolution 2024-25-59, Recognition of the 75th Year Anniversary of the California Association of Educational Office Professionals

REQUESTED ACTION

Adoption of Resolution 2024-25-59, Recognition of the 75th Year Anniversary of the California Association of Educational Office Professionals.

BACKGROUND INFORMATION

The California Association of Educational Office Professionals (CAEOP) is a statewide organization dedicated to promoting professional growth and development for educational office professionals. Founded in 1951, CAEOP has been committed to providing leadership, networking opportunities, and professional development for those who support the educational system in administrative and clerical roles.

The association focuses on enhancing the skills and knowledge of office professionals working in various educational settings, including K-12 schools, community colleges, and universities. CAEOP provides workshops, conferences, and certification programs to equip its members with the latest tools and best practices in office management, communication, technology, and leadership.

CAEOP is also an advocate for the recognition and appreciation of the critical role office professionals play in the effective operation of educational institutions. The organization collaborates with educational leaders and policymakers to ensure that office professionals receive the support and resources necessary to contribute to the overall success of Ontario-Montclair School District (OMSD) scholars.

Over the years, CAEOP has played a vital role in providing professional development opportunities, technical training, and career support to the District's educational office staff. This collaboration has empowered our office professionals within OMSD the skills and resources needed to excel in their roles, enhancing the overall efficiency and promoting OMSD scholars. The Board of Trustees is grateful for CAEOP's commitment to fostering excellence. OMSD District acknowledges and appreciates the longstanding partnership with the CAEOP.

Resolution 2024-25-59, Recognition of the 75th year Anniversary of the California Association of Educational Office Professionals, (Included as Exhibit A) has been prepared to recognize CAEOPs 75th anniversary and the organization's continues tradition of fostering excellence and professionalism among educational office staff, helping to ensure a positive impact on the educational community.

Prepared by: Alana Hughes-Hunter, Assistant Superintendent, SELPA & Equity

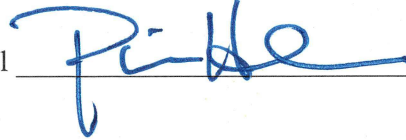


Adoption of Resolution 2024-25-59, Recognition of the 75th Year Anniversary of the California Association of Educational Office Professionals
December 19, 2024

FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official

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

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the adoption of Resolution 2024-25-59, Recognition of the 75th year Anniversary of the California Association of Educational Office Professionals.

Approved by: James Q. Hammond, Superintendent

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

Exhibit A

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Resolution 2024-25-59

December 19, 2024

**RECOGNITION OF THE 75th YEAR ANNIVERSARY OF THE CALIFORNIA
ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS**

WHEREAS, the California Association of Educational Office Professionals (CAEOP) has been a vital organization dedicated to supporting and advancing the professional growth of office professionals;

WHEREAS, CAEOP's commitment to fostering professionalism, collaboration, and leadership among its members has significantly contributed to the success and operational excellence of educational institutions throughout California;

WHEREAS, educational office professionals play an essential role in the daily operations of schools and districts, providing critical support that ensures the smooth functioning of academic, administrative, and extracurricular programs;

WHEREAS, CAEOP has consistently provided valuable training, networking opportunities, and resources that empower educational office professionals within Ontario-Montclair School District (OMSD) to stay current with evolving practices, technology, and regulations, thereby enhancing their contributions to the success of students and educational systems;

WHEREAS, the Association has cultivated a community of professionals within OMSD who promote excellence, integrity, and a spirit of service;

WHEREAS, CAEOP has helped strengthen relationships between office professionals, administrators, educators, and communities, fostering a collaborative environment that benefits all educational partners; and

WHEREAS, the 75th anniversary of CAEOP is an opportune time to recognize and celebrate the extraordinary dedication, hard work, and accomplishments of educational office professionals who are often the unsung heroes behind the success of schools and districts.

NOW, THEREFORE, BE IT RESOLVED, that the Ontario-Montclair School District Board of Trustees proudly recognizes and congratulates the California Association of Educational Office Professionals on its 75th anniversary. We honor the Association's unwavering dedication to supporting educational office professionals and commend the vital role these professionals play in fostering student success and promoting excellence in education.

PASSED AND ADOPTED THIS _____ day of _____, 2024 by the Board of Trustees of the Ontario-Montclair School District of San Bernardino County, California.



Attest:

Board President

Discussion/Action/Public Hearing

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Calendar of Dates for the Regular Meetings of the Ontario-Montclair School District Board of Trustees for the 2025 Calendar Year

REQUESTED ACTION

Approve the Calendar of Dates for the Regular Meetings of the Ontario-Montclair School District Board of Trustees for the 2025 Calendar Year.

BACKGROUND INFORMATION

Each year, at the Annual Organizational Board Meeting, the Board of Trustees will establish a calendar of meetings for the next calendar year. This is a DRAFT of the proposed 2025 Board meeting dates in preparation for the Annual Organizational Meeting was presented at the November 21, 2024 Regular Meeting. A schedule of the dates for the 2025 calendar year is included as Exhibit A.

It has been District practice that two (2) meetings are scheduled each month. Exceptions are made to the Board meeting schedule based on agenda needs, holiday observances, or vacation schedules for Board and staff members.

Prepared by James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board of Trustees receive approve the calendar of dates for the regular meetings of the Ontario-Montclair School District Board of Trustees for the 2025 calendar year.

Approved by: James Q. Hammond, Superintendent

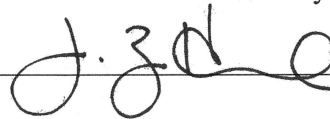


Exhibit A
ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California
Superintendent's Office

Board Meeting Dates for Calendar Year 2025

Start of Calendar Year
January 23, 2025**

July 3, 2025

February 6, 2025
February 20, 2025

August 21, 2025

September 18, 2025

March 13, 2025**

October 9, 2025

April 3, 2025

November 6, 2025
November 20, 2025

May 1, 2025
May 15, 2025

December 11, 2025*
Annual Organizational Board Meeting

June 5, 2025
June 26, 2025**
End of Fiscal Year

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

**Denotes not 1st or 3rd Thursday of the month

2025 Dates for Possible Conflict Consideration

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

December 22, 2024-January 2, 2025

Winter Recess/Holidays

January 20 (Monday)

Dr. Martin Luther King Jr. Holiday

February 10 (Monday)

Lincoln's Birthday

February 17 (Monday)

Presidents' Day

March 24-28, 2025

Spring Recess

April 4-6, 2025

National School Boards Association Annual Conference

May 22 (Thursday)

Student Last Day of 2023-2024 School Year

May 26 (Monday)

Memorial Day

June 19 (Thursday)

Juneteenth Holiday

July 22-24, 2025

NALEO Annual Conference

July 4 (Friday)

Independence Day Holiday

August 6 (Wednesday)

First Day of School 2025-2026

September 1 (Monday)

Labor Day Holiday

November 10 (Monday)

Floating Holiday

November 11 (Tuesday)

Veterans' Day

November 24-28, 2025

Thanksgiving Holiday

December 4-6, 2025

2025 CSBA Annual Conference (SAC)

December 22, 2025-January 2, 2026

Winter Recess/Holidays

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: 2024 – 2025 First Interim Financial Report with a Positive Certification (Supporting Information Available Under Separate Cover)

REQUESTED ACTION

Approve the 2024 – 2025 First Interim Financial Report with a Positive Certification (Supporting Information Available Under Separate Cover).

