

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, October 20, 2010

HESD District Office Board Room
714 N. White Street, Hanford, CA

OPEN SESSION

- 5:30 p.m.
- Call to Order
 - Members present
 - Pledge to the Flag

CLOSED SESSION

- **Student Discipline** (*Education Code Section 48918...requires closed sessions in order to prevent the disclosure of confidential student record information*)

Administrative Panel Recommendations

Case # 12-11 Washington

Case #13-11 Kennedy

- **Personnel** (*Pursuant to Government Code Section 54956.9, trustees will adjourn to Closed Session to discuss the items listed below. The items to be discussed shall be announced in accordance with Government Code Section 54954.5 and/or under Education Code provisions.*)
 - Conference with Labor Negotiator (GC 54957.6) -- CSEA and HETA
District Negotiators: Paul Terry/Diane Williams
 - Public Employee Discipline/Dismissal/Release (GC 54957)

OPEN SESSION

6:00 p.m. 1. PRESENTATIONS, REPORTS AND COMMUNICATIONS

(In order to insure that members of the public are provided an opportunity to address the Board on agenda items or non-agenda items that are within the Board's jurisdiction, agenda items may be addressed either at the public comments portion of the agenda, or at the time the matter is taken up by the Board. A person wishing to be heard by the Board shall first be recognized by the president and identify themselves. Individual speakers are allowed three minutes to address the Board. The Board shall limit the total time for public input on each item to 20 minutes.)

- a) Public comments
- b) Board and staff comments
- c) Requests to address the Board at future meetings
- d) Review Dates to Remember

2. CONSENT ITEMS

(Items listed are considered routine and may be adopted in one motion. If discussion is required, a particular item may be removed upon request by any Board member and made a part of the regular business.)

- a) Approve warrant listings dated October 1 and 8, 2010.
- b) Approve minutes of Regular Board Meeting October 6, 2010.
- c) Approve donation of \$10,000.00 from HESD Educational Foundation to support READY after school program. (Terry)

- Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Superintendent's Office located at 714 N. White Street, Hanford, CA during regular business hours.
- Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent in writing.

3. INFORMATION ITEMS

None.

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of consultant contract with Rebecca Seargeant, Musical Chairs Academy. (Terry)
- b) Consider adoption of the following revised Administrative Regulation: (Terry)
 - AR 6145.5 – Student Organizations and Equal Access
- c) Consider adoption of the following revised Board Policy: (Williams)
 - BP 4161.22 – Jury Duty and Witness Leave (revised)
- d) Consider adoption of the following revised Board Policy: (Williams)
 - BP 4161.24 – Leave for Religious Reasons
- e) Consider adoption of the following revised Administrative Regulation: (Williams)
 - AR 4161.2 – Personal Leaves (revised)
- f) Hear comments from the public and consider approval of negotiated successor agreement with Hanford Elementary Teachers Association (HETA). (Williams)

5. PERSONNEL

- a) Employment
 - Classified* – Health Care Assistant; READY Program Tutor
 - Temporary Employees/Substitutes/Yard Supervisors* – Substitute Health Care Assistant and Yard Supervisor; Short-term Yard Supervisor; Substitute Food Service Worker II; Substitute Custodian I; Short-term READY Program Tutor; Short-term Yard Supervisor; Short-term Clerk Typist II; Short-term Yard Supervisor; Short-term READY Program Tutor; Substitute Clerk Typist II, Media Services Aide, and READY Program Tutor; Substitute Yard Supervisor; Substitute READY Program Tutor; Substitute Bilingual Clerk Typist II and Substitute Translator: Oral Interpreter and Written Translator; Short-term Yard Supervisor; Substitute READY Program Tutor; Substitute Nurse; Substitute Yard Supervisor
- b) Resignations – Bilingual Clerk Typist II, Substitute Bilingual Clerk Typist II and Clerk Typist II; Substitute Educational Tutor, K-6, READY Program Tutor and Translator, Oral Interpreter; Teacher
- c) Administrative Transfer – READY Program Tutor
- d) More Hours – Yard Supervisor, as listed
- e) Decrease in Hours – Yard Supervisors, as listed
- f) Leave of Absence – Food Service Worker I; Teacher, as listed
- g) Volunteers- as listed

6. FINANCIAL

- a) Consider approval of Resolution #7-11: Final revision of the 2009-10 Budget. (White)
- b) Consider approval of Resolution #8-11: A Resolution of the Board of Trustees of the Hanford Elementary School District, Kings County , California, Authorizing the Issuance of Hanford Elementary School District, Kings County, California 2010 General Obligation Bonds, in an Aggregate Principal Amount not to exceed \$6,200,000. (White)

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas
DATE: October 7, 2010

For: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: October 20, 2010

ITEM: Student Discipline

PURPOSE: Administrative Panel Recommendations

Administrative Panel Recommendations

Case# 12-11 Washington

Case# 13-11 Kennedy

Hanford Elementary School District
Minutes of the Regular Board Meeting
October 6, 2010

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on October 6, 2010, at the District Office Board Room, 714 N. White Street, Hanford, CA.

Call to Order President Hernandez called the meeting to order at 5:30 p.m. Trustees Garcia, Hill, and Revious were present. Trustee Garner was absent for a reason deemed acceptable by the Board.

Closed Session Trustees immediately adjourned to closed session for:

- Student Discipline pursuant to Education Code section 48918
- Conference with Labor Negotiator (GC 54957.6) HETA, District Negotiators: Paul Terry/Diane Williams

Trustees returned to open session at 7:04 p.m.

HESD Managers Present Dr. Paul J. Terry, Superintendent, and the following administrators were present: Don Arakelian, Doug Carlton, Debra Colvard, Kenny Eggert, Javier Espindola, Joy Gabler, Lucy Gomez, Jaime Martinez, Gerry Mulligan, Jennifer Pitkin, Jeanne Rios, Jill Rubalcava, Liz Simas, Jason Strickland, Nancy White, and Diane Williams.

Expulsions Trustee Garcia made a motion to accept the Findings of Facts and expel Case #01-11, 02-11, 03-11, 04-11, 05-11, and #10-11 for the remainder of the first semester of the 2010-2011 school year for violation of Education code 48900 and/or 48915 as determined by the Administrative Panel at hearings on October 4 and 6, 2010. Parents may apply for readmission on or after January 3, 2011. Motion seconded by Trustee Revious; motion carried 4-0.

Trustee Garcia made a motion to accept the Findings of Facts and expel Case #07-11 and #10-11 for the remainder of the 2010-2011 school year for violation of Education code 48900 and/or 48915 as determined by the Administrative Panel at hearings on October 4, 2010. Parents may apply for readmission on or after June 3, 2011. Motion seconded by Trustee Revious; motion carried 4-0.

Trustee Garcia made a motion to accept the Findings of Facts and expel Case #06-11 and 11-11 for the remainder of the first semester of the 2010-2011 school year for violation of Education code 48900 and/or 48915 as determined by the Administrative Panel at hearings on October 4, 2010. However, Trustee Garcia further moved that the Expulsion Order be suspended. The student may attend regular school in probationary status provided that the student complies with a Behavior Conditions Plan through January, 2011. Motion seconded by Trustee Revious; motion carried 4-0.

Trustee Garcia made a motion to accept the Findings of Facts and expel Case #08-11 for the remainder of the 2010-2011 school year for violation of Education code 48900 and/or 48915 as determined by the Administrative Panel at hearings on October 4, 2010. However, Trustee Garcia further moved that the Expulsion Order be suspended. The student may attend regular school in probationary status provided that the student complies with a Behavior Conditions Plan through June 3, 2011. Motion seconded by Trustee Reivous; motion carried 4-0.

PRESENTATIONS, REPORTS AND COMMUNICATIONS

Public Comments None.

Board and Staff Comments None.

Requests to Address the Board None.

Dates to Remember President Hernandez reviewed Dates to Remember: October 20th next regular Board Meeting; October 21 Girls Spiker Classic at JFK; October 30th Gr. 4-6 Fall Round Robin #2 at Lee Richmond/JFK .

PUBLIC HEARING: Sufficiency of Instructional Materials At 7:10 p.m. President Hernandez opened the Public Hearing regarding Sufficiency of Instructional Materials. Joy Gabler, Assistant Superintendent Curriculum, Instruction & Professional Development, reviewed the adopted textbooks and materials for the various grade levels and President Hernandez called for comments from the public. There being none, President Hernandez closed the public hearing at 7:12 p.m.

