

REGULAR MEETING OF THE UPLAND UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
December 11, 2018

1.0 GENERAL FUNCTIONS

A. CALL TO ORDER

A regular meeting of the Upland Unified School District Board of Trustees was called to order at 7:00 p.m. on Tuesday, December 11, 2018. The meeting was held in the Lower Library at Upland High School, 565 W. 11th St., Upland, California 91786.

Trustees present: President Wes Fifield, Member Linda Angona, Member Jack Young, Member Robert Bennett and Member Mary Locke.

Administrators present: Dr. Nancy Kelly, Superintendent of Schools, Shinay Bowman, Assistant Superintendent Elementary Education, Dr. Scott Sypkens, Assistant Superintendent Secondary Education, Alex Ruvalcaba, Assistant Superintendent Human Resources and Harold Sullins, Assistant Superintendent Business Services; Also present was Administrative Assistant to the Superintendent, Cheri Fitzgerald.

Employee representatives present: Greg Lander Upland Teachers Association (UTA) and Laurie Link, California School Employees Association (CSEA)

Employee representatives absent: Upland Management Association (UMA)

B. PLEDGE OF ALLEGIANCE

- Led by Upland High School students Alex Gonzalez and Marissa Ragaza.
 Certificates of Appreciation Presented

C. ADOPTION OF AGENDA

"There is an additional item that was not placed on the agenda. The item is the resignation of substitute teacher Mary Locke, who will be sworn in as a Board member this evening and cannot continue her District employment upon being sworn in. Ms. Locke submitted her resignation as a substitute teacher on Monday, December 10, and therefore the need for action on this item came to the attention of District staff after the agenda was posted.

Pursuant to Government Code section 54954.2(b)(2), the Board may take action on this item upon determining, by an unanimous vote of the members present, that there is a need to take immediate action on this item and that the need to take action came to the attention of the District after the agenda was posted.

I hereby move that the Board vote to determine that there is a need to take immediate action to add Ms. Locke's resignation to Item 2.2 of the consent agenda and that the need to take action came to the attention of the District after the agenda was posted. We will be taking action on Item 2.2 only. Action on the remainder of the Consent agenda will be taken after our new board members are sworn in.

Do I have a motion to add this item to Consent Item 2.2 on the agenda?"

Any addendum(s) to the posted agenda must be approved by a two-thirds vote of the governing board. The agenda has been adopted as amended.

Moved by: Jack Young

Seconded by: Linda Angona

Vote by Trustees:

Linda Angona:	Aye	X	No: _____	Abstain: _____	Absent: _____
Wes Fifield:	Aye	X	No: _____	Abstain: _____	Absent: _____
Jack Young:	Aye	X	No: _____	Abstain: _____	Absent: _____

"At this time, we will need to rearrange the agenda and move Item 2.2 forward for action. Do I have a motion to rearrange the agenda? The agenda has been rearranged as stated."

Moved by: Linda Angona

Seconded by: Jack Young

Vote by Trustees:

Linda Angona:	Aye	X	No: _____	Abstain: _____	Absent: _____
Wes Fifield:	Aye	X	No: _____	Abstain: _____	Absent: _____
Jack Young:	Aye	X	No: _____	Abstain: _____	Absent: _____

"At this time, I will need a motion to approve Item 2.2 which includes the resignation of Mary

Locke as substitute teacher. Item 2.2 has been approved as amended.”

Moved by: Jack Young

Seconded by: Linda Angona

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

D. OATH OF OFFICE

- Superintendent Nancy Kelly administered the Oath of Office to Robert Bennett, Wes Fifield, and Mary Locke.

E. ORGANIZATIONAL MEETING

The Annual Organizational Meeting was held and the following members were unanimously elected:

- E.1 • Approved the Election of **Jack Young** as President of the Upland Unified School District Board of Trustees.