BACKGROUND INFORMATION

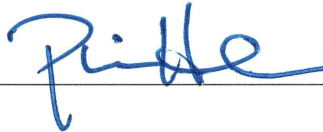
Pursuant to Education Code Section 42131, twice each year, the Board of Trustees must certify to the San Bernardino County Superintendent of Schools (SBCSS) and the California Department of Education (CDE) that the District can meet its financial obligations for the current and two subsequent fiscal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

The First Interim Report presents actual to date data as of October 31, 2024. This report must be approved and certified as positive, qualified, or negative by the Governing Board and submitted to the SBCSS. The three certifications, based upon current projections, are defined as follows:

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

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

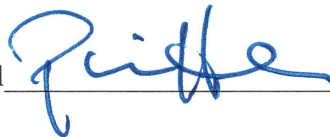
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

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

Reviewed by: Phil Hillman, Chief Business Official



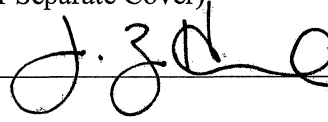
2024 – 2025 First Interim Financial Report with a Positive Certification (Supporting Information Available Under Separate Cover)

December 19, 2024

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the 2024 – 2025 First Interim Financial Report with a Positive Certification (Supporting Information Available Under Separate Cover)

Approved by: James Q. Hammond, Superintendent

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building

REQUESTED ACTION

Approve Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building.

BACKGROUND INFORMATION

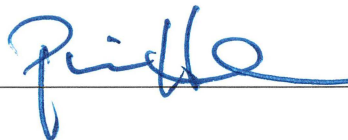
Pursuant to Education Code section 17536, *et seq.*, the District is contemplating a property exchange with the City of Ontario. Presently, the exchange would involve the District receiving the City of Ontario 'Annex' at Sultana Avenue and B Street and associated parking structure ownership/access in exchange for the vacant land owned by the District at 6th Avenue and Amador Street which is currently unused by the District. Among other things, the District would be gaining additional office space in the downtown Ontario area to support various District functions through the City Property.

Property Exchanges are governed primarily by Education Code section 17536 and 17537, which:

- Allows for the governing board of a school district to exchange any of its real property for real property of another person or private business firms.
- Allows the District to forego following the relatively burdensome surplus property procedures when a direct sale or lease of any District property is considered. Many years ago, however, the District initiated the surplus property process for the 6th Avenue and Amador Street land in anticipation of a potential sale. Thus, if the District is unable to reach an Exchange Agreement with the City, the District may explore a potential sale or lease of the District's property at a later date.
- Requires the Board to adopt a resolution declaring its intention to exchange property by a 2/3 vote of all its members, which will be presented to the Board for consideration if District staff is able to negotiate an Exchange Agreement with the City.

The Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building presented to the Board (Exhibit A) does not commit the District to exchanging the land for the Annex as of yet. Rather, the Letter outlines the anticipated criteria for the exchange to occur. If and when this criterion is met, the Exchange Agreement will be brought back to the Board for consideration at a later date.

Prepared by: Phil Hillman, Chief Business Official



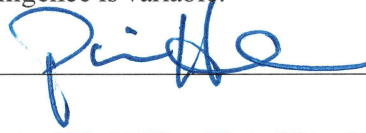
Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building

December 19, 2024

FINANCIAL IMPLICATIONS

Approval of this Letter of Intent allows the District to continue its due diligence process which may involve certain District costs such as appraisal fees, inspection fees, and legal fees, among other potential expenditures. The total of these expenditures for due diligence is variable.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building.

Approved by: James Q. Hammond, Superintendent



Exhibit A

[To be retyped on letterhead]

Via e-mail to [EMAIL]

Board of Trustees
Ontario-Montclair School District
950 West D Street
Ontario, CA 91762

Ontario City Council
City of Ontario
303 East B Street
Ontario, California 91764

Re: Letter of Intent for Exchange of District's Vacant Land at 6th Street and Amador Avenue and City of Ontario's City Hall Annex Building

Dear Board of Trustees and City Council:

This is a non-binding Letter of Intent ("LOI") for the exchange of Ontario-Montclair School District's ("District") vacant land located at 6th Street and Amador Avenue for the City of Ontario's ("City") real property located at 425 E. B Street, Ontario, CA 91764, on which is improved a building commonly known as the City Hall Annex Building. The exchange shall occur with the anticipated following criteria:

1. District Property: Four (4) vacant parcels of land (APNs 0108-461-01, -02, -03, and -04) totaling approximately 13.46 acres, generally bounded by Sixth Street to the south and Amador Avenue to the west ("District Property").
2. City Property: 2.569-acre parcel of land (APN 1048-545-16) located at 425 E. B Street, Ontario, CA 91764 ("City Property") on which is improved a building commonly known as the City Hall Annex Building.
3. Exchange: Exchange of District Property under Education Code Section 17536, et seq. for title to City Property such that value of the two properties are to be roughly equal except one of the parties shall be compensated for the gap in difference between the appraised value of District Property and the appraised value of City Property as provided in the Methodology and District Land Sale sections of this LOI.
4. Approvals: Fully-executed exchange agreement upon terms as provided in this LOI and as mutually agreed upon and approved by District and City ("Exchange Agreement").
5. Contingencies: Exchange and acquisition of the Properties will not occur until: 1) City is at or near completion of construction of a new building in or around the City Hall Annex Building ("New Annex"); 2) appraisals of both District Property and City Property are conducted by a mutually-agreed upon appraiser in or around 2026 ("District Property Appraisal" and "City Property Appraisal" respectively); and 3) an updated financial analysis based on the District Property Appraisal and the City Property Appraisal is completed.
6. Require: Formal written Exchange Agreement approved and executed by District's Board of Trustees and City's City Council.

