

Hanford Elementary School District

REGULAR BOARD MEETING AGENDA

Wednesday, February 2, 2011

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 # 35-11 Wilson
- Case # 36-11 Wilson
- Case # 37-11 Wilson

Readmissions

- Case # 0910-02 JFK

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 January 14, and January 21, 2011.
- b) Approve minutes of Regular Board Meeting January 19, 2011.
- c) Approve interdistrict transfers as recommended

3. INFORMATION ITEMS

- a) Receive report on Governor's January 2010-11 Budget Proposal. (Terry)
- b) Receive the following revised Board Policy for information: (Williams)
 - BP 4362 – Vacation and Holidays (revised)

- *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.*

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider approval of waiver application to California Department of Education to combine school site councils of Community Day School and Hamilton School. (Carlton)
- b) Consider approval of Memorandum of Understanding ("MOU") between the County of Kings Health Department and Hanford Elementary School District.
- c) Consider approval of consultant contract with author Monica Brown to present student assemblies focused on student reading and one bilingual family literacy night at King School. (Colvard)

5. PERSONNEL

- a) Employment
Classified – Bilingual Clerk Typist II
Temporary Employees/Substitutes/Yard Supervisors – Short-term Educational Tutor K-6; Short-term Yard Supervisor; Substitute Yard Supervisor; Substitute Food Service Worker I, READY Program Tutor, Special Education Aide and Yard Supervisor; Substitute Bus Driver; Substitute Translator: Oral Interpreter and Written Translator; Substitute Yard Supervisor; Short-term Yard Supervisor
- b) Resignations – Substitute Bilingual Clerk Typist II, Translator: Oral Interpreter and Written Translator; Substitute Custodian I; Substitute Special Circumstance Aide, Special Education Aide and Translator: Oral Interpreter
- c) Retirement – Teacher
- d) Leave of Absence – Teacher
- e) Volunteers – as listed

6. FINANCIAL

- a) Consider acceptance of a donation of Print/Scan Kit from Automated Office Systems (AOS).

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas
DATE: January 21, 2011

FOR: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: February 2, 2011

ITEM: Student Discipline

PURPOSE: Administrative Panel Recommendations and Readmission Requests

Administrative Panel Recommendations

Case# 35-11 Wilson
Case # 36-11 Wilson
Case# 37-11 Wilson

Readmissions

Case# 0910-02 - JFK

**Hanford Elementary School District
Minutes of the Regular Board Meeting
January 19, 2011**

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on January 19, 2011, at the District Office Board Room, 714 N. White Street, Hanford, CA.

Call to Order President Garner called the meeting to order at 5:30 p.m. Trustees Hernandez, Hill, Jay, and Revious were present.

Closed Session Trustees immediately adjourned to closed session for:

- Student Discipline pursuant to Education Code section 48918

Trustees returned to open session at 6:03 p.m.

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

Expunge Record #06-11 Trustee Revious made a motion to expunge the expulsion order for Case #06-11 and order all records pertaining to the expulsion destroyed based on the finding that the student successfully fulfilled the requirements of the Behavior Conditions Plan. Motion seconded by Trustee Hill; motion carried 5-0.

Readmission approvals Trustee Revious made a motion to approve readmission for the following cases based upon each student's compliance with the Plan of Rehabilitation. Seconded by Trustee Hernandez; motion carried 5-0:

42-09	34-10	62-10	77-10	89-10
70-09	47-10	64-10	78-10	04-11
16-10	49-10	68B-10	79-10	05-11
18-10	56-10	70-10	86-10	10-11
19-10	59-10	73-10	87-10	
28-10	60-10	76-10	88-10	

Readmission Denials Trustee Revious made a motion to deny readmission for cases #17-10, #27-10, #52-10 and #68A-10 based upon the finding that the student did not comply with the Plan of Rehabilitation or that the student continues to pose a danger to self or others. Seconded by Trustee Hill; motion carried 5-0.

PRESENTATIONS, REPORTS AND COMMUNICATIONS

Public Comments None.

Board and Staff Comments Superintendent Dr. Terry stated that the Governor has released his January budget proposal and that the District is analyzing its local budget based on the Governor's proposal. A presentation will be made at an

upcoming Board meeting.

Requests to Address the Board None.

Dates to Remember President Garner reviewed Dates to Remember, including: Grade 4-6 Boys' Basketball Tournament January 22; HESD Educational Foundation Board meeting January 25; Hoop Classic January 27; next regular Board Meeting February 2 and February 16.

