

ALTA LOMA SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, October 19, 2022
5:00 PM

District Support Center
9390 Base Line Road
Alta Loma, California

Motion
1st 2nd App

5:00 PM

A. OPEN SESSION

B. CALL TO ORDER AND ROLL CALL

C. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Consistent with the Public Comment Announcement, members of the public are provided an opportunity to directly address the Board concerning items specified in the notice for this Regular Meeting of the Board of Trustees. This Public comment period is the opportunity for the public to address the Board on items on the closed session agenda. The Board is allowing a maximum of 5 minutes per individual.

Action

D. ADOPTION OF AGENDA

E. CLOSED SESSION

- ✓ 1. Public Employee Performance Evaluation/Employment – Superintendent. (Government Code §54957)
- ✓ 2. Conference with labor negotiators Sherry Smith, Superintendent, Eric Hart, Associate Superintendent, Administrative Services, Donna Carlson, Assistant Superintendent, Human Resources and other negotiation team members. (Government Code §54957.6)
 - a. Alta Loma Educators Association (ALEA).
- ✓ 3. Conference with labor negotiators for unrepresented employees: (Government Code §54957.6)
 - 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. (Government Code §35146, §48912 §49070)

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's website at www.alsd.k12.ca.us.

- ☐ 5. Public Employee Employment/Discipline/Dismissal/Release.
(Government Code §54957, 54957.10)
- ☐ 6. Conference with Legal Counsel – Existing/Potential Litigation.
(Government Code §54956.9(d)(1), and §54956.9(d)(2))

6:00 PM

F. OPEN SESSION

1. Required announcements (if any) regarding closed session action.

G. PLEDGE OF ALLEGIANCE

H. 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, allowing a maximum of 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; and (2) 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 agendaized public hearing. All public comment will be heard during the agendaized public comment section.

Action

I. APPROVAL OF MINUTES
10/5/22 (pp. 1-6)

J. 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; and (2) other topics within the jurisdiction of the Board.

K. BOARD REPORT

An opportunity for Board members to discuss items as follows:

1. Conferences, workshops, and meetings
2. School visitations and activities
3. CSBA and/or SBCSBA activities

Any other topics will be discussed at the agenda item(s).

L. SUPERINTENDENT AND STAFF REPORTS

An opportunity for the Superintendent to share matters of special interest or importance which are not on the Board agenda and/or special presentations of district programs or activities such as:

1. Curriculum/instructional updates
2. District activities
3. Timely events/information
 - a) Williams Quarterly Reporting (No Complaints received during reporting period July 1, 2022 – September 30, 2022).

Action

M. CONSENT CALENDAR

Actions proposed for Consent Calendar (block vote) items are consistent with approved practices of the District and are deemed routine in nature. Since Trustees receive Board agenda backup information in advance of scheduled meetings, they are prepared to vote with knowledge on the block vote items. Consent Calendar items are voted on at one time, although any such item can be considered separately at a Board member's request.

1. Recommend the Board approve routine agreements with the following vendors, and authorize Sherry Smith, Eric Hart and/or applicable administrators to sign all related documents: 1) BorderLAN Cyber Security; 2) City of Santa Ana, Santa Ana Zoo at Prentice Park; 3) General Audit Tool (GAT); 4) Jaren Eberwein dba Wheels Squared; 5) Motion Picture Licensing Corporation (MPLC); 6) PBK Architects; 7) San Bernardino County Superintendent of Schools; 8) The Sawdust Factory; 9) Seesaw Learning; 10) ZOHO Corporation. (pp. 7-9)
2. Recommend the Board approve payments to vendors in Board Payment Report, as presented. (p. 10)
3. Recommend the Board approve employment, terminations, resignations, leaves and temporary assignments, as presented. (pp. 11-19)
4. Recommend the Board accept the following donations:
 - a. Donation of \$50.00 from Angela Eisenbrey to Victoria Groves Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
 - b. Donation of \$364.01 from Chipotle to Victoria Groves Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
 - c. Donation of \$323.85 from Kroger to Victoria Groves Elementary School's Student Fundraiser Account to be used to enhance the instructional program.(No exhibit)
5. Recommend the Board authorize Laura Snyder, Curriculum & Instruction TOSA to attend the 2022 CAC California Assessment Conference, October 18 – 20, 2022 in Riverside, California (No exhibit)

6. Recommend the Board adopt Board Policy related to Business and Noninstructional Operations, as presented.
Second Reading
 BP 3514 – Environmental Safety
 (pp. 20-21)

7. Recommend the Board amend Board Policies related to Instruction and Facilities, as presented.
Second Reading
 BP 617.01 – Transitional Kindergarten
 BP 6173 – Education for Homeless Children
 BP 7110 – Facilities Master Plan
 BP 7150 – Site Selection And Development
 (pp. 22-35)

N. GENERAL FUNCTIONS

- | | | | | |
|--------|---|-------|-------|-------|
| Action | 1. Recommend the Board determine to resolve a potential tie of two or more Board candidates at the November 8, 2022 General Election, by lot procedure (attached) or by runoff election.
(pp. 36-37) | _____ | _____ | _____ |
| Action | 2. Recommend the Board designate December 14, 2022 as the annual organizational meeting for the Board of Trustees.
(No exhibit) | _____ | _____ | _____ |

O. CURRICULUM AND INSTRUCTION

- | | | | | |
|--------|---|-------|-------|-------|
| Action | 1. Recommend the Board enter into an agreement with Alta Loma Dance Academy, LLC for an amount not-to-exceed \$8,000, and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.
(p. 38) | _____ | _____ | _____ |
| Action | 2. Recommend the Board enter into an agreement with iWillHoop for an amount not-to-exceed \$18,000, and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.
(p.39) | _____ | _____ | _____ |

P. HUMAN RESOURCES

- | | | | | |
|--------|--|-------|-------|-------|
| Action | 1. Recommend the Board accept the initial proposal for negotiations for the 2022-2023 school year from the Alta Loma Educators Association, as presented.
(pp. 40-41) | _____ | _____ | _____ |
| Action | 2. Recommend the Board accept the initial proposal for negotiations for the 2022-2023 school year from the Alta Loma School District, as presented.
(pp. 42-43) | _____ | _____ | _____ |

Q. BOARD INFORMATION/DISCUSSION

1. Board Policies related to Philosophy, Goals, Objective and Comprehensive Plans and Students
First Reading
BP 0410 – Nondiscrimination In District Programs and Activities
BP 0450 – Comprehensive Safety Plan
BP 5141.21 – Administering Medication and Monitoring Conditions
BP 5141.52 – Suicide Prevention
(pp. 44-53)
2. Board Bylaws related to Closed Session and Meeting Conduct
First Reading
BB 9100 – Organization
BB 9321 – Closed Session
BB 9323 – Meeting Conduct
(pp. 54-74)
3. Future agenda items

R. ANNOUNCEMENTS

1. The date of the next regular meeting of the Board of Trustees is Wednesday, November 2, 2022, 5:00 PM at the District Support Center, 9390 Base Line Road.

S. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, ALTA LOMA SCHOOL DISTRICT, COUNTY OF SAN BERNARDINO–WEDNESDAY, October 5, 2022

OPEN SESSION, CALL TO ORDER AND ROLL CALL

The closed session portion of the meeting was called to order by Board President Brad Buller at 5:00 PM. Present were members Buller, Davies, Oerly, Martinez, and Roberts. Absent none.

PUBLIC COMMENT ON CLOSED SESSION ITEM

None.

ADOPTION OF AGENDA

Moved by Mrs. Oerly, seconded by Mr. Roberts, and carried unanimously to adopt the agenda of the meeting as presented.

CLOSED SESSION

The Board adjourned to closed session at 5:02 PM for the purpose of discussing matters expressly authorized by Government Code Section §3549.1, §54956.9, §54956.9(d), §54957, and §54957.6.

REGULAR OPEN SESSION/ANNOUNCEMENTS

The Board convened to regular open session at 6:04 PM and no announcements were made regarding closed session.

PLEDGE OF ALLEGIANCE

Mr. Buller led the flag salute.

PUBLIC COMMENT ANNOUNCEMENT

Mr. Buller read aloud the Public Comment Announcement.

APPROVAL OF MINUTES

Moved by Mr. Roberts, seconded by Mrs. Oerly and carried unanimously to approve the meeting minutes of October 5, 2022 as presented.

RECOGNITIONS AND PRESENTATIONS

The newly appointed Assistant Principal for Alta Loma Elementary School, Sheryl Collins was introduced and congratulated by the Board and Executive Cabinet.

WRITTEN COMMUNICATIONS

Letter of approval of the 2022-23 Adopted budget of the Alta Loma School District from San Bernardino County Business Advisory Services presented for the Board's information.

PUBLIC COMMENT

None.

BOARD REPORTS

Board member Dave Roberts ... had the opportunity to attend the Parent Advisory Committee meeting; lots of good information was shared and well received by everyone, worthwhile endeavor.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
October 5, 2022

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Board member Jessica Martinez ... September 28, attended a Parent Hall with State Superintendent of Public Instruction, Tony Thurmond, very informative; attended the San Bernardino County Board Meeting, commended the Board and Ted Alejandre for the trainings that they have; member Martinez wanted to share and recognize October as Dyslexia Month, she has been doing lot of reading in regards to this.

Board member Rebecca Davies ... along with fellow members Oerly and Roberts attended the Parent Leader Group meeting on September 28, Dr. Smith did a great overview of the District, great meeting and many people attended; Friday, attended Deer Canyon's Pancake and PJ Breakfast, it was HUGE; shout out to the Rancho Cucamonga Fire Personnel & Rancho Cucamonga Sheriffs who were there helping to make the food, Deer Canyon's PTA for organizing and Deer Canyon's staff; this morning participated with Vineyard Junior High in the International Walk to School Day, it was great fun and member Davies appreciated Vineyard Junior High's staff for welcoming her and Dr. Smith so warmly; it was great fun to chat with the students and staff as she walked.

Board member Sandie Oerly ... attended Deer Canyon's Pancake Breakfast, member Oerly had never seen anything like it, the line outside, just to get into the quad was wrapped all the way around the building; it was absolutely amazing; enjoyed the Parent Leader Group meeting, it was one of the largest attendances at a Parent Leaders Group meeting, Dr. Smith's presentation was comprehensive that member Oerly would like it archived for future use; ended last week at the Stork Hoedown, there is no way to describe the Stork Hoedown, amazing; also attended Victoria Groves Fall Festival, it was equal to Stork's Hoedown.

Board member Brad Buller ... thanked fellow Board members for reporting on things in the community, our PTA's, PFSA's, PFA's are so valuable, all the things they do to make all this possible for our students; member Buller is thankful for the community we have in the Alta Loma School District.

SUPERINTENDENT AND STAFF REPORTS

Superintendent Smith shared that the slides from the Parent Leader Group Meeting that the Board is referencing were designed by Associate Superintendent, Hart. Attended Stork's Hoedown, it was incredible, the raffles baskets, Dr. Smith has never seen anything like it. Attended Victoria Groves Fall Festival, Principal Johnson did something completely different then Stork's Hoedown. She brought in vendors and it was more like a craft fair style equally awesome of different artist from the area selling their merchandise.

Superintendent Smith summarized the first four State of the District's. The style of the first four is here's the good, the bad, and the ugly and then opened it up to dialogue at the end. Now the Executive Cabinet is moving into the second half of the State of the District and they want to switch the format. Dr. Smith looks forward to working in collaboration with our community partners to troubleshoot the competing priorities. Some of those top priorities are crossing guards, one way streaming of the Board meetings, anything with sexual ideology, grooming, adult sexual misconduct; transportation and over all staffing.

Associate Superintendent Eric Hart shared with the Board, this year the District started with four bus driver vacancies and the District has been trying to recruit for those vacancies. The District has finally been able to find candidates to fill those vacancies, two of the candidates have gone

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through and passed the DMV portion and have received their permit, they are now behind the wheel doing their training. The other two candidates are still doing the DMV classroom work. Two of our candidates are getting close where they will be able to test with CHP and the other two are still working through the classroom portion. It's great to have all four candidates getting close to being able to get in a bus, to get kids back in the bus.

Associate Superintendent Chris Deegan shared the 2022 California School Dashboard Preview. The California Dashboard is a tool that helps our community access important information about our schools and District. This year's Dashboard will feature four state measures and five local measures for ALSD. The CDE requirement to hold districts accountable resumes after being waved or adjusted for the past two years. This year, we will not be seeing the typical 5-color gauge to report Dashboard data. The metric will be reporting on "status" only, and not "change" from the previous year. Status levels will be reported in purple and will resemble the signal strength indicator on your cell phone. For the measure of Chronic Absenteeism and Suspension Rate, the status of "Very Low" is best. For the measure of Academic Performance and English Learner Progress, the status of "Very High" is best.

Parent University is Thursday, October 6, 2022, 5:15 pm at Deer Canyon Elementary. GATE/Honors Family Day is coming up on Saturday, October 22, 2022, 9:00 am at Vineyard Junior High. The District is excited to bring back the Annual Chess Tournament and STEAM Activities Day. Teachers have a Professional Development Day on October 10, 2022. All 10 schools are working hard and taking next steps in increasing student learning with i-Ready. Partners from i-Ready will be supporting grade level teams and sites with timely professional development. Executive Cabinet appreciates our District and Site leadership, and especially our amazing teachers for ensuring a successful implementation of this learning support program.

CONSENT CALENDAR

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

Vendor Agreements

Approved agreements with the following vendors, and authorized Sherry Smith, Eric Hart, and/or applicable administrators to sign all related documents: 1) City of Santa Ana Santa Ana Zoo at Prentice Park; 2) La Verne Heritage Foundation.

Board Payment Report

Approved the Board Payment Report, as presented.

Routine Personnel Items

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

Donations

Accepted with appreciation the following donations:

1. Donation of \$90 from Velocity Fundraising Resources, Inc. to Alta Loma Junior High School's Student Fundraiser Account to be used to enhance the instructional program.
2. Donation of \$3664.17 from Carnelian PTA to Carnelian Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
3. Donation of \$26,871.84 from Hermosa Elementary PTA to Hermosa Elementary School's Student Fundraiser Account to be used to enhance the instructional program.

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4. Donation of \$50.00 from Angela Eisnbrey to Victoria Groves Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
5. Donation of \$450.00 from The Blackburn Giving fund by its agent, to Victoria Groves Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
6. Donation of \$310.94 from Kroger (Ralph's Club Reward Program) to Victoria Groves Elementary School's Student Fundraiser Account to be used to enhance the instructional program.

Joint Meeting Attendance

Authorized Superintendent Dr. Sherry Smith, Associate Superintendents, Chris Deegan, Eric Hart, Assistant Superintendent Donna Carlson and Board members Brad Buller, Rebecca Davies, Jessica Martinez, and Sandie Oerly to attend the Riverside and San Bernardino County School Board Association Fall Joint Meeting on October 24, 2022 in Riverside, California.

CURRICULUM AND INSTRUCTION

Board Policies

A first reading was held. Following discussion and consideration for moving from first reading to take action on the presented Board Policies. The public has the right to address concerns on Board Policies at any time.