7. Time: After the District Property Appraisal and the City Property Appraisal are conducted by a mutually-agreed upon appraiser at or near completion of the New Annex (anticipated date in 2026); and after an updated financial analysis based on new appraisals is completed.
8. Methodology: This shall be an exchange agreement pursuant to Education Code Section 17536 et. seq. and Government Code Section 54221(f)(1)(C) and (D) of District Property and City Property. The transaction shall be relatively equal in value. Accordingly, in the case that City's future sale of District Property results in a higher sale price than the District Property Appraisal valuation, then Fifty Percent (50%) of the difference between the District Property Appraisal valuation and District Property sale price will be paid to District by City.
9. District Land Sale: If City should later dispose of District Property and City's future sale of District Property results in a higher sale price than the District Property Appraisal valuation, Fifty Percent (50%) of the difference between the District Property Appraisal valuation and District Property sale price shall be paid to District by City. The Parties shall have no further obligations to each other if City's sale of District Property is less than the District Property Appraisal value or if City does not sell District Property within ten (10) years of the exchange of District Property and City Property.
10. Property Inspection: District shall have the right to conduct, within the Contingency Period, inspections of City Property as a contingency for District's obligation to exchange District Property for City Property.
11. Non-Binding Effect: The parties agree that neither District nor City shall have any legal obligation to the other with respect to the transactions contemplated hereby unless and until the parties shall have executed and delivered the definitive Exchange Agreement. No past or future action, course of conduct, or failure to act will give rise to or serve as a basis for any obligation, contract by estoppel, claim of detrimental reliance or other liability on the part of the parties, or as set forth in any future written agreement among the parties.

If these terms and conditions meet with your approval, please indicate your preliminary acceptance by signing below and we will begin our inspection and due diligence process and prepare a formal Purchase and Sale Agreement outlining the above.

This non-binding letter of intent is preliminarily:

Submitted,

and Accepted,

On behalf of Ontario-Montclair School District

On behalf of City of Ontario

Date: _____

Date: _____

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: 1st Reading, Waive 2nd Reading & Adoption of Resolution 2024-25-60, Adopting a Conflict of Interest Code

REQUESTED ACTION

Approve the First Reading, Waive the Second Reading & Adoption of Resolution 2024-25-60, Adopting a Conflict of Interest Code.

BACKGROUND INFORMATION

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A Conflict of Interest code tells public officials and governmental employees what financial interests they must disclose on their Statement of Economic Interests (Form 700) by April 1, 2025: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes. By October of each year, and submit any Board adopted revisions within 90 days, for approval by the Board of Supervisors: The biennial notice must be filed with the agency's code reviewing body. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The October 1st deadline has been met and this is the Agenda Item is submitted for the Board to consider the revisions.

On November 7, 2024, Ontario-Montclair School District reviewed its positions, and the duties of each position, and made changes to its Conflict of Interest Code. After submission to the San Bernardino County, the County requested revisions to Exhibit 9270 of the Conflict of Interest Policy to further clarify the process for submission of Forms to the county. Under these changes, Board Members and the Superintendent will file their Statements of Economic Interest with the County and all other designated filers will file with the School District. This agenda item is prepared to make the requested revisions and any earlier resolutions, bylaws, and/or appendices containing the District's conflict of interest code shall be rescinded and superseded by this resolution and Appendix.

Board Bylaw 9270, Conflict of Interest Code is submitted with revisions to Exhibit 9270 for approval of first reading, waive second reading and adoption alongside the Board's Resolution 2024-25-60, Adopting a Conflict of Interest Code (all included as Exhibits A-C respectively).

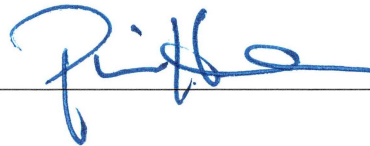
Prepared by: James Q. Hammond, Superintendent



FINANCIAL IMPLICATIONS

None.


Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board approve the First Reading, waive the second Reading & Adoption of Resolution 2024-25-60, Adopting a Conflict of Interest Code.

Approved by: James Q. Hammond, Superintendent



(Ref. J 4.1)

Exhibit A

Ontario-Montclair SD

Board Bylaw

Conflict Of Interest

BB 9270

Board Bylaws

The Board of Trustees desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

(cf. 9005 - Governance Standards)

The Board shall adopt a resolution that specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body.

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

(cf. 9320 - Meetings and Notices)

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code 87302, 87302.6 87500)

(cf. 4117.2/4217.2/4317.2 - Resignation)

(cf. 9222 - Resignation)

Conflict of Interest under the Political Reform Act

Ref. J 4.2)

Exhibit A

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A disqualifying conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect," which is distinguishable from the effect on the public generally, on the Board member, designated employee, or other person in a designated position, his/her immediate family, or any financial interest described in 2 CCR 18700, unless a statutory or regulatory exception applies. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A Board member or designated employee makes, takes part in, participates in or uses the person's position to attempt to influence a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district; provides information, an opinion or a recommendation for the purpose of affecting the decision without significant intervening substantive review; or contacts or appears before any official in the District for the purpose of affecting a decision; or purports to act within the official's authority or on behalf of the District. (2 CCR 18702.1, 18704.)

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall publicly announce the conflict prior to the vote and abstain from voting on the matter. He/she may remain on the dais if the item is part of a consent calendar, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member who has a disqualifying conflict of interest on a non-consent item shall publicly announce the conflict and leave the dais and the room until the vote is complete. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18702.1)

Additional Requirements for Boards that Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2 CCR18707.)

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

If an official has a personal interest in the agenda item as defined in Regulation 18704(d)(2) and wishes to speak or appear as a member of the general public, following the public identification of the financial interest and recusal the official may leave the dais and speak or observe from the

Exhibit A

area reserved for members of the public. (2 CCR 18707).

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must publicly disclose the conflict and recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure may be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

(cf. 3430 - Investing)

Conflict of Interest under Government Code 1090

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract. (Government Code 1090; *Klistoff v. Superior Court*, (2007) 157 Cal.App. 4th 469)

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote on, debate, participate in discussions concerning or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an

Exhibit A

adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18705.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)

(cf. 4136/4236/4336 - Nonschool Employment)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

Exhibit A

The term honorarium does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office
35107 School district employees
35230-35240 Corrupt practices, especially:
35233 Prohibitions applicable to members of governing boards
41000-41003 Moneys received by school districts
41015 Investments

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers
1125-1129 Incompatible activities
81000-91014 Political Reform Act of 1974, especially:
82011 Code reviewing body
82019 Definition, designated employee
82028 Definition, gift
82030 Definition, income
82033 Definition, interest in real property
82034 Definition, investment
87100-87103.6 General prohibitions
87200-87210 Disclosure
87300-87313 Conflict of interest code
87500 Statements of economic interests
89501-89503 Honoraria and gifts
91000-91014 Enforcement

PENAL CODE

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

18110-18997 Regulations of the Fair Political Practices Commission, especially:
18700-18707 General prohibitions
18722-18740 Disclosure of interests

Exhibit A

18753-18756 Conflict of interest codes

COURT DECISIONS

McGee v. Balfour Beatty Construction, LLC, et al., (2016) 247 Cal. App. 4th 235.