INFORMATION ITEMS

AR 6145.5 Superintendent Dr. Terry presented the following revised Administrative Regulation for information. It will be returned to the Board at a future meeting for action:

- AR 6145.5 – Student organizations and Equal Access

BP 4161.22 Diane Williams, Assistant Superintendent Human Resources, presented the following revised Board Policy for information. It will be returned to the Board at a future meeting for action:

- BP 4161.22 – Jury Duty and Witness Leave (revised)

AR 4161.24 Diane Williams, Assistant Superintendent Human Resources, presented the following revised Administrative Regulation for information. It will be returned to the Board at a future meeting for action:

- AR 4161.24 – Leave for Religious Reasons (revised)

AR 4161.2 Diane Williams, Assistant Superintendent Human Resources, presented the following revised Administrative Regulation for information. It will be returned to the Board at a future meeting for action:

- AR 4161.2 – Personal Leaves (revised)

- Sunshining HETA tentative agreement for successor contract** Diane Williams, Assistant Superintendent Human Resources, presented for information, in compliance with "sunshining" provisions, the tentative agreement for a Successor Contract with Hanford Elementary Teachers Association (HETA). The tentative agreement is available for public review through October 20, 2010 in the Superintendent's Office during regular business hours.
- Construction projects** Gerry Mulligan, Director Facilities & Operations, presented information regarding Hanford Elementary School District construction projects approved by the Division of the State Architect.

CONSENT ITEMS

Trustee Garcia made a motion to take consent items "a" through "k" together. Trustee Hill seconded, motion carried 4-0. Trustee Garcia then made a motion to approve consent items "a" through "k". Trustee Revious seconded, motion carried 4-0. The items approved are:

- a) Warrant listings dated September 10, 17, and 24, 2010.
- b) Minutes of September 15, 2010 Regular Board Meeting.
- c) Interdistrict transfers as recommended.
- d) Donation of \$249.45 from Target and \$84.04 from WaMoola for Schools to Roosevelt School.
- e) Donation of \$361.78 from Target to Monroe School.
- f) Donation of \$65.24 from Target to Lincoln School.
- g) Donation of \$423.71 from Target to Simas School.
- h) Donation of \$1,500.00 from Walmart Foundation to Simas School.
- i) Donation of \$1,422.35 from Simas PTC to Simas School.
- j) Donation of \$1,000.00 from California Masonic Foundation to Simas School.
- k) Donation of \$150.00 from Edison International to Simas School.

Trustee Revious publicly thanked Target, Walmart Foundation, Simas PTC, the California Masonic Foundation, and Edison International for their generous support of Hanford Elementary schools.

BOARD POLICIES AND ADMINISTRATION

- Certification under EC 60422(a)** Trustee Hill made a motion to certify compliance with Education Code section 60422(a) and California Code of Regulations (CCR), Title 5 Section 9531(a). Trustee Garcia seconded; motion carried 4-0.
- Resolution #1-11** Trustee Hill made a motion to adopt Resolution #1-11 pertaining to the Sufficiency of Instructional Materials. Trustee Revious seconded; motion carried 4-0.
- Contracts with SES Providers** Trustee Garcia made a motion to approve contracts with Supplemental Educational Services (SES) provider organizations to provide SES to eligible students. Trustee Hill seconded; motion carried 4-0.

- BP 4020** Trustee Hill made a motion to adopt the following revised Board Policy. Trustee Revious seconded; the motion carried 4-0:
- BP 4020 – Drug and Alcohol-free Workplace (delete current policy and replace with this one)

- BP 4312.3** Trustee Garcia made a motion to adopt the following revised Board Policy. Trustee Revious seconded; the motion carried 4-0:
- BP 4313.3 – Work Year (revised)

PERSONNEL

Trustee Hill made a motion to take Personnel items "a" through "f" collectively. Trustee Garcia seconded; motion carried 4-0. Then Trustee Hill made a motion to approve Personnel items "a" through "f". Trustee Garcia seconded; the motion carried 4-0. The following items were approved:

***Item "a" –
Employment***

Classified: Vanessa Romero, Educational Tutor, K-6
Temporary Employees/Substitutes/Yard Supervisors: Freddie Juarez, Boys Football Coach; Matthew Borba, Substitute READY Program Tutor; Corrina Bowman, Substitute Yard Supervisor, Short-term Yard Supervisor; Nathan Child, Substitute Yard Supervisor; Idalmiro DaRosa, Substitute Custodian II; Raymond Enriquez, II, Substitute Educational Tutor, K-6; Javantae Farmah, Short-term READY Program Tutor; David Goulart, Substitute Custodian II; Eric Galey, Substitute Special Education Aide, Short-term Special Education Aide; Delia Griffith, Substitute Yard Supervisor, Short-term Yard Supervisor; Meghan Henshaw, Substitute Clerk Typist I; Kimberly Jenkins, Substitute Yard Supervisor; Aven Jones, Yard Supervisor; Jeanette Madrid, Short-term READY Program Tutor; Irene Munoz, Substitute Translator: Oral Interpreter and Written Translator; Narcisso Ribera, Substitute Yard Supervisor; Vanessa Romero, Substitute READY Program Tutor; Carrie Serna, Short-term Yard Supervisor; June Strong, Substitute Yard Supervisor, Short-term Yard Supervisor; Ashley Urbano, Short-term READY Program Tutor; Ashley Welch, Short-term READY Program Tutor; Denise Westlund, Short-term Special Circumstance Aide

***Item "b" –
Resignations***

Sandra Armatas, Substitute Education Program Aide and Special Education Aide; Andrew Baker, READY Program Tutor; Pauline Carrasco, Substitute Clerk Typist I, READY Program Tutor and Yard Supervisor; Garret K. Jones, READY Program Tutor; Melissa Martinez, READY Program Tutor

***Item "c" –
More Hours***

Vance Fredrick, Yard Supervisor; Joyce Martinez, Yard Supervisor; Jessica Szalai, Yard Supervisor; as listed.

***Item "d" –
Leave of Absence***

Jenny Delgado, Yard Supervisor; Diana Silva, Teacher; as listed.

***Item "e" –
Internship Contract***

Authorize agreement to enter into Internship Contract Agreement between Hanford Elementary School District and Brandman University for the 2010-11 school year.

***Item "f" –
Volunteers***

As listed.

FINANCIAL

**Unaudited Actual
Financial Report for
2009-10**

Trustee Hill made a motion to approve Unaudited Actual Financial Report for 2009-10. Trustee Revious seconded; motion carried 4-0.

Resolution #5-11

Trustee Hill made a motion to approve Resolution #5-11: Gann Amendment. Trustee Revious seconded; motion carried 4-0.

Resolution #6-11

Trustee Garcia made a motion to approve Resolution #6-11: Revision of the 2010-11 Budget. Trustee Revious seconded; motion carried 4-0.

There being no further business, President Hernandez adjourned the meeting at 7:23 p.m.

Respectfully submitted,

Paul J. Terry,
Secretary to the Board of Trustees

Approved:

Lupe Hernandez, President

Jeff Garner, Clerk

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Dr. Paul J. Terry

DATE: September 29, 2010

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: October 20, 2010

ITEM: Consider request to accept donation of \$10,000 from the HESD Educational Foundation for the READY Program.

PURPOSE: The HESD Educational Foundation was successful in their request for funding from the Land O' Lakes Foundation to support the READY afterschool program.

FISCAL IMPACT: \$10,000.00

RECOMMENDATIONS: Accept donation.

10/47

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Dr. Paul J. Terry

DATE: September 30, 2010

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: October 20, 2010

ITEM: Consider approval of Consultant Contract with Rebecca Seargeant, Musical Chairs Academy.

PURPOSE: To provide music class curriculum for parents and children of the HESD Migrant Program three times per year in 4-week sessions. Session One begins in November 2010; Session Two in February 2011; and Session Three in March 2011.

FISCAL IMPACT: \$3,000.00 from Migrant funds.

RECOMMENDATIONS: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Paul J. Terry, Ed.D.

DATE: October 11, 2010

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: October 20, 2010

ITEM: Consider adoption of revised Administrative Regulation
6145.5 – Student Organizations and Equal Access

PURPOSE: The following Administrative Regulation reflects changes
(see underlined and strikeouts) that are necessary to align
with current practice in the District.

- AR 6145.5 – Student Organizations and Equal Access

FISCAL IMPACT: None.

RECOMMENDATION: Adopt.

Hanford ESD

Administrative Regulation

Student Organizations And Equal Access

AR 6145.5
Instruction

In order to maintain a closed forum at district schools, each principal or designee shall ensure that all school-sponsored student organizations are curriculum-related. In order to qualify as "curriculum-related," a student group shall meet one or more of the following criteria:

1. The subject matter of the group is currently taught or will soon be taught in a regularly scheduled course.
2. The subject matter of the group concerns the body of courses as a whole (e.g., student government).
3. Participation in the group is required for a particular course.
4. Participation in the group results in academic credit.

