

Hanford Elementary School District

Wednesday, December 7, 2011

District Office Board Room

714 North White Street, Hanford

ANNUAL ORGANIZATIONAL MEETING

- 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*)

Administrative Panel Recommendations

Case # 12-12 Kennedy

Case # 12-14 Roosevelt

Case # 12-15 Wilson

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

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: November 14, 2011; November 18, 2011; and November 28, 2011.
- b) Approve minutes of November 16, 2011 Board Meeting.
- c) Approve interdistrict transfers as recommended.

(Items "d" and "e" continued on next page)

- *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 (con't.)

- d) Approve donation of \$91.84 from Savemart Shares Program, and \$100.00 from Edison International to Simas School. (Duvall)
- e) Approve donation of a trombone with estimated value of \$440 from Susan Minor, and two clarinets with estimated values of \$405 each from Rick and Laurie Harris to the Woodrow Wilson Band program. (Eggert)

3. INFORMATION ITEMS

- a) Receive 2012-13 Budget Calendar. (White)

4. BOARD POLICIES AND ADMINISTRATION

- a) Consider adoption of the following revised Administrative Regulation: (Simas)
 - AR 5142.1 – Identification and Reporting of Missing Children (revised)
- b) Consider adoption of the following revised Board Policy and Exhibit: (Simas)
 - BP 5145.11/E 5145.11 – Questioning and Apprehension by Law Enforcement (revised)
- c) Consider adoption of the following revised Board Policy: (Simas)
 - BP 6111 – School Calendar (revised)

5. PERSONNEL

a) Employment

Classified

- Cassandra Arceo, Bilingual Health Care Assistant – 6.0 hrs., Simas, effective 11/29/11
- Nora Sandoval Hernandez, Food Service Worker I – 2.25 hrs., Washington, effective 11/8/11

Temporary Employees/Substitutes/Yard Supervisors

- Cassandra Arceo, Substitute Translator: Oral Interpreter and Written Translator, effective 11/21/11
- Traci Fox, Substitute Alternative Education Program Aide and READY Program Tutor, effective 11/8/11
- Alicia Grandmont, Substitute Yard Supervisor, effective 11/7/11
- Nora Sandoval Hernandez, Substitute Translator: Oral Interpreter, effective 11/21/11
- Tyre Hudgins, Substitute Yard Supervisor, effective 11/28/11
- Kimberly Jenkins, Short-term Yard Supervisor, Short-term Yard Supervisor – 2.25 hrs., Richmond, effective 11/28/11 to 3/30/12
- Carlos Lerma, Jr., Substitute Custodian I, effective 10/14/11
- Martha Martinez, Short-term Educational Tutor (LAS Testing) – 4.0 hrs., various sites, effective 11/29/11 to 4/30/12
- Sharon Mishan, Substitute Clerk Typist II, effective 11/28/11
- Laura Rodriguez, Substitute Translator: Oral Interpreter and Written Translator, effective 11/14/11
- Laura Sandoval, Short-term Yard Supervisor – 1.0 hr., Jefferson, effective 11/28/11 to 3/30/12 (revision to hours and site)

b) Resignations

- Amelia Carpenter, Bus Driver – 4.5 hrs., Transportation/DSF, effective 11/29/11

c) Volunteers

- | <u>Name</u> | <u>School</u> |
|--------------|---------------|
| Jose Lasarit | Lincoln |
| Miriam Gomez | Richmond |

6. FINANCIAL

- a) Consider approval of Certification of Signatures.
- b) Consider acceptance of Report of Developer Fees Collected and Spent.
- c) Consider approval of Certification of First Interim Report for 2011-12.
- d) Consider approval of Resolution #11-12: Resolution of the Governing Board Authorizing an Increase to Maximum Amount of Borrowing of Funds for Fiscal Year 2011-12 and Authorizing the Issuance and Sale of an Additional Series of 2011-12 Tax and Revenue Anticipation Notes Through the California School Cash Reserve Program and Requesting the Board of Supervisors of the County to Issue and Sell Said Series of Additional Notes.
- e) Consider approval to purchase one (1) new 78-passenger Blue Bird school bus from A-Z Sales, Inc. via piggyback on a bid issued by the Waterford Unified School District.

7. BOARD ORGANIZATION

Election and appointment of officers

- President
- Vice President
- Clerk

Designate trustee participation on district committees

- Finance Committee (2)
- Budget Committee (2)
- Kings County School Board Association (1)
- HESD Educational Foundation (1)

Adopt Board Meeting Calendar for 2012

ADJOURN MEETING

HANFORD ELEMENTARY SCHOOL DISTRICT
AGENDA REQUEST FORM

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

For: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM: Student Discipline

PURPOSE: Administrative Panel Recommendations

Case# 12-12 - Kennedy

Case# 12-14 - Roosevelt

Case# 12-15 - Wilson

**Hanford Elementary School District
Minutes of the Regular Board Meeting
November 16, 2011**

Minutes of the Regular Board Meeting of the Hanford Elementary School District Board of Trustees on November 16, 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 Jay and Revious were present. Trustees Garner and Hernandez 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
- Conference with Labor Negotiator (GC 54957.6) CSEA, District Negotiators: Paul Terry/Diane Williams

Trustees returned to open session at 6:00 p.m.

HESD Managers Present

Dr. Paul J. Terry, Superintendent, and the following administrators were present: Don Arakelian, Anthony Carrillo, Debra Colvard, Silvia Duvall, Kenny Eggert, Joy Gabler, David Goldsmith, Lucy Gomez, Jaime Martinez, Karen McConnell, Jennifer Pitkin, Jeanne Rios, Jill Rubalcava, Liz Simas, Jason Strickland, and Nancy White.

