

Board of Education Minutes

Regular Meeting: September 10, 2024

Open/Closed Session: 4:30 p.m.

Open Session: 6:00 p.m.

I. OPEN SESSION – President Vara opened the meeting at 4:30 p.m.

- a. ROLL CALL – Melissa Ayala-Quintero, Patty Holohan, Jim O’Neill, Michele Rendler, Alex Vara
- b. ANNOUNCEMENTS – None.
- c. STAFF ATTENDING – Juan Cabral, Superintendent of Schools; Jason Hill, Assistant Superintendent, Business Services; Rudy Wilson, Assistant Superintendent, Compliance; Juan Lopez, Interim Assistant Superintendent, Human Resources

II. PUBLIC PARTICIPATION

- a. COMMUNITY INPUT
 - 1. None.

III. ADJOURNMENT TO CLOSED SESSION

- a. The Board adjourned to Closed Session at 4:32 p.m.

IV. CLOSED SESSION

a. CONFERENCE WITH LABOR NEGOTIATOR – CONTRACT MANAGEMENT

- 1. No Action was taken.

b. PUBLIC EMPLOYEE APPOINTMENT

- 1. During Closed Session, the Board took action to approve the Superintendent’s recommendation to appoint Carianne Mackamul-Covey to the position of Risk & Benefits Manager, effective September 11, 2024, at Step 2 of the Management Team Salary Schedule.

On motion of Melissa Ayala-Quintero, second by Michele Rendler, and unanimously carried, the Board took action to appoint Carianne Mackamul-Covey to the position of Risk & Benefits Manager, effective September 11, 2024, at Step 2 of the Management Team Salary Schedule.

c. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- 1. No Action was taken.

d. CONFERENCE WITH LEGAL COUNCIL – ANTICIPATED LITIGATION

- 1. No Action was taken.

e. STUDENT MATTERS

1. No Action was taken.

f. OTHER

1. No Action was taken.

V. ADJOURNMENT TO OPEN SESSION

- a. The Board adjourned to open session at 5:40 p.m.

VI. REGULAR MEETING – OPEN SESSION

- a. CALL TO ORDER – President Vara opened the meeting at 6:00 p.m.

- b. PLEDGE OF ALLEGIANCE – Led by Student Trustee Ethan Morse

c. ADOPTION OF AGENDA

1. On motion of Michele Rendler, second by Melissa Ayala-Quintero, and unanimously carried, with Student Trustee Morse voting aye, the Board took action to adopt the agenda with flexibility.

- d. ROLL CALL – Melissa Ayala-Quintero, Patty Holohan, Jim O’Neill, Michele Rendler, Alex Vara

- e. STAFF ATTENDING – Juan Cabral, Superintendent of Schools; Jason Hill, Assistant Superintendent, Business Services; Rudy Wilson, Assistant Superintendent, Compliance; Juan Lopez, Interim Assistant Superintendent, Human Resources

f. APPROVAL OF MINUTES

1. On motion of Melissa Ayala-Quintero, second by Michele Rendler, and unanimously carried, with Student Trustee Jose voting Aye, the Board took action to adopt to approve the minutes of the August 20, 2024, Board of Education Regular Meeting, and the August 27, 2024, Special Board of Education Meeting.

- g. President Vara reported the following from Closed Session:

1. In regard to the Public Employee Appointment part of the Agenda, he reported the following:

During closed session, the Board unanimously took action to appoint Carianne Mackamul-Covey to the position of Risk & Benefits Manager, effective September 11, 2024, at Step 2 of the Management Team Salary Schedule.

VII. PUBLIC PARTICIPATION

a. COMMUNITY INPUT

1. No community input.
2. The following emails were received prior to the September 10, 2024, meeting, and were distributed to the Board of Education and are attached to the published minutes of the meeting:
 - Tony Wang
 - Richardson
 - Justin Montes
 - Marisol Guevara
 - Khalid White
 - Arneisha Arnold

b. PUBLIC HEARING

1. Public Hearing regarding Resolution No. 9, 2024-2025, Statement of Assurance, Pupil Textbook and Instructional Materials Compliance for the 2024-2025 Fiscal Year, TK-12 (Appendix Item).