(cf. 1330 - Use of School Facilities)

Any student wishing to create ~~either a curriculum- or noncurriculum-~~related student group shall first request authorization from the principal or designee. The group shall provide the principal or designee with the following information:

1. Name of the organization and names of student contacts
2. A statement of the organization's purposes, objectives, and activities
3. A copy of the proposed bylaws of the student group, including a description of how officers will be selected, as well as the bylaws of any off-campus organization with which the group may be affiliated.
4. The name of the proposed faculty advisor, if any
5. The proposed dates, times, and location of meetings
6. Any special equipment to be used
7. A description of the qualifications for membership, if any
8. ~~If a curriculum-related group, a~~ A statement of the relation of the club to the curriculum

and/or instructional program

The principal or designee may establish school rules governing the meetings of curriculum-related groups, such as attendance or grade requirements. Such rules may vary depending on the group, such as whether or not academic credit is given for participation in the group.

Role of Staff Adviser

For any curriculum-related student group, the staff adviser shall provide guidance and teaching to students to ensure that the group's activities are aligned to the district's goals and objectives and shall provide supervision and leadership of the group. The principal shall have final authority in determining the assignment and role of the staff adviser.

A school employee may refuse to attend a meeting of a student group if the content of the speech at the meeting is contrary to the employee's beliefs. (20 USC 4071)

Hazing

Any student who engages in hazing may be subject to discipline including, but not limited to, suspension or expulsion. Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by the district, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. (Education Code 48900)

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student. Persons violating this regulation shall be subject to district discipline and penalties specified in law. (Education Code 32051)

(cf. 5144 - Discipline)

Regulation HANFORD ELEMENTARY SCHOOL DISTRICT
 approved: May 16, 2001 Hanford, California
 revised: May 20, 2009

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams DW
DATE: October 11, 2010
FOR: Board Meeting
 Superintendent's Cabinet
 Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **October 20, 2010**

ITEM: Consider adoption of the following revised Board Policy.

PURPOSE: The following Board Policy reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and federal law changes.

- BP 4161.22, 4261.22, 4361.22 – Jury Duty and Witness Leave (revised)

FISCAL IMPACT: None.

RECOMMENDATION: Adopt.

JURY DUTY AND WITNESS LEAVE

A. Jury Duty

- 1. A regular employee of the district shall be granted leave with pay to serve as juror in response to a summons for jury duty.
- 2. An employee who received a summons for jury duty shall immediately notify his/her supervisor and submit a copy of the jury summons.

B. Witness Leave

- 1. A regular employee of the district shall be granted leave with pay to appear in court as a witness under subpoena, other than litigant, or to respond to an official order from another governmental jurisdiction, for reasons not brought about through the connivance or misconduct of the employee. Pay shall be the difference between the employee's regular salary or wages and any amount received as a witness fee.
- 2. An employee who received a subpoena or other official governmental order to appear in court as a witness shall immediately notify his/her supervisor and submit a copy of the subpoena or order.
- 3. An employee may take time off work in order to: Serve on an inquest or trial jury, comply with a subpoena or other court order to appear as a witness.

Notices, summons, and subpoenas for court appearances shall be submitted to the district office when requesting leave.

C. Other Court Appearances

An employee may take time off work to appear in court as a litigant not under subpoena. Leave may be charged to appropriate paid leaves, if available.

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

Legal Reference:

EDUCATION CODE

44036 Leaves of absence for judicial and official court appearances

44037 Jury duty - classified employees

LABOR CODE

230 Jury duty; witness; right to time off

Policy

adopted: November 1, 1994

revised: November 7, 2001

revised: November 30, 2004

revised: _____ 2010

HANFORD ELEMENTARY SCHOOL DISTRICT

Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams DW

DATE: October 11, 2010

FOR: Board Meeting
 Superintendent's Cabinet

Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **October 20, 2010**

ITEM: Consider adoption of the following revised Board Policy.

PURPOSE: The following Board Policy reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and federal law changes.

- BP 4161.24, 4261.24, 4361.24 – Leave for Religious Reasons (revised)

FISCAL IMPACT: None.

RECOMMENDATION: Adopt.

All Personnel

BP 4161.24

4261.24

LEAVE FOR RELIGIOUS REASONS

4361.24

- A. Employees may take leave for religious purposes if such leaves do not interfere with the completion of urgent and essential duties or cause any other unreasonable hardship on the district.
- B. Leave for religious reasons shall not exceed a total of three work days per fiscal year.
1. Absence requests for religious purposes shall be submitted to the employee's supervisor with reasonable advance notice.
 2. The Superintendent or designee may require verification of the need to be absent for religious purposes.
 3. The Superintendent or designee shall deduct the cost of a substitute, when required, from the wages of the employee who takes religious leave.
- C. To avoid the appearance of public school district support for religious organizations, leave taken for religious purposes shall be charged to the employee's accrued vacation, earned compensatory time, or personal necessity leave, If no paid leaves are available, the leave shall be without pay.
- D. No employee shall be discriminated against for using this leave or any additional days of unpaid leave granted for religious observances at the discretion of the Superintendent or designee.

*Legal Reference:*EDUCATION CODE*44963 Power of the board to grant leaves of absence**45198 Effect of provisions authorizing leaves of absence*CALIFORNIA CONSTITUTION*Article 1, Section 8 - Religious discrimination*

Policy

adopted: December 18, 1996

revised: November 7, 2001

revised: _____, 2010

HANFORD ELEMENTARY SCHOOL DISTRICT

Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams *DW*

DATE: October 11, 2010

FOR: Board Meeting
 Superintendent's Cabinet

 Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **October 20, 2010**

ITEM: Consider adoption of the following revised Administrative Regulation.

PURPOSE: The following Administrative Regulation reflects changes (see underlined and strikeouts) that are necessary to align with current practices and procedures as well as recommendations by CSBA due to State and federal law changes.

- AR 4161.2, 4261.2, 4361.2 – Personal Leaves (revised)

FISCAL IMPACT: None.

RECOMMENDATION: Adopt.

All Personnel

AR 4161.2 (a)

PERSONAL LEAVES

4261.2

4361.2

For the purpose of any personal leave offered pursuant to state law, a registered domestic partner shall have the same rights, protections, and benefits as a spouse and protections provided to a spouse's child shall also apply to a child of a registered domestic partner. (Family Code 297.5)

Whenever possible, employees shall request personal leaves in advance and prepare suitable lesson plans or instructions for a substitute employee.

A. Bereavement Leave

1. Certificated and classified employees are entitled to paid bereavement leave upon the death of any member of the employee's immediate family in accordance with the provisions of their respective collective bargaining agreements. Immediate family shall be as defined in the respective collective bargaining agreement.
2. Non-represented employees are entitled to paid bereavement leave in accordance with Board policy.

(cf. 4221 Temporary, Short-Term and Substitute Personnel)

3. Management, Supervisory and Confidential employees are entitled to paid bereavement leave in accordance with Board Policy

(cf. 4361.21 Bereavement Leave)

4. Bereavement leave may be extended under Personal Necessity Leave provisions.

B. Personal Necessity Leave

1. Certificated and classified employees may use accrued Sick Leave (Personal Illness and Injury Leave) for reasons of personal necessity in the amount and for the purposes specified in their respective collective bargaining agreements.
2. Personal Necessity Leave provisions for non-represented employees shall be in accordance with Board policy.

(cf. 4221 Temporary, Short-Term and Substitute Personnel)

3. Management, Supervisory and Confidential employees are entitled to personal necessity leave in accordance with Board Policy.

(cf. 4361.23 - Personal Necessity Leave)

4. Employees shall verify absences for reasons of personal necessity by submitting a completed and signed district absence form to their immediate supervisor.

PERSONAL LEAVES**C. Legal Duties:**

All regular employees of the district are entitled to Jury Duty and Witness leave in accordance with Board Policy and Administrative Regulation 4161.22 and as specified in their respective collective bargaining agreement.