Expulsion Case #12-11

Trustee Revious made a motion to accept the Findings of Facts and expel Case #12-11 for the remainder of 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 November 14, 2011. Parents may apply for readmission on or after January 9, 2012. If readmission is granted, student may attend regular school on a Behavior Conditions Plan thru June 8, 2012. Trustee Jay seconded; motion carried 3-0.

Expulsion Case #12-13

Trustee Revious made a motion to accept the Findings of Facts and expel Case #12-13 for the remainder of the 2011-12 school year for violation of Education Code 48900 as determined by the Administrative Panel at Hearings held November 14, 2011. Parents may apply for readmission on or after June 8, 2012. Trustee Jay seconded; motion carried 3-0.

Impose Expulsion Order #36-11

Trustee Revious made a motion to impose the Expulsion Order for Case #36-11 based upon the student's failure to abide by the Behavior Conditions Plan. Parents may apply for readmission on or after January 9, 2012. Trustee Jay seconded; motion carried 3-0.

PRESENTATIONS, REPORTS AND COMMUNICATIONS

Public Comments None.

Board and Staff Comments None.

Requests to Address the Board at Future Meetings None.

Dates to Remember Vice President Hill reviewed Dates to Remember: Parent conferences November 21 & 22; Certificated and Classified 10-month and 11-month employees have a non-work day November 23; Thanksgiving holiday will be observed November 24 & 25. Hanford Junior High Wrestling Tournament December 3; next regular board meeting and Annual Organizational Meeting December 7; JFK Boys' Roundball Tournament December 10; JFK winter band concert December 14.

INFORMATION ITEMS

AR 5142.1 Liz Simas, Child Welfare and Attendance Coordinator, presented for information the following revised Administrative Regulation:

- AR 5142.1 – Identification and Reporting of Missing Children (revised)

BP 5145.1 and Exhibit 5145.11 Liz Simas, Child Welfare and Attendance Coordinator, presented for information the following revised Board Policy and Exhibit:

- BP 5145.1 and Exhibit 5145.1 – Questioning and Apprehension by Law Enforcement (revised)

BP 6111 Liz Simas, Child Welfare and Attendance Coordinator, presented for information the following revised Board Policy:

- BP 6111 – School Calendar (revised)

CONSENT ITEMS

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

- a) Warrant listings dated October 28, 2011; and November 4, 2011.
- b) Minutes of November 2, 2011 Regular Board Meeting.
- c) Interdistrict transfers as recommended.

BOARD POLICIES AND ADMINISTRATION

BP/AR 4158, 4258, 4358 Trustee Jay made a motion to adopt the following revised Board Policy and Administrative Regulation. Trustee Revious seconded; motion carried 3-0:

- BP/AR 4158, 4258, 4358 – Employee Security (revised)

PERSONNEL

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

Item "a" – Employment

Certificated Short-term

- Cheryl Appling, Short-term Substitute Psychologist, Special Services, effective 11/3/11 to 11/18/11 and 1/9/12 to 3/23/12

Classified

- Naomi Andrews, Bus Driver – 4.5 hrs., Transportation/DSF, effective 10/25/11
- Rebecca Bell, Food Service Worker I – 2.25 hrs., Richmond, effective 11/7/11
- Irma Garcia, Special Education Aide – 5.0 hrs., Kennedy, effective 11/7/11

Temporary Employees/Substitutes/Yard Supervisors:

- Torrey Edwards, Girls 4-6 Basketball Coach – 2 units, Monroe, effective 11/28/11 to 2/4/12
- Angelica Aguilar, Short-term Yard Supervisor - .75 hrs., King, effective 11/28/11 to 3/30/12
- Chantel Andresen, Short-term yard Supervisor – 1.5 hrs., Monroe, 11/28/11 to 3/30/12
- Connie Armerding, Substitute Student Advocate, effective 11/1/11
- Bryant Barger, Short-term READY Program Tutor – 4.5 hrs., Hamilton, effective 11/28/11 to 1/31/12
- Carina Castro, Substitute Bilingual Health Care Assistant, Translator: Oral Interpreter, effective 10/25/11
- Amalia Cavazos, Short-term Yard Supervisor – 1.0 hrs., Simas, effective 11/28/11 to 3/30/12
- Veronica Cerrillo, Short-term Yard Supervisor – 2.5 hrs., Wilson, effective 11/28/11 to 3/30/12
- Javantae Farnah, Short-term Yard Supervisor – 1.0 hr., (M,T,Th,F), Washington, effective 11/28/11 to 3/30/12
- Brittany Farris, Short-term Yard Supervisor – 1.0 hr., Washington, effective 11/14/11 to 3/30/12
- Magdalena Flores, Short-term Yard Supervisor – 1.5 hrs., Washington, effective 11/14/11 to 3/30/12
- Evette Gonzalez, Short-term Yard Supervisor – 1.75 hrs., King, effective 11/28/11 to 3/30/12
- Elaine Grandmont, Short-term Yard Supervisor – 2.5 hrs., Wilson, effective 11/28/11 to 3/30/12
- Raul Guzman, Short-term Yard Supervisor – 1.5 hrs., Monroe, effective 11/28/11 to 3/30/12
- Araceli Mandujano, Short-term Yard Supervisor – 1.5 hrs., (M,T,Th,F), King, effective 11/28/11 to 1/31/12
- Brittany McCormick, Short-term Yard Supervisor – 1.5 hrs., Monroe, effective 11/28/11 to 3/30/12