Moved by: **Linda Angona**

Seconded by: **Mary Locke**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.2 • Approved the Election of **Linda Angona** as Vice-President of the Upland Unified School District Board of Trustees.

Moved by: **Wes Fifield**

Seconded by: **Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.3 • Approved the Election of **Wes Fifield** as Clerk of the Upland Unified School District Board of Trustees.

Moved by: **Linda Angona**

Seconded by: **Mary Locke**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.4 • Approved the Election of **Robert Bennett** as the district’s delegate to the San Bernardino County Committee on School District Organization.

Moved by: **Wes Fifield**

Seconded by: **Linda Angona**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.5 • Approved the Election of **Linda Angona** as the district’s alternate delegate to the San Bernardino County Committee on School District Organization.

Moved by: **Wes Fifield**

Seconded by: **Mary Locke**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.6 • Approved the appointment of **Jack Young** and **Wes Fifield** as the district’s representative to the Executive Committee of the City/School Committee.

Moved by: Wes Fifield **Seconded by: Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.7 • Approved the appointment of **Linda Angona** as the district’s alternate representative to the Executive Committee of the City/School Committee.

Moved by: Wes Fifield **Seconded by: Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.8 • Approved the appointment of **Mary Locke** as the district’s representative to the Legislative Network Committee.

Moved by: Wes Fifield **Seconded by: Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.9 • Approved the appointment of **Wes Fifield** as the district’s representative to the Traffic Safety Advisory Committee.

Moved by: Linda Angona **Seconded by: Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.10 • Approved the appointment of **Jack Young** as the district’s representative to the Baldy View Regional Occupation Program Commission, December 1, 2018 – November 30, 2019.

Moved by: Wes Fifield **Seconded by: Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

- E.11 • Approved the appointment of **Mary Locke** as the district’s alternate representative to the Baldy View Regional Occupation Program Commission, December 1, 2018 – November 30, 2019.

Moved by: Wes Fifield **Seconded by: Robert Bennett**

Vote by Trustees:

Linda Angona:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Robert Bennett:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Wes Fifield:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Mary Locke:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____
Jack Young:	Aye	X	No:	_____	Abstain:	_____	Absent:	_____

F. SUPERINTENDENT’S COMMENTS

During Superintendent Comments, Dr. Kelly welcomed the class of 2019. She thanked Upland High School for hosting tonight and shared she will be attending the Elizabethan Dinner this week. Dr. Kelly welcomed new Board Members Robert Bennett and Mary Locke to tonight's meeting and thanked Michael Varela and Joe Lenz for their combined 70 years of service.

G. BOARD COMMENTS AND CORRESPONDENCE

Linda Angona welcomed Robert Bennett and Mary Locke. She shared that Mr. Varela and Mr. Lenz will be sorely missed. Mrs. Angona thanked Upland High School for hosting tonight. She recognized that tonight is Assistant Superintendent Alex Ruvalcaba's last meeting and wished him success in his new position.

Robert Bennett shared that he loved the music performed tonight. He thanked his wife, daughter, family, and Mike Varela for their support. He reported that he will also be attending the Elizabethan Dinner this week and is anxious to attend many district activities in the future.

Wes Fifield reported that CTA was wonderful and refreshing. He thanked Alex Ruvalcaba for his service. Mr. Fifield attended the Traffic Safety Committee Meeting and reported that they are always looking for ways to improve the safety of our students. He congratulated the Football and Cross Country Teams.

Mary Locke thanked her family and friends for their support during the election. She reported attending fundraisers, football and spent time at Cal Tech with the Robotics Team. She congratulated Robert Bennett and Wes Fifield on their election and shared that Joe Lenz and Mike Varela will be missed.

