

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, November 3, 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 # 14-11 Wilson

Case # 15-11 Wilson

Case # 16-11 Wilson

Case # 17-11 Wilson

Case # 18-11 Hamilton

- **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
 - District Negotiators: Paul Terry/Diane Williams

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 15 and 22, 2010.
- b) Approve minutes of Regular Board Meeting October 20, 2010.

- *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 advance.*

- c) Approve interdistrict transfers as recommended.
- d) Approve donation of \$7,232.22 from Washington PTP Club to Washington School. (Hines)

3. INFORMATION ITEMS

- a) Receive quarterly report on Williams Uniform Complaints. (Terry)

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of update for Local Education Agency Plan (LEAP). (Carlton)

5. PERSONNEL

- a) Employment
Classified – READY Program Tutor; Special Education Aide; Bilingual Clerk Typist II
Temporary Employees/Substitutes/Yard Supervisors – Flag Football Coach; Yard Supervisor; Substitute READY Program Tutor; Substitute Clerk Typist II, Educational Tutor, READY Program Tutor; Substitute Yard Supervisor; Substitute Special Education Aide; Short-term Yard Supervisor; Substitute Bilingual Health Care Assistant, Translator: Oral Interpreter and Written Translator; Substitute Custodian I; Substitute Bus Driver; Substitute Babysitter and Yard Supervisor; Short-term READY Program Tutor
- b) Resignations – READY Program Tutor; Substitute Yard Supervisor
- c) Volunteers – as listed

6. FINANCIAL

- a) Consider approval of consultant contract with Paul Smith of Smith Food Safety. (White)

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas
DATE: October 22, 2010

For: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: November 3, 2010

ITEM: Student Discipline

PURPOSE: Administrative Panel Recommendations

Administrative Panel Recommendations

- Case# 14-11 Wilson
- Case# 15-11 Wilson
- Case# 16-11 Wilson
- Case# 17-11 Wilson
- Case# 18-11 Hamilton

Hanford Elementary School District
Minutes of the Regular Board Meeting
October 20, 2010

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on October 20, 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 Garner, Hill, and Revious were present. Trustee Garcia 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
- Public Employee Discipline/Dismissal/Release (GC 54957)

Trustees returned to open session at 6:12 p.m.

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

Expulsions Trustee Garner made a motion to accept the Findings of Facts and expel Case #12-11 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 18, 2010. Parents may apply for readmission on or after June 3, 2011. Motion seconded by Trustee Revious; motion carried 4-0.

Trustee Garner made a motion to accept the Findings of Facts and expel Case #13-11 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 18, 2010. However, Trustee Garner further moved 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 Revious; 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 21 Girls Spiker Classic at JFK, October 2th Junior High Band Fall Concerts at JFK and Woodrow Wilson, October 30 Grades 4-6 Fall Round Robin #2 at Richmond/JFK.

INFORMATION ITEMS

None.

CONSENT ITEMS

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

- a) Warrant listings dated October 1 and 8, 2010.
- b) Minutes of October 6, 2010 Regular Board Meeting.
- c) Donation of \$10,000.00 from HESD Educational Foundation to support READY after school program.

BOARD POLICIES AND ADMINISTRATION

Consultant Contract Trustee Garner made a motion to approve consultant contract with Rebecca Seargeant, Musical Chairs Academy. Trustee Hill seconded; motion carried 4-0.

AR 6145.4 Trustee Revious made a motion to adopt the following revised Administrative Regulation. Trustee Garner seconded; the motion carried 4-0:

- AR 6145.5 – Student Organizations and Equal Access

BP 4161.22 Trustee Revious made a motion to adopt the following revised Board Policy. Trustee Hill seconded; the motion carried 4-0:

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

BP 4161.24 Trustee Revious made a motion to adopt the following revised Board Policy. Trustee Hill seconded; the motion carried 4-0:

- BP 4161.24 – Leave for Religious Reasons (revised)

AR 4161.2 Trustee Garner made a motion to adopt the following revised Administrative Regulation. Trustee Revious seconded; the motion carried 4-0:

- AR 4161.2 – Personal Leaves (revised)

Successor Agreement with NETA Trustee Garner made a motion to approve the successor agreement with Hanford Elementary Teachers Association. Trustee Revious seconded. The motion passed by a 3-1 vote, Trustee Hill dissenting.