CONSENT ITEMS

Trustee Hill made a motion to take consent items "a" through "f" together. Trustee Revious seconded, motion carried 5-0. Trustee Jay then made a motion to approve consent items "a" through "f". Trustee Hill seconded, motion carried 5-0. The items approved are:

- a) Warrant listings dated December 27, 2010 and January 7, 2011.
- b) Minutes of January 5, 2011 Regular Board Meeting.
- c) Interdistrict transfers as recommended.
- d) Donation of \$336.10 from Box Tops for Education to Washington School.
- e) Donation of \$244.47 from Washington PTP Club to Washington School.
- f) Donation of \$12,000.00 from HESD Educational Foundation to support the 2010-2011 Teacher Grant Program.

President Garner acknowledged and thanked donors for their support of our schools.

INFORMATION ITEMS

2010-2011 HESD Educational Foundation Grant Awards

Superintendent Dr. Terry introduced James Proctor, Genevieve Garcia, and Dennis Hill as members of the Board of the HESD Educational Foundation present. He thanked the entire Foundation Board including those absent members Aaron Fukuda and Buzz Felleke. Partnership grants totaling \$10,000 (\$2,500 per school site) were awarded to teams from Simas School, Washington School, Woodrow Wilson Junior High School, and Lincoln School. School-wide grants totaling \$2,000 (\$1,000 per school site) were awarded to Monroe School and Hamilton School.

PERSONNEL

Trustee Hill made a motion to take Personnel items "a" through "e" collectively. Trustee Revious seconded; motion carried 5-0. Then Trustee Hill made a motion to approve Personnel items "a" through "e". Trustee Hernandez seconded; the motion carried 5-0. The following items were approved:

Item "a" – Employment

Temporary Employees/Substitutes/Yard Supervisors: Yolanda Bernal, Substitute Educational Tutor K-6; Debora Harris, Substitute Babysitter

Item "b" – Resignations Irene Church, Teacher; Brianna Dillard, Educational Tutor K-6; Shailise Dugins, Substitute Food Service Worker I and Yard Supervisor; Lucero Perez, Bilingual Clerk Typist II

Item "c" – More Hours As listed.

Item "d" – Decrease in Hours As listed.

Item "e" - Volunteers As listed.

FINANCIAL

Nancy White, Assistant Superintendent Fiscal Services, introduced Dave Randel of Vavrinek, Trine, Day & Co., who reviewed with the Board the District Audit for the Fiscal Year ended June 30, 2010. Following Mr. Randel's presentation President Garner called for questions or comments from the Board. There being none, President Garner called for a motion regarding the audit.

District Audit for 2009-10 Trustee Hill made a motion to accept the District Audit for the Fiscal Year ended June 30, 2010. Trustee Hernandez seconded; motion carried 5-0.

Resolution #11-11 Trustee Hill made a motion to approve Resolution #11-11: Approving the Kings County Treasurer's Statement of Investment Policy and Delegating Investment Authority to the Kings County Director of Finance. Trustee Revious seconded; motion carried 5-0.

Approval to purchase interactive white board systems and LCD projectors Trustee Hill made a motion to approve purchase of interactive white board systems and LCD projectors from IVS Computer Technology, Inc. via piggyback on bid issued by the Bakersfield City School District. Trustee Revious seconded; motion carried 5-0.

Resolution #12-11 Trustee Revious made a motion to approve Resolution #12-11: Revision of the 2010-11 Budget. Trustee Hill seconded; motion carried 5-0.

There being no further business, President Garner adjourned the meeting at 6:35 p.m.

Respectfully submitted,

Paul J. Terry,
Secretary to the Board of Trustees

Approved:

Jeff Garner, President

Tim Revious, Clerk

Inters - IN

No	A/D	Sch Req'd	Home Sch	Date
I-146	A	Washington	Fresno	2/2/11
I-147	A	Washington	Fresno	2/2/11
I-148	A	Hamilton	Lemoore	2/2/11

No Inters - OUT

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department
AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Diane Williams

DATE: January 24, 2011

FOR: Board Meeting
 Superintendent's Cabinet

Information
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **February 2, 2011**

ITEM: Receive the following revised Board Policy for information.

PURPOSE: The following Board Policy reflects changes that are necessary to align with current practices and procedures.

- BP 4362 – Vacation and Holidays (revised)

FISCAL IMPACT: None.

