

# Hanford Elementary School District

Wednesday, May 4, 2011

District Office Board Room

714 North White Street, Hanford

## OPEN SESSION

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

## CLOSED SESSION

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

### **Impose Expulsion Order**

Case #13-11 Kennedy

### **Administrative Panel Recommendations**

Case #56-11 Hamilton

Case #62-11 Richmond

Case #57-11 Hamilton

Case #63-11 CDS

Case #58-11 Kennedy

Case #64-11 Monroe

Case #59-11 Kennedy

Case #65-11 MLK

Case #60-11 Wilson

Case #66-11 MLK

Case # 61-11 Wilson

- **Personnel** (*Pursuant to Government Code Section 54956.9, trustees will adjourn to Closed Session to discuss 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) – District Negotiators: Paul Terry/Diane Williams; Employee Organization: CSEA

**Conference with Legal Counsel** – Anticipated Litigation – Significant exposure to litigation pursuant to subdivision (b) of the Government Code Section 54956.9

Two (2) Tort Claims received. Claims available for public inspection under Government Code Section 54957.5

**Public Employee Discipline/Dismissal/Release** (GC 54957) – Certificated

**Public Employee Performance Evaluation** – (GC 54957) – Superintendent

## OPEN SESSION

### 6:00 p.m. 1. 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

- *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.*

## 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: April 1, 8, and 15, 2011.
- b) Approve minutes of April 6, 2011 regular board meeting.
- c) Approve interdistrict transfers as recommended.
- d) Accept donations from Hamilton Parent Teachers Club to Hamilton School: \$2980.38 for PA system, \$1886.54 for 1<sup>st</sup> grade Monterey Aquarium Study Trip, and \$2500.00 for yearbook printing charges. (Espindola)

## 3. INFORMATION ITEMS

- a) Receive the report of the Hanford Elementary School District Alternative Governance Board activities, findings and recommendations for MLK. (Gabler)
- b) Receive, for information, Tentative Agreements for a Successor Contract with the California School Employees Association (CSEA) as well as proposed Classified Salary Schedules. (Williams)
- c) Receive Hanford Elementary Teachers Association's (HETA's) Initial Proposal for 2011-2012 amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and HETA (reopened articles). (Williams)
- d) Receive District's Initial Proposal to Hanford Elementary Teachers Association (HETA) for 2011-12 amendments to the Collective Bargaining Agreement (reopened articles). (Williams)
- e) Receive the following new Board Policy and Administrative Regulation for information: (White)
  - BP/AR 3552 – Summer Meal Program

## 4. BOARD POLICIES AND ADMINISTRATION

- a) Consider adoption of School Accountability Report Cards for 2009-10. (Terry)
- b) Consider approval of overnight science study trip to Burriss Park May 6, 2011 to May 7, 2011 for Humanitarian Club students from Lincoln School. (Pitkin)
- c) Consider approving agreement with Hazard Management Services, Inc., environmental consultants, to act as Asbestos/Management Planner and Project Monitor at Monroe and Roosevelt Schools. (Mulligan)
- d) Consider approval of consultant contract with Rick Morris, Creator of New Management, Inc. (Gabler)

## 5. PERSONNEL

- a) Employment  
*Temporary Employees/Substitutes/Yard Supervisors* – Yard Supervisor; Yard Supervisor; Substitute Special Education Aide; Short-term Yard Supervisor; Substitute Yard Supervisor; Short-term Bus Driver; Substitute Yard Supervisor; Short-term Alternative Education Program Aide; Short-term Yard Supervisor; Short-term Yard Supervisor; Substitute READY Program Tutor; Short-term Yard Supervisor
- b) Resignations – Educational Tutor K-6; Teacher; Substitute Bilingual Clerk Typist I; Substitute Clerk Typist II; Media Services Aide; Substitute Yard Supervisor

- c) Leave of Absence – Teacher; Food Service Utility Worker; Teacher
- d) Volunteers – as listed

**6. FINANCIAL**

- a) Consider approval of Public Hearing Notification: Proposed Budget for 2011-12, June 15, 2011, 6:00 p.m., Hanford Elementary School District Office Board Room, 714 North White Street, Hanford, CA.
- b) Consider approval of continuing contracts for the providing of meals for Western Christian School and Kings County Office of Education for 2011-12.
- c) Consider declaration of surplus equipment.

**ADJOURN MEETING**

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry  
FROM: Liz Simas  
DATE: April 13, 2011

FOR:  Board Meeting  
 Superintendent's Cabinet  
 Information  
 Action

Date you wish to have your item considered: May 4, 2011

ITEM: Student Discipline

PURPOSE: Administrative Panel Recommendations and Impose Expulsion Order

Impose Expulsion Order

Case# 13-11 Kennedy

Administrative Panel Recommendations

Case# 56-11 – Hamilton

Case# 62-11 · Richmond

Case# 57-11 – Hamilton

Case# 63-11 · CDS

Case# 58-11 – Kennedy

Case# 64-11 · Monroe

Case# 59-11 – Kennedy

Case# 65-11 · MLK

Case# 60-11 – Wilson

Case# 66-11 · MLK

Case# 61-11 · Wilson

**Hanford Elementary School District**  
**Minutes of the Regular Board Meeting**  
**April 6, 2011**

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on April 6, 2011, at the District Office Board Room, 714 N. White Street, Hanford, CA.

**Call to Order** Vice President Hill called the meeting to order at 5:30 p.m. Trustees Hernandez, and Jay were present. President Garner and Trustee Revious were absent for reasons deemed acceptable by the board.

**Closed Session** Trustees immediately adjourned to closed session for:

- Student Discipline pursuant to Education Code section 48918
- Complaints or charges against an employee (GC 54957(b))

Trustees returned to open session at 6:15 p.m.

**Readmission revoked Case #16-10** Trustee Jay made a motion to revoke admission for Case #16-10 based upon the student's failure to abide by school and district rules upon return to regular school. Parents may apply for readmission on or after June 3, 2011. Trustee Hernandez seconded; motion carried 3-0.

**Expulsion Case # 53-11** Trustee Jay made a motion to accept the Findings of Facts and expel Case #53-11 for the remainder of the 2010-11 school year and the first semester of the 2011-12 school year for violation of Education Code 48900 as determined by the Administrative Panel at hearings held April 4, 2011. However, Trustee Jay 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 Plant through January 13, 2012. Trustee Hernandez seconded; motion carried 3-0.