(cf. ~~4361.23~~ 4161.22 Jury Duty and Witness Leave)

D. Spouse/Domestic Partner on Leave from Military Deployment

An employee who works an average of 20 hours or more per week and whose spouse/domestic partner is a member of the United States Armed Forces, National Guard, or Reserves may take up to 10 days of unpaid leave during a period that his/her spouse/domestic partner is on leave from deployment during a military conflict, as defined in Military and Veterans Code 395.10. (Family Code 297.5; Military and Veterans Code 395.10)

The employee shall provide the Superintendent or designee with notice, within two business days of receiving official notice that his/her spouse/domestic partner will be on leave from deployment, of his/her intention to take the leave. The employee shall submit written documentation certifying that his/her spouse/domestic partner will be on leave from deployment during the time that the leave is requested. (Family Code 297.5; Military and Veterans Code 395.10)

E. Leaves for Crime Victims

1. An employee may be absent from work in order to attend judicial proceedings related to crime when he/she is a victim, immediate family member of a victim, registered domestic partner of a victim, or a child of a registered domestic partner of a victim of the following crimes: (Labor Code 230.2)
 - a. A violent felony as defined in Penal Code 667.5 (c)
 - b. A serious felony as defined in Penal Code 1192.7 (c)
 - c. A felony provision of law proscribing theft or embezzlement

For these purposes, the employee may use vacation, personal leave, sick leave, compensatory time off that is otherwise available to the employee, or unpaid leave (Labor Code 230.2)

Prior to taking time off, an employee shall give his/her supervisor a copy of the notice of each scheduled proceeding that is provided by the responsible agency, unless advance notice is not feasible. When advance notice is not feasible or an unscheduled absence occurs, the employee shall, within a reasonable time after the absence, provide documentation evidencing the judicial proceeding from the court or government agency

PERSONAL LEAVES (continued)

setting the hearing, the district attorney or prosecuting attorney's office, or the victim/witness office that is advocating on behalf of the victim (Labor Code 230.2)

The supervisor and Superintendent or designee shall keep confidential any records pertaining to the employee's absence from work. (Labor Code 230.2)

F. Leaves for Victims of Domestic Violence or Sexual Assault

1. An employee who is a victim of domestic violence or sexual assault as defined by law may take time off work to obtain or attempt to obtain any relief, including but not limited to a temporary restraining order, restraining order or other injunctive relief to help ensure the health, safety or welfare of the employee or his/her child. (Labor Code 230).

In addition, an employee who is a victim of domestic violence or sexual assault may take time off work to attend any of the following activities: (Labor Code 230.1)

- a. Seek medical attention for injuries caused by domestic violence or sexual assault
 - b. Obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence or sexual assault
 - c. Obtain psychological counseling related to an experience of domestic violence or sexual assault
 - d. Participate in safety planning and take other actions to increase safety from future domestic violence or sexual assault, including temporary or permanent relocation
2. An employee who is a victim of domestic violence or sexual assault may use vacation, personal leave (personal necessity/personal sick leave), or compensatory time off that is otherwise available to the employee under the applicable terms of employment.
 3. Prior to taking time off, an employee shall give reasonable ~~advance~~ notice to his/her supervisor, unless advance notice is not feasible. When an unscheduled absence occurs, the employee shall provide within a reasonable time, certification of the absence in the form of any of the following documents: (Labor Code 230, 230.1)
 - a. A police report indicating that the employee was a victim of domestic violence or sexual assault.
 - b. A court order protecting or separating the employee from the perpetrator of an act of domestic violence or sexual assault, or other evidence from the court or prosecuting attorney that the employee has appeared in court.

PERSONAL LEAVES (continued)

- c. Documentation from a medical professional, domestic violence advocate or advocate for victims of sexual assault, health care provider or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting from an act of domestic violence or sexual assault.
4. The ~~District Supervisor and Superintendent or designee~~ shall maintain the confidentiality of such an employee to the extent authorized by law (Labor Code 230, 230.1)

G. Personal Leave for a Child's School Activities

1. Any employee who is a parent, guardian, or grandparent having custody of one or more children who are enrolled in grades kindergarten through 12, or who attend a licensed day care facility, may use up to 40 hours of personal leave, vacation, ~~personal necessity leave~~, or compensatory time off each school year in order to participate in school or day care activities. Such leave shall not exceed eight hours in any month of the school year, and the employee shall give reasonable advance notice of the absence. (Labor Code 230.8)
2. In lieu of using vacation, personal leave or compensatory time off, eligible employees giving reasonable advance notice may take up to 40 hours without pay each school year for this purpose, not to exceed eight hours in any month.

(cf. 1240 - Volunteer Assistance)

3. If both parents/guardians of a child are employed at the same work site, this leave shall be allowed for the first parent who applies; simultaneous absence by the second parent may be granted by the supervisor if it does not impede the educational programs or operations of the school or department. (Labor Code 230.8)
2. Upon request, the employee shall provide documentation from the school or licensed day care facility to prove that he/she participated in school or licensed day care facility activities at the time of the leave. (Labor Code 230.8)

H. Civic Duties (titled: Service on Education Boards, Committees and State or Employee Organizations)

1. Upon request, certificated employees shall be granted up to 20 days of paid leave per year for service performed within the state on any Boards, commissions, committees or groups authorized by Education Code 44987.3, provided that the service is in the state of California and the organization informs the district in writing of the service and agrees prior to the service to reimburse the district, upon the district's request, for compensation paid to the employee's substitute and for actual related administrative costs.

AR 4161.2 (e)

4261.2

4361.2

PERSONAL LEAVES (continued)

2. Upon request, Employees may take a leave of absence without loss of compensation to serve as an elected officer of a district employee organization or any statewide or national employee organization with which the local organization is affiliated. The leave shall include, but is not limited to, absence for the purpose of attending periodic, stated, special or regular meetings of the body of the organization. (The employee organization must reimburse the district. Education Code 44987, 45210)

I. Religious Leave

1. Employees may take leave for religious purposes as specified by Board policy

(cf. 4161.24/4261.24/4361.24 - Leave for Religious Purposes)

J. Leave for Emergency Duty

1. An employee may take time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel. (Labor Code 230.3)
2. An employee who is a volunteer firefighter shall be permitted to take temporary leaves of absence, not to exceed an aggregate total of 14 days per calendar year, for the purpose of engaging in fire or law enforcement training. (Labor Code 230.4)

K. Civil Air Patrol

1. An employee may take up to 10 days of unpaid leave per calendar year, beyond any leave otherwise available to employees, to respond to an emergency operational mission of the California Civil Air Patrol, provided that the employee has been employed by the district for at least a 90-day period immediately preceding the leave. Such leaves shall not exceed three days for a single emergency operational mission, unless an extension is granted by the governmental entity authorizing the mission and is approved by the Superintendent or designee. (Labor Code 1501, 1503)
2. The employee shall give the district as much advance notice as possible of the intended dates of the leave. The Superintendent or designee may require certification from the proper Civil Air Patrol authority to verify the eligibility of the employee for the leave and may deny the leave if the employee fails to provide the required certification. (Labor Code 1503)

Legal References: (see next page)

PERSONAL LEAVES (continued)*Legal Reference:*EDUCATION CODE

44036-44037 Leaves of absence for judicial and official appearances
 44963 Power to grant leaves of absence (certificated)
 44981 Leave of absence for personal necessity (certificated)
 44985 Leave of absence due to death in immediate family (certificated)
 44987 Service as officer of employee organization (certificated)
 44987.3 Leave of absence to serve on certain boards, commissions, etc.
 45190 Leaves of absence and vacations (classified)
 45194 Bereavement leave of absence (classified)
 45198 Effect of provisions authorizing leaves of absence
 45207 Personal necessity (classified)
 45210 Service as officer of employee organization (classified)
 45240-45320 Merit system, classified employees

FAMILY CODE

297-297.5 Registered domestic partner rights, protections, and benefits

GOVERNMENT CODE

3543.1 Release time for representatives of employee organizations

LABOR CODE

230-230.2 Leave for victims of domestic violence, sexual assault or specified felonies
 230.3 Leave for emergency personnel
 230.4 Leave for volunteer firefighters
 230.8 Leave to visit child's school
 233 Illness of child, parent, spouse, domestic partner or domestic partner's child
 234 Absence control policy

1500-1507 Civil Air Patrol leaveMILITARY AND VETERANS CODE

395.10 Leave when spouse on leave from military deployment

PENAL CODE

667.5 Violent felony, defined
 1192.7 Serious felony, defined

CALIFORNIA CONSTITUTION

Article 1, Section 8 Religious discrimination

UNITED STATES CODE, TITLE 29

2612 Leave requirements

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VII, Civil Rights Act of 1964

COURT DECISIONS

Rankin v. Commission on Professional Competence, (1988) 24 Cal.3d 167

*Management Resources:*WEB SITES

California Teachers Association: <http://www.cta.org>
 California Federation of Teachers: <http://www.cft.org>
 California School Employees Association: <http://www.csea.com>

Regulation

Approved: November 7, 2001

revised: April 2, 2003

revised: February 9, 2005

revised: August 20, 2008

revised: _____, 2010

HANFORD ELEMENTARY SCHOOL DISTRICT

Hanford, California

Hanford Elementary School District
HUMAN RESOURCES DEPARTMENT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams *DW*
DATE: October 11, 2010
FOR: Board Meeting
 Superintendent's Cabinet
 Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **October 20, 2010**

ITEM: Hear comments from the public and consider approval of negotiated successor agreement with the Hanford Elementary Teachers' Association (HETA).

PURPOSE: To comply with the requirement of Government Code Section 3547 for hearing of public comments prior to approval of a collective bargaining agreement, and to approve the Tentative Agreements presented for information on October 6, 2010. HETA ratified the new agreement on September 21, 2010.

