

# Hanford Elementary School District

## REGULAR BOARD MEETING AGENDA

**Wednesday, January 25, 2012**

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 Readmissions and Recommendations

Case# 12-16 - Monroe

Case# 12-17 - Wilson

Case# 12-18 - Washington

Case# 12-19 - Roosevelt

Case# 12-20 - Kennedy

Case# 12-21 - Kennedy

Case# 12-22 - Kennedy

Case# 12-23 - Wilson

Case# 12-10 - Kennedy

Case# 28-11 - Wilson

### 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 6, 2012; and January 13, 2012.
- b) Approve minutes of Regular Board Meeting January 11, 2012.
- c) Approve interdistrict transfers as recommended.
- d) Approve donation of \$2,000.00 from Walmart to Roosevelt School. (Carrillo)

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

**3. INFORMATION ITEMS**

- a) Report on Governor's January Budget Proposal. (Terry)

**4. BOARD POLICIES AND ADMINISTRATION**

- a) Consider approval of Memorandum of Understanding ("MOU") between the County of Kings and Hanford Elementary School District. (McConnell)
- b) Hear public comments and consider approval of negotiated amendments to the 2011-2014 Collective Bargaining Agreement with Classified School Employees Association (CSEA). (Williams)

**5. PERSONNEL**

## a) Employment

Temporary Employees/Substitutes/Yard Supervisors

- Riley Davis, Substitute READY Program Tutor, effective 1/11/12
- Kali Dousharm, Substitute READY Program Tutor, effective 1/11/12
- Fatima Hernandez, Substitute Translator: Oral Interpreter and Yard Supervisor, effective 1/11/12
- Carolyn Roe, Substitute Yard Supervisor, effective 1/9/12
- Ashley Urbano, Substitute READY Program Tutor, Translator: Oral Interpreter and Written Translator, effective 1/17/12; Short-term READY Program Tutor – 4.5 hrs., (M,W,F), Lincoln, effective 1/18/12 to 6/8/12
- Liliana Urbina, Substitute Yard Supervisor, effective 1/9/12
- Christian Yarbrough, Substitute Yard Supervisor, effective 1/9/12

## b) Resignations

- Bryant Barger, Substitute READY Program Tutor, effective 12/8/11
- Karla Campos, Substitute Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 12/2/11
- Tyre Hudgins, Substitute Yard Supervisor, effective 12/14/11
- Kristen Stockton, Teacher, LOA, effective 1/10/12
- Ashley Urbano, READY Program Tutor – 4.5 hrs., Lincoln, effective 1/13/12

## c) More Hours

- Sherry Miller, Yard Supervisor, from 3.25 hrs. to 3.50 hrs., effective 1/12/12, Lincoln

## d) Decrease in Hours

- Patricia Edmond, Yard Supervisor, from 1.75 hrs. to 1.50 hrs., effective 1/12/12, Lincoln

## e) Volunteers

<u>Name</u>	<u>School</u>
Amanda Herndon	Richmond
Christie Hofmann	Roosevelt
Rose Brumley	Simas
Maureen Castanon	Simas
Sarah Morgan	Simas
Mary Quintero	Simas

**6. FINANCIAL**

- a) Consider acceptance of District Audit for the Fiscal Year ended June 30, 2011.
- b) Consider acceptance of actuarial study required by GASB 45 for Other Post Employment Benefits (OPEB).
- c) Consider approval of Resolution #13-12: Approving the Kings County Treasurer's Statement of Investment Policy and Delegating Investment

Authority to the Kings County Director of Finance.

- d) Consider approval of Resolution #14-12: Revision of the 2011-12 Budget.
- e) Consider approval of Resolution #15-12: Certificate of Resolution – 457  
Deferred Compensation Plan Amendment for IRS mandated updates.
- f) Consider declaration of surplus property.

**ADJOURN MEETING**

HANFORD ELEMENTARY SCHOOL DISTRICT  
AGENDA REQUEST FORM

TO: Dr. Paul Terry  
FROM: Liz Simas  
DATE: January 17, 2012

For:  Board Meeting  
 Superintendent's Cabinet  
 Information  
 Action

Date you wish to have your item considered: January 25, 2012

ITEM: Student Discipline

PURPOSE: Administrative Panel Recommendations and Readmissions

Case# 12-16 - Monroe  
Case# 12-17 - Wilson  
Case# 12-18 - Washington  
Case# 12-19 - Roosevelt  
Case# 12-20 - Kennedy  
Case# 12-21 - Kennedy  
Case# 12-22 - Kennedy  
Case# 12-23 - Wilson  
Case# 12-10 - Kennedy  
Case# 28-11 - Wilson

**Hanford Elementary School District**  
**Minutes of the Regular Board Meeting**  
**January 11, 2012**

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on January 11, 2012, at the District Office Board Room, 714 N. White Street, Hanford, CA.

