

ALTA LOMA SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, February 15, 2023
6:00 pm

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

Motion
1st 2nd App

A. OPEN SESSION

B. CALL TO ORDER AND ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. 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 3 minutes per individual.

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

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

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

Action

E. ADOPTION OF AGENDA

Action

F. APPROVAL OF MINUTES

2/1/23 (pp. 1-6)

G. RECOGNITIONS AND PRESENTATIONS

An opportunity to honor students, employees, and community members for outstanding achievement. Information regarding district events is also available at each meeting.

1. Student Presentation – Alta Loma Elementary
2. Transitional Kindergarten Information Presentation
3. CBOC Final Annual Report

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from Adriana Mohler at (909) 484-5151, Extension 102003, by FAX (909) 484-5155 or email at amohler@alsd.org. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting. Documents supporting agenda items are available for public inspection at the Alta Loma School District Support Center, 9390 Base Line Road and on the District website at www.alsd.k12.ca.us.

H. WRITTEN COMMUNICATIONS

Documents addressed to board members as communications during a Board of Education meeting are defined as letters from parents or community members regarding issues within the jurisdiction of authority of the Board of Education; information or reports from professional organizations; i.e., CSBA, SBCSBA, etc.; letters or reports from other public agencies; letters or reports from legislators; or letters or reports from district schools or staff.

1. The Citizens' Bond Oversight Committee (CBOC) Final Annual Report 2021-22 is presented for the Board's information. There was a CBOC meeting held on November 14, 2022 to present the Annual Performance and Financial Audit Report to the members of the Citizens' Bond Oversight Committee. (pp. 7-25)

I. PUBLIC COMMENT

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

J. PUBLIC HEARING

None.

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 & 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
 - a. STEM Fairs
 - b. Festival of the Arts 3/11/23 @ VJH
 - c. Superintendent's Community Cabinet 2/16/23
3. Timely events/information
 - a. Crossing Guard Update

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:
 1) Cal Poly Pomona; 2) Inland Valley Daily Bulletin; 3) La Verne Heritage Park; 4) Lewis Family Playhouse; 5) Mary Vagle Nature Center, City of Fontana; 6) Mt. Baldy Visitor Center, San Gabriel Mountains; 7) Prismatic Magic LLC; 8) Purple Easel; 9) Riley's Farm; 10) The Sawdust Factory. (pp. 26-28)
2. Recommend the Board approve payments to vendors in Board Payment Report, as presented. (p. 29)
3. Recommend the Board approve employment, terminations, resignations, leaves and temporary assignments, as presented. (pp. 30-35)
4. Board Policies
Second Reading
 BP 3250 – Transportation Fees
 BP 3460 – Financial Reports and Accountability
 BP 3540 – Transportation
 (pp. 36-43)

N. GENERAL FUNCTIONS

- | | | |
|--------|--|-------------------------|
| Action | 1. Recommend the Board elect the following candidates for the 2023 California School Boards Association (CSBA) Delegate Assembly, Subregion 16B: _____, _____, _____, _____, _____, _____, _____, _____, _____, _____
(pp. 44-71) | _____

_____ |
|--------|--|-------------------------|

O. CURRICULUM AND INSTRUCTION

- | | | |
|--------|--|-------------------------|
| Action | 1. Recommend the Board approve the 2023-2024 Comprehensive School Safety Plans. (p. 72) | _____

_____ |
| Action | 2. Recommend the Board review and approve the 2023 rates for the fee integrated EXPLORE Summer Intersession (June) and CAMP EXPLORE (July) programs. (pp. 73-74) | _____

_____ |

P. BUSINESS AND FINANCIAL PROCEDURES

- | | | |
|------------------|--|--|
| Information Only | 1. Public Disclosure of the Proposed Collective Bargaining Agreement is presented for the Board's information. (pp. 75-87) | |
|------------------|--|--|

		<u>1st</u>	<u>Motion 2nd</u>	<u>App</u>
Action	2. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Bell Roof Company, Trade Category #08 Roofing & Sheet Metal and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 88)	_____	_____	_____
Action	3. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Bithell, Inc., Trade Category #15 Painting and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 89)	_____	_____	_____
Action	4. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by CG Acoustics, Inc., Trade Category #13 Acoustical Treatment and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 90)	_____	_____	_____
Action	5. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Inland Pacific Tile, Inc., Trade Category #12 Tile and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 91)	_____	_____	_____
Action	6. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Interpipe Contracting, Inc., Trade Category #21 Plumbing and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 92)	_____	_____	_____
Action	7. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Janus Corporation, Trade Category #27 Abatement & Demolition and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 93)	_____	_____	_____
Action	8. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by K & Z Cabinet Co, Inc., Trade Category #07 Casework and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 94)	_____	_____	_____
Action	9. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project	_____	_____	_____

		<u>1st</u>	<u>Motion</u> <u>2nd</u>	<u>App</u>
	performed by Liberty Climate Control, Inc., Trade Category #22 HVAC and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 95)			
Action	10. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by R.I.S. Electrical Contractors, Inc., Trade Category #23 Electrical & Low Voltage and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 96)	___	___	___
Action	11. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Spec Construction Co., Inc., Trade Category #10 Gypsum, Plaster, Insulation and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 97)	___	___	___
Action	12. Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Spec Construction Co., Inc., Trade Category #16 General Works and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents. (p. 98)	___	___	___

Q. HUMAN RESOURCES

Action	1. Recommend the Board adopt the Certificated Employee Master Contract: Agreement, Article XVIII Term and Contract Renewal Procedures, Article XIX Pay Schedule, Certificated Salary Scale, Certificated Salary Scale – Speech & Language Pathologist, Article XXI Extracurricular and Special Assignments and Pay, Article XXII Teacher Supply Budget, Article XXVII Duration. (pp. 99-115)	___	___	___
Action	2. Recommend the Board approve Resolution #2-15-2023, Supplementary Employee Retirement Plan, and authorize Superintendent Sherry Smith, and/or Associate Superintendent, Eric Hart to sign all related documents. (pp. 116-118)	___	___	___
Action	3. Recommend the Board adopt the 2022-23 school year compensation package for Management, Confidential and Contracted employees. (pp. 119-120)	___	___	___
Action	4. Recommend the Board adopt the 2022-23 school year compensation package for Classified employees. (pp. 121-125)	___	___	___

R. BOARD INFORMATION/DISCUSSION

- Board Policies
First Reading
BP 0450 – Comprehensive Safety Plan

BP 3515 – Campus Security
BP 5142.2 – Safe Routes to School Program
(pp. 126-131)

2. Amend and Reclassify Job Descriptions

First Reading

- Mechanic – Senior
- Senior Payroll Clerk
- Payroll Technician

(pp. 132-149)

3. Elementary Intramural Sports

4. Governance Calendar

(pp. 150-151)

S. FUTURE AGENDA ITEMS

T. ANNOUNCEMENTS

1. The date of the next regular meeting of the Board of Trustees is Wednesday, March 8, 2023, 6:00 PM at the Alta Loma School District Support Center, 9390 Base Line Road.

U. CLOSED SESSION

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

- ☒ 1. Public Employee Performance Evaluation/Employment – Superintendent.
- ☐ 2. Conference with labor negotiators Sherry Smith, Superintendent, Eric Hart, Associate Superintendent, Administrative Services, Donna Carlson, Assistant Superintendent, Human Resources and other negotiation team members.
 - a. Alta Loma Educators Association (ALEA).
- ☐ 3. Conference with labor negotiators for unrepresented employees:
 - a. Certificated and Classified Management, and Confidential. Agency representative - Superintendent.
 - b. Classified Employees and Proctors. Agency representative – Superintendent.
 - c. Superintendent. Agency representative – Board of Trustees.
- ☐ 4. Student Disciplinary/Expulsion/Readmission Matters.
- ☐ 5. Public Employee Employment/Discipline/Dismissal/Release.
- ☒ 6. Conference with Legal Counsel – Existing/Potential Litigation. (Government Code §54956.9(d)(1), and §54956.9(d)(2))

V. OPEN SESSION

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

W. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, ALTA LOMA SCHOOL DISTRICT, COUNTY OF SAN BERNARDINO–WEDNESDAY, FEBRUARY 1, 2023

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Board President Brad Buller at 6:00 PM. Present were members Buller, Chung, Davies, Hurley, and Martinez.

PLEDGE OF ALLEGIANCE

Stork Student Ambassador, Evan Gutierrez led the flag salute.

PUBLIC COMMENT ANNOUNCEMENT

Mr. Buller read aloud the Public Comment Announcement.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES

Moved by Mrs. Davies, seconded by Dr. Hurley, and carried unanimously to approve the meeting minutes of January 18, 2023, with the minor correction to the Public Comment section.

RECOGNITIONS AND PRESENTATIONS

Student Presentations – Floyd M. Stork Elementary School

- 2nd Grade Musical Performance
- Student Ambassador, Sasha Martinez-Rivas

PUBLIC COMMENT

None.

PUBLIC HEARING

None.

BOARD REPORTS

Board member Dr. Malinda Hurley ... thanked Superintendent Smith for holding her Community Cabinet meeting, it was an engaging two hours of discussion within small groups of stakeholders allowing them to let their voices be heard; Member Hurley is looking forward to the next meeting on February 16th at 6:00 pm; had the opportunity to attend SBCSBA's Annual Meeting on Monday along with fellow Board member Davies and Superintendent Smith; Alta Loma High School received the Golden Bell Award for their Brave Academy Program in which they focus on supporting Freshman students in the morning with student mentors and teachers; the high light of the meeting was to see Sandie Oerly being honored by Superintendent Smith for her 43 years of service as a school board member; Dr. Hurley is looking forward to their Governance training on February 8th; Dr. Hurley mentioned a non-profit organization "REACH OUT Strengthening Communities" that was at her school site a few weeks ago; the organization worked with their students during their Science Class and taught them about the dangers of drug use, Dr. Hurley passed along some information about the non-profit organization to her fellow Board members.

Board member Eric Chung ... had the opportunity to visit Carnelian along with fellow Board member Martinez and Superintendent Smith, Member Chung was blown away with all the wonderful ideas and programs that Carnelian has going on, kudos to Principal Williams; after

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
February 1, 2023

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Carnelian's visit all three of them visited Jasper, Principal Quanstrom gave them a tour of the school and shared all the wonderful programs Jasper has to offer; Member Chung was impressed with the teachers, he was speechless, he didn't know what to expect at his site visits, but when he actually got to walk the classrooms, it was amazing; Visited Alta Loma Junior High, Principal Carter has so much pride in his student body, you can feel it as you step foot on the campus; Mr. Burke's was beaming with pride to show his newly renovated STEM Lab classroom, WOW it was amazing, Member Chung told his son about it and he's so excited to get into Mr. Burke's class; this morning joined Member Buller and Superintendent Smith for the National Read Aloud Day at Stork Elementary; thanked Principal Bires and the second grade team, Mrs. Guith, Mrs. Knickerbocker, Mrs. Perry and Mrs. Thoits for the opportunity to read in their classrooms, it was so much fun.

Board member Jessica Martinez ... had the pleasure to visit school sites with Member Chung and Superintendent Smith; Member Martinez's take away from Carnelian was the privacy fence between the school and the apartments, Member Martinez thanked Associate Superintendent Deegan for assisting with this venture, it had been an issue for a long period of time; Member Martinez had a discussion with Principal Williams regarding the fence that has been discussed at previous Board meetings, that backs up to Alta Loma High School, Principal Williams shared that she does not see that fence as a concern, she actually sees it as a benefit, it was nice to listen and get the Principals perspective; after the visit at Carnelian, headed to Jasper Elementary School for a visit, Principal Quanstrom fits very well at Jasper, his personality is easy going and you can feel that as soon as you walk through the doors of Jasper; like Member Chung stated, Principal Carter at Alta Loma Junior High was very proud of his school and wanted to show them every corner of it; it was very fun and a pleasure to attend; Member Martinez looks forward to her next visit at Alta Loma Elementary School.

Board member Rebecca Davies . . . Thursday, January 19, met fellow Board members Buller and Martinez at Stork Elementary to view the landscape renovation work; Director of MOT, Brian Salsgiver showed them the work that has been done and shared his plans for future renovation slopes throughout the District; Saturday, January 21, virtually attended the service for David Long, Etiwanda School District Board member; Mr. Long was beginning his 40th year of service on the Etiwanda School board; it was a privilege knowing him; Monday, January 30, along with fellow Board member Dr. Hurley and Superintendent Smith, attended the San Bernardino County School Boards Association Annual Meeting; two board members were recognized for their exemplary service; Wilson So, retiring trustee of the Apple Valley Unified school District and our own Sandie Oerly; Superintendent Smith shared some comments about Sandie's extraordinary service to our community which included Habitat for Humanity, AYSO, and her 43 years of service on this school board; Sandie Oerly has enriched our community in so many ways and continues to do so; the Golden Bell awards were the next highlight of the evening, which recognizes outstanding programs; 5 programs were recognized, including Chaffey High School District for their Alta Loma High School Brave Academy which is a school wide system of support.

Board member Brad Buller ... thanked his fellow Board members for being out in the community and making a difference; attended the Superintendent's Community Cabinet, it was very well attended and fascinating to let the public state their thoughts and for the Executive Cabinet to take those thoughts and turn it into something tangible for the District to work on,

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
February 1, 2023

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looking forward to the next Community Cabinet; had a blast attending Stork's Read Aloud Day, he read the book "Darn Squirrels" it is a little intimidating reading to a group of students; visited Stork another day to look at the slope planting that has taken place, the school District has adopted a Master Plan to address the slopes in the District; these projects are getting addressed during a course of it is happening in segments as the District has money available.

SUPERINTENDENT & STAFF REPORTS

Superintendent Smith shared that this week was the inaugural Superintendent Student Advisory, as well as the Superintendent Community Cabinet have had their first inaugural meeting. It was fascinating, as much as Superintendent Smith loves the Governance team, Management team and District team, the Student Advisory is now her favorite. If you want to know what's going on in schools, ask the kids. Superintendent Smith loved the Golden Bell and she said our District will be a Golden Bell winner, it is something that is very much on her mind and she already has a program that she believes would be a winner. Looking forward to the governance training on February 8. Superintendent Smith shared that they will be heading up to Monterey in about a month to receive the state award for Schools to Watch for both Alta Loma and Vineyard Junior High. The school not only won the state level, but both schools won the national level of Schools to Watch.

Superintendent Smith shared how happy she was that the collective bargaining team and ALEA were able to come together and reach a tentative agreement, looking forward to getting that ratified and moving forward for all the wonderful things that are going to be happening in Alta Loma.

Associate Superintendent Deegan shared the District is digging deep and looking at ways to best support our foster youth. The District has two fantastic teams, one team has already gone to a workshop to look at the areas of academic performance, on January 25, the other team is going February 8 to focus on chronic absenteeism. It's neat to see these teams of adults who just want to meet our students needs, emotionally, physically, and academically.

The District had their Professional Development Day on Monday, January 23, it was nice to be at the different sites and see how hard the teachers are working to take the next steps in their practices and staff throughout the District. The District Support Center was busy with staff from all over the District, focusing on the needs of our students.

Associate Superintendent Deegan and Information Technology Director, Rick Brindle have been working together as the District looks to better support our junior high student. The two of them have been working on a systematic way to go beyond being 1:1 at school with technology and being able to support them at home and working on best practices to be able to roll this out.

Associate Superintendent Hart shared that the Modernization projects are going well, Hermosa is starting phase 3 and they are about half way done with their Modernization project. Victoria Groves is getting started, 3 portables have been moved from Deer Canyon over to Victoria Groves for interim housing. Commended Director of MOT, Brian Salsgiver for all his work with the construction and modernization.

The District's goal is to get back to busing our students, the District is trying it's best, but it takes time to get our newly hired employees through the process. It's not for a lack of wanting or

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
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trying, its due to a lack of CHP being able to schedule and give the tests that are needed to get our employees on the road. Two of our District's four drives have completed the training, we are starting to build capacity, but we need all four to be completed in order to get back to general education transportation.

CONSENT CALENDAR

Moved by Dr. Hurley, seconded by Mrs. Davies, and carried unanimously to pull item L. (6) for a separate discussion and vote and adopt the following Consent Calendar items:

Vendor Agreements

Approved agreements with the following vendors, and authorized Sherry Smith, and/or applicable administrators to sign all related documents:

1) Cue, Inc.; 2) Global CTI; 3) Joseph E. Bonadiman & Associates, Inc.

Accepted with appreciation the following donation:

- a. Donation of \$500.00 from MHR Investments Inc. (Yogurtland) to Banyan Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
- b. Donation of \$1,000 from Crean Family Charitable Fund, a donor advised fund of Renaissance Charitable Foundation to Floyd M. Stork Elementary School's Student Fundraiser Account to be used to enhance the instructional program.
- c. Donation of \$28,117.32 from Stork PFSA to Floyd M. Stork Elementary School's Student Fundraiser Account to be used to enhance the instructional program.

Board Payment Report

Approved the Board Payment Reports, as presented.

Routine Personnel Items

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

Conference Authorization

Authorized Board Members Brad Buller, Jessica Martinez and Superintendent Sherry Smith to attend the California Schools to Watch District Celebration in Monterey, CA, March 9-10, 2023 and approve all related expenses.

Job Descriptions

A second reading was held to adopt Job Descriptions

- Fiscal Services Technician

Job Descriptions

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

- Family Engagement Liaison
- Secretary - Senior

Board Policies

A second reading was held, amended Board policies related to Philosophy, Goals, Objectives & Comprehensive Plans, Students and Instruction.

BP 0510 – School Accountability Report Card

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
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BP 5111 – Admission
BP 5116 – School Attendance Boundaries
BP 6164.2 – Guidance/Counseling Services

Board Bylaws

A second reading was held, amended Board bylaws:

BB 9220 – Governing Board Elections
BB 9223 – Filling Vacancies
BB 9323 – Meeting Conduct
BB 9323.2 – Actions by the Board
BB 9324 – Minutes and Recordings
BB 9400 – Board Self-Evaluation

2023-2024 Board of Trustees Meeting Schedule

A discussion was held to add an additional meeting in March to allow for a Board Study Session.

A second reading was held to adopt the 2023-2024 Board of Trustees Meeting Schedule. Moved by member Dr. Hurley, seconded by Member Davies and carried unanimously to approve the 2023-2024 Board of Trustees Meeting Schedule with the amendment of adding March 20, 2023 for a Board Study Session.

CURRICULUM AND INSTRUCTION

Houghton Mifflin Harcourt

Moved by Dr. Hurley, seconded by Ms. Martinez, and carried unanimously to approve the purchase of Houghton Mifflin Harcourt, Avancemos, World Languages Spanish extension materials through 2026.

BUSINESS AND FINANCIAL PROCEDURES

Proposal for Competitive Pricing

Moved by Mrs. Davies, seconded by Dr. Hurley, and carried unanimously to grant approval to request proposals for Competitive Pricing for Grocery Products and Related items on behalf of the Pomona Valley Cooperative Purchasing Group.

Advertise for Bids

Moved by Dr. Hurley seconded by Mr. Chung, and carried unanimously to grant approval to advertise bids for Alta Loma elementary HVAC Upgrade Project Bid #2022-23-02 and further authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.

BOARD INFORMATION/DISCUSSION

Board Policies

A first reading was held to amend Board policies related to Business & Noninstructional Operations

BP 3250 – Transportation Fees
BP 3460 – Financial Reports and Accountability
BP 3540 – Transportation

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FUTURE AGENDA ITEMS

The Board agreed to add Elementary Intermural Sports and crossing guard updates to a future Board agenda under Superintendent and Staff Reports for discussion or review.

ANNOUNCEMENTS

The Board of Trustees will be holding a special governance training Wednesday, February 8, 2023, 5:30 PM at the Alta Loma School District Support Center, 9390 Base Line Road.

The date of the next regular meeting of the Board of Trustees is Wednesday, February 16, 2023, at 6:00 PM at the Alta Loma School District Support Center, 9390 Base Line Road.

CLOSED SESSION

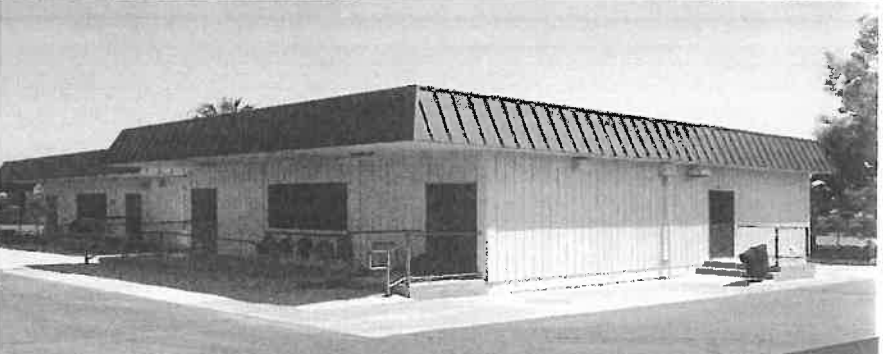
The Board adjourned to Closed Session at 6:53 PM for the purpose of discussing matters expressly authorized by Government Code Section 3549.1, 54956.9, 54956.9(d), 54957, and 54957.6.

OPEN SESSION/ ADJOURNMENT

The Board reconvened to open session, no announcements were made out of closed session. The Board adjourned the meeting at 7:20 PM.



Alta Loma
SCHOOL DISTRICT
Inspiring Learners for a Lifetime



Alta Loma School District

Citizens' Bond Oversight Committee FINAL Annual Report

(Financial Data as of 10/31/2022)

February 15, 2023 Meeting

Prepared by:

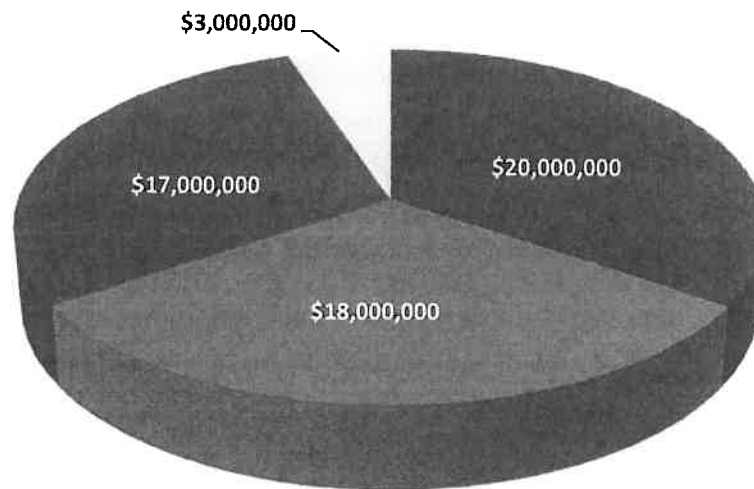


9390 Base Line Road | Rancho Cucamonga, CA 91701
(909) 484-5151 www.alsd.k12.ca.us

Measure H Overview

On November 8, 2016, the voters of the Alta Loma School District (the “District”) authorized Measure H under the Proposition 39 statutes. Measure H authorized the issuance of \$58 million in General Obligation Bonds (the “Bonds”). The net proceeds of the Bonds are intended to be used to replace or repair deteriorating roofs; plumbing; electrical and air conditioning systems; improve access for students and families with disabilities; improve student safety and campus security systems; including security/lighting, security cameras, fencing, emergency communications systems, smoke detectors, fire alarms, and sprinklers; and update technology in the classroom for improved student learning in core subjects like reading, math, science, and technology.

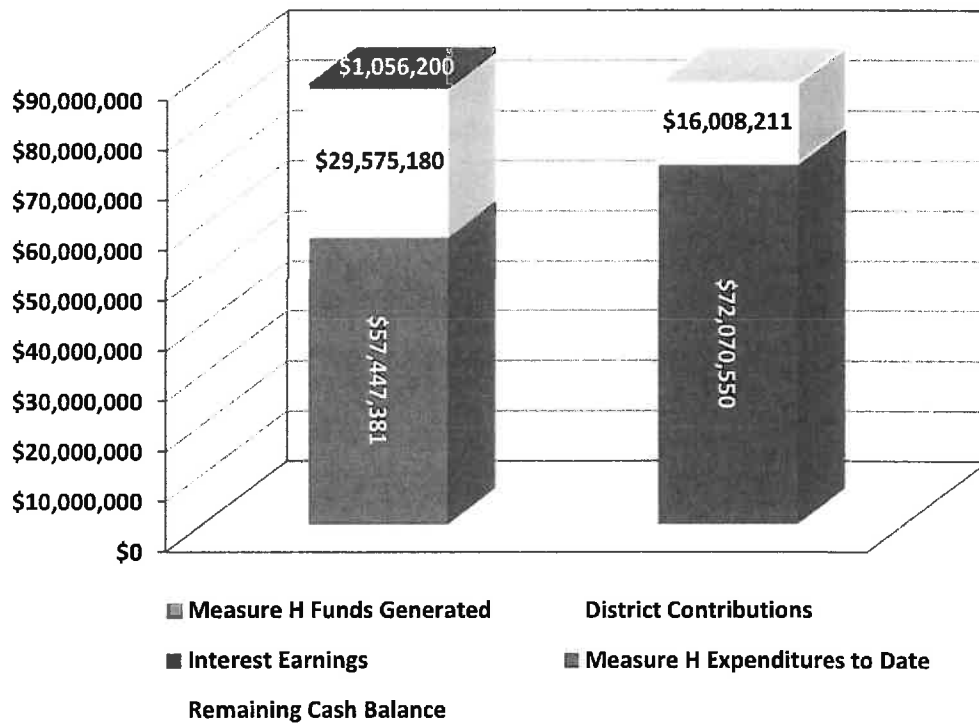
\$58 Million Measure H Breakdown



- 2016 Measure H Authorization - 2017 Series A (Issued)
- 2016 Measure H Authorization - 2019 Series B (Issued)
- 2016 Measure H Authorization - 2020 Series C (Issued)
- 2016 Measure H Authorization - 2021 Series D (Issued)

Measure H Financial Summary

Measure H Combined Revenue = \$88,078,761 *



* Includes additional District local funding sources, including State grants

Citizen's Bond Oversight Committee

Name	Representing
Frederick Clay, Chair	Taxpayer
Beau Cooper	Parent/Guardian
Julian Mitchell	Senior at Large
Sharon Morrow	Business Community
Susan Rodriguez	Parent/Guardian
Nicholas Torres	Parent/Guardian/Parent Group

State School Facility Funding Program (SFP)

Breakdown of District SFP Funds

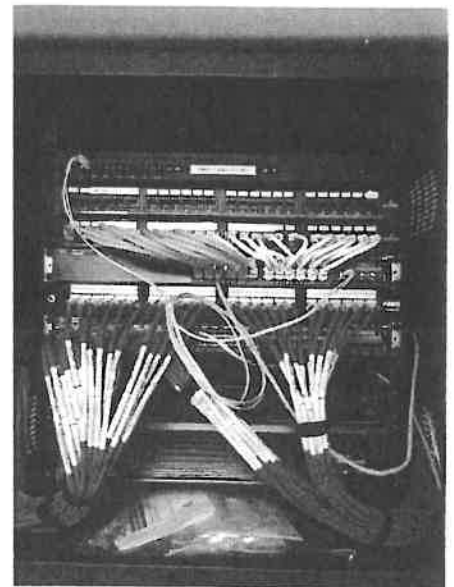
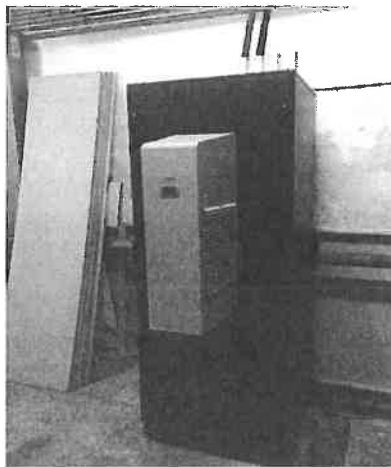
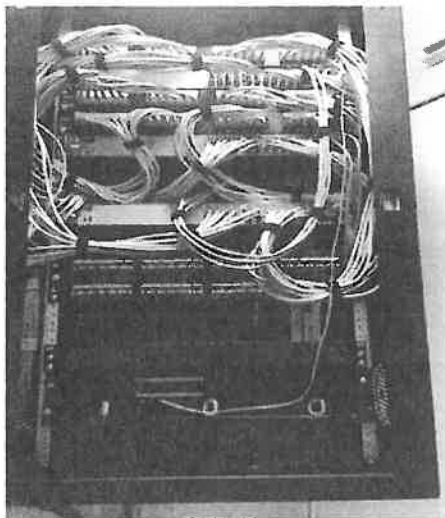
The Alta Loma School District made every effort to augment its Measure H G.O. Bonds with State eligible grants. Set forth below are State modernization grants that the District obtained eligibility for and received under the State's School Facility Program ("SFP") over the past year.

No.	School Project Name	Application Number	State Grant Amount	State Grant Funding Status
1	Alta Loma Junior High School	57/67595-00-013	\$2,963,303.00	Received 11/10/2022
2	Vineyard Junior High School	57/67595-00-009	5,004,555.00	Received 11/10/2022
3	Jasper Elementary School	57/67595-00-012	3,528,086.00	Received 11/10/2022
4	Floyd M. Stork Elementary School	57/67595-00-011	3,845,426.00	Received 11/10/2022
5	Deer Canyon Elementary School	57/67595-00-008	3,638,365.00	Received 5/20/2022
6	Victoria Groves Elementary School	57/67595-00-010	3,434,757.00	Received 12/9/2022
7	Hermosa Elementary School	57/67595-00-007	<u>3,401,723.00</u>	Received 9/2/2022
State Modernization Grants:			\$25,816,215.00	

District-Wide Network Infrastructure Upgrade

- ✓ Replaced existing fiber pulls between site buildings
- ✓ Added 4 additional CAT6A Copper cables at each site in order to provide complete wireless access
- ✓ Upgraded existing network cabinets, where needed, with power and in some cases air conditioning
- ✓ Replaced all existing switches with new Cisco Networking Equipment
- ✓ Upgraded Firewall

This project was completed in December 2017



District-Wide Phone System Upgrade

- ✓ Replaced the phone system in all 10 District school campuses as well as the District's Support Center
- ✓ The phone system enhanced safety and security of communication at all District sites
- ✓ The phones include speakers and built-in clocks

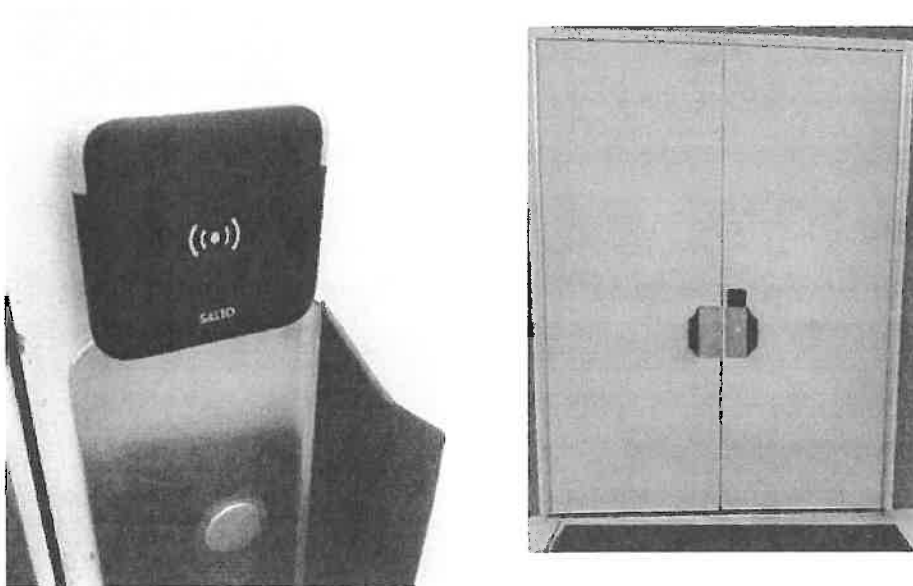
This project was completed in August 2018



District-Wide Keyless Locking System

- ✓ Installed the latest in access control technology utilizing wireless Wifi infrastructure
- ✓ Provides heightened security
- ✓ Customized features allow for adding additional security features in the future
- ✓ Locks operate regardless of network status
- ✓ With a single click of a mouse, the system can be configured and changed

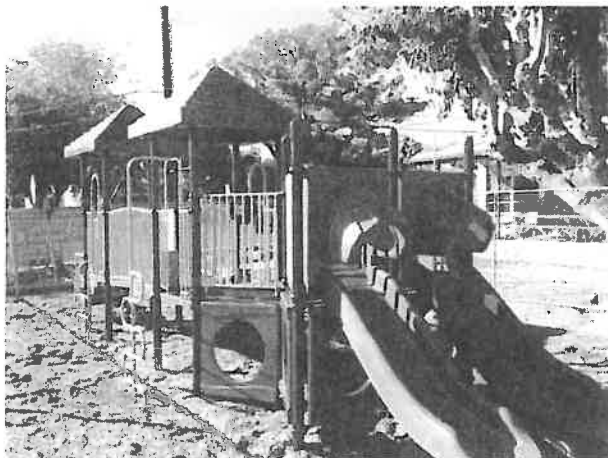
This project was completed in January 2019



Elementary School Playground Equipment Restoration and Repair

- ✓ Most playground equipment were replaced at elementary school sites
- ✓ Some of these structures were repaired

This project was completed in May 2019



Victoria Groves Elementary School – Lunch Shelter Project Pictures

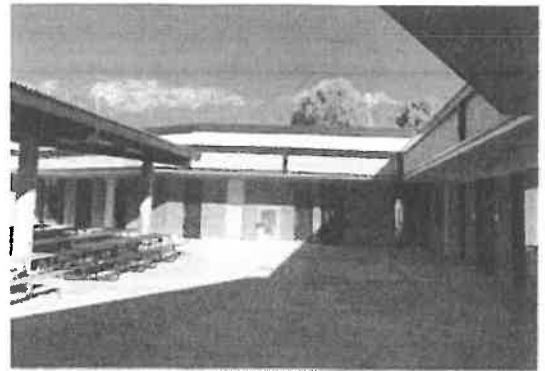


Deer Canyon Elementary School Classroom Addition

Classroom Addition: The addition of a new 11,500 square feet classroom wing with new 6 classrooms, a music room, and girls and boys' restrooms

Modernization: Modernization of all classrooms on campus including, new paint, new carpeting, new lighting, new HVAC and electrical upgrades, new flooring, new casework, and ADA compliance, renovation of student and staff restrooms, roofing coating, fire alarm upgrades, MPR and cafeteria improvements, technology upgrades, and exterior paint.

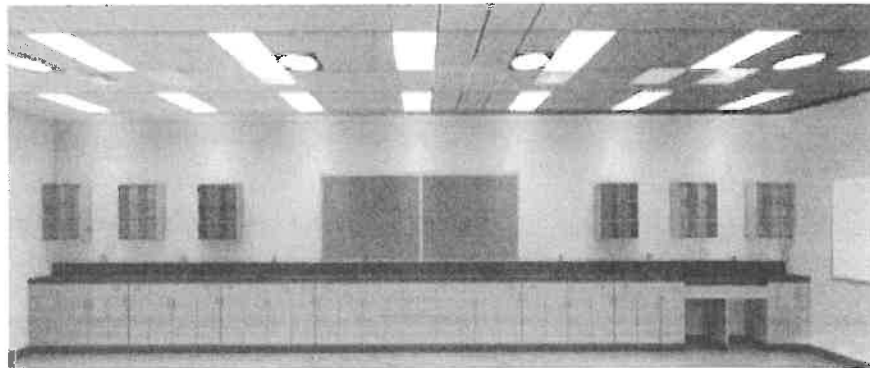
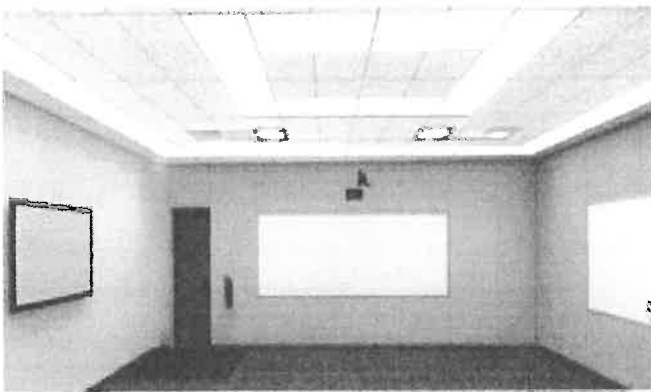
Both phases of this project were completed in June 2021



Alta Loma Jr. High School Modernization

- ✓ Modernization of all classrooms on campus including: new paint, new carpeting, new lighting, new HVAC and electrical upgrades, new flooring, new casework, and ADA compliance
- ✓ Reconfiguration and interior renovation of Music/Band Room and Weight Room
- ✓ Renovation of student and staff restrooms
- ✓ Roofing repairs
- ✓ Fire alarm upgrades
- ✓ Technology upgrades
- ✓ New HVAC unit at Buildings B & J/K

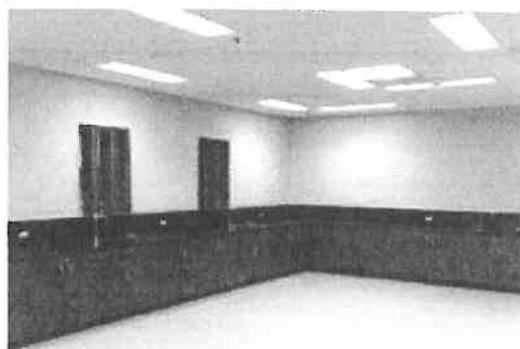
This project was completed in December 2020



Vineyard Jr. High School Modernization

- ✓ Interior renovation of Music/Band Room
- ✓ Modernization of the front office, health office, and administrative building
- ✓ Renovation of all classrooms and science labs on campus including, new paint, new carpeting, new lighting, new HVAC, new flooring, new casework, and ADA compliance
- ✓ Renovation of student and staff restrooms
- ✓ Roofing replacement with metal panel system
- ✓ Fire alarm upgrades
- ✓ New cabinetry and sinks
- ✓ Technology upgrades

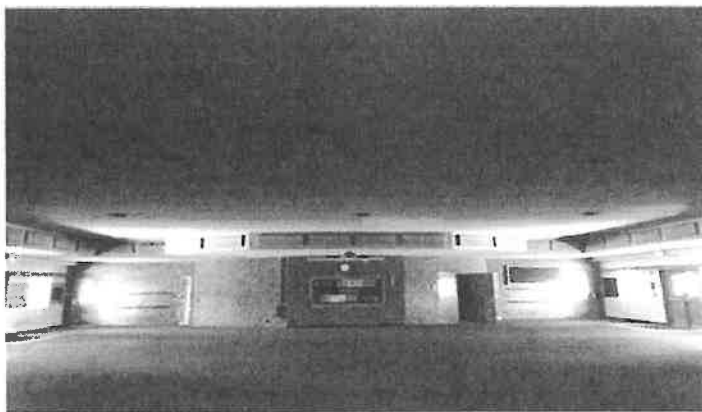
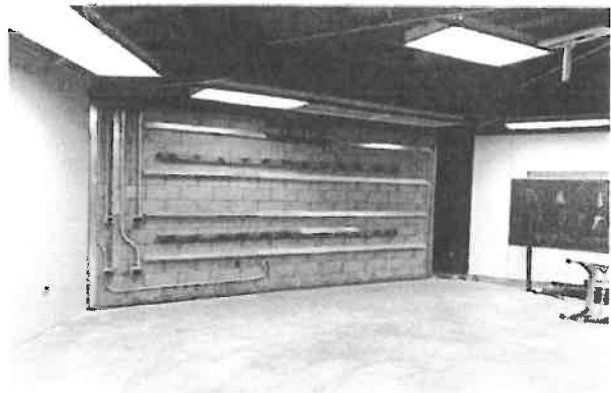
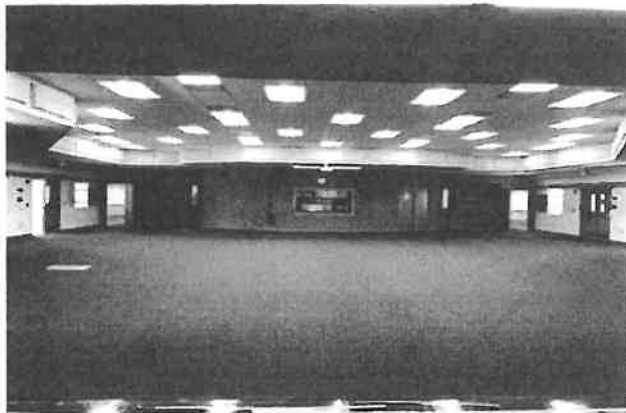
This project was completed in March 2021



Jasper Elementary School Modernization

- ✓ Modernization of all classrooms on campus including: new paint, new carpeting, new lighting, new HVAC, new flooring, new casework, and ADA compliance
- ✓ Multi-purpose room improvements
- ✓ Renovation of student and staff restrooms
- ✓ Technology upgrades
- ✓ Roofing Repair
- ✓ Fire alarm upgrades

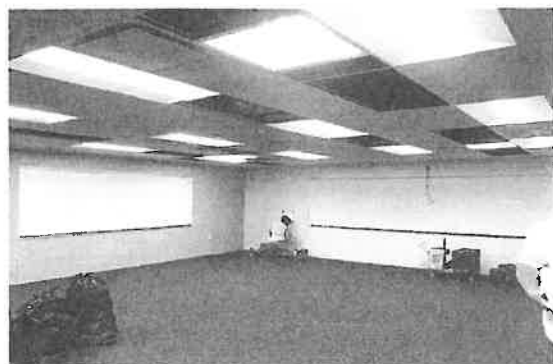
This project was completed in July 2021



Carnelian Elementary School Modernization

- ✓ Modernization of all classrooms on campus including: new paint, new carpeting, new lighting, new HVAC, new flooring, new casework, and ADA compliance
- ✓ Sewer line replacement
- ✓ ADA upgrades of student and staff restrooms
- ✓ Technology upgrades
- ✓ Roofing Repairs and MPR re-roofing
- ✓ Fire alarm upgrades

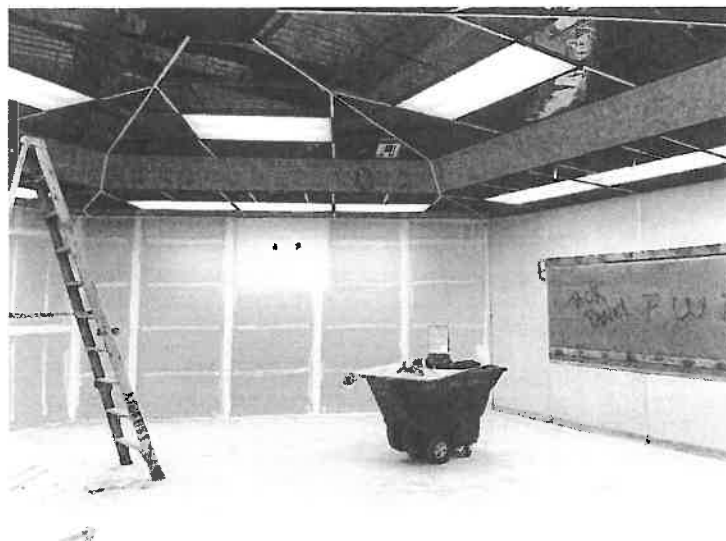
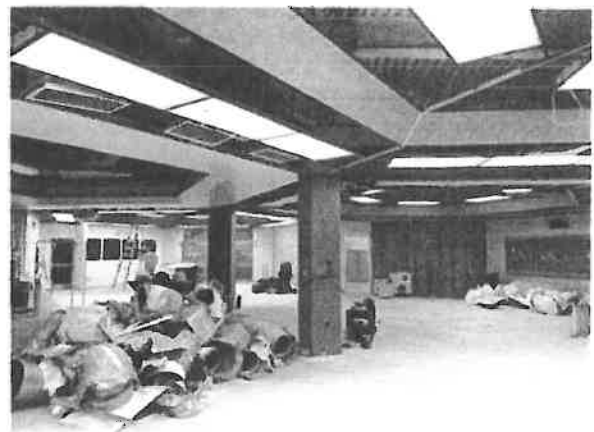
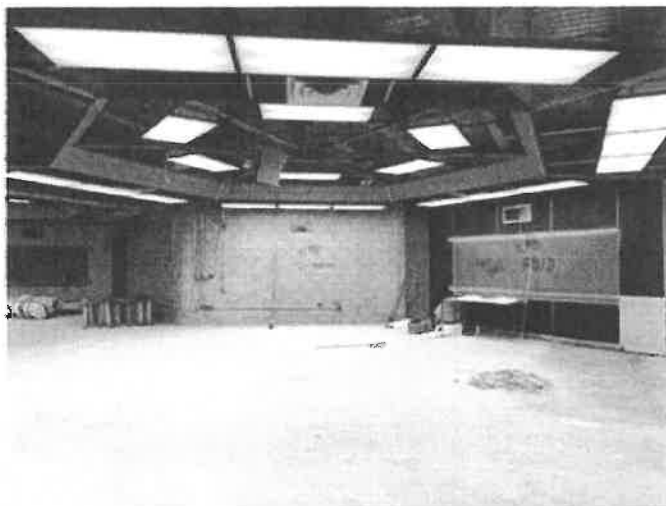
This project was completed in October 2021



Floyd Stork Elementary School Modernization

- ✓ Modernization of all classrooms on campus including: new paint, new carpeting, new lighting, new HVAC, new flooring, new casework, and ADA compliance
- ✓ Technology upgrades
- ✓ Roofing Repairs
- ✓ Fire alarm upgrades
- ✓ Parking lots paving, striping and sealing

This project will be completed in October 2022



Hermosa Elementary School Modernization

- ✓ Modernization of all classrooms on campus including: new paint, new carpeting, new lighting, new HVAC, new flooring, new casework, and ADA compliance
- ✓ Technology upgrades
- ✓ Roofing Repairs
- ✓ Fire alarm upgrades
- ✓ Parking lots paving, striping and sealing

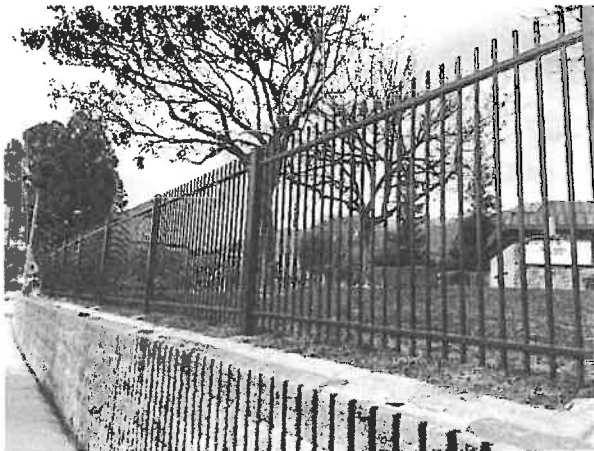
This project will be completed in September 2023



Victoria Groves Elementary School Modernization

- ✓ Modernization of all classrooms on campus including: new paint, new carpeting, new lighting, new HVAC, new flooring, new casework, and ADA compliance
- ✓ Multi-purpose room improvements
- ✓ Renovation of student and staff restrooms
- ✓ Technology upgrades
- ✓ Roofing Repair
- ✓ Fire alarm upgrades

This project is scheduled to be completed by June 2024



Annual Report Conclusion

On February 9, 2022, the Citizens' Bond Oversight Committee received the Annual Performance and Financial Audit report for the 2020/2021 Fiscal Year.

On behalf of the Measure H Citizens' Bond Oversight Committee, I am pleased to inform you that the District is in compliance with Article XIII A, section 1(b)(3) of the California Constitution, and the current projects are authorized under Measure H.

Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From: EH Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

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. Cal Poly Pomona
2. Inland Valley Daily Bulletin
3. La Verne Heritage Park
4. Lewis Family Playhouse
5. Mary Vagle Nature Center, City of Fontana
6. Mt. Baldy Visitor Center, San Gabriel Mountains
7. Prismatic Magic LLC
8. Purple Easel
9. Riley's Farm
10. The Sawdust Factory

VENDOR	DESCRIPTION/COST	RESPONSIBLE ADMINISTRATOR OR MANAGER
Cal Poly Pomona	Field trip fee for Jasper Elementary fifth grade students to attend Cal Poly Pomona BioTrek on February 21, 2023. Prepayment is required. Total cost is \$640.	Principal
Inland Valley Daily Bulletin	Legal ad fee for Alta Loma Elementary HVAC and Lighting Upgrades Bid #2022-23-02. Total cost is \$4,342.	Associate Superintendent, Administrative Services
La Verne Heritage Park	Field trip fee for Jasper Elementary second grade students to attend La Verne Heritage Park on April 11, 2023. Prepayment is required. Total cost is \$718.	Principal
Lewis Family Playhouse	Field trip fee for Carnelian Elementary first grade students to attend The Ugly Duckling performance on May 3, 2023. Deposit and prepayment are required. Total cost is \$768.	Principal
Lewis Family Playhouse	Field trip fee for Stork Elementary second grade students to attend The Ugly Duckling performance on May 5, 2023. Deposit and prepayment are required. Total cost is \$1,392.	Principal
Mary Vagle Nature Center, City of Fontana	Field trip fee for Deer Canyon Elementary kindergarten students on March 21, 2023. Prepayment is required. Total cost is \$372.	Principal
Mt. Baldy Visitor Center, San Gabriel Mountains	Field trip fee for Deer Canyon Elementary GATE students to attend the Mt. Baldy Visitor Center on May 3, 2023. Prepayment is required. Total cost is \$400.	Principal
Prismatic Magic LLC	Assembly fee for Victoria Groves students on May 19, 2023. Prepayment is required. Total cost is \$1,049.	Principal

Purple Easel	Assembly fee for Alta Loma Elementary GATE and STEM students painting event on April 5, 2023. Prepayment is required. Total cost is \$630.	Principal
Riley's Farm	Field trip fee for Jasper Elementary fifth grade students to attend Riley's Farm on April 27, 2023. Prepayment is required. Total cost is \$1,530.	Principal
The Sawdust Factory	Field trip fee for Alta Loma Elementary kindergarten students to attend a woodshop presentation and painting event on May 12, 2023. Prepayment is required. Total cost is \$520.	Principal



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

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

Date: February 15, 2023

Subject: Approval of District Purchase Orders and Payments to Vendors

Total of Purchase Orders: \$225,966.56

Total Payments to Vendors (All Funds): \$1,301,268.96

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


PREPARED BY: *JB* 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: February 15, 2023

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
February 15, 2023

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
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None

Leave of Absence

NAME	EFFECTIVE	ASSIGNMENT/SITE/CODE
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None

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
February 15, 2023

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

EMPLOYEE	EFFECTIVE	POSITION/SITE/CODE
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None

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
February 15, 2023

CLASSIFIED PERSONNEL

I. RECOMMENDED APPOINTMENTS

(Pending approval of new position/salary placement)

NAME	EFFECTIVE	ASSIGNMENT/ SITE	CODE/SALARY/HOURS
Alaniz, Destiny	01/30/23	LVN, Hermosa Elementary	CLLVNR0005, Salary 50-A, 5 hours plus .8 average additional temporary hours a day
Coker, Erin	02/01/23	Proctor, Stork Elementary	CLPCTR0371, Salary 16-A, 3.15 average hours a day
Perales, Rachel	02/01/23	Instructional Aide, SNA, Banyan Elementary	CLAIDE0166, Salary 29-A, 3.5 hours plus 2.3 average additional temporary hours a day

Short Term Appointment

NAME	EFFECTIVE	ASSIGNMENT/ SITE	CODE/SALARY/HOURS
Montes, Isabella	02/06/23	Instructional Aide, Title 1, Banyan Elementary	CLAIDE0350, Salary 22-A, 3.5 hours a day
Rachapudi, Radhika	02/06/23	Instructional Aide, 4th/5th Grade Math, Hermosa Elementary	CLAIDE0119, Salary 22-A, 3.5 hours a day
Yalon, Lacey	02/03/23	Instructional Aide, 1st Grade, Victoria Groves Elementary	CLAIDE0134, Salary 22-A, 3.5 hours a day

II. CHANGE OF STATUS

(Change in site, position or hours)

NAME	EFFECTIVE	STATUS	ASSIGNMENT
Alvarez, Jennifer	02/01/23	From:	ELO-P Activities/Enrichment Assistant, Deer Canyon Elementary, CLCCRE0020, Salary 25-B, 5.5 hours a day
		To:	Instructional Aide, Kindergarten, Stork Elementary, CLAIDE0130, Salary 22-B, 3.5 hours a day
Budzinski, Sara	07/01/22	From:	Secretary, Senior, DSC, CLSCTY0033, Salary 38-F, 8 hours a day
		To:	Salary 39-F
Dias, Brandon	02/01/23	From:	Custodian, Night Lead, Stork Elementary, CLCUST0034, Salary 32-F, 8 hours a day
		To:	Utility Worker, DSC, CLUTIL0001

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
February 15, 2023

CLASSIFIED PERSONNEL, continued

II. CHANGE OF STATUS, continued

(Change in site, position or hours)

NAME	EFFECTIVE	STATUS	ASSIGNMENT
Holdridge Hays, Belinda	07/01/22	From:	Family Engagement Liaison, DSC, CLFELN0001, Salary 25-B, 5 hours a day
		To:	Salary 28-B
Ingram, Suzanne	01/30/23	From:	Instructional Aide, SNA, Carnelian Elementary, CLAIDE0318, Salary 29-B, 3.5 hours a day
		To:	Child Development Teacher, CLCDIN0005, Salary 50-B, 4 hours a day
Kullmann, Colleen	01/30/23	From:	Instructional Aide, SNA, Banyan Elementary, CLAIDE0325, Salary 29-B, 3.5 hours a day
		To:	Carnelian Elementary, CLAIDE0318
Lucero, Emily	01/30/23	From:	Instructional Aide, RSP, Vineyard Junior High School, Salary 23-A, CLAIDE0017, 3 hours a day
		To:	2.5 average hours a day
Weekes, Mary	02/06/23	From:	Proctor, Banyan Elementary, CLPCTR0323, Salary 16-A, 2.65 average hours a day
		To:	Instructional Aide, Kindergarten, Stork Elementary, CLAIDE0132, Salary, 22-A, 3.5 hours a day

Leave of Absence

NAME	EFFECTIVE	POSITION/SITE/CODE
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None

Return from Leave of Absence

NAME	EFFECTIVE	POSITION/SITE/CODE
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None

III. CHANGE OF CALENDAR

NAME	EFFECTIVE	POSITION/SITE/CODE	CALENDAR
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None

ALTA LOMA SCHOOL DISTRICT
BOARD OF TRUSTEES
February 15, 2023

CLASSIFIED PERSONNEL, continued

IV. OTHER PERSONNEL
(Stipends & Limited Assignments)

Classified in Lieu of Certificated Staff

NAME	EFFECTIVE	ASSIGNMENT/ SITE	CODE/SALARY
None			

V. RESIGNATIONS

NAME	EFFECTIVE	ASSIGNMENT
Armas, Ayleen	02/10/23	Instructional Aide, SNA, Banyan Elementary, CLAIDE0287
Armendariz, Graciela	01/31/23	Instructional Aide, SNA, Alta Loma Junior High School, CLAIDE0326
Cavazos, Lucy	02/10/23	ELO-P Activities/Enrichment Assistant, Hermosa Elementary, CLCCRE0006
Kullmann, Colleen	01/31/23	Instructional Aide, SNA, Carnelian Elementary, CLAIDE0318
Ramirez, Carlos	02/14/23	Instructional Aide, SNA, Banyan Elementary, CLAIDE0133
Richards, Kimberly	01/31/23	Certified Occupational Therapist Assistant, DSC, CLAIDE0315
Valadez, Terra	01/31/23	Instructional Aide, ALC, Vineyard Junior High School, CLAIDE0150
Vasquez, Damian	02/01/23	Instructional Aide, SNA, Jasper Elementary, CLAIDE0256

VI. TERMINATION OF EMPLOYMENT

EMPLOYEE	EFFECTIVE	POSITION/SITE/CODE
None		



Superintendent's Memorandum

To: Board of Trustees

From: S/S Dr. Sherry Smith, Superintendent

Date: February 15, 2023

Subject: Amend Board Policies Related to Business & 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 3250 – Transportation Fees
BP 3460 – Financial Reports and Accountability
BP 3540 – Transportation

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 Business & Noninstructional Operations, as presented.

Alta Loma SD

Board Policy

Business and Noninstructional Operations

BP 3250

TRANSPORTATION FEES

Whenever the cost of providing student transportation exceeds funding provided by the state, the Board of Trustees may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.

The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.

The transportation fee shall be waived for any student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth. (Education Code 39807.5)

At the recommendation of the Superintendent or designee, the Board may also approve a waiver of a transportation fee for any group of District students.

In addition, no charge shall be made for any transportation of a student with a disability. (Education Code 39807.5)

Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.

The Board shall certify to the County Superintendent of Schools that the District has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)

***Policy
adopted:***

***ALTA LOMA SCHOOL DISTRICT
Alta Loma, California***

Alta Loma SD

Board Policy

Business and Noninstructional Operations

BP 3460(a)

FINANCIAL REPORTS AND ACCOUNTABILITY

The Board of Trustees is committed to ensuring public accountability and the fiscal health of the District. The Board shall adopt sound fiscal **management policies and practices**, oversee the ~~d~~District's financial condition, and continually evaluate whether the District's budget and financial operations support the District's goals for student achievement.

The Superintendent or designee shall ensure that all **District** financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education (CDE). ~~He/she~~ **The Superintendent or designee** shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the District's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When **submission of** any such report ~~must be approved by the Board prior to its submission~~ to a local, state, and/or federal agency **requires prior Board approval**, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report ~~and meet any~~ **without breaking any** applicable submission deadline.

~~The Board shall regularly communicate the District's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the District's financial stability.~~

The Board shall regularly assess the District's financial position and communicate the results to the public, and shall use financial reports to determine the actions and budget amendments, if any, that are needed to ensure the District's financial stability. If District conditions predict fiscal distress or indicate that the District might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall ~~act quickly~~ **take action** to identify and resolve these conditions **without delay**. The Board shall work cooperatively with the County Superintendent of Schools to improve the District's fiscal health and may contract with an external individual or organization to ~~advise~~ **provide** the District ~~on~~ **with needed advice or** fiscal matters **management or training**.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the District's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)**Gann Appropriations Limit Resolution**

On or before September 15, the Board shall, *at a regular or special meeting*, adopt a resolution identifying, pursuant to Government Code 7900-7914, the District's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

Interim Reports/Certification of Ability to Meet Fiscal Obligations

Each Fiscal year, ~~The~~ Superintendent or designee shall submit two interim ~~fiscal~~ reports to the Board. ~~The first report covering~~ *shall cover* the District's financial and budgetary status for the period ending October 31 and the second report ~~covering~~ *shall cover* the period ending January 31. ~~The~~ *These* reports and supporting data shall be made available by the District for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and ~~certify~~, on the basis of the interim report and any additional financial information known by the Board, *shall certify in writing* whether the District will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the District will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the District may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the District will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the District's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the District receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent. ~~under the authority granted to him/her pursuant to~~ (Education Code 42131)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the District's fund and cash balances through June 30. (Education Code 42131)

*If Aat any time during the **fiscal** year when the County Superintendent **concludes that the District's budget does not comply with the standards and criteria for financial stability and** conducts a comprehensive review of the District's financial and budgetary conditions **after he/she has determined that the District's budget does not comply with state criteria and standards for fiscal stability,** the Board shall review **any report of** the County Superintendent's **findings and** recommendations at a public Board meeting. Within 15 days of receiving the report, the District shall notify the County Superintendent and the SPI of **its the Board's** proposed actions on the recommendation. (Education Code 42637)*

Audit Report

By April 1 of each year, the Board shall provide for an annual audit of the District's books and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

~~The Board shall not select any~~ ***Except when, as determined by the Education Audits Appeal Panel, no otherwise eligible auditor is available, a*** public accounting firm ~~to provide audit services if the~~ ***whose*** lead or coordinating audit partner having primary responsibility for the audit, ~~or the~~ ***whose*** audit partner responsible for reviewing the audit, has performed audit services for the District in each of the six previous fiscal years **shall not be selected to perform a District audit.** (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual District audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

Audit Committee

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5
2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit
3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses
4. Participate with the independent auditor in presenting the audit report to the Board
5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting
6. Provide input on the effectiveness of the independent auditor
7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems

Alta Loma SD

Board Policy

Business and Noninstructional Operations

BP 3540(a)

TRANSPORTATION

The Board of Trustees desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. *In determining* ~~the extent to which the District will~~ provides for transportation services, *the Board* shall ~~depend upon~~ *weigh* student and community needs ~~and a continuing assessment of financial resources~~ *against the cost of providing such services.*

The Superintendent or designee shall recommend to the Board ~~the most economical,~~ *environmentally sustainable*, and appropriate means of providing transportation services. *The District's transportation services may be provided by means of a joint powers agreement, a cooperative student transportation program, or a consortium, as permitted by law.*

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

Transportation Plan

The Superintendent or designee shall develop a transportation plan in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents/guardians, students, and other stakeholders. (Education Code 39800.1)

The transportation plan shall be presented to and adopted by the Board at an open meeting, with the opportunity for in-person and remote public comment, and shall be updated annually by April 1. (Education Code 39800.1)

The transportation plan shall include descriptions of the following: (Education Code 39800.1)

- 1. The transportation services offered to students*
- 2. How transportation services will be prioritized for low-income students, students in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive*
- 3. The transportation services accessible to students with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 USC 11301)*

TRANSPORTATION

- 4. How unduplicated students, as defined in Education Code 42238.02, will be able to access available home-to-school transportation at no cost***

Transportation Contracts

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the District shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

Expenses and Fees

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

Safety and Monitoring

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The District may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to District and school administrators, and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the ~~d~~District, provide for the maintenance inspection and operation of ~~d~~District-owned properly equipped school buses and other vehicles ***equipment***, ~~in accordance with all legal requirements~~; and ensure adequate facilities for equipment storage and maintenance.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **WEDNESDAY, MARCH 15, 2023**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2023 DELEGATE ASSEMBLY BALLOT
SUBREGION 16-B
(San Bernardino County)

Number of seats: 6 (Vote for no more than 6 candidates)

Delegates will serve two-year terms beginning April 1, 2023 - March 31, 2025

**denotes incumbent*

☐ Gwen Dowdy-Rodgers (San Bernardino COE)

☐ Maria Gomez (Hesperia USD)

☐ Ronald Newton (Mountain View SD)

☐ Gabriel Stine (Victor ESD)*

☐ Eric Swanson (Hesperia USD)*

☐ Kathy Thompson (Central ESD)*

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

REGION 16 – 18 Delegates (14 elected/4 appointed ♦)

Director: Karen Gray (Silver Valley USD)

Below is a list of all elected or appointed Delegates from this Region.

Subregion 16-A (Inyo)

Susan Patton (Lone Pine USD), term expires 2023

Subregion 16-B (San Bernardino)

Heather Allgood (Helendale SD), term expires 2024

Joe Armendarez (Fontana USD) ♦, appointed term expires 2024

Christina Cameron-Otero (Needles USD), term expires 2024

Tom Courtney (Lucerne Valley USD), term expires 2023

Barbara Dew (Victor Valley Union HSD), term expires 2024

Barbara Flores (San Bernardino City USD), term expires 2024

Cindy Gardner (Rim of the World USD), term expires 2024

Shari Megaw (Chaffey Joint Union HSD), term expires 2023

James (Jim) O'Neill (Redlands USD), term expires 2024

Adam Perez (Fontana USD) ♦, appointed term expires 2023

Gabriel Stine (Victor ESD), term expires 2023

Eric Swanson (Hesperia USD), term expires 2023

Kathy Thompson (Central ESD), term expires 2023

Scott Wyatt (San Bernardino City USD), term expires 2024

Vacant, term expires 2023

Vacant (San Bernardino City USD) ♦, appointed term expires 2023

County Delegate:

Laura Mancha (San Bernardino COE), term expires 2024

Counties

Inyo (Subregion A)

San Bernardino (Subregion B)

View results

Respondent

4

Anonymous

09:17

Time to complete

1. I have been... *

Appointed

Nominated

2. Your signature indicates your consent to serve as a Delegate *

Gwendolyn Dowdy Rodgers

3. Full name *

Gwendolyn Dowdy Rodgers

4. Region/subregion *

1A

1- County

2A

2B

3A

3B

3C

3- County

4B

4C

4D

5A

5B

5- County

6B

6C

7A

7B

8A

8B

8C

8D

9A

9B

9C

9 - County

10A

10B

11A

11B

11 - County

12A

12B

15

15 - County

16A

16B

17

17 - County

18A

18B

20

21

21 - County

22

23A

23B

23C

24

5. Name of District or COE *

San Bernardino City/County

6. Years on board *

8

7. Profession

Community Development Specialist Pacific Clinics

8. Contact number *

9512030744

9. Primary email address *

gwenrogers84@gmail.com

10. Are you an incumbent Delegate? *

Yes

No

11. Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly. *

I have served as a delegate and on the legislative committee for region 16. This experience has provided growth as a board member as well as access to supports to be a good representative and mentor to new and upcoming board members.

12. Please describe your activities and involvement on your local board, community, and/or CSBA. *

On my local board I am on the education bridge committee and a alternate for our policy and facilities committee. I also sit on a number of community committees such the SE County gangs and Drugs Taskforce, and I am a first Five Commissioner.

13. What do you see as the biggest challenge facing governing boards and how can CSBA help address it? *

Long Term Governance members lack of involvement and support of CSBA to have harmony as board members

View results

Respondent

103

Anonymous

695:40

Time to complete

1. I have been... *

Appointed

Nominated

2. Your signature indicates your consent to be placed on the ballot and serve as a Delegate, if elected *

Maria T. Gomez

3. Full name *

Maria Teresa Gomez

4. Region/subregion *

1A

1- County

2A

2B

3A

3B

3C

3- County

4B

4C

4D

5A

5B

5- County

6B

6C

7A

7B

8A

8B

8C

8D

9A

9B

9C

9 - County

10A

10B

11A

11E

11 - County

12A

12B

15

15 - County

16A

16B

17

17 - County

18A

18B

20

21

21 - County

22

23A

23B

23C

24

5. Name of District or COE *

6. Years on board *

7. Profession

Educational Liaison

8. Contact number *

(760) 508-6733

9. Primary email address *

maria.gomez@hesperialisd.org

10. Are you an incumbent Delegate? *

Yes

No

11. Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly. *

My interest in becoming a delegate for CSEA is based on my background and experience. As a latina, I represent more than 50% of the population in San Bernardino County. I bring forth the skills of bilingualism, also the knowledge of the Latino culture (Mexican). As a professional, I have over 20 years' experience in the education world, working with newborns to adulthood. I have also served as an advocate for Foster/Homeless/ELD and low-income youth, of which make up our unduplicated population. I currently hold the title of Educational Liaison with San Bernardino County Children and Family Services, in which I work closely with Social Workers and advocate for the educational rights and services for our Foster youth. It should also be noted that as a student of the public education system I was part of two of the subgroups in the unduplicated population: ELD and low-income. I am also a parent and have been exposed to the public education system as a parent. I believe all these skills make me an appropriate representation of our community and a CSEA delegate.

12. Please describe your activities and involvement on your local board, community, and/or CSBA.

I am currently on my third year of my first term in office as a Trustee for Hesperia Unified. I am also in my second year as president of the board. In that role of president I have overseen the meetings and carry the duties of president to the best of my ability. I continue to meet weekly for updates with the Superintendent of the district as well as to support him and the staff. I have attended CSBA trainings and conferences in these past years, including Master of Governance the annual education conference and legislative action day. I have also reached out to CSBA staff for advice and guidance. I have been a member of the Hesperia Tri-Agency committee which is a collaboration of three organizations: City of Hesperia, Hesperia Recreation and Park District, and Hesperia Unified. I attend as many events as possible in the community that involve our students and our schools, such as sports events, musical performances, debate matches, back to school nights, among others. I truly believe that to serve as a Trustee you need to be involved and see for yourself how the schools, community, staff and, most importantly, the students of the district you serve are doing. In this manner as a Trustee, you can understand the school culture, see both the successes and opportunities so that you may as a group of trustees work to fulfill that need.

13. What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

We all have seen these past two years how governing boards have been challenged. Moving forward one challenge that needs to be addressed is effectively engaging our parents and community while helping them understand the roles and duties of a governing board. Another challenge is entertaining a diversity of ideas while maintaining civility and enforcement of board bylaws. How do we ensure that board members attend trainings to understand their roles understanding that, particularly with school boards being nonpartisan, that board meetings are not political arenas, or free for all to attack one another? There must be some accountability for board members as much as we hold the district accountable, we also need to hold each other accountable. I have always stated that power without humility is a bad thing. Lastly, along with providing governance training, it might be positive to provide a basic training on the basic inner workings of a school district as most board members have not experienced the day-to-day operations. While the day-to-day operations are not the role of the board, I believe this would help the board understand some of the items on the agenda, as well as support the superintendent and staff.

[View results](#)

Respondent	Time to complete
91 Anonymous	35:36

1. I have been... *

☐ Appointed

☐ Nominated

2. Your signature indicates your consent to be placed on the ballot and serve as a Delegate, if elected. *

Ronald Newton

3. Full name *

Ronald Daniel Newton

4. Region/subregion *

1A

1- County

2A

2B

3A

3B

3C

3- County

4B

4C

4D

5A

5B

5- County

6B

6C

7A

7B

8A

8B

8C

8D

9A

9B

9C

9 - County

10A

10B

11A

11B

11 - County

12A

12B

15

15 - County

16A

16B

17

17 - County

18A

18B

20

21

21 - County

22

23A

23B

23C

24

5. Name of District or COE *

Mountain View SLD

6. Years on board *

25

7. Profession

Attorney

8. Contact number *

905-703-4085

9. Primary email address *

tona@tonnawood.com

10. Are you an incumbent Delegate? *

Yes

No

11. Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly. *

I am committed to the education of our children and further that education remain well rounded and safe from harm. In today's world it is not enough to serve within a vacuum within one's district. Common issues of education, personnel shortages, money, resources, safety, mental and physical care for both our children and staff carry across school district boundaries. Only by banding together can we discover the best methods of addressing these issues. While ideas and philosophies vary and present a wide spectrum of ideas it is the sharing of these ideas which lead to better practices to address said issues. I feel that the Delegate Assembly can be a real and strong force in developing positive solutions and approaches to these issues. Together we are stronger than by ourselves.

12. Please describe your activities and involvement on your local board, community, and/or CSBA. *

I have been on my school board for 25 years and was just recently elected for another 4 year term. During that time I have been honored by my peers to have served as President of my board for over a dozen of these years. During my tenure our District has been in the forefront of technical education and the providing of technical support for our students. We have successfully expanded our District both in facilities and student numbers. We have developed goals that have retained strong educators and administrators, reduced bullying significantly, and kept our schools safe, all while being fiscally responsible to our community. In addition to my school board activities I have served on several City of Ontario commissions, was past president of our local little league and have coached high school varsity football at the same high school from 1975 to present except for two years to watch my son play college ball.

13. What do you see as the biggest challenge facing governing boards and how can CSBA help address it? *

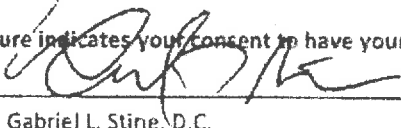
There are many issues and crises facing governing boards both socially, politically, and fiscally. Some of the ones that sweep across most of not all the governing boards at this time are the issues of mental and physical health and how we enable our children to recover from not only the effects of the Pandemic but all the constant and increase pressure of social media on our youth and on our teachers. Another major issue is the safety of our schools both from external violence but also from the internal violence of bullying of our children. Additionally, the crises of the lack of educators, psychologists, nurses, etc., has become critical. With limited resources, the CSBA must be a leader in consolidating our mutual efforts to provide adequate support in all these areas as the only victims of shortcomings is our children. The CSBA is and should be a leader in working with not only each other to solve these issues but in lobbying the government to bring about positive changes and provide the necessary resources. The stronger we are as an Assembly, the better chance we have in reaching mutually agreeable solutions. I humbly ask for your support so that I may represent all of us in seeking solutions to never before challenges faced by today's governing board members in our state and in our country.

Delegate Assembly Biographical Sketch Form for 2023 Election



Deadline: Saturday, January 7, 2023 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see resume." Do not re-type this form. Please submit completed form via e-mail to nominations@csba.org by no later than 11:59 p.m. on January 7, 2023. Forms may also be submitted via mail, to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2023. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.	
Signature: <u></u>	Date: <u>12/28/22</u>
Gabriel L. Stine, D.C.	

Name: <u>Gabriel L. Stine, D.C.</u>	CSBA Region & subregion #: <u>16-B</u>
District or COE: <u>Victor Elementary School District</u>	Years on board: <u>23</u>
Profession: <u>Chiropractor</u>	Contact Number (<input type="checkbox"/> Cell <input type="checkbox"/> Home <input checked="" type="checkbox"/> Bus.): <u>(760) 245-1691</u>
Primary E-mail: <u>docstine@gmail.com</u>	
Are you an incumbent Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, year you became Delegate: <u>2019</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

This is my 23rd year on the Victor Elementary School District Board of Trustees. I pride myself in being a leader on our board. I enjoy coaching new members, resolving differences and advocating for students. I bring a well-rounded perspective for school district stakeholders including students, staff, parents, business and community leaders. I am open minded and a huge believer in transparent relationships. One of the reasons I believe the VESD Board has been collaborative while keeping students first is the training we have received from California School Boards Association. I have been honored to be a part of the CSBA culture during my current term as a delegate.

Please describe your activities and involvement on your local board, community, and/or CSBA.

As a board member I attend as many district activities as possible. I attend the board activities such as board tours, question and answer forums with our bargaining units, as well as CSBA and NSBA events - virtually during the pandemic. As a business owner and chiropractor I contribute to my community constantly. I have been an active member of the Victor Valley Chamber of Commerce for over 29 years. I am team physician for three local high schools. I have developed and implemented health programs at schools across Victor Valley. I feel very strongly about being a positive, active member of our board and community.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Education is still working through key issues as a result of the pandemic. Students had academic and social emotional needs prior to this. Having now completed extensive assessments in all areas, we know the gaps have grown. Addressing the needs of each student, ensuring schools have facilities for growth (including the addition of a new grade level), and staff having the skill, knowledge, and tools to respond to the need is critical for targeted growth and long-term success. School Boards are responsible for driving the policies, goals, and objectives to meet these needs, while ensuring our districts remain fiscally solvent. CSBA can help by continuing to pivot to address these challenges and advocate for them.

View results

Respondent

96

Anonymous

49:26

Time to complete

1. I have been... *

Appointed

Nominated

2. Your signature indicates your consent to be placed on the ballot and serve as a Delegate, if elected *

I do. Signature

3. Full name *

I do. Signature

4. Region/subregion *

1A

1- County

2A

2B

3A

3B

3C

3- County

4B

4C

4D

5A

5B

5- County

6B

6C

7A

7B

8A

8B

8C

8D

9A

9B

9C

9 - County

10A

10B

11A

11B

11 - County

12A

12B

15

15 - County

16A

16B

17

17 - County

18A

18B

20

21

21 - County

22

23A

23B

23C

24

5. Name of District or COE *

Hempstead Union School District

6. Years on board *

17

7. Profession

CEO of a Worldwide Internet Company

8. Contact number *

760 617 1143

9. Primary email address *

eric.swanson@hesperiausd.org

10. Are you an incumbent Delegate? *

Yes

No

11. Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly. *

My experience and understanding of the needs of our students - not today but tomorrow - drives me to bring together other local and regional school districts to help find the 21st century solutions that our students will need to be successful, by being fully prepared for the challenges of tomorrow.

12. Please describe your activities and involvement on your local board, community, and/or CSBA. *

I am a community advocate that believed participation across our community helps to drive a successful educational system. I have been a CSBA delegate since 2019, SADDHPS Trustees Representative for over two years, CSBA Legislative Days participant for over ten years and am a member of our local Tri-Agency Committee, which communicates and coordinates between the three elected bodies in our community: the City of Hesperia, the Hesperia Unified School District and the Hesperia Recreation and Park District. Communication and collaboration between local and regional school districts, along with county schools, CSBA and legislative bodies is a prerequisite key to the success of our students.

13. What do you see as the biggest challenge facing governing boards and how can CSBA help address it? *

The three most important topics for setting the new educational bar are:

- The 4 C's – Creativity, Collaboration, Communication and Critical Thinking
- Reaching beyond the boundaries of Common Core through blended learning.
- Closing the widening gap between technology advancement and student learning.

The above are valuable concepts that will help our schools provide quality educational programs that will better equip our students. CSBA's role involves exploring and informing local board members across the state of the challenges that tomorrow's students face.

View results

Respondent

29

Anonymous

1136:50

Time to complete

1. I have been... *

Appointed

Nominated

2. Your signature indicates your consent to be placed on the ballot and serve as a Delegate, if elected *

Kathy A. Thompson

3. Full name *

Kathy A. Thompson

4. Region/subregion *

1A

1- County

2A

2B

3A

3B

3C

3- County

4B

4C

4D

5A

5B

5- County

6B

6C

7A

7B

8A

8B

8C

8D

9A

9B

9C

9 - County

10A

10B

11A.

11B

11 - County

12A

12B

15

15 - County

16A

16B

17

17 - County

18A

18B

20

21

21 - County

22

23A

23B

23C

24

5. Name of District or COE *

Wentworth

6. Years on board *

27

7. Profession

Teacher

8. Contact number *

(908) 741-5754

9. Primary email address *

rickathr9216@gmail.com

10. Are you an incumbent Delegate? *

Yes

No

11. Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly. *

As a delegate since 1997, I have attended each meeting from beginning to end. I come to each meeting prepared to engage and contribute. In our newly revised policy platform discussions, I chose to be on the Conditions of Children committee because I feel strongly about school safety and the whole child. I also am in contact with local legislators regarding policy issues because I believe that the ability to communicate the impact of decision making in Sacramento at the local level is essential to the legislators' grasp of education related decision making that he or she must make, and this is a personal priority for me.

12. Please describe your activities and involvement on your local board, community, and/or CSBA. *

I have been a school board member since 1995. I am currently the Board President and have also served as District Clerk. I feel that it is important to be visible at schools and frequently visit school sites. As an advocate for music programs, I participate in attending school performances at both the elementary and middle school level. I participate in the County Boards Association where our Region's Director attends and gives reports. She solicits our opinions on the impact of current issues in our area. Our very large county consists of urban, suburban, and rural districts, which gives a broad perspective. By participating in these discussions, I am able to communicate with both my Director and CSBA staff.

13. What do you see as the biggest challenge facing governing boards and how can CSBA help address it? *

Our biggest challenge is providing the training and emotional health of our students while supporting all staff in their efforts. Every day and lesson are hard adventures. Students rely on schools to provide both an education and stability. CSBA can help by leading the discussion for local control, how we approach governing schools and training policymakers. It is not about content required for additional funding or much at all, collecting our educational partners around a table and making

KATHY THOMPSON

OBJECTIVE

To continue as a member of the California School Boards Association Delegate Assembly

SUMMARY OF QUALIFICATIONS

1995 - 2022 Central School District Rancho Cucamonga, CA

Central School District Trustee

Member since 1995; ran unopposed in 1999, 2003 and 2008. Re-elected in 2012, 2016. Ran unopposed in 2020.

Specifically relevant to the Delegate Assembly is my investment of time in 1998 achieving the Master of Boardsmanship, as well as serving as Board Clerk in 1997, 2002, 2007 and 2012. I served as Board President in 1998, 2003, 2008, 2013 and 2020 to present. I have attended all Delegate Assembly meetings. I am the area representative for Upland, Cucamonga and Central School districts. I have just started serving on the Conditions of Children Policy Platform committee.

Golden Bell Evaluator 1999 – present

2001- May, 2010 Baldy View Regional Occupational Program

August, 2010 – Present Riverside County Office Of Education

Teacher, Health Services

EDUCATION

1978 – 1980 Citrus College Azusa, CA

Licensed Vocational Nurse

Specialization of Field: Neonatal and Pediatric Nursing

2001 – 2002 California State University San Bernardino, CA

Full-Time Vocational Education Teaching Credential, Medical Services

2017

Bachelor's Degree Grand Canyon University

2019

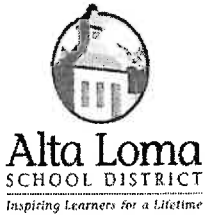
Master's Degree Grand Canyon University

COMMUNITY ACTIVITIES

I am elected to my school's site council, a member and volunteer of the PTA, an advisor and on the state board for California Health Occupation Students of America, and an active member of Hillside Community Church.


VOLUNTEER EXPERIENCE

Since 1990, I have been very active in the school district. I served as a School Site Council member and president, and also as the Parent/Teacher organization president. My service on district committees includes Business Partners in Education and the District Goals committee. I am involved in the activities of our individual school sites, and volunteer as a CPR instructor when needed. I firmly believe that volunteering for the benefit of children does not end when one becomes a Trustee.



Educational Services Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Chris Deegan, Associate Superintendent, Educational Services

Date: February 15, 2023

Subject: Approval of 2023-2024 Comprehensive School Safety Plans

BACKGROUND: In recognizing the importance of safe and secure campuses, and in compliance with State law and Board policy, our schools engage in a systematic planning process for the purpose of developing, reviewing and updating their Comprehensive School Safety Plan (CSSP). This plan is developed in collaboration with the site safety team and community partners and adopted by the school site council. The process included gathering and analyzing safety data in order to develop reasonable safety goals relevant to the needs and resources of each campus. Once the plans have been reviewed and updated, the CSSP and related materials are made available to the public.

RATIONALE: California Ed Codes 32280-32289.5, require every school in a District with more than 2501 average daily attendance to develop and maintain plans designed to address campus risks. The law also requires designated staff, students and community partners at each school, along with local law enforcement, fire department, and other first responder agencies, to annually engage in a systematic planning process for the purpose of developing strategies to prevent and respond to potential incidents involving crimes and violence on campus.


The Board shall review the Comprehensive Safety Plans in order to ensure compliance with State law, Board Policy and Administrative Regulation and approve the plans at a scheduled meeting.

FUNDING: There is no impact to the General Fund.

RECOMMENDATION: Recommend the Board approve the 2023-2024 Comprehensive School Safety Plans.

Educational Services Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Chris Deegan, Associate Superintendent, Educational Services

Date: February 15, 2023

Subject: Approval of Fee-Integrated Summer Intersession, EXPLORE Summer Intersession and Fee-based CAMP EXPLORE Rates

BACKGROUND: The Expanded Learning Opportunities Program (ELOP) was authorized in the 2021-2022 Budget Act and Education Code 46120. ELOP provides ongoing funding to develop and implement before school, after school, summer and intersession opportunities. Intersession opportunities shall total 30 days per school year and can be provided through a combination of various non-school days. The intersession programs provide an opportunity for all students within the LEA to attend and are made available to all unduplicated students at a free or reduced rate.

RATIONALE: Alta Loma School District has a diverse community in which many families enjoy the opportunity for their students to participate in robust offerings during various intersession times. In an effort to provide access to all students, regardless of their income level, it is the desire of the Alta Loma School District to offer, EXPLORE Summer Intersession, June 5, 2023 through June 30, 2023. The EXPLORE Summer Intersession will be a fee-based integrated program for students who have completed grades TK-6. In addition, our traditional fee-based summer camp, CAMP EXPLORE, will be offered during July for all District families.

FUNDING: Expanded Learning Opportunity Program Restricted Funds.

RECOMMENDATION: Recommend the Board review and approve the 2023 rates for the fee-integrated EXPLORE Summer Intersession (June) and CAMP EXPLORE (July) programs.




ALSD SUMMER OFFERINGS

JUNE - EXPLORE SUMMER INTERSESSION Fee Integration Program (\$15 registration fee includes shirt)			
DATES	Hours	Program Specifics	Cost
EXPLORE SUMMER INTERSESSION (19 days) June 5 - 30	7 AM - 8 AM	Breakfast Club	Registration Fee \$15 June 5-16 (2 week) Session 1A - \$180 Session 1B - \$180 Session 1A/1B \$335 Full Day \$450
	8 AM - 10 AM	Session 1A/2A	
	10 AM- 12 PM	Session 1B/2B	
	12 PM - 12:30 PM	Dismissal	June 20-30 (2 week) Session 2A - \$165 Session 2B - \$165 Session 2A/2B \$305 Full Day \$450
	12:30 PM - 1:30 PM	Lunch/Recess	
	1:30 PM - 6:00 PM	Mini Clubs/Activities Weekly Assemblies	
JULY - CAMP EXPLORE Fee Based Summer Camp (\$30 registration fee)			
DATES	Hours	Program Specifics	Cost
CAMP EXPLORE Fee Based Camp July 5-28 (closed July 3 and 4)	7 AM - 8 AM	Breakfast Club	Registration Fee \$30 Weekly Rate \$225
	8 AM - 8:30 AM	Attendance	
	8:30 AM - 9:30 AM	Snack/Recess	
	9:30 AM - 9:45 AM	Classroom	
	9:45 AM - 11:45 AM	Clubs/Activities/Athletics	
	11:45 AM - 1 PM	Lunch/Recess	
	1 PM - 3 PM	Clubs/Activities/Athletics	
	3 PM - 4 PM	Snack/Recess	
	4 PM - 6 PM	Imagination Stations	



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent
From:  Eric Hart, Associate Superintendent
Date: February 15, 2023
Subject: Public Disclosure of Proposed Collective Bargaining Agreement

BACKGROUND: Government Code Section 3547.5 states that before a public school employer enters into a written agreement with a collective bargaining unit, it must publicly disclose the major provisions of the agreement. This disclosure must also be provided to the County Superintendent of Schools and must be publicly posted 72 hours prior to the Board of Trustees taking action.

RATIONALE: The Alta Loma School District and the Alta Loma Educators Association (ALEA) have entered into a tentative agreement which concludes negotiations for the 2022-23 school year. This disclosure satisfied the legal requirements of Government Code Section 3547.5.

FUNDING: Not applicable.

RECOMMENDATION: This item is for information only and no action is required.

**FORM FOR PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
(AB1200 (Statutes of 1991, Chapter 1213) as revised by AB 2756
(Statutes of 2004, Chapter 25), Government Code 3547.5 & 3540.2)**

Alta Loma School District

SCHOOL DISTRICT

Government Code Section 3547.5: **Before** a public school employer enters into a written agreement with an exclusive representative covering matters within the scope of representation, the major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public school employer under the agreement for the current and subsequent fiscal years, shall be disclosed at a public meeting of the public school employer.

Intent of Legislation: To ensure that members of the public are informed of the major provisions of a collective bargaining agreement before it becomes binding on the school district.

(This information is pulled from the SUMMARY section of this file which should be completed FIRST)

MAJOR PROVISIONS OF PROPOSED AGREEMENT WITH THE

Alta Loma Educators Association (ALEA)

BARGAINING UNIT

To be acted upon by the Governing Board at its meeting on

02/15/23

A. PERIOD OF AGREEMENT:

The proposed bargaining agreement covers the period beginning and ending for the following fiscal years

07/01/22

06/30/23

B. TOTAL COST CHANGE TO IMPLEMENT PROPOSED AGREEMENT (SALARIES & BENEFITS)

The total change in costs for salaries and employee benefits in the proposed agreement:

1. Current Year Costs Before Agreement

\$32,256,817.00

2. Current Year Costs After Agreement

\$35,140,599.00

3. Total Cost Change

\$2,883,782.00

4. Percentage Change

8.94%

5. Value of a 1% Change

\$288,378.20

C. PERCENTAGE SALARY CHANGE FOR AVERAGE, REPRESENTED EMPLOYEE

The total percentage change in salary, including annual step and column movement on the salary schedule (as applicable), for the average, represented employee under this proposed agreement:

1. Salary Schedule change

(% Change To Existing Salary Schedule)

6.0%

(% change for one time bonus/stipend or salary reduction)

4.0%

2. Step & Column

(Average % Change Over Prior Year Salary Schedule)

1.8%

3. TOTAL PERCENTAGE CHANGE FOR THE
AVERAGE, REPRESENTED EMPLOYEE

12%

4. Change in # of Work Days (+/-) Related to % Change

5. Total # of Work Days to be provided in Fiscal Year

185

6. Total # of Instructional Days to be provided in Fiscal Year
(applicable to Certificated BU agreements only)

180

**FORM FOR PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
(AB1200 (Statutes of 1991, Chapter 1213) as revised by AB 2756
(Statutes of 2004, Chapter 25), Government Code 3547.5 & 3540.2)**

Alta Loma School District

SCHOOL DISTRICT

D. PERCENTAGE BENEFITS CHANGE FOR BOTH STATUTORY AND DISTRICT-PROVIDED EMPLOYEE BENEFITS INCLUDED IN THIS PROPOSED AGREEMENT:

1.	Cost of Benefits Before Agreement	\$8,963,148.00
2.	Cost of Benefits After Agreement	\$9,517,563.10
3.	Percentage Change in Total Costs	6.19%

E. IMPACT OF PROPOSED AGREEMENT ON DISTRICT RESERVES

State-Recommended Minimum Reserve Level (after implementation of Proposed Agreement)

1.	Based On Total Expenditures and Other Uses in the General Fund of:	\$86,761,146.00
2.	Percentage Reserve Level State Standard for District:	3.0%
3.	Amount of State Minimum Reserve Standard:	\$2,602,834.38

SUFFICIENCY OF DISTRICT UNRESTRICTED RESERVES to meet the minimum recommended level AFTER IMPLEMENTATION OF PROPOSED AGREEMENT:

GENERAL FUND RESERVES (Fund 01 Unrestricted ONLY)

4.	Reserve for Economic Uncertainties (Object 9789)	\$2,602,834.38
5.	Unassigned/Unappropriated (Object 9790)	\$646,371.31
6.	Total Reserves: (Object 9789 + 9790)	\$3,249,205.69

SPECIAL RESERVE FUND (Fund 17, as applicable)

7.	Reserve for Economic Uncertainties (Object 9789)	\$1,402,119.26
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TOTAL DISTRICT RESERVES, applicable to State Minimum Reserve Standard:

8.	General Fund & Special Reserve Fund:	\$4,651,324.95
9.	Percentage of General Fund Expenditures/Uses	5.36%
Difference between District Reserves and Minimum State Requirement		\$2,048,490.57

**FORM FOR PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
(AB1200 (Statutes of 1991, Chapter 1213) as revised by AB 2756
(Statutes of 2004, Chapter 25), Government Code 3547.5 & 3540.2)**

Alta Loma School District

SCHOOL DISTRICT

F. MULTIYEAR CONTRACT AGREEMENT PROVISIONS

N/A single year agreement

G. FINANCIAL IMPACT OF PROPOSED AGREEMENT IN SUBSEQUENT FISCAL YEARS

The following assumptions were used to determine that resources will be available to fund these obligations in future fiscal years (including any compensation and/or noncompensation provisions specified below that have been agreed upon if the proposed agreement is part of a multi-year contract):

Three year prior average ADA in LCFF, enrollment increase for TK implementation in 23/24 and 24/25

H. NARRATIVE OF AGREEMENT

The proposed agreement has an ongoing increase of 6% to the salary schedule retroactive to 7/1/2022, and a one-time off salary schedule bonus of 4%

I. SOURCE OF FUNDING FOR PROPOSED AGREEMENT

The following source(s) of funding have been identified to fund the proposed agreement

Funding is from LCFF revenues, other unrestricted and restricted State, Federal or Local revenues received by the District where salaries are budgeted and charged.

**FORM FOR PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
(AB1200 (Statutes of 1991, Chapter 1213) as revised by AB 2756
(Statutes of 2004, Chapter 25), Government Code 3547.5 & 3540.2)**

Alta Loma School District

SCHOOL DISTRICT

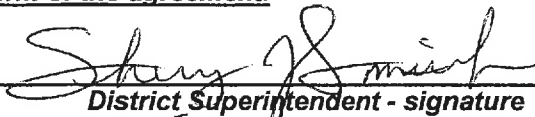
CERTIFICATION

To be signed by the District Superintendent AND Chief Business Official when submitted for Public Disclosure and by the Board President after formal action by the Governing Board on the proposed agreement.

Districts with a Qualified or Negative Certification: Per Government Code 3540.2, signatures of the District Superintendent and Chief Business Official must accompany the Summary Disclosure sent to the County Superintendent for review 10 days prior to the board meeting that will ratify the agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted for public disclosure in accordance with the requirements of AB 1200, AB 2756 and GC 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.


District Superintendent - signature

Date


Chief Business Official- signature

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on 2/15/2023 took action to approve the proposed Agreement with the Alta Loma Educators Association (ALEA) Bargaining Unit.

President, Governing Board
(signature)

Date

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE Alta Loma School District SCHOOL DISTRICT
WITH THE Alta Loma Educators Association (ALEA) BARGAINING UNIT (BU)

To be acted upon by the Governing Board at its meeting on : (enter Date) 2/15/2023
Budget Revisions to be INPUT no later than 45 days after approval: (will calc + 45 days) 4/1/2023
Estimated Agreement Payment Date (enter Date) 4/1/2023

GENERAL

Section 1: STATUS OF BARGAINING UNIT AGREEMENTS

This document is REQUIRED whenever a NEW or AMENDED agreement is ratified.

If this Public Disclosure is not applicable to all of the District's bargaining units, indicate the current status (whether settled or pending settlement) of the remaining units:

(Separate disclosures should be made for each bargaining unit agreement)

	# FTE Represented
Certificated: <u>ALEA - Settled</u>	<u>254.0</u>
Classified: <u>unrepresented "me too"</u>	<u>354.0</u>

Section 2: PERIOD OF AGREEMENT

The proposed agreement covers the period beginning on: (enter Begin Date) 7/1/2022
and ending on: (enter End Date) 6/30/2023

If this agreement is part of a multi-year contract, indicate ALL fiscal years covered:

Fiscal Years:			
Reopeners: Yes or NO ?			
if Yes, what Areas?			

COMPENSATION PROVISIONS

Section 3: SALARIES: PERCENTAGE CHANGE IN SALARIES IN PROPOSED AGREEMENT:

The proposed agreement includes the following costs for salaries for the above-mentioned Bargaining unit:

Current Year Salary Cost Before Settlement (Based on Year to Date (YTD) Actuals Projected through 6/30):	\$ <u>23,293,669.00</u>
Current Year Salary Cost After Settlement (Include any retroactive pay increases or (decreases) or one time bonuses/stipends or (reductions), as applicable):	\$ <u>25,623,035.90</u>
Total Cost Increase or (Decrease):	<u>\$2,329,366.90</u>
Percentage Increase or (Decrease):	<u>10.00%</u>

SALARY CHANGE FOR AN AVERAGE, REPRESENTED EMPLOYEE FROM PRIOR YEAR

(Includes annual step/column movement on schedule):

Salary Increase or (Decrease)

% increase or (decrease) to existing schedule 6.00% per employee

% increase or (decrease) for one-time bonus/stipend or (salary reduction) 4.00% per employee

Step & column

average % annual change over the prior year schedule 1.75% per employee

TOTAL PERCENTAGE CHANGE FOR AVERAGE REPRESENTED EMPLOYEE 11.75% per employee

Indicate Change in # of Work Days, Furlough or Additional, Related to % Change	<u>0</u>
Indicate Total # of Work Days to be provided for fiscal year:	<u>185</u>
Indicate Total # of Instructional Days to be provided for fiscal year:	<u>180</u>

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

Section 4: BENEFITS: PERCENTAGE CHANGE IN EMPLOYEE BENEFITS IN PROPOSED AGREEMENT:

The proposed agreement includes the following costs for employee statutory and health/welfare benefits:

Statutory Benefits: (object 3XXX less 34XX)

(STRS, PERS, Workers Compensation, Unemployment Insurance, Social Security, Medicare)

Total Statutory Benefit Costs:

Current Costs:

\$ 5,544,151.00

Proposed Costs:

\$ 6,098,566.10

Total Cost Increase or (decrease):

\$554,415.10

Percentage Change:

10.00%

District Health and Welfare Plans - Object 34XX (Medical, Dental, Vision, Life Insurance, Other)

Total Health and Welfare Costs:

Current Costs:

\$ 3,418,997.00

Proposed Costs:

\$ 3,418,997.00

Total Cost Increase or (decrease):

\$0.00

Percentage Change:

0.00%

Indicate if Health/Welfare Benefits are Capped: (Include details such as different caps per health plans or any super composite rates. Also, indicate if cap includes health benefits only or also other insurances.)

Current Cap:

\$ 20,571.00

Proposed Cap:

\$ 20,571.00

Average Capped Amount increase or (decrease) per employee

\$0.00

0.00%

TOTAL COST OR (SAVINGS) OF COMPENSATION CHANGES (REGARDLESS OF WHETHER PREVIOUSLY BUDGETED IN WHOLE OR IN PART)

Section 5: TOTAL COST INCREASE OR (SAVINGS) FOR SALARIES AND BENEFITS IN THE PROPOSED AGREEMENT:

Current Year Combined Cost Before Settlement: (data pulls from above)

(Based on YTD Actuals Projected through 6/30 and current agreement)

Salaries

\$ 23,293,669.00

Benefits

\$ 8,963,148.00

Total:

\$ 32,256,817.00

Current Year Cost After Settlement: (data pulls from above)

(Include any retroactive pay increases or (decreases) or one-time bonuses/stipends or (reductions)):

Salaries

\$ 25,623,035.90

Benefits

\$ 9,517,563.10

Total:

\$ 35,140,599.00

TOTAL COST INCREASE OR (DECREASE)

\$2,883,782.00

(This amount should tie to the multiyear projection sections for 1XXX-3XXX)

PERCENTAGE CHANGE

8.94%

1% CHANGE IN SALARY AND STATUTORY BENEFIT COSTS (prior to any settlements):

\$ 288,378.20

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

OTHER PROVISIONS (COMPENSATION AND NON-COMPENSATION)

Section 6: The following are additional compensation and non-compensation provisions contained in the proposed agreement: (Indicate, **IN DETAIL**, the terms of the agreement covered in each section)

A. OTHER COMPENSATION: Off-Schedule Stipends/Bonuses, Reductions, etc. (amounts, staff affected, total cost and/or savings).

Staff will be receiving a one-time off-schedule bonus equal to 4%

B. NON-COMPENSATION: Class Size Changes (indicate before and after class sizes/grades affected; and, if applied for CDE waiver (attach copy)), Staff Development Days, Teacher Prep Time, etc..

N/A

C. REOPENERS, CONTINGENCY AND/OR RESTORATION LANGUAGE: Describe specific areas identified for Reopeners, Contingency, and/or Restoration (include triggers and timing). Provide copy of Board Action to BAS upon approval.

N/A

Section 7: State Minimum Reserve Standard Calculation:

Total Expenditures and Other Uses: *(pulls from MYP Sec. 9)*

Minimum State Reserve Percentage (input %)

Minimum State Reserve Requirement: *(Formula includes Total Exp/Uses x Minimum Reserve %)*

\$	86,761,146.00
	3%
\$	2,602,834.38

FISCAL IMPACT IN CURRENT AND TWO SUBSEQUENT FISCAL YEARS

Section 8: Date of governing board approval of budget revisions in Section 9, Col.2 (below) in accordance with E.C. 42142 and Government Code 3547.5. (Pulls from above Governing Board Date plus 45 days)

4/1/2023

Provide proof that board-approved budget revisions have been input within 45 days. Date budget revisions input/BT #'s:

BT #'s:	mm/dd/yy
---------	----------

If the board-approved revisions input are different from the proposed budget adjustments in Col. 2 provide a detailed explanation of differences.

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

Section 9: IMPACT OF PROPOSED AGREEMENT ON THE GENERAL FUND BUDGET IN CURRENT AND TWO SUBSEQUENT FISCAL YEARS. (Reflect both Unrestricted and Restricted General Fund Budget Amounts)
In-Lieu of this form, an updated Form MYP can be supplied which includes the results of the settlement over the most recent Form MYP filed with this office.

		Current Fiscal Year 2022 -2023			
		(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)
		Latest Board- Approved Budget Before Settlement - As of December 14, 2022	Adjustments as a Direct Result of this Proposed Settlement	Other Revisions (Including Other Proposed BU Agreements) Required to support cost of agreement (i.e. "me-too")	Projected District Budget After Settlement of Agreement (Cols. 1 + 2 + 3)
<i>Please NOTE: The title reflected in Col. 1 can be modified if the agreement is being approved along with the Adopted Budget Process. In this case, Col. 4 should reflect the Adopted Budget including the salary agreement and Col. 1 would reflect the Adopted Budget less Col. 2, the actual cost of the agreement.</i>					
OPERATING REVENUES: LCFF ADA		ADA= 5149.12	CERT FTE: 254	CLASS FTE: 354	ADA= 5149.12
LCFF Sources	(8010-8099)	60,459,991.00	0.00	0.00	60,459,991.00
Remaining Revenues	(8100-8799)	29,387,278.38	0.00	0.00	29,387,278.38
TOTAL		89,847,269.00	0.00	0.00	89,847,269.00
OPERATING EXPENDITURES					
1000 Certificated Salaries		32,169,290.00	2,442,679.88	414,394.19	35,026,364.07
2000 Classified Salaries		12,355,937.63	0.00	1,235,593.76	13,591,531.39
3000 Benefits		21,886,935.28	362,011.30	307,659.53	22,556,606.11
4000 Instructional Supplies		4,795,918.56	0.00	0.00	4,795,918.56
5000 Contracted Services		7,150,725.56	0.00	0.00	7,150,725.56
6000 Capital Outlay		3,521,963.41	0.00	0.00	3,521,963.41
7000 Other		118,037.70	0.00	0.00	118,037.70
TOTAL		81,998,808.00	2,804,691.00	1,957,647.00	86,761,146.00
OPERATING SURPLUS (DEFICIT)		7,848,461.00	(2,804,691.00)	(1,957,647.00)	3,086,123.00
Other Sources and Transfers In		0.00	0.00	0.00	0.00
Other Uses and Transfers Out		0.00	0.00	0.00	0.00
CURRENT YEAR INCREASE/ (DECREASE) TO FUND BALANCE		7,848,461.00	(2,804,691.00)	(1,957,647.00)	3,086,123.00
BEGINNING FUND BALANCE 9791-92		20,601,358.50			20,601,358.50
Prior-Year Adjustments 9793-95		0.00		0.00	0.00
NET BEGINNING BALANCE		20,601,358.50		0.00	20,601,358.50
ENDING FUND BALANCE (EFB)		28,449,820.00	(2,804,691.00)	(1,957,647.00)	23,687,482.00
COMPONENTS OF ABOVE EFB:					
Nonspendable (9711-9719)		124,677.36	0.00	0.00	124,677.36
Restricted (9740)		10,881,124.81	0.00	0.00	10,881,124.81
Committed (9750/9760)		11,632,474.14	0.00	(2,200,000.00)	9,432,474.14
Assigned (9780)		0.00	0.00	0.00	0.00
Reserve Economic Uncertainties (9789)		2,459,964.24	84,140.73	58,729.41	2,602,834.38
Unassigned/Unappropriated (9790)		3,351,579.45	(2,888,831.73)	183,623.59	646,371.31
State Minimum Reserves %		8.80%	Meets		5.36%
Are budgets in balance?		In Balance	Undesignated Amount		In Balance
Did you adjust reserves? s/b \$0		\$0.00			\$0.00
FUND 17 RESERVES (9789) or N/A		\$ 1,402,119.26			\$ 1,402,119.26

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown in Section 5, Total Costs, please explain below. Also, list any other assumptions used or included in Column 3:

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

First Subsequent Year 2023 - 2024			
(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)
Latest Board- Approved Budget Before Settlement - As of December 14, 2022	Adjustments as a Direct Result of this Proposed Settlement	Other Revisions (Including Other Proposed BU Agreements) Required to support cost of agreement (i.e. "me-too")	Projected District Budget After Settlement of Agreement (Cols. 1 + 2 + 3)
ADA= 5381	CERT FTE: 258	CLASS FTE: 354	ADA= 5381
LCFF Sources (8010-8099)	62,056,294.00	0.00	0.00
Remaining Revenues (8100-8799)	14,779,937.88	0.00	0.00
TOTAL	76,836,232.00	0.00	76,836,232.00

OPERATING REVENUES: LCFF ADA

LCFF Sources (8010-8099)	62,056,294.00
Remaining Revenues (8100-8799)	14,779,937.88
TOTAL	76,836,232.00

OPERATING EXPENDITURES

1000 Certificated Salaries	32,290,587.32	1,470,978.33	249,464.16	34,011,029.81
2000 Classified Salaries	11,840,054.69	0.00	710,403.28	12,550,457.97
3000 Benefits	22,102,963.77	365,599.34	310,685.05	22,779,248.15
4000 Instructional Supplies	2,488,711.35	0.00	0.00	2,488,711.35
5000 Contracted Services	7,240,419.01	0.00	0.00	7,240,419.01
6000 Capital Outlay	132,108.00	0.00	0.00	132,108.00
7000 Other	119,259.10	0.00	0.00	119,259.10
TOTAL	76,214,103.00	1,836,578.00	1,270,552.00	79,321,233.00

OPERATING SURPLUS/(DEFICIT)

622,129.00	(1,836,578.00)	(1,270,552.00)	(2,485,001.00)
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Other Sources and Transfers In	0.00	0.00	0.00	0.00
Other Uses and Transfers Out	0.00	0.00	0.00	0.00

CURRENT YEAR INCREASE/ (DECREASE) TO FUND BALANCE

622,129.00	(1,836,578.00)	(1,270,552.00)	(2,485,001.00)
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BEGINNING FUND BALANCE (9791)

(Pulls from prior year EFB)	23,687,482.00		23,687,482.00
Prior-Year Adjustments (9792-9795)			0.00
NET BEGINNING BALANCE	23,687,482.00		23,687,482.00

ENDING FUND BALANCE (EFB)

24,309,611.00	(1,836,578.00)	(1,270,552.00)	21,202,481.00
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COMPONENTS OF EFB (above):

Nonspendable (9711-9719)	124,677.36	0.00	0.00	124,677.36
Restricted (9740)	8,462,587.05	0.00	0.00	8,462,587.05
Committed (9750/9760)	0.00	0.00	0.00	0.00
Assigned (9780)	0.00	0.00	0.00	0.00
Reserve Economic Uncertainties	2,286,423.09	55,097.34	38,116.56	2,379,636.99
Unassigned/Unappropriated (9790)	13,435,923.50	(1,891,675.34)	(1,308,668.56)	10,235,579.60
State Minimum Reserves %	22.47%	Meets		17.67%
Are budgets in balance?	In Balance			In Balance
Did you adjust reserves? s/b \$0	\$ (0.00)	Undesignated Amount		\$ 0.00
FUND 17 RESERVES (9789) or N/A	\$ 1,402,119.26			\$ 1,402,119.26

Assumptions used for LCFF Gap%, Unduplicated %, Other Revenue COLAs, Addl/Reduced staffing, etc., explain below:

5.38% COLA, 36.29% UPP, add 4 TK teachers

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

Second Subsequent Year 2024 - 2025

(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)
Latest Board- Approved Budget Before Settlement - As of December 14, 2022	Adjustments as a Direct Result of this Proposed Settlement	Other Revisions (Including Other Proposed BU Agreements) Required to support cost of agreement (i.e. "me-too")	Projected District Budget After Settlement of Agreement (Cols. 1 + 2 + 3)
ADA= 5425.62	CERT FTE: 265	CLASS FTE: 354	ADA= 5425.62
LCFF Sources (8010-8099) 64,370,464.00	0.00	0.00	64,370,464.00
Remaining Revenues (8100-8799) 14,777,937.88	0.00	0.00	14,777,937.88
TOTAL 79,148,402.00	0.00	0.00	79,148,402.00

OPERATING REVENUES: LCFF ADA

LCFF Sources (8010-8099)
Remaining Revenues (8100-8799)
TOTAL

OPERATING EXPENDITURES

1000 Certificated Salaries
2000 Classified Salaries
3000 Benefits
4000 Instructional Supplies
5000 Contracted Services
6000 Capital Outlay
7000 Other
TOTAL

33,510,284.82	1,526,540.92	258,887.06	35,295,712.80
11,984,638.69	0.00	719,078.32	12,703,717.01
22,741,724.40	376,164.91	319,663.63	23,437,552.94
2,559,804.99	0.00	0.00	2,559,804.99
7,445,856.43	0.00	0.00	7,445,856.43
192,108.00	0.00	0.00	192,108.00
119,259.10	0.00	0.00	119,259.10
78,553,676.00	1,902,706.00	1,297,629.00	81,754,011.00

OPERATING SURPLUS/(DEFICIT)

594,726.00	(1,902,706.00)	(1,297,629.00)	(2,605,609.00)
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Other Sources and Transfers In
Other Uses and Transfers Out

0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00

CURRENT YEAR INCREASE/ (DECREASE) TO FUND BALANCE

594,726.00	(1,902,706.00)	(1,297,629.00)	(2,605,609.00)
-------------------	-----------------------	-----------------------	-----------------------

BEGINNING FUND BALANCE (9791)

(Pulls from prior year EFB)

Prior-Year Adjustments (9792-9795)

NET BEGINNING BALANCE

21,202,481.00			21,202,481.00
			0.00
21,202,481.00			21,202,481.00

ENDING FUND BALANCE (EFB)

21,797,207.00	(1,902,706.00)	(1,297,629.00)	18,596,872.00
----------------------	-----------------------	-----------------------	----------------------

COMPONENTS OF EFB (above):

(use whole rounded numbers only)

Nonspendable (9711-9719)
Restricted (9740)
Committed (9750/9760)
Assigned (9780)
Reserve Economic Uncertainties
Unassigned/Unappropriated (9790)
State Minimum Reserves %
Are budgets in balance?
Did you adjust reserves? s/b \$0
FUND 17 RESERVES (9789) or N/A

124,677.36			124,677.36
6,126,584.97			6,126,584.97
0.00			0.00
0.00	0.00		0.00
2,356,610.28	57,081.18	38,928.87	2,452,620.33
13,189,334.39	(1,959,787.18)	(1,336,557.87)	9,892,989.34
21.58%	Meets		16.82%
In Balance	Undesignated Amount		In Balance
(\$0.00)			(\$0.00)
\$ 1,402,119.26			\$ 1,402,119.26

Assumptions used for LCFF Gap%, Unduplicated %, Other Revenue COLAs, Addl/Reduced Staffing, etc., explain below:

1.02% COLA, 36.02% UPP, add 7 TK Teachers

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

Section 10: MULTI-YEAR CONTRACT AGREEMENT PROVISIONS: The proposed agreement contains the following COLAs and other compensation/non-compensation provisions for subsequent years as follows *(text pulls into disclosure)*: Send copy of final Agreement to BAS upon Board Approval

N/A single year agreement

Section 11: FINANCIAL IMPACT OF PROPOSED AGREEMENT IN SUBSEQUENT FISCAL YEARS: The following assumptions were used to determine that resources will be available to fund these obligations in future fiscal years. (Include any compensation/noncompensation provisions specified below.) *(text pulls into disclosure)*:

Three year prior average ADA in LCFF, enrollment increase for TK implementation in 23/24 and 24/25

Section 12: NARRATIVE OF AGREEMENT: Provide a brief narrative of the proposed changes in compensation or health premiums, including percentage changes, effective dates, and comments and/or explanations. *(text pulls into disclosure)*:

The proposed agreement has an ongoing increase of 6% to the salary schedule retroactive to 7/1/2022, and a one-time off salary schedule bonus of 4%

Section 13: SOURCE OF FUNDING FOR PROPOSED AGREEMENT: Provide a brief narrative of the funds available in the current year to provide for the costs of this agreement. *(text pulls into disclosure)*:

Funding is from LCFF revenues, other unrestricted and restricted State, Federal or Local revenues received by the District where salaries are budgeted and charged.

SUMMARY OF PROPOSED AGREEMENT

BETWEEN THE

Alta Loma School District

SCHOOL DISTRICT

ADDITIONAL FISCAL INDICATORS- CRITERIA AND STANDARDS A.5

This section is in response to the Criteria and Standards Additional Fiscal Indicators #A.5., which asks: "Has the district entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state cost of living adjustment."

Section 14: COMPARISON OF PROPOSED AGREEMENT TO CHANGE IN DISTRICT LOCAL CONTROL FUNDING FORMULA (LCFF):

(A)	Current-year (CY) LCFF Average Rate per ADA: (CY LCFF Entitlement per ADA, FCMAT LCFF Calculator, Calculator Tab, Row 79)	Estimated \$10,656.00
(B)	Less Prior-Year (PY) LCFF BASC Calculator Rate per ADA: (PY LCFF Entitlement per ADA, FCMAT LCFF Calculator, Calculator Tab, Row 79)	\$9,387.00
(C)	= Amount of Current-Year Increase or (decrease): (A) minus (B)	1,269.00
(D)	= Percentage Increase or (decrease) in LCFF per ADA: (C) divided by (B)	13.52%
(E)	ADA Increase/(Decrease) from Prior Year as % Current year P-2 LCFF funded ADA (greater of PY guarantee or current year) Prior Year P-2 LCFF funded ADA (greater of PY guarantee or current year)	(2.78%) 5,673.90 5,835.88
(F)	Total LCFF % increase or (decrease) plus ADA % change	10.74%
(G)	Indicate Total Settlement Percentage Change from Section 5	8.94%

If proposed agreement % on Line G is greater than Line F, please provide explanation below:

CERTIFICATION

To be signed by the **District Superintendent AND Chief Business Official** upon submission to the Governing Board and by the **Board President** upon formal Board action on the proposed agreement.

Districts with a Qualified or Negative Certification : Per Government Code 3540.2, signatures of the District Superintendent and Chief Business Official must accompany the Summary Disclosure sent to the County Superintendent for review 10 days prior to the board meeting that will ratify the agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200, AB 2756, GC 3547.5, and GC 3540.2.

WE HEREBY CERTIFY THAT THE COSTS INCURRED BY THE SCHOOL DISTRICT UNDER THIS AGREEMENT CAN BE MET BY THE DISTRICT DURING THE TERM OF THE AGREEMENT.


District Superintendent - signature

Date


Chief Business Official - signature

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on Wednesday, February 15, 2023 took action to approve the proposed Agreement with the Alta Loma Educators Association (ALEA) Bargaining Unit.

President, Governing Board - signature


Date



Alta Loma
SCHOOL DISTRICT
Inspiring Learners for a Lifetime

Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Bell Roof Company, Trade Category #08 Roofing & Sheet Metal for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Bell Roof Company, Trade Category #08 Roofing & Sheet Metal for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Bell Roof Company, Trade Category #08 Roofing & Sheet Metal and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From: ~~S~~ # Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Bithell, Inc., Trade Category #15 Painting for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Bithell, Inc., Trade Category #15 Painting for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.


FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Bithell, Inc., Trade Category #15 Painting and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – CG Acoustics, Inc., Trade Category #13 Acoustical Treatment for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to CG Acoustics, Inc., Trade Category #13 Acoustical Treatment for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by CG Acoustics, Inc., Trade Category #13 Acoustical Treatment and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From: 24 Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Inland Pacific Tile, Inc., Trade Category #12 Tile for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Inland Pacific Tile, Inc., Trade Category #12 Tile for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Inland Pacific Tile, Inc., Trade Category #12 Tile and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From: ~~Sherry~~ Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Interpipe Contracting, Inc., Trade Category #21 Plumbing for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Interpipe Contracting, Inc., Trade Category #21 Plumbing for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Interpipe Contracting, Inc., Trade Category #21 Plumbing and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

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

Date: February 15, 2023

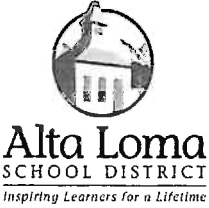
Subject: Approval of Notice of Completion (NOC) – Janus Corporation, Trade Category #27 Abatement & Demolition for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Janus Corporation, Trade Category #27 Abatement & Demolition for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Janus Corporation, Trade Category #27 Abatement & Demolition and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

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

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – K & Z Cabinet Co., Inc., Trade Category #07 Casework for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to K & Z Cabinet Co., Inc., Trade Category #07 Casework for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by K & Z Cabinet Co., Inc., Trade Category #07 Casework and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

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

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Liberty Climate Control, Inc., Trade Category #22 HVAC for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Liberty Climate Control, Inc., Trade Category #22 HVAC for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Liberty Climate Control, Inc., Trade Category #22 HVAC and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

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

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – R.I.S. Electrical Contractors, Inc., Trade Category #23 Electrical & Low Voltage for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to R.I.S. Electrical Contractors, Inc., Trade Category #23 Electrical & Low Voltage for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed R.I.S. Electrical Contractors, Inc., Trade Category #23 Electrical & Low Voltage and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

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

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Spec Construction Co., Inc., Trade Category #10 Gypsum, Plaster, Insulation for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Spec Construction Co., Inc, Trade Category #10 Gypsum, Plaster, Insulation for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.


FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.

RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Spec Construction Co., Inc., Trade Category #10 Gypsum, Plaster, Insulation and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Administrative Services Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Eric Hart, Associate Superintendent, Administrative Services

Date: February 15, 2023

Subject: Approval of Notice of Completion (NOC) – Spec Construction Co., Inc., Trade Category #16 General Works for the Floyd M. Stork Elementary School Modernization Project

BACKGROUND: On September 23, 2021 the Alta Loma School District awarded a contract to Spec Construction Co., Inc, Trade Category #16 General Works for the Floyd M. Stork Elementary School Modernization Project. The District has determined that the project was complete as of October, 18, 2022 and advises filing a Notice of Completion with the San Bernardino County Recorder's Office.

RATIONALE: Filing the Notice of Completion allows the District to finalize the payment process.

FUNDING: Funding is from Measure H Bond Proceeds – Fund 21.


RECOMMENDATION: Recommend the Board approve Notice of Completion for the Floyd M. Stork Elementary School Modernization Project performed by Spec Construction Co., Inc., Trade Category #16 General Works and authorize Superintendent Sherry Smith and/or Associate Superintendent Eric Hart to sign all related documents.



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: February 15, 2023

Subject: Certificated Employee Master Contract: Agreement, Article XVIII Term and Contract Renewal Procedures, Article XIX Pay Schedule, Certificated Salary Scale, Certificated Salary Scale - Speech & Language Pathologists, Article XXI Extracurricular and Special assignments and Pay, Article XXII Teacher Supply Budget, Article XXVII Duration

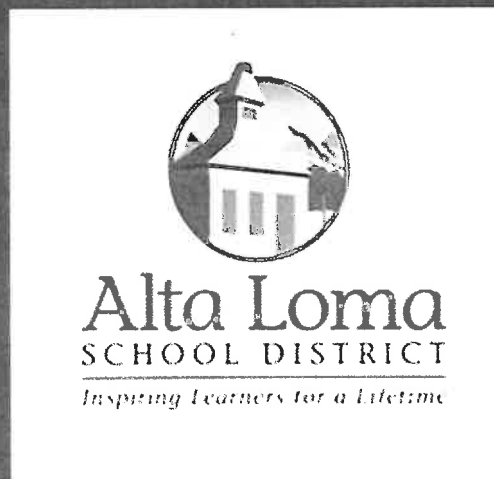
BACKGROUND: A mutually acceptable agreement for the 2022-23 school year was reached as a result of collective bargaining between the Alta Loma Educators Association (ALEA) and the Alta Loma School District.

RATIONALE: The interests of the District and the Alta Loma Educators Association have been achieved as a result of negotiation.

FUNDING: Increase in General Fund expenditures of \$4,762,338 in 2022-23.

RECOMMENDATION: Pending confirmation of ratification of ALEA, recommend the Board adopt the Certificated Employee Master Contract: Agreement, Article XVIII Term and Contract Renewal Procedures, Article XIX Pay Schedule, Certificated Salary Scale, Certificated Salary Scale - Speech & Language Pathologists, Article XXI Extracurricular and Special assignments and Pay, Article XXII Teacher Supply Budget, Article XXVII Duration.

Alta Loma School District and Alta Loma Educators Association



~~2022-2024~~ 2023-25
Contract Agreement

**Alta Loma School District
Alta Loma Educators Association
~~2022-24~~ 2023-25 Contract Agreement**

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Agreement

The articles and provisions contained herein constitute a bilateral and binding Agreement made and entered into this ~~6th day of April 2022~~ **15th day of February 2023**, by and between the Alta Loma School District (hereinafter referred to as the “District”), whose address is 9390 Base Line Road, Alta Loma, California 91701, and Alta Loma Educators Association (hereinafter referred to as the “Association”). The Association is a chapter of the California Teachers Association, which is affiliated with the National Education Association.

This Agreement is entered into pursuant to the provisions of Chapter 10.7, Sections 3540 through 3549, of the Government Code of the State of California (hereinafter referred to as the “Act”) and shall remain in full force and effect from ~~April 6, 2022 through June 30, 2024~~, **February 15, 2023 through June 30, 2025** subject to the conditions of Article XVII, “Term and Contract Renewal Procedures,” and Article XXVII, “Duration.”

7. For the purpose of parent conferences, all regular classroom teachers, grades one through six shall be provided with three (3) regularly-scheduled conference periods per-year, as follows:
 - a. One (1) conference period which shall not exceed two (2) modified days, not to be scheduled on a Wednesday planning day as defined in paragraph A.4 above.
 - b. One (1) conference period which shall not exceed five (5) consecutive modified days and,
 - c. One (1) conference period which shall not exceed three (3) modified days, not to be scheduled on a Wednesday planning day.
 8. For the purposes of parent conferences at the junior high schools, a conference period of four (4) consecutive modified days shall be provided.
 9. In computing minutes of "student instruction," the pre-class and post-class periods specified in Paragraph A.1., above, and nonclassroom activities shall not be included. Employees teaching at the junior high school level shall be assigned to teach no more than three (3) subject area preparations per trimester. The number of subject area preparations assigned to employees teaching at the junior high school level may be increased by mutual agreement between the District and the employee involved and the Association. The normal hours of student instruction may be exceeded only with the consent of the Association, the employee, and the site administrator directly involved.
 10. Except in situations which occur and could not have been reasonably anticipated, every employee shall be entitled to a 30 minute duty-free lunch period daily and one (1) relief period each day equivalent to the student break for that day, such relief period to be provided no later than two and one-half (2-1/2) hours after the beginning of the employee's instructional day unless arrangements are voluntarily agreed upon.
- B. It is understood that in addition to the above-described normal hours of student instruction, an employee may need to remain on site beyond such normal hours if necessary to perform any of his/her professional duties; such as, planning, selecting, and preparing materials for instruction; reviewing and evaluating work of students; conferring and counseling with students, parents, staff, and administrators; keeping records; supervising aides; attending faculty, departmental, and grade level meetings; studying current literature to keep abreast of developments within the subject matter taught by the employee; and cooperating in parent and open house activities.
- 1. Employees are expected to exercise reasonable care in the supervision of students and school property in their charge during and outside of the instructional day.***
- C. In addition to their required duties, employees are encouraged to participate in a variety of voluntary activities including, but not limited to, approved professional activities relating to the employee's assignment; supervising and providing leadership for student organizations and activities; serving on committees providing advice and service to the District; and participating in approved staff development programs.
- D. Recess, bus supervision, and nonclassroom student supervision assignments shall be the responsibility of the principal at each school; but every effort shall be made to ensure that such assignments are made on the basis of an equitable rotation system which takes into account each employee's working day and to ensure that no employee is assigned to both recess and bus supervision on the same working day. Based upon total staff input, preferential consideration may be given to teachers who are assigned to teach combination classes.

Article XVIII

Term and Contract Renewal Procedures

- A. This Agreement shall remain in full force and effect up to and including ~~June 30, 2024~~ **June 30, 2025**, except as modified by Article III, "Work Stoppage," Paragraph B.

Not earlier than January 1 either party may reopen two (2) Articles, in addition to Article XX, "Employee Compensation," and Article XXI, "Extracurricular and Special Assignments and Pay," of this Agreement for the following school year.

Not earlier than January 1 of the final year of this Agreement, negotiation procedures shall commence for a successor Agreement. Negotiations shall commence as soon as possible after the parties have fulfilled all requirements imposed by Section 3547 of the Government Code of the State of California.

Unless otherwise agreed to by the parties, negotiations shall take place on a regular school day.

- B. At any negotiating meeting, either party may utilize the services of no more than two (2) outside consultants to assist in the negotiations.
- C. The District shall provide reasonable periods of released time for a reasonable number of Association negotiators; provided, however, that the number of such negotiators shall not exceed six (6) and, provided, further, that regardless of the number of Association negotiators, the District shall have no obligation to grant combined aggregate total for all such negotiators of more than thirty (30) days of released time during the negotiating process.

The parties understand that the thirty (30) day limitation described above is applicable to the negotiating process itself rather than to any calendar period.

Article XIX

Pay Schedule (Effective July 1, ~~2021~~ 2022)

A. Classification requirements based on Paragraph L, "Salary Index:"

- Class A Bachelor's Degree
- Class B Bachelor's Degree plus 30 semester units. Twenty-four (24) of these must be upper division or graduate.
- Class C Bachelor's Degree plus 45 semester units (Thirty-six (36) of these must be upper division or graduate) or Master's Degree including 30 semester units.
- Class D Bachelor's Degree plus 60 semester units (Forty-eight (48) of these must be upper division or graduate) or Master's Degree including 45 semester units.
- Class E Master's Degree including 60 semester units.

In areas which have been designated by the Board of Trustees as being areas of critical needs, the District may authorize additional lower division units than authorized above.

B. Initial Placement

Employees shall be given up to a maximum of five (5) years credit on a step to year basis at the time of initial placement on the salary schedule for previous public school teaching experience; private school teaching experience, except as noted below; or preschool and nursery school teaching experience, except as noted below; or any combination thereof.

Private school experience for step credit on the salary schedule will be accepted, provided the private school is state-accredited in the state in which it is located and the employee held a Bachelor's Degree and a valid credential at the time of service.

Experience credit for preschool and nursery school teaching will be granted only if the nursery or preschool is operated by a public school district or an accredited college or university.

Speech and Language Pathologists shall be given year-for-year credit at the time of initial placement on the salary schedule which may include all years of full time experience for credentialed service in either public/private school or a medical/clinical setting.

Employment as a day-to-day or long-term substitute shall not be used in computing years of service for salary schedule placement.

All course work approved for initial placement must be verified by official transcript. Obtaining official transcripts is a responsibility of the employee. The District reserves the right to withhold salary warrants until transcripts are received.

Effective July 1, 2020, any coursework taken towards a teaching credential in an integrated program will be considered for salary placement, up to 15 semester units. This coursework must be above and beyond the requirements for the Bachelor's degree.

No present employee shall be denied his/her normal step and/or column advancement due to the provisions of this section.

C. Vertical Movement Requirements

Advancement on the salary schedule shall be at the rate of one (1) step for each year of teaching experience. If an employee is employed for 75% of a school year, he/she shall be given credit for that year's experience for salary schedule vertical advancement purposes.

I. Junior High School Sixth Period Pay While Out

Teachers utilizing their accumulated sick leave shall be compensated with their regular daily rate plus the sixth period assigned *instructional* daily rate (\$50 ~~per hour~~). The temporary cancellation of the sixth period due to field trips, assemblies, etc., will not result in a loss of compensation.

- F. The District's maximum contribution per employee shall be increased annually by the funded percentage change to the District's per ADA base grant. Should the District receive a decrease to prior year's revenue limit, the District shall maintain the previous year's level of contribution.

For the ~~2021-22~~ **2022-23** plan year, the District's maximum contribution per employee shall be ~~\$18,230~~ **\$20,571**.

The employee medical benefits plan options will be offered by the California School Employee Benefits Association, CSEBA.

The District will implement a Sec. 125 plan for all employee contributions for medical benefits unless the employee opts out during the annual open enrollment period. District contributions for health benefits for retired employees under Article XX, Paragraph B, shall not exceed contributions for regular certificated employees. Subsequent years District contributions shall be determined in accordance with the negotiating of the total compensation provisions.

The District will offer a cash-in-lieu of benefits option. Employees that are covered for medical benefits on another person's medical benefit plan can waive the District paid medical benefits and receive an annual amount of \$3,600, paid tenthly, in the employee's regular pay check. In order to qualify, the employee must provide proof of coverage each year during the annual open enrollment period.

Both parties recognize that the health care industry has been experiencing rapid change and that containment measures, changes in available health care providers, and/or premium increases by the District's insurance carriers or administrators may necessitate review of the plans. The District may establish advisory groups of employees to review and make recommendations for addressing problems as they arise. The Association agrees to cooperate with and participate in these groups for the purpose of developing recommendations to address problems.

- G. Upon verification of compliance with state and federal procedures and requirements (PERS Circular SSD-375, 5/88), the District agrees to implement a social security Medicare program at 1.45 percent cost for all extra assignments not covered under State Teachers Retirement System.

H. Salary

The Alta Loma School District ("District") and the Alta Loma Educator's Association ("Association") mutually agree as follows:

1. The following shall represent the total compensation package for the ~~2021-22~~ **2022-23** school year:

The parties agree to increase the salary schedule by ~~4.0%~~ **6.0%** for the ~~2021-22~~ **2022-23** school year *for active employees as of the date of this agreement.*

An agreement for a one-time payment of 4% off schedule (calculated based on 2022-23 salary) for active employees as of the date of this agreement.

2. This Agreement is subject to ratification by the Governing Board and the ALEA membership.

K. Salary Schedule

ALTA LOMA SCHOOL DISTRICT

9390 Base Line Road

Alta Loma, California 91701

(909) 484-5151

Certificated Salary Scale

4% 6% Salary Increase Effective: ~~July 1, 2021~~ July 1, 2022

	A	B	C M.A. inc.30S/45Q or	D M.A. inc.45S/67Q or	E M.A. inc.60S/90Q
	BA	BA+30S/45Q	BA+45S/67Q	BA+60S/90Q	
1	55,822	59,716	63,612	66,979	71,401
2	58,678	62,573	66,468	70,364	74,256
3	61,536	65,430	69,323	73,220	77,114
4	64,390	68,286	72,182	76,074	79,969
5	67,246	71,141	75,037	78,931	82,825
6	70,104	73,998	77,891	81,790	85,682
7	72,960	76,855	80,749	84,643	88,538
8	75,817	79,710	83,606	87,499	91,394
9		82,567	86,461	90,357	94,250
10		85,421	89,318	93,211	97,107
11		88,278	92,171	96,069	99,962
12		91,135	95,028	98,925	102,819
13			97,885	101,778	105,676
14				104,636	108,529
15				107,490	111,386
16				110,347	114,242
17-19				113,202	117,097
20-22				115,020	118,914
23-25				116,836	120,732
26-28				118,654	122,551
29+				120,472	124,367

K. Salary Schedule**ALTA LOMA SCHOOL DISTRICT**

9390 Base Line Road

Alta Loma, California 91701

(909) 484-5151

Certificated Salary Scale - Speech & Language Pathologists**4% 6% Salary Increase Effective: ~~July 1, 2021~~ July 1, 2022**

	A	B	C	D	E
			M.A. inc.30S/45Q or	M.A. inc.45S/67Q or	M.A. inc.60S/90Q
	BA	BA+30S/45Q	BA+45S/67Q	BA+60S/90Q	
1	58,616	62,703	66,795	70,883	74,970
2	61,613	65,702	69,789	73,881	77,969
3	64,610	68,702	72,790	76,881	80,969
4	67,611	71,699	75,790	79,878	83,969
5	70,609	74,699	78,788	82,878	86,968
6	73,609	77,698	81,789	85,876	89,965
7	76,608	80,697	84,785	88,876	92,965
8	79,605	83,695	87,785	91,874	95,963
9		86,693	90,784	94,871	98,963
10		89,693	93,782	97,873	101,962
11		92,693	96,781	100,872	104,960
12		95,690	99,782	103,869	107,959
13			102,779	106,869	110,957
14				109,866	113,956
15				112,867	116,955
16				115,865	119,954
17-19				118,864	122,954
20-22				122,679	124,862
23-25				122,679	126,769
26-28				124,589	128,678
29+				126,496	130,586

Article XXI

Extracurricular and Special Assignments and Pay

Assignments over and above the professional duties described in Article V, "Teaching Hours," Sections A, B, D, G, H, and K, and also in addition to the voluntary professional activities described in Article V, Section C and E, are addressed.

Junior High After School Sports	Hourly Rate
Head Coach/Supervisor	\$40 \$55 (effective 7/1/2023)
Assistant Coach/Assistant Supervisor	\$30 \$45 (effective 7/1/2023)

Junior High Activities	Stipend
Intramural Sports Coordinator	**\$1,950
Activities Director	\$2,500
Faculty Advisor, Honor Society	\$850
Extracurricular Band	\$400
Department Chairperson (maximum of 7)	\$500
GATE Coordinator	\$1,000
Teacher Budget Representative ²	\$600
Yearbook	\$500
STEM Coordinator	\$600

**Assistant Intramural Sports Coordinator on an as-needed basis at the rate of the mandated minimum wage.

Elementary School Activities

An annual allocation of \$10,000 per site will be made available in each year that the activities are funded for the purpose of compensating teachers for extracurricular activities and special assignments. A site committee consisting of one primary teacher and one upper grade teacher (selected by the staff) and one principal or designee will review and select the activities to be funded and choose from those applying for any of the activities listed below:

Grade Level Chairperson (1 per grade level)	\$500
Extra Curriculum Program Coordinator (e.g., GATE, Achievement, Subject Area)	\$1,000
Talent Show	\$400
Yearbook	\$800
Enrichment ³	\$600
Health and Safety Coordinator	\$400
Student Government ³	\$600
Lunch-Sports/Activities	\$800
Track Meet/Olympics	\$400
Teacher Budget Representative ^{1,2}	\$600
Student Success Team Coordinator ^{1,2}	\$1,500
STEM Coordinator ⁴	\$600

¹Required at all elementary sites

²Total amount to be shared equitably between all representatives/members

³Program to be ongoing, before school, after school, or lunch

⁴Stipend may be paid from STEM Budget Funds per Article VI, H.

Other than the Extra Curricular Program Coordinator, none of the above categories may be utilized more than once per school year per school site, and none of the funding allocated to each category may be transferred to another. The district will additionally allocate an annual \$800 special assignment pay for each elementary school band teacher conducting an honor band program. If any of these activities are funded from another source, the compensation must be the same as established on this list.

Supplemental Special Assignments

- A. Selection for supplemental special assignments is an administrative prerogative.
- B. The content of the program, program schedule, and hours the program is to be offered shall be determined by the program administrator. Unit members shall receive compensation only for assigned, authorized hours of supplemental service.
- C. When supplemental assignment is authorized for development of a final project, such as curriculum, the unit member shall be paid upon completion and delivery of a product which is acceptable to the program administrator. Additional pay shall not be authorized for hours of service beyond those originally authorized by the program administrator.
- D. Prior to the teacher's acceptance of the supplemental assignment, the program administrator shall provide a written description of the supplemental services desired, the hours authorized, and the type of pay authorized for each project at the following rate(s):
 1. **Instructional Rate:** ~~\$40~~ **\$55** per hour (*effective upon ratification of this agreement*). This is the rate of pay for instruction or presentation of information to students, staff, or parents.
 2. **Curriculum Development/Supervision:** ~~\$40~~ **\$55** per hour (*effective upon ratification of this agreement*). Materials for curriculum development are exclusive property of the Alta Loma School District, which retains all copyright and reproduction rights to such material. This does not preclude an administrator from requesting teachers to "bid" on proposed curriculum projects as to the anticipated number of hours required to complete the project in a satisfactory fashion. Supervision is any supplemental special activity, exclusive from activities listed elsewhere in this Article, where the instructor is required to supervise students as a primary portion of the activity.
 3. **Inservice/Planning Stipend:** \$100 per day. This rate is paid to bargaining unit members who attend an in-service at the request and with the advance written authorization for such paid attendance of the administrator in charge of the program.
 4. **Elementary School Principal's Designee:** \$1,000 per year. Each school without a Teaching Assistant Principal (TAP) shall have a total of \$1,000 to compensate a teacher(s) who act as the Lead Teacher(s) at the direction of the Principal. The Lead Teacher(s) shall assist with administrative duties as needed and act in place of the Principal in her/his absence.
 5. **Elementary School Principal's Designee:** \$500 per year. Each school with a Teaching Assistant Principal (TAP) shall have a total of \$500 to compensate a teacher(s) who act as the Lead Teacher(s) at the direction of the Principal or Teaching Assistant Principal (TAP). The Lead Teacher(s) shall assist with administrative duties as needed and act in place of the Principal and/or Teaching Assistant Principal (TAP) in their absence.

6. **Junior High School Sixth Period Instruction:** ~~\$50 per hour.~~ Each teacher with a regular classroom assignment for a sixth period, above and beyond the regular five period assignment, shall be paid ~~\$50~~ *the instructional rate* per hour (*effective July 1, 2023*) for each day serving in that capacity. This rate shall not apply when a teacher is substitute teaching during a normal conference period.
7. **Overnight Camp Supervision:** \$100 per evening. Each teacher shall receive \$100 per evening when staying overnight at camp in the course of supervising that activity.

Article XXII

Teacher Supply Budget

- A. The annual teacher supply and equipment budget shall be appropriated in the amount of \$12.00 per CBEDS (California Basic Educational Data System) enrollment for elementary schools and the above amount factored at 1.8 for the junior high and Special Day Classrooms (SDC). Said budget is to be used to purchase supplies, equipment, ~~and~~ educational subscriptions *and small classroom furniture* that are over and above the basic education program. The teacher supply budget will not be used for start-up costs for basic instructional materials for new Board-approved courses.
- B. Each department at the junior high and each level at the elementary schools shall appoint a representative who will be responsible for supervising the budget of that department/level; for the screening and coordinating of all purchases made by that department/level; and for signing of all requisitions before being submitted to the site administrator for signature. After selection by teachers of that department/level, the name of the representative shall be listed with the site administrator and the District Administrator of Administrative Services. No requisitions made by teachers will be honored until the appointment is made.
- C. Teacher requisitions will be coordinated by each department/level. Purchase orders will not be issued for less than \$50 and will be issued by the Administrative Services Office with an expiration date.
- D. All “over-the-counter” purchases will be verified with proper documentation within the school year.
- E. All supplies and equipment purchased from this budget are the property of the Alta Loma School District. Inventory shall be maintained on all purchases of capital outlay items per District procedures and maintained at the department/level at each school and will be available for audit by the Administrative Services Office.
- F. Interdepartmental/level transfer of equipment or material is subject to approval of the requisitioning department/level.
- G. The District will furnish fiscal secretarial help at each school site to maintain the District-required accounts and records.
- H. Of the amount budgeted in Paragraph A, above, the amount of \$150 per defined classroom teacher shall be the minimum allocated to each full-time teacher. Part-time teachers shall be allocated a proportion of the \$150 equal to the percentage their part-time work bears to a full-time school year. Teachers teaching less than a full year in a newly created position shall have the \$150 allocated on the percentage their part-time year bears to a full-time school year. Teachers replacing other teachers after the beginning of the school year shall be entitled to the unspent portion of the previous teacher’s allowance. A classroom teacher is defined as a credentialed person having regularly assigned contact with students, either part-time or full-time, in regular or special education classes. *For elementary sites, the allocation shall be distributed based on the number of students enrolled in each classroom on CBEDS day.* The allocation referred to in this paragraph shall be used for legitimate classroom supplies and is subject to review by the department/level representative.

Article XXVII

Duration

This Agreement shall become effective upon Board adoption, and shall remain in full force and effect up to and including June 30, 2024 **2025**, and, thereafter, shall continue in effect year by year unless one of the parties has notified the other in writing of its intention to terminate no later than the Board's regularly scheduled meeting in the preceding January.

Dated: ~~April 6, 2022~~ **February 15, 2023**

Alta Loma School District

District Superintendent

Chairman, Bargaining Team

Alta Loma Educators Association

Association President

Chairman, Bargaining Team

Approved by formal action of the **Board of Trustees** on ~~April 6, 2022~~ **February 15, 2023**

President, Board of Trustees

Acceptance of Tentative Agreement dated ~~March 24, 2022~~ *January 26, 2023*:

BY: _____ DATE: _____
Alta Loma School District
Lead Negotiator


BY: _____ DATE: _____
Alta Loma Educators Association
Lead Negotiator



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: February 15, 2023

Subject: Approval of Resolution #2-15-2023, Supplementary Employee Retirement Plan

BACKGROUND: As a result of successful negotiations with the Alta Loma Educators Association (ALEA) for the 2022-23 school year, the District is offering a Supplementary Employee Retirement Plan (SERP) to eligible Certificated and Management employees of the District. This Resolution authorizes the SERP contingent upon receiving 10 qualified participants to commit to retirement at the end of this school year.

RATIONALE: Public Agency Retirement Services (PARS) will be the administrators of this plan. PARS administers retirement plans for over 300 California School Districts and other public agencies.

FUNDING: There will be a cost to the District of approximately \$20,150 per year, per retiree for five years. The cost of the program is borne by differential salary savings.

RECOMMENDATION: Recommend that the Board approve Resolution #2-15-2023, Supplementary Employee Retirement Plan, and authorize Superintendent, Dr. Sherry Smith, or Associate Superintendent, Eric Hart, to sign all related documents.

RESOLUTION NO. 2-15-2023

RESOLUTION OF THE BOARD OF TRUSTEES OF THE ALTA LOMA SCHOOL DISTRICT ESTABLISHING A SUPPLEMENTAL EMPLOYEE RETIREMENT PLAN (SERP)

Whereas, it is determined to be in the best fiscal interest of the District and its employees to provide a retirement incentive offer to eligible employees who wish to voluntarily exercise their option to separate from District Service; and

Whereas, there is no cash option available to employees in lieu of this retirement incentive offer; and

Whereas, Public Agency Retirement Services (PARS) has made available to the District a Supplementary Retirement Plan, a retirement incentive program supplementing STRS/PERS, and qualifying under the relevant sections of Section 403(b) of the Internal Revenue Code; and

Whereas, the District, pursuant to applicable policy and/or a collective bargaining agreement, desires to adopt the Supplementary Retirement Plan and to fund the incentive through nonelective employer, post-employment contributions to the PARS designated 403(b) provider.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) Certificated and management employees who have at least ten (10) years of service to the District and will have reached or will exceed fifty-five (55) years of age by June 30, 2023 and/or are otherwise eligible by contract or practice and any other employee for whom the Board of Trustees makes specific authorization; and
- 2) The Governing Board of Trustees of the District hereby adopts the PARS Supplementary Retirement Plan, as part of the District Retirement Program, effective February 15, 2023; and
- 3) The retirement incentive must meet the District's fiscal and operational objectives in order for the plan to go into effect. If these goals are not reached, the District may withdraw the retirement incentive. If the District withdraws the retirement incentive, resignations may be rescinded; and
- 4) The Board of Trustees of the District hereby appoints the Associate Superintendent, Administrative Services, or his/her successor or his/her designee as the District's Plan Administrator; and
- 5) The District's PARS Plan Administrator is hereby authorized to execute the contracts, custodial agreement facilitating the payment of contributions to the 403(b) arrangement, and other legal documents related to a trust or the plan on behalf of the District and to take whatever additional actions are necessary to

maintain the District's participation in the plan and to maintain compliance of any relevant regulations issued.

ADOPTED, SIGNED AND APPROVED this 15th day of February, 2023 by the Board of Trustees of the Alta Loma School District of the County of San Bernardino, State of California.

BOARD OF TRUSTEES OF THE
ALTA LOMA SCHOOL DISTRICT

President
Board of Trustees of the Alta Loma School District

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN BERNARDINO)

I, _____, do hereby certify that the motion, duly made, seconded and carried, the foregoing Resolution 2-15-2023 was duly adopted by the Board of Trustees of the Alta Loma School District at a special meeting thereof held on the 15th of February, 2023, and that it was so adopted by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____


All members of the Board were present, except the following:

By
Clerk
Board of Trustees of the Alta Loma School District



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent
From:  Donna Carlson, Assistant Superintendent, Human Resources
Date: February 15, 2023
Subject: Management/Confidential/Contracted Employee Compensation

BACKGROUND: A mutually acceptable compensation package for the 2022-23 school year was reached as a result of collective bargaining between the Teachers' Association and the District.

RATIONALE: It is recommended that the following compensation package be extended to Management, Confidential and Contracted employees: a salary schedule increase of 6% on schedule for the 2022-23 school year, retroactive to July 1, 2022 and a one time payment of 4% off schedule (calculated based on 2022-23 salary), for active employees as of the date of the contract agreement.

FUNDING: Increase in General Fund expenditures of \$726,975 in 2022-23

RECOMMENDATION: Recommend the Board adopt the 2022-23 school year compensation package for Management, Confidential and Contracted employees.

ALTA LOMA SCHOOL DISTRICT

Management Salary Schedule

6% Salary Increase Effective July 1, 2022

	Step I	Step II	Step III	Step IV	Step V	Work Year
Assistant Superintendent of Human Resources**	\$148,236	\$156,386	\$164,540	\$172,693	\$180,847	225 Days
Director of Special Education/ Pupil Services **	\$141,177	\$148,940	\$156,705	\$164,470	\$172,234	225 Days
Director of Student Services**	\$141,177	\$148,940	\$156,705	\$164,470	\$172,234	225 Days
Director of Educational Programs**	\$141,177	\$148,940	\$156,705	\$164,470	\$172,234	225 Days
Principal**	\$127,113	\$134,055	\$141,001	\$147,943	\$154,887	210 Days
Program Specialist**	\$114,262	\$120,494	\$126,722	\$132,954	\$139,186	210 Days
Junior High Assistant Principal**	\$112,930	\$119,139	\$125,350	\$131,560	\$137,770	210 Days
Junior High Dean of Students**	\$109,700	\$115,735	\$121,768	\$127,800	\$133,836	204 Days
Elementary Assistant Principal**	\$109,700	\$115,735	\$121,768	\$127,800	\$133,836	204 Days
Coordinator of Counseling Services**	\$105,556	\$111,314	\$117,067	\$122,824	\$128,582	194 Days
Coordinator of Instructional Technology**	\$105,556	\$111,314	\$117,067	\$122,824	\$128,582	194 Days
District Behavior Specialist**	\$100,530	\$106,014	\$111,493	\$116,975	\$122,459	194 Days
Psychologist - Behavior Interventionist**	\$100,530	\$106,014	\$111,493	\$116,975	\$122,459	194 Days
Psychologist **	\$100,530	\$106,014	\$111,493	\$116,975	\$122,459	194 Days
Psychologist/Clinical Counselor**	\$100,530	\$106,014	\$111,493	\$116,975	\$122,459	194 Days
Director of Fiscal Services*	\$100,273	\$105,788	\$111,303	\$116,818	\$122,330	225 Days
Director of Information Technology	\$95,498	\$100,751	\$106,002	\$111,254	\$116,505	225 Days
Director of Maintenance, Operations, & Transportation & Safety***	\$95,498	\$100,751	\$106,002	\$111,254	\$116,505	225 Days
Director of Child Nutrition*	\$95,498	\$100,751	\$106,002	\$111,254	\$116,505	225 Days
Network Specialist	\$87,294	\$92,044	\$96,800	\$101,553	\$106,307	225 Days
Coordinator of Purchasing, Warehouse, and Reprographics	\$80,713	\$85,152	\$89,835	\$94,775	\$99,986	225 Days
Expanded Learning Opportunity Program Coordinator	\$80,713	\$85,152	\$89,835	\$94,775	\$99,986	225 Days
Administrative Assistants						
Administrative Assistant to the Superintendent & Board of Trustees, (Confidential)	\$72,165	\$76,133	\$80,104	\$84,073	\$88,041	225 Days
Administrative Secretary – Administrative Services (Confidential)	\$61,339	\$64,715	\$68,090	\$71,461	\$74,836	225 Days
Administrative Secretary – Educational Services	\$61,339	\$64,715	\$68,090	\$71,461	\$74,836	225 Days

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

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

* Placement contingent upon minimum education requirements.

**\$500 stipend for doctoral degree.

***Director of Maintenance, Operations, & Transportation, & Safety Stipend: \$1000 monthly while overseeing Measure H Modernization projects.

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


Note: District Medical-up to \$18,230 22,324 insurance allowance to full-time employees.

Updated 2/15/23



Alta Loma
SCHOOL DISTRICT

Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent
From:  Donna Carlson, Assistant Superintendent, Human Resources
Date: February 15, 2023
Subject: Classified Employee Compensation

BACKGROUND: A mutually acceptable compensation package for the 2022-23 school year was reached as a result of collective bargaining between the Teachers' Association and the District.

RATIONALE: It is recommended that the following compensation package be extended to Classified employees: a salary schedule increase of 6% on schedule for the 2022-23 school year, retroactive to July 1, 2022 and a one time payment of 4% off schedule (calculated based on 2022-23 salary), for active employees as of the date of the contract agreement.

FUNDING: Increase in General Fund expenditures of \$1,230,672 in 2022-23

RECOMMENDATION: Recommend the Board adopt the 2022-23 school year compensation package for Classified employees.

ALTA LOMA SCHOOL DISTRICT

Classified Benefitted Hourly Schedule
6% Salary Increase Effective 4/1/21 7/01/22

	A	B	C	D	E	F	
13	16.54	16.77	17.45	18.38	19.08	20.00	13
14	16.54	16.98	17.73	18.61	19.38	20.25	14
15	16.54	17.26	17.99	18.89	19.60	20.55	15
16	16.75	17.44	18.19	19.13	19.88	20.79	16
17	16.94	17.72	18.48	19.41	20.13	21.05	17
18	17.12	17.92	18.71	19.66	20.41	21.37	18
19	17.49	18.29	19.07	20.06	20.79	21.76	19
20	17.77	18.55	19.38	20.35	21.15	22.13	20
21	18.07	18.82	19.67	20.65	21.41	22.43	21
22	18.31	19.09	19.97	20.99	21.76	22.76	22
23	18.55	19.41	20.24	21.24	22.11	23.11	23
24	18.82	19.67	20.54	21.56	22.40	23.45	24
25	19.08	19.97	20.79	21.87	22.72	23.79	25
26	19.38	20.20	21.05	22.16	23.04	24.14	26
27	19.72	20.57	21.47	22.55	23.45	24.53	27
28	20.02	20.91	21.80	22.90	23.80	24.87	28
29	20.34	21.22	22.14	23.22	24.17	25.28	29
30	20.64	21.56	22.48	23.62	24.53	25.68	30
31	20.94	21.87	22.83	23.97	24.87	26.05	31
32	21.22	22.20	23.15	24.30	25.26	26.45	32
33	21.56	22.53	23.47	24.68	25.63	26.82	33
34	21.85	22.84	23.81	24.98	26.01	27.20	34
35	22.16	23.15	24.17	25.40	26.37	27.61	35
36	22.48	23.47	24.52	25.75	26.73	27.99	36
37	22.76	23.80	24.83	26.07	27.08	28.32	37
38	23.07	24.15	25.16	26.45	27.45	28.72	38
39	23.54	24.57	25.68	27.00	28.01	29.31	39
40	23.91	24.96	26.05	27.37	28.48	29.80	40
41	24.27	25.40	26.47	27.79	28.91	30.27	41
42	24.63	25.76	26.84	28.19	29.30	30.64	42
43	24.96	26.12	27.25	28.63	29.75	31.11	43
44	25.37	26.49	27.66	29.07	30.20	31.58	44

45	25.75	26.85	28.05	29.45	30.60	31.99	45
46	26.10	27.25	28.45	29.86	31.04	32.49	46
47	26.45	27.66	28.83	30.29	31.48	32.96	47
48	26.81	28.01	29.26	30.67	31.92	33.36	48
49	27.19	28.37	29.60	31.10	32.31	33.84	49
50	27.49	28.77	30.01	31.52	32.76	34.28	50
51	27.85	29.14	30.40	31.92	33.15	34.74	51
52	28.19	29.49	30.77	32.29	33.59	35.15	52
53	28.55	29.86	31.15	32.73	33.99	35.57	53
54	28.91	30.28	31.55	33.11	34.41	36.01	54
55	29.27	30.61	31.94	33.55	34.84	36.47	55
56	29.62	31.02	32.31	33.95	35.30	36.91	56
57	30.01	31.40	32.74	34.38	35.75	37.42	57
58	30.4	31.79	33.13	34.79	36.16	37.86	58
59	30.77	32.18	33.59	35.29	36.62	38.33	59
60	31.15	32.56	33.98	35.68	37.08	38.82	60
61	38.68	39.45	40.24	41.01	41.79	42.56	61
62	66.92	68.41	72.92	76.12	79.47	82.99	62

ALTA LOMA SCHOOL DISTRICT
Classified Part-Time Hourly Anniversary Steps Schedule
6% Salary Increase Effective ~~11/01/21~~ 7/01/22

	Year 1	Year 2	Year 3	Year 4	Year 5+	
	A	B	C	D	E	
13	16.62	16.96	17.29	17.62	17.94	13
14	16.83	17.17	17.49	17.84	18.17	14
15	17.06	17.42	17.76	18.10	18.45	15
16	17.27	17.61	17.94	18.30	18.63	16
17	17.55	17.89	18.23	18.59	18.95	17
18	17.72	18.08	18.44	18.78	19.13	18
19	18.08	18.44	18.79	19.16	19.53	19
20	18.38	18.74	19.10	19.48	19.84	20
21	18.66	19.04	19.41	19.79	20.16	21
22	18.91	19.27	19.65	20.06	20.41	22
23	19.20	19.58	19.96	20.35	20.73	23
24	19.48	19.85	20.25	20.65	21.02	24
25	19.73	20.12	20.50	20.91	21.31	25
26	20.06	20.43	20.84	21.23	21.61	26
27	20.38	20.78	21.21	21.59	22.01	27
28	20.70	21.12	21.53	21.94	22.36	28
29	21.01	21.42	21.86	22.27	22.69	29
30	21.32	21.76	22.18	22.60	23.04	30
31	21.58	22.02	22.45	22.89	23.32	31
32	21.96	22.42	22.85	23.30	23.72	32
33	22.24	22.68	23.12	23.59	24.01	33
34	22.63	23.10	23.54	24.00	24.44	34
35	22.89	23.36	23.80	24.27	24.74	35
36	23.21	23.69	24.17	24.63	25.11	36
37	23.55	24.03	24.52	24.96	25.44	37
38	23.83	24.31	24.79	25.26	25.74	38
39	24.34	24.84	25.32	25.80	26.28	39

40	24.79	25.28	25.78	26.27	26.78	40
41	25.08	25.57	26.08	26.56	27.07	41
42	25.45	25.97	26.49	26.99	27.50	42
43	25.91	26.42	26.93	27.45	27.96	43
44	26.19	26.71	27.24	27.76	28.29	44
45	26.62	27.14	27.68	28.20	28.74	45
46	27.01	27.56	28.09	28.63	29.18	46
47	27.33	27.88	28.42	28.97	29.50	47
48	27.72	28.27	28.84	29.39	29.92	48
49	28.10	28.66	29.23	29.80	30.36	49
50	28.45	29.01	29.57	30.16	30.72	50
51	28.77	29.36	29.92	30.51	31.08	51
52	29.18	29.76	30.35	30.93	31.51	52
53	29.52	30.11	30.70	31.29	31.88	53
54	30.11	30.44	31.06	31.65	32.25	54
55	30.28	30.88	31.49	32.09	32.70	55
56	30.64	31.25	31.87	32.48	33.09	56
57	31.02	31.63	32.25	32.86	33.51	57
58	31.45	32.07	32.71	33.33	33.95	58
59	31.82	32.45	33.08	33.71	34.37	59
60	32.20	32.83	33.51	34.13	34.78	60
61	40.02	40.82	41.62	42.41	43.23	61
62	68.05	69.41	70.78	72.13	73.51	62



Superintendent's Memorandum

To: Board of Trustees

From: S/S Dr. Sherry Smith, Superintendent

Date: February 15, 2023

Subject: Amend Board Policies Related to Philosophy, Goals, Objectives and Comprehensive Plans, Business and Noninstructional Operations, and Students.

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.

First Reading

BP 0450 – Comprehensive Safety Plan
BP 3515 – Campus Security
BP 5142.2 – Safe Routes to School Program

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 Philosophy, Goals, Objectives and Comprehensive Plans, Business and Noninstructional Operations, and Students, as presented.

Alta Loma SD

Board Policy

Philosophy, Goals, Objectives and Comprehensive Plans

BP 0450 (a)

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 (**CDE**) of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Access to Safety Plan(s) and Reporting

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)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

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)

COMPREHENSIVE SAFETY PLAN (continued)

The Superintendent or designee shall also provide data to CDE pertaining to lockdown or multi-option response drills conducted at District schools in accordance with Education Code 32289.5. (Education Code 32289.5)

Policy
adopted: November 1, 2011
amended: December 1, 2018
November 2, 2022

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Business and Noninstructional Operations

BP 3515(a)

CAMPUS SECURITY

The Board of Trustees is committed to providing a school environment that promotes the safety of students, staff, and visitors to school grounds. The Board also recognizes the importance of protecting District property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall develop campus security procedures, which may be included in the District's comprehensive safety plan and/or site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the District's processes and procedures related to the protection of the District's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

Reporting Threats

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-8, as part of a middle school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Additionally, anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or District administrator.

Surveillance Systems

In consultation with the safety planning committee, other relevant persons, and staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or

CAMPUS SECURITY (continued)

community members have a reasonable expectation of privacy. Any audio capability on the District's surveillance equipment shall be disabled so that sounds are not recorded.

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous and targeted locations around school buildings and grounds. These signs shall state that the facility uses video surveillance equipment for security purposes and that the equipment may or may not be actively monitored at any time. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the District's surveillance system, including the locations where surveillance may occur and that the recordings may be used in disciplinary proceedings and/or referred to local law enforcement, as appropriate.

To the extent that any images from the District's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

Policy
adopted:
amended:

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California

Alta Loma SD

Board Policy

Students

BP 5142.2

SAFE ROUTES TO SCHOOL PROGRAM

The Governing Board recognizes that walking, bicycling, and other forms of active transport to school increase students' physical activity and reduce vehicle traffic and air pollution in the vicinity of schools. As part of the District's coordinated approach to supporting student wellness and safety and enhancing student learning and achievement, the Superintendent or designee shall develop and implement strategies to establish and encourage safe routes to school program activities.

All students shall have equitable access and opportunity to participate in the District's safe routes to school program.

The Superintendent or designee may appoint a program coordinator and identify or establish District and/or school site committees to oversee and coordinate related activities.

The Superintendent or designee may collaborate with local public works and public safety departments, transportation agencies, other city and county agencies, school staff, students, parents/guardians and parent organizations, health organizations, community organizations, and/or businesses in the development, implementation, and evaluation of strategies.

Strategies in support of the safe routes to school program shall be based on the grade levels of the students and an assessment of the conditions and needs of each school and the surrounding neighborhoods.

The Superintendent or designee shall explore the availability of grant funds and other sources of funding to support related projects and activities.

The Superintendent or designee shall periodically report to the Board on the implementation of program activities and progress toward program goals. Such reports may include, but are not limited to, levels of participation in promotional and educational activities, survey results of parent/guardian attitudes about allowing their child to walk or bicycle to school, tallies of the numbers of students using various modes of travel to and from school and how these numbers have changed over time, records of student attendance and on-time arrival, and injury data within the school and/or District attendance boundaries.


Policy
adopted:
amended:

ALTA LOMA SCHOOL DISTRICT
Alta Loma, California



Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: February 15, 2023

Subject: Job Description: Mechanic, Senior

BACKGROUND: To clarify and ensure appropriate alignment of duties with the current responsibilities of the position, the job description for Mechanic, Senior has undergone a review. Subsequently, the position of Mechanic, Senior is being amended and reclassified due to the increasing job duties and responsibilities of this position.

First Reading

RATIONALE: The amended and reclassified job description outlines and clarifies the essential duties, qualifications and physical demands of the position of Mechanic, Senior.

FUNDING: Due to the increased demands of this position, the District recommends movement from range 48 to range 55 on the Classified Benefitted Hourly Schedule, retroactive to July 1, 2022. The budgetary impact is approximately \$8,299.

RECOMMENDATION: Recommend the Board amend and reclassify the job description for Mechanic, Senior with movement from range 48 to range 55 on the Classified Benefitted Hourly Schedule with a retroactive effective date of July 1, 2022, as presented.

ALTA LOMA SCHOOL DISTRICT

MECHANIC - SENIOR

DEFINITION

Under direction, to perform a variety of skilled level repair, overhaul, and maintenance of buses, passenger vehicles, heavy duty trucks, and a variety of other compressed natural gas, gasoline, and diesel powered motorized equipment; to plan, organize, and coordinate the mechanical services unit personnel in performing a variety of repair, overhaul, and maintenance functions; and to do other related work as required.

ESSENTIAL DUTIES

- ***Provide full responsibility for the management and maintenance of a fleet of school buses, service vehicles, and various equipment.***
- Inspect and diagnose mechanical defects on a variety of compressed natural gas, gasoline, and diesel powered buses, trucks, automobiles, and other motorized equipment.
- Review mechanical repair orders, and plan and lay out the mechanical service work tasks.
- Observe, listen, and determine mechanical defects and malfunctions.
- Rebuild, replace or overhaul engines, transmissions, differentials, starters, generators, braking systems, clutches, carburetor systems, electrical systems, and other mechanical assemblies.
- Perform engine tune-ups and ignition system adjustments.
- Inspects adjust and reline brakes within specified guidelines.
- Use a variety of hand tools, diagnostic equipment, and mechanical aids in the repair, adjustment, and maintenance of motorized equipment.
- Estimate time and material costs concerning repair and maintenance functions, and established project completion timelines.
- ***Manage preparations and all associated paperwork for annual bus inspections conducted by the California Highway Patrol (CHP).***
- ***Manage scheduling and all associated paperwork for required testing of compressed natural gas (CNG) bus tanks, every 3 (three) years.***
- ***Perform daily inspections of the above ground fuel storage and associated dispensing equipment.***
- ***Manage regular mandatory annual testing, as required by the Southern California Air Quality Management District (SCAQMD).***
- ***Provide needed repairs to dispensing equipment, as needed***
- ***As required by the California Department of Resources, Recycling and Recovery, the incumbent maintains all required paperwork associated with the mandatory recycling/recovery of used tires, oil, oil filters and coolant waste.***
- Utilize electric and gas welding equipment in repairing and fabricating parts.
- Responds to emergency roadside service needs.
- Review, monitor, and perform technical evaluation of mechanical service personnel.
- May road test equipment to ensure that malfunctions have been corrected.
- Order, requisition, and maintain an appropriate inventory of parts, materials, and supplies.
- Maintain a variety of records and files pertaining to the mechanical service tasks, and prepare operational reports.
- ***Perform other tasks as defined by Director of Maintenance, Operations and Transportation (MOTS)***
- ***Participate in District in-services, workshops, and/or seminars***
- ***Ability to work independently, with little or no supervision***
- ***Identify and solve issues; engage in preventative maintenance***

ALTA LOMA SCHOOL DISTRICT

MECHANIC - SENIOR - Page 2

QUALIFICATIONS

Knowledge of:

Principles, methods, materials, tools,, and equipment used in the maintenance and repair of heavy duty compressed natural gas, gasoline, and diesel powered motorized vehicles and equipment;
Principles and theories of the internal combustion engine;
Legal mandates, policies, regulations, and guidelines pertaining to the repair, overhaul, and maintenance of pupil transportation and automotive equipment;
Safe working methods and procedures.

Ability to:

Diagnose and locate mechanical and electrical malfunctions and defects;
Perform skilled and specialized journey level compressed natural gas, gasoline, and diesel powered motorized equipment repair, overhaul, and maintenance functions;
Operate a variety of equipment in the repair, overhaul, and maintenance of gasoline and diesel powered motorized vehicles and equipment;
Interpret mechanical, electrical, and other schematics and diagrams;
Maintain records and files, and be able to prepare complete and concise reports;
Supervise and coordinate the work of mechanical service personnel;
Understand and carry out oral and written directions;
Establish and maintain cooperative working relationships.

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

Four years of experience as a journey level heavy-duty mechanic, including one year in a lead capacity.

Education:

Equivalent to the completion of the twelfth grade, supplemented by specialized training or course work in compressed natural gas, gasoline, and diesel powered motorized equipment repair, overhaul and maintenance.

License and Certificate Requirements

Possession of a valid Class B, California Motor Vehicle Operator's License;
Possession of a School Bus Driver's Certificate issued by the California Highway Patrol;
Must obtain an American Red Cross First Aid Certificate within six months of employment.

Condition of Employment

Insurability by the District's liability insurance carrier;
Pre-employment drug testing (DOT);
Random drug testing.

ALTA LOMA SCHOOL DISTRICT

MECHANIC – SENIOR – Page 3

SUMMARY OF PHYSICAL DEMANDS RATINGS

The following analysis entails an evaluation of the “Physical Demands” factors of the job as it exists.

This method provides a basis for permitting modification to fit the capabilities and needs of workers with disabilities.

Rating Symbol Key:

NP = Not Present – Does not exist

O = Occasionally – Up to 1/3 of the time

F = Frequently – From 1/3 to 2/3 of the time

C = Constantly – 2/3 or more of the time

1. STRENGTH:		
A. Standing	60%	
Walking	30%	
Sitting	10%	
B. Lifting	F	50 lbs.
Carrying	F	50 lbs.
Pushing	F	50 lbs.
Pulling	F	50 lbs.
2. CLIMBING	O	
BALANCING	O	
3. STOOPING	F	
KNEELING	O	
CROUCHING	F	
CRAWLING	O	
4. REACHING	C	
HANDLING	C	
FINGERING	F	
FEELING	O	
5. TALKING:		
Ordinary	F	
Other	NP	
HEARING:		
Conversations	F	
Other Sounds	C	
6. SEEING		
Acuity, Near	F	
Acuity, Far	F	
Depth Perception	F	
Accommodation	F	

ALTA LOMA SCHOOL DISTRICT

MECHANIC - SENIOR – Page 4

Color Vision	NP
Field of Vision	NP

7. PHYSICAL DEMANDS RATING SUMMARY: Medium Work: 2 (3) (4) (5) (6) (DOL Physical Demand Categories 1 to 6 are very significant to the customary performance of the job if contained in parentheses).

8. PHYSICAL DEMAND COMMENTS: Examples of reaching/handling/fingering are under dashboard, under bus, tools, wiring, nuts, bulbs; lifting/carrying/pushing/pulling are when changing tires, repairing engines (note that lifting/pushing/pulling may be up to or in excess of 100lbs. for brief periods of time); stooping/crouching are lubricating engines; hearing are conversation, engine noises, air leaks; seeing are driving, repairs, wiring.

SUMMARY OF ENVIRONMENTAL CONDITIONS RATINGS

The following analysis represents an evaluation of the surroundings in which the job is performed. Environmental Conditions must by definition be specific and related to the job.

Key to Environmental Factors Rating:

NP = Not present in the job environment
S = Seldom – Under 5% of work day
O = Occasionally – Up to 1/3 of the time
F = Frequently – From 1/3 to 2/3 of the time
C = Constantly – 2/3 or more time

1. ENVIRONMENT:

Inside 90% Outside 10%

Comments regarding "Inside/Outside work site location" = Working in garage

2. EXTREME COLD	NP
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3. EXTREME HEAT	NP
-----------------	----

4. WET/HUMID	S
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Comments regarding "Wet and/or Humid Conditions" = Clean-up, maintenance

5. NOISE	120 decibels
VIBRATION	S

Comments regarding "Noise" = Engines

Comments regarding "Vibrations" = Impact wrench for tires

6. HAZARDS:

Mechanical	F
Explosives	NP
Electrical	S
Radiant Energy	NP
Burns	O

ALTA LOMA SCHOOL DISTRICT


MECHANIC – SENIOR – Page 5

- | | |
|---|----|
| Other Hazard/s | NP |
| Comments regarding "Mechanical Hazards" = Engines | |
| Comments regarding "Burn Hazards" = Wiring nothing above 12v | |
| Comments regarding "Other Hazardous Conditions" = Hot engines, welding | |
| 7. ATMOSPHERIC CONDITIONS: | |
| Fumes | C |
| Mists | NP |
| Odors | C |
| Gasses | S |
| Dusts | O |
| Poor Ventilation | NP |
| Other Atmospheric Hazards | NP |
| Comments regarding "Fumes" = Diesel/gas engines | |
| Comments regarding "Odors" = Diesel/gas engines | |
| Comments regarding "Gasses Exposure" = Shop area | |
| Comments regarding "Dust" = Dirt, dust in shop | |
| 8. PROTECTIVE CLOTHING – DEVICES: Safety glasses, welding gloves, hood/shield, fire extinguisher, coveralls | |
| 9. E. C. SUMMARY: Inside Work: 2 3 4 (5) (6) (7). Numbers encircled by () indicate significant involvement of factors enumerated and rated above. | |



Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: February 15, 2023

Subject: Job Description: Payroll Technician

BACKGROUND: To clarify and ensure appropriate alignment of duties with the current responsibilities of the position, the job description for the Payroll Technician has undergone a review. Subsequently, the position of Payroll Technician is being amended and reclassified as Payroll Specialist due to the increase in job duties and responsibilities.

First Reading

RATIONALE: The amended and reclassified job description outlines and clarifies the essential duties, qualifications and physical demands of the position of Payroll Specialist.

FUNDING: Due to the increased demands of this position, the District recommends movement from range 44 to range 50 on the Classified Benefitted Hourly Schedule, retroactive to July 1, 2022. The budgetary impact is approximately \$7,198.

RECOMMENDATION: Recommend the Board amend and reclassify the job description for Payroll Technician to Payroll Specialist with movement from range 44 to range 50 on the Classified Benefitted Hourly Schedule with a retroactive effective date of July 1, 2022, as presented.

ALTA LOMA SCHOOL DISTRICT

PAYROLL ~~TECHNICIAN~~ SPECIALIST

DEFINITION

Under direction *of the Director of Fiscal Services*, to plan, organize, lead, and participate in the payroll record management and reporting activities and functions; to perform the more complex and specialized payroll fiscal records management and reporting functions; ~~to coordinate the employee fringe benefit enrollment process;~~ and to do other related work as required.

ESSENTIAL DUTIES

- Coordinate, organize, and lead in the maintenance of employee payroll records, computation of payroll data, and related employee insurance and benefits deductions and insurance vendor payments.
- *Organize, calculate, input, audit, reconcile and maintain payroll record information for classified and/or certificated personnel, including full-time, part-time and overtime, assuring that District employees are paid according to established guidelines and in a timely manner.*
- *Assist the Director of Fiscal Services with the oversight of all payroll department functions and staffing, as needed.*
- *Receive forms from Human Resources related to payroll actions including employment and termination, change of status, tax and insurance deductions, leaves without pay and overtime.*
- *Collaborate and coordinate with various departments and agencies to complete payroll transactions.*
- *Provide a wide variety of information and assistance to District and other personnel regarding statistical record-keeping procedures of payroll.*
- *Receive and process attendance and leave information for employees.*
- *Maintain detailed permanent records on employees regarding accumulation and use of sick leave, vacation and other paid and unpaid leaves.*
- Audit, monitor, and clarify payroll related documents, including time reports, payroll listings, service records and other similar materials.
- Review, interpret, and apply policies, guidelines, and regulations concerning salary computations, leave benefits, and State and Federal tax withholding procedures.
- Compute and prepare the documents pertaining to quarterly tax payments.
- *Prepare or assist in the preparation of required state, federal, and special employee reports.*
- Confer with District and work unit personnel concerning personnel services assignment changes that would affect salary computations.
- Monitor, audit, and participate in the employment processing of new employees, employee separation, promotions, salary advancement, sick and vacation leave computations and retirement benefit computations.
- Prepare or coordinate the preparation of annual sick and vacation accumulation reports.
- Answer complex inquiries relating to payroll information and data, and assist District personnel in the resolution of unusual problems, issues, and concerns.
- Prepare various fiscal deductions, supplemental payroll reports, withholding statements.
- Review, monitor, and evaluate the technical performance of payroll related personnel.
- *Assure accuracy and compliance of preliminary reports/time sheets, spreadsheets and program and funds distribution.*
- Plan, organize, and conduct in-service and orientation training programs to ensure compliance with quality and quantity work standards, and to promote high levels of employee morale.
- *May provide technical input into the performance evaluation of the payroll department staff.*
- *Remain current and informed of all Worker's Compensation laws and all areas of Risk Management.*
- *Participate in District or site in-service training, as required.*

ALTA LOMA SCHOOL DISTRICT

PAYROLL TECHNICIAN SPECIALIST - Page 2

- *Understand and carry out written, typed, emailed and oral directions.*
- *Comply with all District, state and federal rules, policies, regulations and laws.*
- *Work effectively and efficiently both independently and as a member of a team to contribute to a positive work environment.*
- *Establish and maintain cooperative and productive working relationships with those contacted through the course of work.*
- *Communicate effectively with diverse staff, students, and community members including varying economic and education levels.*
- *Demonstrate effective communication and interpersonal skills.*
- *Adapt to changing work priorities, remaining flexible and focused during interruptions and distractions.*
- *Comply with timelines, schedules, and commitments.*
- *Maintain confidentiality*
- *Demonstrate and utilize effective decision-making and problem-solving skills.*
- *Take initiative in identifying and systematically solving challenges/issues.*
- *Perform other duties, as assigned.*
- ~~Prepare and distribute Personnel Fringe Benefit summaries.~~
- ~~Back up person for Risk Management. Aware of current Workman Compensation laws and all areas of Risk Management.~~

QUALIFICATIONS

Knowledge of:

Principles, methods, practices, and procedures of payroll management systems, accounting, and fiscal planning;

Legal mandates, policies, and regulations pertaining to payroll and employee benefits record management and reporting;

Computer-assisted payroll record systems, equipment, and terminology;

Practices, strategies, and techniques of organization, supervision, and employee motivation and training.

Ability to:

Perform responsible and complex payroll and employee benefits record management and analysis functions and activities;

Organize, lead, train, and technically evaluate the performance of payroll clerical personnel;

Prepare informational, statistical, and narrative payroll and other related reports in a clear and concise manner;

Review, audit, and verify a variety of payroll related summaries and reports, including computer-prepared management output reports;

Type or keyboard at a rate of 40 words per minute from clear copy;

Effectively and efficiently operate standards office machines, including word processing equipment, and computers;

Make complex arithmetical calculations with speed and accuracy.

Understand and carry out oral and written directions;

Establish and maintain a cooperative working relationships.

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

ALTA LOMA SCHOOL DISTRICT

PAYROLL ~~TECHNICIAN~~ SPECIALIST – Page 3Education:

Equivalent to the completion of an Associate of Arts or higher degree in accounting, business administration, or related courses.

Experience:

Three years of lead or supervisory payroll experience, preferably with an educational agency.

SUMMARY OF PHYSICAL DEMANDS RATINGS

The following analysis entails an evaluation of the "Physical Demands" factors of the job as it exists.

This method provides a basis for permitting modification to fit the capabilities and needs of workers with disabilities.

Rating Symbol Key:

NP = Not Present – Does not exist

O = Occasionally – Up to 1/3 of the time

F = Frequently – From 1/3 to 2/3 of the time

C = Constantly – 2/3 or more of the time

1. STRENGTH:

A. Standing	10%
Walking	10%
Sitting	80%
B. Lifting	O 25 lbs.
Carrying	F 25 lbs.
Pushing	O 10 lbs.
Pulling	O 10 lbs.

2. CLIMBING
BALANCING

O
NP

3. STOOPING
KNEELING
CROUCHING
CRAWLING

O
O
O
NP

4. REACHING
HANDLING
FINGERING
FEELING

C
O
C
O

5. TALKING:

Ordinary	C
Other	O
HEARING:	
Conversations	C
Other Sounds	O

PAYROLL TECHNICIAN SPECIALIST – Page 4

ALTA LOMA SCHOOL DISTRICT

PAYROLL ~~TECHNICIAN~~ SPECIALIST – Page 5

Electrical	NP
Radiant Energy	NP
Burns	S
Other Hazard/s	NP

Comments regarding “Mechanical Hazards” = Copier, opening boxes

Comments regarding “Burn Hazards” = Copier

7. ATMOSPHERIC CONDITIONS:

Fumes	S
Mists	NP
Odors	S
Gases	NP
Dusts	S
Poor Ventilation	S
Other Atmospheric Hazards	NP

Comments regarding “Fumes” = Copier

Comments regarding “Odors” = Copier

Comments regarding “Dust” = Paper


8. PROTECTIVE CLOTHING – DEVICES: Headsets available, gloves

9. E. C. SUMMARY: Inside Work: 2 3 4 5 (6) 7. Numbers encircled by () indicate significant involvement of factors enumerated and rated above.



Human Resources Memorandum

To: Dr. Sherry Smith, Superintendent

From:  Donna Carlson, Assistant Superintendent, Human Resources

Date: February 15, 2023

Subject: Job Description: Senior Payroll Clerk

BACKGROUND: To clarify and ensure appropriate alignment of duties with the current responsibilities of the position, the job description for the Senior Payroll Clerk has undergone a review. Subsequently, the position of Senior Payroll Clerk is being amended and reclassified due to the increase in job duties and responsibilities.

First Reading

RATIONALE: The amended and reclassified job description outlines and clarifies the essential duties, qualifications and physical demands of the position of Senior Payroll Clerk.

FUNDING: Due to the increased demands of this position, the District recommends movement from range 40 to range 42 on the Classified Benefitted Hourly Schedule, retroactive to July 1, 2022. The budgetary impact is approximately \$2,258.

RECOMMENDATION: Recommend the Board amend and reclassify the job description for Senior Payroll Clerk with movement from range 40 to range 42 on the Classified Benefitted Hourly Schedule with a retroactive effective date of July 1, 2022, as presented.

ALTA LOMA SCHOOL DISTRICT
PAYROLL CLERK – SENIOR

DEFINITION

Under general supervision, to perform responsible and technical payroll accounting record management functions, involving the use of manual and computer-assisted record management, storage, and retrieval systems; to monitor, audit, and prepare a variety of payroll related reports, records, and summaries; and to do other related work as required.

ESSENTIAL DUTIES

- *Organize, calculate, input, audit, reconcile and maintain payroll record information for classified and/or certificated personnel, including full-time, part-time and overtime, assuring that District employees are paid according to established guidelines and in a timely manner.*
- *Receive forms from Personnel Services related to payroll actions including employment and termination, change of status, tax and insurance deductions, leaves without pay and overtime*
- *Receive forms from Personnel Services related to payroll actions including employment and termination, change of status, tax and insurance deductions, leaves without pay and overtime.*
- *Collaborate and coordinate with various departments and agencies to complete payroll transactions.*
- *Receive and process attendance and leave information for employees.*
- *Maintain detailed permanent records on employees regarding accumulation and use of sick leave, vacation and other paid and unpaid leaves.*
- Establish, balance, verify, adjust, and maintain payroll accounting fiscally related records and reports.
- Process a variety of documents pertaining to payroll transactions, including payroll registers, employee status reports, insurance detail, and a variety of other documentation.
- Operate a computer in posting to a data management, storage, and retrieval system.
- Receive, reconcile, and audit computer payroll output reports.
- Assist District personnel in the resolution of unusual payroll problems, issues, and concerns.
- Prepare or assist in the preparation of State and Federal payroll related documents and reports.
- Receive, review, and verify payroll documents and reports for accuracy and adherence to legal mandates, policies, and operational guidelines.
- May prepare and distribute personnel fringe benefit records summaries.
- Assist in the research, compilation, and distribution of fiscal and payroll related reports required by District and County operational units.
- *Assure accuracy and compliance of preliminary reports/time sheets, spreadsheets and program and funds distribution.*
- Make complex arithmetical calculations and verify the results.
- Audit, verify, and release payroll warrants and various payroll documents.
- *Establish and maintain effective and cooperative relationships with management, other employees and persons contacted through the course of work.*
- *Participate in District or site in-service training, as required.*
- *Understand and carry out written/typed/email and oral directions.*
- *Comply with all district, state and federal rules, policies, regulations, and laws.*
- *Work effectively and efficiently both independently and as a member of a team to contribute to a positive work environment.*
- *Establish and maintain cooperative and productive working relationships with those contacted through the course of work.*

ALTA LOMA SCHOOL DISTRICT

PAYROLL CLERK - SENIOR - Page 2

- *Communicate effectively with diverse staff, students, and community members including varying economic and education levels.*
- *Demonstrate effective communication and interpersonal skills.*
- *Adapt to changing work priorities, remaining flexible and focused during interruptions and distractions.*
- *Comply with timelines, schedules, and commitments.*
- *Maintain confidentiality.*
- *Demonstrate and utilize effective decision-making and problem-solving skills.*
- *Take initiative in identifying and systematically solving challenges/issues.*
- *Perform other duties, as assigned.*

QUALIFICATIONS

Knowledge of:

Methods, practices, and procedures pertaining to payroll accounting and fiscally related record management systems;

Manual and computer-assisted payroll record management, storage, and retrieval system;

Computer hardware and software application programs commonly used in accounting and payroll operations;

Financial and payroll related report preparation and format.

Legal mandates, policies, and operational guidelines pertaining to payroll and fiscally related matters.

Ability to:

Perform complex payroll accounting and fiscally related clerical functions;

Audit, review, and effectively compile payroll reports, records, and related summaries;

Skillfully operate a computer and other standard business related equipment;

Type or keyboard at a net corrected speed of 45 words per minute;

Make complex arithmetical calculations with speed and accuracy;

Understand and carry out oral and written directions;

Establish and maintain cooperative working relationships.