Item "b" – Resignations

- Maria Vargas, Yard Supervisor – 2.25 hrs., Washington 11/10/11

Item "c" – More Hours

- Valerie Brakeman, Yard Supervisor, from 3.25 hrs. to 3.50 hrs., Simas, effective 9/13/11

**Item "d" –
Leave of Absence**

- Eva Gonzalez, Teacher, Simas, effective 11/14/11 to 12/16/11, baby bonding
- Nicole Witte, Teacher, Washington, effective 11/1/11 to 12/9/11, baby bonding

**Item "e" –
Volunteers**

<u>Name</u>	<u>School</u>
Maria Elena Sandoval	Jefferson
Juan Velasco Alvarez	Jefferson
Amy West	Monroe
Annette Avila	Richmond
Rebecca Bell	Washington

FINANCIAL

Developer Fees Trustee Revious made a motion to approve revised agreements with the City of Hanford and the County of Kings for the collection and distribution of Developer Fees; and approval of revised multi-school agreement for the collection and allocation of developer fees. Trustee Jay seconded; motion carried 3-0.

Resolution #10-12 Trustee Revious made a motion to approve resolution #10-12: Revision of the 2011-12 budget. Trustee Jay seconded; motion carried 3-0.

FUTURE ITEMS

Date for Annual Organizational Meeting set Trustee Jay made a motion to set the date for the Annual Organizational Meeting for December 7, 2011. Trustee Revious seconded; motion carried 3-0.

There being no further business, Vice President Hill adjourned the meeting at 6:20 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-069	A	Washington	Armona	12/7/11
I-070	A	Washington	Armona	12/7/11
I-071	A	Washington	Armona	12/7/11
I-072	A	Washington	Pioneer	12/7/11

Inters - OUT

No	A/D	Sch Req'd	Home Sch	BD Date
O-104	A	Pioneer	Hamilton	12/7/11
O-105	A	Pioneer	Hamilton	12/7/11
O-106	A	Kit Carson	Richmond	12/7/11
O-107	A	Kit Carson	Richmond	12/7/11
O-108	A	Lemoore	Kennedy	12/7/11
O-109	A	Lemoore	Kennedy	12/7/11
O-110	A	Lemoore	Kennedy	12/7/11
O-111	A	Lemoore	Roosevelt	12/7/11
O-112	A	Lemoore	Roosevelt	12/7/11
O-113	A	Pioneer	Wilson	12/7/11

10/39

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Silvia Duvall

DATE: 11/21/11

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: 12/7/11

ITEM: Donation from Savemart Shares Program for \$91.84, Edison International- 2 checks \$50.00 each

PURPOSE: instructional supplies

FISCAL IMPACT: \$191.84

RECOMMENDATIONS: accept donations

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul J. Terry

FROM: Kenneth Eggert

DATE: November 28, 2011

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM: Consider approval of donation of a trombone from Susan Minor and two clarinets from Rick and Laurie Harris to Woodrow Wilson Band program.

The trombone is Yamaha YSL 354 #427639A, estimated value \$440.00

The clarinets are Buffet B12, #421231, estimated value \$405.00; and #421524, estimated value \$405.00

PURPOSE:

FISCAL IMPACT:

RECOMMENDATIONS: Accept donation.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: November 28, 2011
FOR: Board Meeting
 Superintendent's Cabinet
FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM:

Receive 2012-13 Budget Calendar.

PURPOSE:

Attached for your information is the timeline we will follow for the preparation of the District Budget for 2012-13.

FISCAL IMPACT:

RECOMMENDATION:

Hanford Elementary School District
2011-12 BUDGET CALENDAR
 For the 2012-13 BUDGET

2011	
August – December	Request Dental Benefits Actuarial study (study required every three years – last completed 12/09 – required 12/12)
August – December	Request GASB 45 – OPEB Actuarial Study (study required every two years – last completed 12/09 and therefore due in 11/12)
December	Requests for audit quotes/select auditor (N/A for 2011/12; current contract is for 09/10, 10/11 & 11/12)
2012	
January 23	Site Allocation Planning. Determine School/Department planning figures for 12-13 Personnel and Supply allocation (Terry/White)
January 27	Personnel – Projects percentage split determined at Admin Council/ASP #1
January 27	Receive Early/Late Bus Supervision hours for 12-13 from Gerry Mulligan
January 27	Receive 12-13 Lunch Schedules from Anneliese Roa
January 31	Send copy of District audit to AMBAC (Insurers of 1993/1998 G.O. Bonds)
February 3	Send 12-13 Classified Allocation History to S.O.O./Managers/HR
March	Superintendent to review Department budgets with managers at briefings
March 1	Distribute budget materials to Schools and Departments
March 1- March 23	Principals/Department Heads to develop budgets
March 1	Send reminder to Schools and Departments regarding 11-12 Purchase Order Deadline – P.O.'s will be closed off April 13 th
March 9	ADA projection for calculation of income (Terry/White)
March 15	12-13 Annual Staffing - Certificated
March 23	12-13 General Purpose, Special Ed and State Textbook budgets due to Fiscal Services
April 10	Establish Budget Committee
April 13	Review Personnel - Project percentage splits – during Admin Council
April 13	Close off 11-12 Purchase Orders – Projects and District
April 27	Review 12-13 proposed income and expenditures. Make any necessary adjustments to balance (Terry/White)
April 27	Projects percentage splits memo to Dept. Heads/HR (White/Carlton)
May 1	12-13 Annual Staff Planning - Classified
May 4	12-13 Categorical & Cafeteria Budgets due to Fiscal Services
May 10	Public Notice on budget adoption to be sent to KCOE for submission to Hanford Sentinel for publication on June 1
May 11	Principals/Dept. Heads submit final 11-12 donations to be added to the 11-12 budget
May 11	Principals/Dept. Heads submit final 11-12 budget changes if necessary
May 14	Budget Committee meets 3:30 p.m. Conference Room C
May 29	Public Notice re: 12-13 Budget Adoption (14 days prior to adoption)
June 4-7	Submit budget for adoption to Board (agenda item due)
June 13	Board Meeting – ADOPT 12-13 Budget
August 1 (or sooner)	County approves and returns Adopted Budget
August 15 deadline (may be later)	Adopt, within 45 days after the Governor signs the budget, revisions to reflect changes in income or expenditures stemming from the State budget
September	Compute 12-13 Gann Limit. Place on Board agenda for adoption

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas *LS*
DATE: November 17, 2011

For: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM: Consider for adoption the following revised Administrative Regulation.