RECOMMENDATION: Consider for adoption at next regular board meeting.

All Personnel Management, Supervisory, and Confidential Employees

BP 4362(a)

VACATION AND HOLIDAYS

A. Vacation Allowance

1. Twelve-month certificated and all classified probationary or permanent managers and supervisors contracted to work ~~225~~ 223 days per year shall earn 22 duty-free days without loss of pay (vacation) each fiscal year. Probationary or permanent managers and supervisors contracted to work fewer than ~~225~~ 223 days per year shall be credited with that pro rata share of 22 days that equals ~~225~~ 223 days divided by the number of work days assigned to their position. In addition, the pro-rata share of vacation for the probationary or permanent managers and supervisors contracted to work less than ~~225~~ 223 days is not compensated as duty-free days, but instead is compensated in the annual salary amount. Fractional days of .5 or more resulting from the pro-ration shall be rounded up to the next full day. Fractional days of less than .5 shall be rounded down.

2. Twelve-month probationary or permanent confidential employees shall earn duty-free vacation days without loss of pay as follows.

1-5 years of service	14 days per year
6-10 years of service	16 days per year
11-14 years of service	18 days per year
15-19 years of service	20 days per year
20 years of more of service	22 days per year

In addition, the pro-rata share of vacation for the probationary or permanent confidential employees contracted to work less than ~~225~~ 223 days is not compensated as duty-free days, but instead is compensated in the annual salary amount.

3. The annual vacation allowance of probationary and permanent managers, supervisors, and confidential employees who are hired after the beginning of the standard work year for their positions, or who leave district service prior to the completion of their standard work year, shall be prorated as described under A. 1. above.

B. Vacation Credit and Accumulation

1. Annual vacation allowances shall be credited to employees on July 1 of each year and shall be available for use, upon approval, anytime during the year.
2. Not more than ~~30~~ 26 days of earned, unused vacation as of the payroll cutoff date in June of any year shall be carried forward into the new fiscal year. Unused earned vacation days accumulated in excess of ~~30~~ 26 days as of June 30 shall be paid off with the employee's last paycheck for the year.

VACATION AND HOLIDAYS (continued)

3. For employees leaving the district, unused earned vacation days shall be paid off with the employee's last pay warrant at the employee's regular per diem rate. Unearned vacation days used during the year but not earned as of the date of separation from service shall result in an appropriate deduction from the employee's last pay warrant at the employee's regular per diem rate.

C. Vacation Approval

1. All vacation requests shall be submitted reasonably in advance to the employee's immediate supervisor for his/her consideration and approval.
2. When considering vacation requests, managers and supervisors are expected to balance the employee's preference against the district's needs for his/her services at the time the employee wishes to be on vacation.
3. Vacation requests for all department heads and division or program managers shall be approved by the Superintendent or designee.

D. Holidays

1. All probationary and permanent management, supervisory, and confidential employees shall be off duty without loss of pay on legal and Board-designated holidays during which schools and/or offices are closed.

(cf. 6115 - Ceremonies and Observances)

2. Managers, supervisors, and confidential employees shall not be assigned, nor permitted, to work on a holiday except in emergencies. Necessary assignment for work on a holiday shall be approved by the Superintendent or designee.
3. When assigned to work on a holiday due to an emergency, the employee shall be given the choice of a day off in lieu of the holiday or pay at his/her regular per diem rate.

Legal Reference: (see next page)

VACATION AND HOLIDAYS (continued)

Legal Reference:

EDUCATION CODE

37220 School holidays

44988 Designation of alternative holidays

45130 Exclusion from overtime provisions; work on holidays

45197 Annual vacations

45200 Interruption or termination of vacation leave

45203 Paid holidays 45206 Substitute holiday

45206.5 Admission day

Policy

adopted: March 4, 1992

revised: November 7, 2001

revised: June 17, 2002

revised: February 9, 2009

revised: _____, 2010

HANFORD ELEMENTARY SCHOOL DISTRICT

Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT**AGENDA REQUEST FORM**

TO: Paul Terry, Ed.D.

FROM: Doug Carlton

DATE: January 19, 2011

For: Board Meeting
 Superintendent's CabinetFor: Information
 Action

Date you wish to have your item considered: February , 2011

ITEM:

Consider approval of a waiver application to California Dept. of Education to combine school site councils of Community Day School and Hamilton School. (Note this is a renewal of a waiver that was approved by the State Board of Education on September 17, 2009 and expires on June 30, 2011.)