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the required knowledge and skills would be:

Experience:

Two years of responsible experience in general payroll record management, auditing, and report development involving manual and computer-assisted processes.

Education:

Equivalent to the completion of the twelfth grade, supplemented by course work or training in payroll accounting, auditing, and business practices and procedures.

ALTA LOMA SCHOOL DISTRICT

PAYROLL CLERK – SENIOR – Page 3

SUMMARY OF PHYSICAL DEMANDS RATINGS

The following analysis entails an evaluation of the “Physical Demands” factors of the job as it exists. This method provides a basis for permitting modification to fit the capabilities and needs of workers with disabilities.

Rating Symbol Key:

NP = Not Present – Does not exist
O = Occasionally – Up to 1/3 of the time
F = Frequently – From 1/3 to 2/3 of the time
C = Constantly – 2/3 or more of the time

1. STRENGTH:	
A. Standing	10%
Walking	10%
Sitting	80%
B. Lifting	O 25 lbs.
Carrying	F 25 lbs.
Pushing	O 10 lbs.
Pulling	O 10 lbs.
2. CLIMBING	O
BALANCING	NP
3. STOOPING	O
KNEELING	O
CROUCHING	O
CRAWLING	NP
4. REACHING	C
HANDLING	O
FINGERING	C
FEELING	O
5. TALKING:	
Ordinary	C
Other	O
HEARING:	
Conversations	C
Other Sounds	O
5. SEEING	
Acuity, Near	C
Acuity, Far	O
Depth Perception	O
Accommodation	C

ALTA LOMA SCHOOL DISTRICT

PAYROLL CLERK – SENIOR – Page 4

Color Vision	NP
Field of Vision	O

6. PHYSICAL DEMANDS RATING SUMMARY: Medium Work: 2 3 (4) (5) (6) (DOL Physical Demand Categories 1 to 6 are very significant to the customary performance of the job if contained in parentheses).
7. PHYSICAL DEMAND COMMENTS: Examples of sitting are computer work, reconciliation; lifting/carrying/pushing/pulling are supplies, reams of paper, cart, desk drawer; reaching/handling/fingering are reports, telephone, computer keyboard, files; talking/hearing are conversations with students, general public in person and via telephone; seeing are computer screen, bulletin board, reviewing reports and records.

SUMMARY OF ENVIRONMENTAL CONDITIONS RATINGS

The following analysis represents an evaluation of the surroundings in which the job is performed. Environmental Conditions must by definition be specific and related to the job.

Key to Environmental Factors Rating:

NP = Not present in the job environment
 S = Seldom – Under 5% of work day
 O = Occasionally – Up to 1/3 of the time
 F = Frequently – From 1/3 to 2/3 of the time
 C = Constantly – 2/3 or more time

1. ENVIRONMENT:
 Inside 90% Outside 10%
2. EXTREME COLD NP
3. EXTREME HEAT NP
4. WET/HUMID NP
5. NOISE 65 decibels
 VIBRATION NP
 Comments regarding "Noise" = General office conversation and equipment
6. HAZARDS:
 Mechanical S
 Explosives NP
 Electrical NP
 Radiant Energy NP
 Burns S
 Other Hazard/s NP

ALTA LOMA SCHOOL DISTRICT

PAYROLL CLERK – SENIOR – Page 5

Comments regarding “Mechanical Hazards” = Copier, opening boxes
Comments regarding “Burn Hazards” = Copier

7. ATMOSPHERIC CONDITIONS:

Fumes	S
Mists	NP
Odors	S
Gasses	NP
Dusts	S
Poor Ventilation	S
Other Atmospheric Hazards	NP
Comments regarding “Fumes” = Copier	
Comments regarding “Odors” = Copier	
Comments regarding “Dust” = Paper	

8. PROTECTIVE CLOTHING – DEVICES: Headsets available, gloves

9. E. C. SUMMARY: Inside Work: 2 3 4 5 (6) 7. Numbers encircled by () indicate significant involvement of factors enumerated and rated above.

Job Area	January	February	March	April	May	June	July	August	September	October	November	December
Board Mtg Dates	18th	1st & 15th	8th	5th & 19th	3rd & 17th	7th & 14th	dark	2nd	6th & 20th	18th	15th	13th
Effective Governance	Midyear Review/Check In Board Evaluation/ 1st Reading Board Calendar for 2023-2024	(1st) Approve Board Calendar, Gov. Calendar	*special gov. workshop study: State of District	Conduct Board Self Evaluation -action plan-	(17th) Board Appreciation to Staff			Superintendent Goals Established (Closed)	CSBA Masters in Governance Begins		Designate Date for Annual Organizational Meeting	CSBA Annual Conf/ Annual Org. Mtg.
Student Voice	VGE	(1st) Stork (15th) ALE	Hermosa	(5th) Jasper (19) Deer Cyn	(3) Vineyard			Camellian	(6) Banyan (20) ALJH	Victoria Groves	Stork	ALE
Policy Review	Approve School Calendar		CSBA Policy Updates	Approve CSBA Policy Services		CSBA Policy Updates Student IDT Master Agreement (2026, every 5 years)		Approval of Consolidated Application and Reporting System	CSBA Policy Updates		Calendar Committee Convene	CSBA Policy Updates 1st Reading School Calendar
Strategic Planning (LCAP)	SPSAs (Consent) / School Accountability Report Card (SARC)	Post SARCs			Post LCAP Public Hearing Notice	(7th) LCAP Public Hearing /Local Indicators/ (14th) LCAP Adoption		ELD Plan	LCAP Update			
Student Achievement	Achievement Data Presentation		New Adoptions Update SBCSS MOU Data Sharing Services (15th) Comprehensive Safety Plans		Textbook Adoption Approval	(14th) Special Field Trips / Approval of Field Trips, Deposits and Prepayments		Post Public Hearing Notice - Adequate Inst. Supplies	(6th) Adequate Inst. Supplies / Summer Offerings Presentation	Achievement Data Presentation		
Facilities				District Solar Energy Update								
Human Resources	Qualified Coaches	Intention to Release	RIF & Reassignment Notices by 14th	Recruitment & Hiring	Final RIF/ Hiring/ Retirement Celebration/ Hire summer staff	Recruitment & Hiring/Renewal of Assoc. Sup & Sup contracts		Convocation/ Alternate Credentials	(20th) Qualified Coaches			
Collective Bargaining	Governor's January Budget				Governor's May Revise		State Adopted Budget			Collective Bargaining Begins		

Standardized Account Code Structure

FUND		RESOURCE		GOAL		FUNCTION		OBJECT		SCHOOL	
01	GENERAL FUND	0000	UNRESTRICTED (BASE – LCFF)	0000	UNDISTRIBUTED	1000-1999	INSTRUCTION	4000-4999	BOOKS, MATERIALS & SUPPLIES	000	DISTRICTWIDE
13	CAFETERIA FUND	0100	SUPPLEMENTAL - LCFF	1000	GENERAL EDUCATION SUMMARY	2000-2999	INSTRUCTION RELATED SERVICES	5000-5999	SERVICES & OTHER OPERATING EXPENDITURES	001	ALTA LOMA ELEMENTARY
21	BUILDING FUND	1100	LOTTERY - UNRESTRICTED	1110	REGULAR EDUCATION	3000-3999	PUPIL SERVICES	6000-6999	CAPITAL OUTLAY	002	CARNELIAN ELEMENTARY
		3010	TITLE I, PART A, BASIC GRANT	4760	BILINGUAL EDUCATION	5000-5999	COMMUNITY SERVICES			004	JASPER ELEMENTARY
		3220	CARES ACT	5760	SPECIAL EDUCATION, NONSEVERELY DISABLED AGES 5-22	7000-7999	GENERAL ADMINISTRATION			005	FLOYD M. STORK ELEMENTARY
		4035	Title II	8500	CHILD CARE SERVICES	8000-8999	PLANT SERVICES			006	DEER CANYON ELEMENTARY
		4127	Title IV							007	HERMOSA ELEMENTARY
		4203	Title III							009	VICTORIA GROVES ELEMENTARY
		5310	CHILD NUTRITION							010	BANYAN ELEMENTARY
		6500	Special Education – State AB602							303	ALTA LOMA JUNIOR HIGH
		8150	RRMA Ongoing Maintenance							308	VINEYARD JUNIOR HIGH

The chart of accounts above is a list of the most frequently used codes based on the Standardized Account Code Structure (SACS) established by the California Department of Education (CDE). All fields used in the SACS must work together to form valid account code strings.

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
 Board of Trustees Meeting 02/15/2023

02 Alta Loma School District			Fiscal Year: 2023	
Purchase Order	Vendor	Description	Ln Fu Rs Y Goal Func Obj Sch Mgmt	Encumbered
231110	ACORN NATURALISTS	BAN/ OWL PELLETS	1 01-1100-0-1110-1000-4310-010-5333 Total	418.90 418.90
231111	CDW LLC	Projector	1 01-0000-0-0000-2700-4440-005-5109 Total	4,175.31 4,175.31
231112	CDW LLC	IT/ VG Mod	1 21-0000-0-0000-8580-4340-009-7309 Total	3,773.95 3,773.95
231113	GLOBAL CTI GROUP INC.	ADMIN SERVICES/Global Notifica	1 01-0000-0-0000-8310-5810-000-2090 Total	27,159.46 27,159.46
231114	JOSEPH E. BONADIMAN &	ADMIN SERVICES/CONSTRUCTION ST	1 21-0000-0-0000-8540-6275-002-7402 2 21-0000-0-0000-8540-6275-007-7307 3 21-0000-0-0000-8540-6275-009-7309 4 21-0000-0-0000-8540-6275-004-7304 Total	6,000.00 6,000.00 6,000.00 6,000.00 24,000.00
231115	LITERACY RESOURCES LLC	VG /K & Primary Curriculum	1 01-0000-0-1110-1000-4310-009-570D Total	576.72 576.72
231116	ODP BUSINESS SOLUTIONS LLC	office supplies	1 01-1100-0-0000-2100-4350-720-3300 Total	105.93 105.93
231117	ODP BUSINESS SOLUTIONS LLC	DC/OPEN	1 01-0000-0-1110-1000-4310-006-5109 Total	2,000.00 2,000.00
231118	ODP BUSINESS SOLUTIONS LLC	DC/INSTR SUPPLIES	1 01-1100-0-1110-1000-4310-006-903T Total	235.86 235.86
231119	ODP BUSINESS SOLUTIONS LLC	BAN/OFFICE DEPOT	1 01-1100-0-1110-1000-4310-010-903T Total	350.75 350.75
231120	RIVERSIDE CNTY OFFICE OF EDUC	Conference	1 01-0000-0-0000-3900-5200-720-6600 Total	100.00 100.00
231121	SAN BERNARDINO COUNTY	SPECIAL ED/PUPIL SERVICES	1 01-0000-0-0000-8210-5561-000-6612 Total	155.00 155.00
231122	ODP BUSINESS SOLUTIONS LLC	DC/SUPPLIES	1 01-1100-0-1110-1000-4310-006-903T Total	474.64 474.64

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
Board of Trustees Meeting 02/15/2023

02 Alta Loma School District

Fiscal Year: 2023

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
											Total	
231123	ALL OCCASION RENTALS	VJH/ Rental Chairs for Promoti	1	01-0000-0-1110-1000-5611-308-5109								2,252.00
			2	01-0000-0-0000-7200-5611-308-2200							Total	2,252.00
												4,504.00
231124	QUALITY REPAIR SOLUTION	VG/Laminator Maintenance	1	01-0000-0-0000-8210-5631-009-5501							Total	529.00
												529.00
231125	GBC	Laminate	1	01-0000-0-0000-2700-4350-005-5109							Total	215.72
												215.72
231126	LAKESHORE EQUIPMENT COMPANY	TK Instructional Supplies (ALE	1	01-6053-0-5730-1110-4310-000-6053							Total	1,491.83
												1,491.83
231127	PEAP	ALJH / President's Awards	1	01-0000-0-0000-2700-4350-303-570D							Total	632.05
												632.05
231128	ANKER,PAUL G	ALJH / Promotion Covers & Cert	1	01-0000-0-0000-2700-5890-303-570D							Total	883.63
												883.63
231129	KOALA T'S APPAREL LLC	ALJH / Staff T-Shirts Reorder	1	01-0000-0-0000-2700-5890-303-5501							Total	174.56
												174.56
231130	GOPHER SPORT	VG/ Playground Balls	1	01-0000-0-1110-1000-4310-009-5501							Total	123.09
												123.09
231131	THERAPRO INC.	SPECIAL ED	1	01-6500-0-5760-1190-4310-002-662C							Total	108.86
												108.86
231132	GOPHER SPORT	VJH / PE EQUIPMENT	1	01-1100-0-1110-1000-4310-308-925T							Total	1,241.82
												1,241.82
231133	OES GLOBAL INC./TRAFFIC CONES	ALJH / Delineators & Reserved	1	01-0000-0-0000-2700-4350-303-5109							Total	1,708.70
												1,708.70
231134	JONES SCHOOL SUPPLY CO INC	CARN / Trimester Awards Bling	1	01-0000-0-0000-2700-5890-002-5109							Total	448.18
												448.18
231135	EDULASTIC	VJH / EDULASTIC	1	01-1100-0-1110-1000-4310-308-922T								100.00

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
 Board of Trustees Meeting 02/15/2023

02 Alta Loma School District				Fiscal Year: 2023		
Purchase Order	Vendor	Description	Ln	Fu Rs	Y Goal Func Obj Sch Mgmt Total	Encumbered
231136	ART SPECIALTIES	ALJH / Office Branding	1	01-0000-0-1110-1000-4310-303-570D		4,301.30
			2	01-0000-0-1110-1000-5810-303-5109	Total	1,000.00
						5,301.30
231137	CALIFORNIA LEAGUE OF EDUCATORS	Conference	1	01-1100-0-0000-2700-5200-000-3301	Total	718.00
						718.00
231138	SCHOOL SERVICES OF CALIF INC	Webinar - Employee Leave - Sch	1	01-0000-0-0000-7400-5200-720-4400	Total	335.00
						335.00
231139	INLAND PERSONNEL COUNCIL	IPC Conference October 10/20/2	1	01-0000-0-0000-7400-5200-720-4400	Total	335.00
						335.00
231140	ACOSTA TREE SERVICE	GRNDS TREE TRIMMING-DC	1	01-0000-0-0000-8211-5638-000-2095	Total	4,275.00
						4,275.00
231141	ACOSTA TREE SERVICE	GRNDS TREE TRIMMING-BANYAN	1	01-0000-0-0000-8211-5638-000-2095	Total	6,975.00
						6,975.00
231142	GOPHER SPORT	DC/PLAYGROUND	1	01-0000-0-0000-2700-4350-006-5501	Total	763.45
						763.45
231143	US GAMES	DC/PLAYGROUND	1	01-0000-0-0000-2700-4350-006-5501	Total	377.30
						377.30
231144	CED INC	LIGHTING SUPPLIES	1	01-8150-0-0000-8110-4380-000-2076	Total	36,764.30
						36,764.30
231145	LAKESHORE EQUIPMENT COMPANY	DC/INSTR SUPPLIES	1	01-1100-0-1110-1000-4310-006-903T	Total	313.43
						313.43
231146	ODP BUSINESS SOLUTIONS LLC	DC/INSTRU SUPPLIES	1	01-1100-0-1110-1000-4310-006-903T	Total	282.27
						282.27
231147	SHIRTS UNLIMITED LLC	CN / APRONS	1	13-5310-0-0000-3700-4390-000-2CAF	Total	2,287.34
						2,287.34
231148	SPEC CONSTRUCTION CO. INC	VICTORIA GROVES-CONCRETE REPAI	1	01-8150-0-0000-8110-5633-000-2076		11,607.00

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
 Board of Trustees Meeting 02/15/2023

02 Alta Loma School District

02 Alta Loma School District				Fiscal Year: 2023	
Purchase Order	Vendor	Description	Ln Fu Rs Y Goal Func Obj Sch Mgmt	Encumbered	
231149	TERRA PAVE INC.	M&O-SPEED BUMPS - STORK	1 01-8150-0-0000-8110-5633-000-2076 Total	11,607.00	
231150	RICCARDI FLOOR COVERING INC	M&O / FLOORING REPAIRS-JASPER	1 01-8150-0-0000-8110-5633-000-2076 Total	9,500.00 9,500.00	
231151	RICCARDI FLOOR COVERING INC	M&O / FLOORING REPAIRS-CARNELI	1 01-8150-0-0000-8110-5633-000-2076 Total	5,710.00 5,710.00	
231152	TIME AND ALARM SYSTEMS INC	M&O / INSPECTION	1 01-8150-0-0000-8110-5880-000-2076 Total	7,010.00 7,010.00	
231153	FOOTHILL VACUUM&JANITORIAL INC	JASPER/FOOTHILL VACUUM & JANIT	1 01-0000-0-0000-8210-4370-004-5501 Total	300.00 300.00	
231154	SCHOOLPOSTERS.COM, LLC	BAN/ATTENDANCE POSTER PACKAGE	1 01-0000-0-0000-2700-4350-010-5501 Total	156.67 156.67	
231155	HOUGHTON MIFFLIN HARCOURT	Student Textbooks	1 01-6300-0-1110-1000-4140-000-368D 2 01-6300-0-1110-1000-4210-000-368D Total	4,961.37 4,913.99 9,875.36	
231156	HOUGHTON MIFFLIN HARCOURT	Student Textbooks	1 01-6300-0-1110-1000-4140-000-368D 2 01-6300-0-1110-1000-4210-000-368D Total	4,961.37 4,913.99 9,875.36	
231157	DEMCO INC	Library supplies	1 01-0000-0-0000-2700-4350-001-5501 Total	319.62 319.62	
231158	ORIENTAL TRADING	Instructional Supplies	1 01-1100-0-1110-1000-4310-001-901T Total	163.88 163.88	
231159	TEACHER CREATED RESOURCES	Copy of Classroom Instructiona	1 01-1100-0-1110-1000-4310-001-901T Total	92.55 92.55	
231160	LAKESHORE EQUIPMENT COMPANY	Instructional Supplies	1 01-1100-0-1110-1000-4310-001-901T Total	400.00 400.00	

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
 Board of Trustees Meeting 02/15/2023

02 Alta Loma School District

				Fiscal Year: 2023	
Purchase Order	Vendor	Description	Ln	Fu Rs Y Goal Func Obj Sch Mgmt	Encumbered
231161	LAKESHORE EQUIPMENT COMPANY	Instructional Supplies	1	01-1100-0-1110-1000-4310-001-901T Total	400.00 400.00
231162	SCHOOL SERVICES OF CALIF INC	Conference	1	01-1100-0-0000-2100-5200-720-3300 Total	195.00 195.00
231163	TEACHER CREATED RESOURCES	Classroom Instructional Suppli	1	01-1100-0-1110-1000-4310-001-901T	55.97
			2	01-0000-0-1110-1000-4310-001-5501 Total	35.52 91.49
231164	ODP BUSINESS SOLUTIONS LLC	BAN/OFFICE DEPOT	1	01-1100-0-1110-1000-4310-010-903T Total	204.28 204.28
231165	SHARON RAFFIEE	Educational Services Organizat	1	01-0000-0-0000-7150-5810-000-1100 Total	2,000.00 2,000.00
231166	MAUREEN E LATHAM, ED.D.	Administrative Consulting Serv	1	01-0000-0-0000-7150-5810-000-1100 Total	6,000.00 6,000.00
231167	RANCHO PACIFIC ELECTRIC	2022-23-01 Jasper Restroom - #	1	21-0000-0-0000-8530-6253-004-7304 Total	1,300.00 1,300.00
Purchase Order Count: 58				Grand Total	225,966.56
Fund Summary:				Fund 01	194,605.27
				Fund 13	2,287.34
				Fund 21	29,073.95

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

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 02/15/2023

02 Alta Loma School District

Fiscal Year: 2023

Transmittal Number: 23000397-0 AUDIT					
Reference	Vendor	Description	Amount		
PO230792-017	TILDEN-COIL CONSTRUCTORS INC	CONSTRUCTION MANAGEMENT SERVIC	11,463.04		
		Total Payment Amount	11,463.04		
		Transmittal Total	11,463.04		
		Fund Summary: Fund 21	11,463.04		
Transmittal Number: 23000398-0 AUDIT					
PO230219-001	TOTAL COMPENSATION SYSTEMS INC	Admin Services/Preparation of	3,150.00		
		Total Payment Amount	3,150.00		
		Transmittal Total	3,150.00		
		Fund Summary: Fund 01	3,150.00		
Transmittal Number: 23000398-0					
PO230393-020	BURRTEC WASTE INDUSTRIES INC	DSC / DISTRICT-WIDE TRASH	171.52		
PO230393-021	BURRTEC WASTE INDUSTRIES INC	DSC / DISTRICT-WIDE TRASH	284.22		
		Total Payment Amount	455.74		
PV230439-001	CORONEL, LUCIA	MILEAGE	74.06		
		Total Payment Amount	74.06		
PO230394-007	CROWN CASTLE FIBER LLC	U-DATA LINE / DSC-SITES	2,644.74		
		Total Payment Amount	2,644.74		
PO230259-023	CUCAMONGA VALLEY	WATER / VJH	12.22		
PO230259-024	CUCAMONGA VALLEY	WATER / VJH	12.22		
PO230261-013	CUCAMONGA VALLEY	WATER / VG	822.79		
PO230261-014	CUCAMONGA VALLEY	WATER / VG	567.42		
PO230334-017	CUCAMONGA VALLEY	WATER / DSC	19.46		
PO230347-019	CUCAMONGA VALLEY	WATER / BAN	155.27		
PO230347-020	CUCAMONGA VALLEY	WATER / BAN	7.44		
PO230363-016	CUCAMONGA VALLEY	WATER / ALE	373.66		
PO230363-017	CUCAMONGA VALLEY	WATER / ALE	7.41		
PO230363-018	CUCAMONGA VALLEY	WATER / ALE	450.12		
		Total Payment Amount	2,428.01		
		Transmittal Total	5,602.55		

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 02/15/2023

02 Alta Loma School District

Fiscal Year: 2023

Transmittal Number: 23000398-0

Fund Summary: Fund 01

5,602.55

Transmittal Number: 23000399-0

Reference	Vendor	Description	Amount
PO230159-003	SOUTHWEST SCHOOL&OFFICE SUPPLY	DC/OPEN	602.16
PO230159-004	SOUTHWEST SCHOOL&OFFICE SUPPLY	DC/OPEN	12.65
PV230440-001	SOUTHWEST SCHOOL&OFFICE SUPPLY	OLD SOUTH WEST INVOICE	254.34
Total Payment Amount			869.15

Transmittal Total

869.15

Fund Summary: Fund 01

869.15

Transmittal Number: 23000400-0

PO230162-007	SOUTHWEST SCHOOL&OFFICE SUPPLY	HERMOSA / Open Instr Supp	1,549.53
PO230511-010	SOUTHWEST SCHOOL&OFFICE SUPPLY	Office Supplies 22-23	149.13
Total Payment Amount			1,698.66

Transmittal Total

1,698.66

Fund Summary: Fund 01

1,698.66

Transmittal Number: 23000401-0 AUDIT
BEARCOM

PO231062-001	JASPER/SITE RADIOS	Total Payment Amount	10,385.97
			10,385.97

PO230644-001 CLOVIS UNIFIED SCHOOL DISTRICT

	SUPERINTENDENT/ Renewal of mem	Total Payment Amount	2,500.00
			2,500.00

Transmittal Total

12,885.97

Fund Summary: Fund 01

12,885.97

Transmittal Number: 23000401-0
ACOSTA TREE SERVICE

PO231086-001	GRNDS TREE TRIMMING-VICTORIA	Total Payment Amount	14,895.00
			14,895.00

PO230055-005 ACTION AWARDS INC

	M&O / OPEN PO-SIGNAGE	Total Payment Amount	324.55
			324.55

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Transmittal Number: 23000401-0	Vendor	Description	Amount
PO230103-004	AMTECH ELEVATOR SERVICES	M&O / MAINT AGREEMENT	1,854.00
PO230104-004	AMTECH ELEVATOR SERVICES	M&O / MAINT AGREEMENT-WHEELCHA	1,112.40
		Total Payment Amount	2,966.40
PO230107-022	BUG X PEST CONTROL	M&O / EXTERMINATOR SERVICES	1,400.00
		Total Payment Amount	1,400.00
PO230380-007	DELTA DENTAL OF CALIFORNIA	FISCAL SERVICES / Dental	5,540.00
		Total Payment Amount	5,540.00
PO230313-006	EWING IRRIGATION PRODUCTS INC	M&O / GRNDS / OPEN SUPPLIES	463.37
		Total Payment Amount	463.37
PO230128-014	GORM INC	JASPER/GORM OPEN PO	458.11
PO230128-015	GORM INC	JASPER/GORM OPEN PO	554.33
		Total Payment Amount	1,012.44
PO230300-003	GRAINGER INC	M&O / OPEN SUPPLIES	23.26
		Total Payment Amount	23.26
MV230079-001	LOREN THOMPSON	Total Payment Amount	187.50
			187.50
PO230277-006	LOWE'S COMPANIES INC	M&O / OPEN SUPPLIES	721.99
		Total Payment Amount	721.99
PO230886-004	MONTGOMERY HARDWARE CO	M&O / OPEN SUPPLIES	206.88
PO230886-005	MONTGOMERY HARDWARE CO	M&O / OPEN SUPPLIES	783.59
		Total Payment Amount	990.47
PO230193-039	SMART & FINAL	CC / SUPP OPEN,	946.09
		Total Payment Amount	946.09
		Transmittal Total	29,471.07
	Fund Summary:	Fund 01	29,471.07
Transmittal Number: 23000402-0 AUDIT			
PO230709-004	BELL ROOF COMPANY	2021-22-04 Hermosa Modernizat	89,442.50

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Transmittal Number: 23000402-0 AUDIT

Total Payment Amount	89,442.50
Transmittal Total	89,442.50
Fund Summary: Fund 21	89,442.50

Transmittal Number: 23000403-0
Reference Vendor
PO230710-003 CG ACOUSTICS INC.