Jack Young welcomed the graduating class of 2019. He congratulated Wes Fifield, Mary Locke and Robert Bennett on the election. Mr. Young shared how much Joe Lenz and Mike Varela will be missed and wished them all the best. He reported having attended Sierra Vista and Regiment fundraisers and thanked the Jazz Band for playing tonight. Mr. Young participated in the Turkey Trot and was happy to be recognizing the Cross Country Team and their Coach. He was happy to see the Robotics Team in attendance and congratulated the UHS Football Team on their exciting season. Mr. Young attended the Service Center One Dinner and spent four days at the CSBA Conference. He reported the conference being excellent, energizing, and always informative.

H. ADMINISTRATIVE REPORTS

- *The Power of the UHS Library* was presented by Librarian Trevor Foglesong
- CIF State Cross Country and CIF State Football Recognition
- First Interim Report and Budget Transfers presented by Harold Sullins, Assistant Superintendent Business Services.

I. AUDIENCE PARTICIPATION

- Rita Loof regarding a request for transparency at Board meetings, the cost of Special Education, and WESELPA.
- Peter Atwood regarding legislation costs and the ADR process.
- Matthew Locke regarding the UHS Robotics Fundraiser.

J. COMMENTS FROM EMPLOYEE REPRESENTATIVES

Upland Teachers' Association (UTA) Greg Lander welcomed the new and returning Board members. He shared that he is looking forward to working together and congratulated Alex Ruvalcaba on his new position in Rosemead.

2.0 CONSENT CALENDAR

Upon a motion by **Wes Fifield** and a second by **Linda Angona** the Board of Trustees **APPROVED** the adoption of the Consent Calendar as amended excluding item 2.2 by the following vote:

Linda Angona:	Aye	X	No: _____	Abstain: _____	Absent: _____
Robert Bennett:	Aye	X	No: _____	Abstain: _____	Absent: _____
Wes Fifield:	Aye	X	No: _____	Abstain: _____	Absent: _____
Mary Locke:	Aye	X	No: _____	Abstain: _____	Absent: _____
Jack Young:	Aye	X	No: _____	Abstain: _____	Absent: _____

Those items approved were:

- 2.1 Approved the November 13, 2018 Regular Board Meeting minutes.

- 2.2 Authorized and/or ratified changes in certificated and/or classified personnel assignments, leaves of absences, resignations, terminations, and/or salaries, and/or transportation allowances, in accordance with recommendations included on the attachment to the agenda.
- 2.3 Approved the California State University, Northridge Student Teaching Agreement.
- 2.4 Approved the New York University Student Teaching Agreement, on behalf of its Steinhardt School of Culture, Education and Human Development.
- 2.5 Approved the Memorandum of Understanding (MOU) between Alliant International University and the Upland Unified School District.
- 2.6 Approved the Internship Agreement between Azusa Pacific University and Upland Unified School District.
- 2.7 Approved the following field trips:
2.7.1 Approve proposal from Upland High School's Cross Country Team to attend the CIF State Cross Country Meet in Fresno, CA from November 23-24, 2018.
- 2.8 Approved Single Action Plan for Student Achievement for the following schools: Baldy View, Cabrillo, Foothill Knolls, Magnolia, Pepper Tree, Sierra Vista, Sycamore, Upland Elementary, Upland Junior High, and Upland High School
- 2.9 Approved agreement between Upland Unified School District and Curriculum Associates LLC for the 2018-2019 school year.
- 2.10 Ratified, pursuant to Education Codes §17604, 17605, and 42632 the General Fund registers totaling \$3,598,428.37, Bond registers totaling \$164,591.96, Adult Education registers totaling \$2,259.46 and Capital Facilities registers totaling \$521,102.95 for a grand total of \$4,286,382.74.
- 2.11 Ratified, pursuant to Education Codes §17604, 17605, and 42632, Purchase Orders #191712 to #191935 for period November 6, 2018 through December 3, 2018.
- 2.12 Approved Developer Fee Report for the fiscal year ended June 30, 2018
- 2.13 Approved Self-Insurer's Annual Report of Liabilities.
- 2.14 Accepted with gratitude the list of gifts and donations.
- 2.15 Approved Second Reading and Adoption of Board Policies (BPs), Administrative Regulations (ARs), Board Bylaws (BBs) and Exhibits (ES)
- Business Services:**
 BP 3110 Transfer of Funds (revised)
 BP/AR 3270 Sale and Disposal of Books, Equipment and Supplies (revised)
 AR 3280 Sale or Lease of District-Owned Real Property (new)
 BP/AR 3311 Bids (revised)
 BP/AR 7214 General Obligation Bonds (revised)
- Human Resources:**
 BP/AR 4030 Nondiscrimination in Employment (revised)
 AR 4032 Reasonable Accommodation (new)
 BR 4033 Lactation Accommodation (new)
 E 4040 Employee Use of Technology (new)
 AR 4111.2/4211.2/4311.2 Legal Status Requirement (new)
- Superintendent's Office:**
 BP 0000 Vision (revised)
 BP 0100 Philosophy (revised)
 BB 9121 President (revised)
 BB 9220 Governing Board Elections (revised)
 BB 9400 Board Self-Evaluation (revised)