Moved by Mr. Davies, seconded by Mrs. Oerly, to take items P. 1-3 as a block vote and move from first reading to action item. Carried with the following vote to amend Board Policies, as presented.

BP 0430 – Comprehensive Local Plan For Special Education
BP 1250 – Visitors/Outsiders
BP 5117 – Intra District Transfers
BP 5131.2 – Bullying/Harassment
BP 5132 – Dress And Grooming
BP 8145.9 – Hate Motivated Behaviors

AYES: 4 (Buller, Davies, Oerly, Roberts)
NOES: 0
ABSENT: 1 (Martinez)
ABSTAIN: 0

Board Policies related to Instruction

A first reading was held to amend Board Policies related to Instruction.

BP 6170.1 – Transitional Kindergarten
BP 6173 – Education for Homeless Children

BUSINESS AND FINANCIAL PROCEDURES

Board Policies related to Business and Noninstructional

A first reading was held to adopt Board Policies related to Business and Noninstructional Operations, as presented.

BP 3514 – Environmental Safety

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Board Policies related to Facilities

A first reading was held to amend Board Policies related to Facilities, as presented.

BP 7110 – Facilities Master Plan

BP 7150 – Site Selection And Development

Resolution No. 10-05-22

Moved by Mrs. Oerly, seconded by Mr. Roberts, and carried unanimously to approve Resolution No. 10-05-22, California Healthy Air, Plumbing, and Efficiency Program, and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.

Adams Silva & McNally LLP

Moved by Mr. Roberts, seconded by Mrs. Davies, and carried unanimously to approve the contract with Adams Silva & McNally LLP and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.

HUMAN RESOURCES

Board Policies

A first reading was held. Moved by Mr. Davies, seconded by Mrs. Oerly, to take items R. 1-3 as a block vote and move from first reading to action item. Carried with the following vote to amend Board Policies, as presented.

BP 4030 – Nondiscrimination in Employment

BP 4119.21/4219.21/4319.21 – Professional Standards

BP 4219.24/4319.24 – Maintaining Appropriate Adult-Student Interactions

BP 5145.3– Nondiscrimination/Harassment

BP 5145.7 – Sexual Harassment

AYES: 4 (Buller, Davies, Oerly, Roberts)

NOES: 0

ABSENT: 1 (Martinez)

ABSTAIN: 0

Reclassified Job Descriptions

A second reading was held. Moved by Mrs. Oerly, seconded by Mr. Roberts, to take items R. 4-9 as a block vote and carried unanimously to approve the reclassified job descriptions, as presented:

- Child Nutrition Worker – Range 20 to Range 25 on Classified Part-Time Hourly Anniversary Steps Schedule
- Behavior Intervention Assistant – Range 29 to Range 33 on the Classified Part-Time Hourly Anniversary Steps Schedule
- Proctor – Range 13 to Range 16 on the Classified Part-Time Hourly Anniversary Steps Schedule
- Maintenance Worker – Senior - Range 47 to Range 50 on the Classified Benefitted Hourly Schedule
- Maintenance, Operations, Transportation and Safety (M.O.T.S.) Administrative Secretary – Range 38 to Range 44 on the Classified Benefitted Hourly Schedule

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

October 5, 2022

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- Risk Management and Employee Benefits Specialist – Range 44 to Range 50 on the Classified Benefitted Hourly Schedule

ANNOUNCEMENTS

The date of the next regular meeting of the Board of Trustees is Wednesday, October 19, 2022, 5:00 PM at Alta Loma School District Support Center, 9390 Base Line Road.

ADJOURNMENT

The Board adjourned the meeting at 7:09 PM.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From: *SH* Eric Hart, Associate Superintendent, Administrative Services

Date: October 19, 2022

Subject: Approval of Routine Agreements

BACKGROUND: Board Policy 3300 (Expenditures/Expending Authority) requires that all agreements must be approved or ratified by the Board.

RATIONALE: The attached list summarizes the agreements that require Board approval. The summary lists the vendors, a description of services and comments and responsible administrator/manager.

FUNDING: Per attached requisition summary.

RECOMMENDATION: Recommend the Board approve routine agreements with the following vendors:

1. BorderLAN Cyber Security
2. City of Santa Ana, Santa Ana Zoo at Prentice Park
3. General Audit Tool (GAT)
4. Jaren Eberwein dba Wheels Squared
5. Motion Picture Licensing Corporation (MPLC)
6. PBK Architects
7. San Bernardino County Superintendent of Schools
8. The Sawdust Factory
9. Seesaw Learning
10. ZOHO Corporation

VENDOR	DESCRIPTION/COST	RESPONSIBLE ADMINISTRATOR OR MANAGER
BorderLAN Cyber Security	Annual license fee for Fortinet Fortigate Network Security Appliance and Report Analyzer from October 16, 2022 through October 15, 2023. Total cost is not-to-exceed \$25,000.	Director, Information Technology
City of Santa Ana, Santa Ana Zoo at Prentice Park	Field trip fees for Deer Canyon Elementary second grade students on April 28, 2023. Prepayment is required. Total cost is \$9 per student and \$12 per adult.	Principal
General Audit Tool (GAT)	Annual fees for Google Management Software General Audit Tool (GAT), including GAT+ for Education and GAT Shield for Education from November 1, 2022 to October 31, 2023. Total cost not-to-exceed \$22,000.	Director, Information Technology
Jared Eberwein dba Wheels Squared	BMX assembly fees for Hermosa Elementary students on February 7, 2023. Prepayment is required. Total cost is \$899.	Principal
Motion Picture Licensing Corporation (MPLC)	Umbrella license to ensure copyright compliance for all schools within the District from January 1, 2023 through December 31, 2023. Includes before, during, or after school exhibitions. Total cost, based on student enrollment at each school, is \$2,500.	Associate Superintendent Educational Services
PBK Architects	Increase purchase order for architecture and design services for modernization projects from \$135,000 to \$1,433,000.	Associate Superintendent, Administrative Services
San Bernardino County Superintendent of Schools	Registration fee for the 2022-23 County Spelling Bee in March 2023. Total cost is \$65.	Associate Superintendent Educational Services
San Bernardino County Superintendent of Schools	Participation fee for District membership in the 2022-23 San Bernardino County Honor Music Program. Total cost is \$900.	Associate Superintendent Educational Services
The Sawdust Factory	Field trip fees and painting event for Deer Canyon Elementary first grade students on December 6, 2022. Prepayment is required.	Principal


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	Total cost is \$12 per student.	
Seesaw Learning	Fee for renewal of annual student licenses for teachers and students in grades K - 1 Districtwide for the 2022-23 school year. Total cost is \$7,954.	Associate Superintendent, Educational Services
ZOHO Corporation	Annual license for ADManager Plus software for Windows user account management and reporting from December 21, 2022 through December 20, 2023. Total cost not-to-exceed \$2,000.	Director, Information Technology



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent


From:  Eric Hart, Associate Superintendent, Administrative Services

Date: October 19, 2022

Subject: Approval of District Purchase Orders and Payments to Vendors

Total of Purchase Orders:	\$132,012.53
Total Payments to Vendors (All Funds):	\$918,953.04

RECOMMENDATION: Recommend the Board approve purchase orders and payments to vendors in Board Purchase Order Report and Board Payment Report as presented.


PREPARED BY:  Jennifer Burton, Confidential/Administrative Secretary, Administrative Services



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: **Dr. Sherry Smith**, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: October 19, 2022

Subject: Approval of Routine Personnel Items

RECOMMENDATION: Recommend the Board approve appointments, terminations, status changes and leaves of absence as presented.

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CERTIFICATED PERSONNEL

I. RECOMMENDED APPOINTMENTS

(Pending approval of new position/salary placement)

NAME	EFFECTIVE	ASSIGNMENT/ SITE	POSITION CODE/SALARY
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Administrative

None

Temporary

None

Temporary Extension

None

Probationary 1

None

Probationary 2

None

II. CHANGE OF STATUS

(Change in site or hours)

NAME	EFFECTIVE	STATUS	ASSIGNMENT
Beth Gospojevic	10/17/22	From:	Teacher, PE Itinerant, DSC CETEAC0136, Salary E-6, 7 hours a day
		To:	Teacher, 4th Grade, Stork Elementary, CETEAC0497
Laura Snyder	10/17/22	From:	Teacher, 5th Grade, Stork Elementary, CETEAC0298, Salary C-11, 7 hours a day
		To:	TOSA, Curriculum and Instruction, DSC, CETEAC0454

Leave of Absence

None

NAME	EFFECTIVE	ASSIGNMENT/SITE/CODE
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None

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CERTIFICATED PERSONNEL, continued

III. OTHER PERSONNEL

(Stipends & Limited Assignments)

NAME	EFFECTIVE	ASSIGNMENT
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None

IV. RESIGNATIONS

NAME	EFFECTIVE	POSITION/SITE/CODE
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None

V. TERMINATION OF EMPLOYMENT

NAME	EFFECTIVE	POSITION/SITE/CODE
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None

VI. CORRECTIONS

NAME	EFFECTIVE	CORRECTION
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None

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CLASSIFIED PERSONNEL

I. RECOMMENDED APPOINTMENTS

(Pending approval of new position/salary placement)

NAME	EFFECTIVE	ASSIGNMENT/ SITE	CODE/SALARY/HOURS
Luz Baez-Arredondo	10/11/22	Child Nutrition Worker, Victoria Groves Elementary	CLCNWK0042, Salary 25-A, 3 hours a day

Temporary Appointment

None

II. CHANGE OF STATUS

(Change in site, position or hours)

NAME	EFFECTIVE	STATUS	ASSIGNMENT
Adam Castellanos	10/03/22	From:	Instructional Aide, SNA, Deer Canyon Elementary, CLAIDE0267, Salary 29-B, 3.5 hours plus additional temporary 2.3 average hours a day
		To:	Stork Elementary
Olivia Gomez	10/03/22	From:	Proctor, Alta Loma Elementary, CLPCTR0303, Salary 13-B, 2.5 hours a day
		To:	Victoria Groves Elementary, 3.65 hours a day
Dominique Hopkins	10/06/22	From:	Instructional Aide, ALC, Vineyard Junior High School, CLAIDE0150, Salary 22-B, 3.5 hours a day
		To:	Alta Loma Junior High School, CLAIDE0034
Nancy Petriello	07/01/22	From:	Secretary - Senior, DSC, CLSCTY0030, Salary 38-F, 8 hours a day
		To:	Maintenance, Operations, Transportation and Safety (M.O.T.S.) Administrative Secretary, Salary 44-F
Adriana Sepulveda	10/17/22	From:	Child Nutrition Worker, Carnelian Elementary, CLCNWK0004, Salary 25-B, 4.5 hours a day
		To:	Child Nutrition Lead, Short Term, DSC, CLCNMG0012, Salary 25-C, 7 hours a day
Shanel Ybarra	07/01/22	From:	Risk Management Technician, DSC, CLCLRK0034, Salary 44-F, 8 hours a day
		To:	Risk Management and Employee Benefits Specialist, Salary 50-F

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CLASSIFIED PERSONNEL, continued

II. CHANGE OF STATUS, continued
(Change in site, position or hours)

Behavior Intervention Assistant Compensation Change from Range 29 to Range 33 Effective July 1, 2022

NAME	SITE/CODE
Priscilla Alvillar	DSC, CLASST0001
Bree Cook	DSC, CLASST0003
Stephanie Knight	DSC, CLASST0005
Jonni Mauro Zambon	DSC, CLASST0002
Irasema Triana	DSC, CLASST0004

Child Nutrition Worker Compensation Change from Range 20 to Range 25 Effective July 1, 2022

NAME	SITE/CODE
Marissa Battista	Alta Loma Jr. High School, CLCNWK0006
Ferial Bisharat	Alta Loma Jr. High School, CLCNWK0016
Lisa Decorte	Alta Loma Jr. High School, CLCNWK0010
Mahala Espinoza	Alta Loma Jr. High School, CLCNWK0018
Yvette Gonzales	Jasper Elementary, CLCNWK0034
Andrea Gonzalez Cantillo	Alta Loma Elementary, CLCNWK0041
Brenda Gordon	Alta Loma Elementary, CLCNWK0014
Yvonne Jefferson	Hermosa Elementary, CLCNWK0003
Ewylsa Mainaky	Stork Elementary, CLCNWK0009
Deborah Martinez	Jasper Elementary, CLCNWK0043
April Masropian	Vineyard Jr. High School, CLCNWK0031
Desiree McCoy	Vineyard Jr. High School, CLCNWK0037
Ashley Moyer	Alta Loma Elementary, CLCNWK0021
Mercy Odell	Banyan Elementary, CLCNWK0044
Mercy Odell	Hermosa Elementary, CLCNWK0039
Rubiela Rodriguez	Vineyard Jr. High School, CLCNWK0030
Adriana Sepulveda	Carnelian Elementary, CLCNWK0004
Fatema Shamim	Deer Canyon Elementary, CLCNWK0017
Julie Smith	Stork Elementary, CLCNWK0011
Diana Surgent	Vineyard Jr. High School, CLCNWK0028
Elizabeth Taylor	Banyan Elementary, CLCNWK0002
Imas Teeter	Alta Loma Jr. High School, CLCNWK0013
Nicole Varner	Banyan Elementary, CLCNWK0022
Laurie Waldbey	Vineyard Jr. High School, CLCNWK0023

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CLASSIFIED PERSONNEL, continued

II. CHANGE OF STATUS, continued
(Change in site, position or hours)

Child Nutrition Worker Compensation Change from Range 20 to Range 25 Effective July 1, 2022, continued

NAME	SITE/CODE
Hannah Wells	Vineyard Jr. High School, CLCNWK0025
Kaitlin Wilson	Victoria Groves Elementary, CLCNWK0015

Maintenance Worker, Senior Compensation Change from Range 47 to Range 50 Effective July 1, 2022

NAME	SITE/CODE
David Clifton	DSC, CLMNWK0012
Gabriel Garcia	DSC, CLMNWK0008
Cory Nottingham	DSC, CLMNWK0007
Michael O'Brien	DSC, CLMNWK0006

Proctor Compensation Change from Range 13 to Range 16 Effective July 1, 2022

NAME	POSITION/SITE/CODE
Delia Aguilar	Carnelian Elementary, CLPCTR0301
Silvia Alcala	Vineyard Jr. High, CLPCTR0395
Tenessa Amador	Banyan Elementary, CLPCTR0321
Tannaz Amirian Tabrizi	Hermosa Elementary, CLPCTR0350
Michelle Anderson	Deer Canyon Elementary, CLPCTR0340
Suzanne Antcliff	Alta Loma Jr. High School, CLPCTR0313
Brittany Ascension	Banyan Elementary, CLPCTR0322
Breanna Baltazar	Banyan Elementary, CLPCTR0323
Sylvia Baltazar	Banyan Elementary, CLPCTR0321, CLPCTR0502
Tracy Banta	Jasper Elementary, CLPCTR0365
Jacqueline Barnes	Deer Canyon Elementary, CLPCTR0341
Johnny Beserra	Alta Loma Jr. High School, CLPCTR0317
Ferial Bisharat	Alta Loma Jr. High School, CLPCTR0316
Cathy Bock	Deer Canyon Elementary, CLPCTR0342
Jessica Bordes	Hermosa Elementary, CLPCTR0351, CLPCTR0352
Tracy Caldwell	Jasper Elementary, CLPCTR0360
Stephanie Cornejo	Vineyard Jr. High School, CLPCTR0394
Marie-Claire Diaz	Victoria Groves Elementary, CLPCTR0381