**Expulsion Cases #51-11, 52-11, 54-11, 55-11** Trustee Jay made a motion to accept the Findings of Facts and expel Cases #51-11, 52-11, 54-11, and 55-11 for the remainder of the 2010-2011 school year and the first semester of the 2011-12 school year for violation of Education Code 48900 as determined by the Administrative Panel at hearings held on April 4, 2011. Parents may apply for readmission on or after January 13, 2012. Trustee Hernandez seconded; motion carried 3-0.

**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, Jennifer Pitkin, Jeanne Rios, Jill Rubalcava, Liz Simas, Nancy White, and Diane Williams.

**PRESENTATIONS, REPORTS AND COMMUNICATIONS**

**Public Comments** None.

**Board and Staff** Superintendent Dr. Terry stated that Monroe School recently was

**Comments** recognized by the state as the single school in all of Kings County to be honored with the Title I Academic Achievement Award for 2010-11. Approximately 200 other elementary schools throughout the state were likewise honored.

**Requests to Address the Board** None.

**Dates to Remember** Vice President Hill reviewed Dates to Remember: Boys' Diamond Classic April 7, Hanford Zone Track Meet April 9, Spring Break April 18-25, Kings County Track Championships at Hanford High April 27, 30<sup>th</sup> Annual HESD Track Meet at Hanford High April 30. Superintendent Dr. Terry announced the HESD Educational Foundation Golf Classic April 18, and the Burris Park/HESD Educational Foundation Taste of the Valley fundraiser May 7, to purchase tickets contact Dr. Terry.

**Consent Items**

**CONSENT ITEMS**

Trustee Hernandez made a motion to take consent items "a" through "e" together. Trustee Jay seconded, motion carried 3-0. Trustee Hernandez then made a motion to approve consent items "a" through "e". Trustee Jay seconded, motion carried 3-0. The items approved are:

- a) Warrant listings dated March 11, 18, and 25, 2011.
- b) Minutes of March 16, 2011 Regular Board Meeting.
- c) Interdistrict transfers as recommended.
- d) Donation of \$3,600.00 from Hamilton Parent Teachers Club to Hamilton School for purchase of Smart Board.
- e) Donation of \$161.08 and \$133.38 from Savemart Shares Program, and \$183.34 from Edison International to Simas School.

Vice President Hill expressed the Board's appreciation for the efforts of the Hamilton PTC and thanked and acknowledged each of the donors for their support of our schools.

**INFORMATION ITEMS**

**Quarterly Report Williams Uniform Complaints**

Superintendent Dr. Terry reported no Williams Uniform Complaints were received during the third quarter (1/1/11 – 3/31/11) of the year.

**BOARD POLICIES AND ADMINISTRATION**

**MOU with University of California Cooperative Extension**

Trustee Hernandez made a motion to renew the Memorandum of Understanding between the Regents of the University of California Cooperative Extension and HESD. Trustee Jay seconded; motion carried 3-0.

**Edupoint Educational Systems agreement**

Trustee Hill made a motion to approve agreement with Edupoint Educational Systems to implement and maintain the GENESIS Student Information System (SIS). Trustee Hernandez seconded; motion carried 3-0.

## PERSONNEL

Trustee Hill made a motion to take Personnel items "a" through "g" collectively. Trustee Hernandez seconded; motion carried 3-0. Then Trustee Hill made a motion to approve Personnel items "a" through "g". Trustee Hernandez seconded; the motion carried 3-0. The following items were approved:

***Item "a" –  
Employment***

Temporary Employees/Substitutes/Yard Supervisors: Nathan Child, Short-term Yard Supervisor; Tammy Moore, Substitute READY Program Tutor; Matthew Mosher, Substitute Custodian I and Groundskeeper I; Vanessa Moos, Short-term READY Program Tutor; Kevin Ponce, Substitute Educational Tutor K-6, READY Program Tutor and Special Education Aide; Taylor Serna, Substitute READY Program Tutor; Kelly Ventuleth, Short-term Yard Supervisor

***Item "b" –  
Resignations***

Adrienne Amundson, Teacher; Carina Castro, Substitute Lead READY Program Tutor and Translator: Oral Interpreter; Kevin Galusha, READY Program Tutor; Mary Llamas, Yard Supervisor; Amy Luna, Yard Supervisor; Jessica Maxon, Teacher

***Item "c" –  
Retirements***

Dee Butts, Substitute Caller; Carolyn Nunes, School Operations Officer

***Item "d" –  
Administrative Transfer***

Robert Thomas Torres, READY Program Tutor

***Item "e" –  
More Hours***

Silvina Avila, Yard Supervisor; Zujey Garcia Zavala, Yard Supervisor

***Item "f" –  
Leave of Absence***

Nina Davila, Yard Supervisor; Jaclyn Lowdermilk, Teacher; Jennifer Shamp, Teacher

***Item "g" –  
Volunteers***

As listed.

## FINANCIAL

***Resolution #17-11***

Trustee Hill made a motion to approve Resolution #17-11: Revision of the 2010-2011 Budget. Trustee Jay seconded; motion carried 3-0.

There being no further business, Vice President Hill adjourned the meeting at 6:42 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-164	A	Washington	Pioneer	5/4/11
I-161	A	Roosevelt	Pioneer	5/4/11
I-162	A	Simas	Pioneer	5/4/11
I-163	A	Hamilton	Kings River	5/4/11


## Inters - OUT

No.	A/D	Sch Req'd	Home Sch	BD Date
O-430	A	Lemoore	Simas	5/4/11
O-427	A	Kit Carson	Washington	5/4/11
O-428	A	Lemoore	Wilson	5/4/11
O-429	A	Coalinga	King	5/4/11



HANFORD ELEMENTARY SCHOOL DISTRICT  
AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Silvia Duvall 

DATE: 4/15/11

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: 5/4/11

ITEM: Donation from PTC for PA System \$2980.38, 1<sup>st</sup> grade Monterey Aquarium Study Trip \$1886.54, Yearbook printing charges \$2500.00

PURPOSE: instructional supplies

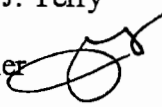
FISCAL IMPACT: \$7367.02

RECOMMENDATIONS: accept donations

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Joy Gabler 

DATE: 04/18/11

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: 05/04/11

**ITEM:** Receive the report of the Hanford Elementary School District Alternative Governance Board activities, findings and recommendations for MLK.