- Call to Order** President Hill called the meeting to order at 5:30 p.m. Trustees Jay and Garner were present. Trustee Revious joined closed session in progress at 5:35 p.m. Trustee Hernandez 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) – CSEA  
District Negotiators: Paul Terry/Diane Williams
  - Public Employee Discipline/Dismissal/Release (GC 54957) - Classified
- Trustees returned to open session at 6:10 p.m.
- HESD Managers Present** Dr. Paul J. Terry, Superintendent, and the following administrators were present: Don Arakelian, Doug Carlton, Anthony Carrillo, Debra Colvard, Silvia Duvall, Kenny Eggert, Joy Gabler, David Goldsmith, Lucy Gomez, Jaime Martinez, Karen McConnell, Gerry Mulligan, Jeanne Rios, Jill Rubalcava, Liz Simas, Jason Strickland, and Nancy White.
- Readmissions approved** Trustee Jay made a motion to approve readmission for the following cases based upon each student's compliance with the Plan of Rehabilitation. Trustee Garner seconded; motion carried 4-0. Readmissions approved:
- Readmissions Denied** Trustee Jay made a motion to deny readmission for Cases #27-10 and #54-11 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. Trustee Revious seconded; motion carried 4-0.
- Revocation of Readmission** Trustee Jay made a motion to revoke readmission for Case #09-11 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 January 9, 2012. Trustee Garner seconded; motion carried 4-0.

**PRESENTATIONS, REPORTS AND COMMUNICATIONS**

- Public Comments** Gary Pannett, representing Hanford Joint Union High School District Board of Trustees, introduced himself as the current President of Kings County School Boards Association (KCSBA) and invited HESD Board members to attend an upcoming special meeting of KCSBA at Kings County Office of Education Lemoore Center at 5:30 p.m. on January 23, 2012 for planning of the annual KCSBA President's dinner to be held in March. Central Union School District will host the March event.

- Board and Staff** Trustee Jay stated he was pleased to read in the California Educator magazine January

**Comments** edition an article featuring HETA's efforts towards feeding families and he is very proud of what our district is doing to help the community.

**Requests to Address the Board at Future Meetings** None.

**Dates to Remember** Vice President Hill reviewed Dates to Remember: January 13 Striker Classic at the JFK Soccer field; January 14 Grade 4-6 Boys' Round Robin Basketball at JFK gym; January 16 Martin Luther King Jr. Holiday; January 21 Grade 4-6 Girls' Round Robin Basketball at JFK gym; January 25 next regular Board Meeting; also January 25 at 6pm the XVIII Hoop Classic at HHW Event Center; and January 28 WW Girls' Roundball Invitational at Wilson gym.

### **INFORMATION ITEMS**

Dr. Paul J. Terry, Superintendent, presented the CSEA Tentative Agreements for information. They will be returned for action by the Board at an upcoming Board meeting.

### **CONSENT ITEMS**

Trustee Jay made a motion to approve consent items "a" through "e". Trustee Revious seconded, motion carried 4-0. The items approved are:

- a) Warrant listings dated December 2, 2011; December 9, 2011; December 16, 2011; December 27, 2011; and January 3, 2012.
- b) Minutes of December 7, 2011 Regular Board Meeting.
- c) Donation of \$100.00 from Edison International to Simas School.
- d) Donation of \$3, 600.00 from Hamilton PTC to Hamilton School for the purchase of a SMART Board
- e) Donation of ten \$100 gift cards to Lincoln teachers from Walmart's Teacher Rewards Program.

Trustee Revious thanked and acknowledged Edison International, the Hamilton PTC, and Walmart for their generous donations to our schools.

### **BOARD POLICIES AND ADMINISTRATION**

**MOU with Kings Co. Behavioral Health approved** Trustee Garner made a motion to approve Memorandum of Understanding between the County of Kings Behavioral Health and Hanford Elementary School District. Trustee Jay seconded; motion carried 4-0.

**Approve Local Plan Addendum update** Trustee Revious made a motion to approve the HESD Local Agency Plan Addendum update including the Title III Year 2 Action Plan for English Learners. Trustee Jay seconded; motion carried 4-0.

### **PERSONNEL**

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

**Item "a" –  
Employment**

Classified

- Paige Hartshorn, Educational Tutor K-6 – 3.5. hrs., Monroe, effective 12/5/11

Temporary Employees/Substitutes/Yard Supervisors:

- Oscar Barron, Short-term Yard Supervisor – 2.25 hrs., Washington, effective 1/9/12 to 3/23/12
- Amelia "Amy" Carpenter, Substitute Bus Driver, effective 1/9/12
- Vanessa Jacuinde, Substitute Special Education Aide, effective 12/5/11
- Veronica Leach, Substitute Babysitter, effective 1/9/12
- William Lloyd, Substitute Yard Supervisor, effective 12/12/11
- Michal "Mack" McWay, Short-term READY Program Tutor – 4.5 hrs., Washington, effective 1/9/12 to 2/10/12
- Jenny Palmer, Short-term Educational Tutor K-6 – 3.5 hrs., Roosevelt, effective 1/9/12 to 2/10/12
- Robin Patison, Substitute Babysitter, effective 12/12/11
- Seth Ritchie, Substitute Yard Supervisor, effective 12/7/11