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CLASSIFIED PERSONNEL, continued

II. CHANGE OF STATUS, continued
(Change in site, position or hours)

Proctor Compensation Change from Range 13 to Range 16 Effective July 1, 2022, continued

NAME	SITE/CODE
Maria Cortez	Jasper Elementary, CLPCTR0361
Eden Flexen	Victoria Groves Elementary, CLPCTR0380
Olivia Gomez	Victoria Groves Elementary, CLPCTR0385
Yvette Gonzales	Jasper Elementary, CLPCTR0506
Crystal Hernandez	Alta Loma Elementary, CLPCTR0300
Pamela Hernandez	Jasper Elementary, CLPCTR0364
Heather Hill	Jasper Elementary, CLPCTR0229
Kristi Holmes	Deer Canyon Elementary, CLPCTR0344
Judith Jimenez	Deer Canyon Elementary, CLPCTR0345
Therese Keebaugh	Alta Loma Elementary, CLPCTR0302
Brittney Kidd	Hermosa Elementary, CLPCTR0353
Maria Liwanag	Alta Loma Jr. High School, CLPCTR0312
Tyler Lombardo	Alta Loma Elementary School, CLPCTR0304
Tina Marley	Stork Elementary, CLPCTR0372
Talitha Marquez	Carnelian Elementary, CLPCTR0311
Courtney Martin	Alta Loma Jr. High School, CLPCTR0314
Lidia Mayorga	Alta Loma Elementary, CLPCTR0363
Hannah Mendoza	Carnelian Elementary, CLPCTR0334
Angel Mintle	Hermosa Elementary, CLPCTR0354
Jodi Moran	Alta Loma Jr. High School, CLPCTR0310
Robert Nieves	Vineyard Jr. High School, CLPCTR0393
Lavada Perry	Hermosa Elementary, CLPCTR0355
Lavada Perry	Vineyard Jr. High School, CLPCTR0509
William Quinones	Alta Loma Elementary, CLPCTR0201
Virginia Rendon	Banyan Elementary, CLPCTR0324
Susan Rennison	Stork Elementary, CLPCTR0373, CLPCTR0507
Aja Richards	Victoria Groves Elementary, CLPCTR0382
Jeanne Rissinger	Jasper Elementary, CLPCTR0362
Rubiela Rodriguez	Hermosa Elementary, CLPCTR0505
Rebecca Romo	Stork Elementary, CLPCTR0371

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CLASSIFIED PERSONNEL, continued

II. CHANGE OF STATUS, continued
(Change in site, position or hours)

Proctor Compensation Change from Range 13 to Range 16 Effective July 1, 2022, continued

NAME	SITE/CODE
Michael Sambrano	Victoria Groves Elementary, CLPCTR0508
Kathleen San Pedro	Alta Loma Elementary, CLPCTR0305
Patricia Sanchez	Victoria Groves Elementary, CLPCTR0383
Pauline Sanchez	Stork Elementary, CLPCTR0370
Mary Ann Smith	Alta Loma Elementary, CLPCTR0306
Selene Snapp	Carnelian Elementary, CLPCTR0331
Amaya Soileau	Stork Elementary, CLPCTR0374
Joy Stekkinger	Carnelian Elementary, CLPCTR0332
Kesley Strohm	Deer Canyon Elementary, CLPCTR0504
David Sumlin	Vineyard Jr. High School, CLPCTR0392
Jody Taylor	Stork Elementary, CLPCTR0375
Jason Torrez	Alta Loma Jr. High School, CLPCTR0315
Arlene Trejo Garcia	Victoria Groves Elementary, CLPCTR0382
Shelly Vance	Victoria Groves Elementary, CLPCTR0385
Sherrie Wheeler	Banyan Elementary, CLPCTR0325
Jenny Young	Banyan Elementary, CLPCTR0320

Leave of Absence

NAME	EFFECTIVE	POSITION/SITE/CODE
Nesren Soliman	10/03/22 to 10/16/22	Instructional Aide, SNA, Banyan Elementary, CLAIDE0262

Return from Leave of Absence

NAME	EFFECTIVE	POSITION/SITE/CODE
None		

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
October 19, 2022

CLASSIFIED PERSONNEL, continued

III. CHANGE OF CALENDAR

NAME	EFFECTIVE	POSITION/SITE/CODE	CALENDAR
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None

IV. OTHER PERSONNEL
(Stipends & Limited Assignments)

NAME	EFFECTIVE	ASSIGNMENT
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None

V. RESIGNATIONS

NAME	EFFECTIVE	ASSIGNMENT
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Suzanna Anderson	10/14/22	Behavioral Health Therapist, DSC, CLAIDE0363
Nanilea Bendixen	10/14/22	ELO-P Activities/Enrichment Assistant, Banyan Elementary, CLCCRE0125
Jacqueline Sanchez	10/18/22	Instructional Aide, SNA, Stork Elementary, CLAIDE0288
Tarah Sakacs	10/21/22	Short Term Instructional Aide, Victoria Groves, CLAIDE0029

VI. TERMINATION OF EMPLOYMENT

NAME	EFFECTIVE	POSITION/SITE/CODE
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None

VII. CORRECTIONS

NAME	EFFECTIVE	CORRECTION
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None



Alta Loma
SCHOOL DISTRICT

Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent
From: ⚡ Eric Hart, Associate Superintendent
Date: October 19, 2022
Subject: Adopt Board Policy Related to Business and Noninstructional Operations

BACKGROUND: In order to keep Board Policies in compliance with applicable State and Federal laws, as well as to create consistency of format within all Board Policies, the District contracted with the California School Boards Association to facilitate the review and revision of all Board Policies.

Second Reading
BP 3514 – Environmental Safety

RATIONALE: This action will adopt the policy to be compliant with current State and Federal law and current practices.

FUNDING: There is no fiscal impact to this action.

RECOMMENDATION: Recommend the Board adopt the above listed Board Policy related to Business and Noninstructional Operations, as presented.

Alta Loma SD

Board Policy

Business and Noninstructional Operations

BP 3514

ENVIRONMENTAL SAFETY

The Board of Trustees recognizes its obligation to provide a safe and healthy environment at school facilities for students, staff, and community members. The Superintendent or designee shall regularly assess school facilities to identify environmental health risks and shall develop strategies to prevent and/or mitigate environmental hazards. They shall consider the proven effectiveness of various options, anticipated short-term and long-term costs and/or savings to the District, and the potential impact on staff and students, including the impact on student achievement and attendance.

Such strategies shall focus on maximizing healthy indoor air quality; monitoring the quality of outdoor air and adjusting outdoor activities as necessary; reducing exposure to vehicle emissions; minimizing exposure to lead and mercury; reducing the risk of unsafe drinking water; inspecting and properly abating asbestos; appropriately storing, using, and disposing of potentially hazardous substances; using effective least toxic pest management practices; reducing the risk of foodborne illness; and addressing any other environmental hazards identified during facilities inspections.

In developing strategies to promote healthy school environments, the Superintendent or designee may consult and collaborate with local environmental protection agencies, health agencies, water boards, and other community organizations.

The Superintendent or designee shall provide the District's maintenance and facilities staff, bus drivers, food services staff, teachers, and other staff as appropriate with professional development regarding their responsibilities in implementing strategies to improve and maintain environmentally safe and healthy schools.

The Superintendent or designee shall notify the Board, staff, parents/guardians, students, and/or governmental agencies, as appropriate, if an environmental hazard is discovered at a school site. The notification shall provide information about the District's actions to remedy the hazard and may recommend health screening of staff and students.



Superintendent's Memorandum

To: Board of Trustees

From: Dr. Sherry Smith, Superintendent

Date: October 19, 2022

Subject: Amend Board Policies Related to Instruction and Facilities

BACKGROUND: In order to keep Board Policies in compliance with applicable State and Federal laws, as well as to create consistency of format within all Board Policies, the District contracted with the California School Boards Association to facilitate the review and revision of all Board Policies.

Second Reading

BP 6170.1 – Transitional Kindergarten

BP 6173 – Education for Homeless Children

BP 7110 – Facilities Master Plan

BP 7150 – Site Selection And Development

RATIONALE: This action will amend the policies to be compliant with current State and Federal Law and current practices.

FUNDING: There is no fiscal impact to this action.

RECOMMENDATION: Recommend the Board amend the above listed Board Policies related to Instruction and Facilities, as presented.

Alta Loma SD

Board Policy

Instruction

BP 6170.1

TRANSITIONAL KINDERGARTEN

The Board of Trustees desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The TK program shall assist students in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The District's TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among District preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in the development, implementation, and evaluation of the District's TK program.

Eligibility

~~The District's TK program shall admit children whose fifth birthday is from September 2 through December 2. (Education Code 48000)~~

The District's TK program shall admit children as follows: (Education Code 48000):

- 1. For the 2021-22 school year, children whose fifth birthday is between September 2 through December 2***
- 2. For the 2022-23 school year, children whose fifth birthday is between September 2 and February 2***
- 3. For the 2023-24 school year, children whose fifth birthday is between September 2 and April 2***
- 4. For the 2024-25 school year, children whose fifth birthday is between September 2 and June 2***
- 5. For the 2025-26 school year, and in each school year thereafter, children who turn four by September 1***

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or childcare program. (Education Code 48000).

TRANSITIONAL KINDERGARTEN (continued)

Parents/guardians of eligible children shall be notified of the availability of the TK program and the age, residency, immunization, and any other enrollment requirements. Enrollment in the TK program shall be voluntary.

Upon request of a child's parents/guardians, the District may, on a case-by-case basis after the Superintendent or designee determines that it is in the child's best interest, admit into the District's TK program a child whose fifth birthday is on or before September 1 and who is therefore eligible for kindergarten.

At any time during the school year, the District may admit into the TK program a child whose fifth birthday is ~~after December 2 of that same school year~~ ***after the date specified for admittance for the applicable year as described above***, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. (Education Code 48000)

Curriculum and Instruction

The District's TK program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education. It shall be designed to facilitate students' development in essential skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

The Board shall establish the length(s) of the school day in the District's TK program. ~~TK programs may be maintained for different lengths of time either at the same or different school sites, as long as the school day is at least three hours but no more than four hours. The Superintendent or designee shall annually report to the California Department of Education as to whether the District's TK programs are offered full day, part day, or both. (Education Code 37202, 46111, 46117, 48003)~~ ***which shall be at least three hours but no more than four hours long except for TK students enrolled in expanded learning opportunity programs provided by the District pursuant to Education Code 46120. If the District has adopted an extended-day kindergarten, the length of the school day for the TK program may be different than the length of the school day for the kindergarten program either at the same or different school sites. The Superintendent or designee shall annually report to CDE as to whether the District's TK programs are offered full day, part day, or both. (Education Code 8973, 37202, 46111, 46115, 46117, 48003)***

TRANSITIONAL KINDERGARTEN (continued)

TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

The District shall maintain an average TK class enrollment of not more than 24 students for each school site. (Education Code 48000)

Staffing

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, 2020 **2023**, have at least 24 units in early childhood education and/or child development, comparable experience in a preschool setting, and/or a child development teacher permit issued by the CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children-, ***including, but not limited to, developing competencies in serving inclusive classrooms and dual language learners.***

The District shall, commencing with the 2022-23 school year, maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year. (Education Code 48000)

Continuation to Kindergarten

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

A student shall not attend more than two years in a combination of TK and kindergarten. (Education Code 46300)

TRANSITIONAL KINDERGARTEN (continued)

Assessment

The Superintendent or designee may develop or identify appropriate formal and/or informal assessments of TK students' development and progress. ~~He/she~~ ***The Superintendent or designee*** shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards ***and student preparedness for future education.***

Policy
adopted: June 6, 2018
amended:

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Instruction

BP 6173

EDUCATION FOR HOMELESS CHILDREN

The Board of Trustees desires to ensure that homeless students *believes that the identification of homeless students is critical to improving the educational outcomes of such students and ensuring that homeless students* have access to the same free and appropriate public education provided to other students within the District. The District shall provide homeless students with access to education and other services necessary for ~~these~~ *such* students to meet the same challenging academic standards as other students.

~~Homeless students shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way.~~

~~The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.~~

When there are at least 15 homeless students in the District or a District school, the District's Local Control and Accountability Plan (LCAP) shall include goals and specific actions to improve student achievement and other outcomes of homeless students. (Education Code 52052, 52060, **52064**)

~~At least annually, the Superintendent or designee shall report to the Board on outcomes for homeless students, which may include, but are not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, suspension/expulsion rates, and other outcomes related to any goals and specific actions identified in the LCAP. Based on the evaluation data, the District shall revise its strategies as needed to better support the education of homeless students.~~

The Superintendent or designee shall regularly review and recommend updates to District policies to ensure removal of any barriers to the education of homeless students and unaccompanied youth. Any such review shall address identification, enrollment, and retention of such students, including those barriers that are due to absences or outstanding fees or fines. (42 USC 11432)

The Superintendent or designee shall designate an appropriate staff person to serve as a liaison for homeless children and youths. The District liaison for homeless students shall fulfill the duties specified in 42 USC 11432 to assist in identifying and supporting homeless students to succeed in school.

The Superintendent or designee shall ensure that each District school identifies all homeless children and youths and unaccompanied youths enrolled at the school. (Education Code 48851)

EDUCATION FOR HOMELESS CHILDREN (continued)

To ensure easy identification of homeless students, the Superintendent or designee shall annually administer a housing questionnaire developed by the California Department of Education (CDE) to all parents/guardians of students and all unaccompanied youths. (Education Code 48851)

If the primary language of a student's parent/guardian or an unaccompanied youth is not English, either the housing questionnaire shall be made available in the primary language of the student's parent/guardian or the unaccompanied youth pursuant to Education Code 48985, or an appropriate translation of the housing questionnaire shall be provided upon request of a student's parent/guardian or an unaccompanied youth. (Education Code 48851)

In addition, the Superintendent or designee shall ensure that the District liaison's contact information and other information on homelessness, including, but not limited to, information regarding the educational rights and resources available to persons experiencing homelessness, are posted on the District and school websites as specified in the accompanying administrative regulation. (Education Code 48852.6)

The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.

Each homeless student shall be provided services that are comparable to services offered to other students in the school, including, but not limited to, transportation, educational programs for which the student meets the eligibility criteria (such as federal Title I services or similar state or local programs, programs for students with disabilities, and educational programs for English learners), career and technical education programs, programs for gifted and talented students, and school nutrition programs. (42 USC 11432)

Homeless students shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way. However, the Superintendent or designee may separate homeless students on school grounds as necessary for short periods of time for health and safety emergencies or to provide temporary, special, and supplementary services to meet the unique needs of homeless students. (42 USC 11432, 11433)

The Superintendent or designee shall ensure that information and/or materials for homeless students are provided in a manner and form understandable to the parents/guardians of homeless students and to unaccompanied youths.

EDUCATION FOR HOMELESS CHILDREN (continued)

Information about a homeless student's living situation shall be considered part of a student's educational record, subject to the Family Educational Rights and Privacy Act, shall not be deemed to be directory information as defined in 20 USC 1232g, and shall not be released without written consent. (42 USC 11432)

The Superintendent or designee shall coordinate with other agencies and entities to ensure that homeless children and youth are promptly identified, ensure that homeless students have access to and are in reasonable proximity to available education and related support services, and raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness. Toward these ends, the Superintendent or designee shall collaborate with local social services agencies, other agencies or entities providing services to homeless children and youth, and, if applicable, transitional housing facilities. In addition, the Superintendent or designee shall coordinate transportation, transfer of school records, and other interdistrict activities with other local educational agencies. As necessary, the Superintendent or designee shall coordinate, within the District and with other involved local educational agencies, services for homeless students and services for students with disabilities. (42 USC 11432)

At least annually, the District liaison and other appropriate staff shall participate in professional development and other technical assistance activities to assist them in identifying and meeting the needs of homeless students. Such professional development and technical assistance shall include, but are not limited to, training on the definitions of terms related to homelessness, the signs of homelessness, the steps that should be taken once a potentially homeless student is identified, and how to connect homeless students with appropriate housing and service providers. (Education Code 48852.5; 42 USC 11432)

The Superintendent or designee shall report to CDE the number of homeless children and youths and unaccompanied youths enrolled in the District as identified from the housing questionnaire described above. (Education Code 48851)

At least annually, the Superintendent or designee shall report to the Board on the identification of and outcomes for homeless students, which may include, but are not limited to, the housing questionnaire responses, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, suspension/expulsion rates, and other outcomes related to any goals and specific actions identified in the LCAP. Based on the evaluation data, the District shall revise its strategies as needed to more effectively identify and support the education of homeless students.

EDUCATION FOR HOMELESS CHILDREN (continued)**Transportation**

~~The District shall provide transportation for a homeless student to and from his/her school of origin when the student is residing within the District and the parent/guardian requests that such transportation be provided. If the student moves outside of District boundaries, but continues to attend his/her school of origin within this District, the Superintendent or designee shall consult with the Superintendent of the District in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)~~

Policy
adopted: November 1, 2006
amended: November 6, 2017

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Facilities

BP 7110(a)

FACILITIES MASTER PLAN

~~The Board of Trustees recognizes the importance of long-range planning for school facilities in order to help meet the changing needs of district students and to help ensure that resources are allocated in an efficient and effective manner. To that end, the Board directs the Superintendent or designee to develop and maintain a master plan for district facilities.~~

~~The plan shall describe the district's anticipated short and long-term facilities needs and priorities and shall be aligned with the district's educational goals.~~

~~The Superintendent or designee shall ensure that staff, parents/guardians, students, and business and community representatives are kept informed of the need for construction and modernization of facilities and of the district's plans for facilities. The Superintendent or designee may also establish a facilities committee that shall meet at regular intervals in order to give community members opportunities to provide input into the planning process. The committee may consult local governmental and state planning agencies in order to ensure compliance with local and state standards.~~

The Board of Trustees recognizes the importance of long-range planning for school facilities in order to address changes in student enrollment, teacher housing needs, and the District's educational program. The Superintendent or designee shall develop, for Board approval, a master plan for District facilities which describes the District's anticipated short- and long-term facilities needs and priorities.

Plan Development

The District's facilities master plan shall be based on an assessment of the condition and adequacy of existing facilities, a projection of future enrollments, and alignment of facilities with the District's vision for the instructional program.

To solicit broad input into the planning process, the Superintendent or designee may establish a facilities advisory committee consisting of staff, parents/guardians, and business, local government, and other community representatives. The Superintendent or designee shall ensure that the public is informed of the need for construction and modernization of facilities and of the District's plans for facilities.

At least 45 days prior to completion of any facilities plan that relates to the potential expansion of existing school sites or the necessity to acquire additional school sites, the Superintendent or designee shall notify and provide copies of the plan or any relevant and available information to the planning commission or agency of the city or county with land use jurisdiction within the dDistrict. (Government Code 65352.2)

FACILITIES MASTER PLAN (continued)

If the city or county commission or agency requests a meeting, the Superintendent or designee shall meet with them within 15 days following the notification. Items that the parties may discuss at the meeting include, but are not limited to, methods of coordinating planning with proposed revitalization efforts and recreation and park programs, options for new school sites, methods of maximizing the safety of persons traveling to and from the site, and opportunities for financial assistance. (Government Code 65352.2)

The master plan shall be regularly reviewed and updated as necessary to reflect changes in the educational program, existing facilities, finances, or demographic data.

Plan Components

The facilities master plan shall include:

- 1. A statement of purpose, including District goals, philosophy, and related policies*
- 2. A description of the planning process*
- 3. Demographics of the community, such as economic trends, migration patterns, employment base, residential base, socioeconomic makeup, historical school enrollments, and inventory of physical resources and needs*
- 4. A description of the educational program, such as grade-level organization, class size, staffing patterns, technology plans, special programs and support services, and other educational specifications*
- 5. Analysis of the safety, adequacy, and equity of existing facilities and potential for expansion, including the adequacy of classrooms, school cafeterias and food preparation areas, physical activity areas, playgrounds, parking areas, and other school grounds*
- 6. Site selection criteria and process*
- 7. Development of a capital planning budget and identification of potential funding sources*
- 8. Policy for reviewing and updating the plan*

Planning shall ensure that school facilities meet the following minimum standards: (5 CCR 14001)

- 1. Are aligned with the District's educational goals and objectives*
- 2. Provide for maximum site enrollment at school facilities*
- 3. Are located on a site that meets California Department of Education standards as specified in 5 CCR 14010*

FACILITIES MASTER PLAN (continued)

- 4. Are designed for the environmental comfort and work efficiency of the occupants*
- 5. Are designed to require a practical minimum of maintenance*
- 6. Are designed to meet Federal, State, and local statutory requirements for structure, fire, and public safety*
- 7. Are designed and engineered with flexibility to accommodate future need*

Plans for the design and construction of new school facilities shall also meet the standards described in 5 CCR 14030, the California Green Building Standards Code, Title 24, Part 11 of the California Code of Regulations ("CALGreen"), the Americans with Disabilities Act (ADA) pursuant to 42 USC 12101-12213, and any other requirements applicable to the funding source and type of project.

However, plans for residential housing, which includes any building used or intended to be used by the District as a personal residence by a teacher or employee of the District, is not considered to be a "school building" and does not require approval by the Department of General Services regarding earthquake safety and/or the ADA. (Education Code 17283.5; Government Code 4454.5)

To facilitate the efficient use of public resources when planning for new construction or modernization of school facilities, the District may consider designs that facilitate joint use of the facility with a local governmental agency, public postsecondary institution, or nonprofit organization.

Alta Loma SD

Board Policy

Facilities

BP 7150(a)

SITE SELECTION AND DEVELOPMENT

The Board of Trustees believes that a school site should serve the ~~d~~District's educational needs in accordance with the ~~d~~District's master plan as well as show potential for contributing to other community needs.

The Board recognizes the importance of community input in the site selection process. To this end, the Board will solicit community input whenever a school site is to be selected and shall provide public notice and hold public hearings in accordance with law.

The Superintendent or designee shall establish a site selection process which complies with law and ensures that the best possible sites are acquired and developed in a cost-effective manner.

Before acquiring property for a new school or an addition to an existing school site, the Board, **at public hearing**, shall **either** evaluate the property at a ~~public hearing~~ using state site selection standards ***specified in 5 CCR 14010 or, if a District advisory committee was appointed to evaluate the property, receive the committee's report of findings based on those standards.*** (Education Code 17211, 17251)

Environmental Impact Investigation for the Site Selection Process

The Superintendent or designee shall determine whether any proposed development project is subject to the requirements of the California Environmental Quality Act (CEQA) and shall ensure compliance with this Act ~~whenever so required~~ ***including any website posting requirements.*** When evaluating ~~d~~District projects, the CEQA guidelines shall be used.

Environmental review documents, including a draft environmental impact report, environmental impact report, negative declaration or mitigated negative declaration, and public notice of the preparation and availability of such documents, shall be posted on the District's website. (Public Resources Code 21082.1, 21092, 21092.2)


Agricultural Land

If the proposed site is in an area designated in a city, county, or city and county general plan for agricultural use and zoned for agricultural production, the Board shall determine all of the following: (Education Code 17215.5)

1. That the ~~d~~District has notified and consulted with the city, county, or city and county within which the prospective site is to be located
2. That the Board has evaluated the final site selection based on all factors affecting the public interest and not limited to selection on the basis of the cost of the land

3. That the ~~a~~**D**istrict shall attempt to minimize any public health and safety issues resulting from the neighboring agricultural uses that may affect students and employees at the site

Superintendent's Memorandum

To: Board of Trustees
From: Dr. Sherry Smith, Superintendent 
Date: October 19, 2022
Subject: Tie Votes in Board Member Elections

BACKGROUND: If a tie vote makes it impossible to determine either which of two or more candidates has been elected to the governing board or the term of office of a governing board member, the county superintendent of schools having jurisdiction shall so certify to the governing board. The governing board may either call a runoff election or determine the winner or winners by lot. Prior to conducting any school board election, the governing board of each school district shall establish which of such procedures is to be employed by the district in the event of a tie vote. (Education Code 5016)

RATIONALE: This action will determine whether a potential tie is to be resolved by lot or with a runoff election.

FUNDING: General Fund

RECOMMENDATION: Recommend the Board determine to resolve a potential tie of two or more Board candidates at the November 8, 2022 General Election, by lot procedure (attached) or by runoff election.



PROCEDURE FOR DETERMINING A WINNER (OR WINNERS) BY LOT

If a tie vote makes it impossible to determine either which of two or more candidates has been elected to the governing board or the term of office of a governing board member, the county superintendent of schools having jurisdiction shall so certify to the governing board. The Board of Trustees has decided to determine the winner, or winners, by lot. The President of the governing board shall immediately notify the candidates who received the tie votes of the time and place where lots shall be cast to determine the winner. (Education Code 5016).

The procedure to complete the process to determine the winner by lot will be as follows:

To determine who will draw first, using five plastic (white) chips, the superintendent will write the number 1 through 5 on one side of the chips. Tied-Candidates will draw in the same order as names appear on the ballot. If more than five candidates were involved in a tie, additional chips will be numbered and added as needed. The chips will then be placed in a box facedown to conceal the writing and so that they may appear as near alike as possible, and each of the persons aforesaid may draw one chip. The person drawing the chip with the number closest to the number "1" shall draw first, followed by other persons involved in the tie in order of the closeness of their chip number 1. The superintendent may appoint any person present to draw a chip for any affected person who fails to appear at the time specified in the notice.


After it has been determined who will draw first, the superintendent shall prepare as many chips as there are such persons involved, and write the letter "A" on as many chips as there are offices to be filled by lot, and leave the remaining chips blank. The chips will be placed in a box facedown to conceal the writing and so that they may appear as near alike as possible. After it has been determined who will draw first as described above, each of the persons involved may draw one chip from the box, and any person drawing a chip on which is written the letter "A" shall be deemed legally elected to the office in question. The superintendent may appoint any person present to draw a chip for any affected person who fails to appear at the time specified in the notice.

Board Approved: _____



Educational Services Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Chris Deegan, Associate Superintendent

Date: October 19, 2022

Subject: Approval of contract with Alta Loma Dance Academy, LLC

BACKGROUND: Quality enrichment opportunities play an important role in the Alta Loma School District's Expanded Learning Opportunity Program. These enrichments give students the opportunity to participate in activities that are of academic, social, emotional and physical interest to students but do not duplicate the school day. In addition to the enrichments provided by program staff it is the intent of the Legislature to include community partners that complement but does not replicate, learning activities during the regular school day.

RATIONALE: To provide students physical movement through dance from Alta Loma Dance Academy, LLC, a community partner in Alta Loma School District's Expanded Learning Opportunity Program – EXPLORE.

FUNDING: The cost to provide this opportunity for students enrolled in EXPLORE is not to exceed \$8,000. This is paid through restricted ELO-P State funding.

RECOMMENDATION: Recommend the Board enter into an agreement with Alta Loma Dance Academy, LLC for an amount not-to-exceed \$8,000, and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.

Prepared by: Cara Cerecerez, Director of Student Services



Educational Services Memorandum

To: Dr. Sherry Smith, Superintendent
From: CS Chris Deegan, Associate Superintendent
Date: October 19, 2022
Subject: Approval of contract with iWillHoop

BACKGROUND: Quality enrichment opportunities play an important role in the Alta Loma School District's Expanded Learning Opportunity Program. These enrichments give students the opportunity to participate in activities that are of academic, social, emotional and physical interest to students but do not duplicate the school day. In addition to the enrichments provided by program staff it is the intent of the Legislature to include community partners that complement but does not replicate, learning activities during the regular school day.

RATIONALE: To provide students physical movement through the sport of basketball through iWillHoop, a community partner in Alta Loma School District's Expanded Learning Opportunity Program – EXPLORE.

FUNDING: The cost to provide this opportunity for students enrolled in EXPLORE is not to exceed \$18,000. This is paid through restricted ELO-P State funding.

RECOMMENDATION: Recommend the Board enter into an agreement with iWillHoop for an amount not-to-exceed \$18,000, and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.


Prepared by: Cara Cerecerez, Director of Student Services



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: October 19, 2022

Subject: Public Disclosure of Receipt of Initial Proposal for Negotiations for the 2022-2023 School Year from the Alta Loma Educators Association

BACKGROUND: The District has received an initial proposal for negotiations.

RATIONALE: This Disclosure satisfies the legal requirements of Government Code Section 3547.5.

FUNDING: There is no financial impact to the District.

RECOMMENDATION: Recommend the Board accept the initial proposal for negotiations for the 2022-2023 school year from the Alta Loma Educators Association, as presented.

ALTA LOMA EDUCATORS ASSOCIATION

RE: INITIAL PROPOSAL FOR 2022-2023 SCHOOL YEAR NEGOTIATIONS

October 19, 2022


The Alta Loma Educators Association intends to enter negotiations with the Alta Loma School District for the 2022-2023 school year and will begin with the automatic reopeners of Article XX, Employee Compensation and Article XXI, Extracurricular and Special Assignments and Pay.



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: October 19, 2022

Subject: Public Disclosure of Preparation of Initial Proposal for Negotiations for the 2022-2023 School Year from the Alta Loma School District

BACKGROUND: The District has prepared an initial proposal for negotiations.

RATIONALE: This Disclosure satisfies the legal requirements of Government Code Section 3547.5.

FUNDING: There is no financial impact to the District.

RECOMMENDATION: Recommend the Board accept the initial proposal for negotiations for the 2022-2023 school year from the Alta Loma School District, as presented.