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

- AR 5142.1 - Identification and Reporting of Missing Children

FISCAL IMPACT (if any): None

RECOMMENDATION (if any): Adopt

Hanford ESD

Administrative Regulation

Identification And Reporting Of Missing Children

AR 5142.1

Students

Notices About of Missing Children

Every school shall post in an appropriate area ~~information~~ the monthly poster on missing children provided by the Department of Justice ~~on missing children.~~(DOJ). For elementary schools, ~~such information~~ the poster shall be posted in an area restricted to adults. (Education Code 38139; Penal Code 14208)

Whenever a new student enrolls or transfers into an elementary school- in the district, the principal or designee is encouraged to review the missing person bulletins provided by the DOJ to determine if the student resembles a child listed as missing. (Education Code 49068.5)

(cf. 5111 - Admission)

(cf. 5118 - Transfers)

~~If a school receives notice from a~~

School staff are also encouraged to monitor "Amber Alerts" issued by law enforcement agencies in serious, time-critical child abduction cases.

If a law enforcement agency notifies the district that a child enrolled in that school- the district has been reported missing, the principal or designee of the school in which the child is enrolled shall place a notice that the child has been reported missing- on the front of the child's school record- indicating that he/she has been reported missing. If a school receives a record inquiry or request from any person or entity regarding a missing child about whom the school has been notified, the principal or designee shall immediately notify the law enforcement ~~authorities-~~ the agency that informed the school of the missing child's status. (Education Code 49068.6)

(cf. 5125 - Student Records)

Reporting Missing Children

Any district employee who recognizes a child who has been reported missing through a DOJ notice, an Amber Alert, or other means shall immediately notify law enforcement using the hotline telephone number listed.

In the event that a district employee witnesses a child abduction, he/she shall immediately

contact law enforcement and provide the agency with information on the location of the abduction and a description of the victim, the suspect, and any vehicle involved. He/she shall also notify the Superintendent or designee who shall implement steps, as needed, to ensure the safety of other students.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5142 - Safety)

Legal Reference:

EDUCATION CODE

32390 Voluntary program for fingerprinting students

38139 Posting of information about missing children

48980 Parental notification of district programs, rights and responsibilities

49068.5-49068.6 Missing children; transfers

49370 Legislative intent re: reporting of missing children

PENAL CODE

14200-14213 Violent crime information center

CODE OF REGULATIONS, TITLE 5

640-641 Student fingerprinting program

Management Resources:

WEB SITES

California Department of Justice/Attorney General's Office, Missing Persons:

<http://oag.ca.gov/missing>

California Highway Patrol, Amber Alert: <http://www.eaag.statechp.ca.us/appgov/amber>

Regulation — HANFORD ELEMENTARY SCHOOL DISTRICT

approved: May 16, 2001 — Hanford, California National Center for Missing and Exploited Children: <http://www.missingkids.com>

(7/00) 7/11

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas *LS*
DATE: November 17, 2011

For: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM: Consider for adoption the following revised Board Policy and Exhibit

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

- BP 5145.11/E 5145.11 - Questioning and Apprehension by Law Enforcement

FISCAL IMPACT (if any): None

RECOMMENDATION (if any): Adopt

Hanford ESD

Board Policy

Questioning And Apprehension By Law Enforcement

BP 5145.11

Students

~~The Board of Trustees is committed to providing a safe learning environment and cooperating with law enforcement officials and peace officers as necessary to help ensure the safety of students, staff, and the community and in carrying out their official duties.~~

The Governing Board believes that the safety of district students and staff is essential to achieving the goal of student learning. In accordance with standards specified in law, law enforcement officers may interview and question students on school premises and may remove them when appropriate.

(cf. 0450 - Comprehensive Safety Plan)

~~(cf. 3515.3 - District Police/Security Department)~~

~~(cf. 5141.4 - Child Abuse Prevention and Reporting)~~

~~(cf. 5145.12 - Search and Seizure)~~

~~In accordance with standards specified in law and court decisions, law enforcement officers may interview and question students on school premises. The Superintendent or designee shall collaborate with local law enforcement agencies to develop parameters under which law enforcement officers will interview students at school.~~

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

~~(cf. 3515.3 - District Police/Security Department)~~

~~(cf. 4158/4258/4358 - Employee Security)~~

~~(cf. 5141.4 - Child Abuse Prevention and Reporting)~~

~~(cf. 5145.12 - Search and Seizure)~~

~~When any law enforcement official/officer requests an interview with a student, the principal or designee shall request that the officer's identity, his/her official provide verification of his/her identity and official capacity and certify capacity, and the legal authority under which the interview is being to be conducted. If the officer refuses to provide certification of the legal authority for the interview, the principal or designee shall document such refusal and should consult with district legal counsel, as appropriate, before allowing the interview to proceed. The principal or designee shall maintain a record of all documentation relative to law enforcement interviews of students.~~

~~If the officer needs to interview or question the student immediately, the~~The principal or designee shall accommodate the ~~process~~interview in a way that causes the least possible

disruption for the student and school, ~~gives and provides~~ the student appropriate privacy, ~~and models exemplary cooperation with.~~

At the law enforcement officer's discretion and with the student's approval, the principal or designee may be present during the interview.