PURPOSE:

The small student and teacher population, combined with students' temporary placement at CDS make it difficult to maintain a stable School Site Council. Combining the SSCs from Hamilton and CDS provides a consistent, stable School Site Council. The joint SSC draws proportional school site council representation from both schools. (Note this is a renewal of a waiver that was approved by the State Board of Education on September 17, 2009 and expires on June 30, 2011.)

FISCAL IMPACT: None.**RECOMMENDATION:**

Approve waiver application to CDE to combine CDS and Hamilton school site councils.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Karen McConnell *Kal*

DATE: January 24, 2011

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: February 2, 2011

ITEM: Memorandum of Understanding ("MOU") between the County of Kings Health Department and Hanford Elementary School District.

PURPOSE: Memorandum of Understanding ("MOU") between the County of Kings and Hanford Elementary School District to provide services to prevent and control the spread of communicable disease in school aged children.

FISCAL IMPACT: None

RECOMMENDATIONS: Approve

**AGREEMENT
BETWEEN THE COUNTY OF KINGS AND
THE HANFORD ELEMENTARY SCHOOL DISTRICT**

This Agreement is entered into on February 2, 2011, by and between the County of Kings (“County”) and the Hanford Elementary School District (“District”) pursuant to the following recitals:

WHEREAS, Education Code Section 49403 states that the District shall cooperate with the local health officer in measures necessary for the prevention and control of communicable diseases in school age children; and

WHEREAS, the County receives immunizing agents from the California State Department of Public Health in order to support countywide preventable disease immunization efforts; and

WHEREAS, the District may permit a health care practitioner acting under the direction or pursuant to a standing order of a supervising physician and surgeon, to administer an immunizing agent or a tuberculosis screening agent to a district employee or to a pupil whose parent or guardian has consented in writing to the administration of the immunizing agent or tuberculosis screening agent; and

WHEREAS, the District’s health care practitioners may only administer immunizations for the prevention and control of annual seasonal influenza, influenza pandemic episodes, and any other diseases that represent a current or potential outbreak as declared by a federal, state, or local public health officer; and

WHEREAS, the local health officer may act and the parties agree to have the local health officer act as the supervising physician and surgeon in lieu of a physician and surgeon

employed by the school district;

NOW, THEREFORE, in consideration of the foregoing, the parties agree as set forth below.

1. Immunization Program.

A. The Kings County Health Officer, a licensed physician in the State of California, shall serve as the supervising physician and surgeon for childhood immunizations for the District.

B. The following health care practitioners, acting under the direction of the Kings County Health Officer, may administer an immunizing agent within the course of a school immunization program or a tuberculosis screening agent: a physician assistant; a nurse practitioner; a registered nurse; a licensed vocational nurse who is acting under the supervision of a registered nurse, in accordance with applicable provisions of law.

C. A health care practitioner's authority to administer an immunizing agent or tuberculosis screening agent pursuant to this subdivision is subject to the following conditions:

i. The administration of an immunizing agent or tuberculosis screening agent is upon the standing orders of the Kings County Health Officer and in accordance with any written regulations that the State Department of Public Health may adopt; and

ii. The District's school nurse maintains control as supervisor of health in accordance with Education Code Sections 44871, 44877, 49422, and subdivision (a) of Section 49426 and is under the authority of the local school governing board.

D. No District health care practitioner shall administer immunizations or tuberculosis screening agents without the express written authorization of the Kings County

Health Officer. The Kings County Health Officer shall only provide authorization for health care practitioners that:

i. Satisfactorily demonstrate competence in the administration of the immunizing agent or tuberculosis screening agent, including knowledge of all indications and contraindications for the administration of the agent, and the recognition and treatment of emergency reactions to the agent that constitute a danger to the health or life of the person receiving the immunization; and

ii. Possess the medications and equipment that are required, in the medical judgment of the Kings County Health Officer, to treat any emergency conditions and reactions caused by the immunizing agents that constitute a danger to the health or life of the person receiving the immunization or tuberculosis screening agent, and to demonstrate the ability to administer the medications and use the equipment as necessary.

E. Upon availability, the County will supply the District with Vaccine for Children (VFC) childhood vaccines. The District is responsible to purchase the tuberculosis screening agent and medications and equipment necessary to treat any emergency conditions and reactions caused by the immunizing agents.

F. Upon the prior authorization of the Kings County Health Officer, the District may use the Health Officer's DEA license number to order immunization and tuberculosis related products, serums, and vaccines in furtherance of this agreement.