Davis v. Fresno Unified School District, (2015) 237 Cal.App.4th 261

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)

92 Ops.Cal.Atty.Gen. 19 (2009)

89 Ops.Cal.Atty.Gen. 217 (2006)

86 Ops.Cal.Atty.Gen. 138(2003)

85 Ops.Cal.Atty.Gen. 60 (2002)

82 Ops.Cal.Atty.Gen. 83 (1999)

81 Ops.Cal.Atty.Gen. 327 (1998)

80 Ops.Cal.Atty.Gen. 320 (1997)

69 Ops.Cal.Atty.Gen. 255 (1986)

68 Ops.Cal.Atty.Gen. 171 (1985)

65 Ops.Cal.Atty.Gen. 606 (1982)

63 Ops.Cal.Atty.Gen. 868 (1980)

Management Resources:

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

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

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Policy

Adopted:

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

EXHIBIT B

Ontario-Montclair SD

Exhibit

Conflict Of Interest

E 9270

Board Bylaws

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Board of Trustees of the Ontario-Montclair School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Ontario-Montclair School District has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Ontario-Montclair School District Board of Trustees adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Attest:

Secretary/Board President
Conflict of Interest Code of the Ontario Montclair School District

(Ref. J 4.8)

EXHIBIT B

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Board of Trustees members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. Board Members and the Superintendent shall file the Statement of Economic Interest/Form 700 with the district's code reviewing body the San Bernardino County Board of Supervisors (Cal Govt Code 82011(b)). All other designated employees shall file the Statement of Economic Interest/Form 700 with the District Office and the district shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. Category 1: A person designated Category 1 shall disclose:

a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.

b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.

2. Category 2: A person designated Category 2 shall disclose:

a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.

b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

3. Full Disclosure: Because it has been determined that the district's Board members and/or Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200:

a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.

EXHIBIT B

b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

Designated Position Disclosure Category

Board of Trustees Members	1, 2
Superintendent of Schools	1, 2
Deputy/Assistant Superintendent	1, 2
Chief Business Official	1, 2
Chief Financial Officer/Executive Director, Fiscal Services	1, 2
Executive Director, Health & Wellness	1, 2
Executive Director, Human Resources	1, 2
Director, Athletics, Extra-Curricular, Activities & Program Support	1, 2
Director, Child Welfare, Attendance & Records	1, 2
Director, Curriculum & Instruction	1, 2
Director, English Learners, Plan Development & Instructional Support	1, 2
Director, Facilities Planning & Operations	1, 2
Director, Family & Community Engagement	1, 2
Director, Food & Nutrition Services	1, 2
Director, Information Services	1, 2
Director, Learning & Teaching	1, 2
Director, Secondary Education & the Ontario-Montclair Schools Foundation	1, 2
Director, Purchasing	1, 2
Director, Special Education	
Director, Transportation	1, 2
Assistant Director, Food & Nutrition Services	
Assistant Director, Operations	1, 2
Assistant Director, Transportation	1, 2
Director II, Research & Assessment	1, 2
Director II, Special Education	1, 2
Operations Supervisor	1, 2
Coordinator, Federal & State Programs	1, 2
Coordinator, Expanded Learning	1, 2
Administrator, Health & Wellness	2
Buyer	2
Clinical Supervisor	2
Coordinator, Fiscal Services	2
Coordinator, Human Resources	2
Coordinator, Payroll & Benefits Manager	2
Transportation Manager	2
Transportation Supervisor	2
Program and Operations Manager	2
Central Kitchen Manager	2
Principal	2
Principal on Assignment	2
Assistant Principal/Elementary Administrator	2
Program Manager, Behavioral Health	2

(Ref. J 4.10)

EXHIBIT B

Program Administrator	2
Supervisor	2
Early Childhood Development Administrator/ Preschool Administrator	2
Data Warehouse	2
Network Administrator	2
Technology Support Manager	2

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. (Government Code 82019.) The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

Exhibit
version:

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

(Ref. J 4.11)

EXHIBIT C

Ontario-Montclair School District

Resolution 2024-25-60, ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Board of Trustees of the Ontario-Montclair School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Ontario-Montclair School District has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Ontario-Montclair School District Board of Trustees adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS _____ **day of** _____, _____ **at a meeting, by the following vote:**

AYES:_____ **NOES:**_____ **ABSENT:**_____

Attest:

Secretary/Board President
Conflict of Interest Code of the Ontario Montclair School District

Information/Announcements

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees

FROM: James Q. Hammond, Superintendent

SUBJECT: 2023 – 2024 Williams Settlement Annual Report

REQUESTED ACTION

Accept for information the 2023 – 2024 Williams Settlement Annual Report.

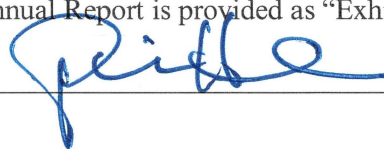
BACKGROUND INFORMATION

California Education Code Section 1240 requires that the San Bernardino County Superintendent of Schools (SBCSS) staff continue to regularly monitor and report on the status of all Williams monitored schools in the county to ensure compliance with the Williams Legislation. Schools that meet the criteria listed below are eligible for monitoring under the Williams settlement legislation:

- Schools eligible for Comprehensive Support and Improvement (CSI) under the Every Student Succeeds Act (ESSA); or
- Schools eligible for Additional Targeted Support and Improvement (ATSI) under ESSA; or
- Schools with fifteen percent or more of the school's teachers that do not possess a valid and clear or preliminary teaching credential.

Per California Education Code section 1240(c)(2)(A)(i), the annual report shall be submitted to the governing board of each school district, the county board of education, as well as the county board of supervisors in accordance with public notification requirements. The annual report information has been reported to the County Board of Education as well as the San Bernardino County Board of Supervisors. A summary of the 2023 – 2024 Williams Settlement Annual Report is provided as "Exhibit A".

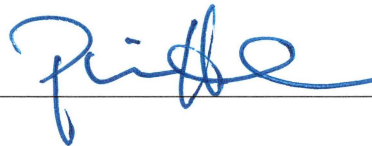
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board accept for information the 2023 – 2024 Williams Settlement Annual Report.