FISCAL IMPACT: The costs of the negotiated contract and funding sources were disclosed at the October 6, 2010, Board meeting.

RECOMMENDATION: Hear public comments and approve agreement.

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT
 In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

Hanford Elementary School District

Name of Bargaining Unit: Hanford Elementary Teachers Association

Certificated Classified _____

New Agreement or Reopener _____

The proposed agreement is a three-year agreement that covers the period beginning July 1, 2010 and ending June 30, 2013 and will be acted upon by the Governing Board at its meeting on October 20, 2010.

A.(1) Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement Increase (Decrease) and Percentage Change		
		Current Year 2010-11	Year 2 2011-12	Year 3 2012-13
1. Base Salary		\$ (158,625)	\$ (158,625)	\$ (158,625)
	\$ 16,106,810	(0.881)%	(0.881)%	(0.881)%
2. Other Compensation – i.e. Stipends or Bonuses		\$ 0	\$ 0	\$ 0
	\$ 0	0%	0%	0%
3. Total Salary - (Sum of 1 & 2)		\$ (158,625)	\$ (158,625)	\$ (158,625)
	\$ 16,106,810	(0.881)%	(0.881)%	(0.881)%
4. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare		\$ (18,670)	\$ (18,670)	\$ (18,670)
	\$ 1,895,772	(0.104)%	(0.104)%	(0.104)%
5. Health/Welfare Benefits		\$ (9,075)	\$ (9,075)	\$ (9,075)
	\$ 3,109,700	(0.050)%	(0.050)%	(0.050)%
6. Total Benefits - (Total Lines 4 & 5)		\$ (27,745)	\$ (27,745)	\$ (27,745)
	\$ 5,005,472	(0.154)%	(0.154)%	(0.154)%
7. Total Compensation – (sum of 3 & 6)		\$ (186,370)	\$ (186,370)	\$ (186,370)
	\$ 21,112,282	(1.035)%	(1.035)%	(1.035)%

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

A.(2) Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary:

The salary schedule for 2010-11 shall reflect a 0% COLA and a two-day reduction (professional development days) in the certificated work year. The salary schedule shall also reflect the addition of a new Longevity Step at 25 years. The two-day reduction was agreed to on 2/10/10 as per a previous agreement that allowed the District to call the negotiating teams together to explore options if the District anticipated decreasing one or two of the remaining professional development days. The cap for Health/Welfare Benefits will remain the same as for 2009-10, at \$11,341. However, the benefit plan chosen will result in an annual cost of \$11,308 which is below the cap and will result in a savings.

B. **Proposed Negotiated Changes in Non-Compensation Items** (class size adjustments, staff development days, teacher prep time, etc.)

A Side Letter of Agreement dated February 2009, allows that, in the event the Legislature amends the Class Size Reduction Program to provide flexibility for districts to accept reduced penalties for class size overages in Kindergarten through Grade 3, the teacher/student ratio/ceiling be revised from 1:20 to 1:25. Language in the side letter was incorporated into the new agreement. The teacher/student ratio/ceiling was also changed for special day classes from 1:15 to 1:18. Six of the minimum days per year were designated to be teacher directed and will be scheduled on the collaboration calendar.

C. What are the specific impacts on instructional and support programs to accommodate the settlement? **Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.**

None

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

- D. What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

This is the first year of a new three-year contract. It is agreed that either party may "reopen" for the 2011-12 and 2012-13 school years, negotiations on Article 11 – School Calendar and Work Year, Article 18 – Employee Group Health and Welfare Insurance Benefits and Article 20 – Salary.

- E. Source of Funding for Proposed Agreement**

1. Current Year

The reduction of the two professional developments days is already included in the 2010-11 adopted budget, therefore, the only adjustments needed at this time will be for the added Longevity Step and the adjustment for the Health/Welfare Benefits cost below the cap.

Adjustment for reduction of 2 P.D. Days – Already included in 2010-11 Adopted Budget		*Adjustment necessary due to addition of Longevity Step and Health/Welfare premium cost		TOTAL	
Unrestricted	\$(186,950)	Unrestricted	\$10,831	Unrestricted	\$(176,119)
Restricted	(10,881)	Restricted	630	Restricted	(10,251)
	\$(197,831)		\$11,461		\$(186,370)

*The adjustments to the 2010-11 Adopted Budget are listed in this document on the page titled: Impact of Proposed Agreement on Current Year Operating Budget.

2. How will the ongoing cost of the proposed agreement be funded in future years?

The reductions and increases that result in a net decrease will become part of the on-going budget that will continue in future years.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

Not applicable (This is a three-year agreement with "reopeners," but it is not a multi-year agreement in that it does not include additional increases or reductions for Year 2 and Year 3 at this time.)

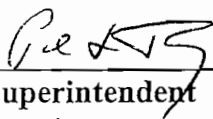
3A. For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections, growth, COLA, etc.

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5

G. Certification

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 in accordance with the requirements of AB 1200 and G.C. 3547.5.



District Superintendent
(Signature)

October 6, 2010

Date

Contact Person: Nancy White Telephone No.: (559) 585-3628

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET
In accordance with AB3141 (Statutes of 1994, Chapter 650) (EC42142)**

	(Col. 1) Latest Board- Approved Budget	(Col. 2) Adjustments as a Result of Settlement (from page 1)	(Col. 3) Other Revisions (provide explanation)	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
Revenue Limit Source (8010-8099)				
Remaining Revenues (8100-87991)				
TOTAL REVENUES				
EXPENDITURES				
1000 Certificated Salaries		+ \$18,373		
2000 Classified Salaries				
3000 Employees' Benefits		- \$ 6,912		
4000 Books and Supplies				
5000 Services and Operating Exps				
6000 Capital Outlay				
7000 Other				
TOTAL EXPENDITURES				
OPERATING SURPLUS (DEFICIT)				
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT				
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE		+ \$11,461		
BEGINNING BALANCE				
CURRENT-YEAR ENDING BALANCE				
COMPONENTS OF ENDING BALANCE:				
Reserved Amounts				
Reserved for Economic Uncertainties				
Board Designated Amounts				
Unappropriated Amounts		- \$11,461		

A. Date of governing board approval of budget revisions in Col. 1 October 6, 2010

Contact Person: <u>Nancy White</u>	Date: <u>10/6/10</u>
------------------------------------	----------------------

CERTIFICATION #1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

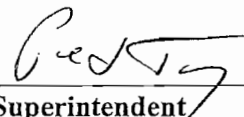
The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Hanford Elementary School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Hanford Elementary Teachers Association Bargaining Unit, during the term of the agreement from July 1, 2010 to June 30, 2013.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follows:

<u>Budget Adjustment Categories</u>	<u>Budget Adjustment</u> <u>Increase (Decrease)</u>
Revenues/Other Financing Sources	
Expenditures/Other Financing Uses	+ \$11,461
Ending Balance Increase (Decrease)	- \$11,461

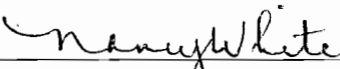
N/A (No budget revisions necessary)



 District Superintendent
 (Signature)

October 6, 2010

 Date



 Chief Business Officer
 (Signature)