**Item "b" –  
Resignations**

- Juana Meza, Educational Tutor K-6 – 3.5 hrs., Roosevelt, effective 12/16/11
- Megan Reis, READY Program Tutor – 4.5 hrs., Hamilton, effective 12/16/11

**Item "c" –  
More Hours**

- June Strong, Yard Supervisor, from 1.5 hrs. to 2.0 hrs., effective 12/6/11

**Item "d" –  
Volunteers**

<u>Name</u>	<u>School</u>
Cynthia Barth	Simas
Michael Dotts	Washington
Raymond Guevara	Wilson

There being no further business, President Hill adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Paul J. Terry,  
Secretary to the Board of Trustees

Approved:

\_\_\_\_\_  
Dennis Hill, President

\_\_\_\_\_  
James L. Jay III, Clerk

## Inters - IN

No	A/D	Sch Req'd	Home Sch	Date
I-073	A	Washington	Avenal	1/18/12
I-074	A	Washington	Avenal	1/18/12
I-075	A	Washington	Avenal	1/18/12
I-076	D	Roosevelt	Armona	1/18/12
I-077	A	Simas	Armona	1/18/12
I-078	A	Roosevelt	Pioneer	1/18/12

## Inters - OUT

No	A/D	Sch Req'd	Home Sch	BD Date
O-114	A	Kit Carson	Kennedy	1/18/2012
O-115	A	Kit Carson	Washington	1/18/2012
O-116	A	Kit Carson	Washington	1/18/2012
O-117	A	Lemoore	Kennedy	1/18/2012
O-118	A	Armona	King	1/18/2012
O-119	A	Kit Carson	Monroe	1/18/2012
O-121	A	Lemoore	Washington	1/18/2012
O-122	A	Kit Carson	Hamilton	1/18/2012



**HANFORD ELEMENTARY SCHOOL DISTRICT**AGENDA REQUEST FORM

TO: Dr. Paul Terry

FROM: Anthony Carrillo

DATE: January 17, 2012

For:  Board Meeting  
 Superintendent's CabinetFor:  Information  
 Action

Date you wish to have your item considered: January 25, 2012

ITEM: Donation of \$2,000PURPOSE: Accept donation of \$2,000 from Walmart.  
Please credit to:  
Account #: 0100-0000-0-1110-1000-571020-026-0000FISCAL IMPACT (if any): \$2000RECOMMENDATION (if any): Action.

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Karen McConnell *KM*

DATE: January 9, 2012

FOR:  Board Meeting  
 Superintendent's Cabinet

FOR:  Information  
 Action

Date you wish to have your item considered: January 25, 2012

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

**PURPOSE:** The Memorandum of Understanding outlines the County of Kings and the District's responsibility to work together to prevent and control the spread of communicable diseases in school aged children, to permit the District to have a health care practitioner administer immunizing agents or tuberculosis screening to district employees or pupils with the appropriate consent, via oversight of the supervising physician and the District's responsibility to administer immunizations for the prevention and control of annual seasonal influenza pandemic episodes and any other disease that represent current or potential outbreaks as declared by a federal, state or local public health officer.

**FISCAL IMPACT:** None

**RECOMMENDATIONS:** Approve

**AGREEMENT  
BETWEEN THE COUNTY OF KINGS AND  
ALL KINGS COUNTY PUBLIC SCHOOL DISTRICTS**

This Agreement is entered into on February 1, 2012, by and between the County of Kings ("County") and all of the Kings County Public School Districts ("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

2. Term.

This Agreement shall commence upon the date set forth above and shall be effective for a period of five years unless earlier terminated pursuant to Section 6 herein.

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."

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, Armona Union School District

ATTEST:  
Clerk of the Board of Supervisors

\_\_\_\_\_  
Superintendent, Central Union School District

By \_\_\_\_\_  
Catherine Venturella

\_\_\_\_\_  
Superintendent, Corcoran Unified School District

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Superintendent, Hanford Elementary School District

By \_\_\_\_\_  
Michael Mac Lean, MD  
Kings County Health Officer

\_\_\_\_\_  
Superintendent, Hanford Joint Union High School District

\_\_\_\_\_  
Superintendent, Island Union School District

\_\_\_\_\_  
Superintendent, Kings River Hardwick School District

APPROVED AS TO FORM:

\_\_\_\_\_  
Superintendent, Kit Carson Union School District

By \_\_\_\_\_  
Colleen Carlson  
County Counsel

\_\_\_\_\_  
Superintendent, Lakeside School District

\_\_\_\_\_  
Superintendent, Lemoore Union Elementary School District

\_\_\_\_\_  
Superintendent, Lemoore Union High School District

\_\_\_\_\_  
Superintendent, Pioneer Union School District

\_\_\_\_\_  
Superintendent, Reef-Sunset Unified School District

\_\_\_\_\_  
Superintendent, Kings County Office of Education

Hanford Elementary School District  
HUMAN RESOURCES DEPARTMENT

**AGENDA REQUEST FORM**

TO: Dr. Paul Terry

FROM: Diane Williams *DW*

DATE: January 13, 2012

FOR:  Board Meeting  
 Superintendent's Cabinet

Information  
 Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: January 25, 2012

**ITEM:** Hear public comments and consider approval of negotiated amendments to the 2011-2014 Collective Bargaining Agreement with Classified School Employees Association (CSEA).

**PURPOSE:** To meet the public hearing requirements of Government Code Section 3547, and authorize implementation of the negotiated amendments to the CSEA contract.

The amendments were ratified by the Employees' Association on December 16, 2011. Sunshining of the Amendments began January 11, 2012.

**FISCAL IMPACT:** The Costs of the negotiated contract amendments and funding sources were disclosed at the January 11, 2012, regular Board meeting.

**RECOMMENDATION:** Hear public comments and approve amendments.

**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 #344Certificated \_\_\_\_\_ Classified XNew Agreement \_\_\_\_\_ or Reopener X

The proposed agreement is a three-year agreement that covers the period beginning July 1, 2011 and ending June 30, 2014 and will be acted upon by the Governing Board at its meeting on January 25, 2012.

**A.(1) Proposed Change in Compensation**

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement Increase (Decrease) and Percentage Change		
		*Current Year 2011-12	*Year 2 2012-13	*Year 3 2013-14
1. Base Salary		\$ 0	\$ 0	\$ 0
	\$	%	%	%
2. Other Compensation – i.e. Stipends or Bonuses		\$ 7,953	\$ 688	\$ 4,594
	\$	0.15%	0.013%	0.09%
3. Total Salary - (Sum of 1 & 2)		\$ 7,953	\$ 688	\$ 4,594
	\$	0.15%	0.013%	0.09%
4. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare		\$ 1,772	\$ 140	\$ 1,051
	\$	0.03%	0.002%	0.02%
5. Health/Welfare Benefits		\$ 0	\$ 0	\$ 0
	\$	%	%	%
6. Total Benefits - (Total Lines 4 & 5)		\$ 1,772	\$ 140	\$ 1,051
	\$	0.03%	0.002%	0.02%
7. Total Compensation – (sum of 3 & 6)		\$ 9,725	\$ 828	\$ 5,645
	\$	0.18%	0.015%	0.11%

\*Includes General Fund and Cafeteria Fund

**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:

Beginning with the 2011-12 school year and every school year thereafter, a one-time non-renewable bonus of \$500 shall be paid to each full-time employee in his/her 15<sup>th</sup> year of service to the District. For the 2011-12 school year only, a one-time non-renewable bonus of \$500 shall be paid to each full-time employee who during 2012 is in his/her 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup> or 19<sup>th</sup> year of District Service.

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

- Maximum allowed Accumulated Vacation at June 30 of each fiscal year will decrease by one (1) day from 20 days to 19 days.
- Current Personal Necessity Leave (6 days) and current Personal Business Leave (2 days) will be combined into one category titled Personal Necessity Leave (8 days).

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

None



**DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**

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

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

During the term of the 2011-2014 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

General Fund – Undesignated Reserve		Cafeteria Fund – Undesignated Reserve	
Unrestricted	\$7,199	\$1,917	
Restricted	609	0	
	\$7,808	\$1,917	= \$9,725

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

General Fund – Undesignated Reserve Unrestricted and Restricted	Cafeteria Fund – Undesignated Reserve
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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)

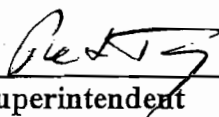
Not applicable – This is not a multi-year agreement.

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)

January 11, 2012  
Date

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

19/37

**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		+ \$ 7,953		
3000 Employees' Benefits		+ \$ 1,772		
4000 Books and Supplies				
5000 Services and Operating Exps				
6000 Capital Outlay				
7000 Other				
<b>TOTAL EXPENDITURES</b>		= \$ 9,725		
<b>OPERATING SURPLUS (DEFICIT)</b>				
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT				
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>		(\$ 9,725)		
<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		(\$ 9,725)		

A. Date of governing board approval of budget revisions in Col. 1 January 25, 2012

\*Includes both General Fund and Cafeteria Fund

Contact Person: Nancy White

Date: January 11, 2012

**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.

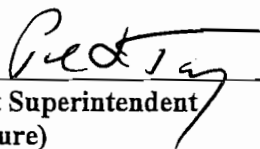
In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Hanford Elementary School District, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Classified School 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:

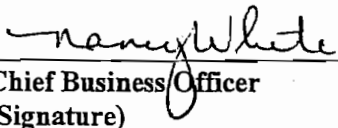
<u>Budget Adjustment Categories</u>	* <u>Budget Adjustment</u> <u>Increase (Decrease)</u>
<u>Revenues/Other Financing Sources</u>	<u>\$ 0</u>
<u>Expenditures/Other Financing Uses</u>	<u>\$ 9,725</u>
<u>Ending Balance Increase (Decrease)</u>	<u>\$ (9,725)</u>

\*Includes both General Fund Cafeteria Fund

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

  
 District Superintendent  
 (Signature)

January 11, 2012  
 Date

  
 Chief Business Officer  
 (Signature)

January 11, 2012  
 Date

**CERTIFICATION #2**

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

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement" in accordance with the requirements of AB1200 and Government Code Section 3547.5.

\_\_\_\_\_  
District Superintendent (or Designee)  
(Signature)

\_\_\_\_\_  
January 25, 2012  
Date

\_\_\_\_\_  
Nancy White  
Contact Person

\_\_\_\_\_  
(559) 585-3628  
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on January 25, 2012, took action to approve the proposed Agreement with the Classified School Employees Association, Chapter #344 Bargaining Unit.

\_\_\_\_\_  
President (or Clerk), Governing Board  
(Signature)

\_\_\_\_\_  
January 25, 2012  
Date

HANFORD ELEMENTARY SCHOOL DISTRICT  
**Human Resources Department**

**AGENDA REQUEST FORM**

**TO:** Dr. Paul Terry  
**FROM:** Diane Williams  
**DATE:** January 13, 2012  
**RE:** (X) Board Meeting  
( ) Superintendent's Cabinet  
( ) Information  
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **January 25, 2012**

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

**PURPOSE:**

**a. Employment**

Temporary Employees/Substitutes/Yard Supervisors

- Riley Davis, Substitute READY Program Tutor, effective 1/11/12
- Kali Dousharm, Substitute READY Program Tutor, effective 1/11/12
- Fatima Hernandez, Substitute Translator: Oral Interpreter and Yard Supervisor, effective 1/11/12
- Carolyn Roe, Substitute Yard Supervisor, effective 1/9/12
- Ashley Urbano, Substitute READY Program Tutor, Translator: Oral Interpreter and Written Translator, effective 1/17/12; Short-term READY Program Tutor – 4.5 hrs., (M,W,F), Lincoln, effective 1/18/12 to 6/8/12
- Liliana Urbina, Substitute Yard Supervisor, effective 1/9/12
- Christian Yarbrough, Substitute Yard Supervisor, effective 1/9/12

**b. Resignations**

- Bryant Barger, Substitute READY Program Tutor, effective 12/8/11
- Karla Campos, Substitute Bilingual Clerk Typist I, Clerk Typist I, Translator: Oral Interpreter and Written Translator, effective 12/2/11
- Tyre Hudgins, Substitute Yard Supervisor, effective 12/14/11
- Kristen Stockton, Teacher, LOA, effective 1/10/12
- Ashley Urbano, READY Program Tutor – 4.5 hrs., Lincoln, effective 1/13/12

**c. More Hours**

- Sherry Miller, Yard Supervisor, from 3.25 hrs. to 3.50 hrs., effective 1/12/12, Lincoln

**d. Decrease in Hours**

- Patricia Edmond, Yard Supervisor, from 1.75 hrs. to 1.50 hrs., effective 1/12/12, Lincoln

**e. Volunteers**

<u>Name</u>	<u>School</u>
Amanda Herndon	Richmond
Christie Hofmann	Roosevelt
Rose Brumley	Simas
Maureen Castanon	Simas
Sarah Morgan	Simas
Mary Quintero	Simas

**RECOMMENDATION:** Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

**TO:** Dr. Paul J. Terry  
**FROM:** Nancy White  
**DATE:** January 11, 2012  
**FOR:** (X) Board Meeting  
( ) Superintendent's Cabinet  
**FOR:** ( ) Information  
(X) Action

Date you wish to have your item considered: January 25, 2012

**ITEM:**

Consider acceptance of District Audit for the Fiscal Year ended June 30, 2011.

**PURPOSE:**

Our District Audit for the year ended June 30, 2011, has been submitted to the State by our auditors Vavrinek, Trine, Day & Co., LLP. The report was submitted in conformance with the reporting standards required by the State Controller's Office. Dave Randel, partner from the audit firm, will be at the Board meeting to present the audit to the Board.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Accept the District Audit for the Fiscal Year ended June 30, 2011.



## HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

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

**FROM:** Nancy White

**DATE:** January 11, 2012

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

**FOR:**  Information  
 Action

Date you wish to have your item considered: January 25, 2012

**ITEM:**

Consider acceptance of actuarial study required by GASB 45 for Other Post Employment Benefits (OPEB).