PERSONNEL

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

***Item "a" –
Employment***

Classified: Cindy Gonzalez, Health Care Assistant; Ashley Urbano, READY Program Tutor

Temporary Employees/Substitutes/Yard Supervisors: Oscar Barron, Substitute Health Care Assistant and Yard Supervisor; Nathan Child, Short-term Yard Supervisor; Kristi Clower, Substitute Food Service Worker II; Richard Davila, Substitute Custodian I; Juvantae Farmah, Short-term READY Program Tutor; Gina Garnica, Short-term Yard Supervisor; Teddi Hernandez, Short-term Clerk Typist II; Kimberly Jenkins, Short-term Yard Supervisor; Bettina Kellum, Short-term READY Program Tutor; Patricia Lambert, Substitute Clerk Typist II, Media Services Aide, and READY Program Tutor; Amy Luna, Substitute Yard Supervisor; Malissa Mendes, Substitute READY Program Tutor; Lucero Perez, Substitute Bilingual Clerk Typist II and Substitute Translator: Oral Interpreter and Written Translator; Narcisso Ribera, Short-term Yard Supervisor; Karlotta Richardson, Substitute READY Program Tutor; Jeanne Russ Substitute Nurse; Maria Villafana, Substitute Yard Supervisor

***Item "b" –
Resignations***

Lizett Amador, Bilingual Clerk Typist II, Substitute Bilingual Clerk Typist II and Clerk Typist II; Marizol Azevedo, Substitute Educational Tutor K-6, READY Program Tutor and Translator, Oral Interpreter; Esperanza Navarro, Teacher

***Item "c" –
Administrative
Transfer***

Robert Thomas Torres, READY Program Tutor, as listed.

***Item "d" –
More Hours***

Valerie Velazquez, Yard Supervisor, as listed.

***Item "e" –
Decrease in Hours***

Jenny Delgado, Yard Supervisor; Vance Fredrick, Yard Supervisor; Joyce Martinez, Yard Supervisor; as listed.

***Item "f" –
Leave of Absence***

Angela Sierra Araujo, Food Service Worker I; Michelle Schofield, Teacher; as listed.

***Item "g" –
Volunteers***

As listed.

FINANCIAL

Resolution #7-11

Trustee Revious made a motion to approve Resolution #7-11: Final revision of the 2009-10 Budget. Trustee Hill seconded and the motion carried 4-0.

Resolution #8-11

Trustee Hill made a motion to 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. Trustee Revious seconded; motion carried 4-0.

There being no further business, President Hernandez adjourned the meeting at 6:30 p.m.

Respectfully submitted,

Paul J. Terry,
Secretary to the Board of Trustees

Approved:

Lupe Hernandez, President

Jeff Garner, Clerk

Inters - OUT

No	A/D	Sch Req'd	Home Sch	BD Date
O-405	A	Pioneer	Wilson	11/3/10

Inters - IN

No	A/D	Sch Req'd	Home Sch	Date
I-120	A	Washington	Armona	11/3/2010
I-121	A	Monroe	Pioneer	11/3/2010
I-122	A	Monroe	Pioneer	11/3/2010
I-123	A	Wilson	Pioneer	11/3/2010
I-124	A	Wilson	Pioneer	11/3/2010
I-125	A	Washington	Pioneer	11/3/2010
I-126	A	Washington	Pioneer	11/3/2010

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Charlotte Hines

DATE: October 19, 2010

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: November 3, 2010

ITEM: Donation of \$7,232.22 from the Washington PTP Club.

PURPOSE: To be used to purchase two Smart Boards.

FISCAL IMPACT: Increase of \$7,232.22 to the Washington School 2010-2011 General Fund Budget 0100-0000-0-1110-1000-430001-028-0000.