Except in cases of child abuse or neglect, the principal or designee shall attempt to notify the student's parent/guardian as soon as practicable after the law enforcement officer has interviewed the student on school premises.

~~At law enforcement's discretion and with the student's approval, the principal or designee may be present during the interview.~~

If a minor student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906)

Subpoenas

Although subpoenas may legally be served at school on students age 12 or older, the Board believes that serving officials should be strongly urged to serve subpoenas at the home of the student whenever possible. When served at school, the principal or designee shall take ~~all~~ reasonable steps to ~~ensure a minimum of embarrassment or protect the student's privacy rights~~ and to minimize loss of class time for the student.

Legal Reference:

EDUCATION CODE

44807 Duty concerning conduct of pupils

48264 Arrest of truants

48265 Delivery of truant

48902 Notice to law enforcement authorities

48906 Release of minor pupil to peace officers; notice to parent, guardian

48909 Narcotics and other hallucinogenic drugs (re arrest)

CODE OF CIVIL PROCEDURE

416.60 Service of summons or complaint to a minor

PENAL CODE

830-832.17 Peace officers

1328 Service of subpoena

WELFARE AND INSTITUTIONS CODE

627 Custody of minor

CODE OF REGULATIONS, TITLE 5

303 Duty to remain at school

COURT DECISIONS

| Camreta v. Greene, (2011) 131 S.Ct. 2020
People v. Lessie, (2010) 47 Cal. 4th 1152
| Greene v. Camreta, (2009, 9th Cir.) 588 F.3d 1011
In re William V., (2003) 111 Cal.App.4th 1464
ATTORNEY GENERAL OPINIONS
54 Ops.Cal.Atty.Gen. 96 (1971)
34 Ops.Cal.Atty.Gen. 93 (1959)

Management Resources:

WEB SITES

| California Department of Justice, Office of the Attorney General: <http://eaag.stateoag.ca.usgov>

| ~~Policy HANFORD ELEMENTARY SCHOOL DISTRICT~~
~~adopted: September 1, 2010 Hanford, California(10/96 3/10) 7/11~~

~~- Delete -~~

Hanford ESD

Exhibit

Questioning And Apprehension By Law Enforcement

~~E-5145.11-~~

~~Students~~

~~Request to Interview Student~~

~~Date: _____~~

~~Name of Student: _____ School: _____~~

~~QUESTIONING OF STUDENTS BY LAW ENFORCEMENT~~

~~Instructions to law enforcement: In response to the decision of the 9th Circuit Court of Appeals in Greene v. Camreta, the Hanford Elementary School District requests that law enforcement officials provide the information below prior to interviewing a district student on school grounds as part of an investigation. Failure to provide this information or satisfy the criteria below may result in the principal or designee's refusal to allow the interview to proceed. Your cooperation is appreciated.~~

~~Request:~~

~~_____ To interview the student~~

~~_____ To receive information about the student. What information do you need?~~

~~Please indicate, by checking the box below, the authority upon which this student interview is based:~~

~~_____ Parent/guardian consent~~

~~_____ Court order or warrant~~

~~_____ Exigent circumstances~~

~~_____
Name of Interviewer _____ Name of Agency~~

~~Badge Number~~

~~_____
Interviewer Signature _____ Date of Interview~~

~~_____
Name of School Official Receiving Form~~

~~For Office Use Only~~

~~Allowed to see student? _____~~

~~Yes — No~~

~~Arrival Time: _____ Departure Time: _____~~

~~Who was present at the meeting? _____~~

~~Exhibit HANFORD ELEMENTARY SCHOOL DISTRICT~~

~~version: September 11, 2010 — Hanford, California~~

HANFORD ELEMENTARY SCHOOL DISTRICT

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Liz Simas *LS*
DATE: November 17, 2011

For: Board Meeting
 Superintendent's Cabinet
 Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM: Consider for adoption the following revised Board Policy

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

- BP 6111 - School Calendar

FISCAL IMPACT (if any): None

RECOMMENDATION (if any): Adopt

Hanford ESD

Board Policy

School Calendar

BP 6111

Instruction

~~The Superintendent or designee shall recommend to the Board of Trustees a calendar for each school that will meet~~ For each district school, the Governing Board shall adopt a school calendar that meets the requirements of law as well as the needs of the community, students and the work year as negotiated for represented personnel with the district's employee organization(s). As appropriate, the Superintendent or designee shall ensure that the proposed calendar is aligned with assessment and accountability schedules in order to support the district's goals for student achievement.

(cf. 4143/4243 - Negotiations/Consultation)

The Board shall, at its first regular business meeting in March of each year, adopt the school calendars for the ensuing school year.

The Superintendent or designee shall submit tentative calendars to the Board in the event consensus could not be achieved by March 1 in negotiations with the teacher's association or for any other unforeseen reason.

Prior to submitting the proposed final or tentative calendars to the Board for approval, the Superintendent or designee shall have made efforts to coordinate the district's school calendars with the Hanford High School District.

Each school calendar shall show the beginning and ending school dates, legal and local holidays, staff development days, ~~orientation meeting~~ days, minimum days, vacation periods and other pertinent dates.

(cf. 6112 - School Day)

(cf. 6115 - Ceremonies and Observances)

(cf. 6117 - Year-Round Schedules)

(cf. 6177 - Summer School)

The district shall offer 180 days of instruction per school year, except for any school year in which the district and employee organization(s) agree to have fewer days of instruction pursuant to the authorization in Education Code 46201.2.