**PURPOSE:** MLK is a Title I Program Improvement School. The Hanford Elementary School District Board of Trustees appointed an Alternative Governance Board to review the implementation of the MLK school plan and make recommendations for exiting Program Improvement Status.

The Alternative Governance Board visited MLK on the following dates during the 2010-2011 school year: October 28, 2010, December 9, 2010, and March 24, 2011. AGB members met with the school leadership team during each visit, conducted classroom observations, met with grade level teams and reviewed assessment data.

Dr. Sharon Brown-Welty of the Alternative Governance Board will present an overview of the visits along with findings and recommendations.

**FISCAL IMPACT:** None

**RECOMMENDATIONS:**

HANFORD ELEMENTARY SCHOOL DISTRICT  
Human Resources Department

**AGENDA REQUEST FORM**

TO: Board of Trustees

FROM: Diane Williams *DW*

DATE: April 26, 2011

FOR:  Board Meeting  
 Superintendent's Cabinet

Information  
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 4, 2011**

**ITEM:** Receive, for information, Tentative Agreements for a Successor Contract with the California School Employees Association (CSEA) as well as proposed Classified Salary Schedules.

**PURPOSE:** To meet the "sunshining" provisions of Government Code Section 3547 prior to approval of Tentative Agreement negotiated with CSEA that the 2005-2008 Collective Bargaining Agreement remain status quo and in effect for the period July 1, 2008 and through June 30, 2011. All terms and conditions contained in the 2008-2011 Collective Bargaining Agreement together with the attached Tentative Agreements shall be incorporated into and shall become the Parties' new three-year collective bargaining agreement for the period of July 1, 2011 through June 30, 2014.

A copy of the Tentative Agreement is available, for review and comment by the public, in the Superintendent's Office from May 5 through May 17, 2011.

Board approval of the new collective bargaining agreement will be recommended at the May 18, 2011, regular Board meeting.

**FISCAL IMPACT:** A copy of the Disclosure Statement, detailing costs of the proposed collective bargaining agreement and source of funding, is attached.

**RECOMMENDATION:** Receive for information only.

TENTATIVE AGREEMENT

Between the

HANFORD ELEMENTARY SCHOOL DISTRICT (DISTRICT)

And the

CLASSIFIED SCHOOL EMPLOYEES' ASSOCIATION, CHAPTER, #344 (CSEA)

The following Tentative Agreement addresses the parties' 2008-2011 successor contract negotiations that were interrupted prior to final agreement during the litigation of an unfair labor practice as well as the parties' 2011-2014 successor contract negotiations.

1. The parties agree that the 2005-2008 Collective Bargaining Agreement remained status quo and in effect for the period July 1, 2008 and through June 30, 2011. All terms and conditions contained in the 2008-2011 Collective Bargaining Agreement together with attached tentative agreements shall be incorporated into and shall become the Parties' successor agreement effective July 1, 2011 through June 30, 2014.
2. During the term of the new 2011-2014 successor agreement, the District and/or CSEA may re-open negotiations for the 2011-12, 2012-13, and 2013-14 school years over Pay and Allowance (Article 23) and/or Health and Welfare (Article 22) and two (2) additional Articles each.
3. For each current classified bargaining unit member who had been employed by the District prior to July 1, 2010, the District shall pay a one-time only non-renewable bonus less applicable taxes and deductions in the following amounts:
  - For each current eleven (11) or twelve (12) month bargaining unit member employed prior to July 1, 2010 in a position of six (6) hours or more per day: \$1,020.00.
  - For each current eleven (11) month bargaining unit member employed prior to July 1, 2010 in a position of at least four (4) hours but less than six (6) hours per day: \$351.00.
  - For each current ten (10) month bargaining unit member employed prior to July 1, 2010 in a position of at least four (4) hours or more per day: \$351.00.
4. Pursuant to Article 19 Section B in the parties' agreement the reduction in hours/days of classified bargaining unit members are treated in the same manner as layoffs.

- 5. Without waiving their respective rights under Article 19 both parties agree to a total of two (2) unpaid furlough days per school year commencing July 1, 2011 continuing through June 30, 2014 for all eleven (11) and twelve (12) month classified bargaining unit members. Effective July 1, 2014, the two (2) unpaid furlough days for the eleven (11) and twelve (12) month employees shall be restored.
- 6. All Agreements and each of their terms shall only be effective if ratified by both parties.

FOR THE DISTRICT:

FOR CSEA:

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Diane Williams, Chief Negotiator      Date  
Hanford Elementary School District

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Shereese Rose, President      Date  
CSEA Chapter #344

**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: Classified School Employees Association, Chapter #344

Certificated \_\_\_\_\_ Classified X  
New Agreement X or Reopener \_\_\_\_\_

The proposed agreement is a six-year agreement that covers the period beginning July 1, 2008 and ending June 30, 2014 and will be acted upon by the Governing Board at its meeting on May 18, 2011.

**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 One-time	Year 2 2011-12 On-going	Year 3 2012-13 On-going
1. <b>Base Salary</b>		\$ 0	\$ (28,642)	\$ (28,642)
	\$	%	%	%
2. <b>Other Compensation – i.e. Stipends or Bonuses</b>		\$ 109,000	\$ 0	\$ 0
	\$	%	%	%
3. <b>Total Salary - (Sum of 1 &amp; 2)</b>		\$ 109,000	\$ (28,642)	\$ (28,642)
	\$	%	%	%
4. <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare</b>		\$ 10,614	\$ (6,513)	\$ (6,513)
	\$	%	%	%
5. <b>Health/Welfare Benefits</b>		\$ 0	\$ 56,808	\$ 56,808
	\$	%	%	%
6. <b>Total Benefits - (Total Lines 4 &amp; 5)</b>		\$ 10,614	\$ 50,295	\$ 50,295
	\$	%	%	%
7. <b>Total Compensation – (sum of 3 &amp; 6)</b>		\$ 119,614	\$ 21,653	\$ 21,653
	\$	%	%	%

**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:

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See Attached

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

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None

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**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.**

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None

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A.(2) For 2010-11, a one-time settlement was reached to address the parties' 2008-11 successor contract negotiations that were interrupted prior to final agreement during the litigation of an unfair labor practice as well as the parties' 2011-2014 successor contract negotiations. The total cost of the settlement for 2010-11 is \$119,614 in Salary and Statutory benefits. For each current classified bargaining unit member who had been employed by the District prior to July 1, 2010, the District shall pay a one-time only non-renewable bonus less applicable taxes and deductions in the following amounts:

- For each current eleven (11) or twelve (12) month bargaining unit member employed prior to July 1, 2010 in a position of six (6) hours or more per day: \$1,020.00.
- For each current eleven (11) month bargaining unit member employed prior to July 1, 2010 in a position of at least four (4) hours but less than six (6) hours per day: \$351.00.
- For each current ten (10) month bargaining unit member employed prior to July 1, 2010 in a position of at least four (4) hours or more per day: \$351.00.