RECOMMENDATIONS: Accept donation.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Paul J. Terry, Ed.D.

DATE: October 26, 2010

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: November 3, 2010

ITEM: Quarterly report (7/1/10 – 9/30/10) regarding Williams Uniform Complaints. The types of complaints covered in the Williams Uniform Complaint Procedures are:

1. Instructional Materials - Sufficient textbooks and instructional materials
2. Facilities – conditions that pose an emergency or urgent threat to the health or safety of students or staff
3. Teacher vacancy or misassignment

PURPOSE: To comply with the requirements Education Code 35186, the Superintendent shall report summarized data on the nature and resolution of all Williams Uniform Complaints to the Board and the County Superintendent of Schools on a quarterly basis.

For the first quarter of the 2010-11 school year there were no Williams Uniform Complaints filed.

FISCAL IMPACT: None.

Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Williams Uniform Complaints

[Education Code § 35186(d)]

District: HANFORD ELEMENTARY

Person completing this form: Paul J. Terry Title: Superintendent

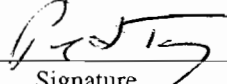
Quarterly Report Submission Month/Quarter: October 1st Quarter
 (check one) January 2nd Quarter
 April 3rd Quarter
 Quarterly Report Submission Year: 2010 July 4th Quarter

Date for information to be reported publicly at governing board meeting: November 3, 2010

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	-0-		
Teacher Vacancy or Misassignment	-0-		
Facilities Conditions	-0-		
CAHSEE Intensive Instruction and Services	-0-		
TOTALS	-0-		

Paul J. Terry, Ed.D.
 Superintendent

 Signature

October 26, 2010
 Date

Please submit to:
 Danell Watley, Esq.
 Kings County Office of Education
 Williams Compliance Technician
 (559)589-7082
 rwatley@kingscoe.org

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Paul Terry, Ed.D.

FROM: Doug Carlton

DATE:

For: Board Meeting
 Superintendent's Cabinet

For: Information
 Action

Date you wish to have your item considered: November 3, 2010

ITEM: Approve update for Local Education Agency Plan (LEAP)

PURPOSE: State and federal department of education regulations require that the LEAP be updated periodically.

FISCAL IMPACT: The LEAP is a requirement for receiving approximately \$3 million in categorical funding.

RECOMMENDATION: Approve the HESD LEAP update.

Executive Summary: 2010-2011 Local Educational Agency Plan Update

The Local Educational Agency Plan (LEAP) and LEAP Addendum

The original LEAP was approved by the HESD Board of Trustees in 2003 coinciding with the passage of the No Child Left Behind (NCLB) act.

An addendum to the LEAP was approved by the HESD Board of Trustees in 2008 as a requirement of Program Improvement.

The LEAP Addendum listed specific actions that the district would take to address its Program Improvement Status.

Many of the actions listed in the LEAP Addendum have been accomplished:

- The State Board of Education Approved instructional materials in English language arts and mathematics have been implemented in all classrooms
- Teachers have received SB472 training in mathematics
- Pacing calendars have been implemented for English language arts and mathematics
- A system of benchmark assessments has been implemented for English language arts and mathematics


The Department of Education requires that the LEAP be updated periodically.

Summary of LEAP Addendum Objectives for 2010-2011

1. Standards based instruction (including interventions) that adheres to the required instructional minutes, and uses State Board of Education adopted materials in ELA and mathematics, will be in place in all classrooms with all students.
2. The district will have a student monitoring system that informs teachers of students' progress and the effectiveness of instruction that is based on the SBE adopted ELA and mathematics programs.
3. The district will have fully credentialed, highly qualified teachers and administrators who receive ongoing instructional assistance and support through professional development, coaching, and professional collaboration.
4. Parents will participate in regular, two-way, and meaningful communication involving student academic learning and other school activities.