G. The District shall submit copies of all immunizations given to students to the County for data entry into the California Immunization Registry.

2. Term.

This Agreement shall commence upon the date set forth above and shall be effective for a period of one year.

3. Independent Contractor.

In the performance of this Agreement, the District shall be, and is an independent contractor and is not an agent or employee of the County. District has and shall retain the right to exercise full control and supervision of its officers, employees and agents in the provision of services hereunder, if any, and full control over the employment, direction, compensation and discharge of said officers, employees and agents. District shall be solely responsible for all matters relating to the payment of its employees including compliance with social security, workers compensation, unemployment insurance and income tax withholding and all laws and regulations governing such matters. District shall be responsible for the close supervision of any employees or agents performing under this Agreement; the County shall not be responsible for such supervision except where expressly indicated herein.

4. Indemnification.

Each party shall defend, hold harmless and indemnify the "non-culpable party," its officers, agents, employees, elected officials and volunteers, from and against any and all claims, causes of action, suits, costs, expenses (including court costs, investigative costs, litigation expenses and reasonable attorney's fees of both staff counsel and retained counsel), damages, judgments or decrees, related to or resulting in any person's or persons' injury, death, or property damage, and caused or allegedly caused, in whole or in part, by the negligent or willful act(s), including negligent performance of professional services, of the culpable party, its officers, agents, employees, elected officials and volunteers, in the performance of any duty, obligation or service, including the violation of any legally mandated confidence, provided by/referred to in this Agreement."

5. Notice.

Any notice to be given hereunder shall be written and given either by personal delivery or by first class mail, postage prepaid, and addressed as follows:

COUNTY: County of Kings
330 Campus Drive
Hanford, California 93230

DISTRICT: Hanford Elementary School District
714 N. White Street
Hanford, California 93230

6. Termination of Agreement.

The County may, by written notice to District, terminate the whole or any part of this Agreement immediately if District fails to perform the tasks called for under the terms of this Agreement. Either party may terminate this Agreement with thirty days written notice to the other party.

7. Records.

When and if consistent with the provisions of federal and state law district agrees to make available upon reasonable notice to the County and the State or their authorized representative, its books, records, documents, and any and all other evidence of all work or services performed or accounting of costs or expenses incurred in the performance of this Agreement, for inspection, examination and copying at all reasonable times, at the District's place of business, or other mutually agreeable location in California. District agrees to organize and maintain in accordance with general business standards any and all pertinent books and records pertaining to the goods and services furnished under the terms of this Agreement for three years following the termination of this Agreement.

8. Non-Discrimination.

In performing under this Agreement, District shall not discriminate against any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.

9. Compliance with the Law.

District shall comply with all federal, state and local laws and regulations applicable with respect to his or her performance under the Agreement, including but not limited to, licensing, employment and purchasing practices, and wages, hours and conditions of employment, including nondiscrimination.

10. Jurisdiction and Venue.

This Agreement shall be administered and interpreted under the laws of the State of California. Venue for any litigation arising from the Agreement shall be in Kings County, California.

11. Severability.

If any part of Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the Agreement shall be in full force and effect.

12. Modification or Amendment.

This Agreement shall only be modified or amended through a written document signed by District and the Chairperson acting on behalf of the Kings County Board of Supervisors.

13. Integration.

This Agreement including the recitals represents the entire understanding of the parties as to those matters contained herein and supersedes all prior negotiations, representations or agreements, either written or oral.

14. Confidentiality.

County is a licensed health care professional or a provider of health care under the

California Confidentiality of Medical Information Act (Civil Code section 56 et seq.) and understands that information disclosed to District related to individual clients or patients is confidential. District shall hold all confidential information in trust and confidence and District shall not disclose such information to any unauthorized persons. Upon cancellation for any reason or expiration of this Agreement, District shall return to County all written or descriptive matter, which contains any such confidential information.

A. District is a Covered Entity subject to the Standards of Privacy of Individually Identifiable Health Information set forth in 45 Code of Federal Regulations Part 160 and Part 164. (Hereinafter "HIPAA"). District shall comply with the provisions of HIPAA for the protection of Protected Health Information.

B. District shall comply with any and all federal and state laws, rules and regulations not previously mentioned governing confidential health care information of individual clients or patients as is known to exist and be in effect during the period of this Agreement.