**PURPOSE:**

Government Accounting Standards Board (GASB) 45 establishes standards for governmental employers to measure and report their costs and obligations relating to post employment benefits other than pensions. The most common example of post employment benefits, other than pensions, is retiree health benefits.

Demsey, Filliger and Associates have completed an update of the District's GASB 45 actuarial study, a copy of which has been included in the Board's Friday News. Dave Randel, a partner with the District's audit firm Vavrinek, Trine, Day and Co., will present the study at the Board meeting.

**FISCAL IMPACT:**

The estimated additional cost to pre-fund the District's OPEB averages approximately \$200,000 per year for the next 20 years. Due to the current economic downturn, this is something that would be difficult to consider at this time, but may be something to consider in the future.

**RECOMMENDATION:**

Accept actuarial study required by GASB 45 for Other Post Employment Benefits (OPEB).

## HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

**TO:** Dr. Paul J. Terry  
**FROM:** Nancy White  
**DATE:** January 11, 2012  
**FOR:**  Board Meeting  
 Superintendent's Cabinet  
**FOR:**  Information  
 Action

Date you wish to have your item considered: January 25, 2012

**ITEM:**

Consider approval of Resolution #13-12: Approving the Kings County Treasurer's Statement of Investment Policy and Delegating Investment Authority to the Kings County Director of Finance.

**PURPOSE:**

Government Code 53646 requires the chief fiscal officer of each school agency to present to their boards for adoption a policy governing investment of district funds. The law also requires the District to have a quarterly investment report on file.

The attached resolution recommends the adoption of the amended investment policy of the Kings County Treasury and also includes language that allows for investments in Tax and Revenue Anticipation Notes (TRAN's) as well as Certificates of Participation (COP's).

The investment policy of the Kings County Treasury was developed through an oversight committee. Hanford Elementary and other agencies whose funds are invested by the County Treasurer are represented on the committee and helped to develop the initial policy and the amendments being recommended at this time. The Policy has been amended to include California Government Code changes from newly enacted legislation and to provide greater clarification of existing sections.

The policy lists the guidelines for the County Treasurer's practices, policies and procedures by which the County Treasury Investment Pool shall be administered. The policy covers the following areas:

- Safety
- Credit Risk
- Interest Rate Risk
- Liquidity
- Public Trust
- Maximum Rate of Return
- Standards of Care
- Prudence
- Ethics & Conflicts of Interest
- Delegation of Authority
- Safekeeping and Custody
- Investment Parameters
- Maximum Maturities
- Depository Institutions
- Authorized Financial Dealer & Institutions
- Internal Controls
- Safekeeping
- Voluntary Depositors
- Withdrawal of Funds for External Investment
- Suitable and Authorized Investments
- Investment Types
- Restrictions on Authorized Investments
- Competitive Bidding
- Collateralization
- Diversification

A copy of the County of Kings Treasurer's Statement of Investment Policy is included in the Board's January 20, 2012, Friday mail. Quarterly investment reports for the Kings County Treasury are sent in the Friday News as they are available.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Approve Resolution #13-12: Approving the Kings County Treasurer's Statement of Investment Policy and Delegating Investment Authority to the Kings County Director of Finance.

BEFORE THE BOARD OF TRUSTEES OF THE  
HANFORD ELEMENTARY SCHOOL DISTRICT  
COUNTY OF KINGS, STATE OF CALIFORNIA

\*\*\*\*\*

IN THE MATTER OF APPROVING  
THE KINGS COUNTY DIRECTOR OF  
FINANCE'S STATEMENT OF INVESTMENT  
POLICY AND DELEGATING  
INVESTMENT AUTHORITY TO THE  
KINGS COUNTY DIRECTOR OF FINANCE  
UNDER CALIFORNIA GOVERNMENT CODE  
SECTIONS 53607, 53646 AND 53684 /

RESOLUTION NO. 13-12

WHEREAS, under Government Code section 53646, the Kings County Director of Finance ("Treasurer") may render an annual statement of investment policy to the Kings County Board of Supervisors and to the governing board of any local agency which has funds on deposit in the Kings County Treasury; and

WHEREAS, on December 20, 2011 the Kings County Board of Supervisors approved the Director of Finance's Statement of Investment Policy dated January 1, 2012 ("Investment Policy"); and

WHEREAS, the Investment Policy has been submitted to the District Board of Trustees ("District Board") for approval under Government Code section 53646; and

WHEREAS, under Government Code section 53646, the Treasurer may render a quarterly report ("Quarterly Report") to each local agency which has funds on deposit in the County Treasury and for which the Treasurer has made investments; and

WHEREAS, the Hanford Elementary School District ("District") has funds on deposit with the Kings County Director of Finance ("Treasurer"); and

WHEREAS, when keeping, holding, depositing and investing District funds on the District's behalf, the Treasurer acts as the "ex-officio" treasurer of the District; and

WHEREAS, the District Board has authority under Government Code sections 53607 and 53684 to delegate authority to the Treasurer to deposit and invest District funds under the provisions of Government Code sections 53601 and 53635; and

WHEREAS, the District Board now wishes to approve the Director of Finance's Statement of Investment Policy and to delegate investment authority to the Kings County Director of Finance ("Treasurer") for the ensuing twelve-month period.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Pursuant to Government Code section 53646, the District Board hereby approves the Investment Policy.

