

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, ALTA LOMA SCHOOL DISTRICT, COUNTY OF SAN BERNARDINO–WEDNESDAY, December 14, 2022**

OPEN SESSION, CALL TO ORDER AND ROLL CALL

The regular meeting was called to order by Board President Brad Buller at 6:02 PM. Present were members Buller, Davies, Martinez, and Roberts. Member Oerly was absent.

PLEDGE OF ALLIGIANCE

Board Member Roberts led the flag salute.

ADOPTION OF AGENDA

Moved by Mrs. Davies, seconded by Ms. Martinez, and carried unanimously to adopt the agenda of the meeting as presented.

APPROVAL OF MINUTES

Moved by Ms. Martinez, seconded by Mrs. Davies, and carried unanimously to approve the meeting minutes of November 2, 2022 as presented.

RECOGNITIONS AND PRESENTATIONS

Board member Roberts was recognized by fellow Board members and Executive Cabinet for his numerous years of service and the many contributions he has made to the Alta Loma School District during his Board terms. Mr. Roberts was presented with a gift from the District and Board as a token of their appreciation.

Board member Oerly was recognized for her 43 years of service and for the many contributions she has made to the Alta Loma School District during her Board terms. Mrs. Oerly was not in attendance, her gift from the District and Board was shared with the community as a token of their appreciation. Superintendent Smith read aloud Member Oerly’s last Board report.

Mr. Buller was recognized for his outstanding service as the Board of Trustees President during 2022. Mr. Buller was presented with a gift from the District and Board as a token of their appreciation.

SWEARING IN OF ELECTED / RE-ELECTED BOARD

Superintendent Smith administered the Oath of Office to re-elected Board member, Rebecca Davies and newly elected Board members, Eric Chung and Dr. Malinda Hurley.

PUBLIC COMMENT ANNOUNCEMENT

Mr. Buller read aloud the Public Comment Announcement.

ORGANIZATION OF BOARD OFFICERS

Moved by Dr. Hurley, seconded by Mr. Chung, and carried by the following vote to elect Brad Buller to serve as president, Rebecca Davies to serve as vice president and Jessica Martinez to serve as clerk for the ensuring year.

Number of members voting AYE:	-5-
Number of members voting NO:	-0-

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Number of members voting ABSTENTION: -0-

PUBLIC COMMENT

None.

BOARD REPORTS

Board member Dr. Malinda Hurley ... has been dedicated to service above self as evidenced by her career as a public-school teacher for 22 years, activism in the labor movement, and commitment to her community; Member Hurley is a graduate from Alta Loma High School, and is a proud niece of a Mexican immigrant and military family, her roots are deep in the community; her passion and dedication is in supporting our community and serving as an advocate for public education as a path to success in life; Member Hurley is an active public school leader, she serves in the Ontario-Montclair Teachers Association, the California Teachers Association, and the National Education Association as a California State Delegate to The Representative Assembly where she continues to lobby local, state, and national to strengthen laws and policies for public schools; volunteers every month to mentor foster youth through the foster youth organizations: Simply Friends, The Best Version of You, and STAR Scholars (Student Trust And Resilience); Member Hurley believes her passion and commitment to public education provides the dedication required to be a responsible Board member; she is endorsed by parents, teachers, business owners, school board trustees, and school board presidents throughout the county of San Bernardino; it is Member Hurley's greatest honor to serve the ALSD community, she is humbly thankful for those who voted for her to continue the important work of educating all the ALSD students.

Board member Eric Chung ... had the opportunity to attend the California School Board Association's Conference, received good information about the Brown Act and Governance; looking forward to applying the information he received in his role as a Board member; Member Chung also learned about some great programs that the District can apply to help our underperforming students and just as importantly our advanced students; thanked everyone that attended tonight, parents, teachers, administrators, stakeholders, having everyone attend will make our school district better; Member Chung hopes that everyone was not just here in attendance to celebrate, but flipping a page, having community members participate in the process; this is how we can make Alta Loma School District be the best it can be; Member Chung thanked his predecessor, Sandie Oerly; Member Oerly dedicated 43 years of her life to this District and Member Chung employs you, that if you see Member Oerly at school sites or out in public to thank her for her years of service.

Board member Jessica Martinez ... attended the Citizens' Bond Oversight Committee that was held at Carnelian, very informative meeting; learned a lot about the budget, facilities and all the improvements that are being made; seeing the new classrooms and how they accommodate diverse learners brought joy to Member Martinez's heart; Monday, had the opportunity to administer the Oath of Affirmation to a County Board Member and it reminded Member Martinez what her purpose as a Board member is and what an impact it can have; shared she is glad to have to new Board members next to her and she is looking forward to the next two years.

Board member Rebecca Davies... attended the CSBA Annual Education Conference, again very informative; member Davies came away from the conference with practical ideas and a renewed commitment to help the Board accomplish the critical work ahead; had the opportunity to get to know each of the new Board members a little bit better, and this will no doubt strengthen our

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governance team; Tuesday, attended Carnelian's 1<sup>st</sup> and 2<sup>nd</sup> grade and part of the 3<sup>rd</sup> and 4<sup>th</sup> grade choral concerts; delightful choice of songs sharing "Music through the Decades"; Music teacher Sierra is amazing to watch and she truly shares the joy of music with her students; performances were very well attended.

Board member Brad Buller ... attended the California School Board Association's Conference, CSBA is one of the yearly events that allows Board members to sit in on sessions and hear from other Board members and their staff from across the state of California and help the ALSD Board assess where they stand, what is their voice, and what will be their voice; Member Buller agrees with fellow Board Member Chung's comments, this community of Alta Loma, we want to keep getting better; had the opportunity to attend Vineyard Junior High's Theatre Performance lead by Jenna Vandergrift, fantastic performance, attended Deer Canyon's Choir Concert, "Music Through the Decades".

### SUPERINTENDENT & STAFF REPORTS

Superintendent Smith welcomed and congratulated newly elected Board Members, Eric Chung and Dr. Malinda Hurley and congratulated re-elected Board Member Rebecca Davies on her next four years. Dr. Smith shared that Executive Cabinet finished their first round of Learning Walks today. Executive Cabinet walked classrooms and affirmed the amazing things our teachers and support staff are doing and looked for trends that will guide and educate the District on what the next steps will be.

Dr. Smith is looking forward to second semester, where she is planning a governance training in January for the Board. Excited to announce, in January there will be student voice at the Board Meetings. Victoria Groves TK students will perform for the Board and they will have two Student Ambassadors that will come to the podium and practice public speaking to officials. To keep the communication and the interaction alive, Dr. Smith is starting the Superintendent's Community Cabinet, they will meet five times a year and anyone is welcome to come. Each meeting will showcase some of the wonderful things that are happening in the District and allow for good questions and have a chance to interact with the community about what's happening and what some of the challenges are in Alta Loma. Dr. Smith will also be starting a Superintendent's Student Advisory, made up of 5<sup>th</sup> and 6<sup>th</sup> graders from the elementary sites and 7<sup>th</sup> and 8<sup>th</sup> graders from the junior highs. Dr. Smith is excited about the next pieces, student voice and continuing the bridge with the community.

Associate Superintendent Chris Deegan shared that the California School Dashboard and the Data Quest website is expected to be published within the next few days. The District is looking forward to taking a close look at student achievement data and looking at the areas that the District wants to celebrate, but also not neglect the areas of urgent need. At January's Board Meeting, Associate Superintendent Deegan will be presenting the information provided by the California School Dashboard and the Data Quest website.

Associate Superintendent Deegan highlighted that the Winter EXPLORE Intersession Program, will be at Alta Loma Elementary School from 6:30 am to 6:00 pm, December 27- 30 and January 3-6.

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CONSENT CALENDAR

Moved by Mrs. Davies, seconded by Dr. Hurley and carried unanimously to adopt the following Consent Calendar items:

Vendor Agreements

Approved agreements with the following vendors, and authorized Sherry Smith and/or applicable administrators to sign all related documents: 1) Advanced Environmental Landscape; 2) Alf Museum of Paleontology; 3) Big Al's IV, Inc.; 4) Bowlero; 5) California Industrial; 6) California Science Center; 7) Chino Air Museum; 8) DocuSign, Inc.; 9) History Brought to Life; 10) Inland Empire Stages, LTD; 11) Jurupa Discovery Museum Center; 12) Purple Easel; 13) Total Safety Solutions.

Donations

Accepted with appreciation the following donations:

1. Donation of \$100.00 from The Blackbaud Giving Fund to Alta Loma Junior High School's Student Fundraiser Account to be used to enhance the instructional program.
2. Donation of \$2,000 from Dalton Glen Barnes Memorial Scholarship Fund to Alta Loma Junior High School's Student Fundraiser Account to be used to enhance the instructional program.
3. Donation of \$50.00 from Dawn McDowell to Alta Loma Junior High School's Student Fundraiser Account to be used to enhance the instructional program.
4. Donation of \$400.00 Stater Bros Gift Card to Hermosa Elementary School.
5. Donation of 50 Red Carnation Flowers from Archibald Flowers to Hermosa Elementary School for their Veterans Assembly.
6. Donation of \$200.00 Stater Bros Gift Card from Jessi Gargas and Mark Mattox to Hermosa Elementary School.

Board Payment Report

Approved the Board Payment Report, as presented.

Routine Personnel Items

Approved employment, terminations, resignations, leaves and temporary assignments, as presented.

Conference Attendance

Authorized Director of Special Education Lisabeth Pina, Program Specialist, Ray Hensley, and Psychologist, Amber Rueckner to attend Every Child Counts Symposium in Desert Springs, January 11-12, 2023, and approve all related expenses.

Conference Attendance

Authorized Associate Superintendent, Chris Deegan to attend the CISC Leadership Symposium in Monterey, February 22-24, 2023, and approve all related expenses.

Board Policies

A second reading was held, amended Board policies related to Administration, Business and Noninstructional Operations, and Instruction.

BP 2000 – Concepts and Roles

BP 2110 – Superintendent Responsibilities and Duties

BP 2111 – Superintendent Governance Standards

BP 2140 – Evaluation of the Superintendent

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- BP 3230 – Federal Grant Funds
- BP 3312 – Contracts
- BP 3314 – Payment for Goods and Services
- BP 6173.1 – Education for Foster Youth
- BP 6173.2 – Education for Children of Military Families

### Board Bylaws

A second reading was held, amended Board bylaws:

- BB 9124 – Attorney
- BB 9220 – Governing Board Elections
- BB 9223 – Filling Vacancies
- BB 9230 – Orientation
- BB 9270 – Conflict of Interest

### Job Descriptions

A second reading was held, amended Job Descriptions:

- Director of Maintenance, Operations, Transportation, and Safety
- Maintenance, Operations, Transportation, and Safety Administrative Secretary
- Risk management and Employee Benefits Specialist
- Director of Student Services

## BUSINESS AND FINANCIAL PROCEDURES

### 2022-2023 First Interim Financial Report

Associate Superintendent of Administrative Services Eric Hart made a presentation of the District's First Interim Report and Financial Update. This report is a financial "check-up" with the County and the State to show what the District budgeted vs. what they actually spent. This First Interim Report addresses the activity from July 1 – October 31, 2022. His presentation made several key points:

- Our District will give ourselves a Positive Certification, (to be validated by the county) which means our District is able to meet our statutory 3% Reserve for Economic Uncertainties in the current and following two years.
- Estimated Department of Finance Cost of Living Adjustment (COLAs)
  - 5.38% for 2023-24
  - 4.02% for 2024-25
- 2023-24 Staffing Plan:
  - TK 10:1 Site Average
  - K-3 24:1 Districtwide Average
  - 4-8 30:1 Districtwide Average
- ALSD Budget Challenges
  - Declining Enrollment K-8
  - Staffing Cost 89% of Unrestricted Budget
  - Inflation in supplies, services and utilities
  - Competing priorities
- Governor's 2023-24 January Budget
  - Current State Revenues short of projections by \$25 Billion
  - No new one-time money
  - Maintaining ongoing costs only through Prop 98 reserve withdrawal

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Moved by Dr. Hurley, seconded by Mrs. Davies and carried unanimously to approve the 2022-2023 First Interim Financial Report and find that Alta Loma School District will meet its financial obligations for the current and subsequent two fiscal years.

### HUMAN RESOURCES

#### Qualified Coaches

Moved by Dr. Hurley, seconded by Ms. Martinez, and carried unanimously to certify that all conditions set forth in Title 5, Sections 5593 and 5594 (qualified coaches) have been met.

### BOARD INFORMATION/DISCUSSION

#### Board Policies

A first reading was held to amend Board policies related to Personnel and Instruction

BP 4119.1/4219.1/4319.1 – Civil and Legal Rights

BP 4140/4240/4340 – Bargaining Units

BP 4216 – Probationary/Permanent Status

BP 6158 – Independent study

#### Board Bylaws

A first reading was held to amend Board bylaws

BB 9012 – Board Member Electronic Communications

BB 9222 – Resignation

BB 9240 – Board Training

BB 9310 – Board Policies

BB 9320 – Meetings and Notices

BB 9322 – Agenda/Meeting Materials

BB 9323.2 – Actions by the Board

BB 9324 – Minutes and Recordings

BB 9400 – Board Self-Evaluation

#### Job Descriptions

A first reading was held to adopt Job Descriptions

- Database Technician – Special Education
- Human Resources Technician – Senior

#### Job Descriptions

A first Reading was held to amend Job Description

- Director of Special Education

#### Job Descriptions

A first reading was held to amend and reclassify Job Descriptions:

- Child Nutrition Elementary Lead
- Child Nutrition Junior High Lead
- Human Resources Secretary
- Database Technician

#### 2023-2024 School Calendar

A first Reading was held to adopt the 2023-2024 School Calendar

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**ANNOUNCEMENTS**

The date of the next regular meeting of the Board of Trustees is Wednesday, January 18, 2022, 6:00 PM at the District Support Center, 9390 Base Line Road.

**CLOSED SESSION**

The Board adjourned to Closed Session at 7:21 PM for the purpose of discussing matters expressly authorized by Government code Section 3549.1, 54956.9, 54956.9(d), 54957, and 5497.6.

**OPEN SESSION AND ADJOURNMENT**

The Board reconvened to Open Session and no announcements were made. The meeting was adjourned at 9:30 PM.