(cf. 1431 - Waivers)

Staff development days shall not be counted as instructional days.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331- Staff Development)

Notification of the schedule of minimum days shall be sent to all parents/guardians at the beginning of the school year. If any minimum days are added to the schedule, the Superintendent or designee shall notify parents/guardians of the affected students as soon as possible and at least one month before the scheduled minimum day. (Education Code 48980)

(cf. 5145.6 - Parental Notifications)

If a school will be used as a polling place on an election day, the Board shall determine whether to continue school in session, designate the day for staff training and development, or close the school to students and nonclassified staff. (Elections Code 12283)

(cf. 1400 - Relations Between Governmental Agencies and the Schools)

(cf. 5113 - Absences and Excuses)

Legal Reference:

EDUCATION CODE

37200-37202 School calendar

37220-37223 Holidays

37252-37254.1 Summer school

37300-37307 Year-Round School Demonstration Project

37600-37672 Continuous school programs: year-round schools, especially:

37618 School calendar

37700-37711 Four-day week

41422 Schools not maintained for 175 days

41530-41532 Professional Development Block Grant

46200-46206 Incentives for longer instructional day and year

46300 Method of computing ADA

48980 Notice at beginning of term

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

44579-44579.6 Instructional Time and Staff Development Reform Program

ELECTIONS CODE

12283 School closures, election days

COURT DECISIONS

Butt v State of California, (1992) 4 Cal 4th 668

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Davis Joint Unified School District, (1984) PERB Decision No. 474

Management Resources:

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

California Public Employment Relations Board: <http://www.perb.ca.gov>

Secretary of State's Office: <http://www.ss.ca.gov>

(07/05 11/09) 07/11

HANFORD ELEMENTARY SCHOOL DISTRICT
Human Resources Department

AGENDA REQUEST FORM

TO: Dr. Paul Terry
FROM: Diane Williams
DATE: November 28, 2011
RE: (X) Board Meeting
() Superintendent's Cabinet
() Information
(X) Action

DATE YOU WISH TO HAVE YOUR ITEM CONSIDERED: **December 7, 2011**

ITEM: Consider approval of personnel transactions and related matters.

PURPOSE:

a. Employment

Classified

- Cassandra Arceo, Bilingual Health Care Assistant – 6.0 hrs., Simas, effective 11/29/11
- Nora Sandoval Hernandez, Food Service Worker I – 2.25 hrs., Washington, effective 11/8/11

Temporary Employees/Substitutes/Yard Supervisors

- Cassandra Arceo, Substitute Translator: Oral Interpreter and Written Translator, effective 11/21/11
- Traci Fox, Substitute Alternative Education Program Aide and READY Program Tutor, effective 11/8/11
- Alicia Grandmont, Substitute Yard Supervisor, effective 11/7/11
- Nora Sandoval Hernandez, Substitute Translator: Oral Interpreter, effective 11/21/11
- Tyre Hudgins, Substitute Yard Supervisor, effective 11/28/11
- Kimberly Jenkins, Short-term Yard Supervisor – 2.25 hrs., Richmond, effective 11/28/11 to 3/30/12
- Carlos Lerma, Jr., Substitute Custodian I, effective 10/14/11
- Martha Martinez, Short-term Educational Tutor (LAS Testing) – 4.0 hrs., various sites, effective 11/29/11 to 4/30/12
- Sharon Mishan, Substitute Clerk Typist II, effective 11/28/11

Temporary Employees/Substitutes/Yard Supervisors (continued)

- Laura Rodriguez, Substitute Translator: Oral Interpreter and Written Translator, effective 11/14/11
- Laura Sandoval, Short-term Yard Supervisor – 1.0 hr., Jefferson, effective 11/28/11 to 3/30/12 (revision to hours and site)

b. Resignations

- Amelia Carpenter, Bus Driver – 4.5 hrs., Transportation/DSF, effective 11/29/11
- Riley Davis, Substitute READY Program Tutor and Yard Supervisor, effective 10/25/11

c. Volunteers

<u>Name</u>	<u>School</u>
Jose Lasarit	Lincoln
Miriam Gomez	Richmond

RECOMMENDATION: Approve.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: November 28, 2011
FOR: Board Meeting
 Superintendent's Cabinet
FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM:
Consider approval of Certification of Signatures.

PURPOSE:
The attached Certification of Signatures will supersede the Certification dated December 15, 2010.

FISCAL IMPACT:
None

RECOMMENDATION:
Approve Certification of Signatures.

HANFORD ELEMENTARY SCHOOL DISTRICT
 CERTIFICATION OF SIGNATURES

As Secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign Notices of Employment, Contracts, and Orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections 42632, 42633 and 44843. If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 7, 2011 to the annual reorganization meeting in December 2012 in accordance with governing board approval dated December 7, 2011.