For 2011-12 and 2012-13, without waiving their respective rights under Article 19 both parties agree to a total of two (2) unpaid furlough days per school year commencing July 1, 2011 continuing through June 30, 2014 for all eleven (11) and twelve (12) month classified bargaining unit members. Effective July 1, 2014, the two (2) unpaid furlough days for the eleven (11) and twelve (12) month employees shall be restored. The total amount saved each year due to this reduction is \$35,155. Additionally, starting 2011-12, the health benefits cap will be increased by \$408 annually for those classified employees with full benefits (medical, dental, vision and life) and increased by \$216 annually for those employees with partial benefits (dental, vision and life). The cost of the increase in the health benefits cap is \$56,808. The net cost for the reduction in days and the increased cap is \$21,653.



**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**

The parties agree that the 2005-2008 Collective Bargaining Agreement remained status quo and in effect for the period July 1, 2008 and through June 30, 2011. All terms and conditions contained in the 2008-2011 Collective Bargaining Agreement together with attached tentative Agreements shall be incorporated into and shall become the parties' successor agreement effective July 1, 2011 through June 30, 2014.

During the term of the new 2011-2014 successor agreement, the District and/or CSEA may re-open negotiations for the 2011-12, 2012-13, and 2013-14 school years over Pay and Allowance (Article 23) and/or Health and Welfare Benefits (Article 22) and two (2) additional Articles each.

**E. Source of Funding for Proposed Agreement**

1. Current Year

Undesignated Reserve: Unrestricted \$119,614

Restricted \$ 0

\$119,614

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

Undesignated Reserve: Unrestricted \$ 8,736

Restricted \$ 12,917

\$ 21,653

**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 not a multi-year agreement.

**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)

May 4, 2011  
Date

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

19/42

**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)
<b>REVENUES</b>				
Revenue Limit Source (8010-8099)				
Remaining Revenues (8100-87991)				
<b>TOTAL REVENUES</b>				
<b>EXPENDITURES</b>				
1000 Certificated Salaries				
2000 Classified Salaries		+\$109,000		
3000 Employees' Benefits		+\$ 10,614		
4000 Books and Supplies				
5000 Services and Operating Exps				
6000 Capital Outlay				
7000 Other				
<b>TOTAL EXPENDITURES</b>		+\$119,614		
<b>OPERATING SURPLUS (DEFICIT)</b>				
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT				
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>		+ \$119,614		
<b>BEGINNING BALANCE</b>				
<b>CURRENT-YEAR ENDING BALANCE</b>				
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts				
Reserved for Economic Uncertainties				
Board Designated Amounts				
Unappropriated Amounts		-\$119,614		

A. Date of governing board approval of budget revisions in Col. 1 April 6, 2011

Contact Person: Nancy White

Date: May 4, 2011

**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 Classified School Employees Association Chapter #344 Bargaining Unit, during the term of the agreement from July 1, 2008 to June 30, 2014.

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 Increase (Decrease)</u>
<u>Revenues/Other Financing Sources</u>	<u>0</u>
<u>Expenditures/Other Financing Uses</u>	<u>+ \$119,614</u>
<u>Ending Balance Increase (Decrease)</u>	<u>- \$119,614</u>

N/A \_\_\_(No budget revisions necessary)

\_\_\_\_\_  
**District Superintendent**  
 (Signature)

May 4, 2011  
**Date**

\_\_\_\_\_  
**Chief Business Officer**  
 (Signature)

May 4, 2011  
**Date**

HANFORD ELEMNTARY SCHOOL DISTRICT  
**2011-2012 CLASSIFIED SALARY SCHEDULE**

21/42

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
1		*per Month per Hour	1,779 10.34	1,868 10.86	1,961 11.40	2,059 11.97	2,162 12.57
2		per Month per Hour	1,868 10.86	1,961 11.40	2,059 11.97	2,162 12.57	2,269 13.19
3	Clerk Trainee	per Month per Hour	1,961 11.40	2,059 11.97	2,162 12.57	2,269 13.19	2,382 13.85
4		per Month per Hour	2,059 11.97	2,162 12.57	2,269 13.19	2,382 13.85	2,503 14.55
5	Clerk -Typist I Food Service Worker I Instructional Aide	per Month per Hour	2,162 12.57	2,269 13.19	2,382 13.85	2,503 14.55	2,626 15.27
6	Bilingual Aide I Bilingual Clerk-Typist I Food Service Worker II Alternative Education Program Aide READY Program Tutor	per Month per Hour	2,269 13.19	2,382 13.85	2,503 14.55	2,626 15.27	2,759 16.04
7	Account Clerk I Custodian I Educational Tutor, K-6 Groundskeeper I Lead READY Program Tutor Signing Aide Special Circumstances Aide Special Education Aide Substitute Telephone Clerk	per Month per Hour	2,382 13.85	2,503 14.55	2,626 15.27	2,759 16.04	2,896 16.84
8	Account Clerk II Bilingual Aide II Clerk-Typist II Cook/Baker Food Service Utility Worker Media Services Aide	per Month per Hour	2,503 14.55	2,626 15.27	2,759 16.04	2,896 16.84	3,041 17.68
9	Bilingual Clerk-Typist II Bilingual Translator/Clerk Custodian II Delivery Worker Groundskeeper II Maintenance Worker I	per Month per Hour	2,626 15.27	2,759 16.04	2,896 16.84	3,041 17.68	3,194 18.57
10	Bus Driver Health Care Assistant Help Desk Technician Secretary	per Month per Hour	2,759 16.04	2,896 16.84	3,041 17.68	3,194 18.57	3,352 19.49
11	Bilingual Health Care Assistant Irrigation Specialist Lead Custodian	per Month per Hour	2,896 16.84	3,041 17.68	3,194 18.57	3,352 19.49	3,521 20.47
12	Account Technician I Warehouse/Reprographic & Mail Technician	per Month per Hour	3,041 17.68	3,194 18.57	3,352 19.49	3,521 20.47	3,696 21.49