President Vara opened the Public Hearing at 6:03 p.m. No one wished to comment, and the Hearing was closed at 6:03 p.m.

VIII. STUDENT TRUSTEE REPORT

- a. Student Trustee Ethan Morse reported on the following:
 - The first student trustee meeting did not occur as scheduled due to the school closure, but a new date will be determined.
 - Noted that the new trustees are eager to begin work.
 - Thoughts and prayers extended to families under evacuation orders in mountain communities.
 - Praised for the district for prioritizing student safety.
 - Commended school administration for the quick rescheduling of homecoming events.
 - Shared that the Evening of the Arts is scheduled for October 23rd.
 - Noted that the College Fest is on the 17th at REV and encouraged all to attend, regardless of school affiliation

IX. ASSOCIATION REPORTS

- a. Redlands Teachers Association/CTA/NEA – Mr. Caperton shared the following:
 - Expressed gratitude for the hard work of firefighters, police officers, sheriffs, and other emergency personnel during the recent crisis.
 - Commended the bravery of firefighters observed protecting homes on land and in the air.
 - Thanked the district administration and board for closing schools during the crisis, prioritizing student and staff safety.
 - Conveyed RTA's sympathies to families affected by the fire.
 - Encouraged remembrance of the financial and emotional impacts of evacuations on families.
 - Urged support for those in need.

- Noted that RTA and CTA are providing disaster relief grants and zero-interest loans to members.
 - Affirmed RTA's commitment to continued support for members at local and state levels.
- b. Redlands Education Support Professionals Association/CTA/NEA – Mrs. Huerta-Brewster was not able to attend.
- c. Redlands Administrative Personnel Association – Dr. Lium reported the following:
- RAPA extends support and prayers to those impacted by the Line Fire.
 - Expressed gratitude for firefighters, community service agencies, and first responders.
 - Shared appreciation for the board and superintendent's support during this challenging time.
 - Back-to-School Nights have been completed for elementary, middle, and high schools noting the increased attendance.
 - Admin teams are currently focusing on classroom walkthroughs and safety requirement checks.
 - RAPA will be sponsoring a management breakfast on September 26th in the Board Room at 7 a.m. with Dr. Nicole Howard from University of Redlands there to speak on social media's impact on students.
 - RAPA will be collecting Halloween costume for students.
 - October 6th: Management team participating in the Believe Walk.
 - October 19th: Regional Women's Leadership Network Day in Jurupa, 9 a.m. to 11:30 a.m.
 - Appreciation expressed for CNS partnership in providing breakfast for the management event.

X. BOARD COMMITTEE REPORTS

- a. None.

XI. BOARD COMMENTS

- a. Patty Holohan

- Shared prayers for RUSD families, students and staff that are going through a lot right now.
- Encouraged everyone to be safe.
- Thanked RAPA for doing the Believe Walk as she is a cancer survivor.

- b. Michele Rendler

- Expressed well wishes for those affected by fires, including evacuees, firefighters, police, first responders, and community supporters.
- Attended Back-to-School Nights at middle and high schools and was impressed by students' politeness. She praised teachers and classified staff for classroom creativity and campus appearance.
- Attended the First annual carnival at Clement.
- Visited Citrus Valley High School and observed choir classes.
- Toured Career Technical Education (CTE) Pathway classes: Culinary Arts, Criminal Justice and EMT and expressed high regard for CTE programs.

- Attended RHS varsity football game at Chaffey High School and congratulated RHS on their win.

c. Melissa Ayala-Quintero

- Acknowledged of recent challenges of threats at school sites and the fire incidents in the area.
- Observed significant community support with community members offering assistance to those in need and people helping with transportation for bed-bound individuals.
- Thanked to the community for coming together.
- Appreciates administration's quick response and decision-making and recognized all of the staff working despite personal evacuation orders.
- Encouraged everyone to wear masks when outside, stay indoors when possible and change air filters regularly.
- Encouraged anyone to reach out if help is needed or known to be needed by others.

d. Ethan Morse

- Shared that there are less than 100 days until he graduates.

e. Jim O'Neill

- Attended Back-to-School Nights at REV and Citrus Valley High Schools and engaged with numerous parents and students at both events. He enjoyed discussing students' aspirations, goals, and expectations for the school year and noted that he observed an energetic and positive atmosphere on both campuses.
- Expressed confidence in schools' ability to resume normal activities after current fire emergencies.
- Shared that there is a full slate of student trustees confirmed and that the initial meeting postponed due to current circumstances.
- Expressed eagerness to work with the new slate of student trustees.

f. Alex Vara

- Expressed gratitude to Jason and Juan for efficiently notifying parents, communicating safety measures, and enabling informed decision-making at home.
- Acknowledged the decision to close schools for the remainder of the week and commended the swift decision-making process.