October 6, 2010

 Date

Description	Object Codes	2010/11 Budget	% Change	2011/12 Projection	% Change	2012/13 Projection
A. REVENUES AND OTHER FINANCING SOURCES						
1. Revenue Limit Sources	8010-8099	25,795,037.31	0.00%	26,498,841.42	3.00%	27,303,218.91
2. Federal Revenues	8100-8299	3,900,653.00	-17.16%	3,231,262.00	0.00%	3,231,262.00
3. Other State Revenues	8300-8599	8,735,865.00	-0.93%	8,654,367.00	1.47%	8,781,869.00
4. Other Local Revenues	8600-8799	1,793,103.00	0.00%	1,793,103.00	0.00%	1,793,103.00
5. Other Financing Sources	8910-8999	-	0.00%	(128,177.00)	0.00%	(128,177.00)
6. Total (Sum line A1g thru A5)		40,224,658.31	-0.44%	40,049,396.42	2.33%	40,981,275.91
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				20,121,320.00		19,795,320.00
b. Step & Column Adjustment				488,000.00		488,000.00
c. Cost-of-Living Adjustment				-		-
d. Other Adjustments				(814,000.00)		300,000.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	20,121,320.00	-1.62%	19,795,320.00	3.98%	20,583,320.00
2. Classified Salaries						
a. Base Salaries				7,635,960.00		6,785,960.00
b. Step & Column Adjustment				165,000.00		165,000.00
c. Cost-of-Living Adjustment				-		-
d. Other Adjustments				(1,015,000.00)		150,000.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	7,635,960.00	-11.13%	6,785,960.00	4.64%	7,100,960.00
3. Employee Benefits	3000-3999	8,961,426.00	0.00%	8,961,426.00	0.00%	8,961,426.00
4. Books and Supplies	4000-4999	1,884,549.00	0.00%	1,585,367.00	0.00%	1,585,367.00
5. Services, Other Operating Expenses	5000-5999	3,127,987.00	0.00%	2,846,944.00	0.00%	2,846,944.00
6. Capital Outlay	6000-6999	224,448.00	0.00%	94,448.00	0.00%	94,448.00
	7100-7299					
7. Other Outgo (Excluding Direct/Indirect Costs)	7400-7499	223,529.00	0.00%	103,529.00	0.00%	103,529.00
8. Direct Support/Indirect Costs	7300-7399	(108,901.00)	0.00%	(108,901.00)	0.00%	(108,901.00)
9. Other Financing Uses	7610-7699	190,767.00	0.00%	-	#DIV/0!	-
10. Other Adjustments (Explain in Section F below)				-		-
11. Total (Sum lines B1 thru B10)		42,261,085.00	-5.20%	40,064,093.00	2.75%	41,167,093.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		(2,036,426.69)		(14,696.58)		(185,817.09)
D. FUND BALANCE						
1. Net Beginning Fund Balance		5,555,003.00		3,518,576.31		3,503,879.73
2. Ending Fund Balance (Sum lines C and D1)		3,518,576.31		3,503,879.73		3,318,062.64
3. Components of Ending Fund Balance						
a. Fund Balance Reserves	9710-9740	205,118.00		205,118.00		205,118.00
b. Designated for Economic Uncertainties	9770	1,473,500.00		1,473,500.00		1,473,500.00
c. Fund Balance Designations	9775, 9780	700,000.00		700,000.00		700,000.00
d. Undesignated/Unappropriated Balance	9790	1,139,958.00		1,125,261.73		939,444.64
e. Total Components of Ending Fund Balance		3,518,576.00		3,503,879.73		3,318,062.64

Description	Object Codes	Projected Year Totals	% Change	2010/11 Projection	% Change	2011/12 Projection
E. AVAILABLE RESERVES						
1. General Fund						
a. Designated for Economic Uncertainties	9770	1,473,500.00		1,473,500.00		1,473,500.00
b. Undesignated/Unappropriated Amount	9790	50,746.00		80,152.73		89,438.64
(Enter other reserve projections in Columns A, C and E for current year and subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay						
a. Designated for Economic Uncertainties	9770	-		-		-
b. Undesignated/Unappropriated Amount	9790	10,137.00		10,137.00		10,137.00
3. Total Available Reserves (Sum of lines E1 thru E2b)						
		1,534,383.00		1,563,789.73		1,573,075.64
F. RECOMMENDED RESERVES						
1. Total Expenditures, Transfers Out, and Other Uses (Line B11)						
		42,261,085.00		40,064,093.00		41,167,093.00
2. Less: Special Education Pass-Through Funds						
		-		-		-
3. Sub-Total (Line F1 minus F2)						
		42,261,085.00		40,064,093.00		41,167,093.00
4. Recommended Minimum Reserve Percentage						
5. Recommended Minimum Reserve - By Percentage						
		-		-		-
6. Recommended Minimum Reserve - By Amount						
		-		-		-
7. Recommended Reserves (Greater of Line F5 or F6)						
		-		-		-
8. Available Reserves Meet Minimum Recommended Reserves						
		Yes		Yes		Yes
G. If Line F8 is NO, for the subsequent fiscal years, explain why reserves are projected to fall below the minimum and what actions, if any are being proposed to build reserves back up to the minimum levels.						

Description	Object Codes	2010/11 Budget	% Change	2011/12 Projection	% Change	2012/13 Projection
A. REVENUES AND OTHER FINANCING SOURCES						
1. Revenue Limit Sources	8010-8099	25,317,119.00				
a. Base Revenue Limit per ADA (Form RLI, Line 4)		6,097.51	2.10%	6,225.56	2.40%	6,374.97
b. Revenue Limit ADA (Form RLI, Line 5b)		5,414.91	50.00%	5,442.00	50.00%	5,469.00
c. Total Base Revenue Limit (Line A1a times line A1b)		33,017,467.87	2.61%	33,879,497.52	29.10%	34,864,710.93
d. Other Revenue Limit		74,837.00	0.00%	74,837.00	0.00%	74,837.00
e. Total Revenue Limit subject to Deficit		33,092,304.87	0.00%	33,954,334.52	0.00%	34,939,547.93
f. Deficit Factor		0.816450		0.816450		0.816450
g. Deficited Revenue Limit		27,018,212.31		27,722,016.42		28,526,393.91
h. Plus: Other Adjustments (e.g. basic aid, charter schools, prior year adjustment)		-	0.00%	-	0.00%	-
i. Revenue Limit Transfers (Objects 8091/8097)		(477,918.00)	0.00%	(477,918.00)	0.00%	(477,918.00)
j. Other Adjustments		(1,223,175.00)	0.00%	(1,223,175.00)	0.00%	(1,223,175.00)
k. Total (Sum line A1c thru line A1t) (Must equal line A1)		25,317,119.31	2.70%	26,020,923.42	3.00%	26,825,300.91
2. Federal Revenues	8100-8299	405,000.00	0.00%	405,000.00	0.00%	405,000.00
3. Other State Revenues	8300-8599	5,394,065.00	-1.51%	5,312,567.00	2.40%	5,440,069.00
4. Other Local Revenues	8600-8799	198,063.00	0.00%	198,063.00	0.00%	198,063.00
5. Other Financing Sources	8910-8999	(1,839,658.00)	6.97%	(1,967,835.00)	0.00%	(1,967,835.00)
6. Total (Sum line A1g thru A5)		29,474,589.31	1.68%	29,968,718.42	3.11%	30,900,597.91
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				16,240,019.00		16,320,019.00
b. Step & Column Adjustment				400,000.00		400,000.00
c. Cost-of-Living Adjustment				-		-
d. Other Adjustments				(320,000.00)		300,000.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	16,240,019.00	0.49%	16,320,019.00	4.29%	17,020,019.00
2. Classified Salaries						
a. Base Salaries				4,385,871.00		4,237,871.00
b. Step & Column Adjustment				102,000.00		102,000.00
c. Cost-of-Living Adjustment				-		-
d. Other Adjustments				(250,000.00)		150,000.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,385,871.00	-3.37%	4,237,871.00	5.95%	4,489,871.00
3. Employee Benefits	3000-3999	6,890,874.00	0.00%	6,890,874.00	0.00%	6,890,874.00
4. Books and Supplies	4000-4999	785,367.00	0.00%	785,367.00	0.00%	785,367.00
5. Services, Other Operating Expenses	5000-5999	2,226,944.00	0.00%	2,226,944.00	0.00%	2,226,944.00
6. Capital Outlay	6000-6999	29,500.00	0.00%	29,500.00	0.00%	29,500.00
	7100-7299,					
7. Other Outgo (Excluding Direct/Indirect Costs)	7400-7499		0.00%		0.00%	
8. Direct Support/Indirect Costs	7300-7399	(551,263.00)	0.00%	(551,263.00)	0.00%	(551,263.00)
9. Other Financing Uses	7610-7699	190,767.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)				-		-
11. Total (Sum lines B1 thru B10)		30,198,079.00	-0.86%	29,939,312.00	3.18%	30,891,312.00
C. NET INCREASE (OR DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		(723,489.69)		29,406.42		9,285.91
D. FUND BALANCE						
1. Net Beginning Fund Balance		3,152,854.00		2,429,364.31		2,458,770.73
2. Ending Fund Balance (Sum lines C and D1)		2,429,364.31		2,458,770.73		2,468,056.64
3. Components of Ending Fund Balance						
a. Fund Balance Reserves	9710-9740	205,118.00		205,118.00		205,118.00
a. Designated for Economic Uncertainties	9770	1,473,500.00		1,473,500.00		1,473,500.00
c. Fund Balance Designations	9775, 9780	700,000.00		700,000.00		700,000.00
d. Undesignated/Unappropriated Balance	9790	50,746.00		80,152.73		89,438.64
e. Total Components of Ending Fund Balance		2,429,364.00		2,458,770.73		2,468,056.64