Approved by: James Q. Hammond, Superintendent



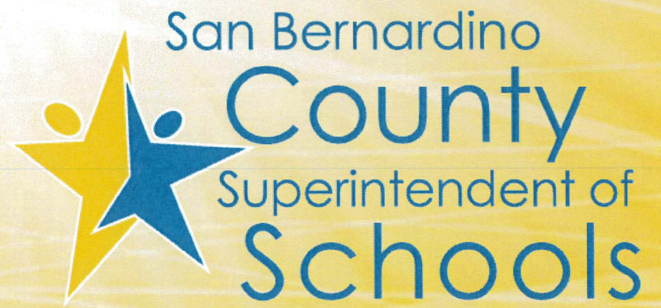


Exhibit A

**Williams Settlement
Fiscal Year 2023/2024
Annual Report
for
Ontario-Montclair
School District**

November 2024

**San Bernardino County Superintendent of Schools
Williams Settlement Monitoring
Fiscal Year 2023/2024 Annual Report**

Preface

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

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

The settlement covered four key areas:

- **Instructional Materials:** All students, including English learners, must have sufficient access to standards-aligned instructional materials or textbooks in all core subject areas for use in class and at home.
- **Facilities:** All schools must be safe, clean, and in good repair.
- **Teacher Credentialing and Assignment:** All schools must have teachers that are appropriately certificated for their specific teaching assignment, including English Learner Authorization.
- **Public Reporting:** All schools must include information on the sufficiency of instructional materials, repair of school facilities, and teacher misassignments and vacancies in their School Accountability Report Card (SARC). Additionally, all schools, not including charter schools, must post a notice in each classroom informing parents, guardians, pupils, and teachers of their right to file a Williams complaint regarding instructional materials sufficiency, facilities good repair, and teacher vacancy or misassignments.

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

In 2021/2022, new criteria were established with the passage of Assembly Bill 599, which replaced the previously used Academic Performance Index, to identify a list of

schools, including charter schools, to be monitored by the County Superintendent to ensure Williams Settlement compliance. The criteria included schools identified for comprehensive support and improvement and additional targeted support and improvement pursuant to the Every Student Succeeds Act. In addition, the criteria included schools where fifteen percent or more of the teachers held a permit or certificate lesser than a preliminary or clear California teaching credential. In accordance with Education Code Section 1240, the list of schools identified is set to be reestablished by the State Superintendent of Public Instruction in the 2024/2025 fiscal year and every three fiscal years thereafter. The 2023/2024 fiscal year was the second year of the fifth cohort. One hundred and thirty-three (133) schools in San Bernardino County were subject to review and received at least one site visit.

San Bernardino County Superintendent of Schools (SBCSS) review teams conducted the instructional materials and facilities reviews at all monitored schools within their first four weeks of the 2023/2024 school year based on district-specific start dates. At the conclusion of the instructional materials monitoring process, there were no schools with instructional materials insufficiencies, meaning that any shortages identified at the time of visitation were resolved by the eight-week deadline specified in Education Code.

Overall, the SBCSS review teams found facilities conditions to be in good repair. Only one emergency condition was reported due to play/sports equipment that posed an extreme safety hazard. The most common deficiencies reported in order of frequency include sink/fountain not working properly followed by fire extinguishers missing monthly sign off, restrooms not adequately stocked with menstrual products, and observances of significant cracks, holes, or deterioration on playgrounds or school grounds.

A separate review was conducted to evaluate each monitored school's SARC for accuracy of information reported to the public pertaining to the sufficiency of instructional materials and the condition of school facilities based on statutory requirements and SBCSS monitoring findings. During the review, any inaccuracies observed and a resolution deadline were communicated to districts/schools. Only one school had an inaccurate SARC at the conclusion of the review period.

The annual teacher assignment monitoring and review process continues to experience significant delays due to changes in state reporting deadlines that have impacted the California Statewide Assignment Accountability System monitoring process. Prior to implementation of the legislative changes in the 2019/2020 school year, the 90-day review process routinely took place between April and June using data from the current school year. Included in this report are the most recent review findings for the 2022/2023 fiscal year, which took place between August 1 and November 1, 2023. The 2023/2024 review began August 1, 2024, and closed on October 30, 2024. The findings will be included in a subsequent report.

The 2022/2023 review was the second year where SBCSS was required to review 100 percent of all certificated assignments. The 2022/23 review concluded with 717 teacher vacancies countywide (representative of 563 schools) with 171 (24 percent) of those vacancies occurring at Williams-monitored sites. Regarding overall misassignments (which include vacancies as of Census Date and corrected and uncorrected misassignments), there were 1,133 countywide with 477 of those occurring at Williams-monitored sites (42 percent). Misassignments are most prevalent in the general education setting and observed more frequently at the high school level.

San Bernardino County Superintendent of Schools
Williams Settlement Annual Report by Supervisorial District
Fiscal Year 2023/2024

School District	Total Enrollment	Total Schools	Williams-monitored District Schools	Total Williams-monitored Charter Schools	Total "Good Repair" Facility Deficiencies	Remedied "Good Repair" Facility Deficiencies	Total "Emergency Repair" Facility Deficiencies	Remedied "Emergency Repair" Facility Deficiencies	Instructional Materials Insufficiencies	Inaccurate School Accountability Report Cards	Teacher Vacancies ¹	Teacher Vacancies Filled ¹	Overall Misassignments ¹	Overall Misassignments Corrected During CalSAAS Review ¹
1st Supervisorial District														
Adelanto Elementary	8,348	17	9	0	79	45	0	0	0	0	23	14	41	6
Apple Valley Unified	15,252	16	4	0	16	7	0	0	0	0	0	0	20	1
Barstow Unified	6,318	14	8	0	62	22	0	0	0	0	27	11	26	0
Helendale	7,311	8	1	1	2	2	0	0	0	0	0	0	0	0
Hesperia Unified	25,356	32	9	3	68	19	0	0	0	0	7	5	53	0
Lucerne Valley Unified	12,716	10	2	0	0	0	0	0	0	0	0	0	9	0
Morongo Unified	7,359	16	7	0	32	0	1	0	0	0	5	1	19	0
Needles Unified	930	7	3	0	30	7	0	0	0	0	1	1	3	0
Rialto Unified	23,461	30	11	0	36	14	0	0	0	0	15	6	72	0
Rim of the World Unified	2,853	8	1	0	5	2	0	0	0	0	4	4	6	0
San Bernardino City Unified	49,407	87	28	4	195	111	0	0	0	1	16	16	62	1
San Bernardino County Supt. of Schools	6,888	8	0	2	53	32	0	0	0	0	13	4	5	0
Silver Valley Unified	2,030	8	4	0	18	3	0	0	0	0	1	1	9	2
Snowline Joint Unified	7,967	13	2	0	9	9	0	0	0	0	2	1	32	0
Trona Joint Unified	248	2	1	0	5	1	0	0	0	0	3	0	0	0
Victor Elementary	12,402	19	9	0	67	38	0	0	0	0	0	0	9	9
Victor Valley Union High	12,345	13	3	0	36	29	0	0	0	0	47	47	33	0
1st Supervisorial District Totals	201,191	308	102	10	713	341	1	0	0	1	164	111	399	19
2nd Supervisorial District														
Bear Valley Unified	2,132	6	2	0	0	0	0	0	0	0	0	0	1	1
Chaffey Joint Union High	22,628	12	2	0	122	26	0	0	0	0	0	0	30	0
Fontana Unified	33,410	47	1	0	2	1	0	0	0	0	0	0	1	0
Hesperia Unified ²	25,356	32	9	3	68	19	0	0	0	0	7	5	53	0
Rialto Unified ²	23,461	30	11	0	36	14	0	0	0	0	15	6	72	0
Rim of the World Unified ²	2,853	8	1	0	5	2	0	0	0	0	4	4	6	0
San Bernardino City Unified ²	49,407	87	28	4	195	111	0	0	0	1	16	16	62	1
San Bernardino County Supt. of Schools ²	6,888	8	0	2	53	32	0	0	0	0	13	4	5	0
Upland Unified	9,804	15	2	0	32	28	0	0	0	0	2	0	11	1
2nd Supervisorial District Totals	175,939	245	56	9	513	233	0	0	0	1	57	35	241	3