XII. SUPERINTENDENT'S REPORT

a. Juan Cabral, Superintendent of Schools:

- Expressed thoughts and concern for everyone impacted by recent events.
- Explained the decision to close schools was not an easy decision. It was based on thorough assessment of air quality and classroom conditions and inspections conducted throughout the entire school district. The district wanted to prioritize safety of families and students.
- Thanked everyone for their cooperation and understanding.
- Acknowledged staff who continued to work despite closures including the Safety officers and Payroll department staff who are meeting critical deadlines.

- Attended Back-to-School Nights; encouraged family participation.
- Announced upcoming Superintendent's Awards event which is to be held at RHS next Tuesday. Top students from every school will be recognized along with recognizing top employees from each site.
- Expressed hope for resumption of full athletics program next week.

XIII. PRESENTATION

- a. Final 2023-2024 Unaudited Actuals and 2024-2025 Revised Adopted Budget – Jason Hill, Assistant Superintendent, Business Services

Jason Hill provided a summary of the district's financial activities for the fiscal year ending June 30, 2024. The unaudited actuals show both restricted and unrestricted balances carried over into the 2024-2025 fiscal year. The presentation highlighted a decrease in revenues compared to estimated actuals, but expenditures also fell, resulting in a higher-than-anticipated ending balance of \$111 million. Significant financial components included rising special education costs and lagging local enrollment and attendance. The final adjustments to salaries, benefits, services, and supplies were also presented. The ending balance breakdown showed \$55 million in restricted funds and \$56 million in unrestricted funds, including reserves for future textbook adoptions and stadium development projects. Independent auditors are still required to validate these figures.

- b. Arts and Music Program Update (Prop 28) - Jean Joye, Director, Elementary Education

Jean Joye provided an overview of the Arts and Music in Schools initiative within the Redlands Unified School District. Proposition 28, approved in November 2022, allocates 1% of Proposition 98 funding to arts and music programs, with funding beginning in February 2024. The district's planning process included a Thought Exchange survey, which identified choir as the top priority for elementary schools and dance and photography for secondary schools. Funds are managed at the school level, with 80% allocated to personnel, 19% for materials and resources, and 1% for indirect costs. Schools have three years to utilize each year's allocation. Programs were expanded across all school levels, with dance, photography, and visual arts offerings at high schools and middle schools, and pooled resources at elementary schools to offer choir, theater, art, and music. Fourteen teachers have been hired to support these programs.

XIV. SUPERINTENDENT'S RECOMMENDATIONS

- a. None.

XV. BUSINESS SERVICES CONSENT ITEMS

- a. On motion of Melissa Ayala-Quintero, second by Patty Holohan, and unanimously carried, with Student Trustee Morse voting Aye, the Board took action to:
1. Approve all Consent in Items as detailed in Items XV.b. – XV.n.
 2. Approve Agreement with Creative Mathematics, to provide professional development training, effective November 1, 2024, at a cost not to exceed \$7,050.00, to be funded by Title I Funds. Authorize Jason Hill, Assistant Superintendent, Business Services, to sign on behalf of the Board (Appendix Item).