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams 
DATE: October 25, 2010
RE: (X) Board Meeting
 () Superintendent's Cabinet
 () Information
 (X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **November 3, 2010**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Classified

- Jennifer Bays, READY Program Tutor – 4.5 hrs., Roosevelt, effective 10/19/10
- Eric Graley, Special Education Aide – 5.0 hrs., Wilson, effective 10/13/10
- Lucero Perez, Bilingual Clerk Typist II – 4.0 hrs., Jefferson, effective 10/21/10
- Shawna Rawson, READY Program Tutor – 4.5 hrs., Hamilton, effective 10/12/10
- Virginia Silva, READY program Tutor – 4.5 hrs., effective 10/14/10

Temporary Employees/Substitutes/Yard Supervisors

- James Leal Sr., Flag Football (4-6 Boys) – 1 unit, Richmond, effective 10/12/10 to 10/30/10
- Lucia Arteaga, Yard Supervisor – 1.5 hrs., Roosevelt, effective 11/1/10
- Silvina Avila, Yard Supervisor – 1.0 hr., King, effective 11/1/10
- Fernanda Balan, Yard Supervisor – 1.0 hr., King, effective 11/1/10
- Ray Caudillo, Yard Supervisor – 2.0 hrs., Simas, effective 11/1/10
- Georgia Freeman, Yard Supervisor – 2.5 hrs., Monroe, effective 11/1/10
- Tracy Heinrich, Yard Supervisor – 3.25 hrs., Monroe, effective 11/1/10
- Damien Navarro, Yard Supervisor – 2.0 hrs., Simas, effective 11/1/10
- Robin Patison, Yard Supervisor – 2.5 hrs., Jefferson (Simas FLI), effective 11/1/10
- Zujey Garcia Zavala, yard Supervisor – 1.5 hrs., King, effective 11/1/10

Temporary Employees/Substitutes/Yard Supervisors (continued)

- Jennifer Bays, Substitute READY program Tutor, effective 10/13/10
- Laura Benavides, Substitute Clerk Typist II, Educational Tutor, READY Program Tutor, effective 10/25/10
- Lonather Gray, Substitute Yard Supervisor, effective 10/20/10
- Celeste Gregory, Substitute Special Education Aide, effective 10/11/10
- Kimberly Jenkins, Short-term Yard Supervisor – 1.25 hrs., Kennedy, effective 10/11/10 to 12/3/10
- Maria Reyes, Substitute Bilingual Health Care Assistant, Translator: Oral Interpreter and Written Translator, effective 10/11/10
- Nathaniel Scott, Substitute Custodian I, effective 10/21/10
- Larry Silva, Substitute Custodian I, effective 10/20/10
- Robert Smead, Substitute Bus Driver, effective 10/14/10
- Shaka Sudds, Substitute Babysitter and Yard Supervisor, effective 10/18/10
- Maria Villafana, Short-term Yard Supervisor – 1.0 hr., Roosevelt, effective 10/14/10 to 11/19/10
- Ashley Welch, Short-term READY Program Tutor – 4.5 hrs., Hamilton, effective 11/8/10 to 12/17/10

b. Resignations

- Janet Corona, READY Program Tutor – 4.5 hrs., Monroe, effective 10/8/10
- Cecelia Richards, Substitute Yard Supervisor, effective 10/29/10

c. Volunteers

<u>Name</u>	<u>School</u>
Maria Gonzalez	Hamilton
Concepcion Avila-Gomez	Jefferson
Haydee Torres	Jefferson
Nicole Smyers	Monroe
Bonnie Tilley	Richmond
Brenda Escobedo	Roosevelt
Maegan Hill	Simas
Natalie Caldera	Washington

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: October 25, 2010
FOR: (X) Board Meeting
() Superintendent's Cabinet
FOR: () Information
(X) Action

Date you wish to have your item considered: November 3, 2010

ITEM:

Consider approval of consultant contract with Paul Smith of Smith Food Safety.

PURPOSE:

Smith Food Safety will provide required Food Safety Training and administer examinations for approximately 26 food service employees. The training and exam is required by the Health Department. Once an employee passes the exam, the certification is good for five (5) years.

FISCAL IMPACT:

The cost of \$1,560 will be paid from Fund 1300 – Cafeteria Fund.

RECOMMENDATION:

Approve consultant contract with Paul Smith.