¹Based on the annual teacher assignment monitoring and review process findings for the 2022/23 fiscal year completed November 1, 2023.

²Table data for school districts that represent more than one Supervisorial District are unduplicated.

San Bernardino County Superintendent of Schools
Williams Settlement Annual Report by Supervisorial District
Fiscal Year 2023/2024

School District	Total Enrollment		Total Williams-monitored District Schools		Total Williams-monitored Charter Schools		Total "Good Repair" Facility Deficiencies		Remedied "Good Repair" Facility Deficiencies		Total "Emergency Repair" Facility Deficiencies		Remedied "Emergency Repair" Facility Deficiencies		Instructional Materials Insufficiencies		Inaccurate School Accountability Report Cards		Teacher Vacancies		Overall Misassignments	
3rd Supervisorial District																						
Apple Valley Unified ²	15,252	16	4	0	0	0	16	7	0	0	0	0	0	0	0	0	0	0	0	20	1	
Barstow Unified ²	6,318	14	8	0	0	0	62	22	0	0	0	0	0	0	0	27	11	26	0	0		
Bear Valley Unified ²	2,132	6	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1		
Colton Joint Unified	18,912	28	5	0	0	0	32	10	0	0	0	0	0	0	0	3	2	7	0	0		
Lucerne Valley Unified ²	12,716	10	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0		
Morongo Unified ²	7,359	16	7	0	0	0	32	0	1	0	0	0	0	0	0	5	1	19	0	0		
Needles Unified ²	930	7	3	0	0	0	30	7	0	0	0	0	0	0	0	1	1	3	0	0		
Redlands Unified	19,920	28	2	1	1	0	7	3	0	0	0	0	0	0	0	0	0	15	1	1		
Rim of the World Unified ²	2,853	8	1	0	0	0	5	2	0	0	0	0	0	0	0	4	4	6	0	0		
San Bernardino City Unified ²	49,407	87	28	4	4	0	195	111	0	0	0	0	0	1	16	16	62	1	1			
San Bernardino County Supt. of Schools ²	6,888	8	0	2	2	0	53	32	0	0	0	0	0	0	13	4	5	0	0			
Silver Valley Unified ²	2,030	8	4	0	0	0	18	3	0	0	0	0	0	0	1	1	9	2	2			
3rd Supervisorial District Totals	144,717	236	66	7	7	0	450	197	1	0	0	0	0	1	70	40	182	6	6			
4th Supervisorial District																						
Chaffey Joint Union High ²	22,628	12	2	0	0	0	122	26	0	0	0	0	0	0	0	0	0	30	0	0		
Chino Valley Unified	26,473	36	1	1	1	0	19	5	0	0	0	0	0	0	1	1	8	1	1			
Ontario-Montclair	17,944	34	4	0	0	0	14	0	0	0	0	0	0	0	1	1	5	3	3			
San Bernardino County Supt. of Schools ²	6,888	8	0	2	2	0	53	32	0	0	0	0	0	0	13	4	5	0	0			
Upland Unified ²	9,804	15	2	0	0	0	32	28	0	0	0	0	0	0	2	0	11	1	1			
4th Supervisorial District Totals	83,737	105	9	3	3	0	240	91	0	0	0	0	0	0	17	6	59	5	5			

¹Based on the annual teacher assignment monitoring and review process findings for the 2022/23 fiscal year completed November 1, 2023.

²Table data for school districts that represent more than one Supervisorial District are unduplicated.

San Bernardino County Superintendent of Schools
Williams Settlement Annual Report by Supervisorial District
Fiscal Year 2023/2024

School District	Total Enrollment		Total District Schools		Total Williams-monitored District Schools		Total Williams-monitored Charter Schools		Total "Good Repair" Facility Deficiencies		Remedied "Good Repair" Facility Deficiencies		Total "Emergency Repair" Facility Deficiencies		Remedied "Emergency Repair" Facility Deficiencies		Instructional Materials Insufficiencies		Inaccurate School Accountability Report Cards		Teacher Vacancies Filled ¹		Teacher Vacancies Overall		Overall Misassignments Corrected During CalSAAS Review ¹	
5th Supervisorial District																										
Colton Joint Unified ²	18,912	28	5	0	0	32	10	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2	7	0	0	
Fontana Unified ²	33,410	47	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	
Redlands Unified ²	19,920	28	2	1	1	7	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	1	1	
Rialto Unified ²	23,461	30	11	0	0	36	14	0	0	0	0	0	0	0	0	0	0	0	0	0	15	6	72	0	0	
San Bernardino City Unified ²	49,407	87	28	4	4	195	111	0	0	0	0	0	0	0	0	0	1	16	16	62	1	1	62	1	1	
San Bernardino County Supt. of Schools ²	6,888	8	0	2	2	53	32	0	0	0	0	0	0	0	0	0	0	0	0	0	13	4	5	0	0	
5th Supervisorial District Totals	151,998	228	47	7	7	325	171	0	0	0	0	0	0	0	0	0	1	47	28	162	1	115	477	2	2	
County Totals ²	352,414	514	121	12	12	941	414	1	0	0	0	0	0	0	0	0	1	171	115	477	1	115	477	26	26	

¹Based on the annual teacher assignment monitoring and review process findings for the 2022/23 fiscal year completed November 1, 2023.

²Table data for school districts that represent more than one Supervisorial District are unduplicated.