3. Approve Agreement with Elite Executive Charter for Charter Transportation Services in the absence of a formal bid. Authorize Juan Cabral, Superintendent, Jason Hill, Assistant Superintendent, Business Services, and Amy Drummond, Purchasing Director I, to sign related documents on behalf of the Board.
4. Approve Agreement for Joint Use of Facilities between the Redlands Unified School District and the City of Highland, effective October 1, 2024, through September 30, 2044 (Appendix Item).
5. Approve Agreement between the University of Redlands and Redlands Unified School District to participate in an Off Campus Work-study Program for the 2024-2025 school year, effective September 11, 2024, through December 31, 2024, students will earn \$16.00 per hour and the employer (school site) is reimbursed 70% of the students' gross earnings. Effective January 1, 2025, students will earn \$16.50 per hour. Most sites pay their small share with School Site Plan Funds. Authorize Sonya Balingit, Director, Multilingual Programs and Family Engagement, to sign on behalf of the Board (Appendix Item).
6. Approve Agreement with Key2Ed Inc., to provide a series of three trainings for Teachers and Administration on Conflict Prevention and Resolution through Meeting Facilitation, Stakeholder Training, and Coaching, per the attached Rate Sheet, effective October 1, 2024, through June 30, 2025, not to exceed \$60,600.00, to be funded by Educator Effectiveness Block Grant Funds (EEBG). Authorize Jason Hill, Assistant Superintendent, Business Services, to sign related documents on behalf of the Board (Appendix Item).
7. Ratify/Approve Garner Holt Education through Imagination, LLC., to provide Professional Development and ongoing support, effective June 17, 2024, through July 31, 2024, at a total cost not to exceed \$15,750.00, to be funded by Local Control Accountability Plan Funds. Authorize Jason Hill, Assistant Superintendent, Business Services, to sign on behalf of the Board (Appendix Item).
8. Ratify/Approve Memorandum of Understanding between the Redlands Unified School District and University of California, Riverside, for practicum training experiences, effective August 15, 2024, through August 14, 2027, at no cost to the District. Authorize Lisa Nakamura-Bruich, Director III, Human Resources, to sign on behalf of the Board (Appendix Item).
9. Approve New Booster for Citrus Valley High School Swimming Booster Club for the 2024-2025 school year (Appendix Item).
10. Approve Reject Claim Numbers 642609, 636731 and 61124 in accordance with Government Code Section 913, 901 and 911.2.
11. Approve Change Order No. 1, with Allison Mechanical, Inc., for Redlands East Valley High School Gymnasium HVAC Upgrades, Bid 3-24, in the amount of \$8,659.96, to be funded by Covid Funds (Appendix Item).
12. Approve Change Order No. 1, with Wakeco, Inc., for Kitchen HVAC Upgrades at Clement Middle School, Bid 14-24, in the amount of \$5,279.02 to be funded by Covid and/or Redevelopment Agency Funds (Appendix Item).

13. Approve Attendance at Professional Meetings (Appendix Item).

14. Approve Payment Transmittal Numbers 25000306 through 25000468 for September 10, 2024, in the amount of \$5,973,831.45. Authorize Jason Hill, Assistant Superintendent, Business Services, to sign on behalf of the Board (Appendix Item).

XVI. BUSINESS SERVICES ACTION ITEMS

a. On motion of Patty Holohan, second by Melissa Ayala-Quintero, with Student Trustee Morse voting aye, and unanimously carried, the Board took action to:

1. Adopt the Final 2023-2024 Unaudited Actual Financial Report pursuant to Education Code 42100. Authorize Jason Hill, Assistant Superintendent, Business Services, to sign on behalf of the Board (Appendix Item).

b. On motion of Melissa Ayala-Quintero, second by Michele Rendler, with Student Trustee Morse voting aye, and unanimously carried, the Board took action to:

1. Adopt Resolution No. 7, 2024-2025, A Resolution of the Board of Education of the Redlands Unified School District of Intention to Establish a Community Facilities District Proposed to be Named Redlands Unified School District Community Facilities District No. 2024-1, To Authorize the Levy Of a Special Tax Therein and to Provide for the Annexation of Territory Proposed for Annexation in the Future (Appendix Item).

c. On motion of Patty Holohan, second by Melissa Ayala-Quintero, with Student Trustee Morse voting aye, and unanimously carried, the Board took action to:

1. Adopt Resolution No. 9, 2024-2025, Resolution for Adopting the “Gann Limit” (Appendix Item).

d. On motion of Melissa Ayala-Quintero, second by Jim O'Neill, with Student Trustee Morse voting aye, and unanimously carried, the Board took action to:

1. Adopt Resolution No. 10, 2024-2025, a Resolution of the Board of Education of the Redlands Unified School District to Incur Bonded Indebtedness of the Proposed Declaring it Necessary for Redlands Unified School District Community Facilities District No. 2024-1 to Incur Bonded Indebtedness (Appendix Item).

e. On motion of Patty Holohan, second by Melissa Ayala-Quintero, with Student Trustee Morse voting aye, and unanimously carried, the Board took action to:

1. Adopt Resolution No. 11, 2024-2025, Acknowledgement of Due Diligence and Authorization to Commit Funds indicating there will be projected reserves available in the General Fund as of June 30, 2024 (Appendix Item).

f. On motion of Melissa Ayala-Quintero, second by Michele Rendler, with Student Trustee Morse voting aye, and unanimously carried, the Board took action to:

1. Approve Request for Allowance of Attendance because of Emergency Conditions (Affidavit Form J-13A) with the California Department of Education, for school closure

on, Wednesday, August 28, 2024, due to a power outage at Franklin Elementary (Appendix Item).

XVII. EDUCATIONAL SERVICES CONSENT ITEMS

- a. On motion of Melissa Ayala-Quintero, second by Jim O'Neill, Student Trustee Morse voting Aye, unanimously carried, the Board took action to:
 1. Approve Consent Item as detailed in Item XVII.b.-XVII.e.
 2. Ratify/Approve 10 members of the Redlands East Valley High School Varsity Water Polo Team to travel by car, to Santa Barbara High School, in Santa Barbara, California, to compete in a water polo tournament, effective September 5, 2024, through September 7, 2024.
 3. Ratify/Approve 12 members of the Redlands East Valley High School Varsity Volleyball Team to travel by van, to Chatsworth Charter High School, in Chatsworth, California, to compete in a volleyball tournament, effective September 6, 2024, through September 8, 2024.
 4. Approve Revisions of Administrative Regulation 4112.5 - Criminal Record Check, Administrative Regulation 4119.12- Sex Based Discrimination, Administrative Regulation and Board Policy 4219.11 - Sex Discrimination and Sex-Based Harassment, Administrative Regulation 4219.12 - Sex Based Discrimination, Administrative Regulation 4312.5 - Criminal Record Check, Administrative Regulation and Board Policy 4319.11 - Sex Discrimination and Sex-Based Harassment, Administrative Regulation 4319.12 - Sex Based Discrimination, Administrative Regulation and Board Policy 5145.3- Nondiscrimination/Harassment, Administrative Regulation 5145.71 - Title IX Sex Discrimination Grievance Procedures [Second Reading] (Appendix Item).
 5. Approve Deletion of the following Exhibits: 4119.12, 4219.12, 4319.12 – Title IX Sexual Harassment Complaint Procedures [Second Reading] (Appendix Item).

XVIII. EDUCATIONAL SERVICES ACTION ITEMS

- a. On motion of Patty Holohan, second by Jim O'Neill, and unanimously carried, the Board took action to:
 1. Adopt Resolution No. 8, 2024-2025, Statement of Assurance, Pupil Textbook and 2025 (Appendix Item).
- b. On motion of Michele Rendler, second by Melissa Ayala-Quintero, voting aye, and unanimously carried (Items XVIII.b. Through XVIII.e.), the Board took action to:
 1. Approve request for readmission of student 2022-2023-015 following expulsion effective January 10, 2023, and continuing through the remainder of first semester and all of second semester for the 2022-2023 school year.
 2. Approve request for readmission of student 2023-2024-001 following expulsion effective September 26, 2023, and continuing through the remainder of the first semester for the

2023-2024 school year with the second semester for the 2023-2024 school year suspended.

3. Approve request for readmission of student 2023-2024-010 following expulsion effective December 12, 2023, and continuing through the remainder of the first semester and all of second semester for the 2023-2024 school year.
4. Approve the Stipulated Expulsion regarding student 2024-2025-001, through the remainder of the first semester for the 2024-2025 school year with the second semester for the 2024-2025 school year suspended.