Description	Amount
2021-22-04 Hermosa Modernizat	285.00
Total Payment Amount	285.00
Transmittal Total	285.00
Fund Summary: Fund 21	285.00

Transmittal Number: 23000404-0
PO230711-004 CONTINENTAL PLUMBING

2021-22-04 Hermosa Modernizat	142.50
Total Payment Amount	142.50
Transmittal Total	142.50
Fund Summary: Fund 21	142.50

Transmittal Number: 23000405-0 AUDIT
PO230714-004 GIANT SERVICES INC

2021-22-04 Hermosa Modernizat	37,416.46
Total Payment Amount	37,416.46
Transmittal Total	37,416.46
Fund Summary: Fund 21	37,416.46

Transmittal Number: 23000406-0 AUDIT
PO230716-003 JANUS CORPORATION

2021-22-04 Hermosa Modernizat	53,836.50
Total Payment Amount	53,836.50
Transmittal Total	53,836.50
Fund Summary: Fund 21	53,836.50

Transmittal Number: 23000407-0

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Transmittal Number: 23000407-0	Vendor	Description	Amount
PO230717-003	K&Z CABINET CO INC	2021-22-04 Hermosa Modernizat	1,983.22
		Total Payment Amount	1,983.22
		Transmittal Total	1,983.22
		Fund Summary: Fund 21	1,983.22
Transmittal Number: 23000408-0	SIGNATURE FLOORING INC.	2021-22-04 Hermosa Moderniza	6,070.97
PO230718-002		Total Payment Amount	6,070.97
		Transmittal Total	6,070.97
		Fund Summary: Fund 21	6,070.97
Transmittal Number: 23000409-0 AUDIT	SIMMONS & WOOD INC.	2021-22-04 Hermosa Modernizat	35,102.02
PO230719-003		Total Payment Amount	35,102.02
		Transmittal Total	35,102.02
		Fund Summary: Fund 21	35,102.02
Transmittal Number: 23000410-0 AUDIT	SPEC CONSTRUCTION CO. INC	2021-22-04 Hermosa Modernizat	211,612.50
PO230720-004		Total Payment Amount	211,612.50
		Transmittal Total	211,612.50
		Fund Summary: Fund 21	211,612.50
Transmittal Number: 23000411-0 AUDIT	WEST-TECH MECHANICAL INC	2021-22-04 Hermosa Modernizati	18,279.90
PO230725-003		Total Payment Amount	18,279.90
		Transmittal Total	18,279.90
		Fund Summary: Fund 21	18,279.90

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Transmittal Number: 23000412-0			
Reference	Vendor	Description	Amount
CM230016-001	SW SCHOOL SUPPLY	CREDIT	(87.95)
CM230017-001	SW SCHOOL SUPPLY	CREDIT	(65.56)
CM230018-001	SW SCHOOL SUPPLY	CREDIT	(18.10)
CM230019-001	SW SCHOOL SUPPLY	CREDIT	(70.06)
CM230020-001	SW SCHOOL SUPPLY	CREDIT	(74.76)
CM230021-001	SW SCHOOL SUPPLY	CREDIT	(28.92)
PO231077-001	SW SCHOOL SUPPLY	Jasper / Supplies	153.50
PO231077-002	SW SCHOOL SUPPLY	Jasper / Supplies	5.43
PO231077-003	SW SCHOOL SUPPLY	Jasper / Supplies	191.84
PO231098-001	SW SCHOOL SUPPLY	Jasper / Supplies	153.50
PO231098-002	SW SCHOOL SUPPLY	Jasper / Supplies	188.22
PO231098-003	SW SCHOOL SUPPLY	Jasper / Supplies	3.62
Total Payment Amount			350.76
Transmittal Total			350.76
Fund Summary:		Fund 01	350.76
Transmittal Number: 23000413-0			
PO230867-001	LOZANO SMITH	SPECIAL ED	195.00
Total Payment Amount			195.00
PO230193-040	SMART & FINAL	CC / SUPP OPEN,	9.99
PO230339-010	SMART & FINAL	DC / OPEN	230.66
PO230352-011	SMART & FINAL	ALJH / Open Supplies	78.44
PO230524-016	SMART & FINAL	STRK / Smart & Final Open PO 2	70.81
Total Payment Amount			389.90
PV230441-001	U S BANK	Total Payment Amount	8,016.96
			8,016.96
Transmittal Total			8,601.86
Fund Summary:		Fund 01	8,601.86
Transmittal Number: 23000414-0 AUDIT			
PO231039-001	SPEC CONSTRUCTION CO. INC	2022-23-01 Jasper Restroom - #	2,731.25
Total Payment Amount			2,731.25

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Transmittal Number: 23000414-0 AUDIT

	Transmittal Total	2,731.25
Fund Summary:	Fund 21	2,731.25

Transmittal Number: 23000415-0

Reference	Vendor	
PO231033-001	RANCHO PACIFIC ELECTRIC INC	

Description		Amount
2022-23-01 Jasper Restroom - #		617.50
Total Payment Amount		617.50

	Transmittal Total	617.50
Fund Summary:	Fund 21	617.50

Transmittal Number: 23000416-0

PO230416-001	FAGEN FRIEDMAN & FULFROST LLP	
PO230416-002	FAGEN FRIEDMAN & FULFROST LLP	

		Amount
SPECIAL ED/CONSULTANT SERVICES		106.50
SPECIAL ED/CONSULTANT SERVICES		139.50
Total Payment Amount		246.00

PO230159-005	SW SCHOOL SUPPLY	
PO230511-012	SW SCHOOL SUPPLY	
PO230543-005	SW SCHOOL SUPPLY	
PO230543-006	SW SCHOOL SUPPLY	
PO231091-001	SW SCHOOL SUPPLY	
PO231091-002	SW SCHOOL SUPPLY	

		Amount
DC/OPEN		58.90
Office Supplies 22-23		5.66
VG / Open Southwest		56.84
VG / Open Southwest		20.09
ALJH / Misc. Supplies		285.32
ALJH / Misc. Supplies		14.27
Total Payment Amount		441.08

	Transmittal Total	687.08
Fund Summary:	Fund 01	687.08

Transmittal Number: 23000417-0

PO231042-001	SPEC CONSTRUCTION CO. INC	

		Amount
2022-23-01 VG Mod - #10		14,725.00
Total Payment Amount		14,725.00

	Transmittal Total	14,725.00
Fund Summary:	Fund 21	14,725.00

Transmittal Number: 23000418-0 AUDIT

PO231087-001	ACOSTA TREE SERVICE	

		Amount
GRNDS TREE TRIMMING-HERMOSA		21,870.00

BEST NET CONSORTIUM
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Transmittal Number: 23000418-0 AUDIT

Transmittal Number: 23000418-0				
Reference	Vendor			
PO231073-001	DEMCO INC			
PO231050-001	PLANES OF FAME AIR MUSEUM			21,870.00
				Total Payment Amount
				21,870.00
				Transmittal Total
				21,870.00
				Fund Summary: Fund 01
	Description			Amount
	HERM/LIBRARY SUPPLIES			272.39
	Total Payment Amount			272.39
	Vg/ Field Trip			192.00
	Total Payment Amount			192.00
	TK Classroom Supplies			179.87
	Total Payment Amount			179.87
	GAS / ALJH			1,944.63
	Total Payment Amount			1,944.63
	HERM/BOTTLED WATER SERVICE			44.46
	Total Payment Amount			44.46
	ALJH / Awards Supplies			174.51
	Total Payment Amount			174.51
	DISTRICT SUPPORT / SHREDDING S			127.71
	Total Payment Amount			127.71
	ALE / OPEN INSTR SUPP			38.66
	ALE / OPEN INSTR SUPP			61.28
	ALE / OPEN INSTR SUPP			96.65
	ALE / OPEN INSTR SUPP			44.16
	Total Payment Amount			240.75
	training conference			950.00
	Total Payment Amount			950.00
	Transmittal Total			4,126.32

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Transmittal Number: 23000418-0

Fund Summary: Fund 01 4,126.32

Transmittal Number: 23000419-0

Reference	Vendor	Description	Amount
PO230568-004	ATKINSON ANDELSON LOYA RUUD	SUPERINTENDENT / Retainer agr	1,633.50
		Total Payment Amount	1,633.50

PO230301-005	CED INC	M&O / OPEN SUPPLIES	461.17
		Total Payment Amount	461.17

PO231097-001	CSM CONSULTING INC.	IT / Services	1,125.00
		Total Payment Amount	1,125.00

PO231092-001	J & J SPORTS & TROPHIES	Staff T-Shirts	558.14
		Total Payment Amount	558.14

PO230099-004	JAYCOX CONSTRUCTION CNG	M&O/CNG PREVENTATIVE MAINTENAN	895.00
		Total Payment Amount	895.00

PO230558-001	KOALA T'S APPAREL LLC	ALE/Student incentives, PBIS,	262.91
		Total Payment Amount	262.91

PO230277-007	LOWE'S COMPANIES INC	M&O / OPEN SUPPLIES	992.35
		Total Payment Amount	992.35

PO230010-006	NAPA AUTO PARTS	TRANSPORTATION / OPEN SUPPLIES	1,363.59
		Total Payment Amount	1,363.59

PO230193-041	SMART & FINAL	CC / SUPP OPEN,	977.60
PO230359-003	SMART & FINAL	ALE / OPEN MTG SUPP	49.27
		Total Payment Amount	1,026.87

Transmittal Total 8,318.53

Fund Summary: Fund 01 8,318.53
 Fund 21 0.00

Transmittal Number: 23000420-0 AUDIT

PO231067-002	ACOSTA TREE SERVICE	GRNDS TREE TRIMMING-ALE	17,975.00
		Total Payment Amount	17,975.00

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02 Alta Loma School District

Transmittal Number: 23000420-0 AUDIT

Reference PO231069-001 Vendor COMMERCIAL DOOR METAL

Description
M&O / DOOR REPAIRS-STORK
Total Payment Amount

Amount
5,421.63
5,421.63

23,396.63

Transmittal Total

23,396.63

Fund Summary: Fund 01

Transmittal Number: 23000420-0

PO230121-006 AAA CONTAINER SALES & RENTALS
PO230170-006 AAA CONTAINER SALES & RENTALS

M&O / STORAGE CONTAINER RENTAL
M&O / STORAGE CONTAINER RENTAL
Total Payment Amount

161.63
172.40
334.03

500.00
500.00

Total Payment Amount

434.17
434.17

Total Payment Amount

139.46
139.46

Total Payment Amount

777.00
777.00

Total Payment Amount

(153.22)
289.63
833.44
135.80
1,105.65

Total Payment Amount

868.23
868.23

Total Payment Amount

4,158.54

Transmittal Total

4,158.54

Fund Summary: Fund 01

3,191.25

Flocabulary Digital Site Licen

Transmittal Number: 23000421-0
PO231047-001 NEARPOD INC

BEST NET CONSORTIUM
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Transmittal Number: 23000421-0

Total Payment Amount	3,191.25
Transmittal Total	3,191.25
Fund Summary: Fund 01	3,191.25

Transmittal Number: 23000422-0

Reference Vendor
MV230080-001 JIAYING HE

Description

Total Payment Amount	Amount
	3,705.00
	3,705.00

MV230081-001 YUTONG LIU

Total Payment Amount	407.00
	407.00
Transmittal Total	4,112.00
Fund Summary: Fund 13	4,112.00

Transmittal Number: 23000423-0

PO230084-006 IPMTECH PEST MANAGEMENT

M&O / OPEN-PEST

Total Payment Amount	1,721.00
	1,721.00

PO230896-001 LEAVING THE VILLAGE

BAN/ LEAVING THE VILLAGE

Total Payment Amount	375.00
	375.00

PO231121-001 SAN BERNARDINO COUNTY

SPECIAL ED/PUPIL SERVICES

Total Payment Amount	155.00
	155.00

PV230442-001 YEUTTER, JENNIFER

Total Payment Amount	70.53
	70.53

Transmittal Total	2,321.53
Fund Summary: Fund 01	2,321.53

Transmittal Number: 23000424-0

PO231006-001 EAI EDUCATION

ALJH / Math Supplies

Total Payment Amount	204.45
	204.45

PO230922-001 GOPHER SPORT

inst supplies (P E)

	131.54
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BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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02 Alta Loma School District

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Transmittal Number: 23000424-0

Total Payment Amount 131.54

Reference	Vendor	Description	Amount
PO230952-002	HAND2MIND INC	VG/STEM Carts	256.43
		Total Payment Amount	256.43

PO230139-015	ODP BUSINESS SOLUTIONS LLC	VJH / OPEN PO OFFICE SUPPLIES	16.08
PO230139-016	ODP BUSINESS SOLUTIONS LLC	VJH / OPEN PO OFFICE SUPPLIES	14.04
PO230638-002	ODP BUSINESS SOLUTIONS LLC	SUPT / Open Purchase Order for	157.41
PO230871-001	ODP BUSINESS SOLUTIONS LLC	ALE/Instructional supplies	147.55
PO230908-001	ODP BUSINESS SOLUTIONS LLC	Jasper / Classroom Supplies (C	56.62
PO230908-002	ODP BUSINESS SOLUTIONS LLC	Jasper / Classroom Supplies (C	6.96
PO230908-003	ODP BUSINESS SOLUTIONS LLC	Jasper / Classroom Supplies (C	78.56
PO230908-004	ODP BUSINESS SOLUTIONS LLC	Jasper / Classroom Supplies (C	71.40
PO230944-001	ODP BUSINESS SOLUTIONS LLC	Jasper / iPad Cases	109.38
		Total Payment Amount	658.00

PO230239-003	QUADIENT LEASING USA INC	ADMIN SERVICES / MAIL METER	526.90
		Total Payment Amount	526.90

PV230443-001	TORRY, KELLENE	Total Payment Amount	379.00
		Total Payment Amount	379.00

Transmittal Total 2,156.32

Fund Summary: Fund 01 2,156.32

Transmittal Number: 23000425-0 AUDIT

PO230604-004	SPEC CONSTRUCTION CO. INC	Floyd M. Stork Modernization 2	213,774.60
		Total Payment Amount	213,774.60

Transmittal Total 213,774.60

Fund Summary: Fund 21 213,774.60

Transmittal Number: 23000426-0 AUDIT

PO230610-003	INLAND PACIFIC TILE INC.	2021-22-01 Floyd M. Stork Mode	37,411.00
		Total Payment Amount	37,411.00

Transmittal Total 37,411.00

BEST NET CONSORTIUM
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Transmittal Number: 23000426-0 AUDIT

37,411.00

Fund Summary: Fund 21

Transmittal Number: 23000428-0

Reference Vendor
PO230936-002 GREEN SHOES USA

Description

ALJH / Tennis Balls for Chairs

Amount

198.00

198.00

Total Payment Amount

PO230025-010 KC SERVICES

TRANSPORTATION / BUS AND FLEET

546.00

546.00

Total Payment Amount

PO231016-001 LAKESHORE LEARNING MATERIALS

VG/Library

554.51

554.51

Total Payment Amount

PO230047-003 LIGHTING INSTYLE

M&O / OPEN PO-SUPPLIES

227.71

227.71

Total Payment Amount

PO230149-014 ODP BUSINESS SOLUTIONS LLC
PO230152-012 ODP BUSINESS SOLUTIONS LLC

DC / OPEN INSTR SUPPLIES
CARNELIAN / Open Office Depot

449.87

518.78

968.65

Total Payment Amount

PO230670-007 PARADIGM HEALTHCARE

SPECIAL ED

500.00

500.00

Total Payment Amount

PO230193-042 SMART & FINAL
PO230339-011 SMART & FINAL

CC / SUPP OPEN,
DC / OPEN

730.06

152.46

882.52

Total Payment Amount

Transmittal Total

3,877.39

Fund Summary: Fund 01

3,877.39

Transmittal Number: 23000429-0

PO230736-003 BSN SPORTS LLC
PO231059-001 BSN SPORTS LLC
PV230444-001 BSN SPORTS LLC
PV230445-001 BSN SPORTS LLC

Playground Equipment
DC/PLAYGROUND
PO FROM LAST YEAR
ITEMS FROM A 2021/2022 PO

231.33

230.67

52.77

27.12

541.89

Total Payment Amount

PO230071-021 CINTAS CORPORATION
PO230071-022 CINTAS CORPORATION

TRANSPORTATION / OPEN PO LAUNDR
TRANSPORTATION / OPEN PO LAUNDR

49.40

49.40

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02 Alta Loma School District

Transmittal Number: 23000429-0

Reference	Vendor	Description	Amount
PO230071-023	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-024	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-025	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-026	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-027	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-028	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-029	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
PO230071-030	CINTAS CORPORATION	TRANSPORTATION /OPEN PO LAUNDR	57.46
Total Payment Amount			558.48
PO230332-026	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	1,627.11
PO230332-027	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	624.11
PO230332-028	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	188.78
PO230332-029	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	156.83
PO230332-030	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	183.27
PO230332-031	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	126.34
PO230332-032	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	149.11
PO230332-033	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	169.68
PO230332-034	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	195.07
PO230332-035	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	187.06
PO230332-036	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	223.13
PO230332-037	FRONTIER COMMUNICATIONS	DSC / U-PHONE LINES, DSC-SITES	132.04
Total Payment Amount			3,962.53
PO230326-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / JASP	4,269.60
PO230331-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / HERM	2,473.23
PO230336-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / DSC	3,824.81
PO230342-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / DC	3,161.93
PO230346-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / CARN	3,800.12
PO230356-013	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / ALJH	402.78
PO230356-014	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / ALJH	5,019.04
PO230369-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / ALE	1,398.46
PO230370-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / VJH	4,289.55
PO230371-007	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / VG	3,226.78
PO230372-013	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / STRK	3,873.80
PO230372-014	SOUTHERN CALIFORNIA EDISON	ELECTRICITY / STRK	1,871.07
Total Payment Amount			37,611.17
Transmittal Total			42,674.07

BEST NET CONSORTIUM
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Transmittal Number: 23000429-0

42,674.07

Fund Summary: Fund 01

Transmittal Number: 23000430-0 AUDIT

Reference	Vendor	Description	Amount
PO231044-001	DOCUSIGN INC LOCKBOX	VJH / DOCUSIGN	1,673.25
		Total Payment Amount	1,673.25

PO231083-003 THOMPSON PLUMBING SUPPLY

Total Payment Amount	3,138.07
Total Payment Amount	3,138.07

4,811.32

Transmittal Total

4,811.32

Fund Summary: Fund 01

Transmittal Number: 23000430-0

Reference	Vendor	Description	Amount
PO230225-001	FOOTHILL VACUUM&JANITORIAL INC	HERM/OPEN CUST SUPPLIES	53.77
		Total Payment Amount	53.77

PO230007-001 FRANKLIN TRUCK PARTS INC

Total Payment Amount	611.48
Total Payment Amount	611.48

PO231109-001 HENRY SCHEIN INC

Total Payment Amount	482.20
Total Payment Amount	482.20

PO231095-001 LITERACY RESOURCES LLC

Total Payment Amount	589.92
Total Payment Amount	589.92

PO230868-001 ODP BUSINESS SOLUTIONS LLC

Total Payment Amount	608.93
Total Payment Amount	608.93

PO230349-005 SMART & FINAL
PO230524-017 SMART & FINAL
PO230541-006 SMART & FINAL

Total Payment Amount	16.06
Total Payment Amount	589.27
Total Payment Amount	145.92
Total Payment Amount	751.25

PO230287-013 THOMPSON PLUMBING SUPPLY
PO230287-014 THOMPSON PLUMBING SUPPLY
PO231083-004 THOMPSON PLUMBING SUPPLY

Total Payment Amount	588.46
Total Payment Amount	(10.28)
Total Payment Amount	(58.25)
Total Payment Amount	519.93

BEST NET CONSORTIUM
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Fiscal Year: 2023

Transmittal Number: 23000430-0

Transmittal Total	3,617.48
Fund Summary: Fund 01	3,617.48

Transmittal Number: 23000431-0 AUDIT
Reference Vendor
PO231032-001 RAN ENTERPRISES INC

Description	Amount
2022-23-01 VG Mod - #22	31,350.00
Total Payment Amount	31,350.00

Transmittal Total	31,350.00
Fund Summary: Fund 21	31,350.00

Transmittal Number: 23000433-0 AUDIT
PO231041-001 SPEC CONSTRUCTION CO. INC
PO231041-002 SPEC CONSTRUCTION CO. INC

2022-23-01 VG Mod - #16	9,595.95
2022-23-01 VG Mod - #16	53,551.50
Total Payment Amount	63,147.45

Transmittal Total	63,147.45
Fund Summary: Fund 21	63,147.45

Transmittal Number: 23000434-0
MV230082-001 CANDICE AERTS

Total Payment Amount	55.00
	55.00

MV230083-001 GERALD ACOSTA

Total Payment Amount	734.75
	734.75
Transmittal Total	789.75

Fund Summary: Fund 13	789.75
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Transmittal Number: 23000435-0 AUDIT
PO230687-003 INTERPIPE CONTRACTING INC

2021-22-01 Floyd M. Stork Mode	12,279.62
Total Payment Amount	12,279.62

Transmittal Total	12,279.62
Fund Summary: Fund 21	12,279.62

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02 Alta Loma School District

Transmittal Number: 23000436-0 AUDIT		Description	Amount
Reference	Vendor		
PO231114-001	JOSEPH E. BONADIMAN &	ADMIN SERVICES/CONSTRUCTION ST	5,800.00
		Total Payment Amount	5,800.00
PO230815-010	PBK ARCHITECTS INC.	ARCHITECTURE SERVICES FOR MOD	9,513.10
PO230815-011	PBK ARCHITECTS INC.	ARCHITECTURE SERVICES FOR MOD	10,810.21
		Total Payment Amount	20,323.31
Transmittal Total			26,123.31
Fund Summary:			Fund 21
			26,123.31
Transmittal Number: 23000436-0		Description	Amount
Reference	Vendor		
PV230449-001	LA CLAIRE, MICHELLE	REIMBURSEMENT	29.61
		Total Payment Amount	29.61
PV230447-001	BASCOMB, GENESIS	REIMBURSEMENTS	12.50
PV230448-001	BASCOMB, GENESIS	MILEAGE JAN. 2023	13.10
		Total Payment Amount	25.60
PV230455-001	BON, KRISTEN	REIMBURSEMENT	25.00
		Total Payment Amount	25.00
PV230454-001	CORONEL, LUCIA	REIMBURSEMENT	117.44
		Total Payment Amount	117.44
PV230450-001	CRUZ, KENNETH	REIMBURSEMENT	104.38
		Total Payment Amount	104.38
PV230452-001	GARCIA, ANGELICA	REIMBURSEMENT	97.79
		Total Payment Amount	97.79
PV230451-001	HUYNH, PATTY	REIMBURSEMENT	72.00
		Total Payment Amount	72.00
PV230446-001	LANDORF, BRIANNE	REIMBURSEMENT	79.96
		Total Payment Amount	79.96
Transmittal Total			551.78

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Fiscal Year: 2023

Transmittal Number: 23000436-0

Fund Summary: Fund 01 551.78

Transmittal Number: 23000437-0

Reference Vendor
 PV230453-001 U S BANK

Description
 Total Payment Amount Amount
 1,042.91
 1,042.91

Transmittal Total 1,042.91

Fund Summary: Fund 01 1,042.91

Transmittal Number: 23000438-0 AUDIT

PV230456-001 U S BANK

Total Payment Amount 6,878.30

6,878.30

Transmittal Total 6,878.30

Fund Summary: Fund 01 6,878.30

Transmittal Number: 23000439-0 AUDIT

PO231005-003 COURTNEY LABAT DAVALLE

Alta Loma Dance Academy LLC

Total Payment Amount 2,000.00

2,000.00

Transmittal Total 2,000.00

Fund Summary: Fund 01 2,000.00

Transmittal Number: 23000439-0

PO230905-011 JENJO INK

Jerry Keith - Comic Book

Total Payment Amount 350.00

350.00

Transmittal Total 179.87

TK Classroom Supplies Jasper

Total Payment Amount 179.87

179.87

SPECIAL ED 1,800.00

Total Payment Amount 1,800.00

1,800.00

Warehouse/Cups 258.07

Total Payment Amount 258.07

258.07

BEST NET CONSORTIUM
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Fiscal Year: 2023

Transmittal Number: 23000439-0		Description	Amount
Reference	Vendor		
PO230281-002	SOUTHWEST SCHOOL&OFFICE SUPPLY	M&O / OPEN , OFFICE SUPPLIES	34.52
		Total Payment Amount	34.52
PO231082-001		SPECIAL ED/LOWI #13	6,485.74
	SWEETMAN SYSTEMS	Total Payment Amount	6,485.74
		Transmittal Total	9,108.20
		Fund Summary: Fund 01	9,108.20
Transmittal Number: 23000440-0		Description	Amount
PO230905-012	JENJO INK		
		Jorry Keith - Comic Book	350.00
		Total Payment Amount	350.00
PO230231-003		PRINT SHOP / SUPP-OPEN	423.35
	SPIRAL BINDING LLC	Total Payment Amount	423.35
		Transmittal Total	773.35
		Fund Summary: Fund 01	773.35
Transmittal Number: 23000441-0 AUDIT		Description	Amount
PO230839-001	CINTAS CORPORATION		
		Cam/AED	2,646.89
		Total Payment Amount	2,646.89
		Transmittal Total	2,646.89
		Fund Summary: Fund 01	2,646.89
Transmittal Number: 23000441-0		Description	Amount
PO230905-013	JENJO INK		
		Jorry Keith - Comic Book	350.00
		Total Payment Amount	350.00
		Transmittal Total	350.00
		Fund Summary: Fund 01	350.00
Transmittal Number: 23000442-0		Description	Amount
PV230457-001	U S BANK		
			1,702.47

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Transmittal Number: 23000442-0

Total Payment Amount
1,702.47

Transmittal Total
1,702.47

Fund Summary: Fund 01
1,702.47

Transmittal Number: 23000443-0
Reference Vendor
PO230905-014 JENJO INK

Description
Jorry Keith - Comic Book

Amount
350.00
350.00

Total Payment Amount
350.00

Transmittal Total
350.00

Fund Summary: Fund 01
350.00

Transmittal Number: 23000444-0
PV230458-001 U S BANK

Total Payment Amount
624.90
624.90

Transmittal Total
624.90

Fund Summary: Fund 13
624.90

Transmittal Number: 23000445-0 AUDIT
PV230459-001 U S BANK

Total Payment Amount
585.37
585.37

Transmittal Total
585.37

Fund Summary: Fund 01
585.37

Transmittal Number: 23000446-0 AUDIT
PO230405-006 FOOD DISTRIBUTERS OF NEVADA

CN /shapped nuggets, burritos,

7,977.70
7,977.70

Total Payment Amount

PO230452-009 IFS INDIVIDUAL FOODSERVICE

CN /Paper Goods

2,996.64
2,996.64

Total Payment Amount

PO230396-011 P & R PAPER SUPPLY

CN /Paper Goods

6,336.26
6,336.26

Total Payment Amount

BEST NET CONSORTIUM
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
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Fiscal Year: 2023

Transmittal Number: 23000446-0 AUDIT			
Reference	Vendor	Description	Amount
PO230404-023	REFRIGERATION CONTROL	CN / Open PO for service of re	480.41
PO230404-025	REFRIGERATION CONTROL	CN / Open PO for service of re	115.00
		Total Payment Amount	595.41
		Transmittal Total	17,906.01
		Fund Summary: Fund 13	17,906.01
Transmittal Number: 23000446-0			
PO231013-001	CALIFORNIA INDUSTRIAL	CN / KITCHEN REPAIRS	450.00
PO231013-002	CALIFORNIA INDUSTRIAL	CN / KITCHEN REPAIRS	990.26
		Total Payment Amount	1,440.26
PO231079-001	CENTRAL RESTAURANT PRODUCTS	CN / VJH CARTS	1,074.64
		Total Payment Amount	1,074.64
PO230397-006	DRIFTWOOD DAIRY INC.	CN /Dairy Products	20,029.27
		Total Payment Amount	20,029.27
PO230405-005	FOOD DISTRIBUTERS OF NEVADA	CN /shapped nuggets, burritos,	5,430.00
		Total Payment Amount	5,430.00
PO230406-007	GOLD STAR FOODS	CN /Food, commodities, snack i	62,802.13
		Total Payment Amount	62,802.13
PO230399-003	PAPE MATERIAL HANDLING INC	CN / Forklift maintenance & Re	105.23
		Total Payment Amount	105.23
PO230404-024	REFRIGERATION CONTROL	CN / Open PO for service of re	551.02
PO230404-026	REFRIGERATION CONTROL	CN / Open PO for service of re	443.87
		Total Payment Amount	994.89
PO230398-006	SUNRISE PRODUCE	CN /Fresh Produce	20,500.62
		Total Payment Amount	20,500.62
PO230453-010	SYSCO LOS ANGELES INC	CN /Grocery Products	4,656.47
PO230453-011	SYSCO LOS ANGELES INC	CN /Grocery Products	1,693.15
		Total Payment Amount	6,349.62

BEST NET CONSORTIUM
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02 Alta Loma School District

Fiscal Year: 2023

Transmittal Number: 23000446-0

	Transmittal Total
	118,726.66
Fund Summary:	
Fund 01	1,074.64
Fund 13	117,652.02

Transmittal Number: 23000447-0

Reference	Vendor	Description	Amount
PO230695-002	BSN SPORTS LLC	Jasper / Playground Equipment	297.99
		Total Payment Amount	297.99
PO231102-001	SHERMAN GARNETT & ASSOCIATES	OFFICE SUPPLIES	208.92
		Total Payment Amount	208.92
PO230387-003	SW SCHOOL SUPPLY	HERMOSA / Open Office Supplies	195.00
PO230387-004	SW SCHOOL SUPPLY	HERMOSA / Open Office Supplies	118.93
PO230387-005	SW SCHOOL SUPPLY	HERMOSA / Open Office Supplies	36.80
PO230387-006	SW SCHOOL SUPPLY	HERMOSA / Open Office Supplies	20.43
PO230387-007	SW SCHOOL SUPPLY	HERMOSA / Open Office Supplies	34.61
		Total Payment Amount	405.77

	Transmittal Total
	912.68
Fund Summary:	
Fund 01	912.68

Transmittal Number: 23000448-0

Reference	Vendor	Description	Amount
PO230102-004	REFRIGERATION SUPPLIES	M&O / OPEN SUPPLIES	860.93
		Total Payment Amount	860.93
PO230927-001	RICCARDI FLOOR COVERING INC	M&O / FLOORING REPAIRS-DSC 2ND	44,963.00
		Total Payment Amount	44,963.00
PO230029-003	SOCAL FILTERS AND SERVICES INC	M&O/MAINTENANCE SUPPLIES	5,467.58
		Total Payment Amount	5,467.58
PO230158-002	SW SCHOOL SUPPLY	ALJH / Open Office Supplies	13.90
PO230158-003	SW SCHOOL SUPPLY	ALJH / Open Office Supplies	58.67
PO230163-007	SW SCHOOL SUPPLY	ALE / OPEN INSTR SUPP	30.17
PO230163-008	SW SCHOOL SUPPLY	ALE / OPEN INSTR SUPP	259.74
PO230163-009	SW SCHOOL SUPPLY	ALE / OPEN INSTR SUPP	13.64
PO230163-010	SW SCHOOL SUPPLY	ALE / OPEN INSTR SUPP	35.09

BEST NET CONSORTIUM
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Fiscal Year: 2023

Transmittal Number: 23000448-0			
Reference	Vendor	Description	Amount
PO230543-007	SW SCHOOL SUPPLY	VG / Open Southwest	115.08
		Total Payment Amount	526.29
		Transmittal Total	51,817.80
		Fund Summary: Fund 01	51,817.80
Transmittal Number: 23000449-0			
PO230721-004	SPEC CONSTRUCTION CO. INC	2021-22-04 Hermosa Modernizat	9,500.00
		Total Payment Amount	9,500.00
		Transmittal Total	9,500.00
		Fund Summary: Fund 21	9,500.00
Transmittal Number: 23000450-0			
PO230380-008	DELTA DENTAL OF CALIFORNIA	FISCAL SERVICES / Dental	5,540.00
		Total Payment Amount	5,540.00
PO230482-008	GORM INC	STRK / OPEN CUSTODIAL SUPPLIES	3,484.34
		Total Payment Amount	3,484.34
PO230014-002	PARKHOUSE TIRE INC	TRANSPORTATION / OPEN TIRES	3,404.52
		Total Payment Amount	3,404.52
PO230289-007	SM HOYT LUMBER CO INC	M&O / OPEN SUPPLIES	182.32
PO230362-002	SM HOYT LUMBER CO INC	ALE / OPEN CUST SUPP	26.15
		Total Payment Amount	208.47
PO230193-043	SMART & FINAL	CC / SUPP OPEN,	129.45
PO230222-005	SMART & FINAL	JASPER/SMART & FINAL OPEN PO	118.97
PO230252-004	SMART & FINAL	CARN / Open PO Smart & Final	90.20
PO230258-005	SMART & FINAL	VJH OFFICE/ Open PO / Supplies	25.13
PO230339-012	SMART & FINAL	DC / OPEN	146.68
PO230359-004	SMART & FINAL	ALE / OPEN MTG SUPP	39.75
PO230390-007	SMART & FINAL	ED SVCS / OPEN OFFICE SUPPLIES	317.68
		Total Payment Amount	867.86
PO230000-006	TIME AND ALARM SYSTEMS INC	M&O / OPEN REPAIRS	387.00

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Fiscal Year: 2023

Transmittal Number: 23000450-0

		Total Payment Amount	387.00
		Transmittal Total	13,892.19
Fund Summary:		Fund 01	13,892.19
Reference	Vendor	Description	Amount
PO230291-006	RUSSELL SIGLER INC	M&O / OPEN SUPPLIES	115.11
PO230291-007	RUSSELL SIGLER INC	M&O / OPEN SUPPLIES	232.34
PO230291-008	RUSSELL SIGLER INC	M&O / OPEN SUPPLIES	9.43
		Total Payment Amount	356.88
PO231023-001	SCHOOL SPECIALTY LLC	ALJH / ASB & Proctor Supplies	142.64
		Total Payment Amount	142.64
PO230972-001	STAPLES BUSINESS CREDIT	ALJH / Spiral Notebooks	75.14
PO231094-001	STAPLES BUSINESS CREDIT	CN / GUEST OFFICE CHAIRS	381.41
		Total Payment Amount	456.55
PO230159-006	SW SCHOOL SUPPLY	DC/OPEN	227.03
PO230159-007	SW SCHOOL SUPPLY	DC/OPEN	183.78
		Total Payment Amount	410.81
		Transmittal Total	1,366.88
Fund Summary:		Fund 01	985.47
		Fund 13	381.41
		Grand Total:	1,301,268.96
Payment Count:	148	Transmittal Count:	62

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