(Ref. M 1.7)

Ontario-Montclair School District
Fiscal Year 2023/2024 Williams Annual Report

School	Total Enrollment	Monitoring Determinant(s)				Total "Good Repair" Facility Deficiencies	Remedied "Good Repair" Facility Deficiencies	Total "Emergency Repair" Facility Deficiencies	Remedied "Emergency Repair" Facility Deficiencies	Instructional Materials Insufficiencies	Inaccurate School Accountability Report Cards	Teacher Vacancies ¹	Teacher Vacancies Filled ¹	Overall Misassignments ¹	Overall Misassignments Corrected During CalSAAS Review ¹
		ESSA Assistance Status 2019	15% or More Teachers Not Credentialed	% Teachers Not Credentialed	Total "Good Repair" Facility Deficiencies										
Kingsley Elementary	492	ATSI	N/A	0	4	0	0	0	0	0	0	0	0	0	0
Lincoln Elementary	538	CSI Low Perform	N/A	0	0	0	0	0	0	0	0	0	0	3	1
Ray Wiltsey Middle	741	CSI Low Perform	N/A	0	9	0	0	0	0	0	0	1	1	2	2
Richard E. Haynes Elementary	661	CSI Low Perform	N/A	0	1	0	0	0	0	0	0	0	0	0	0
Subtotals	2,432				14	0	0	0	0	0	0	1	1	5	3

¹Based on the annual teacher assignment monitoring and review process findings for the 2022/23 fiscal year completed November 1, 2023.

Williams Glossary of Terms

Academic Performance Index (API) – A component of California’s Public Schools Accountability Act of 1999 formerly utilized to determine Williams-monitored schools. The API measured the academic performance and growth of schools. The API is no longer calculated due to the launch of the new accountability system known as the California School Dashboard, which has been designed to better measure the State’s educational goals based on a growth model. For more information on the current list of Williams-monitored schools, please see Monitoring Determinant(s).

Additional Targeted Support and Improvement (ATSI) – Pursuant to the Every Student Succeeds Act, a school that is not eligible for comprehensive support and improvement (CSI) and has one or more student groups that meet the same criteria used to determine CSI-Low Performing for two consecutive years.

Annual Teacher Assignment Monitoring and Review – An annual review conducted to ensure teachers are appropriately certificated for their specific teaching assignment, including English Learner Authorization. The 90-day review period for the 2022/2023 fiscal year began on August 1, 2023, and concluded on November 1, 2023.

California Statewide Assignment Accountability System (CalSAAS) – As defined by the Commission on Teacher Credentialing, “CalSAAS is a new system of Assignment Monitoring allowing annual monitoring of all certificated educator assignments. CalSAAS works through the comparison of the California Department of Education’s California Longitudinal Pupil Achievement Data System (CALPADS) assignment data and the Commission’s Credential authorization data by educator’s California Statewide Educator Identifier (SEID). Through this comparison the system identifies questionable assignments, referred to as “exceptions,” and provides Local Educational Agencies (LEAs) and County Offices of Education (COEs) with an opportunity to address anomalies, and correct misassignments.”

Comprehensive Support and Improvement (CSI) Grad – Pursuant to the Every Student Succeeds Act, schools that have a three-year graduation rate (i.e., the combined four- and five-year high school graduation rate) that is below 68 percent. This criteria applies to both Title-I-funded schools and non-Title I-funded schools. Eligibility for this criteria is determined prior to identification of schools for the CSI-Low Performing category. A school can only be eligible for one CSI category during a school year.

Comprehensive Support and Improvement (CSI) Low Performing – Pursuant to the Every Student Succeeds Act, low performing eligibility for Title I-funded schools is evaluated based on the schools remaining following the CSI Grad identification. Low performance is then determined using state indicator data (i.e., the Performance Color combinations they receive at the school-level) for English language arts, Mathematics, English Learner Progress, Graduation Rate, Suspension

Rate, Chronic Absenteeism, and College/Career indicators. California will identify at least five percent of Title I-funded schools for this category using a hierarchical criteria. A school can only be eligible for one CSI category for a school year.

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

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

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

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

Local Control Funding Formula (LCFF) – The current K-12 funding system that provides funding to districts based on the demographic profile of the students they serve. Implementation of the formula began in Fiscal Year 2013/2014.

Local Control and Accountability Plan (LCAP) – Required under the LCFF, the LCAP is a locally developed three-year plan that describes how a local educational agency intends to meet annual goals for all pupils, including specific activities to address state and local priorities identified in Education Code.

Local Control and Accountability Plan (LCAP) Priority 1 – One of the state-defined priorities that must be addressed in a local educational agency's LCAP to capture local measurement of progress for meeting Williams Settlement requirements, including: the degree to which the teachers of the school district are appropriately assigned and fully credentialed in the subject areas, and, for the pupils they are teaching; ensuring every pupil in the school district has sufficient access to

the standards-aligned instructional materials; and school facilities are maintained in good repair.

Monitoring Determinant(s) – In 2021/2022, new monitoring criteria was established with the passage of Assembly Bill 599, which replaced the previously used Academic Performance Index, to identify the list of schools, including charter schools, for the county superintendent's annual Williams Settlement monitoring. The criteria included schools identified for comprehensive support and improvement (CSI) and additional targeted support and improvement (ATSI) pursuant to the Every Student Succeeds Act. In addition, the criteria included schools where fifteen (15) percent or more of the teachers held a permit, certificate, or any other authorization that are lesser certifications than a preliminary or clear California teaching credential. In accordance with Education Code 1240, the list of schools is set to be reestablished by the Superintendent of Public Instruction in the 2024/2025 fiscal year and every three (3) fiscal years thereafter.

The monitoring determinant(s) identified in the Annual Report are as follows:

- **ESSA Assistance Status** – Any school identified as CSI Low Performing, CSI Grad or ATSI.
- **15% or More Teachers Not Credentialed** – “Y” identifies schools that have 15 percent or more teachers not credentialed. “N/A” indicates schools that have not been identified for Williams-monitoring based on this criteria.
- **% of Teachers Not Credentialed** – The percentage of teachers not credentialed at a specific school.

Overall Misassignments – Total vacancies and corrected or uncorrected assignments based on Census Date identified during the Fiscal Year 2022/2023 Assignment Monitoring process utilizing the CalSAAS program. “Misassignment” means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold (Education Code 35186[h][2]).

Please note more than one misassignment may be identified within a certificated assignment (e.g., a special education teacher lacking authorization for potentially more than one disability). English learners misassignments are one per teacher of record and included with the overall misassignments.

Overall Misassignments Corrected During CalSAAS Review – Total misassignments corrected by the local education agency after Census Date and prior to the monitoring process utilizing the CalSAAS program. “Misassignment” means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold (E.C. 35186[h][2]).