15. Licenses and Permits.

District and all employees participating in the immunization program shall possess and maintain all necessary licenses, permits, certificates and credentials required by the laws of the United States, the State of California, County of Kings and all other appropriate governmental agencies, including any certification and credentials required by County. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this Agreement and constitutes grounds for the termination of this Agreement by County.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

COUNTY OF KINGS

DISTRICT

By _____
Chairperson of the Kings County
Board of Supervisors

By _____
Superintendent

ATTEST:
Clerk of the Board of Supervisors

By _____
Catherine Venturella

APPROVED AS TO CONTENT:

Michael Mac Lean, MD
Kings County Health Officer

APPROVED AS TO FORM:

By _____
County Counsel

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Debra Colvard, MLK

DATE: January 25, 2011

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: February 2, 2011

ITEM: Consultant Contract for Author Monica Brown

PURPOSE: Dr. Brown will enrich language arts to the students of MLK by providing two assemblies that focus on student reading. Dr. Brown has over 15 years of teaching experience with children, teens, and adults of all ages and will be sharing stories, music, and creative process with MLK students and faculty. She is a Professor of English at Northern Arizona University, where she teach Latino/a Literature, Multi-Ethnic Literature and Cultural Studies. A bilingual family literacy night is scheduled to encourage Spanish speaking families to read together as a family in any language. Dr. Brown will also autograph all books purchased.

FISCAL IMPACT: Funds from QEIA will be used to pay for the author's fees of \$1500 plus all travel expenses including hotel, airfare and transportation costs.

RECOMMENDATIONS: Approve consultant contract.

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams *DW*
DATE: January 24, 2011
RE: (X) Board Meeting
 () Superintendent's Cabinet
 () Information
 (X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **February 2, 2011**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Classified

- Claudia Valtierra Carrera, Bilingual Clerk Typist II – 4.0 hrs., Jefferson, effective 1/24/11

Temporary Employees/Substitutes/Yard Supervisors

- Yolanda Bernal, Short-term Educational Tutor K-6 – 3.5 hrs., Hamilton, effective 1/13/11 to 1/31/11
- Revina Bias, Short-term Yard Supervisor, effective 1/25/11 to 4/15/11
- Kyle Eastis, Substitute Yard Supervisor, effective 1/13/11
- Emily Guilbeau, Substitute Food Service Worker I, READY Program Tutor, Special Education Aide and Yard Supervisor, effective 1/13/11
- Jolene LaRue, Substitute Bus Driver, effective 1/14/11
- Narinder Maman, Substitute Translator: Oral Interpreter and Written Translator (Punjabi-Hindi), effective 1/24/11
- Chari Rodriguez, Substitute Yard Supervisor, effective 1/11/11
- Brenda Rosas, Short-term Yard Supervisor – 1.0 hr., effective 1/24/11 to 4/15/11
- Maria Villafana, Short-term Yard Supervisor – 1.5 hrs., (1.0 hr. at Roosevelt and .50 hr. at Jefferson/Simas FLI, effective 1/31/11 to 4/15/11
- Danelle Widdis, Substitute Yard Supervisor, effective 1/24/11

b. Resignations

- Susana Herrera Gomez, Substitute Bilingual Clerk Typist II, Translator: Oral Interpreter and Written Translator, effective 06/02/10
- Nathaniel Scott, Substitute Custodian I, effective 10/22/10
- Mayra Velazquez, Substitute Special Circumstance Aide, Special Education Aide and Translator: Oral Interpreter, effective 12/17/10

c. Retirement

- Bernie Acosta, Teacher, Community Day School at Jefferson, effective 6/3/11

d. Leave of Absence

- Nadia D'Agostino, Teacher, Richmond, effective 1/14/11 to 2/25/11, child rearing

e. Volunteers

<u>Name</u>	<u>School</u>
Jill Baker	Simas
Amy Barcellos	Simas

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: January 24, 2011
FOR: Board Meeting
 Superintendent's Cabinet
FOR: Information
 Action

Date you wish to have your item considered: February 2, 2011

ITEM:

Consider acceptance of a donation of Print/Scan Kit from Automated Office Systems (AOS).

PURPOSE:

Automated Office Systems has donated a Print/Scan Kit to the Fiscal Services Department. The Print/Scan Kit is interfaced with the existing office copier and will enable staff to scan paper records for permanent retention on CD's.

FISCAL IMPACT:

The value of the print/scan kit is \$395.00

RECOMMENDATION:

Accept donation of Print/Scan Kit from Automated Office Systems (AOS).