HANFORD ELEMENTARY SCHOOL DISTRICT
ADOPTED BUDGET 2010/2011

MULTI-YEAR PROJECTIONS – UNRESTRICTED ASSUMPTIONS

- Base Revenue Limit COLA is projected at -.039% for 10/11, 2.1% for 11/12 and 2.4% for 12/13. The deficit factor is projected to continue at 0.81645. The statutory on-going cut implemented in the 2010/11 fiscal year is included at the amount proposed in the Governor's budget. It is understood that these amounts may change and the District must be prepared to make additional expenditure reductions if necessary.
- ADA is projected to grow by 27 in 11/12 and by 26 in 12/13 which is a ½% growth each year.
- For 11/12, \$128,177 has been added to the Unrestricted Contribution to Special Ed (Res 6500) due to the loss of ARRA-Special Ed MOE funding.
- Negotiations are settled with the certificated union for 09/10 and resulted in \$0 cost. Negotiations are not settled with the classified union; however, it is estimated there will be little cost associated with the agreement once settled.
- Projected salary and/or health benefit COLA's are estimated at 0% for 10/11, 11/12 and 12/13.
- In preparation for future revenue reductions and expenditure increases, the following are possible expenditure reductions:

2011/12

Certificated: Reduction in days \$200,000;
Reductions in teaching positions \$120,000
Classified: Unfilled vacant positions/position reductions \$250,000

- In 2012/13, the following possible expenditure increases will occur due to the loss of ARRA-SFSF funding:

Certificated Salaries: +\$300,000
Classified Salaries: +\$150,000

Description	Object Codes	2010/11 Budget	% Change	2011/12 Projection	% Change	2012/13 Projection
A. REVENUES AND OTHER FINANCING SOURCES						
1. Revenue Limit Sources	8010-8099	477,918.00	0.00%	477,918.00	0.00%	477,918.00
2. Federal Revenues	8100-8299	3,495,653.00	0.00%	2,826,262.00	0.00%	2,826,262.00
3. Other State Revenues	8300-8599	3,341,800.00	0.00%	3,341,800.00	0.00%	3,341,800.00
4. Other Local Revenues	8600-8799	1,595,040.00	0.00%	1,595,040.00	0.00%	1,595,040.00
5. Other Financing Sources	8910-8999	1,839,658.00		1,839,658.00		1,839,658.00
6. Total (Sum line A1g thru A5)		10,750,069.00	-6.23%	10,080,678.00	0.00%	10,080,678.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				3,881,301.00		3,475,301.00
b. Step & Column Adjustment				88,000.00		88,000.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(494,000.00)		
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,881,301.00	-10.46%	3,475,301.00	2.53%	3,563,301.00
2. Classified Salaries						
a. Base Salaries				3,250,089.00		2,548,089.00
b. Step & Column Adjustment				63,000.00		63,000.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(765,000.00)		
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	3,250,089.00	-21.60%	2,548,089.00	2.47%	2,611,089.00
3. Employee Benefits	3000-3999	2,070,552.00	0.00%	2,070,552.00	0.00%	2,070,552.00
4. Books and Supplies	4000-4999	1,099,182.00	0.00%	800,000.00	0.00%	800,000.00
5. Services, Other Operating Expenses	5000-5999	901,043.00	0.00%	620,000.00	0.00%	620,000.00
6. Capital Outlay	6000-6999	194,948.00	0.00%	64,948.00	0.00%	64,948.00
	7100-7299,					
7. Other Outgo (Excluding Direct/Indirect Costs)	7400-7499	223,529.00	0.00%	103,529.00	0.00%	103,529.00
8. Direct Support/Indirect Costs	7300-7399	442,362.00	0.00%	442,362.00	0.00%	442,362.00
9. Other Financing Uses	7610-7699		0.00%	-	0.00%	-
10. Other Adjustments (Explain in Section F below)						-
11. Total (Sum lines B1 thru B10)		12,063,006.00	-16.07%	10,124,781.00	1.49%	10,275,781.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		(1,312,937.00)		(44,103.00)		(195,103.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance		2,402,149.00		1,089,212.00		1,045,109.00
2. Ending Fund Balance (Sum lines C and D1)		1,089,212.00		1,045,109.00		850,006.00
3. Components of Ending Fund Balance						
a. Fund Balance Reserves	9710-9740	-				
b. Designated for Ending Fund Balance	9770	-				
c. Fund Balance Designation	9775, 9780	-				
d. Undesignated/Unappropriated Balance	9790	1,089,212.00		1,045,109.00		850,006.00
e. Total Components of Ending Fund Balance		1,089,212.00		1,045,109.00		850,006.00

HANFORD ELEMENTARY SCHOOL DISTRICT
ADOPTED BUDGET 2010/2011

MULTI-YEAR PROJECTIONS – RESTRICTED ASSUMPTIONS

- Revenue Limit and other State program COLA's are projected at -.039% for 10/11 and 0% for 11/12 and 12/13. A 0% COLA is projected for Federal funds.
- ARRA revenue is reflected in 10/11, but is not for 11/12 and 12/13.
- Projected salary and/or health benefit COLA's are estimated at 0% for 10/11, 11/12 and 12/13.
- ARRA expenditure budgets have been subtracted out for 11/12 and 12/13. Staffing and/or expenditure reductions will need to be planned due to this reduction.

CERTIFICATION #2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed 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 AB1200 and Government Code Section 3547.5.

District Superintendent (or Designee)
(Signature)

October 20, 2010
Date

Nancy White
Contact Person

(559) 585-3628
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on October 20, 2010, took action to approve the proposed Agreement with the Hanford Elementary Teachers Association Bargaining Unit.

President (or Clerk), Governing Board
(Signature)

October 20, 2010
Date

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams

DATE: October 11, 2010

RE: (X) Board Meeting
 () Superintendent's Cabinet
 () Information
 (X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **October 20, 2010**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Classified

- Cindy Gonzalez, Health Care Assistant – 6.0 hrs., Washington, effective 10/7/10
- Ashley Urbano, READY Program Tutor – 4.5 hrs., Lincoln, effective 10/11/10

Temporary Employees/Substitutes/Yard Supervisors

- Oscar Barron, Substitute Health Care Assistant and Yard Supervisor, effective 10/1/10
- Nathan Child, Short-term Yard Supervisor – 1.5 hrs., Monroe, effective 10/4/10 to 11/19/10
- Kristi Clower, Substitute Food Service Worker II, effective 10/7/10
- Richard Davila, Substitute Custodian I, effective 10/5/10
- Juvantae Farmah, Short-term READY Program Tutor – 4.5 hrs., Simas, effective 10/18/10 to 11/19/10
- Gina Garnica, Short-term Yard Supervisor – 1.0 hr., Hamilton, effective 10/4/10 to 11/19/10
- Teddi Hernandez, Short-term Clerk Typist II – 5.0 hrs., Jefferson, effective 10/1/10 to 10/22/10
- Kimberly Jenkins, Short-term Yard Supervisor – 1.25 hrs., Kennedy, effective 10/11/10 to 11/19/10
- Bettina Kellum, Short-term READY Program Tutor – 4.5 hrs., Roosevelt, effective 10/4/10 to 10/29/10

Temporary Employees/Substitutes/Yard Supervisors (continued)

- Patricia Lambert, Substitute Clerk Typist II, Media Services Aide, and READY Program Tutor, effective 9/28/10
- Amy Luna, Substitute Yard Supervisor, effective 10/6/10
- Malissa Mendes, Substitute READY Program Tutor, effective 10/8/10
- Lucero Perez, Substitute Bilingual Clerk Typist II and Substitute Translator: Oral Interpreter and Written Translator, effective 10/8/10
- Naricso Ribera, Short-term Yard Supervisor - .50 hr., Jefferson (Simas FLI), effective 10/4/10 to 11/19/10
- Karlotta Richardson, Substitute READY Program Tutor, effective 10/1/10
- Jeanne Russ, Substitute Nurse, effective 10/4/10
- Maria Villafana, Substitute Yard Supervisor, effective 9/30/10

b. Resignations

- Lizett Amador, Bilingual Clerk Typist II – 4.0 hrs., Lincoln, effective 10/15/10; Substitute Bilingual Clerk Typist II and Clerk Typist II, effective 10/30/10
- Marizol Azevedo, Substitute Educational Tutor K-6, READY Program Tutor and Translator, Oral Interpreter, effective 9/30/10
- Esperanza Navarro, Teacher, Richmond, effective 10/13/10

c. Administrative Transfer

- Robert Thomas Torres, READY Program Tutor – 4.5 hrs., from Roosevelt to Hamilton, effective 10/4/10

d. More Hours

- Valerie Velazquez, Yard Supervisor, from 1.25 hrs. to 2.25 hrs., Monroe, effective 10/4/10

e. Decrease in Hours

- Jenny Delgado, Yard Supervisor, from 3.75 hrs., to 2.75 hrs., Kennedy, effective 10/11/10
- Vance Fredrick, Yard Supervisor, from 2.0 to 1.75 hrs., Washington, effective 10/4/10
- Joyce Martinez, Yard Supervisor, from 2.75 hrs., to 2.50 hrs., Washington, effective 10/4/10

f. Leave of Absence

- Angela Sierra Araujo, Food Service Worker I – 3.25 hrs., Hamilton, effective 10/14/10 to 10/20/10, child rearing
- Michelle Schofield, Teacher, Kennedy, effective 10/4/10 to 12/17/10, child rearing

g. Volunteers

<u>Name</u>	<u>School</u>
Shirley Crawford	All schools
Jennifer Fletcher	Jefferson
Erin Stroot	Jefferson
Magdalena Bocanegra De Ventura	King
Amanda Henderson	Lincoln
Andrea Braun	Monroe
Charles Dwiggins	Richmond
Louise Dwiggins	Richmond
Susan Rivera	Roosevelt
Katrina Black	Simas
Danielle Jones	Simas
Mark Munoz	Washington

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: October 8, 2010
FOR: Board Meeting
 Superintendent's Cabinet
FOR: Information
 Action

Date you wish to have your item considered: October 20, 2010

ITEM:

Consider approval of Resolution #7-11: Final revision of the 2009-10 Budget.