2. Pursuant to Government Code section 53646, the District Board acknowledges and approves the procedures utilized by the Treasurer in rendering and submitting each Quarterly Report, under the provisions of which the Treasurer shall render each such report. Under the provisions of Government Code section 53607, the Treasurer shall prepare a monthly report and maintain it on file in his/her office for review and inspection by the District Board, staff and designated agents.

3. Pursuant to Government Code sections 53607 and 53684, and subject to the requirements of Government Code sections 53601 and 53635, the District Board hereby delegates to the Kings County Director of Finance ("Treasurer") the discretionary authority to deposit, invest or reinvest the funds of the District in the County Treasury commencing on the date of approval of this resolution and continuing for the ensuing twelve months. Without limiting his discretion in any way, the Treasurer is hereby expressly authorized to invest such District funds in the Treasurer's Pooled Investment Portfolio.

4. The District Board hereby delegates to the Treasurer the discretionary authority to determine which District funds on deposit in the Kings County Treasury are monies which are sinking funds or money not required for immediate use within the meaning of Government Code section 53601 and which monies are excess funds within the meaning of Government Code section 53684.

5. The Treasurer shall assume full responsibility for such deposit and investment transactions until such time as the District Board revokes this delegation of authority or until the date which is twelve months from the date of approval of this resolution, unless renewed on or before that date by the District Board.

The foregoing resolution was adopted upon motion by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, at a regular meeting held on the 25<sup>th</sup> day of January 2012, by the following vote:

AYES: \_\_\_\_\_ Trustees  
NOES: \_\_\_\_\_ Trustees  
ABSENT: \_\_\_\_\_ Trustees

\_\_\_\_\_  
Dennis A. Hill  
President of the Board of Trustees  
Hanford Elementary School District

WITNESS my hand and seal of said Board of Trustees this 25th day of January 2012.

\_\_\_\_\_  
James L. Jay III  
Clerk of said Board of Trustees

HANFORD ELEMENTARY SCHOOL DISTRICT

**Agenda Request Form**

TO: Dr. Paul J. Terry  
FROM: Nancy White  
DATE: January 11, 2012  
FOR:  Board Meeting  
 Superintendent's Cabinet  
FOR:  Information  
 Action

Date you wish to have your item considered: January 25, 2012

**ITEM:**

Consider approval of Resolution #14-12: Revision of the 2011-12 Budget.

**PURPOSE:**

Miscellaneous budget changes are listed on the attached resolution.

**FISCAL IMPACT:**

**RECOMMENDATION:**

Approve Resolution #14-12: Revision of the 2011-12 Budget.

BEFORE THE GOVERNING BOARD OF THE  
HANFORD ELEMENTARY SCHOOL DISTRICT  
COUNTY OF KINGS, STATE OF CALIFORNIA

The Matter of  
Adopting Budget  
Revisions

**RESOLUTION #: 14-12**

**NOW, THEREFORE**, the Board of Trustees of the District resolves that the transfers for the attached budget revision be made as indicated.

The Board of Trustees adopted this resolution on January 25, 2012 by the following vote:

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

---

Clerk of the Governing Board  
Hanford Elementary School District

**Budget Changes  
2011-12 Budget  
January 25, 2012**

	<b>Amount Changed</b>	<b>Reason for Change</b>
<b>FUND 0100 - GENERAL FUND</b>		
<b>Revenue</b>		
801100 Revenue Limit	-\$69,072	Adjust to mid-year reduction; approximately \$13/ADA
831100 Transportation	-\$101,085	Adjust for mid-year reduction; loss of 50% of allocation
869900 Other Local	\$117,789	Donations \$789; HESD provided supplemental education services \$117,000
<b>TOTAL REVENUE CHANGES - GENERAL FUND</b>	<b>-\$52,368</b>	
<b>Expenditures</b>		
<u>LOCATION 000 - UNDESIGNATED/GENERAL - BALANCE SHEET ACCOUNTS</u>		
979000 Undesignated Reserve	-\$150,361	Balance is now \$712,636
	-\$150,361	
<u>LOCATION 005 - CENTRAL SERVICES - CATEGORICAL PROGRAMS</u>		
100000 Certificated Salaries	\$30,286	Budget for HESD provided supplemental educational services
200000 Classified Salaries	\$2,000	
300000 Employee Benefits	\$3,888	
430001 Instructional Supplies	\$5,000	
	\$41,174	
<u>LOCATION 020 - GENERAL SCHOOLS</u>		
200000 Classified Salaries	\$7,199	Classified Negotiations - Longevity Stipends
	\$7,199	
<u>LOCATIONS 020 - 031 - GENERAL SCHOOLS</u>		
430001 Instructional Supplies	\$20,069	Donations and attendance incentives
	\$20,069	
<u>LOCATION 039 - SPECIAL EDUCATION</u>		
714300 Other Payments	\$23,636	Increase in contributions to County Special Education Transportation due to mid-year transportation revenue reduction
	\$23,636	
<u>LOCATION 053 - CURRICULUM &amp; INSTRUCTION</u>		
100000 Certificated Salaries	\$810	Burriss Park Outdoor Ed program costs
300000 Employee Benefits	\$105	
430001 Instructional Supplies	\$4,000	
571020 Transportation	\$1,000	
	\$5,915	
<u>COMMUNITY REDEVELOPMENT</u>		
400000 Books & Supplies	\$2,712	Fencing Projects
500000 Contracts & Services	\$3,071	
979000 Undesignated Reserve	-\$5,783	
	\$0	
<b>TOTAL EXPENDITURE CHANGES - GENERAL FUND</b>	<b>-\$52,368</b>	