XIX. HUMAN RESOURCES CONSENT ITEMS

- a. On motion of Melissa Ayala-Quintero, second by Patty Holohan (Abstaining on item XIX.f.), and unanimously carried, the Board took action to:
 1. Approve all Consent Items as detailed in Items XIX.b.-XIX.af.
 2. Certificated – Ratify/Approve employment of new certificated contract personnel (Appendix Item).
 3. Certificated – Ratify/Approve employment of hourly Adult Education certificated personnel (Appendix Item).
 4. Certificated – Ratify/Approve employment of hourly/daily certificated personnel (Appendix Item).
 5. Certificated – Ratify/Approve revised salary placements/assignments of certificated contract personnel (Appendix Item).
 6. Certificated – Ratify/Approve extra assignments of certificated contract personnel (Appendix Item).
 7. Classified – Ratify/Approve employment of new classified contract personnel (Appendix Item).
 8. Classified – Ratify/Approve employment of new special education paraprofessional classified contract personnel (Appendix Item).
 9. Classified – Ratify/Approve employment of classified substitute/short-term personnel (Appendix Item).
 10. Classified – Ratify/Approve anniversary/longevity increments of classified contract personnel, effective September 1, 2024 (Appendix Item).
 11. Classified – Ratify/Approve anniversary/longevity increments of special education paraprofessional classified contract personnel, effective September 1, 2024 (Appendix Item).
 12. Classified – Ratify/Approve revised salary placements/assignments of classified contract personnel (Appendix Item).

13. Classified – Ratify/Approve revised salary placements/assignments of special education paraprofessional classified contract personnel (Appendix Item).
14. Classified – Ratify/Approve extra assignments of classified contract personnel (Appendix Item).
15. Classified – Ratify/Approve extra assignments of special education paraprofessional classified contract personnel (Appendix Item).
16. Classified – Ratify/Approve requests for leaves of absence from classified contract personnel (Appendix Item).
17. Classified – Ratify/Accept resignations/separations of classified contract personnel (Appendix Item).
18. Classified – Ratify/Accept resignations/separations of special education paraprofessional classified contract personnel (Appendix Item).
19. Classified – Ratify/Accept resignations/separations of substitute/short-term classified personnel (Appendix Item).
20. Classified – Approve revision to title from Air Conditioning/Heating Foreman to Senior Air Conditioning/Heating Technician, and revisions to job description, effective September 11, 2024 (Appendix Item).
21. Classified – Approve revision to title from Carpenter Foreman to Senior Carpenter, and revisions to job description, effective September 11, 2024 (Appendix Item).
22. Classified – Approve revision to title from Electrician Foreman to Senior Electrician, and revisions to job description, effective September 11, 2024 (Appendix Item).
23. Classified – Approve revision to title from Grounds Maintenance Foreman to Senior Grounds Maintenance Worker, and revisions to job description, effective September 11, 2024 (Appendix Item).
24. Classified – Approve revision to title from Painter Foreman to Senior Painter, and revisions to job description, effective September 11, 2024 (Appendix Item).
25. Classified – Approve revision to title from Warehouse Foreman to Senior Warehouse Worker, and revisions to job description, effective September 11, 2024 (Appendix Item).
26. Classified – Approve revision to title and range from Plumbing/Maintenance Foreman, Range 32, to Senior Plumber, Range 35, and revisions to job description, effective September 11, 2024 (Appendix Item).
27. Classified – Approve revisions to Appendix A-2, in the Maintenance Series and Operation Series of the Collective Bargaining Agreement, effective September 11, 2024 (Appendix Item).
28. Management – Ratify/Approve revised salary placements/assignments of management team personnel (Appendix Item).

- 29. Other – Ratify/Approve employment of temporary athletic team coaches/extended day/Citrus Valley High School (Appendix Item).
- 30. Other – Ratify/Approve employment of temporary athletic team coaches/extended day/Redlands High School (Appendix Item).
- 31. Other – Ratify/Approve employment of volunteer athletic team coaches (Appendix Item).
- 32. Other – Approve volunteers and fieldtrip chaperones for the 2024-2025 school year (Appendix Item).

XX. HUMAN RESOURCES ACTION ITEMS

- a. None.

XXI. DISCUSSION ITEMS.

- a. None.

XXII. CLOSED SESSION

- a. None.

XXIII. ADJOURNMENT

- a. There being no further business, the meeting was adjourned at 6:48 p.m.

Adopted:

Jim O'Neill, Clerk

Date