22/42 13	Head Custodian Maintenance Worker II Mechanic Migrant Services Specialist Painter/Maintenance Worker II Teacher Resource Center Specialist	per Month per Hour	3,194 18.57	3,352 19.49	3,521 20.47	3,696 21.49	3,882 22.57
14	Administrative Secretary I	per Month per Hour	3,352 19.49	3,521 20.47	3,696 21.49	3,882 22.57	4,076 23.70
15	Account Technician II Administrative Secretary II Child Welfare and Attendance Specialist Computer Maintenance Technician Database Specialist I	per Month per Hour	3,521 20.47	3,696 21.49	3,882 22.57	4,076 23.70	4,279 24.88
16	Account Technician III Educational Interpreter Student Specialist	per Month per Hour	3,696 21.49	3,882 22.57	4,076 23.70	4,279 24.88	4,493 26.12
17	Bilingual Student Specialist Heating, Ventilation & Air Conditioning Specialist Locksmith	per Month per Hour	3,882 22.57	4,076 23.70	4,279 24.88	4,493 26.12	4,718 27.43
18	Account Technician IV Database Specialist II Lead Mechanic (Automotive) Network Engineer Student Advocate Junior High Systems Engineer	per Month per Hour	4,076 23.70	4,279 24.88	4,493 26.12	4,718 27.43	4,954 28.80
19		per Month per Hour	4,279 24.88	4,493 26.12	4,718 27.43	4,954 28.80	5,201 30.24
20		per Month per Hour	4,493 26.12	4,718 27.43	4,954 28.80	5,201 30.24	5,461 31.75

\*Monthly rate is based on an 8-hour per day, 12-month employee

Each range is based on meeting minimum requirements. Persons not meeting minimum requirements will stay on current range.

Translator - Employees who are assigned translation duties (verbal or written) outside their regularly assigned shift shall be paid at the current rate of pay for their regular position. Any time worked by an employee as a Translator shall not count toward benefit accrual within his/her regularly assigned position, including but not limited to health and welfare benefits, increased hours, or vacation and leave credit.

Yard Duty - Employees who assume yard supervision duties in addition to their regular position shall be paid for such extra duties at their current rate of pay for their regular position.

Longevity - Full-time Employees shall receive annual longevity pay when they complete milestone years of service as indicated below:

20 Years - \$ 500  
25 Years - \$1,250  
30 Years - \$2,250

Employees shall receive longevity pay on July 1 if they reached one of the above milestones on or before December 31 of the current year. Part-time employees shall receive the appropriate pro rata share.

Adopted: \_\_\_/\_\_\_/11  
Effective: 07/01/11

Hanford Elementary School District  
HUMAN RESOURCES DEPARTMENT

**AGENDA REQUEST FORM**

TO: Dr. Paul Terry

FROM: Diane Williams DW

DATE: April 26, 2011

FOR:  Board Meeting  
 Superintendent's Cabinet

Information  
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 4, 2011**

**ITEM:** Receive Hanford Elementary Teachers Association's (HETA's) Initial Proposal for 2011-2012 amendments to the Collective Bargaining Agreement between Hanford Elementary School District (HESD) and HETA (reopened articles).

**PURPOSE:** To initiate the negotiation process for 2011-2012 amendments to the Collective Bargaining Agreement between HESD and HETA. The current 3-year agreement allows for re-negotiating Article 11, School Calendar and Work Year, Article 18, Employee Group Health and Welfare Insurance Benefits and Article 20, Salary.

The Rodda Act requires "sunshining" of initial proposal before negotiations commence.

**FISCAL IMPACT:** Unknown; proposal is subject to negotiation.

**RECOMMENDATION:** Receive proposal for information only.

## **HETA Reopeners for 2011-2012**

### **Per Article 24 of the Collective Bargaining Agreement**

#### **Article 11 Calendar**

Previously agreed to for the 2011-2012 school year.

#### **Article 18 Employee Group Health and Welfare Insurance Benefits**

HETA would like the District to maintain fully District paid insurance premiums.

#### **Article 20 Salary**

HETA would like to continue the current 2011-2012 Salary Article previously set forth in the 2010-2013 Collective Bargaining Agreement



HANFORD ELEMENTARY SCHOOL DISTRICT  
Human Resources Department

**AGENDA REQUEST FORM**

TO: Dr. Paul Terry

FROM: Diane Williams DW

DATE: April 26, 2011

FOR:  Board Meeting  
 Superintendent's Cabinet

Information  
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 4, 2011**

**ITEM:** Receive District's Initial Proposal to Hanford Elementary Teachers Association (HETA) for 2011-2012 amendments to the Collective Bargaining Agreement (reopened articles).

**PURPOSE:** To initiate the negotiation process for 2011-2012 amendments to the Collective Bargaining Agreement between HESD and HETA. The current 3-year agreement allows for re-negotiating Article 11 School Calendar and Work Year, Article 18 Employee Group Health and Welfare Insurance Benefits and Article 20 Salary.

The Rodda Act requires "sunshining" of initial proposal before negotiations commence.

**FISCAL IMPACT:** Unknown; proposal is subject to negotiation.

**RECOMMENDATION:** Receive for information only.

Hanford Elementary School District  
**District's Initial Proposal**  
HETA Negotiations 2011-2012

**Article 11 SCHOOL CALENDARS AND WORK YEAR**

- No change in work year at this time; unless legislation is enacted requiring the District to look at the calendar and make cost savings adjustments.

**Article 18 EMPLOYEE GROUP HEALTH AND WELFARE INSURANCE BENEFITS**

- No change in the \$11,341.32 cap on health benefits for HETA.

**Article 20 SALARY**

- No changes at this time. Unless, as stated above, legislation is enacted requiring the District to look at calendar for cost savings adjustments.

## HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

**TO:** Dr. Paul J. Terry

**FROM:** Nancy White

**DATE:** April 26, 2011

**FOR:**  Board Meeting  
 Superintendent's Cabinet

**FOR:**  Information  
 Action

Date you wish to have your item considered: May 4, 2011

**ITEM:**

Receive the following new Board Policy and Administrative Regulation for information: BP/AR 3552 - Summer Meal Program.

**PURPOSE:**

We are proposing to start a summer meal program. BP/AR 3552 – Summer Meal Program set the guidelines and procedures for this program. Our proposal is to offer lunch to students starting June 6, 2011 through August 5, 2011. Students throughout the District may take advantage of this program at any one of the three school sites that the program is offered (Jefferson, Lincoln, Richmond). Meals will be similar to those that we offer during the regular school year and will be free to all students who participate regardless of whether or not they are eligible for free/reduced during the regular school year.

**FISCAL IMPACT:**

We project the revenue and expenses of this program will break even.

**RECOMMENDATION:**

Review for information.

**Business and Noninstructional Operations**

BP 3552(a)

**SUMMER MEAL PROGRAM**

The Governing Board recognizes that child nutrition programs have a positive and direct impact upon children's well-being and achievement. To help students and other children in the community remain well nourished throughout the summer vacation, the district shall sponsor a summer meal program as approved by the California Department of Education (CDE).

*(cf. 3550 - Food Service/Child Nutrition Program)*  
*(cf. 3553 - Free and Reduced Price Meals)*  
*(cf. 5030 - Student Wellness)*  
*(cf. 5141.27 - Food Allergies/Special Dietary Needs)*

The Superintendent or designee shall recommend to the Board one or more sites for meal services based on state and federal program criteria and an assessment of family and community needs. When feasible, the Superintendent or designee shall involve local governmental agencies, food banks, and/or community organizations in identifying suitable site locations. The site(s) shall be approved by the CDE before meal service is initiated.

The summer meal program may be offered in conjunction with educational enrichment or recreational activities in order to encourage participation in other wellness and learning opportunities.

*(cf. 1020 - Youth Services)*  
*(cf. 1330.1 - Joint Use Agreements)*  
*(cf. 5148 - Child Care and Development)*  
*(cf. 5148.2 - Before/After School Programs)*  
*(cf. 6142.7 - Physical Education and Activity)*  
*(cf. 6177 - Summer School)*

The Superintendent or designee shall develop and coordinate outreach and promotional activities to inform parents/guardians and the community about the availability of the summer meal program and its location(s) and hours.

*(cf. 1100 - Communication with the Public)*  
*(cf. 1112 - Media Relations)*  
*(cf. 1113 - District and School Web Sites)*

The Superintendent or designee shall maintain accurate records of all meals served and shall ensure the timely submission of reimbursement claims in accordance with state procedures.

*(cf. 3551 - Food Service Operations/Cafeteria Fund)*

BP 3552(b)

**SUMMER MEAL PROGRAM** (continued)

The Superintendent or designee shall regularly report to the Board regarding program implementation, number of participants at each site, feedback from participating children and their parents/guardians regarding menus and service, and program costs. As needed, the Board shall direct the Superintendent or designee to identify program modifications to increase program quality or children's access to meal services.

(cf. 0500 - Accountability)

(cf. 3555 - Nutrition Program Compliance)

*Legal References:*EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49494 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act

49547-49548.3 Comprehensive nutrition services

49550-49562 Meals for needy students

49570 National School Lunch Act

CODE OF REGULATIONS, TITLE 5

15510 Mandatory meals for needy students

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769i School lunch programs, including:

1751 Note Local wellness policy

1761 Summer Food Service Program and Seamless Summer Feeding Option

1771-1792 Child nutrition, especially:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.22 National School Breakfast Program

225.1-225.20 Summer Food Service Program

*Management Resources:*CSBA PUBLICATIONS

Providing Access to Nutritious Meals During Summer, Policy Brief, June 2010

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006

**SUMMER MEAL PROGRAM** (continued)CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

*USDA-SFSP-06-2008 Summer Food Service Program Outreach Requirement Clarification, October 2008*

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

*The Summer Food Service Program: Food That's In When School is Out, 2010, Nutrition Guidance for Sponsors, rev. March 2010*

*The Summer Food Service Program: Food That's In When School is Out, 2010 Site Supervisor's Guide, rev. January 2010*

*The Summer Food Service Program: Food That's In When School is Out, 2010 Monitor's Guide, rev. January 2010*

*The Summer Food Service Program: Food That's In When School is Out, 2010 Administrative Guidance for Sponsors, rev. December 2009*

*National School Lunch Program's Seamless Summer Option Questions and Answers, 2009*

WEB SITES

CSBA: <http://www.csba.org>

California Center for Research on Women and Families, Summer Meal Program

Coalition: <http://www.ccrwf.org>

California Department of Education, Nutrition: <http://www.cde.ca.gov/ls/nu>

California Food Policy Advocates: <http://www.cfpa.net>

California School Nutrition Association: <http://www.calsna.org>

Child Nutrition Information and Payment System: <https://www.cnips.ca.gov>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov>

Policy  
Adopted \_\_\_/\_\_\_/\_\_\_

**HANFORD ELEMENTARY SCHOOL DISTRICT**  
Hanford, California

**Business and Noninstructional Operations**

AR 3552(a)

**SUMMER MEAL PROGRAM****Site Selection**

In identifying locations where summer meals may be provided, the Superintendent or designee shall document site eligibility according to the following criteria: (7 CFR 225.2, 225.15)

1. Open Site: The site provides meals to all children in the area and is located at a school or nonschool site within the geographical boundaries of a school attendance area where at least 50 percent of the children are eligible for free or reduced-price meals.

*(cf. 3553 - Free and Reduced Price Meals)*

2. Restricted Open Site: The site initially meets the criteria of an "open site," but the district must restrict or limit participation on a first-come, first-served basis due to security, safety, or control concerns.
3. Closed Enrolled Site: The site is open only to enrolled children, as opposed to the community at large, and at least 50 percent of the enrolled children at the site are eligible for free or reduced price school meals, as determined by approval of applications in accordance with 7 CFR 225.15(f).