Signature: _____
 Secretary of the Board

Column 1
Signatures of Members of Governing Board:

Signature _____
 Type Name _____
 President of the Board of Trustees

Signature _____
 Type Name _____
 Vice President of the Board of Trustees

Signature _____
 Type Name _____
 Clerk of the Board of Trustees

Signature _____
 Type Name _____
 Member of the Board of Trustees

Signature _____
 Type Name _____
 Member of the Board of Trustees

Column 2
Signatures of Personnel authorized to sign Warrants, Orders for Payment, Notices of Employment and Contracts:

Signature _____
 Type Name Paul J. Terry, Ed.D.
 Title Superintendent

Signature _____
 Type Name Nancy White
 Title Asst. Supt., Fiscal Services

Signature _____
 Type Name Diane Williams
 Title Asst. Supt., Human Resources

Signature _____
 Type Name Joy Gabler
 Title Asst. Supt., Curriculum, Instruction & Professional Development

*Signature _____
 Type Name Anneliese Roa
 Title Program Manager, Food Services

Number of Signatures Required (<i>Ed Code Sections 42632; 42633; 44843</i>)	
On Orders of Payment	1
On Notice of Employment	1
On Contracts	1

* The signature of the Program Manager, Food Services is restricted to the following areas: 1) Food Service checks and 2) all reports applicable to the daily Food Service operation including, but not limited to, the Commodity Processing Agreements.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry
FROM: Nancy White
DATE: November 28, 2011
FOR: Board Meeting
 Superintendent's Cabinet
FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM:

Consider acceptance of Report of Developer Fees Collected and Spent.

PURPOSE:

Attached is a report of developer fees collected and spent. The law requires the money to be used within five years or returned to taxpayers. All fees collected five (5) years ago by the Hanford Elementary School District have been expended.

FISCAL IMPACT:

RECOMMENDATION:

Accept Report of Developer Fees Collected and Spent.

HANFORD ELEMENTARY SCHOOL DISTRICT
Fund 2500 – Capital Facilities Fund (Developer Fees)

The fees collected in this Fund are collected pursuant to Government Code Section 53080, which authorizes school districts to levy a fee against any development project for the construction or reconstruction of school facilities. The fee currently levied is \$2.97 per square foot for residential development and \$.47 per square foot for commercial development. This fee is shared with the Hanford Joint Union High School District. The elementary district receives 60% of the fee and the high school district receives 40% of the fee.

Report of Developer Fees Collected and Spent

<u>FISCAL YEAR</u>	<u>BEGINNING BALANCE</u>	<u>DEVELOPER FEES COLLECTED*</u>	<u>FUNDS SPENT</u>
1986-87	0	4,348	0
1987-88	4,348	170,329	99,180
1988-89	75,497	288,518	144,037
1989-90	219,978	389,012	213,220
1990-91	395,770	528,965	389,438
1991-92	535,297	354,849	579,638
1992-93	310,508	406,493	538,604
1993-94	178,397	301,628	316,722
1994-95	163,303	262,663	344,807
1995-96	81,159	299,872	326,471
1996-97	54,560	275,795	176,506
1997-98	153,849	291,839	318,719
1998-99	126,969	232,212	281,076
1999-00	78,105	165,933	166,697
2000-01	77,341	320,896	239,061
2001-02	159,176	454,887	236,060
2002-03	378,003	706,588	431,063
2003-04	653,528	681,163	944,425
2004-05	390,266	1,002,325	700,580
2005-06	692,011	1,183,917	645,572
2006-07	1,230,356	497,614	1,144,778
2007-08	583,192	396,339	636,561
2008-09	342,970	222,273	308,348
2009-10	256,895	450,032	191,957
2010-11	514,970	197,828	379,732
2011-12	333,066	**	**
TOTAL		10,081,970	9,753,252

All fees collected five (5) years ago have been expended.

*Includes interest accrued on Developer Fees Fund 2500.

A total of \$6,078 interest was earned in Fund 2500 for 2010-11.

**Income and Expenditure figures for 2011-12 are not available, as the year is not complete.

HANFORD ELEMENTARY SCHOOL DISTRICT
Fund 2500 – Capital Facilities Fund (Developer Fees)
Detailed Report of 2010-11 Expenditures

<u>Project</u>	<u>Cost</u>	<u>Project Status</u>	<u>% of Total Cost</u>
Portable Classroom Leases – Twenty-five Portables	\$126,963	On Going	100%
Furniture & Equipment – New Classrooms	\$151,200	One-time	100%
Addition of Administration/Library Building – Richmond School	101,569	Payment #8 of 10. Payments will be complete in 2012-13.	10%
	<hr/> \$379,732		

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: November 28, 2011

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM:

Consider Certification of First Interim Report for 2011-12.

PURPOSE:

Provisions of AB2861 require the School District Superintendent to submit two Interim Reports each year to the District Governing Board indicating whether or not the school district will be able to meet its financial obligations. This is the first of such reports for this fiscal year. The school district must certify whether or not the school district will be able to meet its financial obligations for the remainder of the school year.

FISCAL IMPACT:

None.

RECOMMENDATION:

We recommend a positive certification of the District's First Interim Report for 2011-12.

2011-12 First Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) Revenue Limit Sources		8010-8099	26,038,153.00	27,727,233.00	3,279,395.96	27,727,233.00	0.00	0.0%
2) Federal Revenue		8100-8299	4,266,044.00	4,418,870.00	278,710.21	4,418,870.00	0.00	0.0%
3) Other State Revenue		8300-8599	8,633,108.00	8,574,338.00	2,966,030.66	8,574,338.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,937,165.00	2,286,218.00	272,374.51	2,286,218.00	0.00	0.0%
5) TOTAL, REVENUES			40,874,470.00	43,006,659.00	6,796,511.34	43,006,659.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	20,802,592.00	20,810,107.00	5,592,827.89	20,810,107.00	0.00	0.0%
2) Classified Salaries		2000-2999	7,616,318.00	7,548,394.00	2,162,952.14	7,548,394.00	0.00	0.0%
3) Employee Benefits		3000-3999	9,285,413.00	9,380,606.00	2,355,345.24	9,380,606.00	0.00	0.0%
4) Books and Supplies		4000-4999	1,793,994.00	1,955,770.00	571,534.32	1,955,770.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	2,891,559.00	2,946,773.00	875,009.89	2,946,773.00	0.00	0.0%
6) Capital Outlay		6000-6999	103,000.00	350,364.00	8,086.65	350,364.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	228,178.00	249,726.00	57,406.52	249,726.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(131,531.00)	(133,899.00)	0.00	(133,899.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			42,589,523.00	43,107,841.00	11,623,162.65	43,107,841.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(1,715,053.00)	(101,182.00)	(4,826,651.31)	(101,182.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	20,000.00	28,547.00	8,546.09	28,547.00	0.00	0.0%
b) Transfers Out		7600-7629	191,218.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(171,218.00)	28,547.00	8,546.09	28,547.00		