Please note more than one misassignment may be identified within a certificated assignment (e.g., a special education teacher lacking authorization for potentially more than one disability). English learners misassignments are one per teacher of record and included with the overall misassignments.

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

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

Teacher Vacancies – Total number of Fiscal Year 2022/2023 teacher vacancies which are based on SARC data annually reported by local educational agencies to the California Department of Education.

"Teacher vacancy" means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester (E.C. Section 35186[h][3] and C.C.R. Title 5 Section 4600[b]).

Teacher Vacancies Filled – Total number of Fiscal Year 2022/2023 teacher vacancies that were filled after the beginning of the year or semester. "Teacher vacancy" means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester (E.C. Section 35186[h][3] and C.C.R. Title 5 Section 4600[b]).

Per the California Department of Education's SARC Data Definitions for 2022/2023 regarding teacher vacancies, "Beginning of the year or semester means the first day classes necessary to serve all the students enrolled are established with a single-designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester."

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

Total Enrollment – Total enrollment figures for districts overall and individual schools based on the California Department of Education's Fiscal Year 2023/2024 DataQuest District and School Enrollment Reports.

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

Total Schools – Total number of public schools in each district based on the California Department of Education’s Fiscal Year 2023/2024 DataQuest District and School Enrollment Reports.

Total Williams-monitored Charter Schools – The total number of charter schools within a district identified to receive oversight from the County Superintendent to ensure compliance with the Williams Settlement.

Total Williams-monitored District Schools – The total number of schools within a district identified to receive oversight from the County Superintendent to ensure compliance with the Williams Settlement.

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

The Williams Lawsuit Settlement was reached and enacted into law in August 2004. County superintendents must annually monitor and report on the lowest performing schools identified by the Superintendent of Public Instruction for each of the following areas:

- **Instructional Materials**—All students, including English Learners, must have sufficient access to standards-aligned instructional materials or textbooks in all core subject areas for use in class and at home.
- **Facilities**—All schools must be safe, clean, and in good repair.
- **Teacher Credentialing and Assignment**—All schools must have teachers that are appropriately certificated for their specific teaching assignment, including English Learner Authorization.
- **Public Reporting**—All schools must include information on the sufficiency of instructional materials, repair of school facilities, and teacher misassignments and vacancies in their SARC. Additionally, all schools, not including charter schools, must post a notice in each classroom informing parents, guardians, pupils, and teachers of their right to file a Williams complaint regarding instructional materials sufficiency, facilities good repair, and teacher vacancy or misassignments.

Note: All public schools, TK-12, regardless of identification on the monitored schools list, must adhere to Williams Settlement requirements.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California

December 19, 2024

TO: President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: 2024 – 2025 Williams First Quarter Uniform Complaint Report Summary

REQUESTED ACTION

Receive for information the 2024 – 2025 Williams First Quarter Uniform Complaint Report Summary.

BACKGROUND INFORMATION

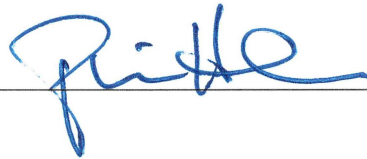
As a result of the Williams Lawsuit Settlement, a class action lawsuit against the State of California and its educational agencies, schools in California, including Ontario-Montclair School District, are required to track the number of Williams complaints received by the District.

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

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

These complaints are to be reported to the Board of Trustees and the county superintendent on a quarterly basis. The 2024 – 2025 Williams First Quarter Uniform Complaint Report Summary is shown in Exhibit A.

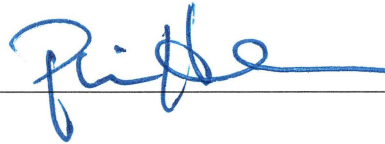
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information 2024 – 2025 Williams First Quarter Uniform Complaint Report Summary.

Approved by: James Q. Hammond, Superintendent



Exhibit A

2024 – 2025 WILLIAMS FIRST QUARTER UNIFORM COMPLAINT REPORT SUMMARY

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

District Name:

Ontario-Montclair School District

Quarter covered by this report:

1th Quarter (July-September 2024)

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT
Ontario, California

December 19, 2024

TO: President and Board of Trustees
FROM: James Q. Hammond, Superintendent
SUBJECT: 2024 – 2025 Williams First Quarter Findings Report

REQUESTED ACTION

Receive for information the 2024 – 2025 Williams First 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 that meet the criteria listed below are eligible for monitoring under the Williams settlement legislation:

- Schools eligible for Comprehensive Support and Improvement (CSI) under the Every Student Succeeds Act (ESSA); or
- Schools eligible for Additional Targeted Support and Improvement (ATSI) under ESSA; or
- Schools with fifteen percent or more of the school's teachers that do not possess a valid and clear or preliminary teaching credential.

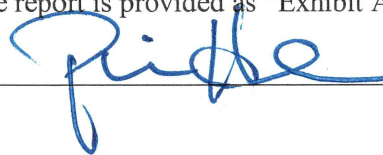
The purpose of the site visit is to:

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

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

On October 31, 2024, the San Bernardino County Superintendent of Schools issued a report detailing the findings of each participating site. A summary of the report is provided as "Exhibit A."

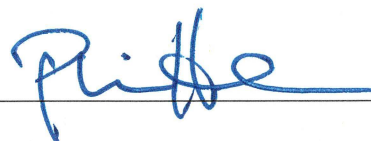
Prepared by: Phil Hillman, Chief Business Official



FINANCIAL IMPLICATIONS

None.

Reviewed by: Phil Hillman, Chief Business Official



2024 – 2025 Williams First Quarter Findings Report
December 19, 2024

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends the Board receive for information the 2024 – 2025 Williams First Quarter Findings Report.

Approved by: James Q. Hammond, Superintendent

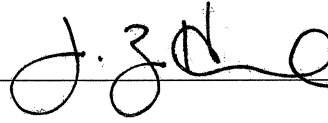
A handwritten signature in black ink, appearing to read 'J. Q. Hammond', is written over a horizontal line.

Exhibit A

2024 – 2025 Williams First Quarter Findings Report Summary

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

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

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

There were 55 total *School Facilities* findings, of which 1 was remedied prior to the end of the visit. The remaining findings are scheduled to be remedied prior to the end of the school year pursuant to Education Code 52055.740 (b) (4).

Site	Instructional Materials	School Facilities	SARC	Teacher Assignment
Haynes Elementary School	0	46	0	0
Kingsley Elementary School	0	1	0	0
Lincoln Elementary School	0	0	0	0
Wiltsey Middle School	0	8	0	0
Totals	0	55	0	0



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