Whenever the district offers the summer meal program at a site that provides summer school sessions, it shall ensure that the site is open to students enrolled in summer school and to all children residing in the area served by the site. (7 CFR 225.14)

*(cf. 3555 - Nutrition Program Compliance)*  
*(cf. 6177 - Summer School)*

**Meal Service**

In accordance with the district's agreement with the California Department of Education (CDE), the summer meal program may offer breakfast, morning snack, lunch, afternoon snack, and/or supper. The program may provide up to two meals/snacks per day in any combination, except that lunch and supper shall not be provided by the same site on the same day. Sites that primarily serve children from migrant families may apply to serve up to three meals, or two meals and one snack, per day. All meals/snacks shall be provided within the time periods specified in 7 CFR 225.16. (42 USC 1761; 7 CFR 225.16)

*(cf. 3551 - Food Service Operations/Cafeteria Fund)*  
*(cf. 5030 - Student Wellness)*

**SUMMER MEAL PROGRAM** (continued)

Meals provided through the district's summer meal program shall be available at no cost to:  
(42 USC 1761; 7 CFR 225.2)

1. Children age 18 or younger
2. Persons over age 18 who meet the CDE's definition of having a physical or mental disability and who are participating in a public or nonprofit private school program established for individuals with a disability

*(cf. 6164.4 - Identification of Individuals for Special Education)*

**Additional Requirements for Seamless Summer Feeding Option (SSFO)**

All meals offered through the summer meal program shall meet menu planning requirements for the National School Lunch or Breakfast Program pursuant to 7 CFR 210.10 or 7 CFR 220.8. (42 USC 1761)

*(cf. 3550 - Food Service/Child Nutrition Program)*  
*(cf. 5141.27 - Food Allergies/Special Dietary Needs)*

Whenever the district operates an open site as defined in the section entitled "Site Selection" above, the Superintendent or designee shall advertise the availability of summer meal services to the neighborhood community. A large banner or marquee shall be prominently displayed at each site before and during the meal service. Other outreach strategies may include, but are not limited to, sending a news release to the local media, distributing a flyer to parents/guardians of district students, posting information on the district or school web site, and placing posters throughout the community.

*(cf. 1100 - Communication with the Public)*  
*(cf. 1112 - Media Relations)*  
*(cf. 1113 - District and School Web Sites)*

At the point of service, on-site staff shall count the number of eligible meals served. Reimbursement claims shall be submitted using the same procedure used during the school year for the National School Lunch or Breakfast Program.

Each year the Superintendent or designee shall conduct at least one review of each site to ensure its compliance with meal counting, claiming, menu planning, and food safety requirements. For newly established sites, such reviews shall be conducted within three weeks of the start of operation. State review of local SSFO programs occurs every five years during the CDE's Coordinated Review Effort process.



AR 3552(c)

**SUMMER MEAL PROGRAM** (continued)

The Superintendent or designee shall retain all records pertaining to the program for a period of three years after the end of the fiscal year to which they pertain. (7 CFR 225.6, 225.15)

*(cf. 3580 - District Records)*

Regulation  
Adopted: \_\_/\_\_/\_\_

**HANFORD ELEMENTARY SCHOOL DISTRICT**  
Hanford, California

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Dr. Paul Terry

DATE: April 26, 2011

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: May 4, 2011

**ITEM:** Adopt School Accountability Report Cards for 2009-10.

**PURPOSE:** State and federal law requires schools annually to prepare report cards, for the previous school year, and disseminate them to the public in order to provide parents and community with important information about the condition and performance of each public school.

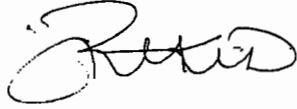
2009-10 School Accountability Report Cards (SARCs) are posted on the district's web page and copies will be made available to the public at school sites.

**RECOMMENDATION:** Adopt 2009-10 SARCs.

HANFORD ELEMENTARY SCHOOL DISTRICT  
AGENDA REQUEST FORM

TO: Board of Trustees

FROM: Jen Pitkin



DATE: 4/26/11

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: 5/4/11

**ITEM:** Student overnight science study trip, 5/6/11 and 5/7/11 for Humanitarian students to Burris Park.

**PURPOSE:** Hands-on science experience culmination for the humanitarian club.

**FISCAL IMPACT:** \$500 from the Foundation grant.

**RECOMMENDATIONS:** Approve overnight study trip.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

**TO:** Dr. Paul J. Terry  
**FROM:** Gerry Mulligan  
**DATE:** April 26, 2011  
**FOR:** (X) Board Meeting  
( ) Superintendent's Cabinet  
**FOR:** ( ) Information  
(X) Action

Date you wish to have your item considered: May 4, 2011

**ITEM:**

Consider approving agreement with Hazard Management Services, Inc., environmental consultants, to act as Asbestos/Management Planner and Project Monitor at Monroe and Roosevelt Schools.

**PURPOSE:**

To monitor the abatement of Monroe's floors in Room 31, 42 and 71 that test positive for asbestos.

To monitor the abatement of Roosevelt's floors in Rooms 21 – 24 that test positive for asbestos.

**FISCAL IMPACT:**

The cost is estimated not to exceed \$13,640 which will be paid from the Deferred Maintenance Fund.


**RECOMMENDATION:**

Approve agreement with Hazard Management Services, Inc., environmental consultants, to act as Asbestos/Management Planner and Project Monitor at Monroe and Roosevelt Schools.

## HANFORD ELEMENTARY SCHOOL DISTRICT

## AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Joy Gabler 

DATE: 04/18/11

FOR:  Board Meeting  
 Superintendent's CabinetFOR:  Information  
 Action

Date you wish to have your item considered: 05/04/11

**ITEM:** Consider approval of consultant contract with Rick Morris, Creator of New Management, Inc.**PURPOSE:** Rick Morris will provide a 5 hour classroom management and discipline workshop on Friday, August 12, 2011, 8:30 a.m.– 2:30 p.m. for all new HESD teachers and, if interested, returning teachers. The session will cover techniques for effectively dealing with student behavior and improving the overall classroom learning environment to promote student achievement.**FISCAL IMPACT:** \$1,800 New Management, Inc. in-service fee; plus materials (\$3.00 per person); lodging (approx. \$150); car rental and mileage (approx. \$250). Approximate total: \$2,500.