2011-12 First Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(1,886,271.00)	(72,635.00)	(4,818,105.22)	(72,635.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	6,419,041.00	7,583,979.00		7,583,979.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			6,419,041.00	7,583,979.00		7,583,979.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			6,419,041.00	7,583,979.00		7,583,979.00		
2) Ending Balance, June 30 (E + F1e)			4,532,770.00	7,511,344.00		7,511,344.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	5,050.00	5,050.00		5,050.00		
Stores		9712	117,572.00	117,572.00		117,572.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			1,255,581.00	1,857,776.00		1,857,776.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	700,000.00	700,000.00		700,000.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,505,000.00	3,010,000.00		3,010,000.00		
Unassigned/Unappropriated Amount			949,567.00	1,820,946.00		1,820,946.00		

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: November 28, 2011

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM:

Consider approval of Resolution #11-12: Resolution of the Governing Board Authorizing an Increase to Maximum Amount of Borrowing of Funds for Fiscal Year 2011-12 and Authorizing the Issuance and Sale of an Additional Series of 2011-12 Tax and Revenue Anticipation Notes through the California School Cash Reserve Program and Requesting the Board of Supervisors of the County to Issue and Sell Said Series of Additional Notes.

PURPOSE:

School districts are authorized by the Government Code to borrow money through the issuance of temporary notes (TRANS) when the district reasonably expects a cash flow problem. The TRANS offered by Piper Jaffray, which is sponsored by the California Schools Boards Association (CSBA), is the program we are recommending again this year.

Piper Jaffray has estimated that Hanford Elementary might be eligible to borrow up to \$12,000,000. The exact figure will be computed in another month or so once it is known whether or not the State's budget "trigger provision" is pulled and to what degree. This Resolution does not lock the District into participating in this program. It delegates the right to the Superintendent to make a decision once the rates have been bid.

Additional flexibility was built into the documents to help navigate the turmoil in the financial markets and the State budget crisis. Changes include authorizing the District to issue multiple series of TRANS, up to the resolution limit, under one resolution should the District's cash flow situation change after the initial TRAN issuance, and authorizing two different legal structures for TRANS issuance. The actual structure will be determined closer to the time of the sale of the TRANS in order to maximize market acceptance and minimize borrowing costs.

FISCAL IMPACT:

The cash flow loan would be available to the District for the remainder of 2011-12 and into early 2012-13 for use if necessary. The District would earn interest on that part of the loan that is not used.

RECOMMENDATION:

Approve Resolution #11-12: Resolution of the Governing Board Authorizing an Increase to Maximum Amount of Borrowing of Funds for Fiscal Year 2011-12 and Authorizing the Issuance and Sale of an Additional Series of 2011-12 Tax and Revenue Anticipation Notes through the California School Cash Reserve Program and Requesting the Board of Supervisors of the County to Issue and Sell Said Series of Additional Notes.

HANFORD ELEMENTARY SCHOOL DISTRICT

Agenda Request Form

TO: Dr. Paul J. Terry

FROM: Nancy White

DATE: November 28, 2011

FOR: Board Meeting
 Superintendent's Cabinet

FOR: Information
 Action

Date you wish to have your item considered: December 7, 2011

ITEM:

Consider approval to purchase one (1) new 78-Passenger Blue Bird school bus from A-Z Bus Sales, Inc. via piggyback on a bid issued by the Waterford Unified School District.

PURPOSE:

The District applied for and received another grant from the San Joaquin Valley Air Pollution Control District (SJVAPCD) for the replacement of one (1) school bus. The grant offered funding for the purchase of new lower-emission school buses to replace older buses. The bus being replaced is a 1986 Crown. We propose to purchase the new bus from A-Z Bus Sales, Inc. using a piggyback bid issued by the Waterford Unified School District.

FISCAL IMPACT:

The total cost of the new bus will be \$155,931.16. The SJVAPCD grant is for \$145,931.16. The remaining \$10,000.00 will be the District's responsibility and will be paid from Fund 1500 - Special Reserve – Bus Replacement.

RECOMMENDATION:

Approve the purchase of one (1) new 78-Passenger Blue Bird school bus from A-Z Bus Sales, Inc. via piggyback on a bid issued by the Waterford Unified School District.

Hanford Elementary School District

**REGULAR BOARD MEETING SCHEDULE
January 2012 – December 2012**

Regular Board Meetings are normally held on the 2nd and 4th Wednesday of the month. (The calendar may be modified for holiday months). Unless otherwise noted, board meetings begin at 5:30 p.m.

January 11, 2012
January 25, 2012

February 8, 2012
February 22, 2012

March 14, 2012
March 28, 2012

April 11, 2012
April 25, 2012

May 9, 2012
May 23, 2012

June 13, 2012
June 27, 2012

July 11, 2012 (if needed)

August 8, 2012
August 22, 2012

September 12, 2012
September 26, 2012

October 10, 2012
October 24, 2012

November 14, 2012
November 28, 2012

December 12, 2011

Adopted:

