

ALTA LOMA SCHOOL DISTRICT
Special Meeting of the Board of Trustees
Wednesday, June 23, 2021
9:00 AM

Alta Loma School District Support Center
9390 Base Line Road
Alta Loma, California

Teleconference
Member J. Martinez

Motion
1st 2nd App

A. OPEN SESSION

B. CALL TO ORDER AND ROLL CALL

C. PUBLIC COMMENT ANNOUNCEMENT

The Board of Trustees welcomes comments from visitors, employees, employee groups, parent organizations and students. Prior to addressing the Board please complete the comment form located at the west entrance and give it to the Superintendent's Administrative Assistant.

The Board has set aside 45 minutes for the Public Comment section normally allowing 5 minutes per individual.

The Public comment period is the opportunity for the public to address the Board on (1) items on the public session agenda; (2) items on the closed session agenda; and (3) other topics within the jurisdiction of the Board.

In accordance with the Brown Act, the Board will limit any responses to public comment to brief statements, referral to staff or referral to a future Board agenda.

PLEASE NOTE: There will not be a separate opportunity to comment at the time each agenda item is addressed by the Board, unless the item specifically involves an agenda item public hearing. All public comment will be heard during the agenda item public comment section.

Action **D. ADOPTION OF AGENDA** _____

E. PUBLIC COMMENT

Consistent with the Public Comment Announcement above, this is the opportunity for the public to address the Board on (1) items on the public session agenda; (2) items on the closed session agenda; and (3) other topics within the jurisdiction of the Board.

F. HUMAN RESOURCES

- Action 1. Recommend the Board approve the revised Certificated-Classified Management/Confidential Salary Schedule to become effective July 1, 2021. (pp. 1-2) _____

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from Adriana Mohler at (909) 484-5151, Extension 102003, by FAX (909) 484-5155 or email at amohler@alsd.org. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Documents supporting agenda items are available for public inspection at the Alta Loma School District Support Center, 9390 Base Line Road and on the district website at www.alsd.k12.ca.us.

G. BUSINESS AND FINANCIAL PROCEDURES

Action

1. Recommend the Board grant permission to advertise bids for Floyd M. Stork Elementary School Modernization Project, and further authorize Superintendent Karen Hendricks and/or Associate Superintendent Eric Hart to sign all related documents. (p. 3)

H. BOARD GOVERNANCE MEETING

1. 2021-2022 Board Governance Meeting
- Review and Discuss Board Self-Evaluation
 - Governance Team Roles/Responsibilities
 - Physical Arrangements for Board Meetings
 - Meeting Protocols
 - Protocols Regarding Trustee Absences
 - Communication Issues
 - Meeting Development/Governance Calendar
 - Meeting Evaluation/Next Steps

I. ANNOUNCEMENTS

1. The date of the next regular meeting of the Board of Trustees is Wednesday, July 21, 2021, 6:00 PM at Alta Loma School District Support Center, 9390 Base Line Road.

J. CLOSED SESSION

Adjourn to Closed Session for the purpose of discussing matters expressly authorized by Government Code §3549.1, 54956.9, 54956.9(d), 54957, and 54957.6.

- 1. Public Employee Performance Evaluation/Employment – Superintendent.
- 2. Conference with labor negotiator Steve Thomas, Associate Superintendent, Administrative Services and other negotiation team members.
 - a. Alta Loma Educators Association (ALEA).
- 3. Conference with labor negotiators for unrepresented employees:
 - a. Certificated and Classified Management, and Confidential. Agency representative - Superintendent.
 - b. Classified Employees and Proctors. Agency representative – Superintendent.
 - c. Superintendent. Agency representative – Board of Trustees.
- 4. Student disciplinary/expulsion/readmission matters.
- 5. Public Employee Employment/Discipline/Dismissal/Release.
 - a) Administrative Vacancy – Director, Fiscal Services
- 6. Conference with Legal Counsel – Existing Litigation (Government Code §54956.9(d)(1))

K. ADJOURNMENT



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Karen Hendricks, Superintendent

From:  Steve Thomas, Associate Superintendent, Administrative Services

Date: June 23, 2021


Subject: Revised Certificated-Classified Management/Confidential Salary Schedule

BACKGROUND: The District periodically reviews and updates the Certificated-Classified Management/Confidential Salary Schedule.

RATIONALE Staff recently amended the Assistant Superintendent of Human Resources and Pupil Services job description to remove the Pupil Services duties. This change will remove Pupil Services from the title of the Assistant Superintendent. In addition, as part of the Budget Study Session process, staff is recommending a \$1,000 monthly stipend to be added to the salary schedule for the Director of Maintenance, Operations, Transportation, and Safety while facilitating the Measure H Modernization projects.

FUNDING: The annual cost of the stipend is \$12,000 from the Unrestricted General Fund.

RECOMMENDATION: Recommend the Board approve the revised Certificated-Classified Management/Confidential Salary Schedule to become effective July 1, 2021.

PREPARED BY:  Joan Sanders, Assistant Superintendent of Human Resources/Pupil Services

Alta Loma School District

Management Salary Schedule

2% Increase (Effective 7-1-2020)

	Step I	Step II	Step III	Step IV	Step V	Work Year
Assistant Superintendent of Human Resources/ Pupil Services **	\$134,466	\$141,860	\$149,256	\$156,652	\$164,048	225 Days
Director of Special Education/ Pupil Services **	\$128,063	\$135,105	\$142,149	\$149,192	\$156,236	225 Days
Director of Student Services**	\$128,063	\$135,105	\$142,149	\$149,192	\$156,236	225 Days
Director of Educational Programs**	\$128,063	\$135,105	\$142,149	\$149,192	\$156,236	225 Days
Principal**	\$115,306	\$121,603	\$127,904	\$134,201	\$140,500	210 Days
Assistant Principal**	\$102,440	\$108,072	\$113,707	\$119,339	\$124,973	210 Days
Junior High Dean of Students**	\$99,511	\$104,985	\$110,457	\$115,929	\$121,404	204 Days
Elementary Teaching Assistant Principal**	\$99,511	\$104,985	\$110,457	\$115,929	\$121,404	204 Days
Coordinator of Counseling Services**	\$95,751	\$100,974	\$106,193	\$111,415	\$116,638	194 Days
District Behavior Specialist**	\$91,192	\$96,166	\$101,137	\$106,110	\$111,084	194 Days
Psychologist - Behavior Interventionist**	\$91,192	\$96,166	\$101,137	\$106,110	\$111,084	194 Days
Psychologist **	\$91,192	\$96,166	\$101,137	\$106,110	\$111,084	194 Days
Psychologist/Clinical Counselor**	\$91,192	\$96,166	\$101,137	\$106,110	\$111,084	194 Days
Director of Fiscal Services*	\$90,959	\$95,962	\$100,964	\$105,967	\$110,967	225 Days
Director of Information Technology	\$86,627	\$91,392	\$96,156	\$100,920	\$105,683	225 Days
Director of Maintenance, Operations, Transportation & Safety	\$86,627	\$91,392	\$96,156	\$100,920	\$105,683	225 Days
Director of Child Nutrition*	\$86,627	\$91,392	\$96,156	\$100,920	\$105,683	225 Days
Network Specialist	\$79,186	\$83,494	\$87,809	\$92,120	\$96,433	225 Days
Coordinator of Purchasing, Warehouse, and Reprographics	\$73,215	\$77,242	\$81,490	\$85,971	\$90,698	225 Days

Administrative Assistants

Administrative Assistant to the Superintendent & Board of Trustees, (Confidential)	\$65,462	\$69,062	\$72,663	\$76,263	\$79,863	225 Days
Administrative Secretary – Administrative Services (Confidential)	\$55,641	\$58,704	\$61,765	\$64,823	\$67,885	225 Days
Administrative Secretary – Educational Services	\$55,641	\$58,704	\$61,765	\$64,823	\$67,885	225 Days

Note: Fringe benefit entitlement for Certificated and Classified Management/Confidential employees shall be in accordance with BP 4351.

Summer ESY & Enrichment Administrator Stipend: \$6,000 (to include preparation).

* Placement contingent upon minimum education requirements.

**\$500 stipend for doctoral degree.

Note: District Dental-no cost to full-time employees.

Note: District Medical-up to \$17,351 insurance allowance to full-time employees.

Director of Maintenance, Operations, Transportation, & Safety Stipend:

\$1000 monthly while overseeing Measure H Modernization projects.



Administrative Services Memorandum

To: Karen Hendricks, Superintendent
From: Steve Thomas, Associate Superintendent, Administrative Services
Date: June 23, 2021
Subject: Permission to Advertise for Bids for Floyd M. Stork Elementary School Modernization Project Bid # 2021-22-01

BACKGROUND: The District is currently planning to formally bid for the Modernization of Floyd M. Stork Elementary School. In order to have an anticipated Board award in early fall, the District will need to advertise bids during summer of 2021. Any award recommendation will be presented to the Board of Trustees for final action.

RATIONALE: In order to maximize our window of opportunity, a September bid award would likely allow construction to begin in fall of 2021. This action begins the formal bidding process for a Public Works project.

FUNDING: If awarded, this project will be paid from the Measure H Bond Fund (Fund 21) and state-matching funds.

RECOMMENDATION: Recommend the Board grant permission to advertise bids for Floyd M. Stork Elementary School Modernization Project, and further authorize Superintendent Karen Hendricks and/or Associate Superintendent Eric Hart to sign all related documents.