PURPOSE:

The attachment to the Resolution lists the amounts of and reasons for the budget revisions.

FISCAL IMPACT:

RECOMMENDATION:

Approve Resolution #7-11: Final revision of the 2009-10 Budget.

Resolution #7-11

**HANFORD ELEMENTARY SCHOOL DISTRICT
RESOLUTION FOR BUDGET CHANGES**

WHEREAS, certain budget items appear to be overdrawn; and

WHEREAS, an excess remains in certain other budget items;

THEREFORE, BE IT RESOLVED that the various funds of the District be adjusted and in accordance with Education Code Sections 20952 and 20601(c), that the following budget changes be made:

FROM: (See Attached)

TO: (See Attached)

Board of Trustees

Dated: October 20, 2010

**Budget Changes
2009-10 Budget
October 20, 2010**

	Amount Changed	Reason for Change
GENERAL FUND		
Revenue		
829000 E-Rate	\$50,374	E-Rate Funding
859000 Deferred Maintenance	\$200,500	Tier III State Allocation
859000 Math & Reading Prof. Dev.	\$63,867	
869900 Other Local Income	\$13,288	Donations
869900 Other Local Income	\$90,000	HESD Supplemental Services
898000 Contribution to/from Unrestricted	-\$234,445	Unrestricted Tier III transfer adjustments
898000 Contribution to/from Unrestricted	\$302,312	IMFRP
898000 Contribution to/from Unrestricted	-\$67,867	Math & Reading Professional Dev
TOTAL REVENUE CHANGES - GENERAL FUND	\$418,029	
Expenditures		
<u>LOCATION 000 - GENERAL</u>		
979000 Undesignated Reserve	\$70,608	Balance is now \$222,631
	<u>\$70,608</u>	
<u>LOCATION 001 - GENERAL ADMINISTRATION</u>		
200000 Classified Salaries	-\$15,000	Adjust major object classifications at year end
735000 Indirect Costs	\$5,512	
761500 Transfer to Deferred Maintenance Fund	\$200,500	Tier III funding
	<u>\$191,012</u>	
<u>LOCATION 003 - HUMAN RESOURCES</u>		
500000 Services	-\$10,000	Reduction in budget
	<u>-\$10,000</u>	
<u>LOCATION 004 - FISCAL SERVICES</u>		
400000 Supplies	-\$1,000	Reduction in budget
500000 Services	-\$1,000	
	<u>-\$2,000</u>	
<u>LOCATION 005 - CENTRAL SERVICES - CATEGORICAL PROGRAMS</u>		
100000 Certificated Salaries	\$21,000	HESD Operated Supplemental Services
300000 Employee Benefits	\$2,160	
500000 Services	\$1,300	
	<u>\$24,460</u>	
<u>LOCATION 020 - GENERAL SCHOOLS</u>		
100000 Certificated Salaries	\$193,000	Adjust major object classifications at year end
200000 Classified Salaries	-\$31,000	
300000 Employee Benefits	-\$351,000	
400000 Supplies	-\$10,000	Reduction in budget
	<u>-\$199,000</u>	
<u>LOCATIONS 021 - 031 - VARIOUS SCHOOLS</u>		
400000 Books & Supplies	\$12,288	Donations
	<u>\$12,288</u>	

**Budget Changes
2009-10 Budget
October 20, 2010**

	Amount Changed	Reason for Change
<u>LOCATION 050 - EDUCATIONAL SERVICES</u>		
500000 Services	\$1,000	Donation
	<u>\$1,000</u>	
<u>LOCATION 056 - TEACHER RESOURCE CENTER</u>		
400000 Supplies	-\$3,000	Reduction in budget
	<u>-\$3,000</u>	
<u>LOCATION 061 - HESDNet</u>		
440000 Equipment		
500000 Services	\$18,435	E-Rate funding
640000 Equipment	-\$20,025	Reduction in budget
	\$31,939	E-Rate funding
	<u>\$30,349</u>	
<u>ARRA - STATE FISCAL STABILIZATION FUND</u>		
200000 Classified Salaries	-\$27,145	Adjust budget to actual
300000 Employee Benefits	-\$7,931	
979000 Undesignated Reserve	\$35,076	
	<u>\$0</u>	
<u>SCHOOLWIDE PROGRAM (SWP)</u>		
400000 Books & Supplies	-\$1,575	Change per manager request
520000 Travel & Convergence	\$1,575	
	<u>\$0</u>	
<u>INSTRUCTIONAL MATERIALS FUND (IMFRP)</u>		
979000 Undesignated Reserve	\$302,312	Reverse Tier III Flexibility option
	<u>\$302,312</u>	
<u>SCHOOL BASED COORDINATED PROGRAM (SBCP)</u>		
400000 Books & Supplies	-\$1,125	Change per manager request
520000 Travel & Convergence	\$1,125	
	<u>\$0</u>	
<u>QUALITY EDUCATION INVESTMENT ACT (QEIA)</u>		
100000 Certificated Salaries	-\$2,400	Change per manager request
520000 Travel & Conference	\$2,400	
	<u>\$0</u>	
TOTAL EXPENDITURE CHANGES - GENERAL FUND	<u>\$418,029</u>	

Budget Changes
2009-10 Budget
October 20, 2010

	Amount Changed	Reason for Change
<u>FUND 1300 - CAFETERIA FUND</u>		
500000 Services	\$5,512	Balance major object classifications at year end
735000 Indirect Costs	-\$5,512	
	\$0	
<u>FUND 1400 - DEFERRED MAINTENANCE</u>		
Revenue		
979100 Beginning Balance	\$27,093	Adjust to actual
869900 District Match	-\$179,733	
891500 Transfer from General Fund	\$200,500	
	\$47,860	
Expenditures		
400000 Supplies for Repairs	\$12,735	
500000 Services	-\$10,760	
600000 Improvement to Buildings	-\$222,911	
979000 Undesignated Reserve	\$268,796	
	\$47,860	
<u>FUND 6720 - SELF-INSURANCE FUND</u>		
Expenditures		
500000 Services	\$4,200	Balance major object classifications at year end
979000 Undesignated Reserve	-\$4,200	
	\$0	

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: October 8, 2010
FOR: Board Meeting
 Superintendent's Cabinet
FOR: Information
 Action

Date you wish to have your item considered: October 20, 2010

ITEM:

Consider approval of Resolution 8-11: A Resolution of the Board of Trustees of the Hanford Elementary School District, Kings County, California, Authorizing the Issuance of Hanford Elementary School District, Kings County, California 2010 General Obligation Refunding Bonds, In an Aggregate Principal Amount not to Exceed \$6,200,000.

PURPOSE:

This resolution would authorize the District to issue and sell General Obligation Refunding Bonds in order that we might obtain a better interest rate on our remaining 1998 General Obligation Bonds. All costs of issuance will be paid from the proceeds of the Refunding Bonds. The Resolution sets 3% of the amount of the 1998 bonds to be refunded as the minimum net present value savings on the refunding.

Among the items being approved in the Resolution is the form of the Preliminary Official Statement and the Purchase Contract. Both of these documents along with the Resolution have been provided to Board members under separate cover along with this Board Agenda. These documents have been prepared by Government Financial Strategies (financial advisor) and Sidley, Austin LLP (bond counsel). They have been reviewed by the office of Doil O'Steen, Director of Finance for Kings County.

FISCAL IMPACT:

Through the refunding of these bonds, it is estimated that the District taxpayers (as a group) would save an average of approximately \$35,900 per year. This amounts to an estimated total savings of approximately \$467,000 over the remaining years of the bond. The school district itself does not receive any additional funding from this refunding.

RECOMMENDATION:

Approve Resolution #8-11: A Resolution of the Board of Trustees of the Hanford Elementary School District, Kings County, California, Authorizing the Issuance of Hanford Elementary School District, Kings County, California 2010 General Obligation Refunding Bonds, In an Aggregate Principal Amount not to Exceed \$6,200,000.