0100-3011-0-1110-1000-580009-005-0000 (ARRA)

**RECOMMENDATIONS:** Approve

HANFORD ELEMENTARY SCHOOL DISTRICT  
**Human Resources Department**

**AGENDA REQUEST FORM**

**TO:** Dr. Paul Terry  
**FROM:** Diane Williams  
**DATE:** April 26, 2011  
**RE:** (X) Board Meeting  
( ) Superintendent's Cabinet  
( ) Information  
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **May 4, 2011**

**ITEM:** Consider approval of personnel transactions and related matters.

**PURPOSE:**

**a. Employment**

Temporary Employees/Substitutes/Yard Supervisors

- Revina Bias, Yard Supervisor – 1.25 hrs., Kennedy, effective 4/26/11
- Danelle Widdis, Yard Supervisor – 1.0 hr., Roosevelt, effective 4/26/11
- Yolanda Bernal, Substitute Special Education Aide, effective 4/11/11
- Inez Carreiro, Short-term Yard Supervisor – 2.5 hrs., Jefferson/Simas FLI, effective 4/26/11 to 6/3/11
- Tyre Hudgins, Substitute Yard Supervisor, effective 3/29/11
- Jolene LaRue, Short-term Bus Driver – 2.75 hrs., Transportation/DSF, effective 5/3/11 to 6/3/11
- Sherry Miller, Substitute Yard Supervisor, effective 3/25/11
- Melanie Peichoto, Short-term Alternative Education Program Aide – 5.0 hrs., Jefferson, effective 4/4/11 to 6/3/11
- Brenda Rosas, Short-term Yard Supervisor – 1.0 hr., Roosevelt, effective 4/26/11 to 6/3/11
- Sylvia Soto, Short-term Yard Supervisor – 1.0 hr., King, effective 4/26/11 to 6/3/11
- Lori Todd, Substitute READY Program Tutor, effective 4/12/11
- Maria Villafana, Short-term Yard Supervisor – 1.5 hrs., (1.0 hr., Roosevelt and .50 hr., Jefferson/Simas FLI), effective 4/26/11 to 6/3/11
- Graciela Zevada, Short-term Yard Supervisor – 2.0 hrs., Simas, effective 4/26/11 to 6/3/11

**b. Resignations**

- Andrea Barcellos, Educational Tutor K-6 – 3.5 hrs., Richmond, effective 5/5/11
- Tara Bosma, Teacher, Simas, effective 6/3/11
- Erika Castorena, Substitute Bilingual Clerk Typist I, effective 3/15/11
- Leiann Heinrich, Substitute Clerk Typist II, effective 12/15/10
- Rachel Rasmussen, Media Services Aide – 5.5 hrs., Wilson, effective 5/17/11 (revised)
- Ernestine Velez, Substitute Yard Supervisor, effective 4/7/11

**c. Leave of Absence**

- Kari Medeiros, Teacher, Monroe, effective 5/9/11 to 5/27/11, baby bonding
- Candy Mullins, Food Service Utility Worker, Food Services – 3.5 hrs., effective 4/4/11 to 4/12/11
- Tiffany Taylor, Teacher, Kennedy, effective 4/21/11 to 6/3/11, baby bonding,

**d. Volunteers**

<u>Name</u>	<u>School</u>
Amy Curti	Monroe
Clint Curti	Monroe
Manuela Vargas-Romero	Monroe
Stacie Costa	Simas
Kathy Cunha	Simas
Ellen Deavult	Simas
Shawna Rodriguez	Simas
Michael Reyna, II	Washington

**RECOMMENDATION:** Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

**Agenda Request Form**

TO: Dr. Paul J. Terry  
FROM: Nancy White  
DATE: April 26, 2011  
FOR:  Board Meeting  
 Superintendent's Cabinet  
FOR:  Information  
 Action

**Date you wish to have your item considered:** May 4, 2011

**ITEM:**

Consider approval of Public Hearing Notification: Proposed Budget for 2011-12, June 15, 2011, 6:00 p.m., Hanford Elementary School District Office Board Room, 714 N. White Street, Hanford, California.

**PURPOSE:**

The Proposed Budget can be adopted only after a public hearing has been held. The budget must be adopted by June 30, 2011. I suggest that you hold the public hearing during your regular meeting on June 15, 2011.

**FISCAL IMPACT:**

**RECOMMENDATION:**

Approve public hearing date and time.



## HANFORD ELEMENTARY SCHOOL DISTRICT

**Agenda Request Form**

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: April 26, 2011

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: May 4, 2011

**ITEM:**

Consider approval of continuing contracts for the providing of meals for: Western Christian School and Kings County Office of Education for 2011-12.

**PURPOSE:**

We have provided lunches for Western Christian School and the Kings County Office of Education in the past. Both entities would like to continue the service for the 2011-12 school year. This service does not adversely impact the kitchen at this time. The average number of lunches provided to each school per day is as follows:

Western Christian School	25 lunches
Kings Co. Office of Education	140 lunches

We will also provide a breakfast program for the Kings County Office of Education and will provide lunch for their summer school program this summer. County Counsel has reviewed and approved these contracts as to form.

**FISCAL IMPACT:**

The District Kitchen should realize a net profit of approximately \$2,000 from these contracts over the year.

**RECOMMENDATION:**

We would recommend continuing the contracts with Western Christian School and the Kings County Office of Education for the 2011-12 school year.

## HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

**TO:** Dr. Paul J. Terry  
**FROM:** Nancy White  
**DATE:** April 26, 2011  
**FOR:**  Board Meeting  
 Superintendent's Cabinet  
**FOR:**  Information  
 Action

Date you wish to have your item considered: May 4, 2011

**ITEM:**

Consider declaration of surplus equipment.

**PURPOSE:**

The following equipment is beyond its useful life and no longer can be of use to the District:

<u>EQUIPMENT</u>	<u>VALUE</u>
100 Student Desks	\$5 each
12 Cafeteria Tables	\$50 - \$100 each

Education Code 17546 allows that if the Board Members attending a meeting unanimously agree that the property is worth no more than \$2,500, the Board may designate any District employee to sell the property without advertising. We will attempt to find a buyer(s) for the equipment listed above.

The same Education Code also allows that if no buyer is found, the property may be donated to a charitable organization or may be disposed of by dumping or for scrap.

**FISCAL IMPACT:**

Any funds generated from a sale or from scrap will be deposited as income to the appropriate District Fund.

**RECOMMENDATION:**

Declare the equipment as surplus and approve disposition by sale, donation to charitable organization, scrap or dumping.