Human Resources

TO: Alta Loma Educators Association (ALEA)

FROM: Donna Carlson, Assistant Superintendent,
Human Resources

DATE: October 19, 2022

SUBJECT: Initial Proposal for 2022-2023 School Year Negotiations

The Alta Loma School District intends to enter negotiations with the Alta Loma Educators Association (ALEA) for the 2022-2023 school year. In addition to the automatic reopeners, Article XX, Employee Compensation and Article XXI, Extracurricular and Special Assignments and Pay, the District will also reopen Article V, Teaching Hours, and Article XXII, Teacher Supply Budget, during negotiations.


The District focus for Article V, Teaching Hours is to more clearly define the clause "required to remain until his/her professional duties are completed."

Article XXII, Teacher Supply Budget will be reopened to consider possible ways of expediting the use of Teacher Supply Budgets in the best interest of students.



Superintendent's Memorandum

To: Board of Trustees

From: Dr. Sherry Smith, Superintendent 

Date: October 19, 2022

Subject: Amend Board Policies related to Philosophy, Goals, Objectives and Comprehensive Plans and Students

BACKGROUND: In order to keep Board Policies and Bylaws in compliance with applicable State and Federal laws, as well as to create consistency of format within all Board Policies and Bylaws, the District contracted with the California School Boards Association to facilitate the review and revision of all Board Policies and Bylaws. District administration has reviewed and evaluated the following Board Bylaw:

First Reading

BP 0410 – Nondiscrimination in District Programs and Activities

BP 0450 – Comprehensive Safety Plan

BP 5141.21 – Administering Medication and Monitoring Conditions

BP 5141.52 – Suicide Prevention

RATIONALE: This action will amend the bylaws to be compliant with current State and Federal Law and current practices.

FUNDING: There is no fiscal impact to this action.

RECOMMENDATION: Recommend the Board amend the above listed Board Policies, as presented.

Alta Loma SD

Board Policy

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0410

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

The Board of Trustees is committed to *providing* equal opportunity for all individuals in ~~education~~. District programs, *and* activities. *District programs, activities*, and practices shall be free from *unlawful* discrimination, *including discrimination against an individual or group* based on race, color, ancestry, *nationality*, national origin, *immigration status*, ethnic group identification, *ethnicity*, age, religion, marital ~~or parental~~ status, *pregnancy, parental status*, physical or mental disability, sex, sexual orientation, gender, gender identity ~~or gender~~ expression, or genetic information; ~~the a~~ perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

~~Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the District's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, application form, or other recruitment materials distributed to these groups.~~

~~The District's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand and, when required by law, in a language other than English.~~

All individuals shall be treated equitably in the receipt of District and school services. Personally identifiable information collected in the implementation of any District program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the District shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Nondiscrimination In District Programs and Activities (continued)

The Superintendent or designee shall annually review District programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing District programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

All allegations of unlawful discrimination in District programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in the annual parental notification distributed pursuant to Education Code 48980 and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed by the district. The notification shall also be posted on the district's web site and social media and in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations as appropriate.

In addition, the annual parental notification shall inform parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the Superintendent or designee. (Education Code 234.7)

The District's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (*ADA*) and any implementing standards and/or regulations. *When structural changes to existing District facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.*

Nondiscrimination In District Programs and Activities (continued)

The Superintendent or designee shall ensure that the District provides *appropriate* auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, *assistive technologies or other modifications to increase accessibility to District and school websites*, notetakers, written materials, taped text, and Braille or large-print materials, ~~or other modification to increase accessibility to District and school communications~~. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program or meeting.

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the District's response to complaints and for complying with state and federal civil rights laws is hereby designated as the District's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to District programs, services, activities, or facilities.

Director of Human Resources

9390 Base Line Road

Alta Loma, CA 91701

(909) 484-5151

Policy
adopted: September 19, 2006
amended: September 6, 2017

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0450

COMPREHENSIVE SAFETY PLAN

The Board of Trustees recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior, and respect for others.

The school site council at each District school shall develop a Comprehensive School Safety Plan relevant to the needs and resources of that particular school. (Education Code 32281, 32286)

The School Safety Plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.

The Comprehensive Safety Plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the Comprehensive Safety Plans(s) in order to ensure compliance with State Law, Board Policy, and Administrative Regulation and shall approve the Plans(s) at a regularly scheduled meeting.

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Public Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

The Superintendent or designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

Policy
adopted: November 1, 2011
amended: December 1, 2018

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Students

BP 5141.21

ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS

The Board of Trustees believes that regular school attendance is critical to student learning and that students who need to take medication prescribed or ordered for them by their authorized health care providers should have an opportunity to participate in the educational program.

Any medication prescribed for a student with a disability who is qualified to receive services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973 shall be administered in accordance with the student's individualized education program or Section 504 services plan as applicable.

For the administration of medication to other students during school or school-related activities, the Superintendent or designee shall develop protocols which shall include options for allowing a parent/guardian to administer medication to ~~his/her~~ **their** child at school, designate other individuals to do so on ~~his/her~~ **their** behalf, and, with the ~~child's~~ **student's** authorized health care provider's approval, request the District's permission for ~~his/her child~~ **the student** to self-administer a medication or self-monitor and/or self-test for a medical condition. Such processes shall be implemented in a manner that preserves campus security, minimizes instructional interruptions, and promotes student safety and privacy.

The Superintendent or designee shall make available epinephrine auto-injectors at each school for providing emergency medical aid to any person suffering, or reasonably believed to be suffering, from an anaphylactic reaction. (Education Code 49414)

The Superintendent or designee shall make naloxone hydrochloride or another opioid antagonist available for emergency medical aid to any person suffering, or reasonably believed to be suffering, from an opioid overdose. (Education Code 49414.3)

Because of the conflict between state and federal law regarding the legality of medicinal cannabis, the Board prohibits the administration of medicinal cannabis to students on school grounds by parents/guardians or school personnel

In addition, the Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators, to design procedures or measures for addressing an emergency such as a public disaster or epidemic.

Administering Medication and Monitoring Health Conditions (continued)**Administration of Medication by School Personnel**

When allowed by law, medication prescribed to a student by an authorized health care provider may be administered by a school nurse or, when a school nurse or other medically licensed person is unavailable and the physician has authorized administration of medication by unlicensed personnel for a particular student, by other designated school personnel with appropriate training. School nurses and other designated school personnel shall administer medications to students in accordance with law, Board policy, administrative regulation, and, as applicable, the written statement provided by the student's parent/guardian and authorized health care provider. Such personnel shall be afforded appropriate liability protection.

The Superintendent or designee shall ensure that school personnel designated to administer any medication receive appropriate training and, as necessary, retraining from qualified medical personnel before any medication is administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and the proper documentation and storage of medication. Such trained, unlicensed designated school personnel shall be supervised by, and provided with immediate communication access to, a school nurse, physician, or other appropriate individual. (Education Code 49414, 49414.3, 49414.5, 49423, 49423.1)

The Superintendent or designee shall maintain documentation of the training and ongoing supervision, as well as annual written verification of competency of other designated school personnel.

Policy
adopted: September 19, 2006
amended: October 4, 2017

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Students

BP 5141.52

SUICIDE PREVENTION

The Board of Trustees recognizes that suicide is one of the leading causes of death among youth, ***prevention is a collective effort that requires community engagement***, and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. ~~To attempt~~ ***In an effort*** to reduce suicidal ***behavior***, ~~and its impact on students and families, and other trauma associated with suicide~~, the Superintendent or designee shall develop measures and strategies, ***practices, and supports*** for suicide prevention, intervention, and postvention.

~~In developing measures and strategies for use by the District~~ ***policy and procedures for suicide prevention, intervention, and postvention***, the Superintendent or designee ~~may~~ ***shall*** consult with school health professionals, school counselors, school psychologists, school social workers, administrators, other staff, parents/guardians, students, local health agencies, mental health professionals, and community organizations ***and community stakeholders, school-employed mental health professionals, suicide prevention experts, and, in developing policy for grades K-6, the county mental health plan. (Education Code 215)***

School and community stakeholders and school mental health professionals with whom the Superintendent or designee shall consult may include District and school administrators, school counselors, school psychologists, school social workers, school nurses, other staff, parents/guardians and caregivers, students, local health agencies, mental health professionals, community organizations, law enforcement, legal counsel, and/or the District's risk manager or insurance carrier. The Superintendent or designee may also collaborate with county and/or city governments in an effort to align District policy with any existing community suicide prevention plans.

~~Such~~ ***measures and strategies for suicide prevention, intervention, and postvention*** shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, ***interns***, school counselors, and others ~~District employees who interact with students in the secondary grades who interact with students, including, as appropriate, substitute teachers, coaches, expanded day learning staff, crossing guards, tutors, and volunteers~~
2. Instruction to students in problem-solving and coping. ***and resiliency*** skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others

SUICIDE PREVENTION (continued)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students
4. ***The review of materials and resources used in awareness efforts and communications to ensure they align with best practices for safe and effective messaging about suicide***
5. The provision of information to parents/guardians ***and caregivers*** regarding risk factors and warning signs of suicide, ***the severity of the suicide problem among youth, the District's suicide prevention curriculum, the District's suicide prevention policy and procedures***, basic steps for helping suicidal youth, ***the importance of communicating with appropriate staff if suicide risk is present or suspected, access to suicide prevention training***, and/or school and community resources that can help youth in crisis
6. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
7. Crisis intervention procedures for addressing suicide threats or attempts
8. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide
9. ***Establishment of District and/or school-site crisis intervention team(s) to ensure the proper implementation and review of this policy and other District practices related to the emotional and behavioral wellness of students, including, but not limited to, the oversight of mental health and suicide prevention training, collaboration with community mental health organizations, identification of resources and organizations that provide evidence-based treatment, collaboration to build community response, and compliance with Education Code 215***

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

SUICIDE PREVENTION (continued)

The Board shall ensure that measures and strategies for students in grades K-6 are age appropriate and delivered and discussed in a manner that is sensitive to the needs of young students. (Education Code 215)

If a referral is made for mental health or related services for a student in grade K-6 who is a Medi-Cal beneficiary, the Superintendent or designee shall coordinate and consult with the county mental health plan. (Education Code 215)

District employees shall act only within the authorization and scope of their credential or license. Nothing in this policy shall be construed as authorizing or encouraging District employees to diagnose or treat mental illness unless they are specifically licensed and employed to do so. (Education Code 215)

The Board shall review, and update as necessary, this policy at least every five years. The Board may, at its discretion, review the policy more frequently. (Education Code 215)

The Superintendent or designee shall periodically review District data pertaining to school climate and reports of suicidal ideation, attempts, or death to identify patterns or trends and make recommendations regarding program development.

The Superintendent or designee shall post this policy on the District's website, in a prominent location and in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)

Policy
adopted: September 6, 2017
amended:

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California



Superintendent's Memorandum

To: Board of Trustees
From: Dr. Sherry Smith, Superintendent *SS*
Date: October 19, 2022
Subject: Amend Board Bylaws related to Closed Session and Meeting Conduct

BACKGROUND: In order to keep Board Policies and Bylaws in compliance with applicable State and Federal laws, as well as to create consistency of format within all Board Policies and Bylaws, the District contracted with the California School Boards Association to facilitate the review and revision of all Board Policies and Bylaws. District administration has reviewed and evaluated the following Board Bylaw:

First Reading
BB 9100 – Organization
BB 9121 - President
BB 9321 – Closed Session
BB 9323 – Meeting Conduct

RATIONALE: This action will amend the bylaws to be compliant with current State and Federal Law and current practices.

FUNDING: There is no fiscal impact to this action.

RECOMMENDATION: Recommend the Board amend the above listed Board Bylaws, as presented.

Alta Loma SD

Board Bylaw

Board Bylaw

BB 9100

ORGANIZATION

Annual Organizational Meeting

The Board of Trustees shall hold an annual organizational meeting, ~~within the time limits prescribed by law.~~ *In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held within 15 days following the second Friday in December after the regular election. During all other years, the meeting may be held on any date in December, but no later than December 20th.* (Education Code 35143)

During any year in which a regular election is conducted, the Board, at the regular meeting held immediately prior to the second Friday in December, shall select the day and time of the organizational meeting. For any other year, the day and time of the organizational meeting shall be selected at the last regular meeting held immediately before the annual meeting. On behalf of the Board, the Superintendent shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the Superintendent shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president, vice president and a clerk from its members
2. Develop a schedule of regular meetings for the year
3. ~~Develop a Board calendar for the year~~

Election of Officers

The Board shall each year elect its entire slate of officers.

The election of Board officers shall be conducted during an open session of the annual organizational meeting.

Alta Loma SD

Board Bylaw

Board Bylaw

BB 9121(a)

PRESIDENT

At the annual organizational meeting, the Board of Trustees shall elect a president from among its members to provide leadership on behalf of the Board and the educational community it serves.

To ensure that Board Meetings are conducted in an efficient, transparent, and orderly manner The president shall ~~preside at all Board meetings. He/she shall:~~

1. *Call such meetings of the Board as they may deem necessary, giving notice as required by law* ~~Call the meeting to order at the appointed time~~
2. *Consult with the Superintendent or designee on the preparation of Board meeting agendas* ~~Announce the business to come before the Board in its proper order~~
3. *Call the meeting to order at the appointed time and preside over the meeting* ~~Enforce the Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act~~
4. *Announce the business to come before the Board in its proper order* ~~Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference~~
5. *Enforce the Board's bylaws related to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act* ~~Explain what the effect of a motion would be if it is not clear to every member~~
6. *Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference* ~~Restrict discussion to the question when a motion is before the Board~~
7. *Facilitate the Board's effective deliberation, ensuring that each Board member has an opportunity to participate in the deliberation and that the discussion remains focused* ~~Rule on issues of parliamentary procedure~~
8. *Rule on issues of parliamentary procedure* ~~Put motions to a vote, and state clearly the results of the vote~~
9. *Put motions to a vote, and clearly state the results of the vote* ~~Be responsible for the orderly conduct of all Board meetings~~

PRESIDENT (continued)

The president shall have the same rights as other members of the Board, including the right to discuss and vote on all matters before the Board.

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts and orders, ***and resolutions*** necessary to ***comply with legal requirements and*** carry out ~~state requirements and~~ the will of the Board
2. Consulting with the Superintendent or designee on the review of the Board's agendas prior to a Board meeting
3. Working with the Superintendent to ensure that Board members have necessary materials and information
4. ***Subject to Board approval, appointing and dissolving all committees*** ~~Calling such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law~~
5. ***In conjunction with the Superintendent or designee, r***Representing the ~~d~~-District as ***the Board's governance*** spokesperson, in ***communication with the media*** ~~conjunction with the Superintendent~~
6. ***Leading the Board's advocacy efforts to build support within the local community and at the state and national levels***

~~The president shall have the same rights as other members of the Board, including the right to move, second, discuss and vote on all questions before the Board.~~

When the president resigns or is absent or disabled, the vice president shall perform the president's duties. When both the president and vice president are absent or disabled, the clerk shall perform the president's duties.

Alta Loma SD

Board Bylaw

Board Bylaw

BB 9321(a)

CLOSED SESSION

The Board of Trustees *is committed to complying with state open meeting laws and modeling transparency in its conduct of District business.* ~~The Board may hold closed sessions only for purposes identified in law. The Board may~~ *shall* hold a closed session at any time during a regular, or special meeting, ~~or and during emergency meetings~~ *only for purposes authorized by law.* in accordance with law. (Government Code 54956.5, 54957.7, 54962)

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law and specified below. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

~~The agenda shall contain a brief general description of all closed session items to be discussed. (Government Code 54954.2)~~

In the open session preceding the closed session, ~~The Board shall disclose in open meeting the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)~~

After the closed session, the Board shall reconvene in open session before adjourning the meeting and, when applicable, shall publicly disclose any action taken in the closed session, the votes or abstentions thereon, and other disclosures specified below that are applicable to the matter being addressed. Such reports may be made in writing or orally at the location announced in the agenda for the closed session. (Education Code 32281; Government Code 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, the Superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the Superintendent or designee shall make the document available the next business day or when the necessary retyping is completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the Board president shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code 54957.1)

CLOSED SESSION (continued)***Confidentiality***

~~No agenda, notice, announcement, or report required by the Brown Act need identify any victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed. (Government Code 54961)~~

~~In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)~~

A Board member shall not disclose confidential information received in closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

(cf. 1340 – Access to District Records)

Personnel Matters

The Board may hold closed sessions ***under the “personnel exception”*** to consider the appointment, employment, ***performance*** evaluation of ~~performance~~, discipline, or dismissal of an employee. These sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 4115 - Evaluation/Supervision)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4215 - Evaluation/Supervision)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 4315 - Evaluation/Supervision)

The Board may also hold closed sessions to hear complaints or charges brought against an employee by another person ***or employee***, unless the employee ***who is the subject of the complaint*** requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of ~~his/her~~ ***the*** right to have the complaints or charges heard in open session if desired. This

CLOSED SESSION (continued)

notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 4112.9/4212.9/4312.9 – Employee Notifications)

The Board may hold closed sessions to discuss ~~a district~~ **an** employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to ~~public~~ **District** employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information. (Government Code 54954.5)

After the closed session, the Board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a District employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

(cf. 4117.7/4317.7 – Employment Status Reports)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the ***open meeting requirements of*** Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

CLOSED SESSION (continued)

(cf. 4140/4240/4340 – *Bargaining Units*)
 (cf. 4143/4243 – *Negotiations/Consultation*)
 (cf. 4143.1/4243.1 – *Public Notice - Personnel Negotiations*)

The Board may meet in closed session, *prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees to review the Board's position and/or instruct its* with the Board's designated representative(s) regarding employee salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, *and, for represented employees, any other matter within the statutorily provided scope of representation. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose* These closed sessions may include discussions of the ~~d~~District's available funds and funding priorities, but only insofar as they relate to providing instructions to the ~~d~~District's designated representative. *Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session.* (Government Code 54957.6)

(cf. 2121 – Superintendent's Contract)

~~Closed sessions shall be for the purpose of reviewing the Board's position and instructing the Board's designated representative. Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. (Government Code 54957.6)~~

~~For represented employees, the Board may also meet in closed session to hear any other matter within the statutorily provided scope of representation. (Government Code 54957.6)~~

~~For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)~~

The Board also may meet in closed session with a state conciliator ~~or a mediator~~ who has intervened in these proceedings *regarding any of the purposes enumerated in Government Code 54957.6.* (Government Code 54957.6)

Agenda items related to negotiations shall specify the name(s) of the ~~d~~District's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization

CLOSED SESSION (continued)

representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Approval of an agreement regarding labor negotiations with represented employees pursuant to Government Code 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

Matters Related to Students

~~The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, against a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49073-49079)~~

If a public hearing would lead to the disclosure of confidential student information, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. If a written request for open session is received from the parent/guardian or adult student, the meeting shall be public, except that any discussion at the meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session. (Education Code 35146, 48912, 49070)

(cf. 5117 - Interdistrict Attendance)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5125.3 - Challenging Student Records)

(cf. 5144 - Discipline)

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

CLOSED SESSION (continued)

Final action on a student matter deliberated in closed session shall be taken in open session and shall be a matter of public record. (Education Code 35146,48918)

(cf. 5125 - Student Records)

However, in taking final action, the Board shall not release any information in violation of student privacy rights provided in 20 USC 1232g or other applicable laws. In an expulsion or other disciplinary action, the cause for the disciplinary action shall be disclosed in open session, but the Board shall refer to the student number or other identifier and shall not disclose the student's name.

Security Matters

The Board may meet in closed session with the Attorney General, district attorney, ***District legal counsel***, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service, or to the public's right of access to public services or public facilities. ***Such discussion may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 if agreed to by a two-thirds vote of the Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present.*** (Government Code 54956.5, 54957)

(cf. 0450 - Comprehensive Safety Plan

(cf. 3515 - Campus Security)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 9323.2 – Actions by the Board)

~~The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)~~

Agenda items related to ***these*** security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

The Board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the Board shall report any action taken to approve the plan, but need not disclose the District's plan for tactical responses. (Education Code 32281)

CLOSED SESSION (continued)**~~Conference with Real Property Negotiator~~—*Real Property Negotiations***

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property by or for the district in order to grant its negotiator the authority regarding the price and terms of the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) ~~and~~ the property under negotiation, and ~~to specify the person(s) with whom the negotiator may negotiate.~~ *For purposes of real property transactions, negotiators may include members of the Board.* (Government Code 54956.8)

~~For purposes of real property transactions, negotiators may include members of the Board.~~
(Government Code 54956.8)

Agenda items related to real property negotiations shall specify the ~~ad~~District negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

When the Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closes session is held. If final approval rests with the other party to the negotiations, the Superintendent or designee shall disclose the fact of the approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the District of its approval. (Government Code 54957.1)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the Board's *District's* position in the ease *litigation*. For this purpose, "litigation" ~~includes~~*means* any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

CLOSED SESSION (continued)

Litigation is considered "pending" when any of the following circumstances exist: **(Government Code 54956.9)**

1. Litigation to which the ~~Board~~ **District** is a "party" has been initiated formally. (Government Code 54956.9(a)) ~~(d)(1))~~
2. A point has been reached where, in the Board's opinion based on the advice of *its* legal counsel **regarding** ~~and on the~~ "existing facts and circumstances", there is a "significant exposure to litigation" against the ~~d~~**District**, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(b)) ~~(d)(2), (3))~~
3. ~~Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(c))~~

~~"Existing facts and circumstances" authorizing a closed session pursuant to Government Code 54956.9(b) as described in item #2 above are limited to the following: (Government Code 54956.9)~~

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

1. ~~a.~~ Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiff(s) and which do not need to be disclosed.
2. b. Facts and circumstances including, but not limited to, an accident, disaster, incident or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiff(s), and which must be publicly disclosed before the closed session or specified on the agenda.
3. c. The receipt of a claim pursuant to the ~~For~~ **Government** Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

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

4. d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
5. e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the ~~d~~**District** official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. ***Such***

CLOSED SESSION (continued)

record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat of litigation on the victim's behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(e)(d)(4))

~~The above record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.~~

Before holding a closed session pursuant to ~~this section~~ ***the pending litigation exception***, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a)(d)(1), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the ~~d~~**D**istrict's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to—"pending litigation"—shall be described as a conference with legal counsel regarding "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties and case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) (d)(2) or (3) and shall specify the potential number of cases. When the ~~d~~**D**istrict expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(e) (d)(4) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information pursuant to items #2-5 ~~b-e~~ above. (Government Code 54954.5, ~~Government Code 54956.9(b)(3)(B-E)~~)

CLOSED SESSION (continued)

Following the closed session, the Board shall publicly report, as applicable: (Government Code 54957.1)

1. *Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.*
2. *Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the District's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.*
3. *Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.*

If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the District shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim *for the payment of tort liability losses, public liability losses, workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the District is a member.* ~~against a joint powers authority formed for the purpose of insurance pooling or self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability.~~ (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

(cf. 3320 - Claims and Actions Against the District)
(cf. 3530 - Risk Management/Insurance)

Following the closed session, the Board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

CLOSED SESSION (continued)

When the board of the ~~joint powers agency (JPA)~~ has so authorized and upon advice of ~~d~~District legal counsel, the Board may *also* meet in closed session in order to receive, discuss and take action concerning information obtained in a closed session of the ~~joint powers agency~~ ***JPA that has direct financial or liability implications for the District.*** During the district's ***Board's*** closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

~~The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)~~

Closed session agenda items related to ~~"Conference Involving a Joint Powers Agency"~~ ***conferences involving a JPA*** shall specify the ***name of the JPA, the*** closed session description used by the ~~joint powers agency JPA~~, and the name of the ***Board member representing the*** ~~d~~District ~~representative on the joint powers agency on the JPA~~ board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from Bureau of State Audits

Upon receipt of a confidential final draft audit report from the ~~Bureau of State Audits~~ ***California State Auditor's Office***, the Board may meet in closed session to discuss its response to that report. After public release of the report from the ~~Bureau of State Audits~~ ***California State Auditor's Office***, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the ~~Bureau of State Audits~~ ***California State Auditor's Office*** shall state ~~"Audit by Bureau of State Audits."~~ ***"Audit by California State Auditor's Office."*** (Government Code 54954.5)

Following the closed session, the Board shall publicly confirm that the report was reviewed and a response was prepared.

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

~~(cf. 6162.5—Student Assessment)~~

CLOSED SESSION (continued)

(cf. 6162.51 – State Academic Achievement Tests)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Following the closed session, the Board shall confirm that the assessment instruments were received. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

Alta Loma SD

Board Bylaw

Board Bylaw

BB 9323(a)

MEETING CONDUCT

Meeting Procedures

All Board of Trustees meetings shall begin on time and shall be guided by an agenda prepared ~~and delivered~~ in accordance with Board bylaws and posted and distributed in accordance *with* the Ralph M. Brown Act (open meeting requirements) and other applicable laws. ~~The agenda shall be delivered in advance to all Board members and to other persons upon request.~~

(cf. 9322 – Agenda/Meeting Materials)

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

(cf. 9121 – President)

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 9:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and may be adjourned to a later date.

(cf. 9320 – Meetings and Notices)

Quorum and Abstentions

~~A majority of the number of filled positions on the Board constitutes a quorum. (Education Code 5095, 35165)~~

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

(cf. 9323.2 – Actions by the Board)

~~Unless otherwise provided by law, affirmative votes by a majority of all the membership of the Board are required to approve any action under consideration, regardless of the number of members present. (Education Code 35164)~~

MEETING CONDUCT (continued)

Abstentions

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

(cf. 9270 0 Conflict of Interest)

Public Participation

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

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

1. The Board shall give members of the public an opportunity to address the Board **on any item of interest to the public that is within the subject matter jurisdiction of the Board**, either before or during the Board's consideration of ~~each the item. of business to be discussed at regular or special meetings.~~ (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda, members of the public may bring before the Board, at a regular meeting, matters that are not listed on the agenda. The Board ~~may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take~~ **no action or discussion any item not appearing on the posted agenda**, at that time except as allowed **authorized** by law. ~~The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board.~~ (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or ~~d~~ District staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board **members** or staff members may ask a question for clarification, make a brief announcement, or make a brief report on ~~his/her~~ **their** own activities. (Government Code 54954.2)

MEETING CONDUCT (continued)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

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

(cf. 9130 - Board Committees)

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

*In general, individual speakers shall ~~will~~ be allowed ~~five~~ **three** minutes to address the Board on each agenda or nonagenda item, and ~~T~~ the Board shall **will** limit the total time for public input on each item to 45 ~~20~~ minutes. **However, in exceptional circumstances when necessary to ensure full opportunity for public input,** ~~W~~ with Board consent, the **Board** president may **adjust** ~~increase or decrease~~ the time allowed for public presentation input, depending on the topic and the number of persons wishing to be heard. **And/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints.** ~~The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.~~*

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, **subject to the following conditions:**
 - a. If the topic would be more suitably addressed at a later time, the **Board** president may indicate the time and place when it should be presented.

MEETING CONDUCT (continued)

- b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3)
- c. In addition, the Board may not prohibit public criticism of district employees. **However, W** whenever a member of the public initiates specific complaints or charges against an *individual* employee, the Board president shall inform the complainant ***of the appropriate complaint procedure.*** ~~that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957.~~

(cf 1312.1 – Complaints Concerning District Employees)

(cf. 9321 – Closed Session Purposes and Agendas)

- 7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group ***or any conduct or statements that threaten the safety of any person(s) at the meeting*** shall be grounds for the ~~chair~~ ***president*** to terminate the privilege of addressing the Board. ~~The Board president shall also encourage the complainant to file a complaint using the appropriate district complaint procedure.~~

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

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

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cellphone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph or tape record open meetings ***make such recordings*** without causing a distraction.

(cf. 9324 – Board Minutes and Recordings)

MEETING CONDUCT (continued)

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

Bylaw
adopted: September 19, 2006
amended: January 16, 2008

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
 Board of Trustees Meeting 10/19/2022

02 Alta Loma School District						Fiscal Year:	2022
Purchase Order	Vendor	Description	Ln	Fu Rs	Y Goal Func Obj Sch Mgmt	Encumbered	
230820	CENTRAL RESTAURANT PRODUCTS	CN/ BUN PAN RACK	1	13-5310-0-0000-3700-4450-000-2CAF	Total	1,763.60	
230821	NO TEARS LEARNING INC.	SPECIAL ED	1	01-6500-0-5760-1110-4310-010-600M	Total	638.48	
230822	SOUTHWEST SCHOOL&OFFICE SUPPLY	Jasper Supplies (paper)	1	01-0000-0-0000-2700-4350-004-5501	Total	278.27	
230823	TEEN TRUTH	VJH / TEEN TRUTH BRACELETS	1	01-0000-0-0000-2700-4350-308-5501	Total	278.27	
230824	TOUCHMATH ACQUISITION LLC	SPECIAL ED	1	01-6500-0-5760-1110-4310-010-600M	Total	646.50	
230825	STAPLES ADVANTAGE	Warehouse/Bags	1	01-0000-0-0000-0000-9320-000	Total	646.50	
230826	GORM INC	Warehouse/Gloves	1	01-0000-0-0000-0000-9320-000	Total	150.73	
230827	SCHOOL NURSE SUPPLY INC.	Warehouse/Lotion	1	01-0000-0-0000-0000-9320-000	Total	150.73	
230828	HENRY SCHEIN INC	Warehouse/Health	1	01-0000-0-0000-0000-9320-000	Total	309.78	
230829	OFFICE & ERGONOMIC SOLUTIONS	FISCAL/ FURNITURE	1	01-0000-0-0000-7300-4350-720-2211	Total	309.78	
230830	STAPLES ADVANTAGE	FISCAL/OFFICE SUPPLIES	1	01-0000-0-0000-7300-4350-720-2211	Total	712.57	
230831	THE SAWDUST FACTORY	DC/FIELD TRIP	1	01-0000-0-1110-1000-5888-006-5109	Total	712.57	
230832	JARED EBERWEIN	HERM/ASSEMBLY	1	01-0000-0-1110-1000-5810-007-5109	Total	23.65	
230833	ABLENET INC	SPECIAL ED/LOWI #9	1	01-6500-0-5760-1110-4440-000-617C		23.65	
						354.59	
						354.59	
						759.25	
						759.25	
						173.15	
						173.15	
						972.00	
						972.00	
						899.00	
						899.00	
						544.14	

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
 Board of Trustees Meeting 10/19/2022

02 Alta Loma School District						Fiscal Year:	2023
Purchase Order	Vendor	Description	Ln	Fu Rs	Y Goal Func Obj Sch Mgmt	Encumbered	
230834	ORIGIN INSTRUMENTS CORPORATION	SPECIAL ED/LOWI #8	1	01-6500-0-5760-1110-4340-000-617C	Total	544.14	
					Total	282.55	
230835	MIRACLE RECREATION EQUIP CO	ALE-SPIRAL SLIDE	1	01-8150-0-0000-8110-4480-722-2076		7,860.58	
			2	01-8150-0-0000-8110-5631-722-2076	Total	5,940.00	
					Total	13,800.58	
230836	CDW GOVERNMENT LLC	ALE CAMERAS	1	01-8150-0-0000-8110-4480-001-2076	Total	41,750.88	
					Total	41,750.88	
230837	ESPECIAL NEEDS LLC	SPECIAL ED/LOWI #7	1	01-6500-0-5760-1110-4340-000-617C	Total	164.83	
					Total	164.83	
230838	LS & S LLC	SPECIAL ED/LOWI #6	1	01-6500-0-5760-1110-4340-000-617C	Total	292.50	
					Total	292.50	
230839	CINTAS CORPORATION	Cam/AED	1	01-0777-0-0000-2700-4450-002-2777	Total	1,830.67	
					Total	1,830.67	
230840	DEMCO INC	DC/LIBRARY	1	01-0000-0-1110-1000-4310-006-5501	Total	65.42	
					Total	65.42	
230841	QUALITY TELESERVICES	CAMERA INSTALLATION & DATA CAB	1	01-8150-0-0000-8110-4480-722-2076		3,681.82	
			2	01-8150-0-0000-8110-5810-722-2076	Total	10,360.00	
					Total	14,041.82	
230842	ODP BUSINESS SOLUTIONS LLC	SPECIAL ED	1	01-6500-0-5760-1120-4310-006-622S	Total	162.83	
					Total	162.83	
230843	PRO ED	SPECIAL ED	1	01-6500-0-5001-2100-5844-000-600S	Total	146.00	
					Total	146.00	
230844	PRO ED	SPECIAL ED	1	01-6500-0-5760-1110-5844-010-600M	Total	1,229.65	
					Total	1,229.65	
230845	N2Y LLC	SPECIAL ED	1	01-6500-0-5760-1110-5844-010-600M	Total	219.65	
					Total	219.65	

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02 Alta Loma School District

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Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
230846	STUDENT SUPPLY COMPANY	Student Store Supplies	1	01	-0000	-0	-0000	-2700	-4350	-002	-5109	137.92
												137.92
											Total	
230847	RAYMOND GEDDES & COMPANY INC	Student Store Supplies	1	01	-0000	-0	-0000	-2700	-4350	-002	-5109	320.23
											Total	320.23
230848	ALLERGY SINUS & ASTHMA	CONSULTANTA SERVICES	1	01	-0000	-0	-0000	-3140	-5810	-000	-6600	1,000.00
											Total	1,000.00
230849	CRAMER PAINTING INC	VJH-GYM PAINTING	1	01	-8150	-0	-0000	-8110	-5810	-000	-2076	30,700.00
											Total	30,700.00
230850	CALIFORNIA STATE UNIVERSITY	CONTRACT SERVICES	1	01	-3010	-0	-1110	-1000	-5810	-000	-526D	6,000.00
											Total	6,000.00
230851	CYBERGUYS/E-FILLIATE INC	HERM/HEADPHONES	1	01	-0000	-0	-1110	-1000	-4340	-007	-5777	865.12
											Total	865.12
230852	LEAVING THE VILLAGE	conference	1	01	-0000	-0	-0000	-2700	-5200	-001	-570D	750.00
			2	01	-0000	-0	-0000	-2700	-5200	-010	-570D	375.00
			3	01	-0000	-0	-0000	-2700	-5200	-002	-570D	375.00
			4	01	-0000	-0	-0000	-2700	-5200	-006	-570D	375.00
			5	01	-0000	-0	-0000	-2700	-5200	-007	-570D	750.00
			6	01	-0000	-0	-0000	-2700	-5200	-004	-570D	375.00
			7	01	-0000	-0	-0000	-2700	-5200	-005	-570D	375.00
			8	01	-0000	-0	-0000	-2700	-5200	-009	-570D	375.00
			9	01	-0000	-0	-0000	-2700	-5200	-303	-570D	375.00
			10	01	-0000	-0	-0000	-3110	-5200	-308	-570D	375.00
											Total	4,500.00
230853	LITERACY RESOURCES LLC	VG/ Curriculum Books	1	01	-0000	-0	-1110	-1000	-4210	-009	-570D	362.88
											Total	362.88
230854	ODP BUSINESS SOLUTIONS LLC	SPECIAL ED	1	01	-6512	-0	-5760	-1190	-4350	-000	-6512	164.85
											Total	164.85
230855	SUNSHINE GROWERS	M&O / GRNDS / OPEN SUPPLIES	1	01	-0000	-0	-0000	-8211	-4370	-000	-2095	5,000.00
											Total	5,000.00
230856	BERNARD FOOD INDUSTRIES INC	CN / SOUP MIX	1	13	-5310	-0	-0000	-3700	-4710	-000	-2CAF	748.44

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ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
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02 Alta Loma School District

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Fiscal Year: 2023	
												Total	Encumbered
													748.44
												Grand Total	132,012.53
												Fund 01	129,500.49
												Fund 13	2,512.04

Fund Summary:

Purchase Order Count: 37

The above Purchase Order(s) have been issued in accordance with the District's policies and procedures and are hereby recommended for approval.



 Authorized Agent

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ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 10/19/2022

02 Alta Loma School District

Fiscal Year: 2023

Transmittal Number: 23000171-0		Vendor			
Reference			Description		Amount
PO230193-016	SMART & FINAL		CC / SUPP OPEN,		509.73
PO230339-004	SMART & FINAL		DC / OPEN		199.81
			Total Payment Amount		709.54
			Transmittal Total		709.54
			Fund Summary:	Fund 01	709.54
Transmittal Number: 23000172-0 AUDIT		CALIFORNIA MATH FESTIVAL			
Reference			Description		Amount
PO230187-001			ED SVCS / FAMILY MATH FESTIVAL		3,260.00
			Total Payment Amount		3,260.00
			Transmittal Total		3,260.00
			Fund Summary:	Fund 01	3,260.00
Transmittal Number: 23000172-0		ANDERSON'S IT'S ELEMENTARY			
Reference			Description		Amount
PO230739-001			BAN/ Pencils		138.47
			Total Payment Amount		138.47
PO230655-001	ANTHEM SPORTS LLC		VJH / SPORTS EQUIPMENT		1,435.13
			Total Payment Amount		1,435.13
PO230771-001	CAL POLY POMONA FOUNDATION INC		Jasper / 1st Grade Field Trip		1,200.00
			Total Payment Amount		1,200.00
PV230159-001	CDW GOVERNMENT LLC				19,446.72
			Total Payment Amount		19,446.72
PO230746-001	DISPLAY SALES COMPANY		HERM/FLAGS		157.35
			Total Payment Amount		157.35
PO230808-001	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00
PO230808-002	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00
PO230808-003	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00
PO230808-004	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00
PO230808-005	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00
PO230808-006	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00
PO230808-007	FAGEN FRIEDMAN & FULFROST LLP		SPECIAL ED		235.00

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ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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Fiscal Year: 2023

Transmittal Number: 23000172-0					
Reference	Vendor	Description	Total Payment Amount	Amount	
PO230808-008	FAGEN FRIEDMAN & FULFROST LLP	SPECIAL ED		235.00	
				1,880.00	
PO230749-001	LA VERNE HERITAGE FOUNDATION	DC/FIELD TRIP		184.00	
			Total Payment Amount	184.00	
			Transmittal Total	24,441.67	
		Fund Summary:	Fund 01	4,994.95	
			Fund 21	19,446.72	
Transmittal Number: 23000173-0					
PO230738-001	ALPHAGRAPHICS 117	ED SVCS / WHITE ENVELOPES		466.26	
PO230768-001	ALPHAGRAPHICS 117	FISCAL SVCS/ WINDOW ENVELOPES		256.45	
		Total Payment Amount		722.71	
PO230635-001	CALIFORNIA SCHOOL BOARDS ASSOC	SUPERINTENDENT/ GAMUT online		6,330.00	
		Total Payment Amount		6,330.00	
PO230275-002	CHEROKEE WOOD PRODUCTS	M&O / OPEN SUPPLIES		15.62	
		Total Payment Amount		15.62	
PO230750-001	LA VERNE HERITAGE FOUNDATION	ALE/TK Field Trip		420.00	
		Total Payment Amount		420.00	
PV230158-001	PIMENTEL, JASMINE			259.01	
		Total Payment Amount		259.01	
		Transmittal Total		7,747.34	
		Fund Summary:	Fund 01	7,747.34	
Transmittal Number: 23000174-0					
PO230077-004	BAY ALARM COMPANY	M&O / MAINTENANCE AGREEMENT		2,084.54	
		Total Payment Amount		2,084.54	
PO230260-003	SO. CALIFORNIA GAS COMPANY	GAS / VJH		392.18	
PO230262-003	SO. CALIFORNIA GAS COMPANY	GAS / VG		38.46	
PO230270-003	SO. CALIFORNIA GAS COMPANY	GAS / STRK		78.16	

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ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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Transmittal Number: 23000174-0			
Reference	Vendor	Description	Amount
PO230325-003	SO. CALIFORNIA GAS COMPANY	GAS / JASP	54.50
PO230335-003	SO. CALIFORNIA GAS COMPANY	GAS / DSC	111.60
PO230341-003	SO. CALIFORNIA GAS COMPANY	GAS / DC	30.83
PO230345-003	SO. CALIFORNIA GAS COMPANY	GAS / CARN	72.88
PO230348-003	SO. CALIFORNIA GAS COMPANY	GAS / BAN	113.77
PO230355-003	SO. CALIFORNIA GAS COMPANY	GAS / ALJH	282.51
PO230364-003	SO. CALIFORNIA GAS COMPANY	GAS / ALE	142.68
Total Payment Amount			1,317.57
PO230326-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / JASP	14,061.34
PO230331-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / HERM	1,748.15
PO230336-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / DSC	8,848.52
PO230342-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / DC	12,548.34
PO230346-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / CARN	11,074.28
PO230356-005	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / ALJH	483.82
PO230356-006	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / ALJH	6,640.98
PO230369-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / ALE	3,740.42
PO230370-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / VJH	7,610.19
PO230371-003	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / VG	9,925.37
PO230372-005	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / STRK	3,906.54
PO230372-006	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / STRK	4,052.36
Total Payment Amount			84,640.31
Transmittal Total			88,042.42
Fund Summary:		Fund 01	88,042.42
Transmittal Number: 23000175-0 AUDIT			
PO230598-002	GO ARCHITECTS INC	ADMIN SERVICES/HVAC UPGRADES	10,907.50
Total Payment Amount			10,907.50
Transmittal Total			10,907.50
Fund Summary:		Fund 01	10,907.50
Transmittal Number: 23000175-0			
PO230598-001	GO ARCHITECTS INC	ADMIN SERVICES/HVAC UPGRADES	10,907.50
PO230598-003	GO ARCHITECTS INC	ADMIN SERVICES/HVAC UPGRADES	12,389.75
Total Payment Amount			23,297.25

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Transmittal Number: 23000175-0

	Transmittal Total
	23,297.25
Fund Summary:	Fund 01
	23,297.25

Transmittal Number: 23000176-0

Reference	Vendor	Description	Amount
PO230761-001	SCHOOL LIFE	BAN/BRAG TAGS	782.08
		Total Payment Amount	782.08
PO230204-003	SPARKLETTS	HERM/BOTTLED WATER SERVICE	123.30
PO230351-003	SPARKLETTS	ALJH / Bottled Water	55.95
		Total Payment Amount	179.25

PO230546-001 STARFALL EDUCATION FOUNDATION

PO230735-001 STARFALL EDUCATION FOUNDATION

DC / ONLINE SUBSCRIPTION 355.00

STRK / Starfall Renewal 22-23 355.00

Total Payment Amount 710.00

PO230333-003 STERICYCLE INC

DISTRICT SUPPORT / SHREDDING S 133.07

Total Payment Amount 133.07

	Transmittal Total
	1,804.40
Fund Summary:	Fund 01
	1,804.40

Transmittal Number: 23000177-0 AUDIT

PO230792-003 TILDEN-COIL CONSTRUCTORS INC

CONSTRUCTION MANAGEMENT 35,764.00

PO230792-004 TILDEN-COIL CONSTRUCTORS INC

CONSTRUCTION MANAGEMENT 54,567.37

Total Payment Amount 90,331.37

	Transmittal Total
	90,331.37
Fund Summary:	Fund 21
	90,331.37

Transmittal Number: 23000178-0

PO230511-003 SOUTHWEST SCHOOL&OFFICE SUPPLY

18.69

PO230542-004 SOUTHWEST SCHOOL&OFFICE SUPPLY

349.10

PO230542-005 SOUTHWEST SCHOOL&OFFICE SUPPLY

39.60

Total Payment Amount 407.39

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ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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Transmittal Number: 23000178-0			
Reference	Vendor	Description	Amount
PO230693-001	TFD UNLIMITED LLC	TECHNICAL SUPPLIES	242.44
PO230694-001	TFD UNLIMITED LLC	ALE/Headphones	377.13
		Total Payment Amount	619.57
PO230767-001	TOTAL SAFETY SOLUTIONS LLC	contracted services	4,000.00
PO230767-002	TOTAL SAFETY SOLUTIONS LLC	contracted services	1,190.00
		Total Payment Amount	5,190.00
PO230283-001	ULINE	M&O / OPEN / SUPPLIES	812.22
PO230283-002	ULINE	M&O / OPEN / SUPPLIES	547.81
		Total Payment Amount	1,360.03
PO230057-003	UPLAND SPINE & REHAB	DMV TESTING / OPEN PURCHASE OR	75.00
PO230057-004	UPLAND SPINE & REHAB	DMV TESTING / OPEN PURCHASE OR	75.00
		Total Payment Amount	150.00
PO230417-001	WESTERN HEALTH	SPECIAL ED/CONSULTANT SERVICES	1,750.00
PO230417-002	WESTERN HEALTH	SPECIAL ED/CONSULTANT SERVICES	1,750.00
PO230417-003	WESTERN HEALTH	SPECIAL ED/CONSULTANT SERVICES	1,750.00
PO230417-004	WESTERN HEALTH	SPECIAL ED/CONSULTANT SERVICES	1,750.00
PO230417-005	WESTERN HEALTH	SPECIAL ED/CONSULTANT SERVICES	1,750.00
		Total Payment Amount	8,750.00
		Transmittal Total	16,476.99
Transmittal Number: 23000179-0 AUDIT		Fund Summary:	Fund 01
PV230161-001	U S BANK		
		Total Payment Amount	3,300.89
		Transmittal Total	3,300.89
Transmittal Number: 23000180-0 AUDIT		Fund Summary:	Fund 01
PO230792-005	TILDEN-COIL CONSTRUCTORS INC	CONSTRUCTION MANAGEMENT	90,107.00
PO230792-006	TILDEN-COIL CONSTRUCTORS INC	SERVIC	61,354.34
		CONSTRUCTION MANAGEMENT	
		SERVIC	

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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02 Alta Loma School District

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Transmittal Number: 23000181-0

Reference	Vendor	Description	Total Payment Amount	Amount
PO230113-001	DAVE BANG & ASSOCIATES INC	M&O /JASPER REPLACEMENT BENCHE		803.82
		Total Payment Amount		803.82
PO230531-001	FOOTHILL VACUUM&JANITORIAL INC	VG / OPEN Foothill Vacuum		289.85
		Total Payment Amount		289.85
PO230098-001	FORD OF UPLAND	TRANSPORTATION/ OPEN PURCHASE		3,448.09
		Total Payment Amount		3,448.09
PO230669-001	J & G ADVERTISING SPECIALTIES	HERM/CUST SHIRTS		98.05
		Total Payment Amount		98.05
PO230823-001	TEEN TRUTH	VJH / TEEN TRUTH BRACELETS		600.00
		Total Payment Amount		600.00
		Transmittal Total		11,291.32
		Fund Summary: Fund 01		11,291.32
Transmittal Number: 23000182-0				
PO230374-003	T-MOBILE	M&O / CELL PHONE SERVICE		17.62
PO230653-003	T-MOBILE	NURSE / CELL PHONE SERVICE		34.77
PO230707-003	T-MOBILE	CHILD CARE / CELL PHONE SERVIC		79.29
		Total Payment Amount		131.68
PO230765-001	TEACHTOWN- A DIVISION OF	SPECIAL ED		199.00
		Total Payment Amount		199.00
		Transmittal Total		330.68
		Fund Summary: Fund 01		330.68
Transmittal Number: 23000184-0 AUDIT				
PO230622-004	GO ARCHITECTS INC	ARCHITECTURE SERVICES FOR MEA		10,619.43
		Total Payment Amount		10,619.43
		Transmittal Total		10,619.43

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ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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02 Alta Loma School District

Transmittal Number: 23000184-0 AUDIT

Fund Summary:		Fund 21	10,619.43
Transmittal Number: 23000185-0	Vendor	Description	Amount
PO230292-007	RBM LOCK & KEY SERVICE	M&O / OPEN SUPPLIES	12.89
PO230292-008	RBM LOCK & KEY SERVICE	M&O / OPEN SUPPLIES	10.78
PO230292-009	RBM LOCK & KEY SERVICE	M&O / OPEN SUPPLIES	6.44
		Total Payment Amount	30.11
PO230640-001	SCHOOL SERVICES OF CALIF INC	ADMIN SVCS /Advanced Collectiv	275.00
		Total Payment Amount	275.00
PO230373-002	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / BAN	5,532.58
		Total Payment Amount	5,532.58
PO230791-001	STARFALL EDUCATION FOUNDATION	SPECIAL ED	195.00
		Total Payment Amount	195.00
		Transmittal Total	6,032.69
Fund Summary:		Fund 01	6,032.69
Transmittal Number: 23000186-0			
PO230068-003	J & G ADVERTISING SPECIALTIES	M&O / PRINTING SERVICES FOR SH	142.61
PO230629-001	J & G ADVERTISING SPECIALTIES	DC/SHIRTS	206.82
		Total Payment Amount	349.43
PO230025-005	KC SERVICES	TRANSPORTATION / BUS AND FLEET	546.00
		Total Payment Amount	546.00
PO230422-007	MAXIM HEALTHCARE STAFFING	SPECIAL ED	2,488.32
PO230422-008	MAXIM HEALTHCARE STAFFING	SPECIAL ED	4,469.28
PO230422-009	MAXIM HEALTHCARE STAFFING	SPECIAL ED	2,030.88
		Total Payment Amount	8,988.48
PO230094-001	MODERN IRRIGATION	M&O / GRNDS / OPEN SUPPLIES	1,426.81
		Total Payment Amount	1,426.81
PO230594-001	SCHOOL SERVICES OF CALIF INC	ADMIN SVCS /Attendance Account	275.00
		Total Payment Amount	275.00

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Transmittal Number: 23000186-0

	Transmittal Total
	11,585.72
Fund Summary:	Fund 01
	11,585.72

Transmittal Number: 23000187-0 AUDIT

Reference	Vendor
PO230706-001	THOMPSON PLUMBING SUPPLY

Description	Amount
M&O / PRESSURE VALVE	5,670.15
Total Payment Amount	5,670.15

	Transmittal Total
	5,670.15
Fund Summary:	Fund 01
	5,670.15

Transmittal Number: 23000187-0

PO230287-005	THOMPSON PLUMBING SUPPLY
PO230287-006	THOMPSON PLUMBING SUPPLY
PO230706-002	THOMPSON PLUMBING SUPPLY

M&O / OPEN SUPPLIES	844.88
M&O / OPEN SUPPLIES	(15.69)
M&O / PRESSURE VALVE	(105.24)
Total Payment Amount	723.95

	Transmittal Total
	723.95
Fund Summary:	Fund 01
	723.95

Transmittal Number: 23000188-0 AUDIT

PO230483-001	HI-LINE MUSIC
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BAND INSTRUMENTS	10,849.24
Total Payment Amount	10,849.24

PV230164-001	U S BANK
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1,938.34	1,938.34
Total Payment Amount	1,938.34

	Transmittal Total
	12,787.58
Fund Summary:	Fund 01
	12,787.58

Transmittal Number: 23000188-0

PO230740-001	APPLE INC
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SPECIAL ED	2,025.86
Total Payment Amount	2,025.86

PO230660-001	ASCD
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Superintendent / ASCD Membersh	95.90
Total Payment Amount	95.90

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 10/19/2022

Fiscal Year: 2023

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Transmittal Number: 23000188-0

Reference	Vendor	Description	Amount
PO230107-007	BUG X PEST CONTROL	M&O / EXTERMINATOR SERVICES	275.00
PO230107-008	BUG X PEST CONTROL	M&O / EXTERMINATOR SERVICES	275.00
PO230107-009	BUG X PEST CONTROL	M&O / EXTERMINATOR SERVICES	300.00
PO230107-010	BUG X PEST CONTROL	M&O / EXTERMINATOR SERVICES	275.00
PO230107-011	BUG X PEST CONTROL	M&O / EXTERMINATOR SERVICES	275.00
		Total Payment Amount	1,400.00
PO230189-003	CDW GOVERNMENT LLC	HERM/PRINTER	477.59
PO230462-003	CDW GOVERNMENT LLC	CDWG Open IT Supplies	37.36
PO230642-002	CDW GOVERNMENT LLC	VJH / COLOR PRINTER	477.59
		Total Payment Amount	992.54
PO230071-012	CINTAS CORPORATION	TRANSPORTATION / OPEN PO LAUNDR	49.40
PO230071-013	CINTAS CORPORATION	TRANSPORTATION / OPEN PO LAUNDR	51.90
		Total Payment Amount	101.30
PO230415-001	COMMUNICAID INC	SPECIAL ED/CONSULTANT SERVICE	450.00
		Total Payment Amount	450.00
PO230446-001	EMPIRE LASER INC	FISCAL SERVICES / PRINTER REPA	159.00
		Total Payment Amount	159.00
PO230686-001	HUMANWARE USA INC	Braille Note Touch Plus	278.45
		Total Payment Amount	278.45
		Transmittal Total	5,503.05
		Fund Summary:	Fund 01
			5,503.05
		Total Payment Amount	143.79
		Total Payment Amount	38.69
			38.69
			86.79
			57.00

Transmittal Number: 23000189-0

PV230172-001	CARDENAS, GERMAN
PV230173-001	CARDENAS, GERMAN
PV230165-001	CHI, LARRY
PV230174-001	DURAN, ALMA RAYGOZA
PV230175-001	DURAN, ALMA RAYGOZA

BEST NET CONSORTIUM
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02 Alta Loma School District

Fiscal Year: 2023

Transmittal Number: 23000189-0

Reference	Vendor	Description	Total Payment Amount	Amount
PV230176-001	GILLILAND, ANGELA C		143.79	43.30
				43.30
PV230167-001	HUYNH, PATTY		134.51	
PV230168-001	HUYNH, PATTY		218.25	
			352.76	
PV230177-001	KOPP, ALEXANDRA		373.66	
			373.66	
PV230166-001	OBAID, HADEEL		67.86	
			67.86	
PV230180-001	PASILLAS, ERIN		130.00	
			130.00	
PV230163-001	RICHMEIER, MICHELE		87.84	
			87.84	
PV230178-001	RODRIGUEZ, JOSEPH		113.13	
			113.13	
PV230182-001	ROGERS, JEMMA		62.32	
			62.32	
PV230181-001	STEELY, NICOLE		53.86	
			53.86	
PV230170-001	VANDEGRIFT, JENNIFER		62.34	
PV230171-001	VANDEGRIFT, JENNIFER		301.35	
			363.69	
PV230169-001	VEESER, EMILY		156.28	
			156.28	
PV230179-001	VIOLET, NATALIE		123.13	
			123.13	

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Transmittal Number: 23000189-0

Transmittal Total	2,254.10
Fund Summary: Fund 01	2,254.10

Transmittal Number: 23000190-0 AUDIT

Reference Vendor
 PO230709-001 BELL ROOF COMPANY

Description	Amount
2021-22-04 Hermosa Modernizat	46,725.75
Total Payment Amount	46,725.75

Transmittal Total	46,725.75
Fund Summary: Fund 21	46,725.75

Transmittal Number: 23000191-0

PO230710-001 CG ACOUSTICS INC.

2021-22-04 Hermosa Modernizat	9,975.00
Total Payment Amount	9,975.00

Transmittal Total	9,975.00
Fund Summary: Fund 21	9,975.00

Transmittal Number: 23000192-0 AUDIT

PO230711-001 CONTINENTAL PLUMBING

2021-22-04 Hermosa Modernizat	71,446.70
Total Payment Amount	71,446.70

Transmittal Total	71,446.70
Fund Summary: Fund 21	71,446.70

Transmittal Number: 23000193-0 AUDIT

PO230713-001 FLOORED TILE & STONE

2021-22-04 Hermosa Modernizat	3,095.10
Total Payment Amount	3,095.10

Transmittal Total	3,095.10
Fund Summary: Fund 21	3,095.10

Transmittal Number: 23000194-0 AUDIT

PO230714-001 GIANT SERVICES INC

2021-22-04 Hermosa Modernizat	36,545.03
Total Payment Amount	36,545.03

BEST NET CONSORTIUM
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Transmittal Number: 23000194-0 AUDIT

	Transmittal Total	36,545.03
Fund Summary:	Fund 21	36,545.03

Transmittal Number: 23000195-0 AUDIT

Reference Vendor
PO230716-001 JANUS CORPORATION

Description	Amount
2021-22-04 Hermosa Modernizat	61,544.80
Total Payment Amount	61,544.80

	Transmittal Total	61,544.80
Fund Summary:	Fund 21	61,544.80

Transmittal Number: 23000196-0 AUDIT

PO230717-001 K&Z CABINET CO INC

2021-22-04 Hermosa Modernizat	12,539.62
Total Payment Amount	12,539.62

	Transmittal Total	12,539.62
Fund Summary:	Fund 21	12,539.62

Transmittal Number: 23000197-0

PO230719-001 SIMMONS & WOOD INC.

2021-22-04 Hermosa Modernizat	3,050.45
Total Payment Amount	3,050.45

	Transmittal Total	3,050.45
Fund Summary:	Fund 21	3,050.45

Transmittal Number: 23000198-0

PO230721-001 SPEC CONSTRUCTION CO. INC

2021-22-04 Hermosa Modernizat	20,087.75
Total Payment Amount	20,087.75

	Transmittal Total	20,087.75
Fund Summary:	Fund 21	20,087.75

Transmittal Number: 23000199-0 AUDIT

PO230720-001 SPEC CONSTRUCTION CO. INC

2021-22-04 Hermosa Modernizat	118,705.83
Total Payment Amount	118,705.83

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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02 Alta Loma School District

Transmittal Number: 23000199-0 AUDIT

118,705.83

Transmittal Total

118,705.83

Fund Summary: Fund 21

Transmittal Number: 23000200-0

Reference Vendor
 PO230725-001 WEST-TECH MECHANICAL INC

Description

2021-22-04 Hermosa Modernizati
 Total Payment Amount

Amount
 10,292.30
 10,292.30

10,292.30

Transmittal Total

10,292.30

Fund Summary: Fund 21

Transmittal Number: 23000201-0

PO230798-002 GRANITE TELECOMMUNICATIONS LLC

stork / telephone service

Total Payment Amount

589.50
 589.50

PO230230-003 MCI A VERIZON COMPANY

UTILITIES / PHONES LINES

Total Payment Amount

6.68
 6.68

PO230788-001 SCHOLASTIC INC

READING BOOKS

Total Payment Amount

858.56
 858.56

PO230817-001 SCHOOL NURSE SUPPLY INC.

BAN/HEALTH OFFICE

Total Payment Amount

37.21
 37.21

PO230762-001 SCHOOL SPECIALTY LLC

ALJH / Art Supplies

Total Payment Amount

106.90
 106.90

PO230542-006 SOUTHWEST SCHOOL&OFFICE SUPPLY

BAN / OPEN-INSTRUCTIONAL SUPPL

Total Payment Amount

80.81
 80.81

1,679.66

Transmittal Total

1,679.66

Fund Summary: Fund 01

Transmittal Number: 23000203-0

PO230453-003 SYSCO LOS ANGELES INC

CN /Grocery Products

Total Payment Amount

8,609.66
 8,609.66

BEST NET CONSORTIUM
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02 Alta Loma School District

Transmittal Number: 23000203-0

Transmittal Total
8,609.66

Fund Summary: Fund 13
8,609.66

Transmittal Number: 23000204-0	Vendor	Description	Amount
PO230598-004	GO ARCHITECTS INC	ADMIN SERVICES/HVAC UPGRADES	3,050.00
PO230598-005	GO ARCHITECTS INC	ADMIN SERVICES/HVAC UPGRADES	12,389.75
		Total Payment Amount	15,439.75

Transmittal Total
15,439.75

Fund Summary: Fund 01
15,439.75

Payment Count: 93 Transmittal Count: 37 Grand Total:
918,953.04

The above Payable transactions have been issued in accordance with the District's policies and procedures.
It is recommended that the Board of Trustees approve them.



Authorized Agent