Budget Changes  
2011-12 Budget  
January 25, 2012

	Amount Changed	Reason for Change
<b>FUND 1400 - DEFERRED MAINTENANCE FUND</b>		
<b>Revenue</b>		
859000 State Apportionment	<u>-\$666</u>	Adjust to actual prior year apportionment
<b>TOTAL REVENUE CHANGES</b>	<b>-\$666</b>	
<b>Expenditures</b>		
560000 Repairs	\$7,760	Adjust project budgets
620000 Bldgs and Improvement of Bldgs	-\$7,760	
979000 Undesignated Reserve	<u>-\$666</u>	
<b>TOTAL EXPENDITURE CHANGES</b>	<b>-\$666</b>	

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

**TO:** Dr. Paul J. Terry  
**FROM:** Nancy White  
**DATE:** January 11, 2012  
**FOR:**  Board Meeting  
 Superintendent's Cabinet  
**FOR:**  Information  
 Action

Date you wish to have your item considered: January 25, 2012

**ITEM:**

Consider approval of Resolution #15-12: Certificate of Resolution – 457  
Deferred Compensation Plan Amendment for IRS mandated updates.

**PURPOSE:**

The Board adopted a 457 Deferred Compensation Plan Document in December 2010. This amendment enables an employer to comply in form with the:

- Pension Act of 2006 (PPA)
- Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act)
- Worker, Retiree and Employer Recovery Act of 2008 (WRERA)
- Final 415 Regulations

These updates are mandated by the IRS.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

Approve Resolution #15-12: Certificate of Resolution – 457 Deferred  
Compensation Plan Amendment for IRS mandated updates.

**RESOLUTION NO. 15-12****HANFORD ELEMENTARY SCHOOL DISTRICT****CERTIFICATE OF ADOPTING RESOLUTION  
457 Deferred Compensation Plan Amendment for Roth 457**

WHEREAS, the Hanford Elementary School District Board of Trustees (the "Board") for Hanford Elementary School District (the "Employer") hereby certifies that the following resolution was duly adopted by the Board on this 25<sup>th</sup> day of January 2012, and that such resolution has not been modified or rescinded:

RESOLVED, that the Roth 457 Amendment of the Hanford Elementary School District 457 Plan (the "Amendment"), effective January 1, 2012, presented at this meeting to the Board is hereby approved and adopted and that the proper representatives of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a true copy of the Amendment as approved and adopted in the foregoing resolution.

Name of Plan: Hanford Elementary School District 457 Plan

**EMPLOYER**

Name of Employer: Hanford Elementary School District

By: \_\_\_\_\_  
Nancy White, Assistant Superintendent, Fiscal Services

Date Signed: January 25, 2012

The foregoing resolution was adopted upon the motion of Trustee \_\_\_\_\_,  
seconded by Trustee \_\_\_\_\_ at a regular meeting on this 25th day of  
January 2012 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAINS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

HANFORD ELEMENTARY SCHOOL BOARD OF TRUSTEES

\_\_\_\_\_  
Dennis A. Hill, President

\_\_\_\_\_  
Timothy L. Revious, Vice President

\_\_\_\_\_  
James L. Jay III, Clerk

\_\_\_\_\_  
Jeff Garner, Member

\_\_\_\_\_  
Lupe Hernandez, Member

## HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

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

**FROM:** Nancy White

**DATE:** January 10, 2012

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

**FOR:**  Information  
 Action

Date you wish to have your item considered: January 25, 2012

**ITEM:**

Consider declaration of surplus property.

**PURPOSE:**

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

<u>PROPERTY</u>	<u>VALUE</u>
2 sets Marching Band Uniforms	\$200 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 property 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 property as surplus and approve disposition by sale, donation to charitable organization, scrap or dumping.