3.0 ACTION

All matters listed under Action Items have a need for action.

- **Item 3.1** Approved the proposed calendar of regular meetings of the Board of Trustees for the 2019 calendar year.

Moved Linda Angona

Seconded Robert Bennett

Vote by Trustees:

Linda Angona: Aye X No: _____ Abstain: _____ Absent: _____
 Robert Bennett: Aye X No: _____ Abstain: _____ Absent: _____
 Wes Fifield: Aye X No: _____ Abstain: _____ Absent: _____
 Mary Locke: Aye X No: _____ Abstain: _____ Absent: _____
 Jack Young: Aye X No: _____ Abstain: _____ Absent: _____

- Item 3.2 Certified and approved the First Interim Report and Budget Transfers.

Moved Wes Fifield Seconded Robert Bennett

Vote by Trustees:

Linda Angona: Aye X No: _____ Abstain: _____ Absent: _____
 Robert Bennett: Aye X No: _____ Abstain: _____ Absent: _____
 Wes Fifield: Aye X No: _____ Abstain: _____ Absent: _____
 Mary Locke: Aye X No: _____ Abstain: _____ Absent: _____
 Jack Young: Aye X No: _____ Abstain: _____ Absent: _____

- Item 3.3 Approved online curriculum for adult education high school diploma courses.

Moved Linda Angona Seconded Robert Bennett

Vote by Trustees:

Linda Angona: Aye X No: _____ Abstain: _____ Absent: _____
 Robert Bennett: Aye X No: _____ Abstain: _____ Absent: _____
 Wes Fifield: Aye X No: _____ Abstain: _____ Absent: _____
 Mary Locke: Aye X No: _____ Abstain: _____ Absent: _____
 Jack Young: Aye X No: _____ Abstain: _____ Absent: _____

4.0 DISCUSSION

- Received for First Reading the following revisions and additions of Board Policies, Administrative Regulations and Exhibits:
Elementary/Secondary Education
 BP 6146.1 Course Requirements
 BP 6142.3 Civic Education
 BP 6142.4 Service Learning / Community Service Classes

5.0 INFORMATION

- Enrollment and Attendance Report Month 2

6.0 CLOSED SESSION

Recessed into Closed Session at 8:09 p.m. pursuant to:

- Government Code §54957 Public Employee Appointments: Certificated Management

At 8:25 p.m. the Board reconvened into Open Session, announced that discussion occurred and the following action was taken:

The Board of Trustees voted unanimously to approve the appointment of Christina Tesmer as Coordinator of Equity and Access.

The meeting was adjourned at 8:30 p.m.

Jack Young

 President

Wes Fifield

 Clerk

Minutes respectfully submitted by: Cheri Fitzgerald as Administrative Assistant to the Superintendent